

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### *Vision:*

*Indigo Shire - leading sustainable growth, community and cultural diversity, and climate action.*

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**TO BE HELD:** Monday 23 June 2025 at 6:30 pm

**LOCATION:** Council Chambers, 2 Kurrajong Way, Beechworth, and live streamed on Council's website

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ATTENDEES:	NAME	TITLE
	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shephard	Councillor
	Trevor Ierino	Chief Executive Officer
	Ian Ellett	Director Infrastructure Services
	Greg Pinkerton	Director Planning & Corporate Services
	Jess Reid	Acting Director Community & Economic Development
	Annabel Harding	Governance Coordinator
<b>APOLOGIES:</b>	Sally Rice	Director Community & Economic Development

*Council meetings are live streamed and recorded. The voices and images of those participating in the meeting, and in the gallery, may be captured as part of this recording.*

### **Acknowledgement of Country**

Indigo Shire Council acknowledges the original custodians of these lands. The people of the rivers and the hills have walked these lands for thousands of years as well as today, and we pay respect to the elders of the past and present.

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## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

**1 WELCOME**

**2 ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND**

**3 APOLOGIES AND LEAVE OF ABSENCE**

Sally Rice - Director Community & Economic Development

**4 DECLARATION OF CONFLICT OF INTEREST**

**5 OPEN FORUM**

*Responses given by Councillors and Council Staff during Open Forum are the opinion of the individual responders, and accurate at the time of response, to the best of their knowledge.*

**6 COMMUNITY AND COUNCIL ACHIEVEMENTS**

**7 CONDOLENCES**

**8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING(S)**

**RECOMMENDATION**

That the Minutes of the Council Meeting held on 13 May 2025 as published on Council's website be confirmed.

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### 9 BUSINESS ARISING FROM PREVIOUS MINUTES

The following question submitted to Open Forum at the 13 May Council meeting was taken on notice.

Questioner – Robin McLeish

Question – Question 2 (Part 2):

“Also, what is the corporate structure of TNE that allows it to refuse Freedom of Information requests and requests to the Ombudsman for details of grant applications that will utilise the taxes that we pay for essential services?”

The below response was provided by Chief Executive Officer, Trevor Ierino.

*I write in response to your open forum question at last night’s Council meeting.*

*North East Victoria Tourism Board Inc. trading as Tourism North East is an independent, not-for-profit, incorporated association, formed under the Victorian Associations Incorporation Reform Act 2012. As such its governance structure is one that is not a government entity, and therefore is not subject to the same FOI requirements as government bodies.*

*With respect to accountability for public monies, that responsibility is discharged through the budgeting, auditing and annual reporting of the individual members that comprise TNE and contribute to its operating costs. These being Councils and Resort Management Boards in our region.*

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### 10 PETITIONS

Nil reports

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### 11 PLANNING AND CORPORATE SERVICES

#### 11.1 COMMUNITY VISION AND COUNCIL PLAN 2025-2029

**Melinda Collis - Executive Manager Customer Experience & Engagement  
Office of the CEO**

#### **For Decision**

##### **RECOMMENDATION**

That Council, having reviewed submissions, adopts the Indigo Shire Community Vision and the Council Plan 2025-2029.

#### PURPOSE OF REPORT

This report presents the final Indigo Shire 10-Year Community Vision and Council Plan 2025-2029 for adoption.

The Community Vision and Council Plan are key strategic documents required under the Local Government Act 2020 that will guide Council's direction and priorities for the next four years and beyond. Both documents were placed on public exhibition for 21 days, and Council received two submissions.

#### BACKGROUND

##### **Community Vision Review**

Under the Local Government Act 2020, all Victorian Councils must maintain a Community Vision with an outlook of at least 10 years. The Community Vision describes the community's aspirations for the future of the municipality. Indigo Shire's first 10-year Community Vision was developed in 2021.

Between March and September 2024, community members were invited to participate in the Community Vision review. This included completing an online survey or attending one of four drop-in sessions held across the Shire.

The objective was to review the current vision and associated pillars and provide feedback on whether they remained relevant and reflected community aspirations and priorities for the Shire. As a result of this feedback, the Community Vision wording has been slightly revised to better reflect what was heard, while the pillars have remained the same as when developed in 2021.

##### **Council Plan Development**

The Local Government Act 2020 requires Council to prepare and adopt a Council Plan for a period of at least four financial years after a general election. The Council Plan sets the strategic direction of Council and guides decision-making through budget allocations and resource prioritisation.

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Community engagement for the new Council Plan opened in October 2024, immediately after the Council elections, and closed on December 20, 2024. The opportunity to participate was widely promoted using various digital and traditional media channels. All communications included a link to the ENGAGED INDIGO digital platform which housed the engagement tools, including a survey, ideas board, and mapping tool.

During the engagement period, there were 1,900 visits to the ENGAGED INDIGO platform, with 284 people actively contributing via one or more of the engagement tools:

- 260 surveys submitted
- 121 contributions to the ideas board
- 41 pins dropped on an interactive map

### DISCUSSION

Both the Community Vision and the Council Plan recognise the significant challenges facing the Shire, including climate change impacts, aging infrastructure, housing affordability, and long-term financial sustainability, while also embracing the opportunities these challenges present for positive transformation.

The Council Plan 2025-2029 is built around four key themes that emerged from the extensive community engagement:

1. Places and Communities
2. Economic Resilience and Opportunity
3. Environment and Heritage
4. Governance and Financial Sustainability

Each theme has its own set of strategic objectives, key strategies, and specific actions that Council will deliver over its four-year term. The plan also includes cross-cutting priorities that will be integrated throughout Council operations:

- Climate Action Leadership
- Inclusion and Equity
- Health and Wellbeing
- Heritage Preservation and Activation

The revised Community Vision reads:

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure, effective climate action, and enhanced wellbeing.

The six pillars of the Community Vision remain:

- A sustainable Leader
- A dynamic and prosperous region
- A natural wonder
- A region for care and wellbeing

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- One Shire, many communities
- Progressive, living history

### SUBMISSIONS

During public exhibition of the Community Vision and the Council Plan, 65 participants downloaded the draft Council Plan and 32 downloaded the draft vision, while there were 10 downloads of the community engagement summary report.

As a result, the Council Plan received four submissions, and the Community Vision one, which was included as part of submission four. These are summarised below. Full details of each submission is included in the attachments, as is all changes made to the Council Plan as a result of the submissions.

### Council Plan

Submission #	Summary of submission	Officer comment	Recommended action
1	Submitter expressed concern about the lack of a comprehensive Early Year's Plan, asking for it to be noted and considered.	There is an action item in Theme 1 – Finalise and implement the Life Stages Plan. This plan will replace the Early Years Strategy, Youth Strategy and Ageing Well Strategy. Delivery of key strategies in the Life Stages Plan is also identified in the draft Municipal Public Health and Wellbeing Plan 2025-2029 which will be released for public exhibition at the end August/ early September 2025.	No changes to the Council Plan
2	<p>The submitter was complementary of the Council Plan and offered some observations but was not seeking changes. This is a summary of the submission:</p> <p><b>Environment &amp; Climate Action:</b></p> <ul style="list-style-type: none"> <li>• Suggests strengthening terrestrial biodiversity and waterway actions, noting high community concern in these areas</li> </ul>	<p>Some great observations and suggestions which have been carefully reviewed and as a result, there has been changes to the Council Plan including reference to adaption and mitigation.</p> <p>The submitters comments reflect those of submitter three and four and changes have been made</p>	Council Plan has been updated with a number of recommended changes/additions

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Submission #	Summary of submission	Officer comment	Recommended action
	<ul style="list-style-type: none"> <li>• Recommends preparing early for carbon offsetting needs by 2035, potentially creating local offset opportunities that support biodiversity and economic outcomes</li> <li>• Calls for explicit climate adaptation language in strategic objective 3.1, which currently focuses heavily on mitigation</li> </ul> <p><b>Positive Feedback:</b></p> <ul style="list-style-type: none"> <li>• Commends strong climate action focus and built environment planning integration</li> <li>• Appreciates climate-ready tree selection in parks planning</li> </ul>	to the Council Plan accordingly.	
3	<p>The submitter raised that the draft council plan only addresses biodiversity conservation on council-managed land (roadsides, reserves) but ignores council's potential role in supporting biodiversity conservation on private land throughout the shire.</p> <p><b>Request:</b> The submission asks for the final Council Plan to include a statement that:</p> <p>Acknowledges the significant role that private landholders with conservation covenants play in protecting Indigo Shire's natural values</p>	Council officers agree and as a result have updated the wording in Strategic Objective 3.2 and added an additional strategy to address protecting and enhancing biodiversity on private land through conservation efforts.	Council Plan has been updated with a number of recommended changes/additions



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Submission #	Summary of submission	Officer comment	Recommended action
4	<p>Praised the strong sustainability focus throughout the document</p> <ul style="list-style-type: none"> <li>Emphasised need to weave climate adaptation concepts throughout (not just mitigation)</li> <li>Supported the net zero by 2035 goal and Climate Action Leadership as an integrated priority</li> <li>Noted that climate change references had "dropped off" in many sections</li> </ul>	<p>The submitter provided a lengthy submission and recommended a number of changes to the wording and also suggested additional strategies and actions.</p> <p>Where the suggestions added valued, or identified 'gaps', these have been taken on board and fed into the Council Plan</p>	<p>Council Plan has been updated with a number of recommended changes/additions</p>

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### Community Vision

Submission #	Summary of submission	Officer comment	Recommended action
1	<p>Recommend changing the vision statement to emphasise climate responsiveness:</p> <ul style="list-style-type: none"> <li>Current: "By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices..."</li> <li>Suggested change: "By 2035, Indigo Shire will be home to strong, resilient communities that are responsive to the climate change challenge, embrace sustainable practices..."</li> </ul> <p>Community Vision Pillars:</p> <ul style="list-style-type: none"> <li>Strengthen "sustainable leader" definition to ensure environmental, social, cultural and economic outcomes are all considered in decisions</li> <li>Add explicit climate action leadership language involving both adaptation and mitigation</li> </ul>	The vision statement has a strong environmental focus which speaks to sustainable practise and environmental stewardship. The suggested change has been considered	No change to the vision statement

### OPTIONS

1. Adopt the Community Vision and Council Plan 2025-2029 as presented - recommended
2. Request further amendments to the Community Vision and Council Plan 2025-2029 – not recommended
3. Defer adoption of the Community Vision and Council Plan 2025-2029 – not recommended

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	N/A

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The Community Vision and Council Plan 2025-2029 are central to Council's integrated planning framework and will guide Council's work for the next four years. These documents align with and build upon previous strategic planning while responding to current community needs and aspirations.

As foundational documents, they will inform other Council plans and strategies, including the Financial Plan, Asset Plan, Municipal Public Health and Wellbeing Plan, and annual budget processes.

### SOCIAL/COMMUNITY IMPLICATIONS

The Community Vision and Council Plan 2025-2029 directly reflect community aspirations for the social, environmental, economic, and cultural future of Indigo Shire. Through extensive engagement, the community has expressed priorities around vibrant and connected communities, diverse housing options, inclusive service delivery, and support for vulnerable residents.

These documents place community wellbeing at their core, with specific objectives and strategies to enhance the social fabric of our towns. The Life Stages Plan, Disability Action Plan, Library Strategy, and other initiatives within the Council Plan will strengthen social connections and improve quality of life for residents of all ages and backgrounds.

### ENVIRONMENTAL IMPLICATIONS

Environmental sustainability and climate action are fundamental components of both the Community Vision and Council Plan 2025-2029. Since declaring a climate emergency in 2019, Council has committed to embedding climate considerations in all decision-making processes.

The Council Plan reinforces this commitment through specific objectives and actions related to emissions reduction, biodiversity protection, enhanced tree canopy, waste reduction, and climate resilience. These align with Council's Climate Emergency Strategic Action Plan and other environmental policies.

Theme 3: Environment and Heritage, explicitly addresses Council's approach to environmental management, with targets including greenhouse gas emissions reduction, increased tree canopy coverage, and increased waste diversion from landfill.

### FINANCIAL IMPLICATIONS

The Council Plan 2025-2029 will significantly influence Council's financial planning over the next four years. Implementation of the actions within the plan will be subject to annual budget processes and Council's Long-Term Financial Plan.

Specific actions identified for Year one are included in the 2025/26 budget. The plan acknowledges the financial constraints facing Council, including rate capping, infrastructure renewal gaps, and the need for grant funding to deliver community priorities.

### LEGISLATIVE IMPLICATIONS

Community Vision - Under section 88 of the Local Government Act 2020:

1. A Council must maintain a Community Vision that is developed with its municipal community in accordance with its deliberative engagement practices.
2. The scope of the Community Vision is a period of at least the next 10 financial years.
3. A Community Vision must describe the municipal community's aspirations for the future of the municipality.

Council Plan - Under section 90 of the Local Government Act 2020:

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1. A Council must prepare and adopt a Council Plan for a period of at least the next 4 financial years after a general election in accordance with its deliberative engagement practices.
2. A Council Plan must include the strategic direction, strategic objectives, strategies for achieving the objectives, strategic indicators, and a description of Council's initiatives and priorities.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
The documents may not adequately reflect community priorities	Unlikely	Moderate	Low	Extensive community engagement has been undertaken to inform development of these two strategic documents.
Implementation of Council Plan actions may be constrained by resource limitations	Possible	Moderate	Medium	Actions will be integrated with annual budget processes and long-term financial planning. Strategic prioritisation will be applied.
Community expectations may exceed Council's capacity to deliver on the Council Plan actions	Possible	Minor	Medium	Clear communication regarding Council's role, resource constraints, and delivery timeframes.

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

Extensive community engagement has been undertaken to inform the development of the draft Community Vision and Council Plan 2025-2029, including:

- Community Vision review survey and drop-in sessions across the Shire (March-September 2024)
- Council Plan engagement through the ENGAGED INDIGO platform (October-December 2024)
- Attendance at Farmers Markets and pop-up engagement hubs in townships
- Social media promotion reaching over 25,000 people
- Hard copy and digital fliers included in 9,921 rate instalment notices
- Engagement with Council Advisory Committees
- Business and tourism electronic newsletters
- Public exhibition of 21 days of the draft documents with community members invited to make a submission

#### **Engagement outcomes**

Community feedback has directly shaped the development of these draft documents, including:

- Reinforcement of climate action as a priority
- Strong emphasis on township character and heritage preservation
- Focus on infrastructure maintenance and improvement

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- Desire for diverse housing options and sustainable growth
- Support for community connection and inclusion initiatives
- Need for economic diversification and tourism balance

### Engagement proposed

No further engagement is proposed at this stage.

### CONCLUSION

The Community Vision and Council Plan 2025-2029 represent the culmination of extensive community engagement and strategic planning. They set a clear direction for Council's priorities over the next four years and reflect the community's long-term aspirations for Indigo Shire.

### CONFIDENTIAL ATTACHMENTS

Information has been removed from the attachment (submissions - names removed) because it is confidential as defined under section 3f of the *Local Government Act 2020*. It is personal information, being information which if released would result in the unreasonable disclosure of information.

This section applies because the information contains the name and contact information of a person who has made a submission to Council as part of the Council Plan submission process. Disclosure of this information is unreasonable as this information was provided to enable Council response to the submission and is not required to be included or considered as part of the submission process.

A full unredacted version has been sent to Councillors under separate cover.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Trevor Ierino - Chief Executive Officer
- Melinda Collis - Executive Manager Customer Experience & Engagement

### **Attachments**

1. Council Plan submissions - names removed [11.1.1 - 6 pages]
2. Indigo Shire Community Vision 2025-2035 FINAL [11.1.2 - 8 pages]
3. Indigo- Shire- Council- Plan 2025 2029 FINAL [11.1.3 - 48 pages]

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### Council Plan 2025-2029 Submissions

#### Submission #1

I've just had a read of the draft council plan. I'm concerned about the lack of a comprehensive early years plan- there is a real need for this to be a focus on our community and I'm worried about its absence. I'd like this to be noted please, and a look a childcare and kinder to be added.

#### Submissions #2

Well done team on an excellent draft council plan. I found it easy to read, well presented and to contain an ambitious and broad range of strategies. Everything that I would hope to see in there was. It was also good to see the funding source column.

I don't have a strong view or focus of this submission, I was just prompted to read it and comment by the engaged indigo emails. I do not require a response. A few thoughts or questions that arose for me:

- council plan strategy 3.2.7 - interesting that 'NECMA - Water is Life' is called out specifically as a terrestrial and waterway management policy to embed. My understanding is Water is Life is a state policy about aboriginal access to water entitlements. This may have reduced applicability to Indigo Shire. Other strategies/policies to support include Biodiversity 2037, and the Regional Waterway Strategy. Additionally, given the highest percentage of consultation comments/concerns relating to environment were about terrestrial biodiversity and waterways, is this action strong enough? contrasting with multiple strong actions on climate change (which is excellent to see this continued focus and commitment)
- net zero by 2035 ambition - although a long way off and the current focus in reducing emissions, offsetting unavoidable residual emissions will become necessary. At this time, ISC may face a conundrum that there are no offsets locally available that can also support local or regional biodiversity and economic outcomes. It could be worth starting to consider if/how ISC could enable or start to 'plant the seeds' for this to possibly become a reality by 2035.
- E&S budget - I was wondering about the community sustainability grants - has it been well subscribed, has it been evaluated lately to see if that is still suitable or an efficient way to achieve the outcomes? Could the scope and eligibility be expanded to support some of the other strategies, e.g. tree planting events, integrated weed and pest control with community/crown land managers/council, etc.
- principles of climate adaptation are implicit throughout the draft council plan, however it could be useful to specifically call out adaptation in strategic objective 3.1. The focus seems skewed towards mitigation. I understand 3.3. is about adaptation. The related docs section references climate change adaptation action plan - is this still current, does it require review, should that be the basis for identifying and implementing priority adaptation actions?
- Great to see climate action applicable to the built environment and planning be formalised in the council plan.
- Waste - I see strategy 3.4.4 as a subaction of 3.4.2 and wouldn't make sense to address and report on separately?

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- waste strategic objective 3.4 is very ambitious. It sounds great and what we would love to see, but is it realistic or achievable to ISC to transform waste management practices?
- waste service plan - states participation in NEWRRG and collaborative projects - this has not been operating for years and is important context when developing the new waste strategy, and considering ambitious transformation to waste practices.
- Also commendable to see the focus on future climate in the parks and gardens service plan/budget. Re the selection of climate ready trees, Wodonga Urban Landcare Network are currently doing a project on this with a very local lens that would be useful to connect with.
- strategy 1.1.9 - expand network of sealed roads. That would be wonderful. I understand it will never be feasible to seal the road I live on, but could the strategy consider other dust reduction mechanisms for unsealed roads? ranging from (at lowest cost and effort) signage urging motorists to slow down; to binding applications like Dustex or similar.
- re tracking the utilisation of community facilities - I wonder if low rates of use would lead to a decision to reduce the service, but hopefully the barriers to use/access would also be looked at. Apart from hours/days available, promotion etc, just the physical or digital access arrangements like remote entry keypads at sports facilities - if these routinely fail that could be a huge barrier to utilisation. I understand this (and the two comments above) are far too detailed for a council plan and not suggesting they are written in there.
- re strategic objective 2.3 - limits to the amount of tourism a town can handle is the quantity of dining and takeaway offerings (and related issues of workforce accommodation, affordability and seasonal fluctuations). I noticed an interesting approach to solving this in Bridport, Tasmania. Over the peak tourism season, they turn one of their central parks into a food truck fair. They offer camping/caravanning for the food truck vendors on site. The local restaurants are happy with the arrangement because they still get plenty of business but don't get stressed out and have complaints made about them when they can't handle the demand. Ofcourse, any exploration of similar initiatives would involve engagement with existing commercial providers.

### Submission #3

Thanks for the opportunity to provide feedback on the Draft Council Plan.

The draft plan currently does not refer to Council's role in biodiversity conservation on private land in the shire. It only responds to land directly managed by Council (e.g. roadsides, reserves).

There are 24 properties in Indigo Shire with Trust for Nature conservation covenants (refer to attached map). The total area under conservation covenant is 808.14 hectares. Conservations covenants are a mechanism to protect important wildlife habitat on private land, forever. For over 50 years Trust for Nature has worked alongside Victorians to create a future where our native plants and animals can be valued, protected and thriving. We have unique powers enshrined in legislation to protect our natural wonders forever, help meet biodiversity targets locally and globally, and mitigate the effects of climate change. We've already partnered with over 1,500 Victorians to protect more than 110,000 hectares of native habitat.

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The network of conservation covenanted properties and landholders in Indigo Shire collectively play a significant role in protecting and enhancing Indigo's precious natural values and mitigating biodiversity loss.

It would be great if the final Council Plan contained a statement to reflect the above, and demonstrate strong commitment to supporting conservation efforts on private land by Indigo Shire residents.

### Submission #4

Overall:

- It is good to see that 'sustainability' is remaining a strong theme throughout the document.
- It is also good to see the Community Vision include being 'A sustainable leader'. However, sustainability is more than just finding a balance. It might be considered 'balanced' to ignore environmental or social outcomes in some situations; sustainability requires that every decision consider what all outcomes may be, before the decision is made,
- The concept of 'adaptation to climate change', and that 'sustainability' means doing things differently in the future to adapt to a hotter and drier climate with more storms needs to be woven throughout the document. It is worth reiterating as many times as possible.
- It is good to see Climate Action Leadership as an Integrated Priority (page 19) and the framing of mitigation AND adaptation is good; however, in many other places in the document, reference to climate change has dropped off.
- It is good to see the goal of net zero greenhouse gas emissions by 2035 explicitly stated in the Plan.
- It is good to see the strategies around climate-related emergencies address being looked at through a risk management lens. (Strategic objective 3.3)
- There are a lot of connections between themes and related existing strategic documents and plans. While these are listed at the end of each theme, it would be good to have live links to each of these documents, as well as their year of publication, so we are aware of how recent they are.

#### p. 9: Challenges and Opportunities

- Add a sentence to the opening/overarching paragraph that stresses the linkages between the first four challenges: Infrastructure sustainability, Housing affordability & diversity, Climate resilience & environmental protection, and Long-term financial sustainability are all intricately linked.

#### p.11: under Community Vision

- By 2035, Indigo Shire will be home to strong, resilient communities that **are responsive to the climate change challenge**, embrace sustainable practices, foster meaningful connections and honour our rich heritage.

#### p. 12: under A sustainable leader:

- We are balancing environmental responsibility with social, **cultural** and economic outcomes, **and each of these is considered in the actions and decisions that we make.**
- We are committed to climate action leadership **which involves both adaptation and mitigation responses.**



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p.12: under 'A natural wonder.'

- From the undulating foothills of the ~~alps~~<sup>Alps</sup> to the ample and well-connected farming communities...

p.18: Guiding Principles: under Responsible asset stewardship

- We will ensure our infrastructure supports community safety and responds to a changing climate.

p. 19: ~~Integrated~~ Integrated Priorities

p.19: Heritage Preservation and Activation

- Our unique heritage is a defining characteristic of Indigo Shire that influences our identity, economy, and ~~built~~<sup>shared</sup> environment. Protection and activation of our heritage assets, both colonial and First Nations, ~~both built and natural~~, requires a coordinated approach across planning, economic development, tourism, environmental management, and community services. The potential World Heritage Listing for our goldfields sites further elevates the importance of this ~~cross-cutting~~ priority.

p. 21: Theme 1: Places and Communities

Strategic objective 1.1 Community infrastructure and facilities

- Develop and maintain inclusive, accessible and ~~adaptive~~ infrastructure and facilities that enhance liveability, encourage physical activity, ~~respond to the imperatives of climate change~~ and strengthen community connections.
- Suggest including 3.3.4 in key strategies community infrastructure and facilities
- Suggest including 4.1.1 in key strategies community infrastructure and facilities
- Probably could reference the entire strategic objective 4.1 as complementing the strategic objective 1.1

p. 30: Theme 2: Economic Resilience and Opportunity

Outcomes [trying to capture the essence of being an environmental leader]

- A strong, cohesive, resilient and ~~forward-looking~~ economy

Strategic objective 2.1 Housing diversity and development

- Facilitate a variety of housing options that meet community needs while supporting economic growth, ~~responding to climate change~~ and maintaining township character.

p. 32: ACTION PLAN - Finalise and implement Economic Development Strategy

- Action: Establish a framework to support business investment, growth, ~~environmental and social sustainability~~ and innovation.

p. 36: Theme 3: Environment and Heritage

Strategic objective 3.1 Climate action

- 3.1.3 Identify and support priority climate actions in our community ~~through planning and recognising the importance of building and retrofitting buildings to make them more climate resilient, managing the urban heat island through parks, tree canopies etc.~~

Strategic objective 3.2 Environment Protection and enhancement

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Protect and enhance biodiversity, natural habitats and water resources through strategic management practices, **regular** monitoring **and reporting**, and community education.
  - 3.2.4 Continue monitoring of key environmental indicators relating to Council owned and managed reserves and water bodies (e.g. water quality monitoring, weed data collection, **extent of native vegetation cover** and roadside firewood assessments)
  - 3.2.5 is a duplication of 3.2.4
  - **3.2.8 Maintain and enhance existing native vegetation and habitat through valuing significant native vegetation, including old growth and heritage trees (e.g. respond to illegal removal of native vegetation etc)**
- p. 37: Strategic objective 3.3 Emergency preparedness and climate resilience
- Build community and infrastructure resilience to **climate change and** climate-related emergencies through planning, education and strategic risk management.
- p. 37: Strategic objective 3.5 Heritage preservation
- Preserve and **activate manage** our unique heritage assets through integrated approaches that balance conservation with accessibility, ensuring their value for future generations.
  - Consider including another Key strategy to achieve the objective: **Identify, record, protect and promote our unique treed heritage with the community and visitors and encourage stewardship by direct community involvement in asset management and decision-making.**
    - *This latter statement means that a Significant Tree Register, Nature Strip Policy, Tree Management Policy, Open Spaces Policy and Urban Canopy Policy – all are activities to which we could contribute as a group, ensuring that there is an over-arching environmental stewardship for all vegetation, not just native. These also represent areas in which the community is directly impacted by decisions. The IEAC can help ensure that community sentiment and policy development are in harmony.*
- p. 38: Theme 3: Environment and Heritage ACTION PLAN
- Action: Continue to implement biodiversity protection program
- Description: Strengthen protection for native vegetation and wildlife habitats on Council managed land **and strongly encourage the protection of native vegetation on private land.**
    - Related Key Strategies to also include 3.2.4 and 3.2.8
- p. 42: Governance and Financial Sustainability – Strategic Objectives
- Following on from 4.1.5 – develop a Financial Sustainability Strategy, consider including an additional strategy: **4.1.6 – Develop a financial strategy for achieving net zero (as per 3.1.1) specifically scope 3 emissions**
- p. 45: Theme 4: Governance and Financial Sustainability ACTION PLAN
- Action: Implement Council's Risk Framework activities **including climate risk**
    - Related Key Strategies to also include 1.1.11 and 3.3.4

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Our Shared Tomorrow:  
**Indigo Shire  
Community Vision**  
2025–2035





About Indigo Shire

Indigo Shire is located in Victoria’s picturesque northeast, an easy three-hour drive north of Melbourne. We acknowledge the Traditional Owners of this land, whose continuous connection to Country spans thousands of generations and remains strong today. The Shire is a rich blend of heritage architecture and pristine natural environment nestled between Murray River frontage in the north and the lush foothills of the Alps in the southeast.

In between are productive agricultural enterprises, award-winning wineries in the highlands and lowlands of the Shire, a celebrated

box ironbark national park in the centre, the green rolling hills of dairy farming in the east, and rugged, granite outcrops with stark reminders of the once lucrative goldfields in the south.

Our Shire covers an area of 2,016 sq km and includes the townships of Wahgunyah, Rutherglen, Chiltern, Barnawartha, Yackandandah, Kiewa-Tangambalanga, Stanley, and Beechworth, all unique in their own right.

With a growing population of over 17,600 residents, our communities are actively engaged in shaping the future of our region.

Statutory Requirements

Under the Local Government Act 2020, Council must develop, maintain, and review a Community Vision with its community using deliberative engagement practices. The Community Vision has an outlook of at least 10 years and describes the community’s aspirations for the future of the Shire.

Guidance from Local Government Victoria suggests the vision should describe the social, economic, cultural, and environmental aspirations for the future of the municipality. This document fulfills these statutory requirements while providing a clear framework for Council’s strategic planning and decision-making.

Our Community Vision informs the Council Plan and helps integrate our community’s aspirations into all aspects of Council operations.



# Community Engagement: Reviewing Our Vision

Between March and September 2024, Indigo Shire Council conducted a comprehensive review of the Community Vision that was originally adopted in 2021. This review involved inviting community members to participate through an online survey and four drop-in sessions held across the Shire.

The engagement process gathered valuable insights from:

- **63** survey participants from across the Shire
- **91** pieces of feedback collected from four drop-in sessions at Barnawartha, Beechworth, Rutherglen, and Yackandandah
- Over **1,200** visits to the ENGAGED INDIGO website

63



Participants completed the survey

91



Pieces of feedback from four drop-in sessions in Barnawartha, Beechworth, Rutherglen and Yackandandah

1,220



Visits to the Engaged Indigo website

## What We Heard

Through this consultation process, we heard:

- Strong support for the Vision’s focus on sustainability, wellbeing, and community connection
- Desire for clearer language and better-defined terms
- Calls for greater emphasis on community empowerment and belonging
- Interest in balancing heritage preservation with appropriate development
- Requests for stronger environmental protection and climate action
- Suggestions to strengthen our commitment to Traditional Owner partnerships
- Need for greater focus on township character and equitable service delivery
- Importance of supporting all life stages, particularly young people and older residents

The feedback confirmed that while the six pillars of our Community Vision remain relevant, the overarching Vision Statement needed refinement to better reflect community priorities and aspirations.



## How we responded

Based on this feedback, we have refined our Community Vision to:

- Strengthen language around community connection and belonging
- Emphasise protection of both the natural environment and built heritage
- Clarify our commitment to climate action
- Highlight the importance of inclusive participation and engagement
- Balance growth and development with preservation of township character

Our revised Vision Statement reflects these changes while maintaining the essence of what you told us was important in 2021.

# Community Vision

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure and enhanced wellbeing.

## The foundation of our future

This revised Community Vision serves as the foundational framework that guides the Council Plan 2025-2029. While the Vision provides the ‘what’ and ‘why’ for our Shire’s future, the Council Plan translates these aspirations into the ‘how’ and ‘when’ through actionable steps.

The Vision represents our collective ambition for the future of Indigo Shire, informed by community feedback and aligned with the values and aspirations expressed by residents.





A Sustainable Leader

We are balancing environmental responsibility with social, cultural and economic outcomes.

Our region is developing in a sustainable way, ensuring housing, infrastructure and facilities meet the needs of all communities as they grow, while taking care to implement practices that help, rather than harm, the natural world around us.

We are committed to climate action leadership which involves both adaptation and mitigation responses. We consider how we can lessen our impact on the environment through planning and actions that are woven into every aspect of daily life and development.

From making changes in our own homes and behaviours, to using sustainable sourcing and materials in building and business, to regeneration and rewilding of our natural environment, we are changing the way we work, live and play to create a better tomorrow – and a better now – for us and our future generations.



A Dynamic and Prosperous Region

Life in Indigo Shire is vibrant, progressive, and continually revitalising.

We are a dynamic region, attracting new people and businesses that want to take advantage of our stunning natural landscapes, fresh clean air and proximity to major regional and metro centres to build prosperous and balanced livelihoods.

New businesses mean new employment opportunities, so our people are able to work in exciting industries close to home.



A Natural Wonder

From the undulating foothills of the Alps, to the ample and well-connected farming communities, to the north-east's premier wine and chestnut growing region, we have a range of opportunities to enjoy the views, activities and abundant produce of a generous and diverse landscape.

The Shire is home to a number of threatened species including Regent Honeyeaters, Barking Owls, Squirrel Gliders, Striped Legless Lizards, Swift Parrots, many spectacular endangered orchids and other native flora and fauna.



A Region for Care and Wellbeing

Our children and young people are secure and thriving, with access to quality education and a life in the great outdoors.

They are the leaders of our future and their voices are heard and acted on now. We value the contribution of our older residents and create opportunities for them to actively participate, and to receive the support they deserve.

Our communities are safe and caring, and we place an emphasis on proactively addressing, even anticipating, social issues that can hold our people back from fulfilment and wellbeing.

We make sure that everyone in Indigo Shire is able to take advantage of all the opportunities the region provides.





One Shire, Many Communities

We are, and will continue to be a proud, progressive and united Shire that celebrates, and is enhanced by the unique characteristics and needs of its diverse townships and communities. We understand that each community has its own story to tell, its own needs to be met and its own triumphs and challenges.

Our community members are highly engaged and willing to contribute to the future wellbeing of their place. We will continue to foster and nurture these contributions which enrich the lives of all. We work to create strong connections between these communities, while also allowing each to chart its path and develop as it needs to. This in turn offers our residents and visitors a multitude of different lifestyles and experiences within our one Shire.

Progressive, Living History

At our core, we are a heritage Shire, with a rich pioneering, sometimes challenging history that has built and defined us.

We take a progressive approach to that celebration of our past and character. We are dedicated to cultural diversity and expression, beginning with the rightful anchoring of our Indigenous story, heritage and culture at the heart of this enduring history. Our history will always inform, and find its place, in our bright and positive future.







# How our Community Vision will guide our future

This Community Vision will be realised through:

1. **Council Leadership:** The Council Plan 2025–2029 and future plans will translate this vision into specific actions and measurable outcomes.
2. **Community partnerships:** Collaboration between Council, community groups, businesses, and residents will drive progress toward our shared goals.
3. **Strategic planning:** Council strategies and plans will align with and support the achievement of this vision.
4. **Ongoing engagement:** Regular community consultation will ensure the vision remains relevant and responsive to changing needs.

## The Council Plan connection

The Community Vision sets the destination, and the Council Plan maps out the journey to get there. The Council Plan 2025–2029 will operationalise this vision through:

- **Specific actions:** Translating aspirational goals into specific initiatives
- **Resource allocation:** Ensuring resources are directed toward priority areas
- **Timeframes:** Establishing clear timelines for implementation
- **Measurable outcomes:** Defining success indicators to track progress
- **Accountability mechanisms:** Ensuring transparent reporting to the community

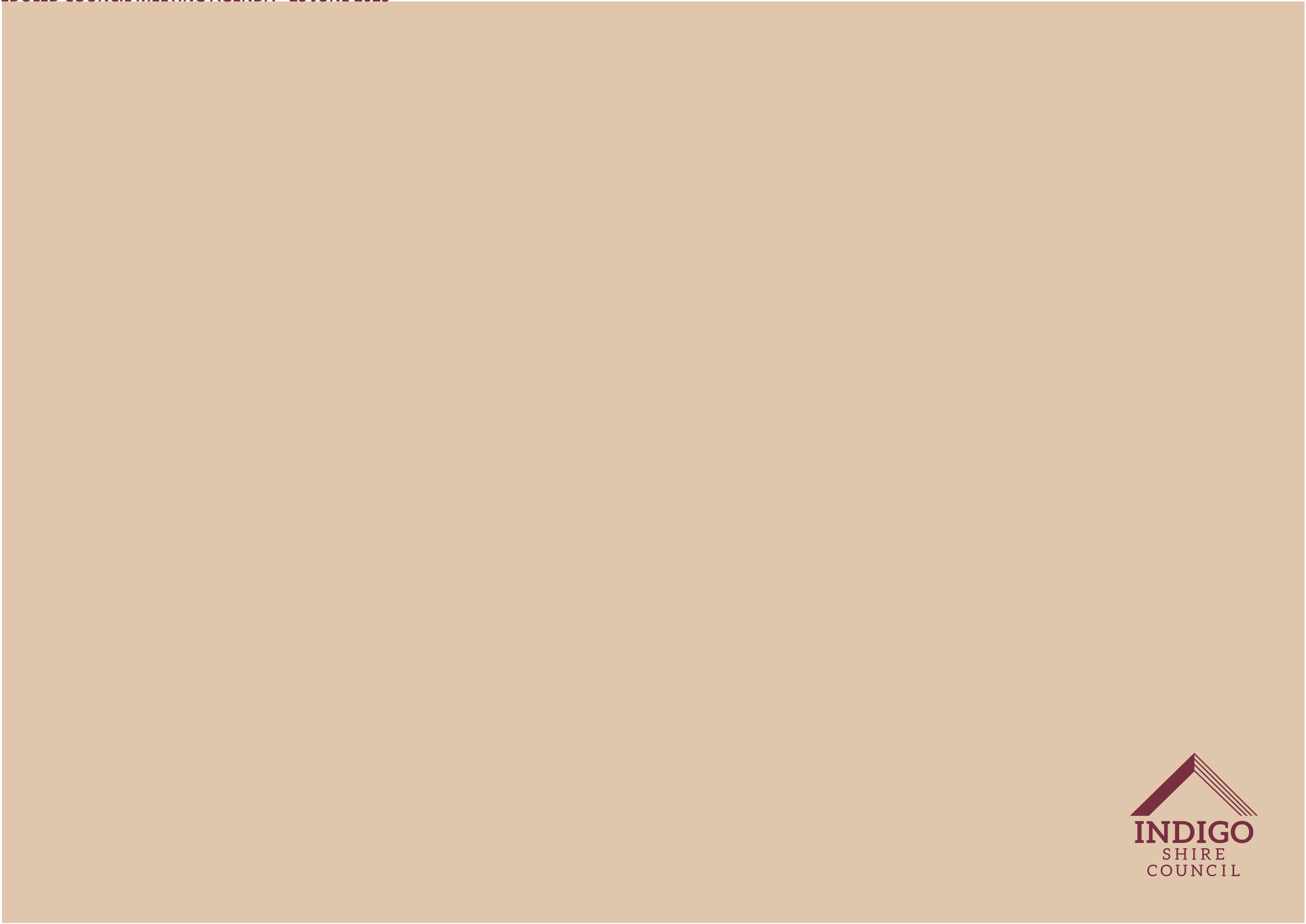
## Join us on the journey

This Community Vision belongs to everyone in Indigo Shire. Together, we can build resilient communities, preserve our valued heritage, and create a sustainable future for generations to come.

We invite all residents, businesses, and visitors to embrace this vision and contribute to making it a reality through individual actions, community initiatives, and collective efforts.

## Contact us

ph 1300 365 003  
e info@indigoshire.vic.gov.au  
PO Box 28 Beechworth, Victoria 3747





One Shire, Many Communities:  
**Our Path Forward**  
Council Plan 2025-2029





Indigo Shire Council acknowledges the original custodians of these lands. The people of the rivers and the hills have walked these lands for thousands of years as well as today, and we pay respect to the elders of the past and present.

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Contact us

ph 1300 365 003  
e info@indigoshire.vic.gov.au  
PO Box 28 Beechworth, Victoria 3747

# Mayor & CEO Message

On behalf of all Councillors and staff, it gives us great pleasure to present the Council Plan 2025-2029. This plan represents our shared commitment to creating a brighter, more sustainable future for Indigo Shire.

For the first time since developing our 10-year Community Vision in 2021, we have had the opportunity to review and refresh this important document, ensuring it continues to reflect the aspirations and priorities of our community. The slightly revised Community Vision now serves as the foundational framework for this new Council Plan.

The Council Plan is designed to align with and support the Community Vision. It ensures that the day-to-day operations and long-term projects of Council are directed towards achieving the community's aspirations. While the Community Vision provides the 'what' and 'why', the Council Plan provides the 'how' and 'when'. The Council Plan breaks down the vision into manageable, actionable steps which Council will deliver during its four-year term. Put simply, the Community Vision sets the destination, and the Council Plan maps out the journey to get there.

This Council Plan is a document that we develop in partnership with our community to guide Council's strategic direction over the next four years. It outlines the allocation of resources, the provision of services and the key themes that will guide Council's decision-making. It is a requirement under the Local Government Act 2020 for all Victorian councils to have a Council Plan.

Through extensive community engagement, we've heard your feedback and have built our plan around four key themes:

- 1. Places and Communities
- 2. Economic Resilience and Opportunity
- 3. Environment and Heritage
- 4. Governance and Financial Sustainability

Within each theme, we've established clear strategic objectives, key strategies and specific actions we will deliver.

In addition to these specific actions, we will continue to provide more than 35 different services to our community and deliver an extensive capital works program.

We face several significant challenges in the coming years, particularly in managing climate change impacts, maintaining our ageing infrastructure, and ensuring our long-term financial sustainability. This plan acknowledges these challenges while also embracing the opportunities they present for positive transformation.

We are proud of Indigo Shire's leadership position in climate action, having declared a climate emergency in 2019. This plan reinforces our commitment to considering climate change impacts in all our decision-making, protecting our unique landscapes, increasing tree coverage, reducing waste to landfill, and ensuring future development is sustainable and safe.

We also recognise our responsibility to protect, improve, and promote the health and wellbeing of our community. We are committed to improving gender equity and preventing violence to create a more inclusive and liveable community. Our Municipal Public Health and Wellbeing Plan sets out actions to support community members across all life stages to enjoy the best possible health and wellbeing.

We extend our sincere gratitude to everyone who contributed to this Council Plan through surveys, drop-in sessions, online feedback, and submissions. Your thoughtful input has shaped both this plan and our revised Community Vision.

All Councillors and staff look forward to working with the community to implement this plan over the next four years as we strive to make life better in Indigo Shire.



Cr Sophie Price  
Mayor



Trevor Ierino  
Chief Executive Officer

About Indigo Shire

Indigo Shire is located in Victoria’s picturesque Northeast, an easy three-hour drive north of Melbourne. The Shire is a rich blend of heritage architecture and pristine natural environment nestled between Murray River frontage in the north and the lush foothills of the Alps in the southeast. In between are productive agricultural enterprises, award-winning wineries in the highlands and lowlands of the Shire, a celebrated box ironbark national park in the centre, the green rolling hills of dairy farming in the east, and rugged, granite outcrops with stark reminders of the once lucrative goldfields in the south.

As of 2023, the estimated residential population of Indigo Shire was 17,622 residents, growing from 15,605 in 2013 at an average annual growth rate of 1.25%. The population is fairly evenly distributed by gender, with the 60–64 years age bracket having the largest population (1,443 people).

The Shire has 2,002 businesses, with Agriculture, Forestry and Fishing having the largest number (582). Manufacturing is the leading employment sector with 1,119 jobs, followed by Agriculture, Forestry & Fishing (688) and Healthcare and Social Assistance (662). Manufacturing also contributes the highest economic output (\$837.24M) and value added (\$167.76M) to the local economy. In 2024, Indigo’s Gross Regional Product was \$1.048B, with a per capita GRP of \$60,364.

Tourism plays a significant role in the economic, social, and cultural life of the Shire. In 2023, the region welcomed approximately 883,000 visitors, with Beechworth receiving the highest visitation (412,000). The most popular visitor activities include dining at restaurants and cafes, sightseeing, and visiting friends and relatives. Tourism expenditure is substantial, with domestic overnight visitors spending an average of \$640 per trip.

The Shire covers an area of 2,016 sq km and includes the townships of Wahgunyah, Rutherglen, Chiltern, Barnawartha, Yackandandah, Kiewa-Tangambalanga, Stanley, and Beechworth, all unique in their own right. Our residents are actively involved in their communities, with more than 300 volunteering with Council services such as our libraries and Visitor Information Centres, and there is strong and passionate representation on Committees of Management, Advisory Committees, and other Council committees.

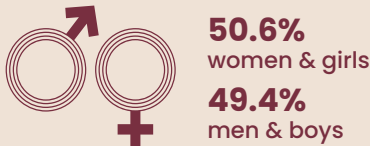
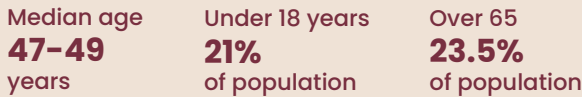
Indigo Shire Council was established in 1994 with the amalgamation of parts of the former Shires of Rutherglen, Chiltern, Yackandandah, and Beechworth.



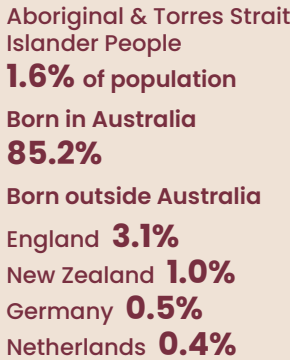
Indigo Shire at a Glance



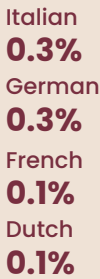
Age demographics



Who we are



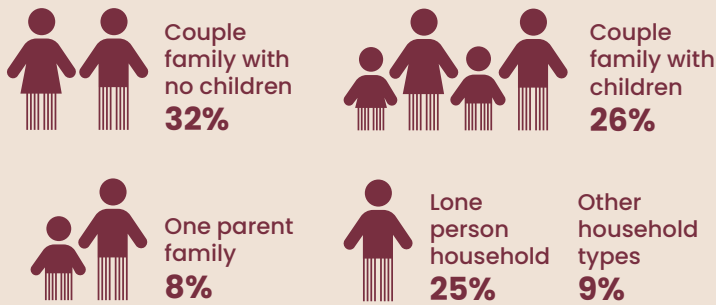
Languages spoken at home other than English



Value of agriculture to the economy



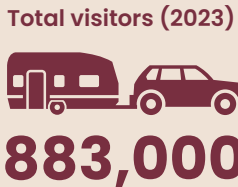
Labor force profile (2021)



Top employment sectors



Annual visitors to the Shire





# How We Engaged Our Community

Both the revised 10-year Community Vision and the new Council Plan have been developed following extensive community engagement as well as consultation with senior Council officers and Councillors over many months.

## Community Vision Review

Between March and September 2024, community members were invited to participate in the Community Vision Review engagement. The opportunity to participate included an online survey or attendance at one of four drop-in sessions held across the Shire.

The objective was for community members to review the current vision and associated pillars and provide feedback on whether they remained relevant and reflected their aspirations and priorities for the Shire.

As a result of the feedback received, the Community Vision wording has been slightly revised to better reflect what we heard, and the pillars have remained the same as when developed in 2021.

63



Participants completed the survey

4



Drop-in sessions in Barnawartha, Beechworth, Rutherglen and Yackandandah

91



Pieces of feedback from drop-in sessions

1,220



Visits to the Engaged Indigo website

## New Council Plan

Community engagement opened in October 2024, immediately after the Council elections, and closed on 20 December. The opportunity to have a say was widely promoted using various digital and traditional media channels, with a monetary incentive used to encourage participation.

All communications included a link to the ENGAGED INDIGO digital platform which housed the tools for the engagement which included a survey, ideas board and a mapping tool.

During the engagement period, there were 1900 visits to the ENGAGED INDIGO platform, with 284 people actively contributing via one or more of the engagement tools.

- 260 surveys submitted
- 121 contributions to the ideas board
- 41 pins dropped on an interactive map

## Promotion and Participation

Opportunities for community members to participate and have their say was widely promoted using the following channels.



29 organic social posts on Indigo Shire Facebook Page

14 posts on the Indigo Shire Instagram account

2 paid social media advertising campaigns with a combined reach of 25,358



Paid newspaper advertising  
Kiewa River Gazette, O & M Advertiser, Chiltern Grapevine, Yackity Yack, Stanley Nine Mile News

Hard copy and digital fliers included in 9,921 rate instalment notices



Engagement Hubs & Pop-ups set up in Beechworth, Rutherglen, Chiltern, Yackandandah & Tangambalanga

Indigo Shire attendance at 3 Farmers Markets (1 cancelled)

Council Advisory Committee meetings



7 editions of YOUR INDIGO Electronic Newsletter

478 subscribers to ENGAGED INDIGO Electronic Newsletter

Business & Tourism Electronic Newsletters





Meet Our Councillors

**Sophie Price**  
Mayor  
ph 0400 651 848  
e [sophie.price@indigoshire.vic.gov.au](mailto:sophie.price@indigoshire.vic.gov.au)

**Greg Bourke**  
Councillor  
ph 0476 479 025  
e [greg.bourke@indigoshire.vic.gov.au](mailto:greg.bourke@indigoshire.vic.gov.au)

**Roberta Horne**  
Councillor  
ph 0404 343 699  
e [roberta.horne@indigoshire.vic.gov.au](mailto:roberta.horne@indigoshire.vic.gov.au)

L-R: Cr Scott Landells, Cr John Harvey,  
Deputy Mayor Jane Dowsley,  
Mayor Sophie Price, Cr Diane Shephard,  
Cr Roberta Horne, Cr Greg Bourke.

**Jane Dowsley**  
Deputy Mayor  
ph 0417 112 712  
e [jane.dowsley@indigoshire.vic.gov.au](mailto:jane.dowsley@indigoshire.vic.gov.au)

**John Harvey**  
Councillor  
ph 0429 929 283  
e [john.harvey@indigoshire.vic.gov.au](mailto:john.harvey@indigoshire.vic.gov.au)

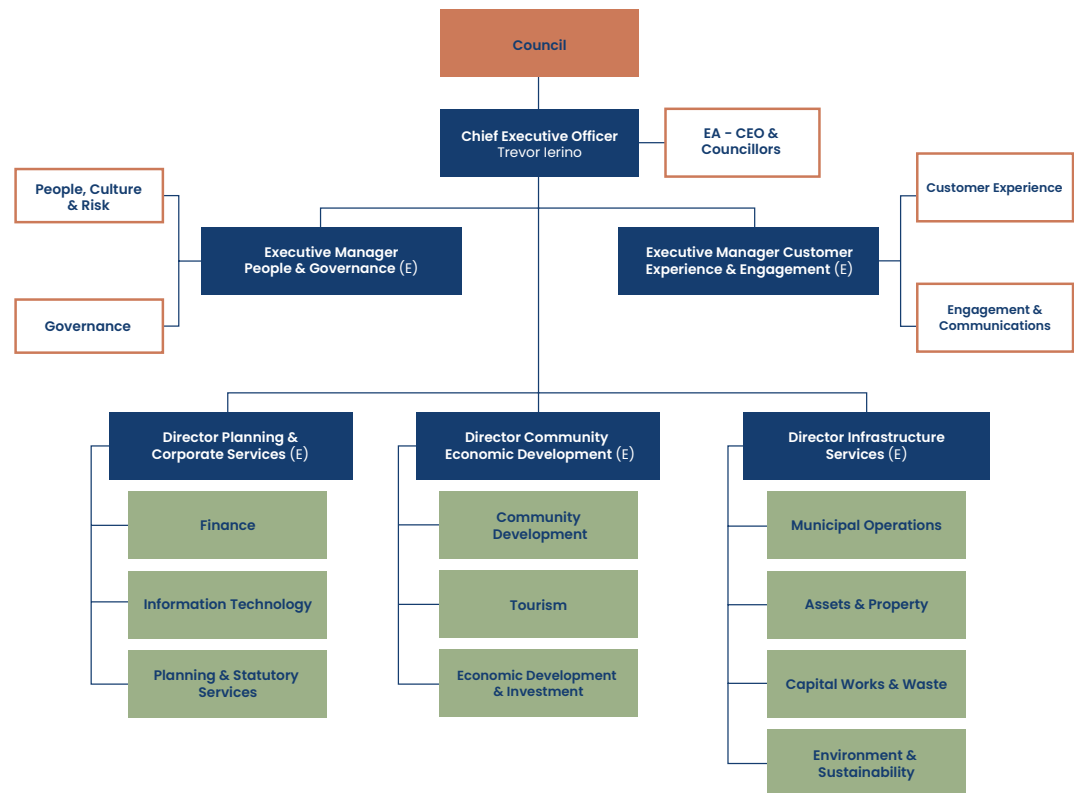
**Scott Landells**  
Councillor  
ph 0480 787 131  
e [scott.landells@indigoshire.vic.gov.au](mailto:scott.landells@indigoshire.vic.gov.au)

**Diane Shephard**  
Councillor  
ph 0428 115 213  
e [diane.shephard@indigoshire.vic.gov.au](mailto:diane.shephard@indigoshire.vic.gov.au)



Organisational Structure

A chart setting out the organisational structure of Council is shown below:



Strategic Context

The Council Plan 2025–2029 has been developed within a complex and evolving environment that shapes both the challenges we face and the opportunities available to us. Understanding this strategic context is essential for effective planning and decision-making that delivers meaningful outcomes for our community.

Our Shire operates within broader regional, state, national, and global systems that influence our local circumstances. Changing demographics, climate patterns, economic trends, technological advances, and shifting community expectations all create a dynamic landscape that Council must navigate effectively.

This Council Plan responds to this context by establishing clear priorities that address current challenges while positioning our community to embrace emerging opportunities. Our approach is guided by:

- Community aspirations expressed through extensive engagement and captured in our Community Vision
- Evidence-based understanding of demographic, economic, environmental, and social trends

- Awareness of our unique characteristics including our dispersed townships, heritage assets, natural environment, and community values
- Recognition of resource constraints and the need for sustainable, efficient service delivery
- Strategic partnerships with other levels of government, neighbouring councils, and community organisations
- Regional perspectives that connect local priorities to broader initiatives and opportunities

The following sections outline key challenges and opportunities facing our Shire, along with the cross-cutting priorities that influence all areas of Council operations. Together, these elements form the strategic context that has shaped our themes, objectives, and specific actions for the next four years.

## Challenges and Opportunities

The challenges identified also present opportunities for positive transformation. By embracing innovation, strengthening partnerships, and engaging deeply with our communities, we can develop solutions that not only address immediate pressures but create a more sustainable, inclusive, and resilient Shire.

Our approach will be guided by our principles of open governance, sustainable planning, regional balance, responsible stewardship, inclusivity, service excellence, and financial responsibility as we work together to navigate these complex challenges.

### Infrastructure Sustainability

Infrastructure sustainability remains fundamental to the Shire’s viability. The widening gap between maintenance requirements and available funding creates compounding risks that affect our community’s quality of life and safety.

Ageing assets require increasingly frequent and costly repairs, while inflation and construction costs continue to outpace revenue growth under rate capping constraints. We face the dual challenge of maintaining existing infrastructure while developing new facilities that meet evolving community needs and accessibility standards.

Community expectations for higher service levels and more accessible infrastructure further strain limited resources. Critical assets including roads, bridges, drainage systems, and community facilities face accelerated deterioration without adequate maintenance funding, potentially leading to service disruptions and higher long-term replacement costs. Additionally, our infrastructure must be adapted to withstand intensifying climate impacts, requiring investments in resilience that compete with immediate maintenance needs.

### Housing Affordability and Diversity

Indigo Shire faces housing challenges driven by shifting population patterns, changing demographics, and evolving accommodation preferences across our townships. These factors collectively impact housing availability and affordability throughout the region.

Meeting diverse housing needs represents a key challenge as we work toward the Victorian State Government’s target of 3,100 new homes by 2051. Critical infrastructure limitations, particularly

water and sewer capacity constraints, present the most significant barrier to achieving this growth target and supporting new residential and industrial developments. These infrastructure constraints directly affect our ability to provide housing solutions to meet the needs of our community.

The housing market dynamics affect various community segments, including families seeking to establish roots in the region, essential workers supporting local services, and seniors looking to downsize while remaining in their communities. The limited diversity in housing types further challenges our ability to meet the needs of residents across all life stages.

### Climate Resilience and Environmental Protection

Climate challenges continue to intensify across our region, which prompted our climate emergency declaration in 2019. Extreme weather events are becoming more frequent and severe, placing significant stress on our ageing infrastructure through increased vulnerability to storms, floods, and heatwaves. These events also strain our emergency response resources and capabilities. Additionally, we face growing budget pressures from rising insurance premiums and escalating repair costs associated with climate-related damage to infrastructure and facilities.

Beyond infrastructure impacts, our natural environment faces significant threats to biodiversity, waterways, and native vegetation. Agricultural productivity and community health are increasingly affected by changing climate patterns. Our unique natural landscapes, which contribute significantly to local character and tourism appeal, require protection and enhancement through strategic environmental management.

Council must balance immediate disaster response needs with long-term adaptation planning and biodiversity protection, while supporting community-level resilience building through education and engagement. Our waste management systems also require evolution toward circular economy principles despite resource constraints.

### Long-Term Financial Sustainability

Our long-term financial sustainability is challenged by multiple pressures that impact Council’s ability to deliver essential services and implement strategic priorities. Rate capping severely limits revenue growth despite serving a large geographic area with multiple small towns, each demanding separate facilities and services. This creates inefficient service delivery with high per-capita costs.

Over time the rate cap fails to keep pace with the Consumer Price Index (CPI), let alone increasing cost pressures faced by councils that tend to be higher than CPI again.

Growing compliance requirements and cost shifting from both state and federal government program cuts force councils to fill service gaps without corresponding funding. Climate impacts on infrastructure generate unplanned repair costs that existing funding models cannot absorb. The reduction in state and federal grants particularly impacts small councils like ours that rely on external funding for capital projects and asset maintenance.

Strategic service planning and regular service reviews are essential to ensure resources are directed to community priorities, while enhanced advocacy and partnerships with other councils can help address funding inequities. Additionally, attracting and retaining skilled staff to deliver

services efficiently represents a growing challenge in rural areas, requiring innovative workforce strategies and digital transformation to improve service delivery.

**Community Connection and Inclusion**

Maintaining strong community connections across our geographically dispersed townships presents ongoing challenges. Each community has unique needs and characteristics, requiring tailored approaches while ensuring equitable resource distribution.

Changing demographics, with both ageing populations and new residents with different expectations, create complex service delivery demands. Ensuring all community members, regardless of age, ability, background, or location, have equitable access to services, programs, and decision-making processes requires deliberate inclusivity strategies and resources.

Supporting vulnerable community members, including youth, seniors, and those experiencing disadvantage, becomes increasingly important as service gaps emerge from state and federal program changes. Meaningful community engagement in Council decision-making requires continuous innovation in both digital and face-to-face methods to reach diverse community segments.

**Economic Resilience and Opportunity**

Building a diverse, resilient local economy that provides opportunities for all life stages represents a significant challenge in our rural setting. Traditional economic sectors face disruption from changing technologies, market conditions, and climate impacts, requiring adaptation and innovation.

Balancing tourism development with community needs presents an ongoing challenge, particularly managing visitor impacts while maximising community benefits. The seasonal nature of tourism creates additional workforce and infrastructure pressures that must be strategically managed.

Limited transport connectivity affects economic participation for those without private vehicles, while digital connectivity gaps can hinder business development and remote work opportunities. Attracting investment while preserving local character and environmental values requires careful planning and regulatory frameworks that support appropriate development.

**Heritage Recognition and Preservation**

The Shire's rich heritage presents both unique opportunities and significant responsibilities. The pursuit of Victorian Goldfields World Heritage Listing for Indigo's most globally significant goldrush sites, offers transformative potential for heritage preservation, tourism development, and community pride, but requires careful management to balance visitor impacts, infrastructure needs, and authentic preservation.

Supporting heritage preservation, both colonial and First Nations, while ensuring inclusion, accessibility, contemporary relevance, and economic viability requires innovative approaches and collaboration across community, business, and government sectors. These efforts must be balanced with other community priorities within resource constraints.

**Traditional Owner Partnerships**

Developing and strengthening our relationships with Traditional Owners represents both an opportunity and responsibility. Meaningful engagement with Aboriginal and Torres Strait Islander communities requires cultural awareness and sensitivity, and a genuine and long-term commitment to reconciliation. We have many opportunities to improve the integration Traditional Owner perspectives and cultural heritage into our work. This integration must be done respectfully and support self-determination. Our approach should recognise Traditional Owner rights, create opportunities to incorporate traditional knowledge and practices, and strengthen connection to Country across our planning processes, decision-making frameworks, and visitor experiences.





### Community Vision

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure and enhanced wellbeing.







A Sustainable Leader

We are balancing environmental responsibility with social, cultural and economic outcomes.

Our region is developing in a sustainable way, ensuring housing, infrastructure and facilities meet the needs of all communities as they grow, while taking care to implement practices that help, rather than harm, the natural world around us.

We are committed to climate action leadership which involves both adaptation and mitigation responses. We consider how we can lessen our impact on the environment through planning and actions that are woven into every aspect of daily life and development.

From making changes in our own homes and behaviours, to using sustainable sourcing and materials in building and business, to regeneration and rewilding of our natural environment, we are changing the way we work, live and play to create a better tomorrow – and a better now – for us and our future generations.



A Dynamic and Prosperous Region

Life in Indigo Shire is vibrant, progressive, and continually revitalising.

We are a dynamic region, attracting new people and businesses that want to take advantage of our stunning natural landscapes, fresh clean air and proximity to major regional and metro centres to build prosperous and balanced livelihoods.

New businesses mean new employment opportunities, so our people are able to work in exciting industries close to home.



A Natural Wonder

From the undulating foothills of the Alps, to the ample and well-connected farming communities, to the north-east's premier wine and chestnut growing region, we have a range of opportunities to enjoy the views, activities and abundant produce of a generous and diverse landscape.

The Shire is home to a number of threatened species including Regent Honeyeaters, Barking Owls, Squirrel Gliders, Striped Legless Lizards, Swift Parrots, many spectacular endangered orchids and other native flora and fauna.



A Region for Care and Wellbeing

Our children and young people are secure and thriving, with access to quality education and a life in the great outdoors.

They are the leaders of our future and their voices are heard and acted on now. We value the contribution of our older residents and create opportunities for them to actively participate, and to receive the support they deserve.

Our communities are safe and caring, and we place an emphasis on proactively addressing, even anticipating, social issues that can hold our people back from fulfilment and wellbeing.

We make sure that everyone in Indigo Shire is able to take advantage of all the opportunities the region provides.





One Shire, Many Communities

We are, and will continue to be a proud, progressive and united Shire that celebrates, and is enhanced by the unique characteristics and needs of its diverse townships and communities. We understand that each community has its own story to tell, its own needs to be met and its own triumphs and challenges.

Our community members are highly engaged and willing to contribute to the future wellbeing of their place. We will continue to foster and nurture these contributions which enrich the lives of all. We work to create strong connections between these communities, while also allowing each to chart its path and develop as it needs to. This in turn offers our residents and visitors a multitude of different lifestyles and experiences within our one Shire.

Progressive, Living History

At our core, we are a heritage Shire, with a rich pioneering, sometimes challenging history that has built and defined us.

We take a progressive approach to that celebration of our past and character. We are dedicated to cultural diversity and expression, beginning with the rightful anchoring of our Indigenous story, heritage and culture at the heart of this enduring history. Our history will always inform, and find its place, in our bright and positive future.





# Our commitment to health and wellbeing

At Indigo Shire Council, we recognise that community prosperity depends on the physical and mental wellbeing of all our residents.

We embrace our leadership role in fostering positive health outcomes through meaningful partnerships with community members, health sector partners and relevant government departments.

Our approach acknowledges that health is shaped by the environments in which we live, work, and play. The social, natural, economic, and built landscapes across our Shire directly influence residents' health and their ability to fully participate in community life.

We understand that health inequalities exist within our Shire, with socioeconomic disadvantage putting some members of our community at greater risk of poorer health outcomes. Our initiatives are thoughtfully designed with vulnerable and marginalised community members in mind.

## Our Approach

- Our approach and commitment to health and wellbeing is guided by:
- Community consultation
  - Collaboration with health partners and service providers
  - Data-informed decision making
  - Legislative frameworks including the Public Health and Wellbeing Act 2008, the Local Government Act 2020, the Climate Change Act 2017, and the Gender Equality Act 2020
- Our Municipal Public Health and Wellbeing Plan (MPHWP) sits alongside our Council Plan, and outlines what we will do to protect, promote, and improve the health and wellbeing of our residents by creating a comprehensive framework for improving community wellbeing over the next four years.
- Our approach aligns with the requirements of the Public Health and Wellbeing Act 2008 and the Victorian Public Health and Wellbeing Plan 2023-27. Through community consultation, data analysis, and collaboration with partners, we have identified the following key focus areas for our Shire over the next four years:
1. Tackling climate change and its impacts on health
  2. Preventing all forms of violence
  3. Increasing healthy eating
  4. Increasing active living
  5. Improving wellbeing
  6. Reducing harm from alcohol, drug, tobacco and e-cigarette use.

## Equity, Inclusion and Family Violence Prevention

We have a strong commitment to equity, inclusion and the prevention of family violence.

We welcome and celebrate diversity, believing it fosters growth and strength. We value the diverse range of identities, lifestyles, and experiences of all community members, including people of all ages, genders, abilities, sexual orientation and cultural backgrounds. Our initiatives are developed with equality and inclusion at their core.

Indigo Shire has zero tolerance for all forms of violence. We recognise that improving gender equality can help prevent violence and make our community safer, healthier, and more prosperous. Raising awareness and supporting respectful relationships are crucial to bringing positive social and behavioural change.

## Implementation and Partnerships

We believe in collective action and recognise that achieving our health and wellbeing goals requires a collaborative effort. Implementation of the MPHWP will be place-based with a co-designed approach that ensures strong community involvement through initiative and program planning, delivery and evaluation.

We will work closely with our health sector partners, including Glenview Health, Beechworth Health Service, Yackandandah Health, government departments and community organisations, as well as partnering with other agencies to complement existing local and regional approaches to deliver positive health and wellbeing outcomes.

We are committed to transparency and regularly reviewing our progress on the implementation of the MPHWP. Annual reviews and regular engagement with our health sector partners, agencies and community organisations through the MPHWP Working Group will enable us to monitor and evaluate our progress and adapt our approach as needed.

Together, we're building a healthier, more resilient, and an equitable Indigo Shire where everyone across all life stages has the opportunity to thrive.

# Our Planning Framework

## The Role of Council

Delivery of this Council Plan will require a team effort. We have many partners in the community that work to make a difference to how Indigo Shire grows and develops. Where Council does not have a direct delivery role, Councillors and staff will seek to partner with, or advocate to, the appropriate level of government.

Our many roles include:

### Custodian

We act as custodians for our community by providing a range of important services to ensure the wellbeing, growth, and sustainability of the Shire.

### Advocate

We raise awareness with state and federal governments and other stakeholders of the needs of residents and businesses, as well as initiating or supporting campaigns for positive change, such as improved ambulance response times.

### Partner

We develop formal and/or informal relationships and alliances and work with and through others to achieve common goals.

### Provider

We deliver a range of services, programs, infrastructure and facilities to all community members.

### Funder

We provide grants, funding and/or subsidies to local community groups to progress/implement projects and initiatives that benefit the community at large, when funds are not readily available from other sources.

### Educator

We share information, raise awareness and increase local knowledge.

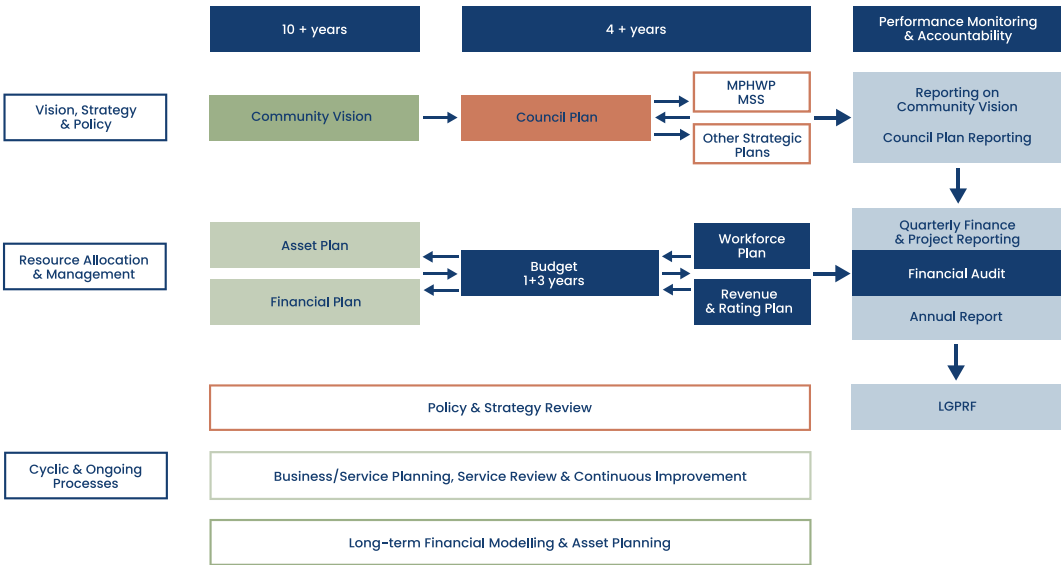
### Planner

We plan for services and infrastructure, which respond to current and future needs and requirements of the community.

### Regulator

We provide governance and regulatory controls such as local laws and health and building controls to safeguard our community and amenity.

# Indigo Shire Planning Framework



Purpose. Values.  
Behaviours.

Our Purpose, Values and Behaviours are not external-facing commitments but rather form the foundation of our organisational culture.

They are our internal principles that guide how our workforce collaborates, solves problems, and engages with our community. By cultivating a strong organisational culture based on these shared values, we build the capabilities and mindset necessary to successfully implement the strategies and achieve the outcomes outlined in this Council Plan.

Our Purpose

Making Life Better in Indigo Shire

We make life better in Indigo Shire by prioritising our community’s needs at every level, from delivering essential services today, to planning for our sustainable, connected future.





# Our Values and Behaviours



## Safe and Supported

Our supportive and transparent culture means our team members are equipped and encouraged to challenge the status quo and be bold.

- We respect and care for others, valuing safety, diversity and inclusion
- We listen and learn with an open and receptive mindset
- We uplift, support, and encourage our colleagues and community
- We challenge the status quo to drive continuous improvement



## Collaborative and Open

We are committed to driving the changes our community wants to see, and we know that progress for a better future happens in partnership. We live by our word, lead by example, act lawfully and with integrity, and approach everything with positive intent.

- We are accountable and responsible for our actions and decisions
- We put community first, making decisions that benefit the people we serve
- We act with positive intent and foster trust
- We lead by example, upholding ethical and legal standards



## Commitment and Integrity

We connect deeply with the community we serve and the customers we support. Our team of subject matter experts through open and honest communication, ensure that we collaborate on the issues that matter.

- We value the input and time of others, actively listening and seeking feedback
- We consult and share widely, ensuring transparency in our work
- We communicate clearly and truthfully, building trust in our team and community
- We create space for innovation, welcoming new ideas and perspectives



## Strategic and Professional

Our purpose, values and behaviours guide the way we work, ensuring we balance responsive action and excellent service delivery with diligent planning.

- We act with consistency, maintaining high professional standards
- We are responsive and diligent, taking action when needed
- We are prepared and proactive, anticipating challenges and opportunities
- We commit to continuous learning, improving our skills and systems

# Our Guiding Principles

Our guiding principles shape how we work, plan, and deliver for our community.

## Open and Informed Governance

- We will make decisions based on evidence
- We will communicate openly about our processes
- We will demonstrate how community feedback shapes outcomes
- We will measure and report on our performance

## Environmental Leadership

- We will act decisively on climate challenges
- We will protect and enhance our natural environment for future generations
- We will preserve our rich cultural heritage and township character
- We will lead by example in climate action and sustainability
- We will promote environmental stewardship throughout our community

## Responsible Asset Stewardship

- We will make evidence-based decisions about asset investment
- We will ensure our infrastructure supports community safety
- We will optimise resource use across the Shire
- We will ensure expenditure meets asset renewal requirements
- We will ensure our infrastructure supports community safety and responds to a changing climate

## Inclusive Community

- We will ensure equitable access to services and opportunities
- We will actively remove barriers to participation
- We will promote and improve gender equity in all operations
- We will respect and engage with Traditional Owners

## Responsive Customer Service Excellence

- We will act with integrity and customer focus
- We will respond promptly to community concerns
- We will learn from experience and adapt our approaches
- We will deliver innovative solutions to emerging challenges

## Financial Sustainability and Responsibility

- We will ensure financial decisions are sustainable and responsible
- We will seek innovative funding solutions and partnerships
- We will direct resources where they will have the greatest community impact
- We will balance service delivery with financial constraints

## Economic Vitality and Innovation

- We will foster a resilient and diverse local economy
- We will support business growth, innovation, and investment
- We will ensure tourism delivers a net benefit to community, the economy, and environment
- We will create opportunities for residents across all life stages

## Collaborative Partnerships

- We will actively seek partnerships to maximise community outcomes
- We will collaborate with neighbouring councils on shared challenges
- We will engage effectively with all levels of government
- We will foster productive relationships with community organisations

# Integrated Priorities

While the Council Plan is organised into four distinct themes, several priorities integrate across all areas of Council operations and decision-making. These integrated priorities reflect our fundamental commitments and will be woven throughout our planning and implementation.

## Climate Action Leadership

Since declaring a climate emergency in 2019, Council has committed to embedding climate considerations in all decision-making processes. Our approach to climate action spans both mitigation (reducing emissions) and adaptation (building resilience), affecting infrastructure, planning, community services, economic development, and governance. Throughout this plan, you will see actions that contribute to our climate goals across all four themes, demonstrating our whole-of-organisation commitment to addressing this critical challenge.

## Inclusion and Equity

Creating an inclusive, equitable, and accessible community where everyone can participate fully is a core value that influences all Council activities. Our approach encompasses gender equity, disability access, reconciliation with First Nations peoples, LGBTQIA+ inclusion, and age-friendly initiatives. These complementary approaches ensure that Council’s planning, service delivery, and decision-making processes consider the diverse needs of our community and actively remove barriers to participation.

## Health and Wellbeing

The health and wellbeing of our community is fundamental to prosperity and quality of life in Indigo Shire. As outlined in our Municipal Public Health and Wellbeing Plan, increasing active living, preventing violence, tackling climate change and its impacts on health, increasing healthy eating, reducing harm from substance use and supporting wellbeing. These priorities are integrated across Council Plan themes, recognising that health is influenced by all aspects of community life from infrastructure to economic opportunity to environmental quality.

## Heritage Preservation and Activation

Our unique heritage is a defining characteristic of Indigo Shire that influences our identity, economy, and shared environment. Protection and activation of our heritage assets, both colonial and First Nations, both built and natural, requires a coordinated approach across planning, economic development, tourism, environmental management, and community services. The potential World Heritage Listing for our goldfields sites further elevates the importance of this cross-cutting priority.

# Understanding the Council Plan Framework

## Theme

A broad focus area that groups related priorities and establishes the key directions for Council’s work.

## Theme Descriptor

An aspirational statement that outlines our vision and commitment for each theme.

## Outcomes

The desired future state and positive changes we aim to create for our community.

## Strategic Objectives

Specific goals that direct Council’s focus and resources toward achieving our outcomes.

## Key Strategies

The approaches and methods Council will use to accomplish our strategic objectives.

## Action Plan

The specific, time-bound activities and projects Council will undertake over its four-year term to implement the strategies.







# Theme 1: Places and Communities

Our communities are strong, diverse, and inclusive where people feel safe, valued, and connected. We maintain and enhance infrastructure, facilities, and programs that respect each township's unique character while empowering communities to shape their own futures through meaningful participation and leadership.





Theme 1:  
Places and Communities



OUTCOMES

- Strong, safe, and inclusive communities with capacity for self-determination
- Actively maintained and enhanced township infrastructure, landscapes and streetscapes that respects local character
- Enhanced community wellbeing through quality services, spaces, resilience and social connection opportunities

STRATEGIC OBJECTIVES

Strategic objective 1.1

Community infrastructure and facilities

Develop and maintain inclusive, accessible and adaptive infrastructure and facilities that enhance liveability, encourage physical activity, are resilient to climate change and strengthen community connections.

Key strategies to achieve the objective	
1.1.1	Support communities to create vibrant and resilient places that are valued and respect local character
1.1.2	Develop and implement a strategic approach to accessible and inclusive public spaces, recreation facilities, and active living programs that support a socially and physically active community across all life stages and abilities
1.1.3	Develop and implement a strategic approach to the future management and maintenance of aquatic facilities, and ensure efficient resource allocation across the Shire
1.1.4	Improve/upgrade public amenities to align with community expectations and contemporary standards
1.1.5	Enhance liveability through strategic expansion and management of tree canopy coverage to provide shade and cooling, protection from UV exposure, improve biodiversity and build climate resilience through selection of climate ready species
1.1.6	Improve footpath connections and extend pedestrian infrastructure, particularly addressing disconnected segments and connecting key facilities

Key strategies to achieve the objective	
1.1.7	Enhance all abilities access to heritage buildings and sites
1.1.8	Develop intuitive wayfinding systems that reinforce local character while improving navigation
1.1.9	Expand the network of sealed roads to improve the road surface and amenity on our highest priority roads in both urban and rural areas
1.1.10	Maintain expenditure to meet asset renewal requirements
1.1.11	Ensure that maintenance budgets recognise and allow for growth in Council owned assets as well as the impacts of climate change
1.1.12	Improve drainage infrastructure in our townships to better cater for storm events



Theme 1: Places and Communities

Strategic objective 1.2

Community wellbeing, inclusion and social connection

Foster inclusive communities where all people feel valued, connected, and have opportunities to participate in community life, access services, and enjoy positive health and wellbeing regardless of age, ability, or background.

Key strategies to achieve the objective	
1.2.1	Establish better pathways to involve community members in decision-making processes
1.2.2	Support families with access to early years services and support the need to be healthy, happy and safe in their communities
1.2.3	Engage with local young people in an empowering way, providing opportunities to connect, learn and lead in their communities
1.2.4	Work with community and stakeholders to ensure the provision of compliant and fit for purpose sport and recreation infrastructure that enables community members to be socially and physically active
1.2.5	Deliver targeted recreational and wellbeing programs across all life stages that support positive health outcomes and social connection
1.2.6	Support vulnerable community members through targeted services and programs
1.2.7	Provide opportunities for communities to connect, showcase and celebrate their contributions through Council and community-led initiatives and events

Key strategies to achieve the objective	
1.2.8	Empower the community to thrive by supporting events and initiatives that enable social inclusion, community activation, recognition and improve health and wellbeing
1.2.9	Foster and build positive and respectful relationships and partnerships with Traditional Owners and the Aboriginal and Torres Strait Islander community
1.2.10	Support First Nations self-determined actions in social, economic, environmental and cultural initiatives
1.2.11	Foster community connection and wellbeing through Indigo Shire Library services while providing opportunities for literacy development and life-long learning
1.2.12	Promote and implement diversity and inclusion principles across all Council services and programs
1.2.13	Advocate for improved healthcare accessibility for all life stages
1.2.14	Advocate for improved public transport solutions that connect townships, support non-driving residents, and contribute to carbon reduction outcomes

Theme 1: Places and Communities

Strategic objective 1.3

Township character and heritage

Preserve and enhance the unique character and heritage of each township while facilitating appropriate development.

Key strategies to achieve the objective	
1.3.1	Review the Planning Scheme to identify opportunities to strengthen controls that protect environmental and township character, support appropriate development, and incorporate sustainable design principles
1.3.2	Finalise the Stanley township planning project to support broader land uses in town
1.3.3	Implement sympathetic streetscape improvements that complement and enhance township character
1.3.4	Increase the tree canopy in our urban areas to help cool our towns and mitigate the effects of climate change
1.3.5	Ensure that our parks and gardens are sustainably managed and planted with species of trees and vegetation that maintain the character of our towns, support biodiversity and are adaptable to a changing climate
1.3.6	Activate laneways, vacant shop frontages and attractive streetscapes to maintain town character and vibrancy

Strategic objective 1.4

Safety and resilience

Build community resilience and enhance safety through place-based approaches, environmental design, and emergency preparedness.

Key strategies to achieve the objective	
1.4.1	Improve emergency preparedness and climate resilience at the community level
1.4.2	Address community safety concerns through environmental design and infrastructure
1.4.3	Enhance road safety through maintenance and design improvements
1.4.4	Develop and implement place-based community resilience plans that identify local vulnerabilities, leverage community strengths, and establish actionable pathways to enhance preparedness, response capabilities, and recovery processes for emergencies and climate impacts

Theme 1: Places and Communities

Strategic objective 1.5

Creative communities

Foster vibrant arts and cultural experiences that enhance community identity, promote creative expression, and contribute to the region’s cultural vitality.

Key strategies to achieve the objective	
1.5.1	Continue to implement the Creative Indigo Strategy to enhance cultural expression across the Shire
1.5.2	Provide fit for purpose, accessible and well-utilised arts and community facilities and services
1.5.3	Encourage and support opportunities for local artists to create and exhibit their works
1.5.4	Support and champion inclusion and access for creatives

Strategic objective 1.6

Residential housing and liveability

Facilitate diverse, sustainable, and inclusive housing options that enhance neighbourhood connectivity and support residents’ changing needs throughout all life stages.

Key strategies to achieve the objective	
1.6.1	Facilitate diverse housing options that support residents across all life stages and enhance neighbourhood connectivity
1.6.2	Support housing initiatives that promote social inclusion and enable ageing in place
1.6.3	Encourage environmentally sustainable housing design that supports climate resilience and reduces cost of living

Theme 1: Places and Communities

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Develop and implement the “Innovate” Reconciliation Action Plan	Work with Traditional Owners and the Aboriginal and Torres Strait Islander community to develop the next phase of our reconciliation journey	1.2.9 1.2.10		X	X		Inhouse
Undertake asset audits and prepare a feasibility report for Councils aquatic facilities	Assess the condition of and future feasibility of Council’s five owned and managed swimming pools	1.1.3 1.2.5	X				Inhouse External Funding (SRV Grant)
Develop and implement an Aquatics Strategy	Develop a strategic approach to the future management and maintenance of Council owned and managed swimming pool facilities	1.1.3 1.2.5	X	X			Inhouse External Funding (SRV Grant)
Implement key priorities from existing Place Plans	Implement high-priority projects from township Place Plans that enhance public spaces, improve connectivity, and strengthen township identity in Rutherglen, Tangambalanga, Yackandandah, and Chiltern	1.1.1 1.1.2 1.3.3 1.3.6	X	X	X	X	Inhouse External Funding Capital Program
Implement priority actions from the Stanley and Barnawartha Community Resilience Plans	Deliver community-identified projects that enhance township resilience, emergency preparedness, and community safety in Stanley and Barnawartha to build climate-ready communities	1.4.1 1.4.2	X	X	X	X	Inhouse External Funding Capital Program
Determine the next priority place planning or community resilience plans	Identify and prioritise additional townships for place planning and community resilience planning based on need, risk assessment, and community input	1.1.1 1.3.3		X	X		Inhouse External Funding
Conduct a facilities utilisation audit	Analyse Council facility usage patterns, and seek to maximise community access, ensure efficient resource allocation, and identify activation opportunities	1.1.4 1.5.2			X		Inhouse

Theme 1: Places and Communities

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Conduct a community infrastructure needs assessment	Identify the resources needed to support a community's growth, focusing on well-being, social capital, and resilience and evaluate the adequacy of current and projected infrastructure against population-driven demand and usage	1.1.2 1.5.2			X		Inhouse
Implement the key priorities from the Urban Tree Canopy Strategy	Implement actions to increase tree canopy coverage in townships and develop a tree inventory to improve management of risks and overall tree health	1.1.5 1.3.4 1.3.5	X	X	X	X	Inhouse External Funding External Support
Implement all-abilities access audits and improvements plan	Enhance accessibility to heritage buildings, community facilities, and public spaces	1.1.7	X	X	X	X	Council Funding Capital Program
Create a Hireable Event Spaces framework and services upgrade plan	Develop a suite of defined, hireable event spaces to provide community and event organisers with event location options and supporting services	1.2.8 1.5.3	X				Inhouse
Finalise and implement the Life Stages Plan	Facilitate opportunities for connection through all life stages to strengthen community bonds	1.2.2 1.2.3 1.2.5 1.2.6	X	X	X	X	Inhouse External Funding
Complete Stanley township planning project	Finalise the Stanley township project to support broader land uses in town while balancing bushfire risk	1.3.1 1.3.2	X	X	X		Inhouse
Review the Indigo Shire Planning Scheme	Identify opportunities to strengthen controls that protect township character, support appropriate development, and incorporate sustainable design principles	1.3.1 1.6.3	X	X			Inhouse
Undertake a street beautification and activation program	Improve the visual amenity of our main streets	1.1.1 1.3.3 1.3.6	X				Inhouse 25/26 Capital Program



Theme 1: Places and Communities

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Continue Creative Indigo Strategy implementation	Enhance cultural expression across the Shire through arts and cultural initiatives	1.5.1	X	X	X	X	Inhouse
Implement priority recommendations from the Public Toilet Strategy	Carry out improvement works, replacements and provide new toilets to improve the offering of public toilets across the Shire	1.1.4 1.1.10		X	X	X	Capital Program
Implement priorities from existing recreation master plans	Continue to seek funding opportunities to deliver key priorities from existing master plans	1.1.2 1.1.10 1.2.5 1.2.6	X	X	X	X	Inhouse External Funding Capital Program
Explore ways to improve access to and reliability of public transport	Advocate for improved public transport access, frequency, and reliability to enhance connectivity between townships and support residents with limited mobility	1.2.14	X	X	X	X	Inhouse
Develop a new Disability Action Plan and progress key priorities	Support the Shires most vulnerable residents through planning and services in consultation with the Indigo Community Access Committee	1.2.6 1.1.7 1.1.12	X	X	X	X	Inhouse
Foster safety and inclusion for LGBTQIA+ residents	Implement inclusive programs and support networks for LGBTQIA+ residents while commemorating significant days and raising community awareness	1.2.8 1.2.12	X	X	X	X	Inhouse
Finalise and implement the key priorities from the Library Strategy	Deliver priority initiatives from the Library Strategy to enhance community access to library services, promote literacy and lifelong learning, expand digital resources, and strengthen libraries as inclusive community hubs across the Shire	1.2.11	X	X	X	X	Inhouse

Theme 1: Places and Communities

RELATED STRATEGIC DOCUMENTS AND PLANS BY CATEGORY

Place-Based Plans

- Barnawartha and Surrounds Community Resilience Plan
- Chiltern Place Plan
- Rutherglen Place Plan
- Stanley Community Resilience Plan
- Tangambalanga Place Plan
- Yackandandah Place Plan

Parks and Recreation Plans

- Active Indigo Recreation Strategy
- Allans Flat Waterhole Master Plan
- Baarmutha Park Master Plan
- Barkly Park Master Plan
- Barnawartha Recreation Reserve Master Plan
- Caravan Park Master Plans
- Chiltern Destination Playspace
- Chiltern Recreation Reserve Master Plan
- Coulston Park Master Plan
- Kiewa River Community Park Master Plan
- Stanley Recreation Reserve Master Plan
- Tangambalanga Active Park Master Plan
- Wahgunyah Recreation Reserve Master Plan
- Yackandandah Sports Master Plan

Community and Social Plans

- Disability Action Plan
- Library Strategy
- Life Stages Plan
- Municipal Public Health & Wellbeing Plan

Infrastructure and Development Plans

- Asset Management Plan
- Beechworth Historic Precinct Master Plan
- Kiewa Tangambalanga Structure Plan
- Public Toilet Improvements Strategy
- Urban Tree Canopy Strategy

Economic and Environmental Plans

- Creative Indigo Strategy
- Economic Development Strategy
- Environment Strategy

SUCCESS MEASURES

Measure	Baseline (2024)	Target (2029)	Data Source	Frequency
Utilisation rate of Council community facilities	TBD	Increase by 10%	Facility booking system	Bi-annual
Tree canopy coverage across townships	TBD	Progress towards targets set out in Tree Canopy Strategy	Urban Tree Mapping Program	Annual
Traditional Owner participation in Council projects	TBD	To be determined annually in consultation with Traditional Owners	Project records	Annual
Community participation in Council events and programs	TBD	Increase by 15%	Event attendance records	Annual
Participation in library programs and services	TBD	Increase by 15%	Library management system	Quarterly
Community satisfaction with sealed roads	36	40	Annual Community Satisfaction Survey	Annual





# Theme 2: Economic Resilience and Opportunity

Our Shire provides economic opportunities for people at all life stages to thrive locally. We foster a progressive and resilient business community through working with business and industry groups to provide strategic support for innovation, growth and investment. Our diverse and sustainable economy offers cultural, social, and economic opportunities while our tourism sector sustainably showcases our complementary strengths in heritage, arts and culture, food and wine, and natural landscapes.







Theme 2:  
Economic Resilience and Opportunity

OUTCOMES

- A strong, cohesive and resilient economy
- Economic opportunities that enable participation and prosperity for all
- A recognised destination of choice for residents, visitors, and investors

STRATEGIC OBJECTIVES

Strategic objective 2.1

Housing diversity and development

Facilitate a variety of housing options that meet community needs while supporting economic growth and maintaining township character.

Key strategies to achieve the objective	
2.1.1	Support a variety of innovative and diverse housing developments that meet market demand and attract investment
2.1.2	Facilitate appropriate development that balances economic growth with township character preservation
2.1.3	Advocate for improved town water and sewer capacity to progress residential and industrial developments and support the state government’s housing growth target of 3100 houses by 2051
2.1.4	Support and advocate for independent living solutions for our ageing population
2.1.5	Deliver a Shire-wide Settlement Strategy to facilitate residential growth, attract investment and support the state government’s housing target
2.1.6	Support housing for workers to Indigo Shire, diverse options for short and long-term rentals

Strategic objective 2.2

Workforce retention and opportunity

Advocate for and facilitate connections to support local employment, education, and skills development opportunities that build pathways for residents to work and learn locally.

Key strategies to achieve the objective	
2.1.1	Advocate for programs that create stronger connections between young people and employment opportunities in key local industries
2.1.2	Support and advocate for improved access to education, training, and lifelong learning opportunities that address local workforce needs
2.1.3	Facilitate connections between local businesses, education providers and employment services to strengthen pathways to local employment
2.1.4	Promote the liveability qualities of Indigo to attract new residents, particularly families and young people, to live and work



Theme 2: Economic Resilience and Opportunity

Strategic objective 2.3

Sustainable tourism development

Create a balanced tourism economy that benefits the community while preserving our natural environment and enhancing our cultural assets.

Key strategies to achieve the objective	
2.3.1	Balance visitation growth with residential amenity
2.3.2	Focus on optimal tourism, curating the quality and managing the quantity for sustainable community benefit
2.3.3	Enhance all tourism product pillars, including food/drink, nature/walk, cycle, with an elevated focus on heritage, arts and culture
2.3.4	Optimise the potential of World Heritage Listing to enhance community benefit, heritage outcomes and a vibrant economy
2.3.5	Develop visitor dispersal strategies and initiatives that distribute economic yield across the Shire, extend visitation throughout the calendar year, and transform the region from a short-break destination to a true holiday destination
2.3.6	Deliver future-fit product and experience development to attract visitors who share and support community values
2.3.7	Strategically develop and manage tourism infrastructure assets, including caravan parks, to enhance visitor experiences, extend length of stay, and maximise sustainable returns to the community while preserving local character and environmental values
2.3.8	Identify opportunities to enhance community return on investment and economic return on investment from existing walking, gravel and cycle trails for a more connected community

Strategic objective 2.4

Business and investment support

Foster a business-friendly environment that supports existing businesses while attracting new investment that aligns with our community values.

Key strategies to achieve the objective	
2.4.1	Support sustainable business growth and innovation initiatives
2.4.2	Support and enable sustainable viticulture, horticulture, and agri-tourism initiatives that build on the Shire's agricultural strengths, enhance regional identity, and create economic opportunities
2.4.3	Plan to enable availability of industrial and commercial land to support township growth
2.4.4	Build collaborative relationships with local business networks and industry groups
2.4.5	Capitalise on proximity to the Hume Freeway and rail network to grow opportunities in Chiltern and Barnawartha

Theme 2: Economic Resilience and Opportunity

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Secure funding to further develop Council owned land in Chiltern	Prepare funding applications and advocacy to enable the development of Council owned land in Chiltern	2.4.1 2.4.3 2.4.5	X	X	X	X	External Funding
Finalise and implement Shire-wide Settlement Strategy	Create a comprehensive plan to guide residential growth while preserving township character and meeting state housing targets	2.1.2 2.1.3 2.1.5	X	X			Inhouse
Finalise and implement new 10-year Tourism Strategy (Destination Management Plan 2035)	Develop a strategic framework to optimise the visitor economy, equity in tourism, environmental sustainability and net value to community and township amenity	2.3.1 2.3.2 2.3.3 2.3.4 2.3.5 2.3.6 2.3.7 2.3.8	X	X	X	X	Inhouse External Funding
Finalise and implement Economic Development Strategy	Establish a framework to support business investment, growth and innovation	2.2.1 2.2.2 2.2.3 2.2.4 2.4.1 2.4.2 2.4.3 2.4.4	X	X	X	X	Inhouse External Funding
Continue to implement priorities from caravan park master plans as leases expire	Strategically implement key infrastructure improvements identified in caravan park master plans to enhance visitor experience, increase revenue opportunities, and ensure sustainable operations as existing lease arrangements conclude	2.3.7	X	X	X	X	External Funding Capital Program

Theme 2: Economic Resilience and Opportunity

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Develop World Heritage Readiness Plan	Create a strategy to prepare community, businesses, and infrastructure for potential World Heritage status, including visitor management, interpretation, and preservation protocols	2.3.3 2.3.4 2.3.5 3.5.4	X	X	X	X	Inhouse Council Funding
Progress visitor dispersal solutions to optimise World Heritage Listing benefits	Progress Indigo Gold Trail 2.0 project, Sustainable Transport Solutions plan and World Heritage Listing associated experiences and products, including audio tours and heritage walks	2.3.3 2.3.4 2.3.5 3.5.4	X	X	X	X	Inhouse External Funding Council Funding
Upgrade township brand awareness, first impression and visitor and community awareness, information access and wayfinding	Invest in town entry beautification, consolidation of signage proliferation, including town entry signage and events signage solutions	2.3.3 2.3.4 2.3.5 2.3.6		X	X	X	Inhouse Council Funding Partnerships
Activation of inland waterways and connections	Investigate opportunities to strengthen cross-border investment value (Murray River Adventure Trail – Rutherglen Loops, Corowa foreshore development/ Wahgunyah). Support appropriate amenity upgrades, linkages and activation of township lakes and waterways	2.3.3 2.3.4 2.3.5 2.3.6	X	X	X	X	Inhouse Council funding External funding Partnerships
Develop a Trails Optimisation Plan	Identify opportunities to improve economic and community returns from existing walking, gravel road and cycle trails and link trail investment in northwest to investment in southeast via optimising existing gravel trail network	2.3.8	X	X	X	X	Inhouse

Theme 2: Economic Resilience and Opportunity

RELATED STRATEGIC DOCUMENTS AND PLANS BY CATEGORY

Place-Based Plans

- Barnawartha and Surrounds Community Resilience Plan
- Chiltern Place Plan
- Rutherglen Place Plan
- Stanley Community Resilience Plan
- Tangambalanga Place Plan
- Yackandandah Place Plan

Economic Development and Tourism

- Economic Development Strategy
- Tourism Strategy 2025-2035
- Rutherglen Destination Management Plan 2022-2027
- Rutherglen Silo Art Precinct Project
- Chiltern Land Development Community Concept Precinct Plan
- Beechworth Railway Precinct Master Plan 2019

Planning and Development

- Indigo Shire Planning Scheme
- Indigo Shire Settlement Strategy
- Advocacy Action Plan

Environmental Plans

- Environment Strategy
- Climate Emergency Strategic Action Plan

Social Plans

- Life Stages Plan

SUCCESS MEASURES

Measure	Baseline (2024)	Target (2029)	Data Source	Frequency
Business confidence rating	TBD	Maintain above regional average	Annual business survey	Annual
Visitor economy growth (overnight visitor expenditure)	TBD	Increase by 20%	Tourism Research Australia data SpendMapp	Annual
Visitor economy growth (day visitor expenditure)		Visitor economy growth (day visitor expenditure)	SpendMapp	
Private sector residential investment in the Shire – new houses, extensions	TBD	Increase by 10%	Planning and building permits	Annual
New residents relocating to Indigo Shire	TBD	Increase by 1.5%	Population data Welcome event registrations/ Indigo News signups	Annual
Private sector investment in the Shire – new or expanding business/ commercial		Increase by 10%	Planning and building permits New ABN's	Annual





### Theme 3: Environment and Heritage

We manage growth strategically to protect our Shire’s unique environment, character, and heritage.

Through careful planning, we demonstrate, support and enable leadership in climate action and help build community resilience.

We recognise that preparing for and responding to environmental challenges is a shared responsibility between Council and community.

Our approach balances preservation with innovation to ensure our natural and cultural assets thrive for future generations.





Theme 3:  
Environment and Heritage



OUTCOMES

- **Balanced growth that preserves the Shire’s unique character and environmental values**
- **Climate action leadership embedded in Council operations and community planning**
- **Resilient communities prepared for and actively participating in addressing environmental challenges**
- **Cultural heritage that is preserved, activated and celebrated for future generations**

STRATEGIC OBJECTIVES

Strategic objective 3.1

Climate action

Demonstrate leadership in climate action by committing to achieving net zero greenhouse gas emissions by 2035 while supporting, enabling and advocating for community-led climate initiatives through strategic partnerships, education, and collaborative projects.

Key strategies to achieve the objective	
3.1.1	Continue to monitor Council’s greenhouse gas emissions and report on progress towards our net zero by 2035 target
3.1.2	Identify and implement priority adaptation and mitigation climate actions at Council
3.1.3	Identify and support priority adaptation and mitigation climate actions in our community
3.1.4	Continue to actively participate in regional climate partnerships, particularly Goulburn Murray Climate Alliance (GMCA)

Strategic objective 3.2

Environmental protection and enhancement

Protect and enhance biodiversity, natural habitats and water resources on both public and private land through strategic management practices, regular monitoring and community education.

Key strategies to achieve the objective	
3.2.1	Reduce weed cover and protect biodiversity by continued implementation of strategic noxious and environmental weed management programs on Council roads and reserves
3.2.2	Reduce localised impacts of rabbits by continued implementation of targeted pest animal management programs on Council roads and reserves
3.2.3	Protect and enhance the environmental values of Council owned and managed land, including reserves, parks, waterways and stormwater retention and treatment sites
3.2.4	Continue monitoring of key environmental indicators relating to Council owned and managed reserves and water bodies (e.g. water quality monitoring, weed data collection, and roadside firewood assessments)
3.2.5	Continue to provide leadership to and engage in regional and local environmental partnerships, including facilitating the Indigo Environment Advisory Committee
3.2.6	Continue to work closely with other stakeholder’s terrestrial and waterway management strategies and embed these into environmental decision making
3.2.7	Support residents to protect and enhance biodiversity on private land through conservation efforts such as conservation covenants

Theme 3: Environment and Heritage

Strategic objective 3.3

Emergency preparedness and climate resilience

Build community and infrastructure resilience to climate change and climate-related emergencies through planning, education and strategic risk management.

Key strategies to achieve the objective	
3.3.1	Develop preparedness plans for climate-related emergencies
3.3.2	Implement community education programs on climate adaptation and resilience
3.3.3	Advocate for increased funding to ensure new or replacement infrastructure withstands climate impacts
3.3.4	Embed climate risk management in Council's risk management strategy and risk management policy

Strategic objective 3.4

Waste reduction and circular economy

Transform waste management practices by embedding circular economy principles and expanding recycling programs to minimise environmental impact.

Key strategies to achieve the objective	
3.4.1	Expand recycling programs, education, advocacy for reduced packaging, and other strategies that reduce waste to landfill
3.4.2	Embed Circular Economy principles into all Council service areas
3.4.3	Transition kerbside services to align with state government legislation around expanding organics collections and separating glass from other recyclables
3.4.4	Embed sustainable procurement principles into all Council procurements

Strategic objective 3.5

Heritage preservation

Preserve and manage our unique heritage assets through integrated approaches that balance conservation with accessibility, ensuring their value for future generations.

Key strategies to achieve the objective	
3.5.1	Develop an integrated approach to heritage preservation that balances conservation, accessibility, activation, and future functionality
3.5.2	Support self-determined Traditional Owner cultural heritage interpretation, enriching established colonial and gold rush histories and supporting equity
3.5.3	Develop and maintain appropriate amenities and facilities that complement heritage assets, enhance accessibility, and improve visitor experience while preserving the authenticity and historical significance of heritage sites
3.5.4	Advance the Victorian Goldfields World Heritage Listing bid through coordinated planning, stakeholder engagement, and resource allocation
3.5.5	Manage and promote our unique treed heritage with the community and visitors and encourage stewardship through community involvement

Theme 3: Environment and Heritage

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Develop a new Environment Strategy and implement key recommendations	Develop a new Environment Strategy that addresses climate challenges biodiversity protection, and sustainable resource management	3.1.1 3.1.2 3.1.3 3.1.4 3.2.3 3.2.6 3.2.7			X	X	Inhouse External Support
Implement Climate Action priorities	Implement priority climate initiatives from the Climate Emergency Action Plan to reduce emissions and adapt to a changing climate	3.1.1 3.1.2 3.1.3 3.1.4	X	X	X	X	Inhouse
Develop an Emissions Reduction Strategy	Map out the actions and milestones required to active Councils net zero by 2025 target	3.1.1 3.1.2 3.1.3 3.1.4			X	X	
Work with community to support climate action	Support community-led initiatives to reduce emissions and build climate resilience	3.1.3	X	X	X	X	Inhouse
Continue to implement biodiversity protection program	Strengthen protection for native vegetation and wildlife habitats on Council managed land and strongly encourage the protection of native vegetation on private land	3.2.1 3.2.2 3.2.3 3.2.4 3.2.8	X	X	X	X	Inhouse
Develop a new waste management strategy and implement key recommendations	Develop a new waste management strategy that reduces waste to landfill, increases resource recovery, and aligns with the State Government's legislative reform	3.4.1 3.4.2 3.4.3	X	X			Inhouse
Update emergency management plans	Review and enhance plans for climate-related emergencies	3.3.1 3.3.2 3.3.3 3.3.4	X	X			Inhouse



Theme 3: Environment and Heritage

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Preservation and conservation of National Heritage listed buildings, sites and museum collections	<ul style="list-style-type: none"><li>• Prepare and implement a strategic plan to guide and balance precinct preservation, conservation, equity and activation, leveraging and optimising value from National and future World Heritage status.</li><li>• Progress best practice Collections</li><li>• Management cataloguing and digitisation programs</li><li>• Gorge Walk conservation, interpretation and accessibility</li></ul>	3.5.1 3.5.3	X	X			Inhouse External Funding
Complete and implement the Beechworth Historic Precinct Master Plan	Prepare funding applications and progress master plan recommendations, including contemporary best practice activation of each precinct buildings and sites, acquisition of laneway town connection, 'academic in-residence' and detailed design for Research and Education Centre and Tertiary Partnership extensions	3.5.1 3.5.3	X	X	X	X	Inhouse Council Funding External Funding
Repatriation of Aboriginal Collection/s	Progress Museum Voluntary Repatriation program	3.5.2	X	X	X	X	Inhouse Partnerships
Strengthen community succession planning in local museums, athenaeums and societies	Progress the Oral Histories Program in cross Shire support programming and conduct a comprehensive building, collections and assets audit to support succession planning	3.5.1	X	X	X	X	Inhouse Council Funding External Funding
Complete the Heritage Citation Review	Implement Stage 1 and complete Stage 2 of the Heritage Citation Review to strengthen protection of significant heritage assets and inform planning controls	3.5.1	X	X			Inhouse External Support

Theme 3: Environment and Heritage

RELATED STRATEGIC DOCUMENTS AND PLANS BY CATEGORY

Environmental and Climate Plans

- Climate Change Adaptation Action Plan
- Emissions Reduction Plan
- Environment Strategy
- Roadside Conservation Management Plan
- Urban Tree Canopy Strategy

Emergency and Risk Management

- Heatwave Plan
- Municipal Emergency Animal Welfare Plan
- Pandemic Plan
- Risk Management Strategy

Infrastructure and Resource Management

- Asset Management Plans
- Resource Recovery and Waste Management Strategy
- Transportation Plans

Community Health Plans

- Municipal Public Health and Wellbeing Action Plan

Heritage Plans

- Beechworth Historic Precinct Master Plan

SUCCESS MEASURES

Measure	Baseline (2024)	Target (2029)	Data Source	Frequency
Council greenhouse gas emissions	TBD	30% reduction	Emissions Reduction Plan	Annual
Staff trained in Emergency Response and Recovery	TBD	100% of relevant staff	Training records	Training records
Community satisfaction with waste services	74	78	Annual Community Satisfaction Survey	Annual
Waste diverted from landfill	66%	75%	Cleanaway Detailed Activity Reports	Annual





Theme 4:  
Governance  
and Financial  
Sustainability

We serve our communities through efficient, transparent, and responsible governance frameworks.

Our decision-making balances expertise with community collaboration, guided by sustainable financial planning principles.

We maintain a high-performing, values-driven workforce committed to integrity, financial responsibility, and continuous improvement in service delivery.







Theme 4:  
Governance and Financial Sustainability

OUTCOMES

- Exemplary, transparent and accountable governance frameworks that uphold the highest standards of integrity, ethics and community trust.
- Evidence-based decision making that balances short-term needs with long-term sustainability
- Financial stability through responsible resource and risk management and strategic planning
- A capable, engaged, and adaptable workforce that enables Council to deliver on current and future community needs

STRATEGIC OBJECTIVES

Strategic objective 4.1

Financial sustainability and strategic resource management

Ensure Council’s long-term financial viability through prudent asset management, collaborative service delivery, and proactive planning that balances current needs with future sustainability.

Key strategies to achieve the objective	
4.1.1	Implement asset management practices that prioritise preventative rather than reactive maintenance
4.1.2	Explore collaboration opportunities with other councils for shared services and cost efficiencies
4.1.3	Ensure our planning is future focused and aligns with workforce capability needs, risk management, and workplace compliance to enhance long-term sustainability
4.1.4	Continue to maximise grant funding opportunities
4.1.5	Develop a Financial Sustainability Strategy

Strategic objective 4.2

Community engagement

Foster meaningful community participation in Council decision-making through diverse engagement approaches, transparent communication, and demonstrating how community input shapes outcomes.

Key strategies to achieve the objective	
4.2.1	Proactive and early communication on decisions and planning
4.2.2	Implement an efficient balance of digital and face-to-face engagement opportunities
4.2.3	Close the feedback loop by demonstrating how community input influences final decisions
4.2.4	Establish community working groups, where appropriate, for significant projects and initiatives to ensure diverse community perspectives are incorporated
4.2.5	Build Council’s engagement capability through staff training, techniques, and embedding engagement principles in project management processes
4.2.6	Actively involve existing advisory committees in community engagement opportunities

Theme 4: Governance and Financial Sustainability

Strategic objective 4.3

Strategic resource allocation and service planning

Align Council services and resources with community priorities through ongoing reviews, innovation in delivery models, and workforce strategies that support high-quality, sustainable service provision.

Key strategies to achieve the objective	
4.3.1	Review service delivery to align with community priorities, workforce capacity, risk mitigation strategies, and financial sustainability
4.3.2	Review and update criteria for project prioritisation based on community benefit and sustainability
4.3.3	Evaluate service delivery models to identify opportunities for partnership or alternative delivery
4.3.4	Develop and implement workforce strategies that foster equality, accountability, safety, and continuous improvement, positioning Council as a competitive and contemporary workplace that attracts and retains top talent
4.3.5	Continue to regularly conduct reviews of all services with a focus on appropriateness, efficiency and effectiveness

Strategic objective 4.4

Advocacy and intergovernmental relations

Build strategic partnerships and alliances to effectively represent community interests and secure equitable support from other levels of government and relevant agencies.

Key strategies to achieve the objective	
4.4.1	Foster strong and productive relationships with Governments, local MPs and relevant agencies organisations
4.4.2	Build alliances with other councils on shared challenges
4.4.3	Advocate for equitable Federal and State Government financial support

Strategic objective 4.5

Governance and transparent decision making

Uphold the highest standards of integrity, transparency, and accountability in Council operations and decision-making processes through robust governance frameworks and an engaged, responsible workforce culture.

Key strategies to achieve the objective	
4.5.1	Ensure Council decisions are well considered, transparent and in the best interests of the whole community
4.5.2	Embed a culture of good governance through ongoing development, clear frameworks, and shared accountability across Council and the organisation
4.5.3	Consider and implement best practice recommendations arising from relevant agency investigations and inquiries (eg IBAC, Local Government Inspectorate, VAGO)
4.5.4	Engender a workforce culture that is engaged, productive, healthy and inclusive - measure this with two-yearly engagement surveys
4.5.5	Strengthen governance frameworks to reinforce accountability in decision-making, organisational integrity, and compliance with regulatory and legislative requirements

Theme 4: Governance and Financial Sustainability

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Develop and implement a Financial Sustainability Strategy	Create a comprehensive framework to guide Council's long-term financial planning and resource allocation	4.1.5	X	X			Inhouse External Support
Establish shared services framework	Identify and implement opportunities for collaboration with neighbouring councils to achieve cost efficiencies	4.1.2	X	X	X	X	Inhouse External Support
Develop a structured advocacy plan	Create a clear framework for Council advocacy based on Shire priorities	4.4.1 4.4.3	X	X	X	X	Inhouse
Provide continuous governance training	Deliver ongoing induction and training to councillors and staff on matters of good governance and organisational integrity	4.5.1 4.5.2 4.5.3 4.5.5	X	X	X	X	Council Funding
Finalise and implement the project management framework	Implement an internal framework that standardises project management methodologies, improves governance, clarifies roles and responsibilities, and establishes effective evaluation processes for all Council projects to enhance delivery outcomes and resource efficiency	4.2.4 4.2.5 4.3.2	X	X	X	X	Inhouse
Conduct ongoing service review program	Systematically assess all Council services for alignment with community priorities and financial sustainability	4.3.1 4.3.5	X	X	X	X	Inhouse
Monitor staff experience and workplace culture to guide improvement actions	Conduct biennial staff engagement survey	4.5.4	X		X		Council Funding External Support



Theme 4: Governance and Financial Sustainability

ACTION PLAN

Action	Description	Related Key Strategies	25/26	26/27	27/28	28/29	How will this be resourced?
Implement workforce strategies to strengthen our internal capability and capacity	Deliver integrated workforce strategies that build capability and ensure Council is future ready to meet community needs	4.1.3 4.3.4 4.5.4	X	X	X	X	Inhouse
Develop and implement Gender Equality Action Plan	Co-design and implement a Gender Equality Action Plan that not only meets legislative obligations but also actively advances an inclusive, respectful and equitable workplace for all	4.3.4	X	X	X	X	Council Funding External Support
Implement Council's Risk Framework activities	Strengthen Council's risk maturity by embedding risk awareness into planning and decision-making, supported by a robust risk framework, ongoing training and proactive risk management practices	4.1.3 4.3.1	X	X	X	X	Inhouse

Theme 4: Governance and Financial Sustainability

RELATED STRATEGIC DOCUMENTS AND PLANS BY CATEGORY

Governance and Community Engagement

- Community Engagement Strategy

Financial Management

- Financial Sustainability Strategy
- Revenue and Rating Plan
- 10 Year Financial Plan

Organisational Management

- Strategic Workforce Plan
- Risk Management Framework

SUCCESS MEASURES

Measure	Baseline (2024)	Target (2029)	Data Source	Frequency
Community satisfaction with Council's overall performance	52	62	Annual Community Satisfaction Survey	Annual
Community consultation and engagement	53	65	Annual Community Satisfaction Survey	Annual
Community satisfaction with decisions made in interest of the community	50	55	Annual Community Satisfaction Survey	Annual
Employee engagement index	62%	70%	Biennial staff survey	Bi-annual
Risk management actions completed	TBD	85% completion rate	Compliance audit results	Quarterly
Grant funding secured (% of eligible applications)	TBD	Success rate above 50%	Grant register	Annual





## Monitoring Our Progress

Council is committed to transparent reporting on the implementation of this Council Plan through:

### Quarterly Reporting

Quarterly progress reports on all actions in the Council Plan will be presented at Council meetings. These reports will track the status of each action as “not started,” “in progress,” “completed,” or “ongoing” and will highlight achievements and challenges.

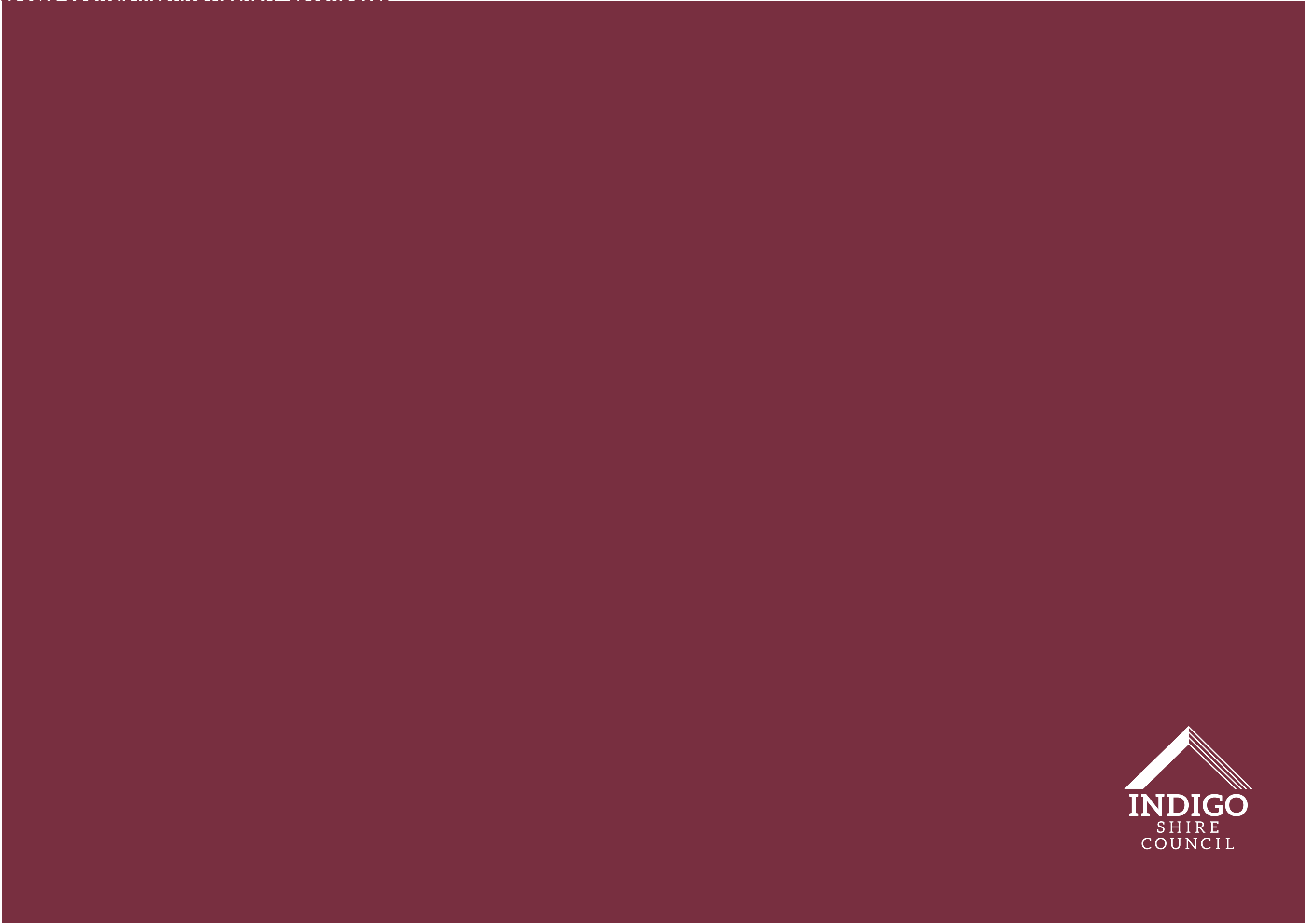
### Annual Review

Each year, Council will conduct a comprehensive review of the Council Plan to assess progress against success measures, identify any necessary adjustments to actions or timelines, including the addition of new key strategies and actions as they emerge within the Council Plan period, and confirm priorities for the coming year. The Annual Report will include detailed reporting on Council Plan implementation.

### Community Reporting

Progress reports will be made available to the community through Council’s website, ensuring transparency and accountability in the implementation of community priorities.





## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.2 CONSIDERATION OF THE 2025/26 BUDGET SUBMISSIONS

**Greg Pinkerton - Director Planning and Corporate Services**  
**Planning and Corporate Services**

**For Decision**

#### **RECOMMENDATION**

That Council:

1. Receives the attached draft budget responses, and thanks submitters for their assistance and feedback;
2. Endorses the management responses detailed in this report in relation to the budget requests;
3. Makes no financial changes to the budget as a result of the submissions; and
4. Notes that Council staff will respond to each submitter with a copy of this report and the Council resolution.

#### PURPOSE OF REPORT

The purpose of this report is to present the 2025/26 draft budget submissions, and to provide recommendations on any actions that may arise from the submissions.

#### BACKGROUND

Council uses significant community input to build the annual budget. This input comes in several ways and is used throughout the budget build process.

- Throughout the year service managers note community feedback or service requests/projects that may inform the budget build process. This information is reviewed by service managers as part of the annual budget planning process.
- Prior to the budget drafting process Council seeks community input into the budget build in the form of a budget survey. This pre-budget input is the primary consultation for the budget and is timed to allow staff to consider the suggestions prior to the draft budget being prepared.
- Each service manager reviews the community input into the budget, and this helps to inform their annual planning process. Budget managers and Council's executive team review the community feedback in relation to each service.
- The feedback is provided to Councillors as part of the budget workshops. This is done in two formats.
  - Verbatim – as written by community members.
  - Summarised into key themes and feedback.

This engagement process is valuable because it allows time for items to be considered fully and worked into the draft budget build from the start. Over the past few years Council has actively promoted this early engagement to allow an opportunity for community thoughts and ideas to be brought into the budget, rather than having things appear in the final weeks.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

After the budget is drafted it is endorsed by Council at the May meeting and goes on exhibition before being presented to the June Council meeting for adoption. This gives an opportunity for the community to look at the draft document and make any final comments that they feel appropriate. Councillors review these comments prior to adopting the final budget and make any changes that may be prompted by the exhibition period.

The 2025/26 draft budget was endorsed at the May Council meeting and then exhibited for 21 days and promoted through Council's usual channels.

**Council appreciates the time that submitters have taken to provide feedback on the draft budget, and we thank all contributors throughout the full six-month budget build timeframe for providing valuable input into this process.**

In the 21 days following the May council meeting the engagement statistics showed strong interest, with 161 visits to the draft budget web page, 139 downloads of the budget documents, and two hard copies provided to community members. Five people made submissions or requests to the budget, and copies of these submissions are attached (with personal details redacted). Each submission has been acknowledged, and copies of the original submissions (without redaction) have already been provided separately to Councillors.

This report presents the attached (redacted) submissions to Council, and provides commentary and management recommendations for Council's consideration.

### DISCUSSION

The feedback received during the exhibition period is summarised below with management comments and recommendations. The summary below is not intended to replace the words of the submitters, and the attached submissions are an important source of information and contain the author's words in the voice that they were written in. Readers of this report are encouraged to review the original (redacted) attachments.

#### **Feedback received during the draft 2025/26 budget exhibition**

The following discussion covers the key feedback – and management recommendations – from the budget submissions.

- **Submission 1: Suggestions for council's Community Sustainability Grants**
  - This submission mostly related to the draft Council Plan.
  - One point (highlighted in the attached copy) referenced the budget for the Community Sustainability Grants and asked if there was available funds to expand the scope of these grants to include activities such as tree planting, weed control, etc.
  - In response to this point, the program has been well subscribed but not oversubscribed in recent years. The guidelines are reviewed annually and presented to June Council meeting. Suggestions will be taken on board along with feedback from 2025/26 program for next annual review. No changes suggested for the 2025/26 budget.
- **Submission #2: Request for a new footpath in Douglas St Rutherglen.**
  - This submission requests two new footpaths to assist people walking or using prams or mobility scooters in Douglas St Rutherglen.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- In response, these suggestions will be considered in future footpath program and prioritised along with other recommended locations. No 2025/26 budget change suggested.
- Submission 3: Request for Council to continue with a waste levy for the purpose of landfill rehabilitation.
  - This submission suggests that council has sufficient funds to rehabilitate the closed landfill sites and should now complete the work.
  - The submission also suggests maintaining a waste levy until the closed landfill sites are rehabilitated.
  - In response:
    - i. The suggestion in the submission that council has collected \$7.5 million toward rehabilitation of the landfill sites and nothing else is incorrect. The income from the Environmental Levy is used for landfill rehabilitation as well as a range of waste activities (transfer stations, etc). Despite having been explained previously, this dismissal of the other waste costs, and a focus on income only, continues to appear from time to time in submissions and open forum questions. This is a misrepresentation of the way that the EMC operates.
    - ii. The Victorian Ombudsman and the Essential Services Commission have separately looked at and audited Indigo Shire Council's EMC and both of these independent regulatory bodies have arrived at the conclusion that council has used this levy in an appropriate and correct way and that council has incurred costs (including landfill rehabilitation provision) that are equal to (or usually more than) the revenue raised.
    - iii. Addressing the first suggestion (that council should rehabilitate the landfill sites immediately), this is a decision that needs to take into account a number of factors, in addition to the financial considerations. The landfills are monitored for compliance with EPA requirements, and they do not currently require work. Council will rehabilitate these sites at an appropriate time.
    - iv. In response to the request in the submission that council continues with a waste levy for the purpose of landfill rehabilitation, this suggestion would result in a levy that would not comply with the Minister for Local Government's *Guidelines for Service Rates and Charges* (2023). This is because it would result in a property-based charge for a service that is not directly attributable to a property. This is not compliant with the Minister's guidance and therefore not in accordance with the Council resolution from June 2024.
- Submission 4: Offer of assistance by Yack Tracks to improve the future pump track.
  - This submission provides an offer of in-kind support for the upcoming pump track at Yackandandah and requests;
    - i. Council formally acknowledges and incorporates these voluntary 'in-kind contributions' into the planning and delivery of the pump track project; and
    - ii. That Council considers allocating additional budget support as required to ensure the project is delivered to a standard consistent with similar regional facilities.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- In response.
  - i. Council thanks the club and supporters for this generous offer and will work with the club to incorporate the in-kind support.
  - ii. The capital works budget is fully subscribed for 2025/26 and therefore it is recommended that council proceeds with the current \$250k grant-funded project, with the addition of the in-kind contribution offered by Yack Tracks. If further works are required in the future to enhance the area than this may form part of a subsequent grant application or budget allocation. No budget change suggested.
- Submission 5: Recommendation for an alternative rating strategy.
  - The submitter proposes an alternate rating strategy.
  - In response to this suggestion:
    - i. This recommendation has been made previously as part of the review of council's Revenue and Rating Strategy, as well as the 2024/25 draft budget. This proposal has been considered by council several times and deemed to be unsuitable and unpalatable. The reasons for this have already been explained (refer June 2024 Council Minutes – Revenue and Rating Strategy). A couple of the main reasons for council rejecting this proposal are;
      - The alternate rating strategy has been designed to reduce average rate variability, however there is no meaningful change to the individual property variability. This means that, despite the average graphs showing less variability, real-world variability (as experienced by individual rate payers) is still present, and no meaningful benefit is achieved.
      - The proposed rating strategy works against the normal principles of taxation. If adopted, the proposed rating strategy would reduce the rates for property groups that become wealthier and increase the rates for property groups that become poorer. This is an undesirable and unfair outcome that goes against the state government guidance on rates. For example, in the current financial year farming property values reduced by 1% (on average). In response the council rates reduced by 1% (on average). The proposed alternate rating strategy suggested by this submitter would have increase farm rates by 3% despite their property prices falling by 1% that year.
    - ii. It is noted that the submission is addressed to the Minister for Local Government. This is an appropriate form for these alternative ideas and the state government has been seeking ways to reduce rate variability for many years. Having said that, this alternate model has been pitched to several state government agencies in the last 2 years without success.

After reviewing and considering the community feedback no 2025/26 budget changes or adjustments are recommended.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### OPTIONS

This report presents the community feedback to Council's 2025/26 Budget documents. Council has a number of options in relation to these submissions (mostly relating to possible changes to the budget, and/or requests for projects to be scoped or assessed). The recommended resolution references the discussion contained in this report – particularly in relation to the requests that have been made for the 2025/2026 budget.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible and effective.
Strategic Action	5.1.2 Maintain a long term financial planning framework and 10-Year Capital Program annually

### SOCIAL/COMMUNITY IMPLICATIONS

The annual budget provides funding for several programs and services that provide significant social and community benefits throughout Indigo Shire. The submission process provides a final opportunity for the community to raise any concerns about the funding for the upcoming year.

### ENVIRONMENTAL IMPLICATIONS

Council's decisions on resource allocation have an influence on the environment. This may be a direct influence, or an indirect influence (in the way that Council spends its budget).

Council's policies clearly articulate its desire to engage in sustainable procurement practices where practicable and reasonable.

### FINANCIAL IMPLICATIONS

The adoption of Council's Budget is the most fundamental financial decision that the Council must make on an annual basis. It sets in place the framework by which officers can implement Council's strategic direction contained within the Council Plan, with Council having allocated appropriate resources.

### LEGISLATIVE IMPLICATIONS

Council's budget preparation is governed by the *Local Government Act*. The process being used for the budget build is compliant with the legislated requirements.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Budget adopted that does not consider the community's needs.	Unlikely	Minor	Low	Community consultation undertaken during draft budget preparation.
Legislative non-compliance with the finance aspects of the <i>Local Government Act 2020</i>	Unlikely	Major	Medium	Budget planning and process documents the legislative requirements of Council.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The Council budget is a large and complex undertaking. Community feedback is an important part of this process and Council's consideration of the submissions adds value by understanding and considering community perspectives. This reduces the risk of an inappropriate budget being adopted whilst also reducing the risk of reputational damage that may occur if Council was not following a proactive consultative process.

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

The draft budget has been on exhibition since its endorsement at the May council meeting. The budget documents have been available on council's website for this time and the exhibition has been communicated using council's usual channels.

#### **Engagement outcomes**

Following the draft budget exhibition submissions were reviewed by relevant managers and recommendations made. This process, along with the recommendations, is the subject of this report.

This report presents the feedback that has been received and, where appropriate, responds to any requests.

#### **Engagement proposed**

Following the adoption of the budget, Council will issue a public notice that the budget has been adopted and details of rate instalment due dates.

The adopted budget will be made available on Council's website.

People who made submissions to the draft budget will receive a letter with a link to this report and the resolution.

### CONCLUSION

Council values the input of the community to assist with the budget build and the review of the draft documents. This process has been improved in recent years to enhance the early community voice in the early stages of the budget build.

The second phase of exhibiting the draft budget is an opportunity for any final thoughts to be heard before Council considers the final budget. Council sincerely thanks the people who have taken time to contribute to the budget process. This includes the people who responded to the first consultation earlier in the year, as well as the five that have responded to this round of draft budget exhibition.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- Carolyn Lingham - Executive Assistant Planning and Corporate Services
- Sharon Phillips - Management Accountant
- Phil Garoni – Manager Finance

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Attachments

1. Submission 1 - Redacted [11.2.1 - 2 pages]
2. Submission 2 - Redacted [11.2.2 - 2 pages]
3. Submission 3 - Redacted [11.2.3 - 2 pages]
4. Submission 4 - Yack Tracks - Redacted [11.2.4 - 2 pages]
5. Submission 5 - Indigo Community Voice - Redacted [11.2.5 - 14 pages]

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

**From:** [REDACTED]  
**Sent:** Thursday, 22 May 2025 4:59 PM  
**To:** Indigo Shire  
**Subject:** Draft council plan and budget submission

Hi all,

Well done team on an excellent draft council plan. I found it easy to read, well presented and to contain an ambitious and broad range of strategies. Everything that I would hope to see in there was. It was also good to see the funding source column.

I don't have a strong view or focus of this submission, I was just prompted to read it and comment by the engaged indigo emails. I do not require a response. A few thoughts or questions that arose for me:

- council plan strategy 3.2.7 - interesting that "NECMA - Water is Life' is called out specifically as a terrestrial and waterway management policy to embed. My understanding is Water is Life is a state policy about aboriginal access to water entitlements. This may have reduced applicability to Indigo Shire. Other strategies/policies to support include Biodiversity 2037, and the Regional Waterway Strategy. Additionally, given the highest percentage of consultation comments/concerns relating to environment were about terrestrial biodiversity and waterways, is this action strong enough? contrasting with multiple strong actions on climate change (which is excellent to see this continued focus and commitment)
- net zero by 2035 ambition - although a long way off and the current focus in reducing emissions, offsetting unavoidable residual emissions will become necessary. At this time, ISC may face a conundrum that there are no offsets locally available that can also support local or regional biodiversity and economic outcomes. It could be worth starting to consider if/how ISC could enable or start to 'plant the seeds' for this to possibly become a reality by 2035.
- E&S budget - I was wondering about the community sustainability grants - has it been well subscribed, has it been evaluated lately to see if that is still suitable or an efficient way to achieve the outcomes? Could the scope and eligibility be expanded to support some of the other strategies, e.g. tree planting events, integrated weed and pest control with community/crown land managers/council, etc.
- principles of climate adaptation are implicit throughout the draft council plan, however it could be useful to specifically call out adaptation in strategic objective 3.1. The focus seems skewed towards mitigation. I understand 3.3. is about adaptation. The related docs section references climate change adaptation action plan - is this still current, does it require review, should that be the basis for identifying and implementing priority adaptation actions?
- Great to see climate action applicable to the built environment and planning be formalised in the council plan.
- Waste - I see strategy 3.4.4 as a subaction of 3.4.2 and wouldn't make sense to address and report on separately?
- waste strategic objective 3.4 is very ambitious. It sounds great and what we would love to see, but is it realistic or achievable to ISC to **transform** waste management practices?
- waste service plan - states participation in NEWRRG and collaborative projects - this has not been operating for years and is important context when developing the new waste strategy, and considering ambitious transformation to waste practices.
- Also commendable to see the focus on future climate in the parks and gardens service plan/budget. Re the selection of climate ready trees, Wodonga Urban Landcare Network are currently doing a project on this with a very local lens that would be useful to connect with.
- strategy 1.1.9 - expand network of sealed roads. That would be wonderful. I understand it will never be feasible to seal the road I live on, but could the strategy consider other dust reduction mechanisms for unsealed roads? ranging from (at lowest cost and effort) signage urging motorists to slow down; to binding applications like Dustex or similar.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- re tracking the utilisation of community facilities - I wonder if low rates of use would lead to a decision to reduce the service, but hopefully the barriers to use/access would also be looked at. Apart from hours/days available, promotion etc, just the physical or digital access arrangements like remote entry keypads at sports facilities - if these routinely fail that could be a huge barrier to utilisation. I understand this (and the two comments above) are far too detailed for a council plan and not suggesting they are written in there.
- re strategic objective 2.3 - limits to the amount of tourism a town can handle is the quantity of dining and takeaway offerings (and related issues of workforce accommodation, affordability and seasonal fluctuations). I noticed an interesting approach to solving this in Bridport, Tasmania. Over the peak tourism season, they turn one of their central parks into a food truck fair. They offer camping/caravanning for the food truck vendors on site. The local restaurants are happy with the arrangement because they still get plenty of business but don't get stressed out and have complaints made about them when they can't handle the demand. Ofcourse, any exploration of similar initiatives would involve engagement with existing commercial providers.

Also, I noticed a couple of typos that will probably get picked up for the final:

- Council plan strategies 3.2.4 and 3.2.5 appear to be duplicates
- packaging spelling error in 3.4.1

Thanks for all your hard work,

██████████

**From:** [REDACTED]  
**Sent:** Wednesday, 28 May 2025 7:56 PM  
**To:** Indigo Shire  
**Subject:** Budget Submission 2025/26  
**Attachments:** Douglas St footpath.pdf

### **Proposed footpath for Western section of Douglas Street Rutherglen to provide connection to existing path network and town centre**

The western section of Douglas Street, Rutherglen; historically recorded shortly after the establishment of the town and located less than 200m north of Main Street; is home to a long established neighbourhood of residents long deserving of safe access on foot, with prams and mobility scooters. In an aging community; there are currently several residents with access and mobility issues. Douglas Street is also a much frequented arterial to Rutherglen Football and Netball Club sporting and social events hub.

Beyond Douglas St is a new housing area in Warrens Lane adjacent to the Rail Trail.

There is currently no footpath in Douglas St for its entire 350m length (or Warrens Lane).

To address this, I beg Council construct two new footpaths.

**1. Would provide a link from Warrens Lane to the corner of High St and Reid Sts.** This path would be approximately 170m in total length (110m on Douglas St + 60m on High St). A kerb ramp to be required at the intersection of Reid St and High St to facilitate safe crossing to existing footpath network.

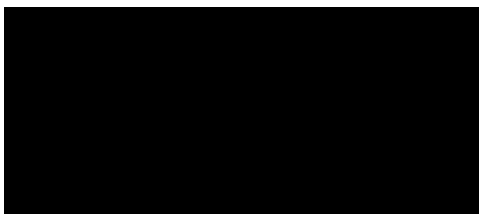
**2. Would provide a footpath to residents who live west of Warrens Lane to Barkly Park.**

This proposal would make logical sense as it is continuing the extension of the residential footpath network from the heart of town.

I attach a 2 page document including an overhead map of the proposed path and a breakdown description of this project.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

I beg consideration of this proposal for the 2025-26 Budget; considering the number of vulnerable community members; across generations; isolated in fear of using roadways to access the essential goods and services of their town.



Douglas St footpath.pdf



### Landfill Rehabilitation

In 2009 the Indigo Shire Council acknowledged responsibility for the rehabilitation of the four closed landfill sites in the shire at Beechworth, Chiltern, Rutherglen and Wahgunyah. Council introduced a Landfill Rehabilitation Reserve to provide funds to carry out the corrective work and all ratepayers were required to contribute. Payments into the fund ceased in 2011 and the fund was closed in 2013 when the money that had been collected was transferred to the Accumulated Surplus (General Revenue). At that time the reserve had accumulated \$435,598.

In 2010 the council introduced the Waste Management Facility Levy, a Special Charge that was used to collect funds for the rehabilitation of the closed landfill sites. All ratepayers were required to pay the charge which was collected within the rates system. It was not part of the General Rates which were managed by the council. The costs involved for rehabilitation are determined by external contractors in the same manner as the garbage, recycling and organic waste costs and are reported separately in the rates notices. The Levy was established on the basis that it would be removed from the rates system when the rehabilitation work was completed. The Levy is not included in the Annual Report but an estimate of the cumulative amount can be determined by extracting the annual charge from the rates notices.

In 2011 council introduced the Landfill Provision which is a non-cash accounting item that offsets the Waste Management Facility Levy and identifies a future expense that council will be required to pay for the rehabilitation works. The amount of the levy is established by the estimated cost of the rehabilitation as determined by consultant engineers. The cumulative amount of the provision is included in the Annual Report.

In 2015 council changed the name of the Waste Management Facility Levy to the Environmental Management Contribution (EMC) and began progressively moving items of general rates such as street sweeping into the EMC. Concerns that were raised with Council and the Ombudsman were not acted upon after Council provided figures to the Ombudsman that were structured to show that council was incurring an operating loss for the waste management services.

By 30 June 2022 the cost of remedial works as estimated by external consultants AECOM based on the current understanding of work required to reinstate the sites to a suitable standard in accordance with Environment Protection Authority standards was \$6,300,000 and the EMC had accumulated \$6,800,000.

In 2023 Council engaged the services of WAC Consulting Pty Ltd to provide an estimate for the work required to rehabilitate the four unlicensed landfill sites. The proposed design of the cap profiles was also reviewed against the new EP Action 2022 and relevant guidelines. A review of the cost estimates was also carried out based on the CPI from the Australian Bureau of Statistics for the period 2016 – 2023.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The cost estimate for the rehabilitation work required that was provided by WAC Consulting Pty Ltd for the year ending 30 June 2023 was \$4,236,668 and at this time the provision had grown to \$6,425,000 and the EMC to \$7,494,000 - Council has accumulated sufficient funds to carry out the rehabilitation work

When Indigo Shire Council changed the name of the Waste Management Facility Levy to the Environmental Management Contribution in 2016, they along with several rural councils took the opportunity to transfer a number of General Rates costs into the EMC. This transfer provided an opportunity to escape the Rate Cap as the EMC as a Special Charge was not included in the Rate Cap calculation.

The Minister of Local Government issued a Good Practice Guideline for Local Government Rates and Charges which became effective on 1 March 2024 and it provided examples of activities that should not be funded by Service Rates or Charges with a recommendation that these activities be funded through other revenue sources.

The Draft Budget 2025/2026 should comply with the Minister's Guideline in that all general rates items that have been incorrectly listed in the EMC should be removed and relocated to the General Rates. The EMC should revert to its original name as a Special Rate item, Landfill Rehabilitation, as listed in the Operating Income and Expenditure, Service Area for Waste Management.

The change in the Draft Budget that council has proposed, with the EMC transferred to the general rates is unacceptable. The special charge for Land Fill Rehabilitation was initiated as the Waste Management Facility Levy in 2010 and should remain as a Special Charge together with the contractual Waste Management charges until the rehabilitation work has been completed

Council has collected sufficient funds to carry out the required rehabilitation work on the four closed landfill sites. The community has had to wait over 15 years for Council to initiate the required corrective action. The Special Charge for Landfill Rehabilitation should remain with the contractual Waste Management charges in the budget papers, The charge will be removed when the work has been completed, and its removal will provide the community with reassurance that work has been done to avoid the escape of methane into the atmosphere.

These changes will be revenue neutral, but the Draft Budget should be revised to ensure that the costs are located correctly in the final document.

  
2 June 2025

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

**From:** [REDACTED]  
**Sent:** Tuesday, 3 June 2025 9:59 PM  
**To:** Indigo Shire  
**Cc:** [REDACTED]  
**Subject:** Formal Draft Budget Submission | Yack Tracks Inc & Kobbos Yack Junior MTB Initiative

Indigo Shire Council  
Beechworth, Victoria

2 June 2025

### Re: Submission to Draft Budget Public Consultation – Yackandandah Pump Track Project

To whom it may concern,

My name is [REDACTED], and I write on behalf of Yack Tracks Inc. and our affiliated youth program Kobbos (Kids on Bikes on Saturdays), an initiative coordinated by parents to foster confidence, resilience, and physical activity in local youth through mountain biking. Our programs utilise the Yack Tracks and the Indigo Epic Trail to provide skills-based instruction and guided recreational riding.

We are writing in response to the recently announced allocation of \$250,000 in State Government funding to Indigo Shire Council for the design and construction of a pump track at the Yackandandah Sports Park Precinct. This investment is a welcome and exciting step forward for our community and the broader regional cycling network.

However, based on current understanding and consultation with project stakeholders and similar recent developments in the region (such as those in Tangambalanga and Mt Beauty), we believe that additional financial or 'in-kind contributions' will be essential to deliver a facility that meets community expectations in both quality and utility.

Yack Tracks Inc., the Kobbos group, and the broader cycling community of Yackandandah are strongly supportive of this project. In line with that support, we are pleased to offer a substantial package of 'in-kind contributions' from our community to assist in bringing the project to realisation.

Outlined below are the services and materials we can contribute:

#### **Pre-construction Contributions:**

- Professional survey works of the pump track site and surrounds –  
Estimated value: **\$3,000**
- Vegetation removal and clearance –  
Estimated value: **\$3,000**
- Disposal of removed vegetation –  
Estimated value: **\$1,100**
- Donation of large granite boulders for boundary bollards –  
Estimated value: **\$2,800**



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Transport and placement of boulders to design specification –  
Estimated value: **\$3,500**
- Supply and erection of signage and safety bunting –  
Estimated value: **\$750**
- Post-construction Contributions:**
  - Landscaping, planting and mulch dispersal – 140 person-hours (manual labour)  
Estimated value: **\$4200**
  - Supply and installation of public park seating and table furniture (2–3 units) – Estimated value: **\$3,000**

**Estimated Minimum Total In-Kind Contribution Value: \$21,350**

These contributions reflect a strong and genuine community commitment to the success of this project and align with Council's goals to promote active recreation and youth engagement.

We respectfully request that:

1. Council formally acknowledges and incorporates these voluntary 'in-kind contributions' into the planning and delivery of the pump track project; and
2. That Council considers allocating additional budget support as required to ensure the project is delivered to a standard consistent with similar regional facilities.

We would welcome further discussions with Council officers and the appointed project manager to assist in coordinating community contributions and ensuring a collaborative approach to delivering this valuable community asset.

Thank you for your time and consideration. We look forward to Council's support and to the successful realisation of this exciting project.

Kind regards,

[Redacted Signature]

On behalf of: Yack Tracks Incorporated and Kobbos Youth Mountain Bike Initiative

Contact Details:

[Redacted Contact Details]

[Redacted Contact Details]

## Indigo Community Voice

[IndigoCommunityVoice@gmail.com](mailto:IndigoCommunityVoice@gmail.com)  
<https://IndigoCommunityVoice.org>  
PO Box 223, Rutherglen 3685

4 June 2025

**The Hon Nick Staikos**

Minister for Consumer Affairs | Minister for Local Government

Per email: [REDACTED]

**Dr Leighton Vivian**

Senior Manager – Sector Finance and Performance | Local Government Victoria | Local Government and Suburban Development | Department of Government Services

Per email: [REDACTED]

Dear Minister,

I write in reference to the Legislative Council Economy and Infrastructure Committee Inquiry into Local Government Funding and Services, specifically *Recommendation 9* of the Committee's [Report of November 2024](#), which states:

*"That the Victorian Government instigate a review of the ratings system to ensure no particular category is carrying an unfair burden of the rates levied, with particular reference to farmers, small businesses, and rural property owners."*

During my evidence to the Inquiry, I highlighted the consequences of static *Differential Rates*, stating:

*"The use of static differential rates results in unpredictable and excessive rate increases for ratepayers based on their property category. The Victorian Government rate cap does not prevent such excessive increases, and councils are failing to uphold a key principle under the Local Government Act—ensuring stability and predictability in the financial impact on the municipal community."*

Supporting evidence for this statement can be found in [Appendix 3](#) of [Annex A](#).

Analysis of Local Government Area examples in [Annex A](#) demonstrates that when *Differential Rates* are not actively adjusted in response to uneven fluctuations in property values, rate increases become excessive, unpredictable, and inequitable. Furthermore, the Victorian Government's *Rate Cap*, introduced under the *Fair Go Rates System*, does not safeguard ratepayers from these extreme variations.

As [Appendix 4](#) of [Annex A](#) illustrates, systematic adjustment of *Differential Rates* can eliminate excessive and unpredictable rate increases, creating a fairer and more stable system for ratepayers. Unfortunately, since their introduction, *Differential Rates* have been applied inconsistently due to insufficient legislative direction in both the *Local Government Act 2020* and its 1989 predecessor, as well as inadequate guidance in the *Ministerial Guidelines for Differential Rating 2013*.

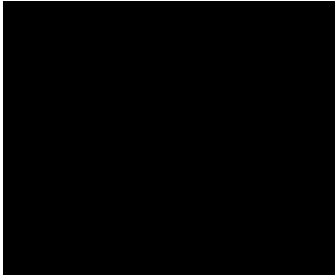
## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

2

Minister, on behalf of Victorian ratepayers impacted by *Differential Rating*, I urge you to initiate action to amend the *Local Government Act 2020* and the *Ministerial Guidelines for Differential Rating 2013*, ensuring that when Councils apply *Differential Rates*, they are adjusted accordingly in line with movements in property valuations.

Given the current economic climate, prompt action on this matter is imperative.

Yours faithfully,



ANNEX A: Effect of Differential Rates



## Effect of Differential Rates

A rating strategy using *Differential Rates* in an environment of disparate property value movements can create inequity, as properties with rapidly increasing values may contribute disproportionately to revenue while others remain stagnant.

Stability and predictability may also be affected if property values shift haphazardly, making it harder to forecast rate impacts.

In 2016, the Victorian Government introduced a *Rate Cap* under the *Fair Go Rates System* to;

- limit how much Councils can increase the revenue raised from *General Rates* and *Municipal Charges* combined; and
- make increases more predictable and aligned with inflation.

However, if *Differential Rates* are not adjusted to reflect variations in property value movements, the outcome can be unpredictable, leading to excessive rate increases for certain sectors of the rate-paying community—far exceeding the intended *Rate Cap*.

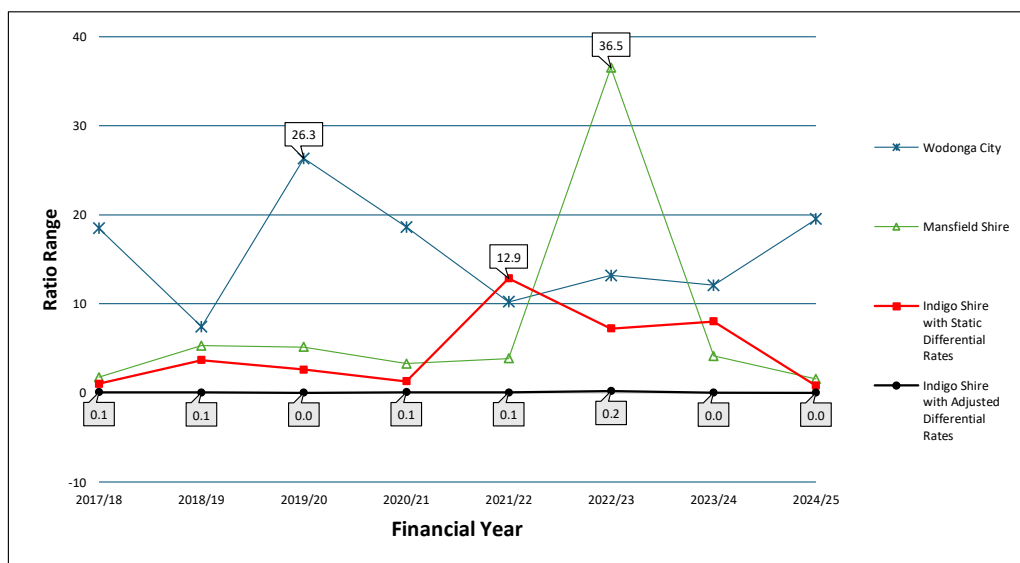
That effect is evident in:

- *Appendix 1* for Wodonga City;
- *Appendix 2* for Mansfield Shire; and
- *Appendix 3* for Indigo Shire;

which illustrate *Average Property Value* increases, the *Average General Rate* increases, and the *Differential Rates* applied in each of those Local Government Areas.

[Appendix 4](#) presents the results of a hypothetical systematic adjustment to the *Differential Rates* applied by Indigo Shire Council, aiming to align all average rate increases as closely as possible.

**Figure 1: Range of Average Rate Increase to Rate Cap Ratios**  
(Derived from Wodonga City Council's adopted Budgets from 2017/18 to 2024/25)



The difference between the highest and lowest *Rate* increase compared to the *Rate Cap* serves as a strong indicator of stability and predictability. A smaller range signifies more stable and predictable rate increases.

*Figure 1* illustrates significant instability and unpredictability in rate increases due to the application of *Differential Rates* in Wodonga City, Mansfield Shire, and Indigo Shire.

However, when *Differential Rates* are adjusted systematically, stability and predictability can be greatly improved.

### Effect of Differential Rates in Wodonga City

Figure 1.1 below shows the Average Property Value increases in Wodonga City from 2017/18 to 2024/24.

**Figure 1.1: Average Property Value Increases**  
(Derived from Wodonga City Council's adopted Budgets from 2017/18 to 2024/25)

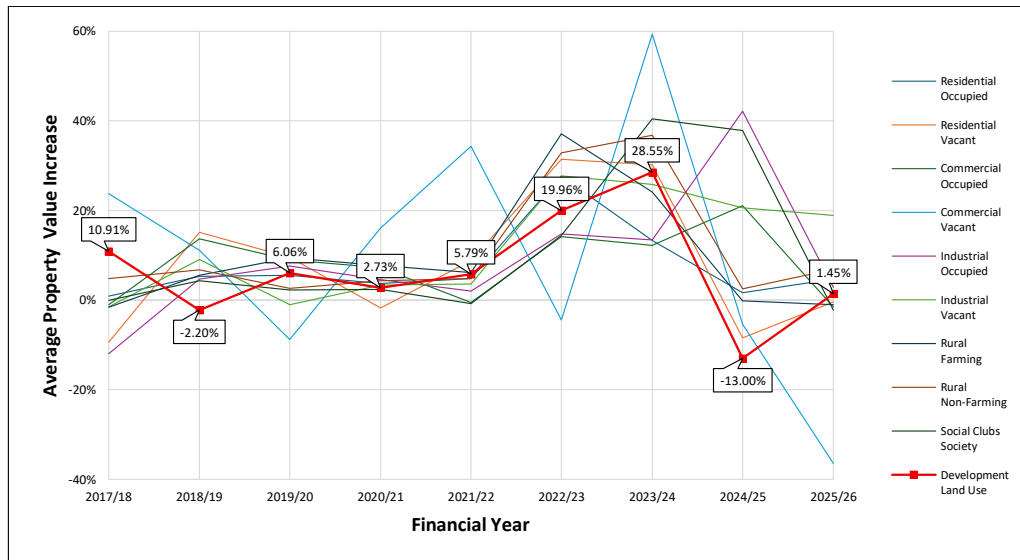
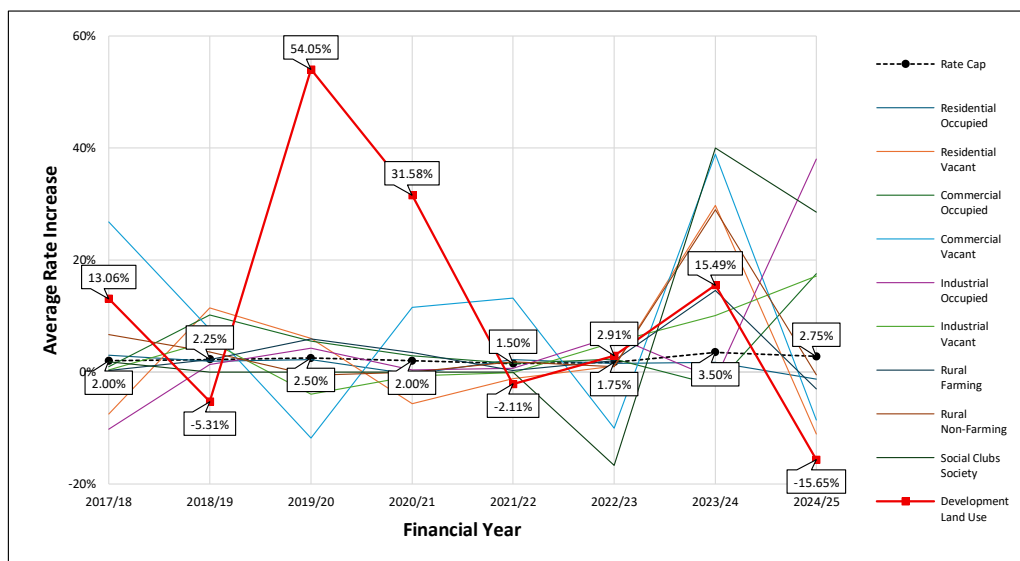


Figure 1.2 below shows the Average General Rate increases in Wodonga City over the same period, the most volatile movements occurring in the Development Land Use category.

**Figure 1.2: Average Rate Increases**  
(Derived from Wodonga City Council's adopted Budgets from 2017/18 to 2024/25)



Note that while the average **Value** of Development Land Use properties decreased by 13.00% in 2023/24, the average **Rate** for that category increased by 15.49%.



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## APPENDIX 1. Effect of Differential Rates in Wodonga City

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**Table 1.1: Average Rate Increases**

(Derived from Wodonga City Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential Occupied</i>	3.00%	1.95%	2.18%	-0.42%	2.26%	1.50%	1.70%	-1.27%
<i>Residential Vacant</i>	-7.52%	11.43%	6.02%	-5.67%	-1.22%	1.03%	29.75%	-11.07%
<i>Commercial Occupied</i>	0.93%	10.14%	5.54%	2.88%	1.50%	2.27%	-2.36%	17.55%
<i>Commercial Vacant</i>	26.77%	7.69%	-11.79%	11.58%	13.21%	-10.00%	38.89%	-8.57%
<i>Industrial Occupied</i>	-10.21%	1.38%	4.22%	0.34%	0.62%	6.39%	-1.33%	38.02%
<i>Industrial Vacant</i>	0.39%	5.52%	-3.96%	-0.73%	-0.07%	5.37%	10.11%	17.13%
<i>Rural Farming</i>	0.31%	2.25%	5.93%	3.49%	0.25%	2.03%	14.56%	-3.02%
<i>Rural Non-Farming</i>	6.73%	3.61%	-0.59%	-0.03%	1.87%	0.99%	28.98%	-0.50%
<i>Social Clubs/Society</i>	1.80%	0.00%	0.00%	0.00%	0.00%	-16.67%	40.00%	28.57%
<i>Development Land Use</i>	13.06%	-5.31%	54.05%	31.58%	-2.11%	2.91%	15.49%	-15.65%
<b>Rate Cap</b>	<b>2.00%</b>	<b>2.25%</b>	<b>2.50%</b>	<b>2.00%</b>	<b>1.50%</b>	<b>1.75%</b>	<b>3.50%</b>	<b>2.75%</b>

**Table 1.2: Average Rate Increase to Rate Cap Ratios**

(Derived from Wodonga City Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential Occupied</i>	1.5	0.9	0.9	-0.2	1.5	0.9	0.5	-0.5
<i>Residential Vacant</i>	-3.8	5.1	2.4	-2.8	-0.8	0.6	8.5	-4.0
<i>Commercial Occupied</i>	0.5	4.5	2.2	1.4	1.0	1.3	-0.7	6.4
<i>Commercial Vacant</i>	13.4	3.4	-4.7	5.8	8.8	-5.7	11.1	-3.1
<i>Industrial Occupied</i>	-5.1	0.6	1.7	0.2	0.4	3.7	-0.4	13.8
<i>Industrial Vacant</i>	0.2	2.5	-1.6	-0.4	0.0	3.1	2.9	6.2
<i>Rural Farming</i>	0.2	1.0	2.4	1.7	0.2	1.2	4.2	-1.1
<i>Rural Non-Farming</i>	3.4	1.6	-0.2	0.0	1.2	0.6	8.3	-0.2
<i>Social Clubs/Society</i>	0.9	0.0	0.0	0.0	0.0	-9.5	11.4	10.4
<i>Development Land Use</i>	6.5	-2.4	21.6	15.8	-1.4	1.7	4.4	-5.7
<b>Rate Cap</b>	<b>18.5</b>	<b>7.4</b>	<b>26.3</b>	<b>18.6</b>	<b>10.2</b>	<b>13.2</b>	<b>12.1</b>	<b>19.5</b>

Table 1.2 shows that in 2019/20, the average Rate increase for *Development Land Use* properties was 54.05%. Almost **22 times** the Rate Cap.

Table 1.3 below shows that the *Differential Rates* applied by Wodonga City Council (WCC). No attempt is made to understand the rationale or the method used by WCC to determine the level of those *Differential Rates*. However, as is evident in Figure 1.2, predictable and equitable average rate increases were not an outcome.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## APPENDIX 1. Effect of Differential Rates in Wodonga City

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**Table 1.3: Differential Rates**  
(Rounded to the nearest whole number)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential Occupied</i>	100%	100%	100%	100%	100%	100%	100%	100%
<i>Residential Vacant</i>	200%	200%	200%	200%	200%	180%	200%	200%
<i>Commercial Occupied</i>	140%	140%	140%	140%	140%	165%	160%	160%
<i>Commercial Vacant</i>	200%	200%	200%	200%	200%	205%	200%	200%
<i>Industrial Occupied</i>	140%	140%	140%	140%	140%	165%	160%	160%
<i>Industrial Vacant</i>	200%	200%	200%	200%	200%	205%	200%	200%
<i>Rural Farming</i>	75%	75%	75%	75%	75%	68%	70%	70%
<i>Rural Non-Farming</i>	100%	100%	100%	100%	100%	95%	100%	100%
<i>Social Clubs/Society</i>	93%	93%	93%	93%	93%	93%	93%	93%
<i>Development Land Use</i>	100%	100%	150%	200%	200%	205%	205%	205%

### Effect of Differential Rates in Mansfield Shire

Figure 2.1 below shows the Average Property Value increases in Mansfield Shire from 2017/18 to 2024/24.

**Figure 2.1: Average Property Value Increases**  
(Derived from Mansfield Shire Council's adopted Budgets from 2017/18 to 2024/25)

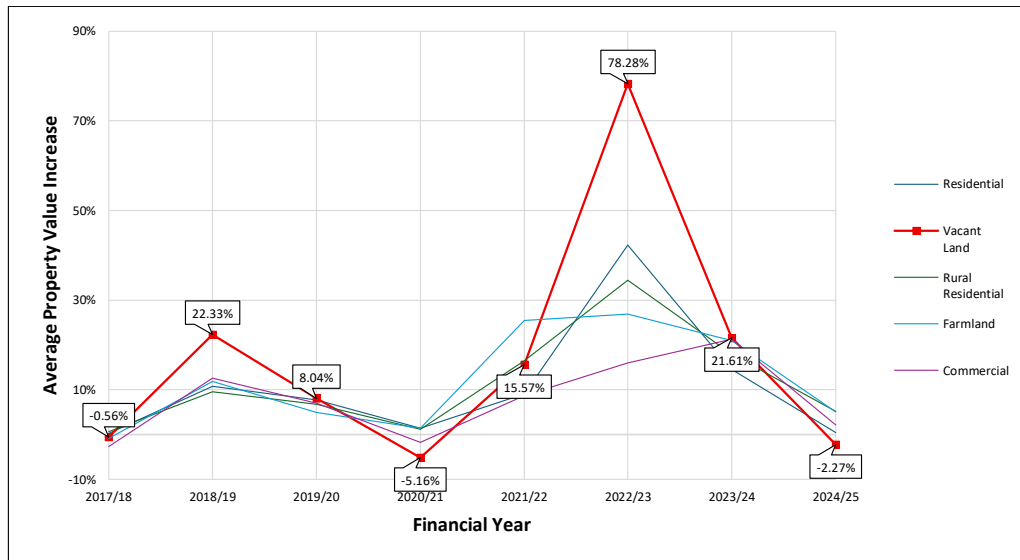
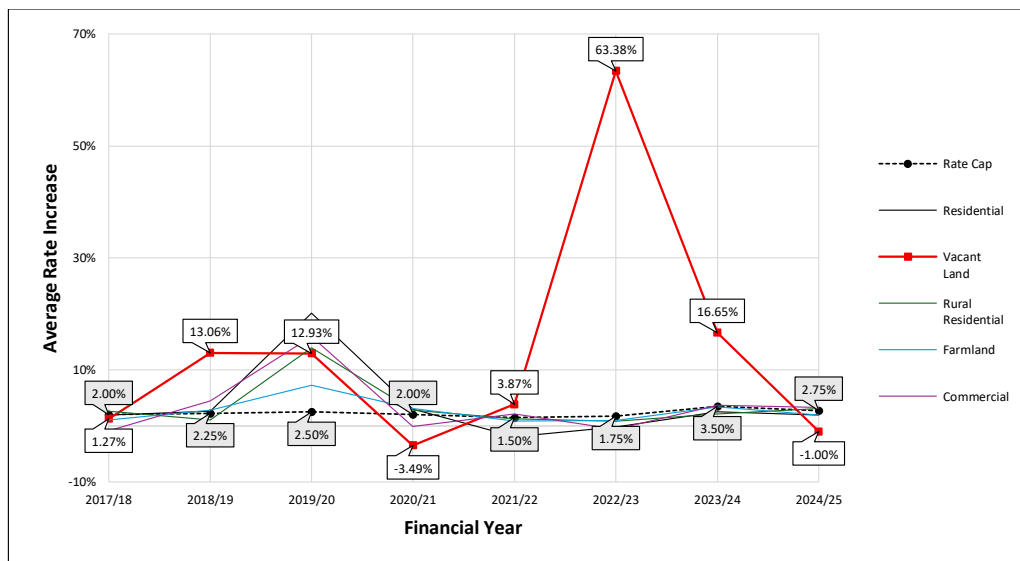


Figure 2.2 below shows the Average General Rate increases in Mansfield Shire over the same period, the most volatile movements occurring in the Vacant Land category.

**Figure 2.2: Average Rate Increases**  
(Derived from Mansfield Shire Council's adopted Budgets from 2017/18 to 2024/25)



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### APPENDIX 2. Effect of Differential Rates in Mansfield Shire

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**Table 2.1: Average Rate Increases**

(Derived from Mansfield Shire Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential</i>	1.92%	2.64%	20.14%	3.05%	-1.92%	-0.23%	2.53%	1.93%
<i>Vacant Land</i>	1.27%	13.06%	12.93%	-3.49%	3.87%	63.38%	16.65%	-1.00%
<i>Rural Residential</i>	2.65%	1.09%	13.95%	2.81%	1.27%	0.84%	2.14%	3.15%
<i>Farmland</i>	1.11%	2.84%	7.27%	3.09%	0.87%	1.01%	3.45%	1.99%
<i>Commercial</i>	-0.87%	4.51%	15.96%	-0.12%	2.11%	-0.55%	3.68%	3.32%
<b>Rate Cap</b>	<b>2.00%</b>	<b>2.25%</b>	<b>2.50%</b>	<b>2.00%</b>	<b>1.50%</b>	<b>1.75%</b>	<b>3.50%</b>	<b>2.75%</b>

**Table 2.2: Average Rate Increase to Rate Cap Ratios**

(Derived from Indigo Shire Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential</i>	1.0	1.2	<b>8.1</b>	1.5	-1.3	-0.1	0.7	0.7
<i>Vacant Land</i>	0.6	<b>5.8</b>	<b>5.2</b>	-1.7	2.6	<b>36.2</b>	4.8	-0.4
<i>Rural Residential</i>	1.3	0.5	<b>5.6</b>	1.4	0.8	0.5	0.6	1.1
<i>Farmland</i>	0.6	1.3	2.9	1.5	0.6	0.6	1.0	0.7
<i>Commercial</i>	-0.4	2.0	<b>6.4</b>	-0.1	1.4	-0.3	1.1	1.2
<b>High-Low Range</b>	<b>1.8</b>	<b>5.3</b>	<b>5.1</b>	<b>3.3</b>	<b>3.9</b>	<b>36.5</b>	<b>4.1</b>	<b>1.6</b>

Table 2.2 shows that in 2022/23, the average *Rate* increase for *Vacant Land* properties was more than **36 times** the *Rate Cap*.

Table 2.3 below shows that the *Differential Rates* applied by Mansfield Shire Council (MSC). No attempt is made to understand the rationale or the method used by MSC to determine the level of the *Differential Rates*, however, apart from the effect on the *Vacant Land* category, MSC has largely succeeded in mitigating the unpredictable and disproportionate outcomes for the other property categories from 2020/21 onwards.

**Table 2.3: Differential Rates**

(Rounded to the nearest whole number)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential</i>	100%	100%	100%	100%	100%	100%	100%	100%
<i>Commercial</i>	141%	141%	137%	137%	143%	175%	167%	166%
<i>Vacant Land</i>	139%	139%	130%	130%	130%	170%	182%	180%
<i>Rural Residential</i>	93%	93%	89%	89%	86%	92%	89%	86%
<i>Farmland</i>	72%	72%	66%	66%	59%	67%	64%	61%



Effect of Differential Rates in Indigo Shire

Figure 3.1 below shows the Average Property Value increases in Indigo Shire from 2017/18 to 2024/24.

**Figure 3.1: Average Property Value Increases**  
(Derived from Indigo Shire Council’s adopted Budgets from 2017/18 to 2024/25)

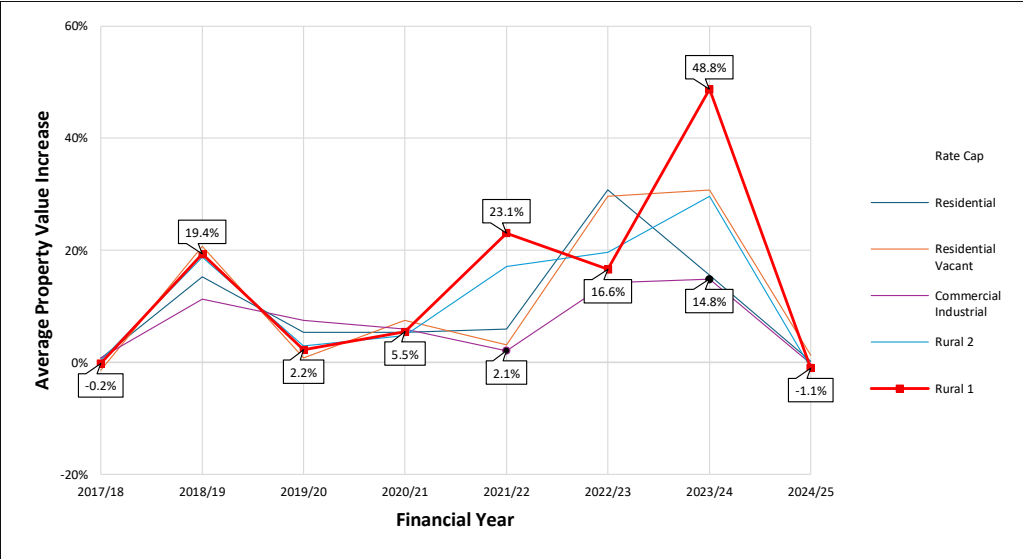
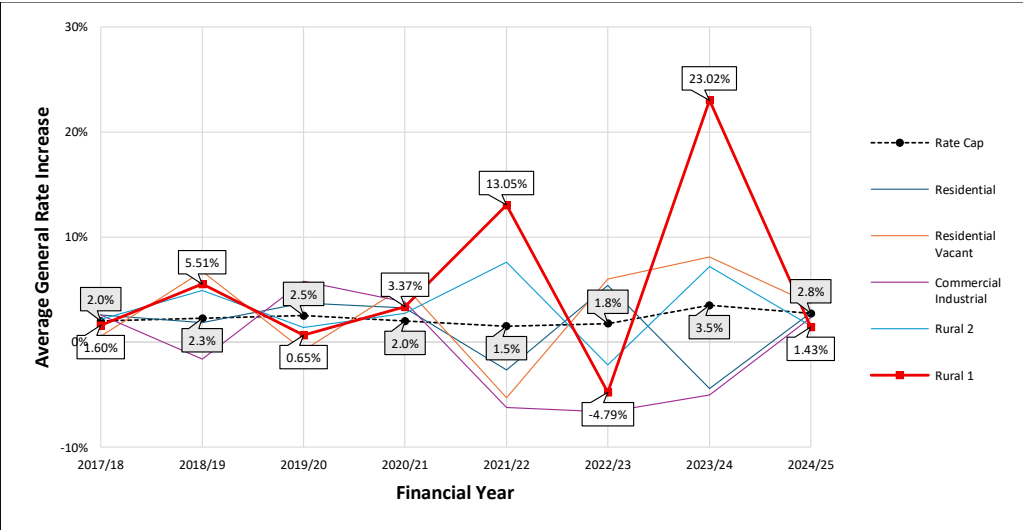


Figure 3.2 and Table 3.1 below show the Average General Rate increases in Indigo Shire over the same period, the most volatile movements occurring in the Rural 1 category.

**Figure 3.2: Average Rate Increases**  
(Derived from Indigo Shire Council’s adopted Budgets from 2017/18 to 2024/25)



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### APPENDIX 3. Effect of Differential Rates in Indigo Shire

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**Table 3.1: Average Rate Increases**

(Derived from Indigo Shire Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential</i>	2.57%	1.84%	3.71%	3.23%	-2.66%	5.39%	-4.43%	2.76%
<i>Residential Vacant</i>	0.55%	6.71%	-0.79%	5.30%	-5.31%	5.99%	8.09%	3.67%
<i>Rural 1</i>	1.60%	5.51%	0.65%	3.37%	13.05%	-4.79%	23.02%	1.43%
<i>Rural 2</i>	2.17%	4.93%	1.38%	2.72%	7.60%	-2.18%	7.17%	1.52%
<i>Commercial Industrial</i>	2.59%	-1.62%	5.79%	3.82%	-6.25%	-6.66%	-5.06%	2.29%
<b>Rate Cap</b>	<b>2.00%</b>	<b>2.25%</b>	<b>2.50%</b>	<b>2.00%</b>	<b>1.50%</b>	<b>1.75%</b>	<b>3.50%</b>	<b>2.75%</b>

Note that while the average **Value** of *Commercial Industrial* properties **increased** by **2.1%** in 2021/22, and **14.8%** in 2021/22 the average **Rate** for *Commercial Industrial* properties **decreased** by **6.25%** and **5.06%** respectively.

**Table 3.2: Average Rate Increase to Rate Cap Ratios**

(Derived from Indigo Shire Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential</i>	1.3	0.8	1.5	1.6	-1.8	3.1	-1.3	1.0
<i>Residential Vacant</i>	0.3	3.0	-0.3	2.7	-3.5	3.4	2.3	1.3
<i>Rural 1</i>	0.8	2.4	0.3	1.7	<b>8.7</b>	-2.7	<b>6.6</b>	0.5
<i>Rural 2</i>	1.1	2.2	0.6	1.4	5.1	-1.2	2.0	0.6
<i>Commercial Industrial</i>	1.3	-0.7	2.3	1.9	-4.2	-3.8	-1.4	0.8
<b>High-Low Range</b>	<b>1.0</b>	<b>3.7</b>	<b>2.6</b>	<b>1.3</b>	<b>12.9</b>	<b>7.2</b>	<b>8.0</b>	<b>0.8</b>

Table 3.2 shows that in 2021/22, the average *Rate* increase for *Rural 1* (predominantly farming) properties was almost **9 times** the *Rate Cap* and in 2023/24 was almost **7 times** the *Rate Cap*.

Table 3.2 below shows that the *Differential Rates* **remained static** at the levels set in 2016.

**Table 3.2: Differential Rates**

(From Indigo Shire Council's adopted Budgets from 2017/18 to 2024/25)

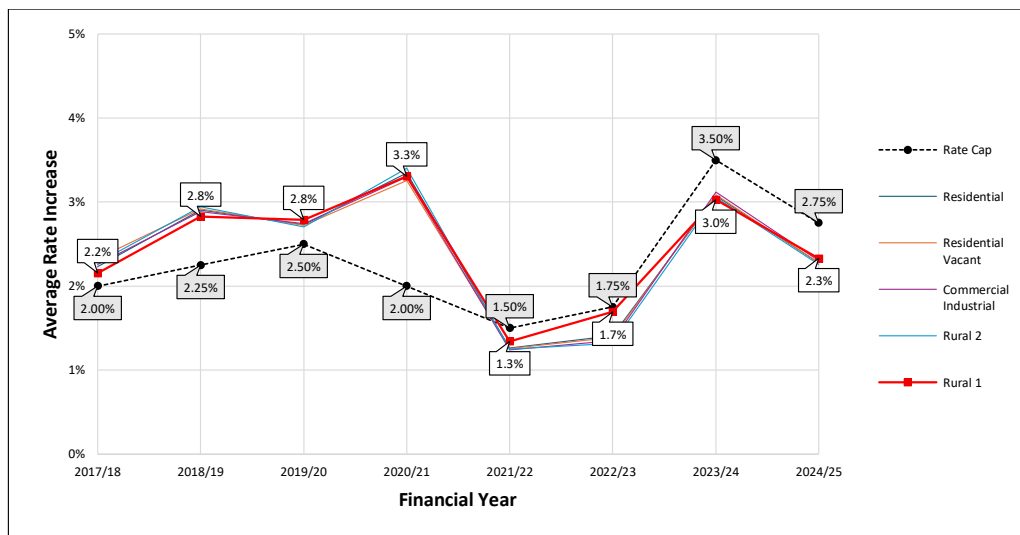
	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
<i>Residential</i>	100%	100%	100%	100%	100%	100%	100%	100%
<i>Residential Vacant</i>	200%	200%	200%	200%	200%	200%	200%	200%
<i>Commercial Industrial</i>	135%	135%	135%	135%	135%	135%	135%	135%
<i>Rural 2</i>	90%	90%	90%	90%	90%	90%	90%	90%
<i>Rural 1</i>	75%	75%	75%	75%	75%	75%	75%	75%

### Effect of Adjusted Differential Rates

By systematically adjusting the *Differential Rates* so that the average *Rate* increases are, as near as possible, the same for all property categories, it is possible to eliminate the excessive and unpredictable *General Rate* increases.

The necessary adjustments can be made simply with a 'goal-seeking' algorithm, as in this instance, or with the aid of Artificial Intelligence (AI). The possible outcomes are shown in *Figure 4.1* and *Table 4.1* below and the adjusted *Differential Rates* which achieved those outcomes are shown in *Table 4.2* below.

**Figure 4.1: Average Rate Increases with Adjusted Differential Rates**  
(Derived from Indigo Shire Council's adopted Budgets from 2017/18 to 2024/25)



*Figure 4.1* illustrates that, despite Indigo Shire Council consistently exceeding the *Rate Cap* before 2021/22, the adjustment of the *Differential Rates* ensured that the average *General Rate* increases across all property categories remained largely proportional to the *Rate Cap*.

**Table 4.1: Average Rate Increases with Adjusted Differential Rates**  
(Derived from Indigo Shire Council's adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Residential	2.23%	2.91%	2.73%	3.35%	1.26%	1.41%	3.07%	2.27%
Residential Vacant	2.33%	2.92%	2.72%	3.26%	1.26%	1.39%	3.09%	2.28%
Rural 1	2.16%	2.83%	2.79%	3.31%	1.34%	1.69%	3.03%	2.33%
Rural 2	2.28%	2.95%	2.71%	3.40%	1.25%	1.32%	3.06%	2.26%
Commercial Industrial	2.26%	2.89%	2.75%	3.30%	1.24%	1.35%	3.12%	2.30%
<b>Rate Cap</b>	<b>2.00%</b>	<b>2.25%</b>	<b>2.50%</b>	<b>2.00%</b>	<b>1.50%</b>	<b>1.75%</b>	<b>3.50%</b>	<b>2.75%</b>

**Table 4.2: Average Rate Increase to Rate Cap Ratios**  
(Derived from Indigo Shire Council’s adopted Budgets from 2017/18 to 2024/25)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Residential	1.1	1.3	1.1	1.7	0.8	0.8	0.9	0.8
Residential Vacant	1.2	1.3	1.1	1.6	0.8	0.8	0.9	0.8
Rural 1	1.1	1.3	1.1	1.7	0.9	1.0	0.9	0.8
Rural 2	1.1	1.3	1.1	1.7	0.8	0.8	0.9	0.8
Commercial Industrial	1.1	1.3	1.1	1.6	0.8	0.8	0.9	0.8
High-Low Range	0.1	0.1	0.0	0.1	0.1	0.2	0.0	0.0

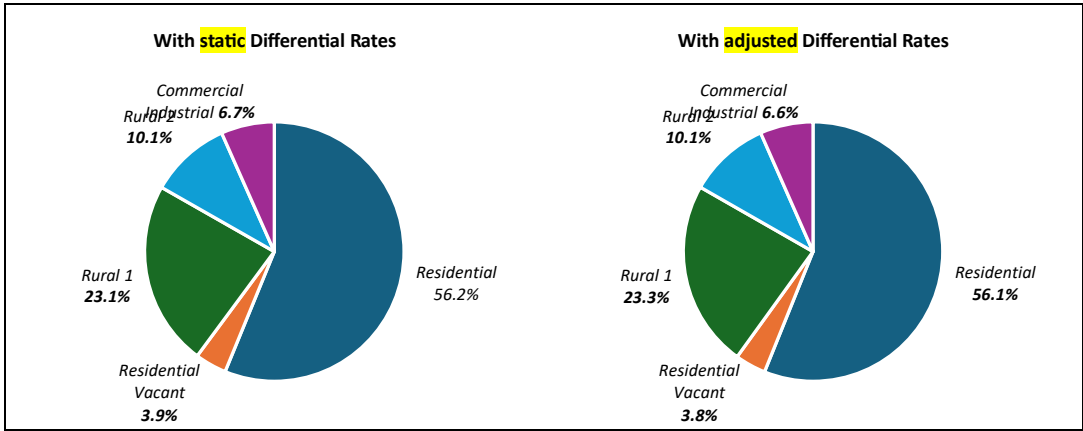
Table 4.2 shows that the greatest difference between the highest and the lowest *Rate Cap* ratio would have been **0.2** in 2022/23.

**Table 4.2: Adjusted Differential Rates**  
(Rounded to the nearest whole number)

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Residential	100%	100%	100%	100%	100%	100%	100%	100%
Residential Vacant	204%	191%	209%	196%	206%	199%	177%	198%
Commercial Industrial	135%	140%	132%	134%	140%	152%	136%	136%
Rural 2	90%	87%	92%	90%	81%	97%	80%	91%
Rural 1	76%	72%	77%	75%	65%	83%	58%	76%

The adjustment of the *Differential Rates* does not alter the total *Rates Revenue* raised by Indigo Shire Council nor, as is evident in *Figure 4.2* below, does it significantly alter the long-term distribution of the rate burden.

**Figure 4.2: Long-Term Rate Burden Distribution**  
(Derived from Indigo Shire Council’s adopted Budgets from 2017/18 to 2024/25)





## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

APPENDIX 4. Effect of Adjusted Differential Rates in Indigo Shire

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.3 ADOPTION OF THE 2025/26 BUDGET

**Greg Pinkerton - Director Planning and Corporate Services**  
**Planning and Corporate Services**

**For Decision**

#### **RECOMMENDATION**

##### Recommendation 1

That Council approves the “High Street Yackandandah Public Toilet” project contained in the attached budget documents.

##### Recommendation 2

That:

1. Council, having given public notice and having received and considered submissions, adopts the attached 2025/26 Budget, including the Budgeted Financial Statements as defined by the Local Government (Finance and Reporting) Regulations (2014);
2. The Fees and Charges for 2025/26, as listed in the attached 2025/26 Budget, be effective from 1 July 2025;
3. The Chief Executive Officer, or delegate, gives public notice of this decision to adopt the following:
  - a) 2025/26 Budget, and;
  - b) 2025/26 Ten-year financial plan, and;
  - c) 2025/26 Revenue and Rating Plan.
4. Council records the following reasons for the decision to adopt the 2025/26 Budget:
  - a) It reflects the efficient and effective allocation of resources having regard to the objectives, roles and functions of Council;
  - b) It is appropriate to the priorities of Council having regard to the Council Plan, and Council's Long-Term Financial Strategy;
5. Council notes and endorses the attached Income and Expense report that provides additional information regarding each service budget;
6. Declaration of rates and charges:
  - 6.1 Amount intended to be raised

The amount of \$20,922,176 (or such amount as is lawfully levied as a consequence of this resolution) be declared as the amount which Council intends to raise by the municipal charge, general rates, and waste management charges (described later in this Resolution), which amount is calculated as follows:

    - General rates \$14,691,658 (including supplementary valuations)
    - Municipal charge \$3,145,034
    - Waste charges \$3,085,484;

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### 6.2 General rates

- (a) A general rate be declared in respect of and for the entire duration of the 2025/26 financial year;
- (b) It be further declared that the general rate be raised by the application of differential rates;
- (c) The rate and amount of rates payable in relation to land in each category of differential are as follows (calculated at the time of report preparation and subject to any adjustment required to ensure compliance with Part 8A of the Local Government Act 1989):
  - A rate of 0.21045% (0.21045 cents in the dollar of CIV) for all rateable general properties;
  - A rate of 0.42091% (0.42091 cents in the dollar of CIV) for all rateable residential vacant properties;
  - A rate of 0.15784% (0.15784 cents in the dollar of CIV) for all rateable rural 1 properties;
  - A rate of 0.18941% (0.18941 cents in the dollar of CIV) for all rateable rural 2 properties;
  - A rate of 0.28411% (0.28411 cents in the dollar of CIV) for all rateable commercial/industrial properties.

### 6.3 Municipal charge

- 1.1 A municipal charge of \$354.45 be declared in respect of the 2025/26 financial year;

### 6.4 Waste management charges

Annual waste management charges be declared for the collection and disposal of refuse. The annual charge be in the sum of, and be based on the criteria specified below:

Waste management charge for the collection and disposal of refuse for residential land, non-residential land or non-rateable land:

- Urban domestic garbage collection 140 litre bin \$116.50
- Urban domestic garbage collection 240 litre bin \$197.60
- Rural domestic garbage collection 140 litre bin \$197.60
- Rural domestic garbage collection 240 litre bin \$235.40
- Domestic recycling collection 240 litre bin \$108.25
- Domestic recycling collection 360 litre bin \$131.00
- Domestic organics collection 140 or 240 litre bin \$187.90

## 7. Payment options

Payment of rates and charges can be made by one annual payment - due on or before 30 September 2025;

Or Council issue rate notices and collect all rates via four instalment plan process, with instalments due on:

1st Instalment	-	30 September 2025
2nd Instalment	-	30 November 2025

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3rd Instalment - 28 February 2026

4th Instalment - 31 May 2026

Where the payment due date falls on a weekend or public holiday, the payment date will be the next business day;

No additional instalment options be declared.

### 8. Consequential

- (a) The Chief Executive Officer or delegate be authorised to levy and recover the general rates, municipal charge and waste charges in accordance with the Local Government Act (2020);
- (b) Council in accordance with Section 120 of the Local Government Act (2020) requires any person to pay interest on any amounts of rates and charges which that person is liable to pay, and have not been paid by the date specified for their payment;

### 9. Borrowings

1.2 Council proposes \$1,625,00 of new borrowings for 2025/26.

### 10. Council notes the revenue-neutral transfer of the previous Environmental Management Contribution to general rates and points out that this transfer:

- 10.1 Is a direct response to Minister Horne's Guidelines for Service Rates and Charges (2023).
- 10.2 Was the subject of consultation during the 2024 budget process.
- 10.3 Does not raise any additional revenue for council when compared to the previous system of an Environmental Management Contribution and a 3% rate cap increase.
- 10.4 Has been assessed by the Essential Services Commission to ensure that it meets the six legislative criteria and is truly revenue neutral.
- 10.5 Redistributes this income from a uniform per-property charge to a value-based rate in accordance with the Minister for Local Government's guidance.

### ADMINISTRATIVE NOTE

The adoption of the 2025/26 budget has been split into two parts. This is to allow for one part of the budget, with which a Councillor has indicated that they have a conflict of interest, to be considered separately.

This single item relates to the "High Street Yackandandah Public Toilet" project that is supported by a proposed grant. It is notable that, council has recently been informed that the anticipated grant funding has been unsuccessful. Despite this, is recommended that Council retain this project in the budget at this stage in order to consider alternate grants or funding that would deliver the intended outcome of this project. If this approach is not successful then this project will be re-considered as part of the Q2 re-forecast.

Following the consideration of this one item the Councillor can return to the meeting for the remainder of the budget consideration.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### PURPOSE OF REPORT

This report presents the 2025/26 budget documents for consideration by Council. This is one of the final steps in the annual budget process and, subject to adoption, ensures that council meets the budgeting requirements under the Local Government Act.

### BACKGROUND

The attached budget has been informed by community consultation, as well as the staff responsible for providing the many services, projects and infrastructure to the community. Councillors, at various meetings over the past six months, have workshopped the draft operating and capital works budgets for the upcoming financial year with council management.

At the May Council Meeting, Council endorsed the draft budget and resolved that the Draft Budget be exhibited for a period of 21 days.

Four submissions were received during this exhibition period. These submissions are considered in a separate report in this agenda.

### DISCUSSION

The attached budget contains a great deal of information about Council's plans and programs for the upcoming financial year. In addition to the budget document, supporting documents give further details and greater transparency to the budget. The budget incorporates the required resources to address current activities identified in the first year of the Council Plan.

Some notable items in the 2025/26 budget are:

- Base rate increase at 3.00% in accordance with the State Government's rate capping policy.
- An additional 4.54% rate increase has been approved by the Essential Services Commission in order to transfer the Environmental Management Levy from a separate (per-property charge to general rates. Importantly this is revenue-neutral and council will not gain any additional benefit from this simple transfer. This is discussed in more detail below.
- \$11.87 million of capital works with council's contribution being \$5.502 million. Including:
  - \$4.6 million for new, renewed, and upgraded roads, bridges, and pathways with funding being provided by grants (\$3.4 million) and council (\$1.3 million). This includes a replacement of McFeeters Road bridge (\$750k), and \$90k to provide a footpath link from the new Rutherglen aged care facility to the town centre.
  - \$500k (in addition to \$100k in 2024/25) to replace the roof at the Beechworth Town Hall, as well as \$180k to repair the roof at the Burke Museum.
  - \$1 million to upgrade facilities at the Rutherglen Caravan Park as part of Council's commitment to the Caravan Park Strategy.
  - \$250k for a new pump track at Yackandandah.
  - \$75k for repair and renewal works at council pools.
  - \$5k to improve maternal health facilities.
- \$655k for major projects on non-Indigo assets. Including:
  - Barkley Park female change room upgrade (\$350k).

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Barnawartha Rec reserve lighting upgrade (\$305k).
- Council has budgeted to deliver Capital works program of \$11.87 million for 2025/26. Being \$8.555 million in new projects and \$3.315 million in projects already funded which are being continued from 2024/25 into 2025/26.
- No reduction in services.
- \$90k for streetscape upgrades in the shire's main towns.
- \$200k of additional road and bridge maintenance.
- \$100k for year-1 Council Plan actions.
- \$40k for tourism strategy development to help the shire prepare for world heritage listing.
- \$50k for a financial sustainability strategy to address the challenges caused by rate capping, escalating costs, and increasing financial pressures being experienced by councils across Victoria.
- \$25k of additional funding to maintain the increased rail trail and mountain bike network.
- New borrowings of \$1,625,00

Since the publication of the draft budget some updated information and grant announcements have changed a few of the projects and funding levels. The notable changes from the draft budget are detailed below.

- \$250k has been added to the capital program for a new pump track in Yackandandah. This project is grant funded by the state government.
- Since the draft budget the year-1 Council Projects have been confirmed. Therefore the \$100k earmarked for these projects has now been allocated to specific actions.
  - Progression of actions from Place Plans and resilience Plans: \$40,000
  - All-abilities access audits and improvement plan: \$10,000.
  - World Heritage Listing Readiness Plan: \$25,000
  - Aquatics condition assessment audit: \$20,000.
  - Eco Dev Strategy action for welcome events: \$5,000.
- The Financial Assistance Grants have been confirmed for 2025/26 and this has resulted in a \$194.9k increase in revenue. Along with the confirmation of the property numbers (resulting in an increase of \$60.8k to the expected rate income) this allows council to remove the target savings that were present in the draft budget.
- Update to the Long-Term Financial Plan to incorporate new forecasting data and assumptions.
- Alignment of our purpose and strategic objectives with those updated in the Council Plan
- Some minor formatting changes as well as the correction of any typos and enhancement of wording where appropriate.

These changes have already been made in the attached documents.

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The remainder of this section discusses some important aspects of the budget as well as some of the environmental pressures being experienced by Victorian councils.

### **Transfer of the Environmental Management Contribution to general rates**

The Essential Services Commission (ESC) has approved the revenue-neutral transfer of the Environmental Management Contribution (EMC) to general rates.

The key messages are:

- This change is being made to comply with the Minister for Local Government's guidance on service rates and charges.
- The change does not increase or decrease Council's revenue. This is a revenue-neutral transfer of a levy to general rates that changes how charges are applied, not how much is raised.
- The Essential Services Commission has scrutinised this transfer to ensure that Council does not gain any additional income greater than what would have been received with a standard 3% rate cap.
- The headline rate increase will 7.54% being;
  - The base 3% rate cap.
  - 4.54% increase in general rates to balance the removal of the Environmental Management Contribution. This 4.54% is the same amount that the EMC would have raised if it was not removed.
- For ratepayers there will be some distributional changes due to the Minister for Local Government's guidance to remove per-property charges and instead raise this income according to property values.

Councils throughout Victoria, including Indigo Shire, have traditionally used a waste levy as a transparent and accountable mechanism to show the revenue raised to operate the waste service (including transfer stations, street sweeping, event and public space bins, etc). In the 2024/25 financial year the waste levy (known at Indigo Shire Council as the Environmental Management Charge or EMC) was \$88.15 per rateable property, and this raised \$778k of revenue that was used for waste services. In 2025/26 the EMC was expected to increase by rate cap, and raise \$802k of revenue for use by the waste service.

In late 2023 the Minister for Local Government (Minister Horne) published "*Good Practice Guidelines for Service Rates and Charges*" that stated her desire that property-based waste levies should not be used to fund broad waste services in the way that the industry had been doing so. The Minister recommended that waste activities that are not directly attributable to a property should not be funded by a property-based levy. The Minister acknowledged that these levies are legal and supported by the Local Government Act and that her guidelines were not enforceable, however the minister clarified that her guidelines document set out her views and expectations on best practice. In June 2024 Council considered this information and included this as part of the draft budget information. In June 2024 Council passed the following resolution:

*Council endorses the path to compliance with the Minister for Local Government's Good Practice Guidelines relating to waste service charges that is outlined in the body of [the budget adoption report to the June 2024 Council Meeting], and the CEO be authorised to commence the process of converting the Environmental Management Contribution to General Rates, with no net financial impact on Council or ratepayers.*

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

This decision was made with the full knowledge that Indigo Shire Council has always operated the Environmental Management Levy legally and correctly – a fact confirmed by the Victorian Ombudsman in 2019.

In March 2025 Council applied to the Essential Services Commission to transfer \$802k from a waste levy (Environmental Management Contribution) to general rates in 2025/26. This is a revenue-neutral transfer that involves general rates increasing by 7.54% in 2025/26 (being the annual 3% increase as well as 4.54% to transfer the \$802k to general rates) and the Environmental Management levy being removed (therefore saving ratepayers the \$802k that is now in general rates). Overall, there is no increase in the total revenue collected by council; this is a simple revenue-neutral transfer from one collection method to another.

The state government's Essential Services Commission is the gatekeeper of these processes. This independent arbiter is charged with assessing council's application to ensure that it is necessary to transfer the full amount, and that council does not gain any financial advantage during this transfer. The ESC assessed council's application against the six legislative requirements (in **bold** below), framed into four questions.

1. Is there an underlying financial need (including consideration of the **Proposed higher cap** and the **Reasons** for which it is required)?
2. Has the council taken steps to manage the financial need (including consideration of **Efficiency and value for money**, and **Alternative funding and offsets**)?
3. Have ratepayer and community views been taken into account (including consideration of **Engagement**)?
4. Are plans, policies and processes in place consistent with a need for a higher cap (including consideration of **Long-term planning**)?

Council's application was found to meet each of these legislative criteria. Some relevant quotes from the Essential Services Commission are provided below.

- The application provides evidence that Indigo has considered alternative funding options and offsets, including cuts to waste and recycling services or service cuts and fee increases more broadly.<sup>18</sup> This includes evidence that such cuts would require 'near-complete abolition of all other waste and recycling services' (outside of kerbside waste and recycling services).
- [the Indigo application] provides evidence to demonstrate that Indigo 'has a long history of efficient operations' – this includes indicators in relation to its lower-income profile and expenses per head of population compared to other councils, and its tight budget and financial position. Value for money in waste and recycling services specifically is demonstrated by evidence of performance results above state and small rural council averages, whilst having below average waste service costs.
- The application provides evidence that ratepayer and community views were sought and considered.
- The community was consulted on [the transfer of revenue from the EMC into general rates] as part of the 2024–25 draft budget consultation process. In the draft budget report, Indigo explained its intention to comply with the ministerial guidelines by transferring revenue from the EMC into capped general rates (via a higher cap application to the commission).



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- Indigo has not applied for a higher cap in the past and has complied with the rate cap set by the Minister for Local Government in each year since the Fair Go Rates system was introduced.

The only real impact of this change on ratepayers will be the method of distribution of the charges. In her 2023 good practice guidelines Minister Horne made it clear that waste services that are currently covered by council's Environmental Management Levy (transfer stations, etc) should not be funded by an equal property-based charge (in the case of Indigo Shire Council this was \$88.15 per property in 2024/25). Instead, Minister Horne declared that these services should be funded by other revenue sources (in the case of Indigo Shire Council the only option is general rates). In doing this, the Minister is saying that the distribution of the \$802k income should not be done on a per-property basis, and therefore it must be done according to property value.

Therefore, the \$802k will no longer be applied evenly across each rates assessment and will now be distributed along with the usual general rates differentials whereby owners of low-value properties will pay less than the owners of high value properties. Council has taken steps to minimise this impact (by using the available headroom in the Municipal Charge), however the Minister's guidelines still result in a higher burden for owners of expensive properties, when compared to those with lower valued properties.

Following the implementation of this change Indigo Shire Council will be compliant with the State Government's guidelines for service rates and charges.

### **Emergency Services and Volunteers Fund**

From 2013 the state government has added a state tax to rates bills to fund fire services. This "Fire Services Property Levy" (FSPL) was a recommendation from the Bushfire Royal Commission designed to make the funding of fire services more equitable (prior to 2013 the funding mechanism was a levy on property insurance, and this meant that uninsured properties did not contribute). At the time the FSPL was introduced each individual council arranged property valuations and therefore the state government required council participation to utilise council's property data. This has now changes with the Valuer Generals Office taking over valuations in 2018.

The FSPL has always been levied using.

1. A fixed amount per property.
2. A variable amount based on the property valuation.

The exact rates varied and were based on different property types (known as 'sectors'). The 2024/25 FSPL rates and the new ESVF rates are shown in the table below.

The state government is now changing this system. According to the Department of Treasury and Finance's website...

*From 1 July 2025, the Fire Services Property Levy (FSPL) will be replaced by the Emergency Services and Volunteers Fund (ESVF).*

*It will help support a broader range of emergency services and for the first time include VICSES, Triple Zero Victoria, the State Control Centre, Forest Fire Management Victoria and Emergency Recovery Victoria, as well as the Country Fire Authority (CFA) and Fire Rescue Victoria (FRV).*

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*This will bring Victoria's funding arrangements for emergency services into line with other states.*

The rates applicable to properties has increased significantly as shown in the table below (from the DTF website).

Sector	Current rates (2024-25)			Proposed rates (2025-26)		
	Variable rate (cents per \$1,000 CIV)	Fixed charge (\$)	Median liability (\$)	Variable rate (cents per \$1,000 CIV)	Fixed charge (\$)	Median liability (\$)
Residential PPR	8.7	132	191	17.3	136	254
Residential non-PPR	8.7	132	191	17.3	136	254
Commercial	66.4	267	748	133	275	1,239
Industrial	81.1	267	859	133	275	1,246
Primary Production	28.7	267	621	71.8	275	1,160
Public Benefit	5.7	267	320	5.7	275	328
Vacant	29.0	267	503	N/A	N/A	N/A

The new system includes rebated for "eligible CFA and VICSES volunteers and life members" on their principal place of residence, although this is subject to some criteria (including > 12 months of volunteer service, probation completed, and <\$50 of outstanding rates debt). The existing \$50 concession for pensioners and veterans, and the concession for single farm enterprises, will continue to apply.

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The ESVF is required (by state government legislation) to appear on the rates notice and be collected alongside council rates. The treatment of this state tax follows the same path as council rates.

- A ratepayer has the choice of paying the rates and ESVF in one payment or across four instalments.
- Any payments made to council are allocated on a pro-rata basis between council rates and the ESVF.
- Late payments and outstanding balances attract a penalty interest rate that is set by the state government. Currently this is 10% PA.
- Payment plans are available for people experiencing difficulty with the four instalment model.

This change is a significant additional cost for all ratepayers in Victoria, with the highest increases being borne by the farming community. This council considered the proposed changes in February this year and passed a resolution to advocate against the changes. This has been repeated in many councils in Victoria and significant advocacy and protests have been seen in recent months.

Council acknowledges the frustration expressed by many residents regarding this significant state-imposed increase, especially for farming and industrial landholders. While Council has no authority over the ESVF, we continue to advocate for fairer models and timely community education.

### **Revenue and rating Strategy Implementation**

In July 2024 Council adopted an updated Revenue and Rating Strategy that maintained the current strengths of the Indigo Shire rating system, and added further support for farmers on land less than 50 ha. This change resolved an issue with the previous strategy that farmers on smaller lots were not able to access the same level of rates support as those on large allotments. The introduction by the State Government of the Australian Valuation Property Classification Code (AVPCC) system has now allowed council to improve council's ability to identify genuine farmers.

The new rating rules that were adopted in 2024 will become operational in the 2025/26 financial year. Council has received a large number of applications for primary production status and this new support for farmers commence in the new rating period.

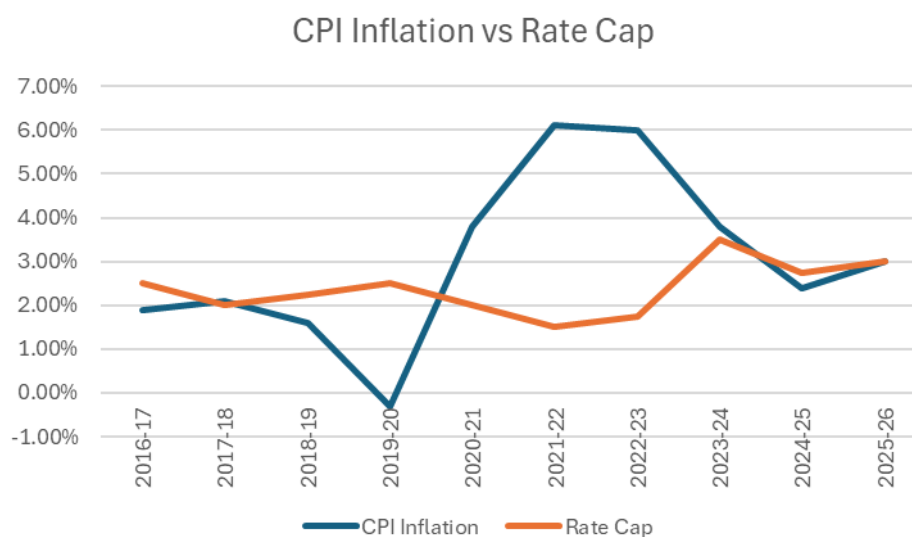
### **Industry Pressures**

The local government sector in Victoria is facing increasing financial pressures caused by a number of factors that are outlined below. This environment is important context to the 2025/26 budget consideration.

### **Rate Cap compared to inflation**

2025/26 will be the tenth year of rate caps in Victoria, and an appropriate point to consider the impact of this system. The graph below shows the annual rate cap compared to CPI inflation.

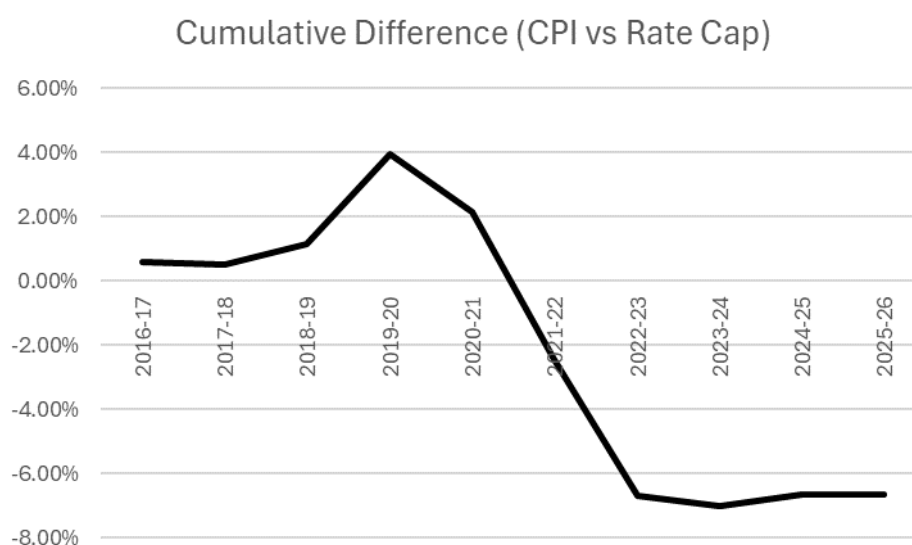
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This shows that:

- Years 1 & 2: The rate cap closely matched CPI.
- Years 3 & 4: CPI inflation dropped as a result of Covid and was below the annual rate cap.
- Years 5 to 7: CPI inflation rose significantly above rate cap.
- Years 8 & 9: CPI inflation and rate cap were similar.
- Year 10 (next year): Projections are that rate cap and CPI inflation will be similar; however this will not be known until the end of the 2025/26 financial year.

This shows that, for several years, council operated in a financial environment where costs were increasing well above the rate cap. The impact of this gap is cumulative, as shown below.



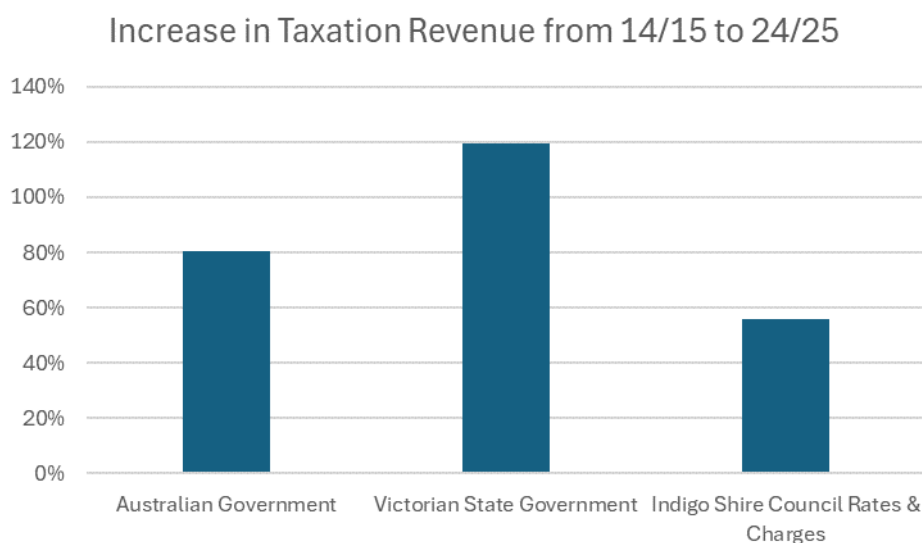


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This cumulative graph shows that, as a direct result of the rate cap being significantly lower than inflation, council is now permanently underfunded by 6%. With a rates & charges of approximately \$20 million this 6% shortfall equates to an annual deficit of \$1.2 million each and every financial year that must be found in cuts to services and infrastructure.

The analysis above compares the rate cap with the “CPI” inflation level. In reality, council does not operate in a consumer market and costs for council rise at a faster rate than CPI. One example of this is the market for construction and maintenance (roads, bridges, buildings, etc). In the post-covid years these costs have risen significantly faster than the consumer goods that the CPI is based on, and this further impacts the rate cap/cost gap that Victorian councils are experiencing.

These pressures are felt across the entire government sector. Other tiers of government also experience costs that increase faster than CPI, however neither the state or federal governments are constrained by income capping, and both experience natural growth in tax revenue that is not available to local government. The graph below shows that taxation revenue for the Australian Government has grown by 81% in the last 9 years, and the Victorian government’s tax revenue has increased by 119% in the same time period. Meanwhile, rates and charges for Victorian councils such as Indigo Shire Council has risen 56%.



Council is mindful of affordability for the community and seeks a solution to this problem whereby local government can be better supported by untied grant funding, including the return of the Financial Assistance Grants to the original 1% of federal tax revenue. Council will continue to advocate for a fairer share of the taxation pool in order to continue to deliver services, whilst managing affordability for the community.

Late last year the Victorian Legislative Council Economy and Infrastructure Committee tabled a report on *Local government funding and services* (2024). The findings and actions from this inquiry highlight the sector-wide sustainability issues that are currently emerging. This inquiry’s findings provide a snapshot of some of the financial sustainability challenges faced by Victorian councils, and smaller rural councils in particular.

- **FINDING 1:** The costs of infrastructure and service delivery have risen at a pace that outstrips the growth in grant funding.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- FINDING 3: Local councils are facing increased budget pressures due to cost shifting by state and federal governments. Without substantial changes, the financial sustainability of council operations is at risk, with some services already being reduced or discontinued entirely.
- FINDING 5: There are several issues that disincentivise councils applying to the Essential Services Commission for a higher rate cap. These include:
  - a burdensome administrative process to apply
  - concerns about community backlash; and
  - concerns about the capacity of residents to afford higher rates, particularly in large and small shire councils.
- FINDING 7: Expenditure has grown faster than council revenue in recent years. Growth is primarily driven by the steady increase in operating expenditure, which makes up the majority of council spending. Capital expenditure has also risen over this period, but varies from year to year and council to council.
- FINDING 9: Councils face increased asset renewal costs if they do not prioritise early and ongoing renewal in an asset's lifecycle. A failure to keep up with asset renewal results in more expensive repair and replacement costs.
- FINDING 11: The renewal and upgrade of roads and bridges are a significant cost pressure, particularly for large and small shire councils due to their geographic size and comparatively small rate base. Grants programs, including Federal Assistance Grants, have regard for these issues when awarding funding. However, it remains a threat to the ongoing financial sustainability of rural and regional councils.
- FINDING 12: Victorian councils have faced significant increases in the cost of delivering infrastructure. This is due to a rise in the cost of labour and materials. Increased infrastructure costs constitute a significant financial pressure for growth area councils who are responsible for delivering new infrastructure for their growing communities.
- FINDING 14: Extreme weather events driven by climate change are a significant cost pressure on Victorian councils. Among other things, this includes:
  - disaster relief efforts, including staff resourcing
  - insurance premiums
  - the repair of damaged infrastructure; and
  - the proactive maintenance or upgrade of infrastructure to improve climate resilience.
- FINDING 16: The cash reserves held by Victoria's local government sector as a whole are currently adequate, but are showing signs of ongoing deterioration.
- FINDING 19: Victorian councils face a trend of deteriorating financial sustainability across all council types, a trend predicted to continue over the next five to ten years, due at least in part to cost shifting.
- FINDING 20: Rate capping and cost shifting has significantly constrained councils' revenue, and is a key threat to ongoing financial sustainability.

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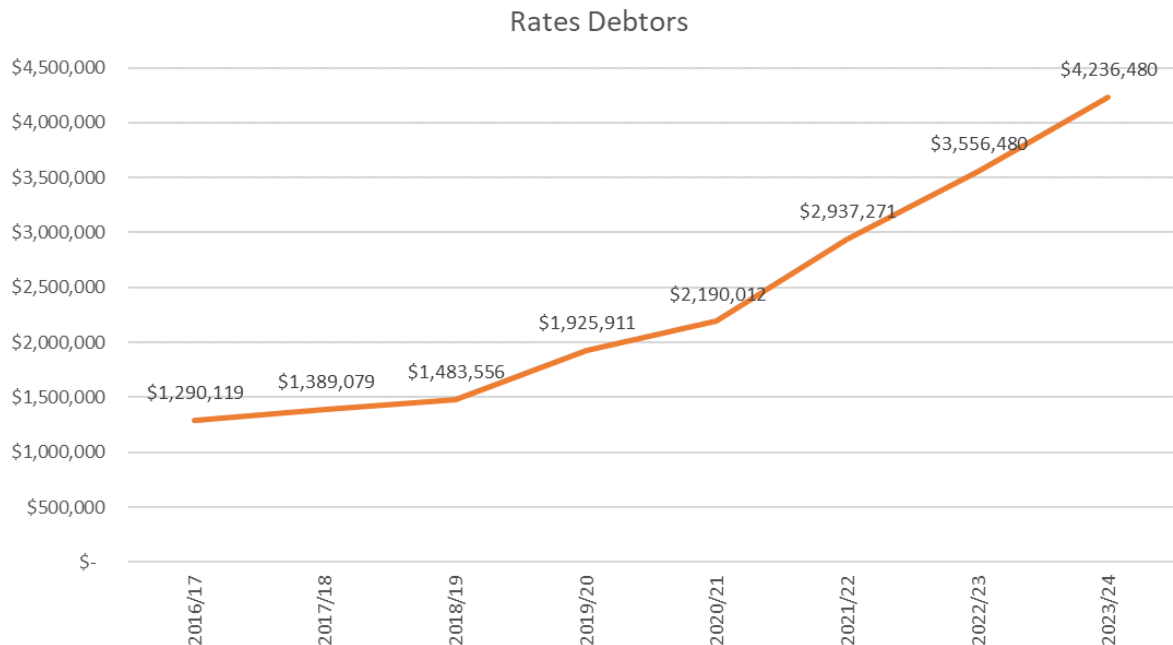
- FINDING 27: Council asset pools requiring management exacerbate financial sustainability challenges for councils in the long term. This is of particular concern to smaller, rural and regional councils who have more a limited financial capability to meet ongoing operating, maintenance and renewal costs.
- FINDING 28: Limited capacity to meet long term operating, maintenance and renewal costs is deterring smaller rural and regional councils from applying for new asset grant programs.
- FINDING 29: Failing to acknowledge resource disparities between councils may result in grant funding being diverted away from deserving projects in rural and regional areas to councils with the capacity to prepare high quality grant applications.
- FINDING 31: While co-contribution grant programs can be beneficial in delivering an increased number of services, this requirement prevents some lesser resourced smaller rural and regional Councils from applying for grants.
- FINDING 32: Overly onerous auditing and reporting requirements are deterring smaller and less-resourced councils from participating in important grant programs.
- FINDING 39: The Victorian Government has failed to maintain a 50/50 shared funding agreement for public libraries, placing a significant financial burden on local councils.
- FINDING 40: The Victorian Government has significantly reduced funding for the School Crossing Supervisor program and has failed to uphold its agreed equal funding arrangement with local councils. This has placed additional financial pressure on councils and risks the sustainability of this important service.
- FINDING 41: Ongoing increases in the waste levy are a financial burden for some Victorian councils.
- FINDING 42: Councils who use the Department of Health's Central Immunisation Records Victoria have been informed they will be charged an ongoing fee to access the system. Councils reported this is in contravention of assurances that ongoing access to the scheme would remain free.
- FINDING 43: In some cases, councils who have agreements to maintain State Government assets or Crown land are not adequately funded to do so.
- FINDING 44: The existing funding model for Maternal and Child Health services places an excessive financial burden on local governments, particularly regarding immunisations, staffing, and facility costs, threatening the long-term sustainability of these services.
- FINDING 45: Many statutory service fees charged by local councils, including planning fees, are set by the Victorian Government. These fees are set too low for some councils to recover the cost of providing the service.
- FINDING 47: There is a lack of Victorian Government coordination and oversight on the nature and extent of cost shifting that has been mandated by the State Government on local councils.

Council is awaiting the State Government's response to these findings and recommendations.

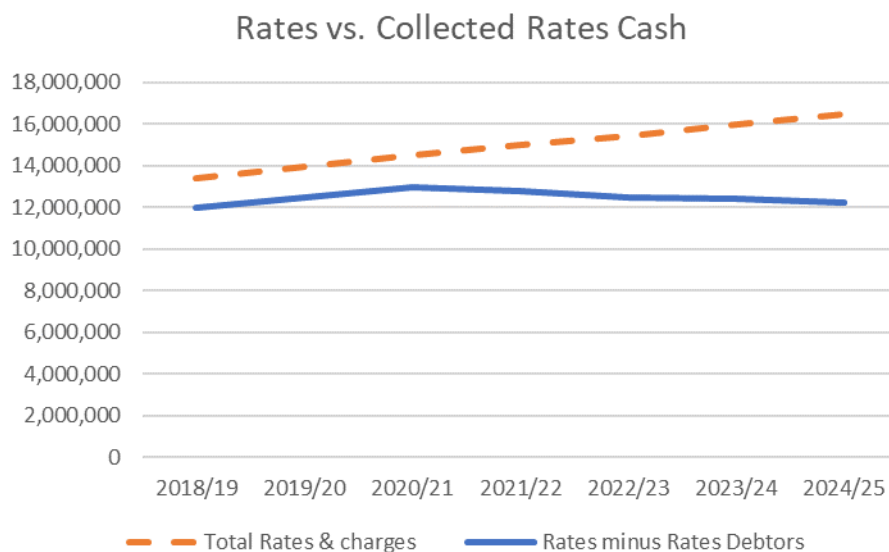
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### Rates Debt

In the wake of Covid the State Government to introduce legislation in 2022 that limited council's debt collection options for two years. The combination of increasing cost of living and the restrictions on council's debt collection practices caused a significant increase in the rates owed to councils across Victoria. The Indigo Shire Rates debt level is shown in the graph below.



This shows that, in recent years, Indigo Shire's rates debt has grown from \$1.5 million to more than \$4 million. As a result, the cash that council now receives from rates in 2025/26 is the same as in 2018/19.



This situation is unsustainable for council and also the ratepayers.

- Council is unable to pay for the increasing costs of service delivery and infrastructure.



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- Ratepayer's debt is increasing and accruing interest on the past rates.

The two-year restrictions on debt collection will expire in a few months, and council will be able to resume normal debt collection processes. It is expected that this will improve the financial situation, however the ESVF (discussed above) may put further pressures on the rates debt due to a few ratepayers expressing a desire to only pay the council part of their rates bill and leave the ESVF unpaid. State legislation does not allow ratepayers to choose which elements to pay and council is obligated to apportion any ratepayer payments on a pro-rata basis between council and the state government. Therefore, any part payment (to exclude the ESVF) will impact both council rates collection as well as the state government's ESVF – with council being more impacted by this than the state government.

Council will resume responsible debt recovery processes in 2025/26 with sensitivity and a strong focus on supporting people who are experiencing genuine hardship. We aim to work collaboratively with residents to resolve outstanding debts in a responsible way.

### OPTIONS

As part of the process of building the draft and final budget a number of options have been considered. These options were explored and refined in a number of processes;

- Community input into the budget at the start of the process to guide the creation of the draft budget.
- Review of the Council Plan actions for the upcoming financial year.
- Service plans from each of the service managers that included consideration of the community input.
- Review and adjustment by Council's executive team.
- Councillor workshops to review and guide the draft budget development.
- Draft budget endorsed by Council and released to the community for exhibition.
- Community submissions have been considered in a separate report to this meeting.

In a rate-capped environment it is not possible to increase the level of service in one area without a corresponding decrease in another. Therefore, a balance must be struck that considers the different (and often competing) priorities of the community. The attached budget is considered to be the most appropriate balance for the upcoming financial year.

At this stage Council has a number of options:

1. Adopt the attached budget. This is the recommended option.
2. Adopt the attached budget subject to a change. This is not recommended because any late changes are unlikely to be appropriately costed or considered. It is therefore recommended that any desired last-minute changes be referred to a future briefing meeting for further consideration before a Council decision is made.
3. Reject the budget. This is not recommended because Council would be required to operate without an adopted budget (a requirement of the Local Government Act).

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible and effective.
Strategic Action	5.1.2 Maintain a long term financial planning framework and 10-Year Capital Program annually

### SOCIAL/COMMUNITY IMPLICATIONS

The annual budget provides funding for a wide range of programs and services that provide significant social and community benefits throughout Indigo Shire.

### ENVIRONMENTAL IMPLICATIONS

The annual budget provides funding for several of Council's environmental programs and services.

### FINANCIAL IMPLICATIONS

The adoption of Council's Budget is the most fundamental financial decision that the Council must make on an annual basis. It sets in place the framework by which officers can implement Council's strategic direction contained within the Council Plan, with Council having allocated appropriate resources.

The financial details of the budget decision are set out in the attached documents.

### LEGISLATIVE IMPLICATIONS

Council's budget preparation is governed by a prescriptive process set out in the Local Government Act. This act ensures that Council's budget is provided to the community for a period of time and allows members of the community to make representations to Council on any particular area.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Failure to meet legislative requirements of budget preparation	Unlikely	Minor	Low	The budget is prepared using a set process that complies with the Local Government Act requirements. Council use the standard budget template.
The adopted budget does not anticipate and provide for future demands.	Unlikely	Minor	Low	An extensive process has been used to develop this budget. Council also maintains ample cash reserves for unanticipated expenditure.

Active management of Council's financial performance will include;

- Daily management of receivables and payables.

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- Weekly oversight of cash and investments.
- Monthly management oversight at cost centre and account level.
- Reporting to Council's Finance Committee.
- Monthly reporting to Council's Ordinary Meeting.
- Quarterly reporting to Council's Audit Committee.
- Quarterly exception reporting to Council.
- Mid-year budget review and forecasting for 2<sup>nd</sup> half of the year.
- Annual close process and audit by VAGO.
- Rate cap compliance reporting to the Essential Services Commission.

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

Community input into the Draft 2025/26 budget was via the Council Plan engagement which was open from October to December 2024.

Respondents were asked to provide feedback on issues of importance and to identify priorities for the future of the Shire and also any location-specific priorities.

The engagement tools included surveys, ideas board, and interactive mapping with the results being:

- 1,900 visits to the ENGAGED INDIGO platform resulted in 284 active contributors
- 260 surveys submitted, 121 ideas board contributions, and 41 location-specific priorities mapped

#### **Engagement promotion**



YOUR INDIGO Electronic Newsletter – 7 editions



Facebook – 29 organic social posts



Instagram – 14 posts



Newspaper – Kiewa River Gazette, O & M Advertiser, Chiltern Grapevine, Yackity Yack, Stanley Nine Mile



Social Media Advertising – 2 x campaigns with a combined reach of 25,358



Attended 3 Farmers Markets (1 cancelled)



Engagement Hubs/Pop ups in Beechworth, Rutherglen, Chiltern, Yackandandah and Tangambalanga



Hard copy and digital fliers included in 9,921 rate instalment notices



ENGAGED INDIGO Electronic Newsletter to 478 subscribers



Advisory Committee meetings



Business and tourism Electronic Newsletters

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Engagement outcomes

Community feedback highlighted key priorities that have been incorporated into the 2025/26 draft budget:

- Road infrastructure and maintenance (73.4% rated "very important")
- Financial accountability and governance (76% rated "very important")
- Environmental protection and waste management
- Community facilities and local infrastructure improvements

### Engagement proposed

Following the adoption of the budget, Council will issue a public notice that the budget has been adopted and details of rate instalment due dates.

The adopted budget will be made available on Council's website.

### CONCLUSION

The financial environment for councils in Victoria is one of capped income, rapidly increasing costs, service expansion pressures, and aging infrastructure. This makes it harder and harder to maintain services and respond to community desires. These pressures are increasing and not widely understood.

Despite the financial pressures, the attached 2025/26 budget funds all current services, funds important new projects, and proposes a solid capital works program. These projects and works respond to the community feedback received as part of the 2025-2029 Council Plan and budget engagement.

This report details the process behind preparing and publicising the 2025/26 Budget, Revenue and Rating Plan, and 10-Year Financial Plan, adhering to the Local Government Act's provisions. All statutory and consultative procedures, mandated by the Local Government Act and Council Policy have been diligently followed, including advertising and reviewing submissions. The attached budget documents represent the culmination of significant community consultation as well as extensive efforts by both Councillors and staff. The budget provides a clear roadmap for achieving Council's objectives in the 2025/26 financial year.

It is recommended that Council adopts the attached 2024/25 Budget.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- Phil Garoni - Finance Manager
- Sharon Phillips - Management Accountant
- Carolyn Lingham - Executive Assistant Planning and Corporate Services

### Attachments

1. Operating Income and Expense - All Service Plans - 2025-2026 [11.3.1 - 153 pages]
2. Revenue and Rating Plan 2025-2029 [11.3.2 - 21 pages]
3. Ten Year Financial Plan - 2026-2036 [11.3.3 - 35 pages]



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

4. Budget 2025-26 [**11.3.4** - 52 pages]



# Operating Income and Expense by Service Plan 2025/2026



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

# **Office of the Chief Executive Officer**

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Executive Management

#### WHAT WE DO

On behalf of the Community, we oversee the proper functioning of Council, plan for and deliver the services and facilities to which they aspire, whilst maintaining the highest standards of probity and integrity.

- Oversee the day-to-day operations of Council
- Provide quality general management, governance and financial leadership to Council on behalf of the Community
- Oversee the development and delivery of the 4-year Council Plan
- Timely implementation of decisions and policies of the Council
- Advise and report to Council on functions under the Local Government Act
- Monitor, manage and report to Council on Council's performance

#### FUTURE PLANS

- Continued induction of new councillors including building a strong foundation of good governance and positive Councillor-Staff relationships
- Development of new Community Vision and Council Plan. Strategic Planning Workshop for this purpose in February 2025
- Using new Purpose Values and Behaviours to build a strong and positive organisational culture
- Closing the loop on the responses to the 2022 staff engagement and alignment survey and preparing for the next survey scheduled for early 2025.
- Ongoing development of the executive and senior management teams (team building and capacity building)
- Continued prudent financial management and planning. Ensuring the long-term financial sustainability of the Shire whilst renewing assets as and when due, delivering quality services, building great communities, and caring for our environment.
- Develop MOU with Yorta Yorta Nation

#### SERVICES

SERVICE	DESCRIPTION
<b>Executive Management</b>	<p>On behalf of the Community, we oversee the proper functioning of Council, plan for and deliver the services and facilities to which they aspire, whilst maintaining the highest standards of probity and integrity.</p> <p><b>Total FTE 8</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Executive Management	2601: Contract Services	\$100k for Council Plan Actions (unassigned new Initiative). \$250k organisational savings target.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Executive Management

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	978,078	961,480	1,027,729
2002. Leave - Annual	92,910	99,316	97,630
2003. Leave - Long Service	24,460	24,088	25,695
2004. Leave - Sick	34,232	33,711	35,963
2005. Leave - Parental	4,890	4,818	5,142
2006. Leave - Compassionate	0	3,288	0
2009. Superannuation	112,490	100,921	123,316
2010. Workcover	29,322	32,758	38,884
2020. Allowance - Travel	14,616	13,458	9,750
2021. Allowance - Other	43,212	47,578	44,397
2022. Training	2,500	2,500	12,500
2023. Uniforms	200	182	0
2024. Protective Clothing	0	18	0
2025. Memberships - Industry	32,800	34,021	32,650
2026. Professional Affiliations	500	421	1,150
2032. Name Badges	0	20	0
2034. Conferences/Workshops	6,000	8,123	6,000
2040. Rewards & Recognition Policy	4,000	3,470	2,240
2101. Subscriptions	6,244	4,029	7,744
2102. Accommodation	7,200	10,696	7,600
2103. Meals	2,750	3,876	2,750
2104. Parking	1,386	972	1,020
2111. Stationery	250	149	170
2116. Fuel	260	260	0
2117. Catering	12,720	13,084	12,260
2126. Groceries	0	7	0
2127. Consumables - Printer	240	140	120
2129. Consumables - Staff	0	37	0
2130. Small Tools	0	66	0
2142. Administration Charge	0	28	0

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2143. Travel /Train/Plane/Uber/Taxi	120	82	100
2202. Telephone - Landline	800	0	0
2203. Telephone - Mobile	9,100	8,565	9,840
2205. Internet	4,668	3,069	2,788
2406. Legal Expenses	1,200	500	0
2407. Advertising	6,600	7,058	6,600
2414. Facility Hire	1,060	898	1,000
2434. Software Subscriptions & Support	0	621	0
2436. Allowance - Councillor	255,965	247,561	268,333
2514. Fleet - Pool vehicle usage	300	1,408	200
2515. Fleet - Monthly Costs Distributed	49,297	45,485	48,480
2601. Contract Services	8,200	10,500	106,400
2603. Materials	4,240	5,160	740
2605. Purchases - Minor Equipment	0	381	240
<b>Total Expense</b>	<b>1,752,810</b>	<b>1,734,802</b>	<b>1,939,431</b>
	<b>1,752,810</b>	<b>1,734,802</b>	<b>1,939,431</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Carlyle Cemetery

### WHAT WE DO

- Established in 1864, Carlyle Cemetery is a site of profound historical and cultural significance. It is the final resting place for local pioneers who contributed to the region's early development and community members whose heritage is deeply connected to the land. The cemetery stands as a testament to resilience, diversity, and a shared history.
- As Cemetery Trust Managers, we are dedicated to preserving Carlyle Cemetery as a place of respect and remembrance for generations to come. This responsibility includes safeguarding its historical integrity while adapting to the changing needs of our community. We focus on financial sustainability, improving accessibility, and providing thoughtful services that meet the expectations of families and loved ones.
- Our goal is to honour the past whilst planning for the future, ensuring Carlyle Cemetery remains a meaningful place of reflection, connection, and community pride.
- Beyond large-scale projects aimed at improving and presenting the facility, Council is committed to the day-to-day operations that keep the cemetery running smoothly. This includes managing funeral bookings and rights of interment, maintaining the grounds, preserving historical records, and providing exceptional customer service.

### FUTURE PLANS

#### Land Redevelopment Project

- This significant project to extend cemetery usage to the reserved six-acre parcel of land, ensuring future capacity and sustainable growth.
- Award tender for Master Plan and subsequent initiation of early stages, with a focus on addressing immediate capacity concerns.

#### Restoration of the Central Rotunda

- Initially slated for demolition and replacement, the structure was re-evaluated and found to be both structurally sound and of significant historical value. This discovery shifted the focus toward a thoughtful restoration project that preserves its legacy while enhancing its functionality.

#### Installation of a New Niche Wall and Brickwork Upgrades

- To enhance the cemetery's facilities and meet the evolving needs of the community, a new niche should be installed to provide additional space for the interment of ashes. This expansion ensures the cemetery remains a respectful and accommodating resting place for loved ones, addressing the growing demand for alternative memorial options. An additional niche wall would allow for another 80 cremated interments, and potentially 6-10 years of capacity, for an estimated \$10000. We have already been in conversation with a local community group who would be interested in assisting with the funding of this project.
- In conjunction with the new installation, we will look at options to upgrade both the amenity and usage of the existing Niche walls. Improved brickwork would restore and preserve the integrity of aging structures. Whilst development of a memorial garden would provide ashes scattering and interments in addition to beautification.
- Grant funding offered by the Department of Health in March and October could fund the development of such a space, whilst improving the overall amenity of the cemetery for the community – including improving wheelchair access.

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### FUTURE PLANS

#### Boundary Fencing Upgrades & Installation

- To protect the integrity of the cemetery and ensure the security of the six-acre parcel designated for future development, a fence should be installed along critical boundaries. Additionally, upgrades will be made to the existing fencing to prevent livestock from adjacent properties from entering the cemetery grounds.

#### Updated Signage across the Cemetery

- The current cemetery signage is outdated and lacks the correct council branding. As part of the improvements, new signage should be installed featuring the updated council logo, ensuring consistency with current branding guidelines.
- The updated signs will also incorporate modern features such as Chronicle mapping integration and QR codes. These enhancements will provide visitors with easy access to digital tools, including interactive maps and additional information, improving navigation and engagement within the cemetery.

### SERVICES

SERVICE	DESCRIPTION
Carlyle Cemetery	<p><b>Service Description</b></p> <ul style="list-style-type: none"> <li>Burial or entombment of the deceased.</li> <li>To respect the cultural and religious requirements of the community.</li> <li>Provide and maintain a record of burials.</li> <li>To provide burial information and customer service to the families of the interred.</li> <li>Follow legislative burial practices as stated in the Cemeteries and Crematoria Act 2003 and the Manual for Victorian Class B Cemetery Trusts.</li> <li>Ensuring the long-term financial sustainability as cemetery trustees.</li> </ul> <p><b>Purpose of Service</b></p> <ul style="list-style-type: none"> <li>To ensure the long-term sustainability of the Carlyle Cemetery as a community asset.</li> </ul> <p><b>Service Activities</b></p> <ul style="list-style-type: none"> <li>Key Activities of the Carlyle Cemetery Service Area include: <ul style="list-style-type: none"> <li>Reviewing various applications and providing approvals.</li> <li>Receiving and processing various interment and reservation fees.</li> <li>Coordinating interment processes, including but not limited to; liaising with funeral directors, gravedigger and stonemasons.</li> <li>Maintaining records and maps of plots and burials.</li> <li>Liaise with relevant community groups and members on development and maintenance of the cemetery.</li> </ul> </li> </ul>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"><li>• Providing customer service to families of interred individuals. This included but is not limited to; providing information about historical burials, coordinating the installation of monuments and providing information on the burial process.</li><li>• Coordinating with maintenance staff and works crews on scheduled works and projects.</li></ul> <p>Total FTE 0.21</p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Carlisle Cemetery		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Carlyle Cemetery

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1366. Cemetery Fees	(47,400)	(55,383)	(47,400)
<b>Total Income</b>	<b>(47,400)</b>	<b>(55,383)</b>	<b>(47,400)</b>
<b>Expense</b>			
2000. Ordinary Hours	15,884	13,063	16,418
2002. Leave - Annual	1,508	1,240	1,563
2003. Leave - Long Service	402	329	406
2004. Leave - Sick	558	458	574
2005. Leave - Parental	78	64	78
2009. Superannuation	1,832	1,344	1,970
2010. Workcover	480	412	495
2101. Subscriptions	250	0	250
2590. Transfer - To Reserve	(1,342)	12,511	(2,104)
2601. Contract Services	26,400	25,060	26,400
2603. Materials	1,350	900	1,350
<b>Total Expense</b>	<b>47,400</b>	<b>55,383</b>	<b>47,400</b>
	<b>0</b>	<b>0</b>	<b>0</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Communications

### WHAT WE DO

The Engagement and Communications Team is responsible for ensuring that Councillors, community, and staff are well-informed about Council decisions, services, facilities, projects, events, and activities as well as creating opportunities for community members to influence decision-making through meaningful engagement.

Key service outputs:

1. **Provide Strategic Communications, Media, and Engagement advice.**
  - Develop communication strategies/plans to achieve best outcomes.
  - Offer expert media relations and crisis communication support.
2. **Undertake/assist with communications/engagement planning and delivery**
  - Create detailed communications or engagement plans for major projects and initiatives.
  - Ensure timely and effective delivery of messages across all channels.
3. **Manage Council's corporate image and adherence to visual identity**
  - Maintain a consistent and professional visual identity across all communications.
  - Ensure brand compliance.
4. **Measure, evaluate, and report on communications and social/digital activity (Monthly)**
  - Implement robust metrics to assess the effectiveness of communication and engagement efforts.
  - Provide detailed monthly reports with insights and recommendations for improvement.

Specifically, the team is responsible for the production, delivery and management of:

- YOUR INDIGO – Weekly newsletter
- Council's corporate Facebook and Instagram profiles
- ENGAGED INDIGO – dedicated engagement platform
- Corporate website
- Media relations
- Visual identity (brand)
- Annual Report
- Council Plan and Community Vision
- Weekly CEO update to staff
- Annual Customer Satisfaction Survey
- Advocacy Action Plan
- Community Engagement Policy (update due 2025)
- Community Engagement Strategy 2022-2026
- Monthly Customer Experience and Communications insight reports

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### FUTURE PLANS

##### Internal

- **Strategic approach vs. ad-hoc requests:** Balance planned, strategic communications with the need to respond to last-minute requests.
- **Resource allocation:** Ensure that the team's skills and experience are utilised effectively to deliver the best outcomes for the community.

##### External

- **Audience Attention:** Create compelling content and use effective delivery methods to capture and retain audience attention.
- **Channel Capacity:** Understand the strengths and limitations of different communication channels to optimise message delivery.
- **Internal demand vs. community expectations:** Align internal communication priorities with community needs using data-driven insights. (eg Council Plan feedback)
- **Resources** – community expectation v reality of existing resources particularly for community engagement

#### SERVICES

SERVICE	DESCRIPTION
Communications	The Engagement and Communications Team provides strategic advice and support to increase the organisation's capacity to effectively communicate and engage with a range of stakeholders including community, organisations, other levels of government and the media. The team manages the provision of a range of responsive, quality and pro-active communications that contribute to the achievement of the Council Plan and vision.  <b>Total FTE 2.42</b>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Communications	2000 Ordinary Hours	Shared Digital Officer with Infrastructure
	2601 Contract Services	Council Plan new initiative in 2024/25 not required in 25/26



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Communications

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	208,024	236,325	249,668
2002. Leave - Annual	19,770	24,227	23,720
2003. Leave - Long Service	5,200	5,950	6,237
2004. Leave - Sick	7,280	8,269	8,735
2005. Leave - Parental	1,040	1,184	1,249
2009. Superannuation	23,922	24,957	29,955
2010. Workcover	6,240	7,274	7,486
2018. Casual Hours	0	1,806	0
2020. Allowance - Travel	0	473	0
2021. Allowance - Other	10,076	11,371	10,347
2032. Name Badges	0	20	0
2101. Subscriptions	2,400	1,919	2,400
2102. Accommodation	0	380	0
2103. Meals	0	67	0
2108. Printing	2,000	1,625	2,000
2132. Newspapers & Periodicals	600	562	600
2203. Telephone - Mobile	0	1,191	0
2205. Internet	300	175	300
2407. Advertising	12,000	9,461	12,000
2514. Fleet - Pool vehicle usage	150	100	150
2601. Contract Services	112,000	65,625	24,000
2609. Signs	0	1,550	0
<b>Total Expense</b>	<b>411,002</b>	<b>404,510</b>	<b>378,847</b>
	<b>411,002</b>	<b>404,510</b>	<b>378,847</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Customer Experience

### WHAT WE DO

We are passionate about delivering outstanding customer service, both within our organisation and to the community we serve. By placing our customers at the heart of everything we do, we strive to make every interaction a positive and meaningful experience, reflecting our genuine commitment to understanding their needs and enriching their relationship with the council.

**We achieve this by:**

#### Greet and Assist Customers

- Provide a warm, professional, and approachable first impression.
- Actively listen to customer inquiries and concerns to understand their needs.

#### Deliver Accurate Information

- Offer clear and concise guidance on available services, processes, and policies.
- Keep up to date with the latest information to ensure consistent and reliable answers.

#### Resolve Issues Efficiently

- Address customer concerns promptly, aiming for first-contact resolution.
- Escalate complex issues appropriately
- Assist customers across desk channels, including in-person, phone, email, or chat.

#### Empower Customers

- Educate customers about self-service options and resources for future needs.
- Offer tools and support to help them navigate services independently.

#### Collect and Act on Feedback

- Encourage customers to share their experiences and suggestions.
- Communicate feedback to the broader team for continuous improvement.

### FUTURE PLANS

- Complete Customer Experience Service review and commence implementing recommendations.
- Contribute to digital transformation such the Implementation of laptops across the team to enhance communication, improve staff flexibility, and provide more efficient customer support.
- Overhaul of the rates process to streamline and simplify the burdensome initiative.
- New sentiment kiosk at each transaction centre
- Undertake training to optimise the use of internal systems, including Councilwise and Merit.
- Conduct customer journey mapping and improved reporting to identify pain points and opportunities for enhancing the overall customer experience.
- Ongoing focus on exploring training and development opportunities.
- Implement a procurement process for ordering stationary etc.  
Reintroduced CX workshops and shadowing programs to deepen understanding of internal processes and effectively communicate them to the public.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Customer Experience</b>	<p><b>Service Description</b></p> <ul style="list-style-type: none"> <li>• Providing our residents and community with high quality and efficient frontline customer service delivery from our offices in Beechworth, Yackandandah, Rutherglen and Chiltern and via phone and in person service.</li> <li>• Work to improve internal systems to prioritise customer enquiries.</li> <li>• Advocate for the local community and elevate issues to internal managers.</li> <li>• Working closely with Council's internal departments to facilitate a quick and easy resolution to customer requests.</li> <li>• Managing ISC's shared resources (mail, stationery, staff consumables).</li> <li>• Managing the administration of the Rutherglen Memorial Hall and bookings for the Yackandandah Senior Citizens Hall.</li> </ul> <p><b>Purpose of Service</b></p> <ul style="list-style-type: none"> <li>• Facilitate and support customer experience.</li> <li>• Interpreting and anticipating customers' needs and responding accordingly</li> <li>• Maintaining person-to-person customer contact to ensure a customer centric service delivery</li> <li>• Source of accurate information for customers</li> <li>• Continuous improvement to systems facilitating the Customer Experience</li> <li>• Continue to work on Merit integrations to allow greater CRM usability, expediting service.</li> <li>• Further development of workflows to ensure customer requests are valued and answered.</li> <li>• Continued work on improving customer self-service by moving more services to our website.</li> </ul> <p><b>Service Activities</b></p> <p>Key Activities of the Customer Service and Administration Service Area include:</p> <ul style="list-style-type: none"> <li>• Facilitate and deliver best practice and community responsive customer service</li> <li>• Ensure all interactions with customers are respectful, helpful and diligent.</li> <li>• Facilitate first point of contact resolutions where possible</li> <li>• Record all customer contact received via the call centre into Council's Customer Request Management systems and updating requests to provide further information to Council officers and increase service delivery.</li> <li>• Respond to counter enquiries, receipting of payments, permit application, disabled parking permits and animal registration</li> <li>• Support other departments with the routine provision of photocopier management, stationery &amp; staff amenity supplies, banking and mail delivery</li> </ul>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"><li>• Manage Rutherglen Memorial Hall</li><li>• Manage Carlyle Cemetery</li></ul> <p><b>Total FTE 6.37 plus Casual 0.16</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Customer Experience		No material variances



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Customer Experience

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1062. Grant Op. (SNR)	0	(108,654)	0
<b>Total Income</b>	<b>0</b>	<b>(108,654)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	322,514	357,753	335,107
2001. Overtime	0	786	0
2002. Leave - Annual	30,639	34,038	31,826
2003. Leave - Long Service	10,500	11,698	11,354
2004. Leave - Sick	11,288	12,544	11,731
2005. Leave - Parental	1,615	1,798	1,674
2006. Leave - Compassionate	0	524	0
2009. Superannuation	48,348	49,571	54,471
2010. Workcover	12,614	14,148	13,631
2018. Casual Hours	97,956	118,025	118,907
2021. Allowance - Other	0	441	482
2023. Uniforms	4,500	2,783	4,500
2032. Name Badges	0	575	50
2108. Printing	2,500	3,054	2,500
2109. Paper	4,800	4,133	4,000
2110. Postage	12,000	10,039	12,000
2111. Stationery	6,840	5,148	6,840
2129. Consumables - Staff	5,500	5,815	5,500
2132. Newspapers & Periodicals	1,020	807	0
2200. Freight	4,380	4,019	4,380
2203. Telephone - Mobile	360	210	360
2514. Fleet - Pool vehicle usage	1,000	1,786	1,000
2601. Contract Services	600	8,176	1,000
2605. Purchases - Minor Equipment	1,800	1,050	1,800
<b>Total Expense</b>	<b>580,774</b>	<b>648,921</b>	<b>623,113</b>
	<b>580,774</b>	<b>540,267</b>	<b>623,113</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Governance

### WHAT WE DO

This service has the responsibility to provide governance support to Council and officers. We support good governance advice to Council, Councillors, staff and Council committees, to enable making and implementing decisions with reference to community engagement, policy frameworks and agreed practice and in compliance with relevant legislation. This covers integrity training, privacy/FOI, delegations, council business papers and coordinating elections, Council meetings, Committees and reporting for LGPRF.

### FUTURE PLANS

- Continued integrity program roll-out
- Establish register of Strategic documents and plans for the organisation.
- Review of CAC handbook
- Review of Council committees – the purpose and need for advisory committees and CACs. Includes ToR and handbook review – post Council Plan.
- Build capacity of Governance team by inducting and training new Governance Officer and new Information Management and Governance Administration Support Officer.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Governance</b>	<ul style="list-style-type: none"> <li>• Council Meetings: <ul style="list-style-type: none"> <li>○ Planning Council Meetings, including producing business papers for Council, and maintaining meeting schedules</li> <li>○ Managing public interface with Council Meetings, tracking questions, actions, etc.</li> </ul> </li> <li>• Councillor / EMT advice and support</li> <li>• Provide training through a coordinated and strategically programmed integrity program.</li> <li>• Information Governance: <ul style="list-style-type: none"> <li>○ Privacy advice and training</li> <li>○ Process FOI applications and develop FOI compliant practices across Council</li> <li>○ Lead on PDSP project management</li> </ul> </li> <li>• Produce and update delegations and authorisations</li> <li>• Support governance of Community Asset /Advisory Committees</li> <li>• Advice, support and training around: <ul style="list-style-type: none"> <li>○ Conflict of interest, gifts</li> <li>○ Personal interest returns</li> <li>○ Election policy matters</li> <li>○ Governance Rules</li> <li>○ Privacy and information management / confidentiality</li> <li>○ Assistance with interpreting legislation</li> <li>○ Sourcing legal advice</li> <li>○ Policy development</li> </ul> </li> <li>• Compliance: <ul style="list-style-type: none"> <li>○ Policy register management, planning and maintenance</li> <li>○ Delegations and Authorisations/Appointments updates</li> <li>○ Management, planning and maintenance of compliance registers in RelianSys</li> <li>○ Manage registers – conflict of interest, personal interests returns – manage the process and provide templates</li> <li>○ Staff training and support for same</li> <li>○ Maintenance of Governance Schedule</li> </ul> </li> <li>• Department of Transport and Buller Gas audits and others as required.</li> <li>• Maintaining up to date website information for matters relating to all governance activities</li> </ul> <p><b>Total FTE 1.58</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Governance	2601 Contract Services	Election Costs - 2025 election. Not required for 2025/26

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Governance

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1506. Fees	(250)	(393)	0
1507. Fines - (Infringements)	(2,000)	(2,000)	(20,000)
<b>Total Income</b>	<b>(2,250)</b>	<b>(2,393)</b>	<b>(20,000)</b>
<b>Expense</b>			
2000. Ordinary Hours	131,490	126,051	137,653
2001. Overtime	0	1,159	0
2002. Leave - Annual	12,496	11,885	13,076
2003. Leave - Long Service	3,285	3,127	3,439
2004. Leave - Sick	4,602	4,377	4,820
2005. Leave - Parental	653	623	691
2009. Superannuation	15,123	12,956	16,519
2010. Workcover	3,942	3,822	4,131
2021. Allowance - Other	480	401	404
2023. Uniforms	200	0	200
2101. Subscriptions	8,730	8,730	8,800
2102. Accommodation	1,200	1,200	1,200
2103. Meals	600	600	600
2406. Legal Expenses	5,250	2,000	2,250
2514. Fleet - Pool vehicle usage	1,032	602	1,032
2601. Contract Services	176,500	184,394	3,000
<b>Total Expense</b>	<b>365,583</b>	<b>361,926</b>	<b>197,815</b>
	<b>363,333</b>	<b>359,533</b>	<b>177,815</b>



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Information Management

#### WHAT WE DO

- Support the Council to maintain Council Records in accordance with legislative requirements, by providing advice, training and ongoing support to staff.
- Administer Council's Electronic Document Records Management System (EDRMS), supporting officers to manage records within the system, and ensuring all relevant records are accessible and stored in accordance with legislative obligations.
- Ensuring document disposal and retention requirements are in accordance with the Public Records Office of Victoria.
- Managing the lifecycle of all electronic and physical records (stored on and off-site)
- Manage all incoming correspondence (electronic and hard copy), assigning actions to the appropriate officer in a timely manner.

#### FUTURE PLANS

- Facilitate the upgrade of the current EDRMS to supported version and to enable effective integration with Microsoft 365 applications (SharePoint)
- Significant input into the PDSP with a focus on high risk, low maturity Standards and Elements – due August 2026
- Progress the development and maintenance of the Information Asset Register to include new third-party applications, Microsoft 365 applications and electronic data storage environments (Greenlight, Compass, SharePoint, OneDrive)
- Investigate and plan for the implementation of Protective Markings for Corporate Records
- Review, disposal, and transition of archived records from Iron Mountain to Grace to further reduce off-site storage costs

#### SERVICES

SERVICE	DESCRIPTION
Information Management	<p><b>Information Management Service Area is responsible for the:</b></p> <ul style="list-style-type: none"> <li>• Provision of an information management framework compliant with the requirements of the Public Records Act 1973, associated standards and the Australian Standard AS ISO 15489 - Records Management</li> <li>• Administration and support of Council's electronic document and records management system (EDRMS), including regular reviews and strategies to increase the levels of staff usage and effectiveness</li> <li>• Ensuring document disposal and retention requirements are in accordance with the Public Records Office of Victoria.</li> </ul>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"> <li>Managing the lifecycle of all electronic and physical records (stored on and off-site)</li> </ul> <p><b>Key Activities of the Information Management Service Area include:</b></p> <ul style="list-style-type: none"> <li>Development, implementation and review of Council's Information Management program.</li> <li>Development, implementation and review of all Information Management policies, procedures and operational guidelines.</li> <li>Administration and support of Council's EDRMS (Content Manager) including the day-to-day activities of:                             <ul style="list-style-type: none"> <li>Processing of physical and electronic correspondence (including entry into the EDRMS);</li> <li>Classifying correspondence and assigning to the appropriate Council Officer.</li> <li>Assignment of the correct retention schedule to all records.</li> </ul> </li> <li>Providing support and training for the use of the EDRMS to staff.</li> <li>Ensuring Council's records are appropriately stored and disposed of in accordance with the Public Records Office of Victoria.</li> <li>Regular assessment of archive material for potential disposal/destruction.</li> <li>Ensuring contractors and volunteers are aware of their recordkeeping obligations</li> <li>Removal, assessment and reclassification/destruction of boxes stored at Iron Mountain Baranduda (formally Recall)</li> </ul> <p><b>Total FTE 1.74</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Information Management	2601 Contract Services	New initiative in 2024/25

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Information Management

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1506. Fees	0	539	0
<b>Total Income</b>	<b>0</b>	<b>539</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	125,460	115,637	133,607
2002. Leave - Annual	11,916	10,982	12,698
2003. Leave - Long Service	3,133	2,946	3,338
2004. Leave - Sick	4,392	4,048	4,676
2005. Leave - Parental	626	577	665
2009. Superannuation	14,425	13,212	16,034
2010. Workcover	3,766	3,533	4,013
2018. Casual Hours	0	12,722	0
2023. Uniforms	0	0	500
2025. Memberships - Industry	600	600	615
2032. Name Badges	0	20	0
2433. Archive - Storage Costs	18,000	17,607	18,000
2601. Contract Services	10,158	10,158	0
<b>Total Expense</b>	<b>192,476</b>	<b>192,042</b>	<b>194,146</b>
	<b>192,476</b>	<b>192,580</b>	<b>194,146</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### People and Culture

#### WHAT WE DO

The People & Culture team exists to support, enable and develop the workforce, culture and practices of the organisation to best achieve the objectives of the Council Plan.

We do this in the following ways:

- Build organisational capability through effective leadership, employee attraction, development and retention
- Provide for the health, safety and wellbeing of our employees
- Drive enhanced contribution and delivery of our Council Plan through effective performance objectives, reviews and management
- Encourage and drive the rewarding of and recognising behaviours and high performance
- Drive, influence and support positive cultural change across the organisation
- Support and coach line managers and supervisors in engaging, developing and motivating their staff
- Monitor and report on WorkCover management and supporting employees to return to work safely
- Manage Council's risk by ensuring compliance with the Occupational Health and Safety Act 2004, Fair Work Act 2009, Public Interest Disclosures Act 2012, Council's Enterprise Agreement and other relevant legislation, standards and instruments.

#### FUTURE PLANS

- Successful change management through the continued implementation of the HRIS
- Embed our new Vision, Purpose and Values into our People practices
- Reflection and forward planning for the next SWFP
- Start Wellbeing Strategy initiatives
- Develop a HR Framework
- Develop an organisation Learning and Development plan
- HR Service Review
- Start EBA negotiations
- Develop new rewards and recognition initiatives

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>People and Culture</b>	<ul style="list-style-type: none"> <li>• Support and lead organisational capability within leadership, employee attraction, development and retention</li> <li>• Partner with the organisation to provide advice, guidance and support on all matters related to human resources, which includes industrial relations, staff management and performance</li> <li>• Support and manage the return-to-work function and wellbeing of our employees</li> <li>• Drive, influence and support positive cultural change across the organisation including gender equitable practices</li> <li>• Development of policies and procedures related to organisational development and Occupational Health and Safety</li> <li>• Oversee and administer the whole of the employee lifecycle</li> <li>• Continual monitoring and reporting of Councils incidents, accidents and near misses including investigations, corrective action, WorkCover management and supporting employees to return to work safely</li> <li>• Manage Council's risk by ensuring compliance with the Occupational Health and Safety Act 2004, Fair Work Act 2009, Protected Disclosures Act 2012, Council's Enterprise Agreement and other relevant legislation, standards and instruments.</li> </ul> <p><b>Total FTE 3.58</b></p>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
People and Culture		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - People & Culture

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	331,514	349,697	367,143
2001. Overtime	0	84	0
2002. Leave - Annual	31,505	34,332	34,876
2003. Leave - Long Service	8,291	8,640	9,180
2004. Leave - Sick	11,602	12,097	12,844
2005. Leave - Parental	1,659	1,730	1,837
2009. Superannuation	38,127	36,644	44,053
2010. Workcover	9,942	10,630	11,012
2012. Leave - Other	0	266	0
2015. Training - Online	25,000	10,314	25,750
2021. Allowance - Other	10,362	10,676	11,183
2022. Training	70,352	75,487	55,872
2023. Uniforms	1,300	700	1,200
2024. Protective Clothing	0	160	0
2025. Memberships - Industry	5,850	6,232	6,000
2026. Professional Affiliations	1,250	800	1,290
2027. Medicals	3,080	2,800	3,080
2028. Police and WWC Checks	4,080	4,267	4,080
2029. Vaccinations	2,055	2,055	2,200
2032. Name Badges	0	85	0
2033. Trainees	41,922	27,954	0
2034. Conferences/Workshops	4,110	4,145	4,200
2036. Recruitment Costs	2,000	2,000	2,000
2040. Rewards & Recognition Policy	3,600	3,600	3,750
2043. Programs - Employee Assistance	15,580	15,030	15,800
2044. Development - Leadership	20,550	21,775	20,750
2101. Subscriptions	1,400	1,548	1,500
2102. Accommodation	1,500	1,401	1,550
2103. Meals	500	421	515
2104. Parking	250	200	250
2111. Stationery	200	156	200

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - People & Culture

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2117. Catering	1,500	1,853	1,500
2203. Telephone - Mobile	1,800	1,304	1,800
2205. Internet	600	350	600
2406. Legal Expenses	12,000	12,000	12,360
2407. Advertising	49,320	46,850	50,798
2514. Fleet - Pool vehicle usage	2,400	1,534	2,400
2515. Fleet - Monthly Costs Distributed	25,000	0	0
2601. Contract Services	112,200	151,825	128,900
2613. Psychometric testing	3,080	2,120	3,080
<b>Total Expense</b>	<b>855,481</b>	<b>863,759</b>	<b>843,553</b>
	<b>855,481</b>	<b>863,759</b>	<b>843,553</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Risk and Safety Management

### WHAT WE DO

This service provides leadership and support for risk, insurance, health and safety, internal audit and statutory activities and requirements. Major functions of this service include:

- Development, maintenance and implementation of the Risk Management Framework
- Development, maintenance and implementation of the Health and Safety Management System
- Coordination of the Audit and Risk Committee
- Coordination of insurances and management of insurance claims
- Investigation and reporting of incidents
- Coordinator of Internal Audits
- Ensuring compliance with legislation including:
  - Local Government Act 2020
  - Health and Safety Act 2004

### FUTURE PLANS

- Adopt a 5 year OHS Strategy to meet the needs of the organisation and best practice
- Continue to implement the Risk Management Strategy
- Contribute and participate in the new incident reporting and review module to replace Elumina
- Improved action tracking for incidents and hazards
- Update and development of new Safety Directives, Procedures and supporting documents

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Risk and Safety Management</b>	<ul style="list-style-type: none"> <li>• Development, maintenance and implementation of the Risk Management Framework</li> <li>• Development, maintenance and implementation of the Health and Safety Management System</li> <li>• Coordination of the Audit and Risk Committee</li> <li>• Coordination of insurances and management of insurance claims</li> <li>• Investigation and reporting of incidents</li> <li>• Coordinator of Internal Audits</li> <li>• Ensuring compliance with legislation including: <ul style="list-style-type: none"> <li>• Local Government Act 2020</li> <li>• Health and Safety Act 2004</li> </ul> </li> </ul> <p><b>Total FTE 1.95</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Risk and Safety Management</b>		No material variances



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Risk and Safety

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1405. Interest - General	0	(8,112)	0
1536. Insurance - Charges	0	(219)	0
<b>Total Income</b>	<b>0</b>	<b>(8,331)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	157,952	154,874	166,409
2001. Overtime	0	144	0
2002. Leave - Annual	15,006	13,636	15,807
2003. Leave - Long Service	3,952	3,589	4,166
2004. Leave - Sick	5,524	5,024	5,828
2005. Leave - Parental	794	720	835
2009. Superannuation	18,164	15,354	19,971
2010. Workcover	4,738	4,364	4,994
2018. Casual Hours	0	2,242	0
2020. Allowance - Travel	4,576	3,432	4,576
2021. Allowance - Other	8,868	8,269	8,381
2022. Training	0	0	500
2101. Subscriptions	600	600	600
2102. Accommodation	600	600	600
2203. Telephone - Mobile	312	309	600
2404. Insurance - Broker Fees	30,000	32,368	34,310
2411. Insurance - Vehicle	0	(65,510)	0
2414. Facility Hire	450	450	0
2415. Insurance - Public Liability	278,557	269,689	251,770
2416. Insurance - Asset	372,360	355,777	371,624
2417. Insurance - Fidelity Guarantee	5,721	4,839	5,129
2418. Insurance - Officers & Councillors	21,000	17,697	18,759
2420. Plant & Fleet - Repairs	0	853	0
2422. Insurance - Cyber Liability	18,700	16,486	17,475
2425. Audit Fees - Internal	40,391	40,384	45,000
2426. Insurance - Personal Accident	3,099	2,541	2,693

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Risk and Safety

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2514. Fleet - Pool vehicle usage	1,200	1,536	1,200
2601. Contract Services	30,200	42,335	18,900
2605. Purchases - Minor Equipment	980	930	980
<b>Total Expense</b>	<b>1,023,744</b>	<b>933,530</b>	<b>1,001,107</b>
	<b>1,023,744</b>	<b>925,200</b>	<b>1,001,107</b>

# **Planning and Corporate Services**

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Building Control Services

### WHAT WE DO

The Building Controls department's role is to assist in protecting the community from major risks to life and property and to fulfil the obligations required by Local Councils within the Building Act 1993 and the Building Regulations 2018.

We offer a service to the community whether through the issue of permits or for just advice how homes, shops and commercial structures can be built to be structurally sound and ensure they meet all relevant standards for Disability Access, Bushfire Construction and Energy Ratings.

We monitor pools to ensure compliance and safety.

Councils Municipal Building Surveyor has statutory responsibility for decisions made pursuant to the Act & Regulations.

### FUTURE PLANS

We have recently transitioned historic enforcement files to the Greenlight Portal and assessed them based on Risk. Our focus will be to continue to act on Extreme Risk development in order to protect Council's interests. It will be interesting to see the amount awarded to Council when these matters are listed and heard in the Magistrates Court.

Prepare and consider a succession plan for existing staff members which will cover factors such as annual leave and staff departures.

Review and update the shared service agreement with Towong Shire Council.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Building Control Services</b>	<p>To assist in protecting the community from major risks to life and property and meet Council's Legislative requirements in relation to the Building Act (1993) and the Building Regulations 2018.</p> <ul style="list-style-type: none"> <li>• By issuing building permits</li> <li>• Monitoring Places of Public Entertainment</li> <li>• Inspecting, monitoring and controlling unsafe structures</li> <li>• Essential Safety Measures Inspections</li> <li>• Enforcement of Illegal Building Works</li> <li>• Statutory Reporting to the Victorian Building Authority</li> <li>• Maintaining records for both Council and Private Building Surveyors</li> <li>• Community Advice and Liaison</li> <li>• Liquor Licence measurements</li> <li>• Access advice to Commercial premises</li> <li>• Inspection of pools and fences</li> <li>• Provision of the above services to both Towong and Indigo Shire Councils</li> <li>• Issuing of emergency housing permits for Bushfire Recovery Victoria</li> </ul> <p><b>Total FTE 4.55, Casual 0.63</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Building Control Services</b>		No material variances



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Building & Control Services

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1252. Reimbursement - Other External	0	(761)	0
1353. Information Statements	(22,200)	(25,134)	(30,000)
1354. Pool Registration Fees	(600)	(4,482)	(10,000)
1377. Building - Other Charges	(26,250)	(34,631)	(66,000)
1378. Building - Lodgement Fee	(45,600)	(46,082)	(55,000)
1381. Building - Permit	(246,000)	(233,891)	(265,000)
1528. Service Recovery - Building Control	(172,440)	(172,440)	(179,688)
<b>Total Income</b>	<b>(513,090)</b>	<b>(517,421)</b>	<b>(605,688)</b>
<b>Expense</b>			
2000. Ordinary Hours	469,611	548,487	557,054
2002. Leave - Annual	44,601	51,463	52,927
2003. Leave - Long Service	12,182	13,705	14,351
2004. Leave - Sick	16,429	19,184	19,494
2005. Leave - Parental	2,341	2,735	2,793
2006. Leave - Compassionate	0	1,398	0
2009. Superannuation	56,037	57,798	68,871
2010. Workcover	14,621	17,779	17,231
2018. Casual Hours	17,648	0	16,965
2021. Allowance - Other	6,060	7,862	8,079
2022. Training	0	0	6,000
2023. Uniforms	600	0	600
2025. Memberships - Industry	1,200	1,314	600
2026. Professional Affiliations	200	0	0
2033. Trainees	0	0	500
2034. Conferences/Workshops	0	599	0
2100. Merchandise	0	27	0
2101. Subscriptions	200	0	900
2103. Meals	0	0	200

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2111. Stationery	450	150	0
2117. Catering	300	300	0
2133. Sampling Expenses	0	(66)	0
2203. Telephone - Mobile	0	509	1,200
2406. Legal Expenses	0	1,363	0
2420. Plant & Fleet - Repairs	0	1,329	0
2515. Fleet - Monthly Costs Distributed	33,467	32,760	36,950
2601. Contract Services	20,000	837	0
2605. Purchases - Minor Equipment	0	944	0
<b>Total Expense</b>	<b>695,947</b>	<b>760,479</b>	<b>804,715</b>
	<b>182,857</b>	<b>243,058</b>	<b>199,027</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Environmental Health Services

#### WHAT WE DO

The Environmental Health Department ensures the necessary public health standards are maintained for the health and wellbeing of not just the residents of the shire but also the visitors who are using our accommodation and food premises through a thorough Food and Accommodation inspection regime. Septic and Wastewater approvals protect our waterways and prevent communicable diseases.

We assist State Government bodies with Communicable disease investigations, Mosquito Monitoring, Tobacco, Vape and Smoking area monitoring, Blue-Green Algae testing, Sharps Disposals and of course all the and inspections ensure the standard of living in this area is maintained.

We provide the same services to Falls Creek and Mt Hotham Resorts under a contract arrangement.

#### FUTURE PLANS

Possible loss of Resort Management contracts as they review their services over all five resorts (they have advised that this may be years off).

Due to cuts in State Government Funding, there seems to be a desire to push more onto local government. We may need to use contractors to make up current staff vacancy until such time as there is more certainty about our workload.

#### SERVICES

SERVICE	DESCRIPTION
<b>Environmental Health Services</b>	<p>Manage and deliver Council's statutory duties under the provisions of the Food Act, Public Health &amp; Wellbeing Health Act, Environment Protection Act, Tobacco Act and other associated Acts and Regulations through appropriate policy development, planning and service delivery</p> <ul style="list-style-type: none"> <li>• Risk based food safety assessment program of food businesses/premises</li> <li>• Food safety information to the business sector and general community</li> <li>• Monitoring, surveillance and service evaluation for mosquitos, water, food, tobacco and health premises and on behalf of the Department of Health.</li> <li>• Participation in local, regional and state food safety initiatives</li> </ul>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"> <li>Reduction of the risk of infectious illness, investigation of communicable diseases in the Indigo Shire community</li> <li>Community education on public health issues</li> <li>Review, advice and approval of septic tank installations</li> <li>Liaise with Planning and Building Departments on appropriate developments</li> <li>Blue Green Algae and Aquatic Facility water testing.</li> <li>Provision of Sharps containers and appropriate disposal of same.</li> <li>Investigation of complaints – particularly rubbish dumping, illegal camping and Air BnB's</li> <li>Provision of all of the above services to Towong Shire, Falls Creek and Mt Hotham</li> <li>Liaise with Department of Health to monitor Japanese Encephalitis and other mosquito borne diseases</li> </ul> <p><b>Total FTE 1.92 plus Casual 1.91, Casual 0.6</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Environmental Health Services	1057 Grant Op. (SR) DHHS Funding	One off grant for septic in 2024/25. Now completed.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2024/25 OPERATING INCOME AND EXPENDITURE

#### Service Area - Environmental Health Services

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1057. Grant Op. (SR) DHHS Funding	0	(45,000)	0
1058. Inactive - Grant O.	0	0	(1,500)
1062. Grant Op. (SNR)	(5,000)	(14,671)	0
1355. EH - Food Premises Registration	(157,000)	(146,641)	(161,100)
1356. EH - Prescribed Accommodation Rego	(72,000)	(72,098)	(74,200)
1357. EH - Caravan Parks/Camping Permits	0	(5,846)	0
1358. EH - Hairdressers Registration	(3,000)	(3,490)	(3,000)
1359. EH - Septic Tanks - Fee	(33,600)	(40,247)	(39,800)
1361. EH - Aquatic Facilities	(800)	(1,273)	(800)
1529. Service Recovery - Enviro Health	(148,200)	0	0
<b>Total Income</b>	<b>(419,600)</b>	<b>(329,266)</b>	<b>(280,400)</b>
<b>Expense</b>			
2000. Ordinary Hours	202,810	191,393	207,167
2002. Leave - Annual	19,269	18,180	19,675
2003. Leave - Long Service	8,460	7,315	8,670
2004. Leave - Sick	7,093	6,702	7,252
2005. Leave - Parental	1,010	958	1,039
2009. Superannuation	38,810	30,153	41,584
2010. Workcover	10,121	9,272	10,392
2018. Casual Hours	134,576	100,623	110,388
2021. Allowance - Other	2,080	2,150	2,075
2023. Uniforms	300	0	0
2025. Memberships - Industry	400	375	450
2102. Accommodation	0	22	0
2103. Meals	0	169	0
2117. Catering	0	56	0
2133. Sampling Expenses	8,600	4,267	8,050
2203. Telephone - Mobile	0	763	1,200
2205. Internet	0	138	0
2514. Fleet - Pool vehicle usage	0	0	19,200



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Environmental Health Services

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2515. Fleet - Monthly Costs Distributed	18,781	14,152	0
2601. Contract Services	3,600	16,031	0
2605. Purchases - Minor Equipment	0	45	150
<b>Total Expense</b>	<b>455,910</b>	<b>402,765</b>	<b>437,292</b>
	<b>36,310</b>	<b>73,499</b>	<b>156,892</b>

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Financial Services

#### WHAT WE DO

- Deliver all core finance, payroll and accounting functions
- Management and compliance with all finance and payroll related statutory, legal and taxation obligations
- Finance support to EMT, Council, managers and staff
- Strategic financial planning
- Creation and maintenance of organisational finance policies

#### FUTURE PLANS

- Continued progression of providing transparent information to Council and the community relating to the adopted budget.
- Address risk issues relating to audit outcomes.
- Continued commitment to ensuring Council's financial statutory requirements are delivered on time.
- Continued process improvement to develop all staff with the necessary financial skills to be able to deliver their daily tasks.
- Ensure there are development opportunities for staff.

### SERVICES

SERVICE	DESCRIPTION
Financial Services	<ul style="list-style-type: none"><li>• Management of the following functions - Accounts Payable, Accounts Receivable, Payroll, General Ledger and associated financial systems</li><li>• Management and compliance of all taxation matters GST and FBT</li><li>• Preparation and delivery of the annual budget and LTFF</li><li>• Preparation of audited Financial Statements for inclusion in the Annual Report</li><li>• All Statutory financial reporting</li><li>• Monthly financial reporting to EMT and Council</li><li>• Support of Council's Finance <u>and</u> Audit Committees</li><li>• Management of Council's Treasury function to ensure surplus cash is invested and working cash is available to meet obligations</li><li>• Management of Council's rate's function, including Fire Service Property Levy</li><li>• Administration of financial software (Lynx, MAGIQ, Computron, Pay Global and Councilwise)</li></ul> <p><b>Total FTE 6.0</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Financial Services	2300 Interest - Loans	Assumed for interest on \$1,575,000 loan – start January 2026

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Financial Services

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1050. Grant Op (CR) Vic Grants Commission	(4,190,928)	(4,101,565)	(4,404,671)
1400. Interest - Loan Debtors	0	(63)	0
1401. Interest - Investments	(97,941)	(114,078)	(110,879)
1402. *Interest - Rates	(234,000)	(215,525)	(246,000)
1404. Dividends	(9,800)	(9,800)	(1,600)
1719. Business Unit Surcharge	(45,276)	(45,276)	(46,634)
<b>Total Income</b>	<b>(4,577,945)</b>	<b>(4,486,307)</b>	<b>(4,809,784)</b>
<b>Expense</b>			
2000. Ordinary Hours	491,008	543,125	569,013
2002. Leave - Annual	46,644	51,106	54,051
2003. Leave - Long Service	12,275	13,551	14,220
2004. Leave - Sick	17,180	18,983	19,916
2005. Leave - Parental	2,457	2,716	2,842
2009. Superannuation	56,454	55,379	68,277
2010. Workcover	14,723	22,535	17,074
2021. Allowance - Other	11,036	11,662	11,793
2025. Memberships - Industry	715	951	260
2026. Professional Affiliations	0	0	600
2032. Name Badges	0	22	0
2101. Subscriptions	520	520	0
2105. Bank Charges	15,996	15,220	16,475
2107. Licencing	2,597	2,597	0
2111. Stationery	850	1,952	0
2117. Catering	0	105	0
2127. Consumables - Printer	500	500	500
2203. Telephone - Mobile	384	351	0
2300. Interest - Loans	81,620	81,784	159,182
2302. Interest - Overdraft	0	13,819	5,000
2401. Audit Fees - VAGO	44,020	55,000	45,000

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2407. Advertising	1,500	1,700	1,500
2601. Contract Services	9,067	69,698	59,060
<b>Total Expense</b>	<b>809,546</b>	<b>963,277</b>	<b>1,044,763</b>
	<b>(3,768,399)</b>	<b>(3,523,030)</b>	<b>(3,765,021)</b>



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Information Technology

#### WHAT WE DO

The purpose of the Indigo Shire Council IT Team is to deliver and sustain secure, reliable and seamlessly integrated technology solutions that align with council goals. We are committed to leveraging innovative IT strategies that serve and empower our community.

Key activities include:

- **Technology and Infrastructure Management:** Overseeing and maintaining the council's technology infrastructure, including servers, networks and hardware. Implementing and managing software applications and databases used across council.
- **Security and Compliance:** Implementing and enforcing cybersecurity measures to protect systems and data. Ensuring compliance with relevant regulations and standards related to data security and privacy
- **User Support and Training:** Providing technical support to council staff for hardware, software and network related issues. Conduct training programs to enhance digital literacy and promote effective use of technology.
- **Strategic Planning and Advisory:** Offering strategic advice on technology trends and advancements that align with the council's goals. Work with the IT Steering Committee to set priorities, policies and mould strategic objectives and direction.
- **Digital Transformation Initiatives:** Leading and supporting digital transformation projects to enhance operational efficiency and service delivery. Introduce innovative technologies to improve process and community engagement
- **Data Management and Analytics:** Managing and analysing data, enabling data driven decision making. Ensuring the availability and integrity of data for various council functions
- **Emergency and Continuity Planning:** Implementing disaster recovery and business continuity plans to ensure uninterrupted services during emergencies. Establishing and testing protocols for data backup and recovery.
- **Project Delivery:** Manage IT Projects and IT project delivery framework.

#### FUTURE PLANS

- Complete finance/timesheet system reference checks with other Australian council sites
- Complete RFT for Finance and Timesheet solutions and prepare project plans.
- Refresh the Data Centre (Servers, Core Switches, UPS)
- Continue Laptop Roll Out, reduce virtual desktop user dependency.
- Continue Cyber MDR Deployment and mitigate critical and high-risk vulnerabilities.
- Approval of IT User Directive and Mobile Device & BYOD Directives
- Create Chatbots & AI Directive
- Restructure the IT Team as per 2024 Service Review action plan

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
Information Technology	<ul style="list-style-type: none"> <li>• Deliver and maintain secure, reliable and integrated technology solutions, facilitate the delivery of services to the community and continually align IT services with Council goals.</li> <li>• Ensure all of Councils ICT systems and infrastructure are running efficiently and effectively, fit for purpose in supporting Council staff in their jobs now and into the future with high availability, security, mobility and uptime</li> <li>• Provide a high level of user support and training to staff and Councillors</li> <li>• Support Councils objectives as described in the Council Plan via strategic implementation of ICT</li> <li>• Provide a helpdesk and user support portal for staff to log tickets allowing IT to maintain a central issue register and track progress until completion and closure of the ticket</li> <li>• Provide training to staff and Councillors on the use of specific hardware and software via one on one interaction or scheduled workshops</li> <li>• Implementation, support, ongoing licencing and maintenance of all applications used at Council</li> <li>• Implementation, maintenance, administration and cyclic replacement of all ICT infrastructure including desktops, laptops, mobile devices, servers, storage, networking and communications</li> <li>• Research existing, new and emerging trends and determine if they fit in with our strategy and help Council achieve its objectives</li> <li>• Network (LAN/WAN/WLAN) administration, monitoring, implementation and improvements enabling effective data communication across all sites of Council</li> <li>• Provide and maintain a communications system allowing all staff to communicate with internal and external parties</li> <li>• Develop, maintain, modify as necessary and continually test Councils IT backup procedure and Disaster Recovery plans</li> <li>• Monitor security of Councils ICT systems both physical and virtual, recommend changes as needed, implement where possible</li> <li>• Business analysis to determine the needs and best fit for Council of any given software/hardware</li> <li>• Provide mobility and transparency of IT systems for staff allowing access from anywhere, at any time from any device they choose</li> </ul>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"><li>• Project management of all IT related projects approved and undertaken</li><li>• Create and implement strategic IT plans aimed at aligning IT with objectives set out in the Council Plan</li><li>• Work with the IT Steering committee to set ICT priorities, policies and mould strategic objectives and direction</li></ul> <p>Total FTE 3.0</p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Information Technology	2202 Telephone - Landline	Change of service delivery resulting in savings.
	2601 Contract Services	Large IT Software project in 2024/25.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Information Technology

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1601. Miscellaneous Income	0	(140)	0
<b>Total Income</b>	<b>0</b>	<b>(140)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	281,499	293,354	287,443
2001. Overtime	3,020	1,760	3,020
2002. Leave - Annual	26,743	27,405	27,308
2003. Leave - Long Service	7,038	8,324	7,181
2004. Leave - Sick	9,848	10,266	10,050
2005. Leave - Parental	1,411	1,466	1,433
2009. Superannuation	32,373	35,496	34,495
2010. Workcover	8,439	10,271	8,617
2018. Casual Hours	0	39,651	0
2020. Allowance - Travel	0	440	0
2021. Allowance - Other	10,076	10,045	10,347
2023. Uniforms	0	335	0
2032. Name Badges	0	26	0
2040. Rewards & Recognition Policy	0	219	0
2102. Accommodation	0	548	0
2113. Maintenance - Building	2,000	1,360	0
2114. Maintenance - Equipment	2,000	1,000	2,000
2117. Catering	0	71	0
2202. Telephone - Landline	77,376	65,710	7,200
2203. Telephone - Mobile	27,000	24,200	27,000
2205. Internet	134,940	132,842	145,200
2406. Legal Expenses	0	4,340	0
2414. Facility Hire	0	113	0
2434. Software Subscriptions & Support	913,840	913,840	994,000
2514. Fleet - Pool vehicle usage	2,150	2,513	2,150
2601. Contract Services	89,340	253,520	85,140
2605. Purchases - Minor Equipment	54,500	52,886	54,500

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Information Technology

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
Total Expense	1,683,593	1,892,001	1,707,084
	1,683,593	1,891,861	1,707,084



### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Local Laws and Animals

### WHAT WE DO

The department is in place so that Council can provide an efficient service that maintains safety and order within the community.

The staff within the unit promote, educate people and enforce numerous Local, State and Federal Laws to maintain order and ensure activities conducted by individuals or community groups are done so in a manner that protects amenity of the area, protects Council asset base and ensures activities are safe for the community.

The School Crossing Supervisors operate as a service to ensure primary school age children are able to cross roads safely, and they have a very important role as front line representatives of Council.

Provide a safe and orderly environment for residents, visitors and the public, to provide amenity and minimise risks to both the community and to Council. To achieve this the unit uses both State Legislation and Local Laws.

### FUTURE PLAN

- Retaining quality Enforcement staff has been a challenge.
- Promote and encourage correct use of footpaths by businesses within the town CBDS (in relation to compliance-based issues).
- Re-enter the encouragement of parking enforcement post bush fires and a lack of tourists with in the Shire due to Covid restrictions
- Managing the implementing of the Cat curfew and cat trapping programs.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
Local Laws and Animals	<ul style="list-style-type: none"> <li>• Dog and cat control</li> <li>• 24-7 emergency response for livestock straying on roads, injured animals on roads or dog attacks</li> <li>• Control of business trading activities both on Council roads, Municipal reserves</li> <li>• Local Law enforcement</li> <li>• Staffed School Crossing management</li> <li>• Parking management and enforcement</li> <li>• Control of business footpath trading activities</li> <li>• Fire Prevention</li> <li>• Management of formal use of municipal reserves and roads for livestock crossings, grazing, public gatherings and roadside business trading</li> </ul> <p><b>Total FTE 2.44 plus Casual 0.16</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Local Laws and Animals	2601 Contract Services	Albury Pound fees increased – offset by increased fees and charges

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Local Laws & Animals

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1052. Grant Op. (SR) Vic Roads	(14,000)	(30,893)	(15,700)
1350. LL - Local Laws Fee	(38,200)	(39,097)	(45,000)
1351. LL - Animal - Dog Registration	(122,800)	(126,416)	(132,000)
1352. LL - Animal - Cat Registration	(21,100)	(21,674)	(28,000)
1379. LL - Animal - Business Registration	(1,800)	(2,107)	(2,000)
1507. Fines - (Infringements)	(35,000)	(53,661)	(50,000)
1533. Lifetime Tags	(4,600)	(3,200)	(4,200)
<b>Total Income</b>	<b>(237,500)</b>	<b>(277,047)</b>	<b>(276,900)</b>
<b>Expense</b>			
2000. Ordinary Hours	183,523	199,373	186,987
2001. Overtime	0	1,307	0
2002. Leave - Annual	17,437	17,465	17,761
2003. Leave - Long Service	4,930	4,890	4,672
2004. Leave - Sick	6,430	6,561	6,545
2005. Leave - Parental	932	945	943
2009. Superannuation	22,677	21,700	22,447
2010. Workcover	5,905	6,746	5,598
2018. Casual Hours	13,656	8,146	2,000
2021. Allowance - Other	27,666	26,930	29,020
2023. Uniforms	900	982	500
2024. Protective Clothing	500	340	1,000
2031. Business Cards	100	50	100
2032. Name Badges	50	50	50
2107. Licencing	300	150	300
2110. Postage	0	0	1,000
2120. Levy	16,500	15,654	16,500
2200. Freight	0	30	0
2203. Telephone - Mobile	1,000	839	1,000
2400. Plant Hire - Internal	0	428	0
2402. Re-imbursement	0	134	0

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Local Laws & Animals

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2403. Bad Debts	0	818	0
2407. Advertising	0	368	600
2515. Fleet - Monthly Costs Distributed	26,772	46,655	41,851
2601. Contract Services	9,000	12,291	26,256
2603. Materials	400	626	0
<b>Total Expense</b>	<b>338,678</b>	<b>373,479</b>	<b>365,130</b>
	<b>101,178</b>	<b>96,432</b>	<b>88,230</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Planning Services

#### WHAT WE DO

- Statutory Planning is responsible for undertaking the role and duty of the Responsible Authority under the rules and regulations of the Planning and Environment Act 1987, the Subdivision Act 1988 and associated legislation.
- Strategic Planning is the Planning Authority for the municipality and responsible for maintaining and updating the Indigo Planning Scheme

#### FUTURE PLANS

- Progression of Housing Strategy
- Commencement and progression of Indigo Heritage Citations Review (Stage 2)
- Progression of Strategic Planning projects
- Investigate the potential of increasing planning compliance activities
- Reduce the use of contractors for Statutory Planning work

#### SERVICES

SERVICE	DESCRIPTION
<b>Planning Services</b>	<p>Administer Council responsibilities under the Planning and Environment Act 1987 including:</p> <ul style="list-style-type: none"> <li>• Determine Planning Permit applications</li> <li>• Process application under the Subdivision Act 1988</li> <li>• Administer and support activities of Council Heritage Advisor</li> <li>• Manage and undertake enforcement of the Planning Scheme and issued planning permits</li> <li>• Responsible for the strategic land use planning activities of Council by either acting as lead department or by supporting other sections of Council in the preparation and implementation of strategic planning documents.</li> </ul> <p><b>Total FTE 6.4</b></p>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

BUDGET VARIANCE ANALYSIS		
SERVICE	ACCOUNT	COMMENTARY
Planning Services	1056. Grant Op. (SNR) DELWP	Grant funded heritage citation review in 2024/25
	1053. Grant Op - (SNR) Natural Disaster	Grant funded bushfire study in 2024/25
	2601 Contract Services	Expenditure for the two grants mentioned above

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Planning

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1053. Grant Op - (SNR) Natural Disaster	0	(50,949)	0
1056. Grant Op. (SNR) DELWP	0	(160,000)	0
1369. Planning - Certificate	0	17	0
1370. Planning - Application	(320,000)	(308,023)	(285,000)
1371. Subdivision - Application	(3,800)	(3,353)	(4,800)
1372. Subdivision - Certification	(4,200)	(4,698)	(4,000)
1373. Planning - Administration	(2,000)	(4,351)	(6,600)
1382. Planning - Information request	(500)	(2,850)	(10,000)
1384. Planning - Certificate of Compliance	(500)	(250)	(800)
1507. Fines - (Infringements)	(3,000)	(3,961)	0
1557. Advertising Revenue	(16,000)	(14,774)	(17,000)
1600. Recovery - Legal Costs	0	(1,168)	(5,000)
1606. Contributions - Openspace	0	(40,250)	(80,000)
<b>Total Income</b>	<b>(350,000)</b>	<b>(594,611)</b>	<b>(413,200)</b>
<b>Expense</b>			
2000. Ordinary Hours	905,209	867,838	944,720
2002. Leave - Annual	85,992	81,604	89,750
2003. Leave - Long Service	22,631	21,779	23,629
2004. Leave - Sick	31,695	30,252	33,072
2005. Leave - Parental	4,525	4,328	4,725
2009. Superannuation	104,095	91,416	113,366
2010. Workcover	27,147	28,065	28,350
2018. Casual Hours	0	7,110	0
2020. Allowance - Travel	0	1,393	0
2021. Allowance - Other	9,596	9,761	9,865
2022. Training	0	18	0
2025. Memberships - Industry	800	800	800
2032. Name Badges	0	24	0
2101. Subscriptions	1,000	224	0
2102. Accommodation	500	436	0

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Planning

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2103. Meals	0	141	0
2105. Bank Charges	0	18	0
2111. Stationery	0	9	0
2117. Catering	0	68	0
2129. Consumables - Staff	0	65	0
2142. Administration Charge	0	70	0
2143. Travel /Train/Plane/Uber/Taxi	0	5	0
2203. Telephone - Mobile	0	763	0
2406. Legal Expenses	20,000	25,934	20,000
2407. Advertising	16,000	12,000	10,000
2514. Fleet - Pool vehicle usage	0	1,965	0
2515. Fleet - Monthly Costs Distributed	2,110	3,104	0
2590. Transfer - To Reserve	0	40,250	80,000
2601. Contract Services	160,000	426,762	150,000
2603. Materials	0	32	0
2605. Purchases - Minor Equipment	0	107	0
2614. Contract Services - Temporary Employment	0	1,807	0
<b>Total Expense</b>	<b>1,391,300</b>	<b>1,658,149</b>	<b>1,508,277</b>
	<b>1,041,300</b>	<b>1,063,538</b>	<b>1,095,077</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Rates and Property Services

#### WHAT WE DO

- Review and implement process of property valuations which are now being processed annually and centralised through the Valuer General.
- Implementation of new Property and Rates system.
- Integration of rating software with VM online valuation system.
- Monitor outstanding rates debtors
- Implement outcomes from the new Revenue and Rating Strategy and Financial Hardship Policy
- Ensure rates are compliant with the rate cap

#### FUTURE PLANS

- Review and implement process of property valuations which are now being processed annually and centralised through the Valuer General.
- Implementation of new Property and Rates system.
- Integration of rating software with VM online valuation system.
- Monitor outstanding rates debtors
- Implement outcomes from the new Revenue and Rating Strategy and Financial Hardship Policy
- Ensure rates are compliant with the rate cap

#### SERVICES

SERVICE	DESCRIPTION
<b>Rates and Property Services</b>	<p>Manage the external rating services currently delivered by Towong Shire</p> <p>Ensure property valuation contracts are in place and key milestones are met</p> <p>Liaise with Towong Shire re: monitoring of outstanding rates debtors and balances</p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Rates and Property Services	1003. to 1013. Rates & Charges income	All rates and charges income increased by rate cap



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Rates and Property Services

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1003. Municipal Charge	(3,060,346)	(3,053,378)	(3,145,034)
1004. Residential General	(7,412,737)	(7,420,700)	(8,355,069)
1006. Residential Vacant	(402,404)	(410,116)	(474,754)
1007. Rural 1	(3,318,752)	(3,322,868)	(3,342,735)
1008. Rural 2	(1,354,390)	(1,353,766)	(1,475,182)
1009. Commercial/Industrial	(849,177)	(851,402)	(973,918)
1012. Supplementary Rate	(66,000)	7,528	(70,000)
1013. Fire Service Levy	(47,421)	(47,421)	(48,844)
1353. Information Statements	(1,956)	(2,559)	(2,640)
1506. Fees	(1,824)	(1,079)	(1,111)
1600. Recovery - Legal Costs	0	(105)	0
<b>Total Income</b>	<b>(16,515,007)</b>	<b>(16,455,865)</b>	<b>(17,889,287)</b>
<b>Expense</b>			
2101. Subscriptions	540	528	540
2105. Bank Charges	27,864	24,434	24,923
2403. Bad Debts	2,359	2,359	2,400
2406. Legal Expenses	0	17,703	0
2601. Contract Services	170,000	206,042	179,240
2612. Levy - Fire Services	24,552	26,888	27,426
<b>Total Expense</b>	<b>225,315</b>	<b>277,955</b>	<b>234,529</b>
	<b>(16,289,692)</b>	<b>(16,177,910)</b>	<b>(17,654,758)</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

# **Community and Economic Development**

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Ageing Well / Inclusion / Access

### WHAT WE DO

This portfolio is responsible for ensuring that Council and community are inclusive and accessible in their practises through policy and strategy development, advocacy, participation in advisory groups and community events and activities that promote access and inclusion.

The service works with key community and service stakeholders to ensure the built environment, service sector and the social context play equal roles in promoting access and inclusion.

### FUTURE PLANS

- Review and update the Disability Action Plan
- Review and update the Access Policy and Fair Access Policy
- Contribute to the development and implementation of the Life Stages Plan 2024-2029
- Champion Gender Equity & Inclusion actions and Gender Impact Assessments, including the development of internal reporting and governance structures to monitor and evaluate compliance with Gender Equality Act 2020.
- Continue to deliver key events such as 16 Days, IDAHOBIT, Seniors Festival and Volunteers Week

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Ageing Well/Inclusion/Access</b>	<p>This portfolio is responsible for ensuring that Council and community are inclusive and accessible in their practises through policy and strategy development, advocacy, participation in advisory groups and community events and activities that promote access and inclusion.</p> <p>The service works with key community and service stakeholders to ensure the built environment, service sector and the social context play equal roles in promoting access and inclusion.</p> <ul style="list-style-type: none"> <li>• Advocate for positive recognition and support</li> <li>• Foster relationships with stakeholders and develop a culture of positivity across the organisation and wider community.</li> <li>• Drive access and inclusion initiatives.</li> <li>• Supports the Indigo Shire Access Committee</li> </ul> <p><b>Total FTE 1.0</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Ageing Well / Inclusion / Access</b>		No material variances



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area: Ageing Well / Inclusion / Access

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1057. Grant Op. (SR) DHHS Funding	(3,000)	(3,000)	(3,000)
1062. Grant Op. (SNR)	(1,500)	(1,628)	(1,500)
1500. Venue Hire	(250)	(392)	0
<b>Total Income</b>	<b>(4,750)</b>	<b>(5,019)</b>	<b>(4,500)</b>
<b>Expense</b>			
2000. Ordinary Hours	88,074	82,893	91,063
2002. Leave - Annual	8,370	7,876	8,651
2003. Leave - Long Service	2,198	2,070	2,274
2004. Leave - Sick	3,082	2,901	3,185
2005. Leave - Parental	442	416	455
2009. Superannuation	10,128	8,650	10,924
2010. Workcover	2,640	2,486	2,730
2037. Entertainment	1,300	300	0
2102. Accommodation	500	290	0
2117. Catering	1,900	1,121	0
2203. Telephone - Mobile	600	477	600
2405. Contribution	300	300	0
2414. Facility Hire	90	90	0
2514. Fleet - Pool vehicle usage	1,500	1,988	2,000
2601. Contract Services	9,500	22,548	9,900
<b>Total Expense</b>	<b>130,624</b>	<b>134,406</b>	<b>131,782</b>
	<b>125,874</b>	<b>129,387</b>	<b>127,282</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Community Development

### WHAT WE DO

The Community Development service portfolio is a key community liaison area within Indigo Shire Council. The portfolio assists with key Council Plan, Place Plans and Municipal Public Health and Wellbeing Plan initiative implementation whilst providing support and direction to Recreation, Youth, Access and Inclusion, Early Years and Maternal and Child Health Teams. Emergency management coordination and implementation is also imbedded within the Community Development portfolio.

#### Emergency Management

- Assist the council and the community by planning for emergencies through collaboration with key stakeholders including emergency services, non-government agencies and the community through a risk-based approach.
- Encourage community resilience and promote interoperability and integration of emergency management systems under the Emergency Management Act 2013.
- This is achieved by the development and implementation of a Municipal Emergency Management Plan 2024-2027 (MEMP 2024-2027).
- Review and prepare complimentary emergency management plans to the MEMP, including the following:
  - Pandemic Plan,
  - Municipal Emergency Animal Welfare Plan,
  - Heatwave Plan,
  - Municipal Flood Plan,
  - Municipal Fire Management Plan, and
  - Municipal Public Health and Wellbeing Action Plan
- Champion the Indigo Shire Municipal Emergency Management Planning Committee (MEMPC)
- Assist in the development of Community Emergency Management Plans for our communities.
- Establish and review 'Neighbourhood Safer Places – Bushfire Places of Last Resort'.
- Support neighbouring councils in major emergency events through the development of a memorandum of understanding.
- Coordinate and implement Municipal Recovery Requirements
- Oversee and maintain the Vulnerable Persons Register (VPR)
- Undertake strategic planning with a community focus including the development and implementation of Place Plans and Masterplan development,
- Focus on providing opportunities for the community to be physically and social active and have access to services they need to be connected and to thrive and prosper.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### FUTURE PLANS

- Development of the Life Stages Plan 2024-2029
- Contributing to the development of the Council Plan 2025-2019 and development of the Municipal Public Health and Wellbeing Plan 2025-2029
- Service Reviews – Early Years, Youth Service, Ageing Well
- Determine the next priority for Place Plan development
- Development of the Aquatic Strategy
- Coordinating the development of Business Continuity Plan
- Coordination of the review of the Pandemic Plan, Municipal Emergency Animal Welfare Plan, Heatwave Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Community Development</b>	<ul style="list-style-type: none"> <li>• Community committee/community group support</li> <li>• Committee of Management support</li> <li>• Administering the annual Community Grants program</li> <li>• Support for volunteers</li> <li>• Support the annual Australia Day Awards program</li> <li>• Collaboration with, and community awareness raising of, our local indigenous culture.</li> <li>• Relationship development with key community groups to enhance social inclusion and community connectedness.</li> <li>• Deliver community infrastructure projects in collaboration with Council's infrastructure team and community</li> <li>• Support for community events</li> <li>• Support for arts and cultural development</li> <li>• Health promotion in collaboration with key local stakeholders—including Prevention of family violence and the local government food policy</li> </ul>
	<b>Total FTE 4.39</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Community Development	2601 Contract Services	Grant funded ERV project in 2024/25

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Community Development

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1057. Grant Op. (SR) DHHS Funding	0	(1,005)	0
1062. Grant Op. (SNR)	(60,000)	(424,368)	(60,000)
1100. Contributions - Operating	0	(57,682)	0
<b>Total Income</b>	<b>(60,000)</b>	<b>(483,055)</b>	<b>(60,000)</b>
<b>Expense</b>			
2000. Ordinary Hours	408,102	428,111	341,628
2001. Overtime	0	182	0
2002. Leave - Annual	38,776	40,301	32,454
2003. Leave - Long Service	10,199	10,649	8,543
2004. Leave - Sick	14,282	14,912	11,964
2005. Leave - Parental	2,031	2,126	1,704
2009. Superannuation	46,937	44,196	40,993
2010. Workcover	12,237	12,928	10,255
2021. Allowance - Other	20,996	20,542	24,901
2022. Training	0	2	0
2024. Protective Clothing	0	598	0
2031. Business Cards	0	18	0
2032. Name Badges	0	49	0
2034. Conferences/Workshops	0	9,647	0
2101. Subscriptions	13,000	0	13,000
2102. Accommodation	500	1,067	0
2103. Meals	150	150	0
2117. Catering	1,000	2,809	0
2200. Freight	0	9	0
2203. Telephone - Mobile	1,440	1,077	1,800
2400. Plant Hire - Internal	0	543	0
2407. Advertising	0	1,495	0
2414. Facility Hire	0	75	0
2514. Fleet - Pool vehicle usage	2,400	4,619	2,700
2601. Contract Services	20,000	198,577	18,850

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Community Development

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2603. Materials	1,200	5,517	0
2605. Purchases - Minor Equipment	0	6,173	0
<b>Total Expense</b>	<b>593,250</b>	<b>806,374</b>	<b>508,792</b>
	<b>533,250</b>	<b>323,318</b>	<b>448,792</b>



### Creative Communities

#### WHAT WE DO

Creative communities strive to enrich the quality of life for all residents in Indigo Shire by fostering, developing, and championing cultural expression and lifelong learning opportunities. This encompasses various initiatives such as allocating funding and grants, formulating cultural policies, backing education and training, coordinating cultural events, investing in cultural infrastructure, safeguarding intellectual property, promoting collaboration, connecting with local communities, conducting research, and advocating for the value of inclusive and accessible cultural assets. In essence, these efforts collectively play a crucial role in cultivating a lively and diverse cultural environment within Indigo Shire.

**Libraries** - Indigo Shire libraries are a vital part of everyday life. They are catalysts for creativity, discovery and community connection. Our libraries empower our communities through equitable access to resources, services and information. Indigo Shire Libraries are welcoming places where everyone belongs. Indigo Shire Libraries refers to four physical branches: Beechworth, Yackandandah, Chiltern and Rutherglen and a library van which supports outreach services.

- Children literacy and wellbeing programs and activities (Storytime, National Simultaneous Reading Day, Children's Book Week, Children's Week, 16 Days of Activism, school visits)
- Collection and systems management
- Digital library software and program management (Trove, Ancestry, PROV, LinkedIn Learning, Borrowbox, BeamaFilm etc.)
- Programs and events including school holiday programming, author talks, creative workshops and special interest groups
- Digital literacy for seniors
- Outreach and home delivery

**Events** – We work with community and stakeholders to deliver safe and fun events that enhance the vibrancy of our destinations for community and visitor attraction. We provide opportunity for cultural expression, community connectivity and resilience; and for economic development, creating commercial and employment opportunities.

- Annual events grants program (\$60K)
- Managing the annual calendar of community and commercial events through providing advice and advocacy and ensuring state and local government compliance and regulatory standards are met. This function provides internal services to building, planning, local laws, waste management, risk, assets and tourism departments
- Facilitating the management of the Shire's significant events

**Arts and culture** - We recognise the numerous benefits a thriving creative community delivers to our region - from improved health and wellbeing, to increased economic and cultural opportunities.

- Creative Indigo Strategy 2027
- Community arts organisation liaison
- Murray Arts and regional arts liaison

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

**Reconciliation** - Indigo Shire Council acknowledges its role as a public authority in reconciliation and cultural diversity protection as expressed in Section 19 Right to protection of cultural rights – Victorian Charter of Human Rights and Responsibilities Act 2006 and Council also recognises that reconciliation journey will be long and complex and appreciates the need to undertake additional and ongoing engagement with local Aboriginal and Torres Strait Islander Peoples to help achieve this plan together.

- Deliver the Reconciliation Action Plan
- Enhance Council's relationships with key stakeholders
- Deliver National Reconciliation Week and NAIDOC Week activities

**Community development** – We aim improve the well-being and potential of a community by fostering social, economic, and cultural progress. It involves collaborative efforts to address local needs, promote inclusivity, and create sustainable solutions. Through engagement, capacity-building, and resource development, the goal is to empower communities to shape their own futures, fostering resilience and cohesion among members.

- Chiltern Memorial Hall management
- Atauro Island Liaison
- National Volunteer Week event
- Annual community grants program (\$50K)
- Indigo Shire Council Community Grants and Australia Day Awards Advisory Committee
- Australia Day events and awards

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### FUTURE PLANS

#### Creative Indigo Strategy

1. Youth mentorship and Creative Practitioner Pathways project (Strategy 2)
2. First Nations Connect to Country Residency project (Strategy 3)
3. Strategic marketing plan (strategy 4)
4. Public Art Policy and development of arts advisory panel (Strategy 1)

#### Reconciliation

1. Develop a new Reconciliation Action Plan
2. Deliver NAIDOC and National Reconciliation Week activities
3. Progress engagement with traditional custodians
4. Flag Raising Policy

#### Events

1. Deliver grant program,
2. Support annual calendar of rolling events
3. Partner with tourism to develop signature arts event

#### Community facilities

1. Review and develop a working model for Community Facilities and Advisory Committees to Council

#### Libraries

1. Review library staff structure
2. Develop new library strategy
3. Develop masterplan for branch infrastructure and assets renewal and refurbishment
4. After hours library project for youth
5. Develop Library Collections Policy

### SERVICES

SERVICE	DESCRIPTION
<b>Creative Communities</b>	<p>No longer a place just for borrowing books libraries are welcoming places where the community can access e-resources, Wi-Fi, computers, meeting rooms, art spaces, and diverse child, youth and adult programs. We are vibrant community hubs that provide all members of the community universal, equitable access to information. We offer a safe space for social interaction, digital connection, lifelong learning and rich cultural experiences. Key functions of the library services are:</p> <ul style="list-style-type: none"> <li>• Lending Services – books (including large print), serials, e-resources, audio, DVDs and magazines</li> <li>• Children's Services - Story Time and annual celebrations including Book Week, Summer Reading Club and National Simultaneous Story Time, 1000 Books Before School</li> <li>• Home delivery services</li> <li>• Readers advisory services</li> <li>• Lifelong learning for all ages</li> <li>• Holds and Requests</li> </ul>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"> <li>• Newspapers</li> <li>• Reference and General Information Services</li> <li>• Local History</li> <li>• PC &amp; Internet Access</li> <li>• Book Clubs</li> <li>• Author Visits</li> <li>• School support services on request</li> </ul> <p>This service is also responsible for developing and maintaining strong relationships with community groups and empowering community leaders to proactively identify projects and initiatives to support their communities in partnership with Council. Key responsibilities of this portfolio include the Community Grants administration process, the Reconciliation Action Plan and the Creative Indigo Arts and Culture Steering group who guide the current development of the Arts and Culture Plan.</p> <p>This service supports festivals and events that drive growth in the visitor economy, fosters township vibrancy, provide opportunities for participation and growing community resilience through connectivity. Key responsibilities include the Community Events Grants and Tourism Events Grants administration process.</p> <p><b>Total FTE 8.84, Casual 1.04</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Creative Communities		No Material Variances

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Creative Communities

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1049. Operating G. (CNR)	0	(8,000)	0
1062. Grant Op. (SNR)	(110,738)	(116,290)	(110,738)
1100. Contributions - Operating	(30,000)	(30,000)	(30,000)
1252. Reimbursement - Other External	0	(5,990)	0
1512. Memberships	(2,400)	(2,082)	(2,400)
1550. Merchandise Sales	0	(30)	0
1601. Miscellaneous Income	(7,200)	(9,090)	(7,200)
<b>Total Income</b>	<b>(150,338)</b>	<b>(171,481)</b>	<b>(150,338)</b>
<b>Expense</b>			
2000. Ordinary Hours	574,014	567,672	586,911
2001. Overtime	0	957	0
2002. Leave - Annual	54,549	53,225	55,754
2003. Leave - Long Service	16,235	16,141	15,721
2004. Leave - Sick	20,082	19,606	20,542
2005. Leave - Parental	2,874	2,806	2,946
2006. Leave - Compassionate	0	285	0
2009. Superannuation	74,586	67,608	75,452
2010. Workcover	19,454	20,397	18,864
2018. Casual Hours	74,530	84,915	76,842
2020. Allowance - Travel	0	307	0
2021. Allowance - Other	480	632	482
2023. Uniforms	1,467	1,467	1,467
2025. Memberships - Industry	9,000	0	9,000
2032. Name Badges	0	59	0
2101. Subscriptions	37,500	35,217	35,500
2107. Licencing	22,000	22,092	22,000
2111. Stationery	840	1,516	840
2114. Maintenance - Equipment	2,500	2,500	2,500
2117. Catering	3,000	3,148	3,000
2118. Sponsorship/Donations	107,750	110,185	108,250

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Creative Communities

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2129. Consumables - Staff	0	327	0
2132. Newspapers & Periodicals	7,200	8,344	7,200
2134. Gas Purchases - Mt Buller COGS	0	86	0
2200. Freight	12,000	12,003	12,000
2202. Telephone - Landline	0	123	0
2203. Telephone - Mobile	600	659	600
2403. Bad Debts	0	98	0
2405. Contribution	50,250	50,292	50,000
2407. Advertising	9,700	10,740	9,950
2414. Facility Hire	0	560	0
2514. Fleet - Pool vehicle usage	0	1,887	0
2515. Fleet - Monthly Costs Distributed	12,892	11,218	15,000
2601. Contract Services	67,000	107,069	69,000
2603. Materials	2,400	1,400	2,400
2605. Purchases - Minor Equipment	0	1,051	0
<b>Total Expense</b>	<b>1,182,903</b>	<b>1,216,592</b>	<b>1,202,221</b>
	<b>1,032,565</b>	<b>1,045,111</b>	<b>1,051,883</b>



### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Early Years

### WHAT WE DO

Our Early Years Service provides strategic direction and support to Early Years services within the Indigo Shire community as well as the delivery of Maternal Child and Health Services.

- Oversee the implementation of Indigo Shires Early Years Plan.
- Work in partnership with early years providers to effectively meet service level demands and provide a high-quality early year offering for residents.
- Manage and support the Maternal Child and Health (MCH) Service
- Deliver the Supported Playgroup Service.
- Provide and manage Early Years infrastructure.
- Work in partnership with DET
- Deliver the immunisation schedule in collaboration with Wodonga City Council

The Vision for Early Years across the Indigo shire is:

- Children are healthy, happy and safe in their communities.
- Families feel supported in raising a family and have access to the services and support they need for their children.
- Indigo Shire is inclusive, connected and child friendly.
- Every child has the best start in life.
- Children participate in our community and are engaged in decisions about services and infrastructure that impact on them.

### FUTURE PLANS

- Contribute to the development of the Life Stages Plan 2024-2029
- New lease agreement for Mayday Hills Beechworth Childcare and Kindergarten
- New lease agreements for Rutherglen and Yackandandah Kindergarten facilities
- Investigate options for infrastructure improvements at all MCH Clinics
- Investigate options for Community Hubs

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

SERVICES	
SERVICE	DESCRIPTION
<b>Early Years</b>	<ul style="list-style-type: none"> <li>• Our Early Years' Service provides strategic direction and support to early years' services within the Indigo Shire community as well as the delivery of Maternal Child and Health Services.</li> <li>• The Vision for Early Years across the shire is: <ul style="list-style-type: none"> <li>- Children are healthy, happy and safe in their communities.</li> <li>- Families feel supported in raising a family and have access to the services and support they need for their children.</li> <li>- Indigo Shire is inclusive, connected and child friendly.</li> <li>- Every child has the best start in life.</li> <li>- Children participate in our community and are engaged in decisions about services and infrastructure that impact on them.</li> </ul> </li> <li>• Provision of buildings/assets to allow agencies/groups to deliver services such as: <ul style="list-style-type: none"> <li>- Kindergartens/Pre-schools</li> <li>- Playgroups</li> <li>- Parents support groups</li> <li>- Toy Libraries</li> <li>- Childcare</li> </ul> </li> <li>• Develop relationships with, and provide support and advice to, early years' service providers; other local councils, schools and community based early years' groups.</li> <li>• Support early years planning, projects and community-based activities in the Shire</li> <li>• A Maternal and Child Health Service with two components: <ul style="list-style-type: none"> <li>- The Universal service - a primary care service for families with children from birth to school age. It aims to promote healthy outcomes for managing the physical, emotional and social factors affecting families. It provides ten Key Ages and Stages consultations from birth to 3.5 years as well as a range of additional support activities such as first-time mothers groups, parenting support, telephone consultations, etc.</li> <li>- The Enhanced service - responds to the needs of children and families at risk of poor outcomes. It focuses on children who have multiple risk factors or indications of significant level of risk. This service provides a more intensive level of support and is over and above that offered through the universal component.</li> </ul> </li> <li>• An Immunisation service provided under contract by City of Wodonga, via the mobile Immunvan. Services to Maternal and Child Health Centres in Rutherglen, Beechworth, Chiltern, Yackandandah and Tangambalanga on a monthly basis.</li> <li>• Identify trends, issues and needs within the early years' community.</li> <li>• Ensure Council compliance with relevant policies and legalisation and support early years' providers with understanding these obligations.</li> <li>• Support the Chiltern Placemaking Project 'Children's Hub'</li> <li>• Deliver relevant actions in the Climate Change Action Plan</li> </ul> <p><b>Total FTE 4.84, Casual 0.09</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

BUDGET VARIANCE ANALYSIS		
SERVICE	ACCOUNT	COMMENTARY
Early Years		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Early Years

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1057. Grant Op. (SR) DHHS Funding	(281,772)	(298,943)	(296,159)
1062. Grant Op. (SNR)	(87,484)	(185,377)	(118,178)
<b>Total Income</b>	<b>(369,256)</b>	<b>(484,320)</b>	<b>(414,337)</b>
<b>Expense</b>			
2000. Ordinary Hours	398,320	416,413	438,782
2001. Overtime	0	463	0
2002. Leave - Annual	37,844	39,564	41,694
2003. Leave - Long Service	10,246	10,755	11,292
2004. Leave - Sick	13,914	14,560	15,360
2005. Leave - Parental	1,988	2,080	2,202
2009. Superannuation	47,208	45,782	54,169
2010. Workcover	12,292	13,082	13,555
2018. Casual Hours	26,258	24,946	18,774
2020. Allowance - Travel	0	549	0
2021. Allowance - Other	8,642	7,664	3,234
2022. Training	0	(200)	0
2032. Name Badges	0	41	0
2034. Conferences/Workshops	0	195	0
2039. Development - Professional	0	390	0
2102. Accommodation	3,000	2,825	0
2117. Catering	240	1,030	0
2121. Cleaning	0	228	0
2126. Groceries	300	341	0
2130. Small Tools	0	432	0
2143. Travel /Train/Plane/Uber/Taxi	0	349	0
2200. Freight	0	18	0
2203. Telephone - Mobile	2,880	2,371	2,880
2205. Internet	0	69	0
2414. Facility Hire	3,180	2,512	0
2514. Fleet - Pool vehicle usage	13,740	20,198	16,000

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Early Years

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2601. Contract Services	53,280	55,822	91,310
2603. Materials	2,100	2,483	0
2605. Purchases - Minor Equipment	500	681	2,200
<b>Total Expense</b>	<b>635,932</b>	<b>665,641</b>	<b>711,452</b>
	<b>266,676</b>	<b>181,322</b>	<b>297,115</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Economic Development

#### WHAT WE DO

- **Advocacy** – Leading voice promoting development of enabling infrastructure
- **Planning** – Align with broader regional strategy and localised land use planning
- **Facilitation** – Foster and develop business resilience through supportive services and business development
- **Research** – Development of opportunity through feasibility and consultative master planning
- **Service Provision** – Provision and access to innovative services that support economic growth

#### FUTURE PLANS

- Finalise and adopt Economic Development Strategy 2025-2030
- Economic recovery – work with Business Chambers to drive visitation and sales – marketing and product development
- Develop a cross-Council Taskforce - committed to assist new and expanding business to prosper/grow.
- Continue to network and grow the Business Database through 1:1 contact with business community to understand pain points and opportunities across the Shire.
- New residents Welcome Events
- Progress Chiltern Land Planning
- Progress Tangambalanga stage 2 industrial
- Foster innovative and progressive sustainable thinking – introduce/champion an annual business grants program
- Support businesses to embrace accessibility and sustainability
- Beechworth Placemaking Plan – ensuring our centres are vibrant, inviting and generate prosperity and investment
- Progress agritourism opportunities – farm gate Stanley
- Develop an Indigo Country Change campaign – attracting new residents to Indigo
- Champion active transport & a linked town footpath network across Indigo
- Advocate for improved public transport to major neighbouring centres (particularly to suit the needs of youth & seniors)
- Partner with Agencies to assist facilitate youth pathways and 'grow your own'



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Economic Development</b>	<p>Our Economic Development team works to deliver the Council Plan strategic objective “our economy is strong and sustainable and local businesses and industry are supported in the post COVID-19 recovery phase and beyond”.</p> <p>Key services include:</p> <ul style="list-style-type: none"> <li>• Implement the Economic Development Strategy</li> <li>• Improve business relationships and manage/monitor and improve engagement</li> <li>• Collect and interpret business data and insights to inform policy, program, plan and advocacy efforts</li> <li>• Support IndiGrow to provide effective economic advice to Council</li> <li>• Deliver small business programs and events that improve capabilities of businesses</li> <li>• Seek and support economic investment opportunities.</li> </ul> <p><b>Total FTE 1.63</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Economic Development</b>	2601 Contract Services	Chiltern land project in 2024/25

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2024/25 OPERATING INCOME AND EXPENDITURE

#### Service Area - Economic Development

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	139,391	135,414	143,767
2001. Overtime	0	243	0
2002. Leave - Annual	13,236	12,862	13,660
2003. Leave - Long Service	3,483	3,386	3,590
2004. Leave - Sick	4,879	4,741	5,027
2005. Leave - Parental	698	680	717
2009. Superannuation	16,031	14,217	17,252
2010. Workcover	4,181	2,930	4,319
2020. Allowance - Travel	0	46	0
2021. Allowance - Other	1,052	641	769
2026. Professional Affiliations	0	1,136	1,045
2034. Conferences/Workshops	0	707	0
2108. Printing	0	501	500
2117. Catering	1,400	953	1,400
2203. Telephone - Mobile	804	665	804
2205. Internet	360	337	360
2414. Facility Hire	4,800	2,400	4,800
2514. Fleet - Pool vehicle usage	540	3,032	5,340
2601. Contract Services	20,000	53,500	110,000
2614. Contract Services - Temporary Employment	0	6,797	0
<b>Total Expense</b>	<b>210,855</b>	<b>245,190</b>	<b>313,350</b>
	<b>210,855</b>	<b>245,190</b>	<b>313,350</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Recreation

#### WHAT WE DO

The Recreation portfolio works alongside community to ensure safe, accessible and sustainable opportunities for residents to participate in sport, recreation and physical activity. This can take the form of facility upgrades and activations or service-based approaches where a greater offering of activities and programs are available to residents across the Shire.

The Recreation Portfolio aims to contribute to a healthy, connected and active community across Indigo Shire. Key objectives are:

- Deliver actions within the Council Plan and strategies and plans that relate to Recreation i.e. Get Active Indigo; Ride it Walk it Indigo; Lakes and Waterways Activation Plan and Pools Development Plan
- Plan for the future sport and active recreation needs of the community
- Enable safe, accessible and sustainable recreation facilities, services and programs
- Identify funding opportunities in line with strategic plans and priority projects
- Prepare and submit funding applications in line with strategic plans and priority projects
- Support committees of management to embed efficient and compliant governance practices
- Support other areas within the community development team

#### FUTURE PLANS

- Swimming Pools Contract Tender
- Pools Feasibility Study
- Aquatic Strategy
- Get Active Indigo Grants
- Continuing to support local sporting clubs and groups

#### SERVICES

SERVICE	DESCRIPTION
Recreation	<p>The Recreation portfolio works alongside community to ensure there are safe, accessible and sustainable opportunities for residents to participate in sport, recreation and physical activity. This can take the form of facility upgrades and activations or service-based approaches where a greater offering of activities and programs are available to residents across the Shire.</p> <ul style="list-style-type: none"> <li>• The development of recreation strategies in partnership with key stakeholders to meet the changing needs of our community</li> <li>• The prioritisation assessment to expand, improve or upgrade recreation facilities</li> </ul>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"> <li>The development of policy and tools to guide decision making in recreation planning and activities</li> <li>Support to local sporting / recreation organisations and clubs to provide improved recreation opportunities and enhance health outcomes for the community.</li> <li>Assistance to Committees of Management (both Section 86 Council and DELWP Committees)</li> <li>The Provision of 5 outdoor pool facilities operating for set swimming pool seasons</li> <li>Swimming pool programming, including 'Learn to Swim', early swims, aquatic exercise, swim club / squad competitions and training etc.</li> <li>The delivery of the Building Inclusive Communities program (DHHS) which includes initiatives, activities and projects to meet the needs of the disability community.</li> <li>Deliver relevant actions in the Climate Change Action Plan</li> </ul> <p><b>Total FTE 1.0</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Recreation</b>	2601 Contract Services	Increasing cost of pool operations

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Recreation

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1062. Grant Op. (SNR)	0	(36,000)	0
<b>Total Income</b>	<b>0</b>	<b>(36,000)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	77,752	69,795	80,388
2001. Overtime	0	182	0
2002. Leave - Annual	7,384	6,630	7,636
2003. Leave - Long Service	1,948	1,747	2,010
2004. Leave - Sick	2,718	2,441	2,816
2005. Leave - Parental	390	350	404
2009. Superannuation	8,944	7,246	9,645
2010. Workcover	2,328	2,097	2,412
2020. Allowance - Travel	0	131	0
2102. Accommodation	500	500	0
2108. Printing	0	654	0
2110. Postage	0	14	0
2113. Maintenance - Building	0	1,190	0
2114. Maintenance - Equipment	0	632	0
2117. Catering	0	90	0
2132. Newspapers & Periodicals	0	164	0
2203. Telephone - Mobile	960	814	960
2205. Internet	240	140	0
2400. Plant Hire - Internal	0	625	0
2405. Contribution	30,000	30,000	30,000
2406. Legal Expenses	0	15,000	0
2440. Maintenance - Locks & Keys	0	302	0
2514. Fleet - Pool vehicle usage	1,800	1,812	2,200
2601. Contract Services	732,000	815,247	843,250
2603. Materials	0	89	0
<b>Total Expense</b>	<b>866,964</b>	<b>957,890</b>	<b>981,721</b>
	<b>866,964</b>	<b>921,890</b>	<b>981,721</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Tourism Development

#### WHAT WE DO

Provide tourism development leadership and services including:

- Strategic planning
- Destination marketing (including digital)
- Product and industry development (including strategic event development)
- Visitor servicing, cultural heritage and museum management and Cultural tourism (Burke Museum and Historic Precinct)
- Cultural heritage cross-shire support

#### FUTURE PLANS

- Optimise National Heritage Listing status of Beechworth Historic Precinct:
  - Progress Conservation and Risk Management for Precinct Heritage Assets – built and collections.
  - Progress Historic Precinct Masterplan including Conservation Management Plan and detailed design of activation/interpretation and programming
- Prepare for World Heritage Listing Victorian Goldfields:
  - Indigo Gold Trail 2.0 – secure funding to progress renewal and development, including 4 hero walks across Indigo, First People's cultural sites (self-determined), Including Yeddonba walking track re-opening project (Parks Victoria led) and Lake Moodemere conservation and interpretation (TO led).
  - Victorian Goldfields Sustainable Tourism Masterplan (as part of the UNESCO bid) – optimise Indigo's opportunities.
  - Sustainable transport across Indigo and Gold Trail destinations and sites.
- Progress game changer projects including:
  - Chiltern Destination Playspace Precinct – secure funding and progress detailed precinct design with partner agencies (National Trust)
  - Rutherglen Silo Arts Precinct and Rail Trail Enhancements project – secure funding and implement in partnership with Yorta Yorta Nation Aboriginal Corporation
  - Historic Precinct Masterplan recommendations including Research & Education Centre and all building and spaces activation and interpretation
- Deliver the Indigo Destination Management Plan 2025 – 2035 including:
  - Triple bottom line – Social, Environmental and Economic sustainability
  - Optimal visitation and yield balancing supply, demand and social imperatives
  - Equity in Tourism – Accessibility and First Peoples
  - Evolution of video-led socials content
  - Port of Wahgunyah preliminary scoping (Investment Logic Mapping)
  - Sustainable Tourism including:
    - Regenerative tourism
    - Carbon reduction as Business as Usual
    - Systemic change and advocacy
    - Campaign and brand direction for sustainable experiences, services and products



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### FUTURE PLANS

- Return on investment and optimisation of existing trail infrastructure (cycle recreational/gravel/mountain bike, walks)
- Accommodation – private sector investment in robust range of options including, on-trend motivating options, caravan park masterplan implementation, scale accommodation (50 rooms).
- Wellness product and experiences amplification.

#### SERVICES

SERVICE	DESCRIPTION
<b>Tourism Development</b>	<ul style="list-style-type: none"><li>• Deliver Destination Management across the 4 tourism areas of Indigo outlined in the Indigo Destination Game Changer Tourism Strategy 2023</li><li>• Manage the strategic direction of Visitor Information and Industry Services</li><li>• Manage the strategic direction of Cultural Heritage tourism consumer experiences in the Beechworth Historic Precinct and cultural heritage services across Indigo</li></ul> <p><b>Total FTE 2.45</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Tourism Development		No material variances

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Tourism Development

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	207,249	199,984	217,686
2002. Leave - Annual	19,685	18,866	20,675
2003. Leave - Long Service	5,184	5,001	5,443
2004. Leave - Sick	7,248	6,996	7,627
2005. Leave - Parental	1,036	998	1,094
2009. Superannuation	23,830	20,582	26,116
2010. Workcover	6,212	6,118	6,533
2021. Allowance - Other	9,596	9,756	9,865
2102. Accommodation	500	0	500
2103. Meals	0	361	0
2107. Licencing	1,000	(350)	1,200
2108. Printing	17,500	16,283	19,000
2117. Catering	0	85	600
2203. Telephone - Mobile	0	382	0
2205. Internet	1,200	700	0
2400. Plant Hire - Internal	0	327	0
2405. Contribution	44,000	40,833	49,500
2407. Advertising	92,000	104,550	91,500
2514. Fleet - Pool vehicle usage	0	591	0
2601. Contract Services	267,170	271,026	267,470
<b>Total Expense</b>	<b>703,410</b>	<b>703,086</b>	<b>724,809</b>
	<b>703,410</b>	<b>703,086</b>	<b>724,809</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Visitor Experience and Museums

### WHAT WE DO

- Deliver growth of the visitor economy through extending length of visitor stay, maximising visitor spend and driving dispersal around the Historic Precinct and across the shire.
- Manage and interpret nationally significant museum collections and a heritage collection of buildings of state significance.
- Manage major cultural heritage and tourism projects.
- Provide cultural heritage exhibitions and educational tours and programs.
- Provide research materials, tools and expertise to community members and the general public.
- Act as the Public Records Office of Victoria's North-East Place of Deposit for local public records.
- Support Indigo Shire Museums, Historic Societies and other cultural collections.
- Deliver Visitor Information Centre operations in Beechworth, Yackandandah and Rutherglen and support Visitor Information Centre operation in Chiltern.
- Deliver quality customer service, information, retail sales and advice on accommodation, activities, experiences and attractions to enhance the visitor experience (Stay, Eat, Do) through onsite and off-site information provision initiatives.
- Support local tourism operators to also provide quality visitor information.
- Provide information, plan itineraries and coordinate group booking activities in Beechworth for the Burke Historic Precinct & other local operators.
- Operate a customer service facility to assist tourism operators through information provision, mentoring and workshops to grow their businesses digital and professional skills.
- Operate a customer service facility to engage tourism operators and facilitate collaborative marketing, industry and product development.
- Support destination marketing campaigns and digital excellence initiatives.
- Display and direct visitors to key emergency services information in a crisis.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### FUTURE PLANS

1. Identify and implement strategies to improve storage and protection of museum collections in aging infrastructure and update the Disaster Management Plan.
2. Continue to collaborate with community to improve and activate council cultural heritage assets.
3. Continue to work toward the completion of the Historic Precinct Masterplan in light of the recent National Listing and the UNESCO World Heritage Listing bid.
4. Progress the repatriation and reconciliation action plan.
5. Work with the tourism team to progress the Indigo Gold Trail project to aid dispersal of cultural tourists across shire.

#### SERVICES

SERVICE	DESCRIPTION
<b>Visitor Experience and Museums</b>	<p>To provide a comprehensive and high-quality visitor and tourism business support service in-centre, off-site and on-line to ensure growth of the visitor economy through extended length of stay, maximised spend and visitor dispersal across the shire.</p> <ul style="list-style-type: none"> <li>• Provide local and regional information to visitors and industry including accommodation, activities, experiences and events.</li> <li>• Coordinate collateral display, distribution, storage and supply/inventory.</li> <li>• Sell tickets for Beechworth Historic Precinct and other activities and events as per commission arrangements.</li> </ul> <p><b>Total FTE 12.02 + Casual 2.84 + Volunteers 25</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Visitor Experience and Museums</b>		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Visitor Experience and Museums

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1062. Grant Op. (SNR)	0	(15,697)	0
1500. Venue Hire	(4,000)	(4,419)	(5,250)
1501. Fees - Entry	(137,400)	(130,710)	(137,400)
1510. Fees - Research	(2,364)	(1,806)	(2,364)
1514. Photocopying	(410)	(688)	(410)
1534. Bike Hire	(10,000)	(11,632)	(10,000)
1535. Group Bookings	(63,650)	(55,415)	(63,650)
1550. Merchandise Sales	(220,070)	(200,315)	(214,000)
1552. Commission	(280)	(140)	(280)
1558. Follow The Pioneers Brochure	(450)	(514)	(480)
1602. Donations	(4,000)	(4,011)	(5,000)
<b>Total Income</b>	<b>(442,624)</b>	<b>(425,349)</b>	<b>(438,834)</b>
<b>Expense</b>			
2000. Ordinary Hours	890,439	829,215	929,744
2001. Overtime	0	(165)	0
2002. Leave - Annual	84,592	78,328	88,319
2003. Leave - Long Service	27,985	27,627	29,597
2004. Leave - Sick	31,155	28,907	32,542
2005. Leave - Parental	4,445	4,127	4,641
2009. Superannuation	128,715	114,481	142,075
2010. Workcover	33,590	35,361	35,520
2012. Leave - Other	0	35	0
2018. Casual Hours	228,928	279,568	254,310
2020. Allowance - Travel	2,400	1,431	1,500
2021. Allowance - Other	0	478	456
2023. Uniforms	9,500	7,832	10,668
2025. Memberships - Industry	5,100	5,135	5,172
2031. Business Cards	130	0	0
2032. Name Badges	0	61	290
2034. Conferences/Workshops	0	314	0

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Service Area - Visitor Experience and Museums

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2100. Merchandise	136,360	113,588	135,660
2101. Subscriptions	600	632	0
2102. Accommodation	2,000	3,677	3,110
2104. Parking	150	150	150
2105. Bank Charges	3,700	5,013	4,060
2108. Printing	1,500	1,649	1,530
2110. Postage	120	110	120
2111. Stationery	2,100	1,157	2,168
2117. Catering	1,900	1,881	2,020
2127. Consumables - Printer	1,200	800	1,200
2129. Consumables - Staff	1,360	1,096	1,370
2143. Travel /Train/Plane/Uber/Taxi	1,100	700	500
2200. Freight	600	1,179	600
2201. Rent	10,272	11,422	11,187
2203. Telephone - Mobile	4,780	3,299	4,419
2205. Internet	1,836	1,539	1,860
2402. Re-imbursement	0	11	0
2405. Contribution	17,500	17,500	17,500
2407. Advertising	1,000	500	1,020
2514. Fleet - Pool vehicle usage	3,000	2,968	1,970
2601. Contract Services	98,400	93,522	66,540
2603. Materials	27,234	24,687	26,533
2604. Purchases - Capital (only)	0	699	0
2605. Purchases - Minor Equipment	11,100	21,132	11,222
<b>Total Expense</b>	<b>1,774,791</b>	<b>1,721,646</b>	<b>1,829,573</b>
	<b>1,332,167</b>	<b>1,296,297</b>	<b>1,390,739</b>



### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Young People

### WHAT WE DO

The Youth Service intends to engage with young people in an empowering way via partnership initiatives with regional services and young people directly. The purpose of the service is to:

- Deliver the key actions in Councils Youth Strategy and Youth Mental Health Advocacy Plan
- Deliver the funding requirements associated with L2P, Engage, Freeza and Future Proof.
- Engage a diverse range of young people aged 12 – 25 years living in Indigo Shire
- Facilitate events, programs and activities that are youth led
- Explore and identify partnerships with a range of stakeholders to improve opportunities for young people

### FUTURE PLANS

- Development of the Life Stages Plan
- Delivery of the VLGP, FREEZA and L2P Programs
- Activities that foster
  - Wellbeing, connection and belonging (i.e. Library after hours, L2P program)
  - Inclusion, representation and co-design (i.e.. Working with the Youth Action Group to strengthen their capacity to be heard in their communities and deliver youth-led events)
- Strengthen advocacy and partnerships to improve opportunities for young people with a focus on Health, Skills & Employment, Transport, Housing and Resourcing. This includes:
  - Strengthening internal collaboration for project delivery
  - Partnerships with Beechworth Secondary College and Rutherglen High School
  - Contributing to the development of the Life Stages Plan
- Commitment to best practice by increasing the connection to education and communities of practice that strengthen the skills and knowledge of the team
- Focus on communication to ensure the community knows the role of the Indigo Shire Youth Team, what is available for young people in the region and how we can connect
- Embedding sustainability practices in activities and services through thoughtful program development (i.e. use of libraries and cafes that allow young people to build connections with people and places that will continue to exist in the community).

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
Young People	<ul style="list-style-type: none"> <li>Enhance young people's well-being and social health</li> <li>Promote supportive environments</li> <li>Strengthen community, school and family supports for young people</li> <li>Develop the competence and personal skills of young people</li> </ul>
	<b>Total FTE 1.21</b>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Young People	1062 Grant Op. (SNR) <i>and</i> 2601 Contract Services	Grant funded program in 2024/25.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2024/25 OPERATING INCOME AND EXPENDITURE

#### Service Area - Young People

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1052. Grant Op. (SR) Vic Roads	(35,000)	(59,372)	(35,000)
1057. Grant Op. (SR) DHHS Funding	(35,000)	(60,802)	(40,000)
1062. Grant Op. (SNR)	(175,560)	(201,203)	(10,000)
1252. Reimbursement - Other External	0	(437)	0
1601. Miscellaneous Income	0	(13)	0
<b>Total Income</b>	<b>(245,560)</b>	<b>(321,827)</b>	<b>(85,000)</b>
<b>Expense</b>			
2000. Ordinary Hours	170,515	127,662	88,582
2001. Overtime	0	7,974	0
2002. Leave - Annual	16,204	12,130	8,411
2003. Leave - Long Service	4,257	3,192	2,214
2004. Leave - Sick	5,967	4,471	3,095
2005. Leave - Parental	853	640	444
2009. Superannuation	19,607	13,848	10,631
2010. Workcover	5,126	4,076	2,651
2020. Allowance - Travel	0	157	0
2032. Name Badges	0	26	0
2034. Conferences/Workshops	0	1,276	0
2037. Entertainment	0	430	0
2101. Subscriptions	0	630	0
2102. Accommodation	500	0	0
2103. Meals	100	0	0
2111. Stationery	0	221	0
2116. Fuel	0	38	0
2117. Catering	4,040	13,346	1,000
2118. Sponsorship/Donations	2,100	2,100	2,100
2143. Travel /Train/Plane/Uber/Taxi	0	1,203	0
2200. Freight	0	250	0
2203. Telephone - Mobile	1,440	1,272	1,200

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Young People

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2400. Plant Hire - Internal	1,200	700	1,200
2402. Re-imbursement	0	45	0
2405. Contribution	0	9,641	0
2407. Advertising	0	2,347	500
2414. Facility Hire	1,800	1,649	0
2514. Fleet - Pool vehicle usage	9,000	11,668	9,000
2515. Fleet - Monthly Costs Distributed	19,422	13,973	23,970
2601. Contract Services	56,000	114,938	56,600
2603. Materials	4,800	631	500
2605. Purchases - Minor Equipment	0	2,266	0
<b>Total Expense</b>	<b>322,931</b>	<b>352,800</b>	<b>212,098</b>
	<b>77,371</b>	<b>30,974</b>	<b>127,098</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

# **Infrastructure Services**



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Asset Management

#### WHAT WE DO

- Provide a core level of asset management services for Council's owned infrastructure
- Road Management Plan review and compliance (Part of Roads service plan)
- Provide GIS and associated services, including Intramaps, road numbering, street numbering.
- Preparation of the Annual Capital Works Budget & 10 year forward Capital Work Budget

#### FUTURE PLANS

- 

#### SERVICES

SERVICE	DESCRIPTION
Asset Management	<ul style="list-style-type: none"> <li>• Provide a core level of asset management services for Council's owned infrastructure</li> <li>• Road Management Plan review and compliance (Part of Roads service plan)</li> <li>• Provide GIS and associated services, including Intramaps, road numbering, street numbering.</li> <li>• Preparation of the Annual Capital Works Budget &amp; 10 year forward Capital Work Budget</li> </ul>
	Total FTE 1.5

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Asset Management		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Asset Management

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1252. Reimbursement - Other External	0	(6,637)	0
<b>Total Income</b>	<b>0</b>	<b>(6,637)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	148,961	147,227	156,388
2002. Leave - Annual	14,152	13,714	14,855
2003. Leave - Long Service	3,726	3,681	3,912
2004. Leave - Sick	5,214	5,152	5,470
2005. Leave - Parental	750	739	787
2009. Superannuation	17,128	15,465	18,766
2010. Workcover	4,464	4,552	4,691
2021. Allowance - Other	10,076	10,659	10,347
2023. Uniforms	330	337	330
2024. Protective Clothing	400	200	400
2025. Memberships - Industry	1,250	1,250	1,280
2032. Name Badges	0	20	0
2040. Rewards & Recognition Policy	0	(17)	0
2101. Subscriptions	1,000	1,000	1,030
2111. Stationery	0	20	0
2117. Catering	400	548	600
2203. Telephone - Mobile	984	770	1,008
2407. Advertising	0	769	0
2514. Fleet - Pool vehicle usage	0	915	0
2601. Contract Services	74,100	82,621	96,263
2603. Materials	100	50	100
<b>Total Expense</b>	<b>283,035</b>	<b>289,673</b>	<b>316,227</b>
	<b>283,035</b>	<b>283,035</b>	<b>316,227</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Buildings and Property Services

#### WHAT WE DO

The purpose of this service is to provide maintenance services to Council-owned and Council managed buildings, manage Council's property portfolio, management of arrangements with caravan park operators at Beechworth, Chiltern, Rutherglen and Yackandandah Manage the maintenance and upkeep, including cleaning of public toilets as follows.

- **Building Maintenance:** Maintenance of Council owned and managed buildings.
- **Property Management:** Management of Council's property holdings, including purchasing, sales, occupancy agreements etc.
- **Caravan Parks:** Management of the lease agreements and maintenance of Council's four Caravan Parks.
- **Public Toilets:** Maintenance and cleaning of public conveniences throughout the shire.
- **Asset Maintenance Grants:** Distribution and management of asset maintenance grants to assist community groups looking after public facilities.

#### FUTURE PLANS

- Finalise an Expression of Interest (EOI) process for a new lease in alignment with the updated master plan at Lake Sambell Caravan Park.

#### SERVICES

SERVICE	DESCRIPTION
<b>Buildings and Property Services</b>	<ul style="list-style-type: none"> <li>• Maintenance of Council owned or controlled buildings.</li> <li>• Manage Council's property holdings, including purchasing, leases, sales, including the leasing and maintenance of Caravan Parks, pepper-corn and commercial leases.</li> <li>• Manage the maintenance and upkeep, including cleaning, of public toilets.</li> </ul> <p><b>Total FTE 1.10</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Buildings and Property</b>	2601 Contract Services	2024/25 costs due to asbestos review and caravan park expenses

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Buildings & Property

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1252. Reimbursement - Other External	0	(45)	0
1300. Rental Income	(130,614)	(138,764)	(159,842)
1500. Venue Hire	(12,600)	(12,454)	(16,972)
1505. Lease Income	(23,716)	(25,939)	(29,941)
<b>Total Income</b>	<b>(166,930)</b>	<b>(177,202)</b>	<b>(206,755)</b>
<b>Expense</b>			
2000. Ordinary Hours	99,852	103,212	103,214
2002. Leave - Annual	9,488	9,572	9,802
2003. Leave - Long Service	2,496	2,528	2,575
2004. Leave - Sick	3,498	3,542	3,614
2005. Leave - Parental	506	509	518
2009. Superannuation	11,480	10,856	12,385
2010. Workcover	2,992	3,099	3,096
2012. Leave - Other	0	144	0
2021. Allowance - Other	480	37	0
2023. Uniforms	0	0	300
2101. Subscriptions	0	1,980	2,039
2113. Maintenance - Building	147,678	153,467	142,039
2114. Maintenance - Equipment	43,310	33,249	43,186
2121. Cleaning	301,780	303,442	320,808
2206. Water Usage & Charges	78,447	70,077	80,408
2208. Electricity	235,546	222,131	242,464
2210. Gas	12,156	13,237	12,660
2405. Contribution	194,748	211,811	200,588
2406. Legal Expenses	0	19,000	5,000
2407. Advertising	0	831	0
2408. Legislation	0	458	0
2409. Security	18,000	26,336	18,380
2423. Vandalism	0	5,121	0
2424. Hygiene	11,500	11,187	11,424

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Buildings & Property

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2440. Maintenance - Locks & Keys	0	2,996	480
2441. Building Essential Safety Measures	29,030	29,972	29,487
2514. Fleet - Pool vehicle usage	0	834	0
2601. Contract Services	62,630	60,594	34,770
<b>Total Expense</b>	<b>1,265,617</b>	<b>1,300,223</b>	<b>1,279,237</b>
	<b>1,098,687</b>	<b>1,123,020</b>	<b>1,072,482</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Buller Gas

#### WHAT WE DO

##### Gas supply

- The distribution and sale of LP Gas throughout the Mt Buller village to residential and commercial customers.
- Provide a cost effective and convenient fuel to the Mt Buller community, predominantly used for heating.
- Generate substantial revenue for Indigo Shire.

Buller Gas operates under license to provide reticulated LP gas service to the commercial and residential properties on Mount Buller. Bulk LPG is delivered to the Elgas-owned 260 tonne capacity tank farm at Dump Inn Corner. From there, the gas enters the pipe reticulation system into and throughout the village. Buller Gas has last year commenced its third contract period of 10 years (out of 5 periods in total) and remains a profitable commercial entity with identified but manageable risks. The contract allows for a further 2 x 10-year periods of operation after the current contract period expires in 2033.

Activities: Customer database management, meter reads, billing, maintenance of reticulated network, new installations, regulatory management, EM exercises.

Bulk LP Gas is purchased from Elgas and delivered via road tanker to the storage facility on Mt Buller. The storage facility is sub-let to Elgas who is responsible for the routine daily/ weekly maintenance of this facility. Indigo Shire, operating as Buller Gas, is responsible for maintaining the reticulated pipe network to the customers including the meters, regulators and associated service and pipe fixtures. There are 6 billing periods annually and Buller Gas staff and/or contractors physically read each customer meter, inspect the services, process and issue invoices, provide customer service and advise on questions related to gas installation and construction. Mt Buller is primarily a winter recreational location and has only a very small year-round population. This is reflected in the annual LPG usage being largely concentrated in the period June to September each year (about 85% of the total usage). Daily, weekly, monthly quarterly and annual inspection and testing is carried out as required by the regulator, Energy Safe Victoria. Also, at least 2 emergency response exercises are carried out each year and the Buller Gas Coordinator is a member of the Mt Buller Mt Stirling Emergency Management Committee and of the Mt Buller Chamber of Commerce.

Because of the Alpine environment our construction and planned maintenance activities are limited to the defined construction period between November and May each year. Service levels and safety of the installation are closely monitored, and a robust system of checks and audits are being continuously refined.

#### FUTURE PLANS

Major 5-yearly Energy Safe Victoria audit focused on all elements of Gas Safety Case to be conducted in April 2025



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Buller Gas</b>	<ul style="list-style-type: none"> <li>• Manage the Buller Gas contract, which provides reticulated LP Gas service on Mount Buller. This gas is sold to commercial and residential customers on Mount Buller.</li> <li>• Facilitate bulk LPG Deliveries to large tanks onsite and distribute throughout the Village via pipe reticulation system; and</li> <li>• Maintain the reticulated pipe network to the customer including the meters regulators and associated service and pipe network.</li> <li>• To provide a cost effective and convenient fuel to the Mt Buller community, predominantly used for heating.</li> <li>• To generate revenue for Indigo Shire.</li> <li>• Customer database management, meter reads, billing, maintenance of reticulated network, new installations, regulatory management, EM exercises.</li> <li>• Bulk LP Gas is purchased from Elgas and delivered via road tanker to the storage facility on Mt Buller. The storage facility is sub-let to Elgas who is responsible for the routine daily/ weekly maintenance of this facility.</li> <li>• Indigo Shire, operating as Buller Gas is responsible for maintaining the reticulated pipe network to the customers including the meters, regulators and associated service and pipe fixtures. There are 6 billing periods annually</li> </ul> <p><b>Total FTE 1.26</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Buller Gas</b>		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Buller Gas

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1013. Fire Service Levy	(600)	0	(600)
1252. Reimbursement - Other External	(33,000)	(30,727)	(53,000)
1508. Gas Sales	(3,659,796)	(3,384,501)	(3,782,559)
1532. Gas Service Charge	(35,875)	(39,800)	(42,336)
<b>Total Income</b>	<b>(3,729,271)</b>	<b>(3,455,028)</b>	<b>(3,878,495)</b>
<b>Expense</b>			
2000. Ordinary Hours	99,800	94,957	103,201
2001. Overtime	0	(324)	0
2002. Leave - Annual	9,478	9,058	9,809
2003. Leave - Long Service	2,496	2,384	2,581
2004. Leave - Sick	3,496	3,340	3,609
2005. Leave - Parental	496	477	518
2006. Leave - Compassionate	0	386	0
2009. Superannuation	11,478	9,965	12,381
2010. Workcover	2,992	2,848	3,092
2024. Protective Clothing	500	0	600
2025. Memberships - Industry	700	375	700
2103. Meals	960	820	1,080
2120. Levy	18,000	18,002	18,500
2123. Discount on Sales	40,497	38,757	43,236
2127. Consumables - Printer	480	280	0
2130. Small Tools	0	595	480
2134. Gas Purchases - Mt Buller COGS	2,620,234	2,434,111	2,716,664
2201. Rent	15,000	14,894	15,000
2203. Telephone - Mobile	900	779	1,080
2403. Bad Debts	0	(569)	0
2415. Insurance - Public Liability	31,000	31,000	34,100
2416. Insurance - Asset	5,000	5,000	5,500
2435. Commission - On Sale	110,397	104,000	113,450
2514. Fleet - Pool vehicle usage	5,400	5,486	5,520

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Buller Gas

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2516. Business Unit Surcharge	45,276	45,276	45,276
2601. Contract Services	58,610	67,087	61,610
2603. Materials	16,000	14,590	16,000
2605. Purchases - Minor Equipment	719	420	900
2612. Levy - Fire Services	600	551	600
<b>Total Expense</b>	<b>3,100,509</b>	<b>2,904,544</b>	<b>3,215,487</b>
	<b>(628,762)</b>	<b>(550,485)</b>	<b>(663,008)</b>

### Capital Works Management

#### WHAT WE DO

**Project Delivery** – Planning, engagement and delivery of projects funded within the Capital Works Program including Non-ISC projects.

- Capital works service engages with projects stakeholders and sponsors to design, develop and scope projects in the annual capital works budget. This engagement process identifies key project drivers, including:
  - Project objectives, risks and opportunities, budget and restraints, delivery method and schedule.
  - Capital works will then manage all aspects of the project delivery or implementation to the agreed project objects.
- Plan and deliver projects funded in the Capital Works Program, including:
  - Ensuring the capital works program is delivered to meet quality, financial, time and community standards.
  - Engagement with community and project stakeholders
  - Concept development and detail design
  - Project contract and construction management
  - Delivery of non-Indigo Shire Council {non-capital} projects as funded in the Capital Works Program
  - Assist in capital assets master planning
  - Implement our various asset management plans
  - Management of Funding Programs including Roads to Recovery and Local Roads and Community Infrastructure Program
  - Respond to natural disasters and emergency events

#### FUTURE PLANS

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#### SERVICES

SERVICE	DESCRIPTION
<b>Capital Works Management</b>	<p>Manage the delivery of the annual Capital Works program.</p> <p>Capital works engage with projects stakeholders and sponsors to design, develop and scope projects in the annual capital works budget. This engagement process identifies key project drivers, including project objectives, risks and opportunities, budget and restraints, delivery method and schedule. Capital works will then manage all aspects of the project delivery or implementation to the agreed project objects.</p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	Capital Works Management - Total FTE 2.82 Capital Works - Total FTE 14.40

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Capital Works Management		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2024/25 OPERATING INCOME AND EXPENDITURE

#### Service Area - Capital Works - Management

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	279,323	233,794	268,193
2002. Leave - Annual	26,527	21,801	25,491
2003. Leave - Long Service	6,992	5,822	6,714
2004. Leave - Sick	9,768	8,145	9,390
2005. Leave - Parental	1,406	1,164	1,334
2009. Superannuation	32,113	24,333	32,191
2010. Workcover	8,405	7,192	8,055
2021. Allowance - Other	10,556	11,837	10,829
2023. Uniforms	400	488	400
2024. Protective Clothing	400	492	400
2040. Rewards & Recognition Policy	0	215	250
2117. Catering	0	5	0
2203. Telephone - Mobile	1,200	1,409	1,600
2402. Re-imbursement	0	132	0
2514. Fleet - Pool vehicle usage	664	866	1,800
2515. Fleet - Monthly Costs Distributed	2,936	3,197	0
2603. Materials	0	(305)	0
2606. Contract Services - Green	0	(3,264)	0
<b>Total Expense</b>	<b>380,690</b>	<b>317,322</b>	<b>366,647</b>
	<b>380,690</b>	<b>317,322</b>	<b>366,647</b>



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Development Engineering

#### WHAT WE DO

- Provide engineering support to developers and community members looking to develop land, including subdivisions
- Perform as the Civil Engineering referral authority for Indigo Shire Council's Planning Scheme - providing conditions and ensuring compliance with standards for planning permits.
- Provide internal engineering and standards support for Infrastructure Services staff

#### FUTURE PLANS

- 

#### SERVICES

SERVICE	DESCRIPTION
Development Engineering	<ul style="list-style-type: none"> <li>• Provide engineering support to developers and community members looking to develop land, including subdivisions</li> <li>• Fulfill the role of Engineering authority for Indigo Shire Council's Planning Scheme - Providing conditions and ensuring compliance with standards for planning permits.</li> <li>• Provide internal engineering and standards support for Infrastructure Services staff.</li> </ul> <p><b>Total FTE 1.10</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Development Engineering		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Development Engineering

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1364. Subdivision - Supervision	(24,000)	(20,002)	(33,720)
1368. Engineering - Plan Checking Fee	(9,600)	(36,271)	(15,000)
1603. Contributions - Developer	(20,000)	(20,000)	(20,600)
<b>Total Income</b>	<b>(53,600)</b>	<b>(76,273)</b>	<b>(69,320)</b>
<b>Expense</b>			
2000. Ordinary Hours	105,090	109,253	102,950
2002. Leave - Annual	9,984	10,303	9,777
2003. Leave - Long Service	2,626	2,730	2,580
2004. Leave - Sick	3,680	3,824	3,601
2005. Leave - Parental	522	544	512
2009. Superannuation	12,080	11,523	12,356
2010. Workcover	3,150	3,276	3,091
2023. Uniforms	355	595	355
2024. Protective Clothing	0	0	200
2203. Telephone - Mobile	492	541	0
2407. Advertising	0	368	0
2514. Fleet - Pool vehicle usage	0	1,427	0
2515. Fleet - Monthly Costs Distributed	6,437	8,086	6,640
2590. Transfer - To Reserve	20,000	20,000	20,600
2601. Contract Services	0	14,616	0
<b>Total Expense</b>	<b>164,416</b>	<b>187,088</b>	<b>162,662</b>
	<b>110,816</b>	<b>110,815</b>	<b>93,342</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Drainage

### WHAT WE DO

Maintain, expand and clean urban and rural public drainage

### FUTURE PLANS

- 

### SERVICES

SERVICE	DESCRIPTION
Drainage	<ul style="list-style-type: none"><li>• Rural and urban drainage maintenance works</li><li>• Drainage pipe and pit cleaning</li><li>• Providing drainage discharge points for residences</li></ul> <p>Total FTE 0.28</p>

### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Drainage		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Drainage

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1362. Stormwater Drainage Requests	(9,732)	(11,740)	(12,000)
<b>Total Income</b>	<b>(9,732)</b>	<b>(11,740)</b>	<b>(12,000)</b>
<b>Expense</b>			
2000. Ordinary Hours	17,770	19,498	18,375
2002. Leave - Annual	1,690	1,852	1,749
2003. Leave - Long Service	442	504	459
2004. Leave - Sick	624	683	642
2005. Leave - Parental	90	98	93
2009. Superannuation	2,042	2,189	2,204
2010. Workcover	534	639	549
2018. Casual Hours	0	690	0
2400. Plant Hire - Internal	9,627	9,731	9,600
2601. Contract Services	10,728	9,657	13,000
2603. Materials	11,592	11,572	12,000
<b>Total Expense</b>	<b>55,139</b>	<b>57,111</b>	<b>58,671</b>
	<b>45,407</b>	<b>45,372</b>	<b>46,671</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Emergency Management

#### WHAT WE DO

Assist in the preparation for, response to, management of, and recovery from emergency events

#### FUTURE PLANS

- Finalisation of the Indigo Municipal Emergency Management Plan and associated sub plans (flood and Fire)
- Internal Indigo Shire Recruitment of more Emergency Management staff that can be utilised across the MEMO/ MRM and ERC roles as well as being appropriately trained to work in Municipal Emergency Operations Centre (MEOC).
- Conduct multi EM agency training days to test EM processes.
- Procurement and set-up of new EM recovery trailer.

#### SERVICES

SERVICE	DESCRIPTION
Emergency Management	<ul style="list-style-type: none"> <li>• Ongoing review of the Municipal Emergency Management Plan</li> <li>• Ongoing review of the Municipal Fire Management Plan</li> <li>• Review the Municipal Flood Plan</li> <li>• Undertake fire hazard inspections and issue clean up notices</li> <li>• Support local CFA Brigades with fire prevention works</li> <li>• Support Emergency Service Agencies in the management of emergencies, including response and recovery, at the Incident Control Centre as required</li> </ul> <p><b>Total FTE 2.21</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Emergency Management	2601 Contract Services	Grant funded flood recovery work in 2024/25

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Emergency Management Works

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1053. Grant Op - (SNR) Natural Disaster	(2,000,000)	(4,044,507)	(1,070,016)
<b>Total Income</b>	<b>(2,000,000)</b>	<b>(4,044,507)</b>	<b>(1,070,016)</b>
<b>Expense</b>			
2000. Ordinary Hours	11,778	14,352	12,147
2001. Overtime	0	507	0
2002. Leave - Annual	1,118	1,477	1,151
2003. Leave - Long Service	298	404	301
2004. Leave - Sick	416	565	429
2005. Leave - Parental	64	83	63
2009. Superannuation	1,352	1,716	1,461
2010. Workcover	352	527	366
2400. Plant Hire - Internal	200	1,523	0
2450. Salary & Wage Adjustments	0	(7,088)	0
2601. Contract Services	2,503,410	3,352,495	303,800
2603. Materials	6,000	4,500	6,000
<b>Total Expense</b>	<b>2,524,988</b>	<b>3,371,061</b>	<b>325,718</b>
	<b>524,988</b>	<b>(673,446)</b>	<b>(744,298)</b>



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Environment and Sustainability

#### WHAT WE DO

##### DESCRIPTION

The Environment & Sustainability (E&S) service sits within the Infrastructure Services directorate and provides leadership and technical advice to Council on a range of climate change, environment and sustainability related matters. The E&S Service responds to Council's Climate Emergency declaration, including leading the organisation towards our Net Zero by 2035 target. The E&S service collaborates with all areas of Council and with our communities to support delivery of Council's environment and sustainability goals. The E&S service is largely delivered by a 2.05 FTE team, comprising the Coordinator Environment & Sustainability (FT), Climate Change & Environment Officer (PT), and Sustainability Projects Officer (PT).

##### PURPOSE

This purpose of the E&S service is to enable Council to comply with legislative requirements (e.g. Local Government Act 2020) and meet community standards in relation to climate change, environmental, and sustainability matters.

The E&S service exists because:

- There is a recognition of the impacts of Council's operations on the environment and climate (e.g. greenhouse gas emissions), and an internal team can provide advice, monitoring and initiatives to track and minimise those impacts.
- Our community requires advice, facilitation and leadership to achieve their objectives relating to environment, sustainability and climate change.
- The environment is very important to our residents and is the backbone to our economy (e.g. agricultural sector, tourism industry). Council needs to play a lead role in managing environmental threats (including climate change) and attempt to reverse the damage previously caused to meet our customer expectations.

##### ROLES/ACTIVITIES

The roles and activities of the E&S service are broad and diverse, and can be summarised according to the following key strategic themes:

##### Climate Change Mitigation and Adaptation

- Lead the development and implementation of Council's climate change related policies, strategies and plans. These include the Climate Change Policy (2024), Climate Emergency Strategic Action Plan (2020), and Emissions Reduction Plan (2021).
- Manage Council's greenhouse gas (GHG) emissions tracking and reporting using the Trellis carbon accounting platform.
- Lead the implementation of Council's Emissions Reduction Plan to reach Net Zero by 2035, primarily by managing Council's Kausal platform ([Our climate action](#)) which captures, tracks, and communicates Council's climate actions.
- Monitor implementation of the Climate Change Policy 2024 and Climate Change Adaptation Plan, providing advice to all areas of the organisation on how to mitigate and adapt to climate change.

### 2025/2026 Budget Operating Income and Expenses by Service Plan

- Lead and/or support the implementation of climate actions at Council (e.g. solar PV systems) and in the community (e.g. public EV chargers).
- Facilitate Council's Sustainable Procurement Working Group.
- Represent Council on regional climate partnerships, including the Goulburn Murray Climate Alliance (GMCA).
- Pursue external funding opportunities and leads the development of applications – recent examples include Sustainability Victoria (energy efficiency grant, EV chargers for fleet), and Emergency Management Victoria (Naturally Cooler Indigo Project).
- Pursue external partnership opportunities, including in project proposals developed via Goulburn Murray Climate Alliance (e.g. Victorian Electricity Collaboration – VECO, Goulburn Murray Solar Savers).
- Administer Council's Community Sustainability Grants Program (since 2018/19).
- Support community groups undertaking renewable energy projects (e.g. Totally Renewable Yackandandah, Totally Renewable Beechworth and Totally Renewable Indigo North).

#### Environmental management

- Lead the development and implementation of Council's environment related policies, strategies and plans. These include the Environment Strategy (2019) and Roadside Conservation Management Plan (2020).
- Oversees Council's weed and pest animal control responsibilities on Council owned and/or managed land, including:
  - Managing Council's annual weed and pest control contracts for our 1,500km road network. This includes developing and implementing our Roadside Weed & Pest Control Plan (2023-26), managing contractors, and reporting to Victorian Government annually to acquit funding received.
  - Managing Council's annual weed and pest control contracts for our reserves. This includes Lake Sambell (Beechworth), Lake Anderson (Chiltern), Sir Isaac Isaacs Park (Yackandandah), and Queen Victoria Park (Beechworth). This also includes a large number of stormwater capture and treatment sites (e.g. Bells Flat Rd Yackandandah, Havelock Rd/Elgin Rd Beechworth) and a number of Council owned/managed land parcels (e.g. land adjacent to Lake Kerferd, Stanley).
- Represent Council on environment and sustainability related partnerships, including the North East Integrated Water Management (IWM) Forum.
- Advise Council staff and community on environmental matters, including the Native Vegetation Framework.
- Respond to Planning and other referrals (e.g. Municipal Operations, Capital Works) relating to native vegetation management, and contribute to native vegetation removal reports/advice as required.
- Support community groups undertaking environmental projects (e.g. Landcare, Scouts) through provision of funding for revegetation and bushland restoration activities (e.g. National Tree Day).
- Deliver funded projects (grants) to improve the biodiversity and protection of key natural areas within the shire.
- Increase awareness of responsibilities under the Roadside Conservation Management Plan (RCMP).

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

- Provide advice on roadside firewood collection and distribution of permits, managed by Assets & Property.
- Monitor compliance with the Code of Forest Practice.

#### Key stakeholder relations

- Deliver staff education and awareness raising – e.g. climate change mitigation and adaptation, weed and pest animal control, native vegetation management.
- Facilitate the Indigo Environment Advisory Committee (IEAC).
- Participate in regional environmental/climate change / sustainability networks to leverage partnerships, collaborate, obtain grant funding and share information for improved outcomes. These include Goulburn Murray Climate Alliance (GMCA) and North East Integrated Water Management (IWM) Forum.
- Internal and external communications – working closely with Council's Communications & Engagement team to regularly share current and engaging stories/actions with internal and external audiences.
- Support community groups working on environmental and sustainability initiatives. This might be through providing financial (e.g. community sustainability grant program) or in-kind support (e.g. hall/ facility hire, projector and IT equipment, printing of posters).

#### Corporate sustainability

- Monitor environmental / sustainability indicators of corporate activities (e.g. energy, greenhouse gas emissions, water and purchasing).
- Support the delivery of improved environmental and sustainability performance across Council.

### FUTURE PLANS

The primary focus of the E&S service in 2025/26 will be:

1. Continued implementation of Council's Climate Emergency Strategic Action Plan (2020).
2. Continued implementation of Council's Emissions Reduction Plan (ERP), utilising Council's Trellis and Kausal (Our climate action) platforms.
3. Delivery of Council's annual weed and pest animal control program on Council's roadsides and reserves.
4. Administer Council's Community Sustainability Grants Program (2025/26).
5. Support delivery of year two of the Goulburn Murray Solar Savers program, an initiative of the Goulburn Murray Climate Alliance (GMCA).
6. Build existing and new partnership opportunities with Council's alliances (e.g. GMCA) and key community organisations and funding bodies.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

SERVICE	DESCRIPTION
Environment and Sustainability	The Environment & Sustainability (E&S) service provides leadership and expertise to Council on environmental matters.  Total FTE 2.05

### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Environment and Sustainability		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area – Environment & Sustainability

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1062. Grant Op. (SNR)	(48,000)	(48,000)	(49,440)
1523. Ticket Sales	(990)	(1,228)	(1,015)
<b>Total Income</b>	<b>(48,990)</b>	<b>(49,228)</b>	<b>(50,455)</b>
<b>Expense</b>			
2000. Ordinary Hours	173,738	166,673	180,897
2001. Overtime	0	962	0
2002. Leave – Annual	16,505	15,977	17,186
2003. Leave – Long Service	4,343	4,203	4,529
2004. Leave – Sick	6,081	5,886	6,339
2005. Leave – Parental	871	842	904
2006. Leave – Compassionate	0	1,494	0
2009. Superannuation	19,983	17,598	21,711
2010. Workcover	5,210	5,078	5,428
2020. Allowance – Travel	1,535	1,535	1,565
2021. Allowance – Other	1,442	1,206	1,444
2025. Memberships – Industry	7,650	7,509	7,800
2034. Conferences/Workshops	0	(85)	0
2040. Rewards & Recognition Policy	0	80	0
2101. Subscriptions	0	(187)	0
2102. Accommodation	0	1,248	0
2103. Meals	510	700	520
2104. Parking	0	88	0
2111. Stationery	0	27	0
2117. Catering	1,200	1,200	1,220
2203. Telephone – Mobile	620	360	620
2405. Contribution	21,320	19,332	21,745
2514. Fleet – Pool vehicle usage	3,080	3,543	3,080
2601. Contract Services	153,973	175,587	157,530
2603. Materials	6,340	7,275	6,462
2609. Signs	1,020	1,020	1,040

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area – Environment & Sustainability

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Total Expense</b>	<b>425,421</b>	<b>439,148</b>	<b>440,020</b>
	<b>376,431</b>	<b>389,920</b>	<b>389,565</b>



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Parks and Gardens

#### WHAT WE DO

The Operations Branch is responsible for the ongoing routine maintenance and operations of Council's 33 Parks and Garden areas located throughout the Shire.

Included in these responsibilities are activities relating to maintaining playgrounds, Lake Anderson at Chiltern, Lake Sambell at Beechworth and Lake King at Rutherglen. Also included for the first time are the May Day Hills office complex gardens, car park grounds, the Pines sports oval and the Arboretum space.

□

#### FUTURE PLANS

- Consider impact of future Climate Change when planning maintenance of parks and gardens
- Consider impacts of Climate Change with tree planting species
- Expand service areas of service to include new parks, gardens and playgrounds as created with new developments
- Develop a Tree Canopy Strategy

#### SERVICES

SERVICE	DESCRIPTION
<b>Parks and Gardens</b>	<p>Council Outdoor Operations Teams undertake various operational activities that include grass mowing, litter control, garden bed maintenance, business area street footpath sweeping, minor urban drain cleaning, and various other tasks within the urban and business areas of towns within the Shire.</p> <p>These activities are carried out across Council's; -</p> <ul style="list-style-type: none"> <li>• Maintenance of Parks and gardens</li> <li>• BBQs and shelters</li> <li>• Playgrounds</li> <li>• European Wasp eradication</li> <li>• Rural Reserves</li> <li>• Town centre street gutter and footpath sweeping</li> </ul> <p><b>Total FTE 8.99</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

BUDGET VARIANCE ANALYSIS		
SERVICE	ACCOUNT	COMMENTARY
Parks and Gardens		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Parks & Gardens

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1253. Reimbursement - Workcover	0	(18,048)	0
<b>Total Income</b>	<b>0</b>	<b>(18,048)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	637,405	563,815	654,687
2001. Overtime	0	608	0
2002. Leave - Annual	60,550	54,881	62,212
2003. Leave - Long Service	15,927	16,327	16,368
2004. Leave - Sick	22,313	20,521	22,912
2005. Leave - Parental	3,184	2,934	3,290
2006. Leave - Compassionate	0	(720)	0
2009. Superannuation	73,290	68,263	78,562
2010. Workcover	19,112	20,298	19,655
2011. Workcover - Salary Payments	0	21,807	0
2012. Leave - Other	0	1,407	0
2018. Casual Hours	0	67,039	0
2021. Allowance - Other	0	138	0
2024. Protective Clothing	4,800	5,652	7,300
2035. Workcover - Medical Expenses	0	0	300
2113. Maintenance - Building	300	150	0
2116. Fuel	31,300	1,194	3,000
2124. Chemicals	3,580	0	0
2130. Small Tools	0	129	0
2200. Freight	0	20	0
2205. Internet	0	69	0
2399. Plant Hire - External	0	15,714	27,000
2400. Plant Hire - Internal	100,000	83,482	60,000
2515. Fleet - Monthly Costs Distributed	10,773	7,854	0
2601. Contract Services	10,800	32,234	31,800

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2603. Materials	24,300	55,177	47,400
2615. Contract Services - Parts	0	159	0
<b>Total Expense</b>	<b>1,017,634</b>	<b>1,039,154</b>	<b>1,034,486</b>
	<b>1,017,634</b>	<b>1,021,106</b>	<b>1,034,486</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Pathways

#### WHAT WE DO

Maintenance of footpath surfaces. This service manages the maintenance of Council's urban footpaths and recreational shared paths to ensure they are safe and serviceable for residents and visitors of Indigo Shire.

The purpose of this service is to provide routine maintenance of Council's pathways including the following:

- Patch potholes
- Sweep, spray and maintain rail trails including control of vegetation on path sides
- Repair and replace short segments of concrete footpath
- Grind uneven surfaces
- Top up gravel paths

Councils' pathways consist of:

- Urban footpaths, Recreation footpaths other Recreational Trails
- Historic Rail Trails, Beechworth to Yackandandah (Osbornes Flat), Beechworth to Everton Upper, Epic Trail, Rutherglen to Wahgunyah Trail and Rutherglen Loops

#### FUTURE PLANS

- Introduction a number of new shared paths to Council's recreational pathways network with maintenance responsibilities
- Other additional footpaths come on board as new subdivisions are constructed

### SERVICES

SERVICE	DESCRIPTION
<b>Pathways</b>	<p>The purpose of this service is to provide routine maintenance of Council's pathways; 41km urban footpaths, 13km recreation footpaths, 21km existing Rail Trails and 31km Beechworth Osbornes Flat Rail Trail</p> <p>Council:</p> <ul style="list-style-type: none"> <li>• Patch potholes</li> <li>• Sweep, spray and maintain rail trails</li> <li>• Repair and replace short segments of concrete footpath</li> <li>• Grind uneven surfaces</li> <li>• Top up gravel paths</li> <li>• Control vegetation on path sides</li> </ul> <p><b>Total FTE 0.46</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Pathways		No material variances



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Pathways

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Expense</b>			
2000. Ordinary Hours	30,952	76,611	115,458
2001. Overtime	0	29	0
2002. Leave - Annual	2,938	7,273	10,970
2003. Leave - Long Service	768	1,908	2,888
2004. Leave - Sick	1,080	2,680	4,037
2005. Leave - Parental	146	380	585
2009. Superannuation	3,560	7,650	13,857
2010. Workcover	934	2,373	3,464
2018. Casual Hours	0	(185)	0
2106. Leasing	0	507	0
2200. Freight	0	330	0
2400. Plant Hire - Internal	5,856	16,372	4,800
2420. Plant & Fleet - Repairs	0	21	0
2514. Fleet - Pool vehicle usage	0	1,429	0
2515. Fleet - Monthly Costs Distributed	3,219	2,574	3,320
2601. Contract Services	168,200	106,128	113,800
2603. Materials	50,000	41,767	24,000
2608. Materials - Patching	0	39	0
<b>Total Expense</b>	<b>267,653</b>	<b>267,885</b>	<b>297,179</b>
	<b>267,653</b>	<b>267,885</b>	<b>297,179</b>

### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Plant, Fleet and Equipment

### WHAT WE DO

This service ensures that Plant, equipment and fleet assets are suitable for Council's operational requirements and plant, equipment and fleet assets are well maintained, safe and effective. This area of the Budget also includes the operating and depreciation costs of all of Council's heavy and small plant, fleet and equipment

Service provision includes:

- Procurement and maintenance of safe and serviceable plant, equipment and fleet to Councils Municipal Operations department, with minimal downtime from repairs and breakdowns.
- Provide safe, appropriate, available and efficient fleet vehicles to allow Council staff to be as mobile and available to all the communities in Indigo Shire as practical, at minimal cost to Council.
- Coordination of all maintenance activities required to ensure a safe and effective plant and light vehicle fleet is available to conduct Council operations. {The majority of Plant maintenance is subcontracted out via a three-year maintenance contract}.
- Development and monitoring of Plant equipment and Fleet operating budgets, as well as cost recovery tracking.
- Development and implementation of the forward capital replacement programs for the plant, equipment and light vehicle fleets.
- Facilitate new equipment inductions and generation of technical instructions.
- Monitor industry bulletins and conduct routine risk assessments to ensure compliance with current best safe practices and legislation.
- Management of other key fleet operational services include fuel card distribution, road toll accounts, roadside assistance, etc.
- Initial assessment of fleet related incidents and subsequent management of any associated insurance.

### FUTURE PLANS

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
<b>Plant, Equipment and Fleet</b>	<p>This service area is responsible for:</p> <ul style="list-style-type: none"> <li>• Providing a safe and serviceable plant and equipment fleet to Councils Municipal Operations department, with minimal downtime from repairs and breakdowns.</li> <li>• Similarly provide suitable light vehicles to Council employees and departments requiring them.</li> <li>• Provide safe, appropriate, available and efficient fleet vehicles to allow Council staff to be as mobile and available to all the communities in Indigo Shire as practical, at minimal cost to Council.</li> <li>• Coordination of all maintenance activities required to ensure a safe and effective plant and light vehicle fleet is available to conduct Council operations. (The majority of Plant maintenance is subcontracted out via a three-year maintenance contract.)</li> <li>• Development and monitoring of Plant equipment and Fleet operating budgets, as well as cost recovery tracking.</li> <li>• Development and implementation of the forward capital replacement programs for the plant and light vehicle fleets.</li> <li>• Facilitate new equipment inductions and generation of technical instructions.</li> <li>• Monitor industry bulletins and conduct routine risk assessments to ensure compliance with current best safe practices and legislation.</li> <li>• Management of other key fleet operational services, e.g. fuel card distribution, Road Toll accounts, roadside assistance etc; and</li> <li>• Initial assessment of fleet related incidents and subsequent management of any associated insurance.</li> </ul> <p><b>Total FTE 1.00</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
<b>Plant, Equipment and Fleet</b>		No material variances

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Plant Equipment & Fleet

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1110. Contributions - Staff Vehicle	0	(2,454)	(6,076)
1254. Fuel Tax Rebate	(42,000)	(51,319)	(54,000)
1255. Reimbursement-Insurance Claim Rec'd	0	(5,000)	0
1555. Internal - Plant Hire	(1,377,808)	(1,277,646)	(1,416,315)
1716. Internal - Fleet Recovery	(497,354)	(537,948)	(465,177)
<b>Total Income</b>	<b>(1,917,162)</b>	<b>(1,874,367)</b>	<b>(1,941,568)</b>
<b>Expense</b>			
2000. Ordinary Hours	68,536	77,316	84,016
2002. Leave - Annual	6,512	7,209	7,986
2003. Leave - Long Service	1,720	1,900	2,102
2004. Leave - Sick	2,404	2,659	2,944
2005. Leave - Parental	344	383	420
2009. Superannuation	7,876	8,098	10,074
2010. Workcover	2,064	2,329	2,524
2021. Allowance - Other	480	478	482
2030. Fringe Benefits Tax	15,600	17,730	23,856
2101. Subscriptions	24,000	41,130	24,000
2102. Accommodation	0	1,892	0
2111. Stationery	600	7,081	2,600
2115. Leasing - Vehicle	31,601	30,128	46,734
2116. Fuel	414,177	385,304	402,740
2121. Cleaning	6,000	3,502	5,900
2130. Small Tools	3,500	6,916	0
2131. Tolls	1,200	757	1,200
2135. Oils - Plant consumable top ups	15,200	12,944	15,000
2200. Freight	0	500	0
2303. Interest - Leases	0	2,470	0
2407. Advertising	0	1,273	0
2410. Plant & Fleet - Scheduled Servicing	39,348	84,880	16,035
2411. Insurance - Vehicle	65,510	74,722	64,990

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Plant Equipment & Fleet

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2412. Vehicle Registration	39,476	57,247	40,396
2413. Tyres	95,754	38,167	67,723
2420. Plant & Fleet - Repairs	46,150	25,581	38,990
2428. Avoidable Damage (Plant)	0	2,594	0
2432. Plant - Cutting Edges	35,000	38,085	35,000
2514. Fleet - Pool vehicle usage	0	4,099	0
2601. Contract Services	204,000	371,575	292,000
2603. Materials	0	4,317	0
2605. Purchases - Minor Equipment	0	35,527	24,000
2611. Contract Services - Travel	9,600	12,674	11,625
2613. Psychometric testing	0	72	0
2615. Contract Services - Parts	192,000	266,579	216,400
2702. Dep'n - Plant & Equipment	420,000	441,876	414,058
2717. Dep'n - Plant - Fleet	179,770	176,858	145,785
2722. Dep'n - Leased Vehicles	33,467	35,552	11,021
<b>Total Expense</b>	<b>1,961,889</b>	<b>2,282,402</b>	<b>2,010,601</b>
	<b>44,727</b>	<b>408,035</b>	<b>69,033</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

## Quarries

### WHAT WE DO

Indigo Shire Council owns and operates Horseshoe Quarry under an approved DPI Work Authority, WA804, providing quality crushed rock to help serve Council's gravel road maintenance needs. In addition to using the crushed rock on its own roads, some material is also sold to neighbouring LGA's at a market rate

Council annually engages a contractor via competitive tender to either blast or rip a defined amount of material and to then crush and stockpile the graded rock within the quarry work area.

Other day to day activities cover the maintenance of the property, i.e. fence repair, weed management, signage and safety inspections.

### FUTURE PLANS

## SERVICES

SERVICE	DESCRIPTION
Quarries	<ul style="list-style-type: none"><li>Horseshoe Quarry produces class 3 quality crushed rock products with the following outcome:<ul style="list-style-type: none"><li><b>Supply of crushed rock.</b> Production of quality crushed rock for placement on ISC roads and for sale to neighbouring Councils.</li><li><b>Supply of crushed rock for profit.</b> Supply of crushed rock to Alpine Shire and Rural City of Wangaratta Council at market value for profit.</li></ul></li><li>Council annually engages a contractor via competitive tender to either blast or rip a defined amount of material and to then crush and stockpile the graded rock within the quarry work area.</li><li>Other day to day activities cover the maintenance of the property, i.e. fence repair, weed management, signage and safety inspections.</li></ul> <p><b>Total FTE 0.10</b></p>

## BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Quarries	2603 Materials	Balance of stock at hand



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Quarries

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1511. Internal - Quarry Sales	(120,000)	(110,000)	(132,000)
1556. Sale of Stock	(90,000)	(85,271)	(95,700)
<b>Total Income</b>	<b>(210,000)</b>	<b>(195,271)</b>	<b>(227,700)</b>
<b>Expense</b>			
2000. Ordinary Hours	9,071	5,998	9,523
2002. Leave - Annual	864	571	904
2003. Leave - Long Service	225	150	239
2004. Leave - Sick	315	209	334
2005. Leave - Parental	43	29	50
2009. Superannuation	1,044	597	1,142
2010. Workcover	275	182	288
2105. Bank Charges	0	115	0
2107. Licencing	830	1,717	860
2442. Rates Paid	2,320	2,682	2,320
2593. Rehabilitation - Quarry	7,967	7,967	4,000
2601. Contract Services	152,700	140,700	138,500
2603. Materials	(18,750)	(18,750)	37,700
<b>Total Expense</b>	<b>156,904</b>	<b>142,167</b>	<b>195,860</b>
	<b>(53,096)</b>	<b>(53,104)</b>	<b>(31,840)</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Roads and Bridge Maintenance

#### WHAT WE DO

Maintain local roads and bridges and associated infrastructure to a safe and serviceable standard for residents and visitors of Indigo Shire.

#### FUTURE PLANS

Road and Bridge Maintenance service area supports the following council municipal works, focus for teams working within this service area will continue to be

- Patch potholes in roads
- Repaint line marking
- Grade gravel roads and gravel shoulders
- Repair and replace traffic signs and guideposts
- Control roadside vegetation
- Inspect and maintain bridges
- Maintain street lights
- Maintain kerb and channel

#### SERVICES

SERVICE	DESCRIPTION
<b>Roads and Bridge Maintenance</b>	<p>Road and Bridge Maintenance service area supports the following council municipal works; -</p> <ul style="list-style-type: none"> <li>• Patch potholes in roads</li> <li>• Repaint line marking</li> <li>• Grade gravel roads and gravel shoulders</li> <li>• Inspect and respond to customer enquiries, after hours call outs and emergencies including fallen trees and blocked drains</li> <li>• Repair and replace traffic signs and guideposts</li> <li>• Control roadside vegetation</li> <li>• Clean out roadside drains</li> <li>• Inspect and maintain bridges and major culverts</li> <li>• Maintain street lights</li> <li>• Maintain kerb and channel</li> <li>• Maintain existing and install new bus shelters</li> </ul> <p><b>Total FTE 15.67</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

BUDGET VARIANCE ANALYSIS		
SERVICE	ACCOUNT	COMMENTARY
Roads and Bridge Maintenance		No material variances

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Roads & Bridge Maintenance

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1050. Grant Op (CR) Vic Grants Commission	(2,230,888)	(2,204,623)	(2,285,603)
1052. Grant Op. (SR) Vic Roads	(12,220)	(12,220)	(12,500)
1100. Contributions - Operating	0	(14,414)	0
1253. Reimbursement - Workcover	0	(40,753)	0
1255. Reimbursement-Insurance Claim Rec'd	0	(11,356)	0
1300. Rental Income	(24,000)	(22,615)	(27,000)
1360. Road Opening - Fee	(13,500)	(13,460)	(26,800)
<b>Total Income</b>	<b>(2,280,608)</b>	<b>(2,319,439)</b>	<b>(2,351,903)</b>
<b>Expense</b>			
2000. Ordinary Hours	1,017,944	1,028,065	1,082,008
2001. Overtime	19,000	22,052	0
2002. Leave - Annual	96,691	100,369	102,808
2003. Leave - Long Service	25,449	27,155	27,059
2004. Leave - Sick	35,655	37,391	37,851
2005. Leave - Parental	5,089	5,336	5,420
2009. Superannuation	117,033	110,461	129,853
2010. Workcover	30,534	38,904	32,440
2011. Workcover - Salary Payments	0	42,552	0
2012. Leave - Other	0	325	0
2014. Allowance - Pager	25,500	27,310	30,000
2018. Casual Hours	0	22,730	0
2020. Allowance - Travel	0	707	0
2021. Allowance - Other	11,036	11,166	11,311
2024. Protective Clothing	18,000	7,892	6,000
2032. Name Badges	0	22	0
2035. Workcover - Medical Expenses	0	20	0
2105. Bank Charges	0	60	0
2114. Maintenance - Equipment	36,996	40,808	39,000

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2116. Fuel	4,320	2,144	4,200
2124. Chemicals	4,320	0	0
2126. Groceries	350	85	0
2129. Consumables - Staff	0	967	0
2135. Oils - Plant consumable top ups	0	1,332	0
2200. Freight	0	1,047	0
2201. Rent	5,600	6,017	6,300
2203. Telephone - Mobile	1,400	2,293	1,200
2205. Internet	0	69	0
2208. Electricity	3,280	3,383	1,200
2399. Plant Hire - External	0	22,825	43,000
2400. Plant Hire - Internal	463,500	485,619	615,000
2420. Plant & Fleet - Repairs	0	87	0
2514. Fleet - Pool vehicle usage	3,000	3,040	2,400
2515. Fleet - Monthly Costs Distributed	125,898	120,062	101,556
2601. Contract Services	231,280	216,799	319,100
2603. Materials	197,237	182,526	175,900
2608. Materials - Patching	12,000	8,586	12,000
2609. Signs	26,260	9,712	14,800
2614. Contract Services - Temporary Emplo	500	0	0
2615. Contract Services - Parts	0	178	0
<b>Total Expense</b>	<b>2,517,872</b>	<b>2,590,095</b>	<b>2,800,406</b>
	<b>237,264</b>	<b>270,656</b>	<b>448,503</b>



2025/2026 Budget Operating Income and Expenses by Service Plan

Tree Services

**WHAT WE DO**

Manage and maintain Indigo Shire Street and park trees in the built environment for the ongoing liveability, health and wellbeing of residents and visitors.

This service area manages:

- Strategic planning for tree replacement and manage the Annual new Planting Program
- Tree management and maintenance
- Growing of new and rare tree stock at Council nursery
- Tree replacement
- Planting of new trees
- Pruning of established trees
- Removal of hazardous trees

This service also supports the delivery of the following maintenance programs by external contractors:

- Beechworth Electric Line Clearance
- Elm Leave Beetle control program

FUTURE PLANS

- Work with Environment & Sustainability team and Parks & Gardens team to finalise and implement the Tree Canopy Strategy

SERVICES

SERVICE	DESCRIPTION
Tree Services	<p>To manage and maintain Indigo Shire Street and park trees in the built environment for the ongoing liveability, health, safety and wellbeing of residents and visitors.</p> <p>This service area the following maintenance programs;</p> <ul style="list-style-type: none"><li>• Tree management and maintenance</li><li>• Beechworth Electric Line Clearance</li><li>• Elm Leave Beetle control program</li></ul> <p>This service area also manages</p> <ul style="list-style-type: none"><li>• Strategic planning for tree replacement and new plantings</li><li>• Growing of new and rare tree stock at Council nursery</li><li>• Tree replacement</li><li>• Planting of new trees</li></ul>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
	<ul style="list-style-type: none"><li>• Pruning of established trees</li><li>• Removal of hazardous trees</li></ul> <p>Total FTE 4.53</p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Tree Services		No material variances

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## 2025/2026 Budget Operating Income and Expenses by Service Plan

### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

#### Service Area - Tree Services

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1062. Grant Op. (SNR)	0	(152,230)	0
1252. Reimbursement - Other External	(1,116)	(651)	0
<b>Total Income</b>	<b>(1,116)</b>	<b>(152,881)</b>	<b>0</b>
<b>Expense</b>			
2000. Ordinary Hours	244,693	295,122	338,931
2001. Overtime	0	1,208	0
2002. Leave - Annual	23,252	27,454	32,205
2003. Leave - Long Service	8,413	8,013	8,471
2004. Leave - Sick	8,558	10,316	11,861
2005. Leave - Parental	1,221	1,472	1,692
2009. Superannuation	38,750	33,111	40,678
2010. Workcover	10,120	10,215	10,170
2018. Casual Hours	92,234	27,024	0
2024. Protective Clothing	0	555	2,400
2116. Fuel	0	113	0
2200. Freight	0	1,103	0
2203. Telephone - Mobile	0	254	0
2399. Plant Hire - External	19,000	18,286	19,000
2400. Plant Hire - Internal	46,200	49,133	24,000
2515. Fleet - Monthly Costs Distributed	15,049	12,846	9,197
2601. Contract Services	145,500	160,298	175,000
2603. Materials	49,208	68,784	43,000
2607. Materials - Green	0	411	0
<b>Total Expense</b>	<b>702,198</b>	<b>725,719</b>	<b>716,605</b>
	<b>701,082</b>	<b>572,838</b>	<b>716,605</b>

## 2025/2026 Budget Operating Income and Expenses by Service Plan

### Waste Management

#### WHAT WE DO

In delivering this service we aim to provide an effective, convenient and sustainable waste and resource recovery service that meets the expectations of our community and environmental responsibility.

The purpose of this service is to manage the provision of a range of waste and recycling services activities as follows:

- Management of kerbside domestic waste, recycling and organics collection, collection of customer service inquiries, contract monitoring and data management
- Transfer station operations at Beechworth & Rutherglen,
- Annual free green waste collection weekend to support fire preparation efforts leading into summer
- Management of legacy landfill sites at Wahgunyah, Chiltern, Rutherglen and Beechworth this includes rehabilitation planning and landfill gas and groundwater monitoring as required by legislation.
- Participation in NEWRRG (North East Waste and Resource Recovery Group) to undertake collaborative projects to increase landfill diversion, reduce contamination, educate the community and continually improve waste services
- Public place recycling and waste disposal facilities, provide festival and event waste/recycle disposal facilities while enhancing the amenity of towns, parks, waterways and reserves.

#### FUTURE PLANS

- Ensuring that the closed landfills meet the EPA's unlicensed landfill interim capping criteria that results in the mitigation of risk to environment and human health
- Implementing change to our service delivery and projects through a Gender Impact Assessment lens, reportable to State Government
- Reconciling the number of services and tenements with the contractor's service list and associated fees and charges
- All waste and resource recovery services have current contracts and MoUs in place to meet procurement policy
- Write a Waste Management Strategy 2025-2030

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### SERVICES

SERVICE	DESCRIPTION
Waste Management	<p><b>Domestic waste collection service</b></p> <ul style="list-style-type: none"> <li>Domestic recycling collection service</li> <li>Domestic organics collection service</li> <li>Management kerbside services includes customer service inquiries, contract monitoring and data management</li> <li>Annual free green waste collection weekend to support fire preparation efforts leading into summer</li> <li>Ongoing monitoring of legacy landfills in accordance with legislative requirements.</li> <li>Annual reporting on waste services in accordance with local and state government requirements.</li> <li>Green waste disposal, mulching and provision to the community</li> <li>Transfer station operations – Beechworth and Rutherglen</li> <li>Former landfill management, rehabilitation planning and landfill gas and groundwater monitoring (Wahgunyah, Chiltern, Rutherglen, Beechworth)</li> <li>Public place recycling and waste</li> <li>Provide festival and event waste/recycle disposal facilities</li> <li>Participation in NEWRRG (North East Waste and Resource Recovery Group) to undertake collaborative projects to increase landfill diversion, reduce contamination, educate the community and continually improve waste services</li> <li>Street litter</li> </ul> <p><b>Total FTE 3.24 plus Casual 0.06</b></p>

#### BUDGET VARIANCE ANALYSIS

SERVICE	ACCOUNT	COMMENTARY
Waste Management	1002 Environmental Management Contribution	Transfer of levy to general rates (subject to ESC approval)

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### PROPOSED BUDGET 2025/26 OPERATING INCOME AND EXPENDITURE

##### Service Area - Waste Management

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
<b>Income</b>			
1000. Domestic - Garbage Collection	(1,035,150)	(1,101,079)	(1,107,843)
1001. Domestic - Recycling Collection	(843,743)	(812,572)	(869,031)
1002. Environmental Management Contribution	(778,276)	(772,547)	0
1010. Domestic - Organics Collection	(1,076,160)	(1,009,958)	(1,108,610)
1252. Reimbursement - Other External	(480)	(1,525)	(504)
1506. Fees	(129,000)	(123,611)	(195,744)
1527. Service Recovery - Waste	0	(8,125)	0
1560. Sales of Recyclables	(115,200)	(112,103)	(55,956)
<b>Total Income</b>	<b>(3,978,009)</b>	<b>(3,941,519)</b>	<b>(3,337,688)</b>
<b>Expense</b>			
2000. Ordinary Hours	275,759	282,816	297,284
2001. Overtime	0	2,639	0
2002. Leave - Annual	26,197	26,247	28,245
2003. Leave - Long Service	7,030	7,242	7,565
2004. Leave - Sick	9,644	9,887	10,396
2005. Leave - Parental	1,382	1,418	1,486
2009. Superannuation	32,339	30,394	36,346
2010. Workcover	8,425	9,020	9,088
2018. Casual Hours	5,380	6,936	5,559
2020. Allowance - Travel	0	153	0
2023. Uniforms	504	294	500
2034. Conferences/Workshops	0	621	0
2040. Rewards & Recognition Policy	0	11	0
2105. Bank Charges	0	530	0
2107. Licencing	49,680	37,656	51,240
2203. Telephone - Mobile	0	254	0
2205. Internet	0	127	0
2399. Plant Hire - External	4,800	3,200	4,000
2400. Plant Hire - Internal	17,160	18,090	16,980
2402. Re-imbursement	0	153	0

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### 2025/2026 Budget Operating Income and Expenses by Service Plan

#### Service Area - Waste Management

	2024/25 Annual Budget	2024/25 Quarter 2 Forecast	2025/26 Proposed Budget
2407. Advertising	0	853	0
2514. Fleet - Pool vehicle usage	0	452	0
2592. Rehabilitation - Landfill	174,516	174,516	178,644
2598. Contract Services - Albury Landfill	580,207	552,254	635,796
2599. Contract Services - Cleanaway	2,438,578	2,343,778	2,554,956
2601. Contract Services	232,284	261,142	249,816
2602. Green Waste Disposal	7,800	8,450	7,800
2603. Materials	4,980	6,686	4,800
<b>Total Expense</b>	<b>3,876,665</b>	<b>3,785,819</b>	<b>4,100,501</b>
	<b>(101,344)</b>	<b>(155,700)</b>	<b>762,813</b>





# Revenue and Rating Plan 2025/2029



SEE  
ATTACHMENT  
YOUR  
REPORT

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Revenue and Rating Plan



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Revenue and Rating Plan

1.1 PURPOSE

The *Local Government Act 2020* requires each council to prepare a Revenue and Rating Plan to cover a minimum period of four years following each Council election. The Revenue and Rating Plan draws on information contained in the Annual Budget and Long Term Financial Plan to show the revenue raising framework within which the Council proposes to work.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for Indigo Shire Council which in conjunction with other income sources will adequately finance the objectives in the council plan.

This plan is required by the Local Government Act 2020 and is part of Council’s integrated planning framework.

Strategies outlined in this plan align with the objectives contained in the Council Plan and will feed into the budgeting and long-term financial planning documents, as well as other strategic planning documents under the strategic planning framework.



This plan explains how Council calculates the revenue needed to fund its activities, and how the funding burden will be apportioned between ratepayers and other users of Council facilities and services.

In particular, this plan will set out decisions that Council has made in relation to rating options available to it under the Local Government Act 1989 to ensure the fair and equitable distribution of rates across property owners. It will also set out principles that are used in decision making for other revenue sources such as fees and charges.

It is also important to note that this plan does not set revenue targets for Council, it outlines the strategic framework and decisions that inform how Council will go about calculating and collecting its revenue.



Revenue and Rating Plan

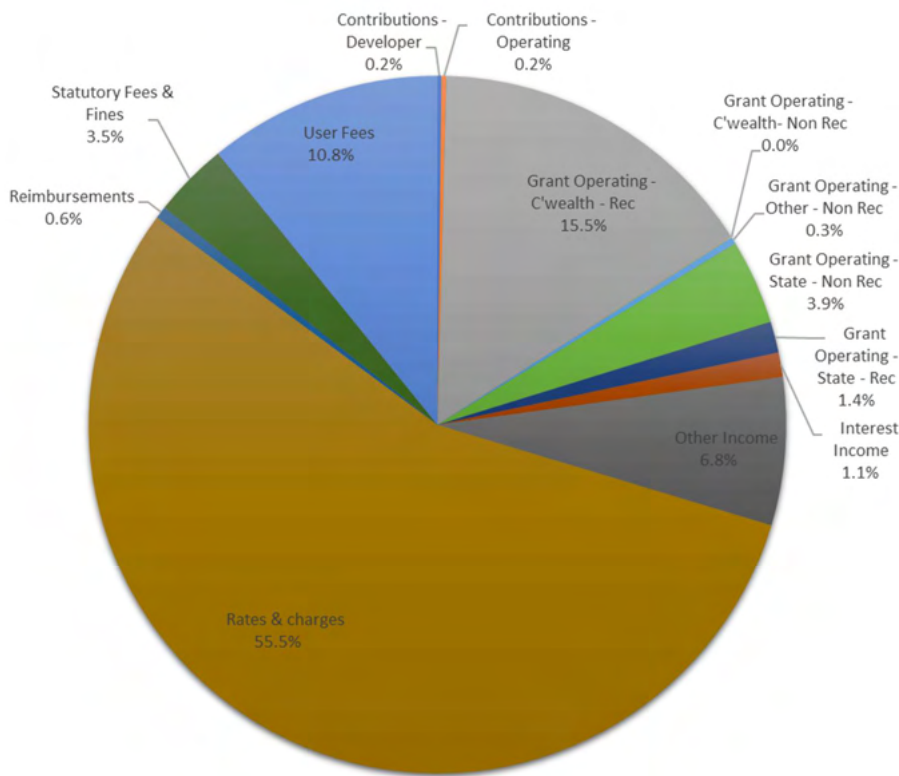
1.2 INTRODUCTION

Council provides a number of services and facilities to our local community, and in doing so, must collect revenue to cover the cost of providing these services and facilities.

Council’s revenue sources include:

- Contributions – Developer.
- Contributions – Operating.
- Grant Operating - C'wealth – Rec.
- Grant Operating - C'wealth- Non Rec.
- Grant Operating - Other - Non Rec.
- Grant Operating - State - Non Rec.
- Grant Operating - State – Rec.
- Interest Income.
- Other Income.
- Rates & charges.
- Reimbursements.
- Statutory Fees & Fines.
- User Fees.

The long-term (seven years to 2024/25) breakdown of Council’s income sources are shown below.



Rates are the most significant revenue source for Council and makes up an average of 55.5% of annual income.

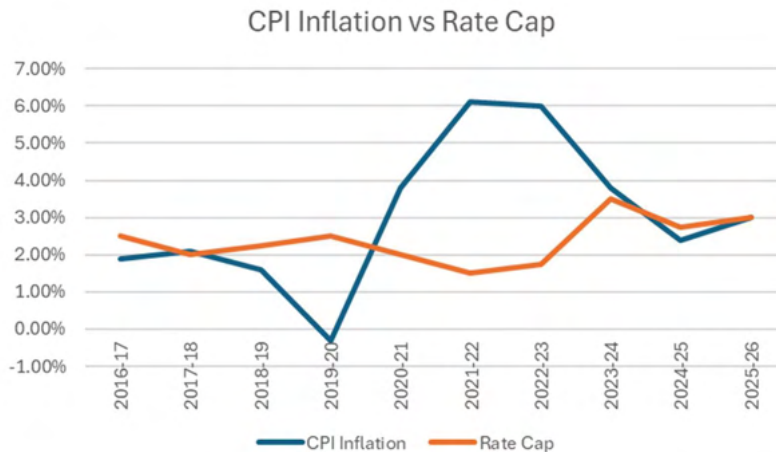
## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Revenue and Rating Plan

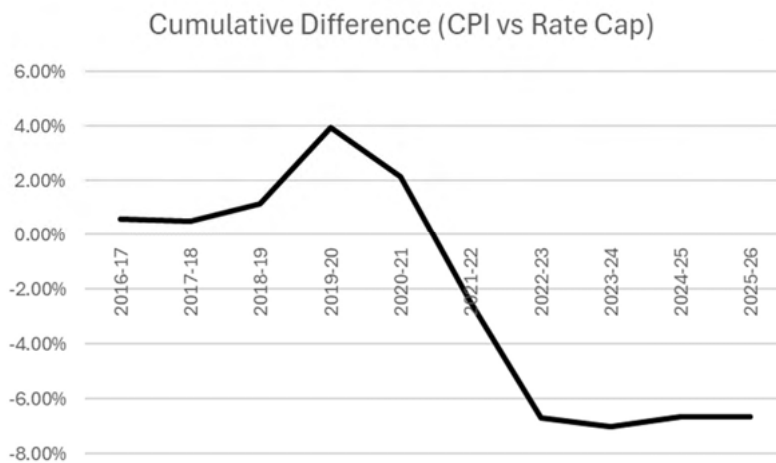


The introduction of rate capping under the Victorian Government's Fair Go Rates System (FGRS) restricts Council's ability to raise revenue above the rate cap unless application is made to the Essential Services Commission for a variation. This limits service delivery growth and the ability for Council to invest in new community assets.

The annual rate cap has not kept pace with inflation.



This has a cumulative and permanent impact on council income.



Council provides a wide range of services to the community, some of these are provided for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees are set by State Government statute and are commonly known as statutory fees. In these cases, councils usually have no control over service pricing and are unable to set fees at a level that would recoup the cost of providing the service, thus requiring rate funding to make up the difference. However, in relation to other services, Council has the ability to set a fee or charge and will set that fee based on the principles outlined in this Revenue and Rating Plan.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Revenue and Rating Plan



Council revenue can also be adversely affected by changes to funding from other levels of government. Some grants are tied to the delivery of council services, whilst many are tied directly to the delivery of new community assets, such as roads or recreation master plan activities. Council regularly applies for grant funding as part of its delivery of services and infrastructure for the community.

### 1.3 COMMUNITY ENGAGEMENT

The Revenue and Rating Plan outlines Council's decision-making process on how revenues are calculated and collected. The following public consultation process will be followed to ensure due consideration and feedback is received from relevant stakeholders.

Revenue and Rating Plan community engagement process:

- Draft Revenue and Rating Plan prepared by officers;
- Draft adopted by Council at the May Council meeting.
- Draft Revenue and Rating Plan placed on public exhibition at (May) Council meeting for a period of 21 days and calling for public submissions;
- Final Revenue and Rating Plan (with any revisions) presented to the June Council meeting for adoption.

### 1.4 RATES AND CHARGES

Rates are property taxes that allow Council to raise revenue to fund essential public services to cater to their municipal population. Importantly, it is a taxation system that includes flexibility for councils to utilise different tools in its rating structure to accommodate issues of equity and to ensure fairness in rating for all ratepayers.

Council has established a rating structure comprised of three key elements. These are:

- **General Rates** – Based on property values (using the Capital Improved Valuation methodology), which are indicative of capacity to pay and form the central basis of rating under the *Local Government Act 2020*;
- **Service Charges** - A 'user pays' component for council services to reflect benefits provided by Council to ratepayers who benefit from a service; and
- **Municipal Charge** - A 'fixed rate' portion per property to cover some of the administrative costs of Council.

Striking a proper balance between these elements helps to improve equity in the distribution of the rate burden across residents.

Council makes a further distinction when applying general rates by applying rating differentials based on the purpose for which the property is used. That is, whether the property is used for residential, commercial/industrial, or farming purposes. This distinction is based on the concept that different property categories should pay a fair and equitable contribution, considering the benefits those properties derive from the local community.

The Indigo Shire Council rating structure comprises five differential rates.

- General
- Residential vacant
- Rural 1
  - A property of 50 HA or greater
  - A property that is combined under a Single Farming Enterprise where the combined total is 50 HA or greater
  - A property larger than 8 HA that meets the primary producer criteria set out in the Revenue and Rating strategy
  - A property larger than 8 HA that has a covenant with Trust for Nature and is not used for any other purpose.
- Rural 2 – 8 HA or greater, but less than 50 ha
- Commercial / Industrial



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Revenue and Rating Plan



These rates are structured in accordance with the requirements of Section 94 'Differential Rates' of the Local Government Act 2020, and the Ministerial Guidelines for Differential Rating 2013.

The differential rates are currently set as follows:

- General: 100%
- Residential Vacant: 200%
- Rural 1: 75%
- Rural 2: 90%
- Commercial / Industrial: 135%

The formula for calculating General Rates, excluding any additional charges, arrears or additional supplementary rates is:

- Valuation (Capital Improved Value) x Rate in the Dollar (Differential Rate Type)

The rate in the dollar for each rating differential category is included in Council's annual budget.

Council also levies a municipal charge. The municipal charge is a minimum charge per property and declared for the purpose of covering some of the administrative costs of Council. In applying the municipal charge, Council ensures that each ratable property in the municipality makes a contribution.

Rates and charges are an important source of revenue, accounting for approximately 55.5% of operating revenue received by Council (seven-year average to 2024/25). The collection of rates is an important factor in funding Council services.

Planning for future rate increases is therefore an essential component of the long-term financial planning process and plays a significant role in funding both additional service delivery and the increasing costs related to providing council services.

Council is aware of the balance between rate revenue (as an important income source) and community affordability. Annual rate increases are capped to be no greater than the rate declared by the Minister for Local Government, which is announced in December for the following financial year.

Council currently utilises a service charge to recover the cost of Council's kerbside waste services. This charge is not subject to the annual cap.

#### 1.4.1 RATING LEGISLATION

The legislative framework set out in the Local Government Act 2020 determines council's ability to develop a rating system. In 2019 the Victorian State Government conducted a Local Government Rating System Review. The Local Government Rating System Review Panel presented their final report and list of recommendations to the Victorian Government in March 2020. This review has not resulted in any significant changes to the rating system.

The recommended strategy in relation to municipal charges, service rates and charges and special rates and charges are discussed later in this document.

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates. Section 355 (1) of the Local Government Act 2020 provides Council with three choices in terms of which valuation base to utilise. They are: Site Valuation, Capital Improved Valuation (CIV) and Net Annual Value (NAV).

The advantages and disadvantages of the respective valuation basis are discussed further in this document. Whilst this document outlines Council's strategy regarding rates revenue, rates data will be contained in the Council's Annual Budget as required by the Local Government Act 2020.

Section 94(1) of the Local Government Act 2020 states that Council must adopt a budget by 30 June each year (or at another time fixed by the Minister) to include:

- a) the total amount that the Council intends to raise by rates and charges;
- b) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
- c) a description of any fixed component of the rates, if applicable;
- d) if the Council proposes to declare a uniform rate, the matters specified in section 160 of the Local Government Act 2020;

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Revenue and Rating Plan



- e) if the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the Local Government Act 2020;

Section 94(3) of the Local Government Act 2020 also states that Council must ensure that, if applicable, the budget also contains a statement –

- a) that the Council intends to apply for a special order to increase the Council's average rate cap for the financial year or any other financial year; or
- b) that the Council has made an application to the ESC for a special order and is waiting for the outcome of the application; or
- c) that a special Order has been made in respect of the Council and specifying the average rate cap that applies for the financial year or any other financial year.

This plan outlines the principles and strategic framework that Council will utilise in calculating and distributing the rating burden to property owners, however, the quantum of rate revenue and rating differential amounts will be determined in the annual Indigo Shire Council budget.

#### 1.4.2 RATING PRINCIPLES

##### Taxation Principles:

When developing a rating strategy, in particular with reference to differential rates, a Council should consider the following good practice taxation principles:

- Wealth Tax
- Equity
- Efficiency
- Simplicity
- Benefit
- Capacity to Pay
- Diversity.

##### **Wealth Tax**

The "wealth tax" principle implies that the rates paid are dependent upon the value of a ratepayer's real property and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

##### **Equity**

*Horizontal equity* – ratepayers in similar situations should pay similar amounts of rates (ensured mainly by accurate property valuations, undertaken in a consistent manner, their classification into homogenous property classes and the right of appeal against valuation).

*Vertical equity* – those who are better off should pay more rates than those worse off (the rationale applies for the use of progressive and proportional income taxation. It implies a "relativity" dimension to the fairness of the tax burden).

##### **Efficiency**

Economic efficiency is measured by the extent to which production and consumption decisions by people are affected by rates.

##### **Simplicity**

How easily a rates system can be understood by ratepayers and the practicality and ease of administration.

##### **Benefit**

The extent to which there is a nexus between consumption/benefit and the rate burden.

##### **Capacity to Pay**

The capacity of ratepayers or groups of ratepayers to pay rates.

##### **Diversity**

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## Revenue and Rating Plan

The capacity of ratepayers within a group to pay rates.

The rating challenge for Council therefore is to determine the appropriate balancing of competing considerations.

### Rates and Charges Revenue Principles:

Differential rating is applied as equitably as is practical and in compliance with the [\*Ministerial Guidelines for Differential Rating 2013\*](#).

### 1.4.3 DETERMINING WHICH VALUATION BASE TO USE

Under the *Local Government Act 2020*, Council has three options as to the valuation base it elects to use. They are:

- **Capital Improved Value (CIV)** – Value of land and improvements upon the land.
- **Site Value (SV)** – Value of land only.
- **Net Annual Value (NAV)** – Rental valuation based on CIV.

For residential and farm properties, NAV is calculated at 5 per cent of the Capital Improved Value. For commercial and industrial properties, NAV is calculated as the greater of the estimated annual rental value or 5 per cent of the CIV.

#### **Capital Improved Value (CIV)**

Capital Improved Value is the most commonly used valuation base by local government with over 90% of Victorian councils applying this methodology. Based on the value of both land and all improvements on the land, it is generally easily understood by ratepayers as it equates to the market value of the property.

Section 161 of the *Local Government Act 1989* provides that a Council may raise any general rates by the application of a differential rate if –

- a) It uses the capital improved value system of valuing land; and
- b) It considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a council does not utilise CIV, it may only apply limited differential rates in relation to farm land, urban farm land or residential use land.

#### **Advantages of using Capital Improved Value (CIV)**

- CIV includes all property improvements, and hence is often supported on the basis that it more closely reflects “capacity to pay”. The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than Site Value and NAV.
- With the increased frequency of valuations (previously two year intervals, now annual intervals) the market values are more predictable and has reduced the level of objections resulting from valuations.
- The concept of the market value of property is more easily understood with CIV rather than NAV or SV.
- Most councils in Victoria have now adopted CIV which makes it easier to compare relative movements in rates and valuations across councils.
- The use of CIV allows council to apply differential rates which greatly adds to council’s ability to equitably distribute the rating burden based on ability to afford council rates. CIV allows council to apply higher rating differentials to the commercial and industrial sector that offset residential rates.

#### **Disadvantages of using CIV**

- The main disadvantage with CIV is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low-income earners.

#### **Site value (SV)**

There are currently no Victorian councils that use this valuation base. With valuations based simply on the valuation of land and with only very limited ability to apply differential rates, the implementation of Site Value in an Indigo Shire Council context would cause a shift in rate burden from the industrial/commercial sectors onto the residential sector, and would hinder council’s objective of a fair and equitable rating system.

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There would be further rating movements away from modern townhouse style developments on relatively small land parcels to older established homes on quarter acre residential blocks. In many ways, it is difficult to see an equity argument being served by the implementation of site valuation in the Indigo Shire Council.

#### Advantages of Site Value

- There is a perception that under site value, a uniform rate would promote development of land, particularly commercial and industrial developments. There is, however, little evidence to prove that this is the case.
- Scope for possible concessions for urban farm-land and residential use land.

#### Disadvantages of using Site Value

- Under SV, there will be a significant shift from the industrial/commercial sector onto the residential sector of council. The percentage increases in many cases would be in the extreme range.
- SV is a major burden on property owners that have large areas of land. Some of these owners may have much smaller/older dwellings compared to those who have smaller land areas but well-developed dwellings, but will pay more in rates. A typical example is flats, units, or townhouses which will all pay low rates compared to traditional housing styles.
- The use of SV can place pressure on council to give concessions to categories of landowners on whom the rating burden is seen to fall disproportionately (e.g. Farm land and residential use properties). Large landowners, such as farmers for example, are disadvantaged by the use of site value.
- SV will reduce Council's rating flexibility and options to deal with any rating inequities due to the removal of the ability to levy differential rates.
- The community may have greater difficulty in understanding the SV valuation on their rate notices, as indicated by many inquiries from ratepayers on this issue handled by council's customer service and property revenue staff each year.

#### Net annual value (NAV)

NAV, in concept, represents the annual rental value of a property. However, in practice, NAV is loosely linked to capital improved value for residential and farm properties. Valuers derive the NAV directly as 5 per cent of CIV.

In contrast to the treatment of residential and farm properties, NAV for commercial and industrial properties are assessed with regard to actual market rental. This differing treatment of commercial versus residential and farm properties has led to some suggestions that all properties should be valued on a rental basis.

Overall, the use of NAV is not largely supported. For residential and farm ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as CIV but is harder to understand.

#### Recommended valuation base

In choosing a valuation base, councils must decide on whether they wish to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If a council was to choose the former, under the *Local Government Act 1989* it must adopt either of the CIV or NAV methods of rating.

Indigo Shire Council applies Capital Improved Value (CIV) to all properties within the municipality to take into account the fully developed value of the property. This basis of valuation takes into account the total market value of the land plus buildings and other improvements.

Differential rating allows (under the CIV method) council to shift part of the rate burden from some groups of ratepayers to others, through different "rates in the dollar" for each class of property.

Section 161(1) of the *Local Government Act 2020* outlines the requirements relating to differential rates, which include:

- a) A Council may raise any general rates by the application of a differential rate, if Council considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.
- b) If a Council declares a differential rate for any land, the Council must specify the objectives of the differential rate, which must be consistent with the equitable and efficient carrying out of the Council's functions and must include the following:

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- i. A definition of the types or classes of land which are subject to the rate and a statement of the reasons for the use and level of that rate.
- ii. An identification of the type or classes of land which are subject to the rate in respect of the uses, geographic location (other than location on the basis of whether or not the land is within a specific ward in Council's district).
- iii. Specify the characteristics of the land, which are the criteria for declaring the differential rate.

Once the Council has declared a differential rate for any land, the Council must:

- a) Specify the objectives of the differential rates;
- b) Specify the characteristics of the land which are the criteria for declaring the differential rate.

The purpose is to ensure that Council has a sound basis on which to develop the various charging features when determining its revenue strategies and ensure that these are consistent with the provisions of the *Local Government Act 2020*.

The general objectives of each of the differential rates are to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. There is no limit on the number or types of differential rates that can be levied, but the highest differential rate can be no more than four times the lowest differential rate.

#### Property Valuations

The *Valuation of Land Act 1960* is the principle legislation in determining property valuations. Under the *Valuation of Land Act 1960*, the Victorian Valuer-General conducts property valuations on an annual basis. Indigo Shire Council applies a Capital Improved Value (CIV) to all properties within the municipality to take into account the full development value of the property. This basis of valuation takes into account the total market value of the land including buildings and other improvements.

The value of land is always derived by the principal of valuing land for its highest and best use at the relevant time of valuation.

Council needs to be mindful of the impacts of revaluations on the various property types in implementing the differential rating strategy outlined in the previous section to ensure that rises and falls in council rates remain affordable and that rating 'shocks' are mitigated to some degree.

#### Supplementary Valuations

Supplementary valuations are carried out for a variety of reasons including rezoning, subdivisions, amalgamations, renovations, new constructions, extensions, occupancy changes and corrections. The Victorian Valuer-General is tasked with undertaking supplementary valuations and advises council on a monthly basis of valuation and Australian Valuation Property Classification Code (AVPCC) changes.

Supplementary valuations bring the value of the affected property into line with the general valuation of other properties within the municipality. Objections to supplementary valuations can be lodged in accordance with Part 3 of the *Valuation of Land Act 1960*. Any objections must be lodged with Council within two months of the issue of the supplementary rate notice.

#### Objections to property valuations

Part 3 of the *Valuation of Land Act 1960* provides that a property owner may lodge an objection against the valuation of a property or the Australian Valuation Property Classification Code (AVPCC) within two months of the issue of the original or amended (supplementary) Rates and Valuation Charges Notice (Rates Notice), or within four months if the notice was not originally issued to the occupier of the land.

A property owner must lodge their objection to the valuation or the AVPCC in writing to the Indigo Shire Council. Property owners also have the ability to object to the site valuations on receipt of their Land Tax Assessment. Property owners can appeal their land valuation within two months of receipt of their Council Rate Notice (via Council) or within two months of receipt of their Land Tax Assessment (via the State Revenue Office).

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### 1.4.4 RATING DIFFERENTIALS

Council believes each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the classes of land which are subject to each differential rate and the uses of each differential rate are set out below.

#### General Rate

##### **Definition:**

General properties are those that are predominantly used for human habitation, and assessed by Council's valuer as being "Residential" for the purposes of the State Government's Fire Service Property Levy, or; Not covered by another category. The objective of this general rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the construction and maintenance of infrastructure assets, development and provision of community services and provision of support services.

The categorisation of "general" properties includes some small businesses that operate from residential properties that are of small scale and do not cause significant commercial impact on the community. This may include small accommodation businesses (small B&B's or low-scale self-contained accommodation, small scale professional business such as accounting etc.).

As the base differential category, the percentage rate applied to 'General' properties is always 100%. Therefore, the adjustment of the proportion of rates that apply to the General differential properties is set by its relative difference to the other rating categories.

##### **Level of Rate:**

100% of General Rate.

#### Residential Vacant Rate

##### **Definition:**

Residential Vacant land is any land which.

- Does not contain buildings; and
- Is of a type that permits residential development.

Residential vacant land has the potential to be developed for residential type accommodation that will place a similar demand for Council's services as the other residential type classifications.

Development of this land is encouraged to promote urban consolidation within the Shire and protect rural and farming land from unnecessary residential development.

##### **Level of Rate:**

200% of General Rate.

#### Rural 1 and Rural 2

##### **Definition:**

**Rural 1** property is a property that is:

- a) 50 HA or greater
- b) Combined under a Single Farming Enterprise where the combined total is 50 HA or greater
- c) Larger than 8 HA that meets the primary producer criteria set out in this strategy
- d) Larger than 8 HA that has a covenant with Trust for Nature (TfN) and is not used for any other purpose.

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The objectives of this differential category are to;

- Encourage the use of rural properties for primary production or the support of biodiversity.
- Provide a financial support to farmers.
- Encourage the retention of large land parcels in rural areas.
- Recognise the lower availability of Council services in rural areas.

The first criteria (greater than 50 HA) is assessed using property size and valuation classification (using AVPCC designation). The second criteria recognises that farms are often a collection of parcels and these can be recognised under the Single Farming Enterprise system (used for Municipal Charges).

The third criteria (Greater than 8 HA and used for primary production) is assessed on a case by case basis in response to a property owner's application. The criteria for primary producer status is:

1. Properties greater than 8 ha, and;
2. Categorised by the Valuer General's office as being a farm (through the use of the AVPCC codes), and;
3. Used mainly for the purposes of primary production, and;
4. Operated by an entity that has been assessed by the Australian Taxation Office as being a primary producer.

Applications for primary producer or TfN status will be assessed by Council staff and (if successful) the new differential will apply to the following financial year.

Property owners are required to notify Council if the use of the land for primary production ceases.

Once assessed as being a primary production property this designation will remain until;

- Notification from the property owner that the use of the property has changed.
- Council requests a re-assessment. This would be triggered by an observed change of property use or a concern that the primary production status is no longer valid, or;
- A change of ownership (including transfer between family members), or;
- A change to property details (subdivision, consolidation, or ownership/leasehold status).

Following a change of ownership or a request by Council to re-assess the differential, a minimum of three months will be allowed for this process before changes are made. If three months is not available then the reassessment will take place for the following financial year.

Council may choose to provide a temporary assessment where it is considered appropriate to delay the final decision. This will be used in circumstances such as;

- A tight timeframe for the assessment to be undertaken that would result in an unfair pressure on the process.
- A new or changed farming operation that does not initially have the documentation to prove primary producer status.

A temporary assessment will be at the discretion of Council, and be valid for a maximum of 12 months before being re-assessed. Council will aim to conclude the assessment process as soon as practicable.

The final criteria for Rural 1 classification is a completed Trust for Nature (TfN) covenant that applies to the entire property where the property is not used for any other purpose (such as residential use or business use). This designation (as Rural 1) is contingent on compliance with the TfN covenant conditions.



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**Rural 2** property is any property which is greater than 8 hectares and less than 50 hectares in area and not used for business/commercial/industrial purposes. The objectives of this differential category are to;

- Encourage the retention of large land parcels in rural areas.
- Recognise the lower availability of Council services in rural areas.

### Level of Rate:

Council applies two rural differentials;

Rural 1: 75% of the General rate.

Rural 2: 90% of the General rate.

### Commercial/Industry Rate

#### Definition:

Commercial/Industrial property is any property which is:

- Assessed by Council's valuer as being Commercial or Industrial for the purposes of the State
- Government's Fire Service Property Levy, and;
- Operating on a commercial/industrial basis.

Businesses place additional demands on some council services, as well as higher demands on road and parking infrastructure. Additionally, commercial operations are direct and indirect beneficiaries of Council's economic development and tourism activities and promotion within the shire. The objective of this rating differential is to ensure that commercial property rates reflect this demand and investment.

Commercial/Industrial Land is any land, which is:

- a) assessed by Council's valuer as being Commercial or Industrial for the purposes of the State Government's Fire Service Property Levy,
- b) operating on a commercial / industrial basis.

### Level of Rate:

135% of the General Rate.

## 1.4.5 Reasons for using Differential Rates

### Advantages of a differential rating system

The advantages of utilising a differential rating system summarised below are:

- There is greater flexibility to distribute the rate burden between all classes of property, and therefore link rates with the ability to pay and reflecting the tax deductibility of rates for commercial and industrial premises.
- Differential rating allows Council to better reflect the investment required by Council to establish infrastructure to meet the needs of the commercial and industrial sector.
- Allows Council to reflect the unique circumstances of some rating categories where the application of a uniform rate may create an inequitable outcome (e.g. Farming enterprises).

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- Allows Council discretion in the imposition of rates to facilitate and encourage appropriate development of its municipal district in the best interest of the community. (i.e. Vacant Commercial properties still attract the commercial differential rate)

### Disadvantages of a differential rating system

The disadvantages in applying differential rating summarised below are:

- The justification of the differential rate can at times be difficult for the various groups to accept giving rise to queries and complaints where the differentials may seem to be excessive.
- Differential rates can be confusing to ratepayers, as they may have difficulty understanding the system. Some rating categories may feel they are unfavorably treated because they are paying a higher level of rates than other ratepayer groups.
- Differential rating involves a degree of administrative complexity as properties continually shift from one type to another (e.g. residential to commercial,) requiring Council to update its records. Ensuring the accuracy/integrity of Council's data base is critical to ensure that properties are correctly classified into their right category.
- Council may not achieve the objectives it aims for through differential rating. For example, Council may set its differential rate objectives to levy a higher rate on land not developed, however it may be difficult to prove whether the rate achieves those objectives.

### 1.4.6 MUNICIPAL CHARGE

Another principle rating option available to Councils is the application of a municipal charge. Under Section 11 of the *Local Government Act 2020*, Council may declare a municipal charge to cover some of the administrative costs of the Council. The legislation is not definitive on what comprises administrative costs and does not require Council to specify what is covered by the charge.

The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the CIV valuation method.

Under the *Local Government Act 2020*, a council's total revenue from a municipal charge in a financial year must not exceed 20 per cent of the combined sum total of the Council's total revenue from the municipal charge and the revenue from general rates (total rates).

The municipal charge applies equally to all properties and is based upon the recovery of a fixed cost of providing administrative services irrespective of valuation. The same contribution amount per assessment to cover a portion of council's administrative costs can be seen as an equitable method of recovering these costs.

### 1.4.7 SPECIAL CHARGE SCHEMES

The *Local Government Act 2020* recognises that councils need help to provide improved infrastructure for their local communities. Legislation allows councils to pass on the cost of capital infrastructure to the owner of a property that generally receives a unique benefit from the construction works. The technical explanation of a Special Charge comes from legislation (under the *Local Government Act 2020*) that allows councils to recover the cost of works from property owners who will gain special benefit from that work.

The purposes for which special rates and special charges may be used include road construction, kerb and channelling, footpath provision, drainage, and other capital improvement projects.

The special rate or special charges may be declared on the basis of any criteria specified by the council in the rate (Section 163 (2)). In accordance with Section 163 (3), council must specify:

- a. the wards, groups, uses or areas for which the special rate or charge is declared; and
- b. the land in relation to which the special rate or special charge is declared;
- c. the manner in which the special rate or special charge will be assessed and levied; and
- d. details of the period for which the special rate or special charge remains in force.

The special rates and charges provisions are flexible and can be used to achieve a wide range of community objectives. The fundamental principle of special rates and charges is proof "special benefit" applies to those

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being levied. For example, they could be used to fund co-operative fire prevention schemes. This would ensure that there were no 'free-riders' reaping the benefits but not contributing to fire prevention.

Landscaping and environmental improvement programs that benefit small or localised areas could also be funded using special rates or charges.

### 1.4.8 SERVICE RATES AND CHARGES

Section 162 of the *Local Government Act 2020* provides council with the opportunity to raise service rates and charges for any of the following services:

- a. The provision of a water supply;
- b. The collection and disposal of refuse;
- c. The provision of sewage services;
- d. Any other prescribed service.

Council currently applies a service charge for the collection and disposal of refuse. Council retains the objective of setting the service charge for waste at a level that fully recovers the cost of the waste services.

Council is compliant with the Minister for Local Government's Good Practice Guidelines (2023) for service rates and charges.

### 1.4.9 COLLECTION AND ADMINISTRATION OF RATES AND CHARGES

**The purpose of this section is to outline the rate payment options, processes, and the support provided to ratepayers facing financial hardship.**

#### Payment options

In accordance with section 167(1) of the *Local Government Act 2020* ratepayers have the option of paying rates and charges by way of four instalments. Payments are due on the prescribed dates as declared in the annual budget. These are usually:

- 1st Instalment: 30 September
- 2nd Instalment: 30 November
- 3rd Instalment: 28 February
- 4th Instalment: 31 May

Council offers a range of payment options including:

- in person at Council offices (cheques, money orders, EFTPOS, credit/debit cards and cash),
- online via Council's ratepayer portal, direct debit (on prescribed instalment due dates or monthly),
- BPAY,
- Australia Post (over the counter, over the phone via credit card and on the internet),
- by mail (cheques and money orders only).

#### Interest on arrears and overdue rates

Interest is charged on all overdue rates in accordance with Section 172 of the *Local Government Act 2020*. The interest rate applied is fixed under Section 2 of the *Penalty Interest Rates Act 1983*, which is determined by the Minister and published by notice in the Government Gazette.

#### Pensioner rebates

Holders of a Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card which stipulates TPI or War Widow may claim a rebate on their sole or principal place of residence. Upon initial application, ongoing eligibility is maintained, unless rejected by Centrelink or the Department of Veteran Affairs during the annual verification procedure. Upon confirmation of an eligible pensioner concession status, the pensioner rebate is deducted from the rate account before payment is required by the ratepayer.

With regards to new applicants, after being granted a Pensioner Concession Card (PCC), pensioners can then apply for the rebate at any time throughout the rating year.

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### Deferred payments

Under Section 170 of the *Local Government Act 2020*, Council may defer the payment of any rate or charge for an eligible ratepayer whose property is their sole place of residency, allowing ratepayers an extended period of time to make payments or alternatively to forestall payments on an indefinite basis until the ratepayer ceases to own or occupy the land in respect of which rates and charges are to be levied.

Deferral of rates and charges are available to all ratepayers who satisfy the eligibility criteria and have proven financial difficulties. Where Council approves an application for deferral of rates or charges, interest may be continued to be levied on the outstanding balance of rates and charges.

Rates and charges will generally not be waived. However, under Section 171 (a) of the Act, Council may waive rates and charges if Council considers that a ratepayer is suffering financial hardship. Requests for waivers greater than \$1,000 require a Council resolution.

Ratepayers seeking to apply for such provision will be required to submit a confidential statement as evidence of financial hardship.

### Financial Hardship Policy

It is acknowledged at the outset that various ratepayers may experience financial hardship for a whole range of issues and that meeting rate obligations constitutes just one element of a number of difficulties that may be faced. The purpose of this Policy is to provide options for ratepayers facing such situations to deal with the situation positively and reduce the strain imposed by financial hardship.

Ratepayers may elect to either negotiate a rate payment plan or apply for a rate deferral or apply to have their rates waived. Ratepayers seeking to apply for such provision will be required to submit a confidential statement as evidence of financial hardship.

### Debt recovery

Council makes every effort to contact ratepayers at their correct address but it is the ratepayers' responsibility to properly advise Council of their contact details. The *Local Government Act 2020* Section 230 and 231 requires both the vendor and buyer of property, or their agents (e.g. solicitors and or conveyancers), to notify Council by way of notice of disposition or acquisition of an interest in land.

In the event that an account becomes overdue, Council will issue an overdue reminder notice which will include accrued penalty interest. In the event that the account remains unpaid, Council may take legal action without further notice to recover the overdue amount. All fees and court costs incurred will be recoverable from the ratepayer.

If an amount payable by way of rates in respect to land has been in arrears for three years or more, Council may take action to sell the property in accordance with the *Local Government Act 1989* Section 181.

### Emergency Services and Volunteers Fund

In 2025 the Victorian State Government passed legislation requiring the collection of a state tax (Emergency Services and Volunteers Fund) alongside council rates. This tax is not related to council operations and council is simply a collection agency for the state government.

This tax is based on two components, a fixed charge, and a variable charge which is linked to the Capital Improved Value of the property. Details of the rates and calculation method are available on the state government website.

The state government is not subject to the annual rate cap and the amount of the ESVF is at the discretion of the state government.

Further information on this state government tax can be found on the state government's website.

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## 1.5 OTHER REVENUE ITEMS

### 1.5.1 USER FEES AND CHARGES

Indigo Shire council provides a wide range of services to the community, often for a fee or charge. In this Plan, the terms 'fees' and 'charges' are used generically to cover all user charges and fees-for-service that are set and managed by council.

The nature of these fees and charges generally depends on whether they relate to compulsory or discretionary services.

Examples of user fees and charges include:

- Pool visitation and membership fees
- Waste Management fees
- Leases and facility hire fees

The provision of infrastructure and services form a key part of council's role in supporting the local community. In providing these, council must consider a range of 'Best Value' principles including service cost and quality standards, value-for-money, and community expectations and values. Council must also balance the affordability and accessibility of infrastructure and services with its financial capacity and in the interests of long-term financial sustainability.

Compulsory services attract unavoidable charges and can include such services as garbage collection, disposal, recycling and other special charges usually imposed on residents through rates notices. Discretionary services are those that residents can choose to use or not, such as recreation services, child care, applications for planning and building approvals and human services. In most cases council provides these on a fee-for-service, or user-pays basis rather than funding them entirely out of rates and other general revenues.

Councils must also comply with the government's Competitive Neutrality Policy for significant business activities they provide and adjust their service prices to neutralise any competitive advantages when competing with the private sector.

In providing services to the community, council must determine the extent of cost recovery for particular services consistent with the level of both individual and collective benefit that the services provide and in line with the community's expectations.

Services are provided on the basis of one of the following pricing methods:

- a. Market Price**
- b. Full Cost Recovery Price**
- c. Subsidised Price**

Market pricing (A) is where council sets prices based on the benchmarked competitive prices of alternate suppliers. In general market price represents full cost recovery plus an allowance for profit. Market prices will be used when other providers exist in the given market, and council needs to meet its obligations under the government's Competitive Neutrality Policy.

*It should be noted that if a market price is lower than council's full cost price, then the market price would represent council subsidising that service. If this situation exists, and there are other suppliers existing in the market at the same price, this may mean that council is not the most efficient supplier in the marketplace. In this situation, council will consider whether there is a community service obligation and whether council should be providing this service at all.*

Full cost recovery price (B) aims to recover all direct and indirect costs incurred by council. This pricing should be used in particular where a service provided by council benefits individual customers specifically, rather than the community as a whole. In principle, fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation.

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Subsidised pricing (C) is where council subsidises a service by not passing the full cost of that service onto the customer. Subsidies may range from full subsidies (i.e. council provides the service free of charge) to partial subsidies, where council provides the service to the user with a discount. The subsidy can be funded from council's rate revenue or other sources such as Commonwealth and state funding programs. Full council subsidy pricing and partial cost pricing should always be based on knowledge of the full cost of providing a service.

Indigo Shire uses any surplus income from service areas to add to the revenue pool and subsidises other service areas that are unable to fully recover the cost of service through fees or other sources of funding.

Council provides a table of fees and charges as part of its annual budget each year. Proposed pricing changes will be included in this table and will be communicated to the community before the budget is adopted, giving them the chance to review and provide valuable feedback before the fees are locked in.

### 1.5.2 STATUTORY FEES AND CHARGES

Statutory fees and fines are those which council collects under the direction of legislation or other government directives. The rates used for statutory fees and fines are generally advised by the state government department responsible for the corresponding services or legislation, and generally councils will have limited discretion in applying these fees.

Examples of statutory fees and fines include:

- Planning and subdivision fees
- Building and Inspection fees
- Infringements and fines
- Land Information Certificate fees

Penalty and fee units are used in Victoria's Acts and Regulations to describe the amount of a fine or a fee.

#### Penalty units

Penalty units are used to define the amount payable for fines for many offences. For example, the fine for selling a tobacco product to a person aged under 18 is four penalty units.

The rate for penalty units is indexed each financial year so that it is raised in line with inflation. Any change to the value of a penalty unit will happen on 1 July each year.

#### Fee units

Fee units are used to calculate the cost of a certificate, registration or licence that is set out in an Act or Regulation. For example, the cost of depositing a Will with the Supreme Court registrar of probates is 1.6 fee units.

The cost of fees and penalties is calculated by multiplying the number of units by the current value of the fee or unit. The exact cost may be rounded up or down.

### 1.5.3 GRANTS

Grant revenue represents income usually received from other levels of government. Some grants are singular and attached to the delivery of specific projects, whilst others can be of a recurrent nature and may or may not be linked to the delivery of projects.

Council will pro-actively advocate to other levels of government for grant funding support to deliver important infrastructure and service outcomes for the community. Council may use its own funds to leverage higher grant funding and maximise external funding opportunities.

When preparing its financial plan, council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for. Council will only apply for and accept external funding if it is consistent with the Community Vision and does not lead to the distortion of Council Plan priorities.

Grant assumptions are then clearly detailed in council's budget document. No project that is reliant on grant funding will proceed until a signed funding agreement is in place.

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### 1.5.4 CONTRIBUTIONS

Contributions represent funds received by council, usually from non-government sources, and are usually linked to projects.

Contributions can be made to council in the form of either cash payments or asset hand-overs.

Examples of contributions include:

- Monies collected from developers under planning and development agreements
- Monies collected under developer contribution plans and infrastructure contribution plans
- Contributions from user groups towards upgrade of facilities
- Assets handed over to council from developers at the completion of a subdivision, such as roads, drainage, and streetlights.

Contributions linked to developments can be received well before any council expenditure occurs. In this situation, the funds will be identified and held separately for the specific works identified in the agreements.

### 1.5.5 INTEREST ON INVESTMENTS

Council receives interest on funds managed as part of its investment portfolio, where funds are held in advance of expenditure, or for special purposes. The investment portfolio is managed per council's investment and borrowing policy, which seeks to earn the best return on funds, whilst minimising risk.

### 1.5.6 BORROWINGS

Whilst not a source of income, borrowings can be an important cash management tool in appropriate circumstances. Loans can only be approved by council resolution. Council has an investment and borrowing policy to guide the management of borrowings.

Debt finance, well managed, is a legitimate and prudent financial management tool. Amongst other benefits it enables councils to deliver infrastructure earlier than they otherwise would have been able, and allows the cost to be spread to future generations who will enjoy the benefit of the asset(s).

Debt management has to be linked to a sound financial management framework such as Council has developed and will be presented to the community through its Strategic Resource Plan.

The method of deciding if and how to finance the upfront costs of an infrastructure asset depends on the characteristics of the asset. These include the life span of the asset and the service provision of the asset over that life span.

Questions that a council can ask include:

- What services do we deliver?
- What is the cost of delivery and maintenance of these services?
- Who is the ultimate beneficiary of these services and therefore who should pay for them?
- When should it be paid for?
- What does the community want and when?
- What is the life of the asset or service being funded?

Infrastructure is by its nature capital-intensive and there is almost always the need to raise finance at the beginning of a project. Where core sources of revenue are constrained, it is often appropriate to borrow money for the purposes of meeting the capital requirement.

The following financial sustainability principles must be adhered to with new borrowings:

- Debt finance will enable Council to deliver the project earlier than they otherwise would have been able.
- Debt finance will allow the cost to be spread to over multiple years while enjoying the benefit of the



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Revenue and Rating Plan



project outcomes now.

- Debt finance will prevent the need to divert necessary Council funds from renewal and maintenance budgets to capital expenditure.
- Council enjoys steady and secure income streams in the form of rates and charges, which can be used to meet debt servicing obligations and to secure debt facilities.
- Council's ability to borrow responsibly and to meet proposed debt servicing obligations is based on rigorous and robust financial governance policies and long-term planning.
- Indigo assesses borrowings as a legitimate and prudent financial management tool.
- Council will maintain its debt at levels which are sustainable, with:
  - indebtedness <60% of rate and charges revenue, and
  - debt commitment ratio <5%



# Ten Year Financial Plan 2026–2036



Indigo Shire Council

10-Year Financial Plan 2025/26 to 2034/35

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### Executive Summary

Overall, the *10- Year Financial Plan* (the plan) shows that council is financially sustainable in the medium to long term, while still providing sufficient resources to achieve the Council Plan strategic objectives.

The plan establishes the strategic financial direction for Council to meet the funding and investment challenges that lie ahead in the next 10 years.

The plan outlines both the financial and the non-financial resources required to achieve council's strategic objectives expressed in the *Indigo Shire Council Plan 2025 - 2029*.

The Council Plan supports Council's Vision, Purpose and Values and outlines the strategic economic, social and environmental priorities that have been identified as the direct result of community consultation and ongoing Council planning to ensure our communities have access to infrastructure and services that support quality of life and well-being.

This includes strategies that support the prosperity and sustainability of:

- Our People and Communities.
- Our Places, Townships & Infrastructure
- Indigo's Economy
- Indigo's Environment and Sustainability
- Indigo's Civic Leadership and Governance

Significant items in *10- Year Financial Plan 2025/26 to 2034/35* include:

- a) Rate revenue collection.
- b) Capital expenditure; and
- c) Service Retention

Council has reviewed elements of the *10-Year Financial Plan* in conjunction with the *Indigo Shire Council Plan*. The *10-Year Financial Plan* is scheduled to be adopted by the council at its ordinary meeting on June 24, 2025.

A number of strategic challenges lie ahead, including renewing existing assets at an adequate rate and continuing to provide an appropriate range and level of services to an ageing regional community. Existing services are planned to be retained, and it is projected that Council's FTE resourcing to deliver its services, remains consistent with current levels for the period of the plan.

The challenge for the council, in the short-term, is to fund the appropriate level of investment in the community's assets and services to simultaneously accommodate the pressures of facilitating the infrastructure and service needs of our community, given the background context of an economy struggling with the significant impact of recent economic disruption.

Future directions will be informed heavily by key strategic documents including the Tourism and Economic Development, Recreation, and Ageing Well strategies. Indigo Shire will ambitiously seek to enhance its social and economic capacity through the delivery of major projects and identifying and delivering potential future significant projects (Such as the Victorian Goldfields World Heritage Listing). Addressing the community's future service needs and the required capital expansion requires a planned approach to maintaining a financially responsible and sustainable position.

The 2025/26 capital works budget is a total of \$11.62m. This includes State and Federal Government grant funding for various infrastructure projects. When you break it down, the net cost to Council to deliver the

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

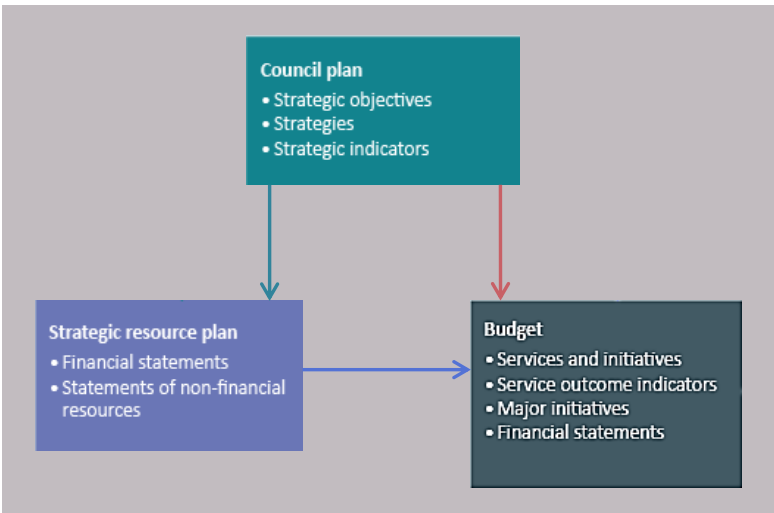
capital works program is \$5.5m. To achieve this, Council assesses financial risk through the use of VAGO indicators, with a commitment to remain in the low to medium risk categories.

## Background

The *Local Government Act 1989* and the new *2020 Act* (the Act) requires council to prepare a 10-year Financial Plan that describes both the financial and non-financial resources required to achieve the strategic objectives in the Council Plan. In preparing the plan, council must consider services and initiatives contained in any plan adopted or proposed to be adopted by council.

Indigo Shire Council has prepared a plan for the ten years 2025/26 to 2034/35 as part of its integrated planning framework as set out below.

### Integrated Planning Framework



The council plan includes the strategic objectives, strategies for achieving these for the period of its four-year term and strategic indicators for monitoring achievement of the strategic objectives. The plan is a strategy of the resources for the next ten years required to achieve the strategic objectives in the council plan. The plan informs the preparation of the budget, which is a plan that describes the services and initiatives to be funded and how they will contribute to achieving the strategic objectives in the Council Plan.

### Objectives of the 10-year Financial Plan

The overall objective of the plan is financial sustainability in the medium to long term, while still providing sufficient resources to achieve the Council Plan strategic objectives. The key principles which underpin Indigo Shire's plan over the next ten years are:

- Council will maintain current services at current service levels.
- Budgeting against LTFP targets. Council budgets to achieve the maintenance of the (base, uncommitted) EOFY cash balance.
- Strategic consideration of the appropriate use for any surplus cash. This will become more critical into the future as Council's cash position becomes stronger. The 2025/26 budget build will involve more discussion and consideration of this.
- New borrowings will only be considered for long-term infrastructure for multi-generational benefit.
- Council will maintain Low/Medium risk against VAGO financial indicators.
- Capital renewal expenditure will align with Council's renewal needs.
- Capital expenditure and income will be based on a ten-year Capital works program.
- Capital net cost to Council (NctC) to be stable with CPI increases.
- No unlinked 'contingency' allocation. All reactive budget allocations are to be authorised through the appropriate channels once details are known.
- New initiatives are to be included.
- ISC will maintain a level of own sourced expenditure on roads.
- Maintenance of cash reserves to ensure operational liquidity, not relying on Council's overdraft facility.

In preparing the plan, council has also been mindful of the need to comply with the principles of sound financial management in the Act which requires council to:

- prudently manage financial risks relating to debt, assets and liabilities.
- provide reasonable stability in the level of rate burden.
- consider the financial effects of council decisions on future generations; and,
- provide full, accurate and timely disclosure of financial information.

### How the plan was developed

This plan has been developed through a rigorous process and is based on the following key information:

- audited financial statements as at 30 June 2024 and 2024/25 Quarter 2 adopted forecast.
- assumptions provided by council service providers about changes in future income and expenditure.
- assumptions provided by council capital works expenditure providers about requirements for future asset renewal, expansion, upgrade and new assets.
- assumptions provided by finance regarding future changes in assets, liabilities and equity; and,
- information provided by the executive management team and council.

### Key 10-year Financial Plan assumptions

There are a number of assumptions underlying the forecasts for income, expenditure, assets, liabilities, equity, cash, capital works expenditure and human resources included in the plan. These assumptions include:

#### Rate cap exemption.

The State Government has issued a rate cap of 3 percent. Council is seeking a rate cap exemption for upcoming financial year. This due to late in 2023 the Minister for Local Government published a “Good Practice Guidelines for Service Rates and Charges” that proposed that expenses that are not attributable directly to a specific property (e.g. transfer stations, bins in parks, etc) should not be funded by a property-based charge (e.g. the EMC). In June 2024 Council considered this and passed the following resolution:

*Council endorses the path to compliance with the Minister for Local Government’s Good Practice Guidelines relating to waste service charges that is outlined in the body of [the budget adoption report to the June 2024 Council Meeting], and the CEO be authorised to commence the process of converting the Environmental Management Contribution to General Rates, with no net financial impact on Council or ratepayers.*

#### Remaining assumptions

- Rate Increase for Year two onward budgeted at 3 percent with no variation over the period of the plan\*
- 3 percent Other Grants increase
- No greater than 3 percent Statutory Fees increase
- 8 percent User fees & charges increase\*\* - years 2 to 0 based on recent 3 year average
- 3 percent Other income increase (e.g. Rents)
- 2.5 percent Expenses (non-staff) increase years 2 – 8 and 3 percent years 9 and 10.
- 3 percent staffing costs increase
- No Defined Benefits call\*\*\*
- \$310k in new initiatives (Attributed to operational priorities linked to Council Plan)

\* Any actual variations will be remodelled within the plan

\*\* Council’s discretionary fees may increase in accordance with cost recovery needs or rate cap fluctuations

\*\*\* If Benefits called, Contingency 1: Revision of cash allocation, Contingency 2: Re-deployment of capital budget



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

These assumptions have been derived from the following sources:

- assessment of the current financial position
- scan of the external economic environment
- forecast changes in population and demographics
- advice from officers responsible for service and capital works planning and delivery
- services and initiatives contained in plans adopted or proposed to be adopted by council.
- Inclusion of grant funding only where funding is announced or there is a high likelihood of funding availability.
- Capital expenditure & income based on current 10-year Capital works program

### Financial Sustainability

Developing financial strategies for councils is often a difficult process, which poses questions like:

- Is the council achieving a sufficient amount of revenue to meet the current and future needs of Indigo Shire's community?
- What should the target be in respect to resourcing expenditure on new assets (capital expenditure)?
- What is the council's targeted renewal investment and is this maintaining an acceptable level of service for the community?
- What is an acceptable rate and charge increase, considering whether a case exists to seek rates rises above the rate cap?
- What is an acceptable level of borrowings?

Some of these answers come from prudential guidelines established by industry bodies such as the Department of Environment, Land, Water and Planning (DELWP), or from Victorian Auditor General's reports. However, a great deal is left for each council as an individual entity to determine. How does the council gather appropriate data on which to base decisions about its financial future?

The use of financial indicators that assess the comparative financial position of each council in Victoria provides a valuable source of information in establishing financial strategies. These indicators highlight the relative financial strengths of each council and uncover the opportunities that councils may seek for improvement. The indicators are used to identify trends in financial sustainability.

In preparing the financial plan, Indigo Shire council has complied with the following principles of sound financial management:

- a) Prudent management of financial risks relating to debt, assets and liabilities.
- b) Provision of reasonable stability and predictability in the level of rates.
- c) Consideration of the financial effects of council decisions on future generations; and,
- d) Full accurate and timely disclosure of financial information.

The key objective that underlines the financial plan is financial sustainability in the medium and long-term, whilst achieving the objectives set out in the *Indigo Shire Council Plan*.

#### Analysis of Council's Financial Sustainability

The concepts most people use in their personal and business lives are basically the same as those that should be applied to local government; however, those concepts need some modification.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Councils are perpetual organisations that manage intergenerational community services and assets. Councils provide the legal framework by which communities own infrastructure and assets collectively.

The Australian Local Government Association's (ALGA's) definition of financial sustainability is worth noting:

*"A council's long-term financial performance and position is sustainable where planned long-term service and infrastructure levels and standards are met without unplanned increases in rates or disruptive cuts to services."*

It is against this definition then that the sustainability of Indigo Shire Council can be assessed.

### Victoria Auditor General

The Victoria Auditor General's Office (VAGO) in April 2025 released its results of 2023-24 Audits: Local Government. The report outlines an analysis on the financial sustainability of councils and regional library corporations.

### VAGO's Indicators of Council Financial Sustainability Risk

Indicator	Definition	Formula
<b>Profitability indicators</b>		
Net result (percent)	A positive result indicates a surplus. The larger the percentage, the stronger the result. A negative result indicates a deficit. Operating deficits cannot be sustained in the long term. The net result and total revenue are obtained from the comprehensive income statement.	Net result / Total revenue
Adjusted underlying result	This measures an entity's ability to generate surplus in the ordinary course of business—excluding non-recurrent capital grants, non-monetary asset contributions, and other contributions to fund capital expenditure from net result. A surplus or increasing surplus suggests an improvement in the operating position.	Adjusted underlying surplus (or deficit) / Adjusted underlying revenue
<b>Financing indicators</b>		
Liquidity (ratio)	This measures an entity's ability to pay existing liabilities in the next 12 months. A ratio greater than 1.0 means there are more cash and liquid assets than short-term liabilities.	Current assets / Current liabilities
Internal financing (percent)	This measures an entity's ability to finance capital works using cash generated by its operating cash flows. The higher the percentage, the greater the ability for the entity to finance capital works from its own funds. Net operating cash flows and net capital expenditure are obtained from the statement of cash flows.	Net operating cash flow / Net capital expenditure
Indebtedness (percent)	This assesses an entity's ability to pay the principal and interest on borrowings, as and when they fall due, from the funds it generates. The lower the ratio, the less revenue the entity is required to use to repay its total debt.	Non-current liabilities / Own-sourced revenue

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Indicator	Definition	Formula
	Own-sourced revenue is used, rather than total revenue, because it does not include grants or contributions.	
<b>Asset renewal and maintenance indicators</b>		
Capital replacement (ratio)	<p>This compares the rate of spending on new infrastructure, property, plant and equipment with its depreciation. Ratios higher than 1 indicate that spending is faster than the depreciating rate.</p> <p>This is a long-term indicator, because capital expenditure can be deferred in the short term if there are insufficient funds available from operations and borrowing is not an option. Cash outflows for property, infrastructure, plant and equipment are taken from the statement of cash flows. Depreciation is taken from the comprehensive income statement.</p>	Cash outflows for property, plant and equipment / Depreciation
Renewal gap (ratio)	This compares the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation. Ratios higher than 1.0 indicate that spending on existing assets is faster than the depreciation rate.	Renewal and upgrade expenditure / Depreciation

[Source: VAGO]

Indigo Shire forecasts for the VAGO and Local Government Performance Reporting Framework are attached in the appendix.

## Rating Strategy

### Background to the present rating system

Rate revenue is a major source of Indigo Shire Council's revenues, accounting for nearly half of its annual income.

Council has endeavoured to balance the cost of providing rates and services as fairly as possible across all ratepayer groups. Council's practices and decisions regarding rating are influenced by a number of factors including legislation and Council's strategies and plans.

There are major practical considerations that influence what type of services will attract fees and charges. Most critically is whether the services being considered are either entirely or partially public goods. Public goods are defined as services that provide a broad and often unquantifiable benefit to the community rather than a particular benefit to individuals, businesses, specific groups or individual properties. Public goods have the following characteristics:

*The use of or enjoyment of them by one person does not diminish their availability to, or enjoyment by, others (that is, they are non-rival); and it is not practical to exclude access to them (that is, they are non-excludable).*

Council currently uses the Capital Improved Value (CIV) as a basis for levying rates. The CIV is determined by the Valuer General and is the total market value of the land plus the value of improvements made to the property including buildings and landscaping.

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CIV considers the total value of the property (Site Value plus the value of all improvements); the sum which land, if it were held for an estate in fee simple unencumbered by any lease, mortgage or other charge, might be expected to realise at the time of valuation if offered for sale on any reasonable terms and conditions which a genuine seller might in ordinary circumstances be expected to require.

### **Indigo Shire Council levies rates using a differential system**

The use of differential rates ensures greater equity and appropriate contribution from rates according to land use characteristics in relation to affordability and taxation principles. Following are the differential rating categories:

#### *General Differential*

The objective of this general rate is to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including (but not limited to) the construction and maintenance of infrastructure assets, development and provision of community services and provision of support services.

The categorisation of “general” properties includes small businesses that operate from residential properties that are of small scale and do not cause significant commercial impact on the community. This may include small accommodation businesses (B&B’s or self-contained accommodation, small scale professional business such as accounting etc.).

Being the base / default differential category, the rating differential of General properties is always 100 percent.

#### *Residential Vacant Differential*

In order to encourage development, Council considers that vacant land should be treated differently.

Council recognises that the area of higher differential rating of residential vacant land is subjective, and arguments can be made to support a number of positions. Council considers on balance there are factors that materially influence the decisions of property owners to sell or develop land.

Council applies a differential rate titled Residential Vacant, with the differential set at 200 percent of the General rate.

#### *Rural Differentials (Rural 1 and Rural 2)*

The basis for this decision is that, in the absence of some rate relief, the higher land component inherent in farming properties contributes to their relatively higher values and would result in farmers having to pay disproportionately high rates in relation to the income or surplus able to be generated from their properties

Council applies two rural differentials.

*Rural 1:* For land greater than 50 HA, or properties larger than 8 HA that meet either the primary producer or trust for nature criteria, the differential rate will be set at 75 percent of the General rate.

*Rural 2:* For land between 8 HA and 50 HA, the differential rate will be set at 90 percent of the General rate.

#### *Commercial and Industrial Land Differential*

It is Council’s position that businesses place additional demands on some council services. Higher demands are also placed on road infrastructure through specific commercial/industrial heavy

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vehicle movements. Additionally, commercial operations are direct and indirect beneficiaries of economic development and tourism activities and promotion within the shire.

Council applies a differential rate titled Commercial/Industrial with the differential set at 135 percent of the General rate.

### **Indigo Shire Council levies a Municipal Charge at or near the maximum permitted 20 percent**

Council considers that it is equitable that properties make a standard contribution to some administrative costs and that the municipal charge is a useful means of ensuring that, regardless of property size or valuation, each assessment contributes a flat, identical contribution towards the operation of the Council. Specifically:

#### *Retirement Villages*

Council acknowledge that retirement villages provide a proportion of the services normally provided by local government. Council only charges one Municipal Charge and one Environmental Management Contribution per accredited retirement village.

#### *Cultural and Recreational properties*

The Cultural and Recreational Lands Act 1963 provides a means for Councils to grant a rating concession to any cultural or recreational property which meet the test of being 'rateable land' under the Act. Council does not consider that rebates to Cultural and Recreational Land provides sufficient public benefit to justify the additional rating burden on all other ratepayers.

#### *Charitable and Not-For-Profit Organisations*

Section 154 of the Local Government Act 2020 provides for properties where the use is charitable, to be non-rateable. Council complies with Section 154 of the Local Government Act (2020) and does not expand concessions beyond those provided for in legislation.

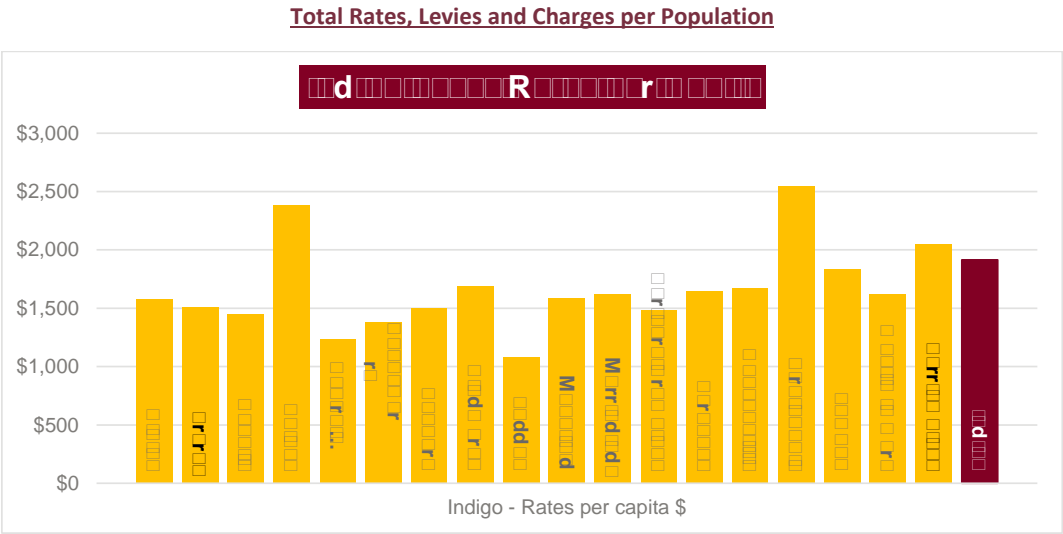
#### *Service Charges*

Council currently applies four service charges for garbage collection, recycling collection, organic collection and for environmental management.

### **Assessment of current rating levels**

Comparing the relativity of rating levels between councils can be a difficult exercise due to debate over the most appropriate methods and the inability to consider intricacies of rating structures in different councils.

Also, councils have significantly different infrastructure needs and geographic sizes. Each municipality has significantly different levels of capital works, funding structures for capital works and varying debt levels.



For rates per capita, Indigo is traditionally a low-rating shire compared to other similar Councils. For 2023 we were slightly higher than other similar councils.

Fees and Charges

Indigo Shire council provides a wide range of services to the community, often for a fee or charge.

The nature of these fees and charges generally depends on whether they relate to compulsory or discretionary services.

Compulsory services attract unavoidable charges and can include such services as garbage collection, disposal, recycling and other special charges usually imposed on residents through rates notices. Discretionary services are those that residents can choose to use or not, such as recreation services, childcare, applications for planning and building approvals and human services. In most cases council provides these on a fee-for-service, or user-pays basis rather than funding them entirely out of rates and other general revenues.

Currently, Indigo Shire uses surplus funds from service areas to cross-subsidise other service areas that are unable to fully recover the cost of service through fees or other sources of funding. Indigo Shire will undertake a cost assessment of all service areas over the period of the plan to determine a “true cost of service” and apply a fee structure set at a level that recovers the full cost of the service. Where fees do not satisfy council’s Best Value or Competitive Neutrality obligations, cross subsidisation may still be required.

Some of these fees and charges, such as statutory planning fees, are set by state government statute and are commonly known as ‘regulatory fees’. In these cases, council usually has no control over service pricing. Non-regulatory fees and charges, however, are set by council following consideration of a range of factors.

In this Plan, the terms ‘fees’ and ‘charges’ are used generically to cover all user charges and fees-for-service that are set and managed by council.

### Revenue and Rating Plan

Councils are required to produce a Revenue and Rating (R&R) Plan. This document is different to the Revenue and Rating Strategy that will be produced in the coming year.

The format of the R&R Plan has been set for all Victorian Councils.

A widely accepted principle for public sector pricing is that where only the user of the service obtains the benefit from that service, fees and charges should be set at a level that recovers the full cost of providing the services, unless there is an overriding policy or imperative in favour of subsidisation.

Full cost represents the value of all the resources used or consumed in the provision of a service. In addition to the costs directly associated with the service, full cost includes an appropriate allocation of indirect, including capital costs.

The principle to recover the full cost of a service where relevant is likely to encourage more efficient outcomes for a council, by focusing its attention on the efficient cost of service delivery. It should also reduce or avoid the risk of over-consumption of services that could occur if they were provided free of charge.

Full cost recovery, where appropriate, also contributes to achieving allocative efficiency—where resources are optimally allocated to benefit society and where the value consumers place on a good or service equals the cost of production.

When setting service fees and charges councils need to consider the efficiency of their services, the requirements of the Best Value principles, and the need to comply with their Competitive Neutrality obligations for significant business activities they provide.

At a minimum, this requires council to apply and monitor meaningful cost standards for its services to take account of efficient costs and to consider the principles of access, affordability and equity.

Equity considerations are important factors impacting on pricing decisions and for determining the appropriate level of cost recovery for given services. This involves balancing the desire to distribute costs equally to users who benefit from the service with assuring equal access to those with less capacity to pay. These are often competing priorities, which can be further complicated by the need to make appropriate price adjustments to offset any advantages or disadvantages to council arising from it competing with the private sector.

While full cost recovery represents the optimum pricing outcome, it is important to note that there will be situations where it is appropriate for council to recover less than the full cost, or not to recover costs through fees and charges at all. For example, where:

- Full cost recovery is not commercially competitive users receive only some of the benefits of the service, with the balance going to external, unrelated third parties
- Social policy or access considerations outweigh the objectives of full cost recovery
- Decisions of individuals to consume services should not impact on others who have no choice about that transaction (i.e. cross subsidisation)
- Rates minimized for all. User then determines if they need that fee-for-service or are getting value for money and are prepared to pay for that service. If all included in rates or cross subsidized, then no such conscious decision can be made.
- Sound financial management



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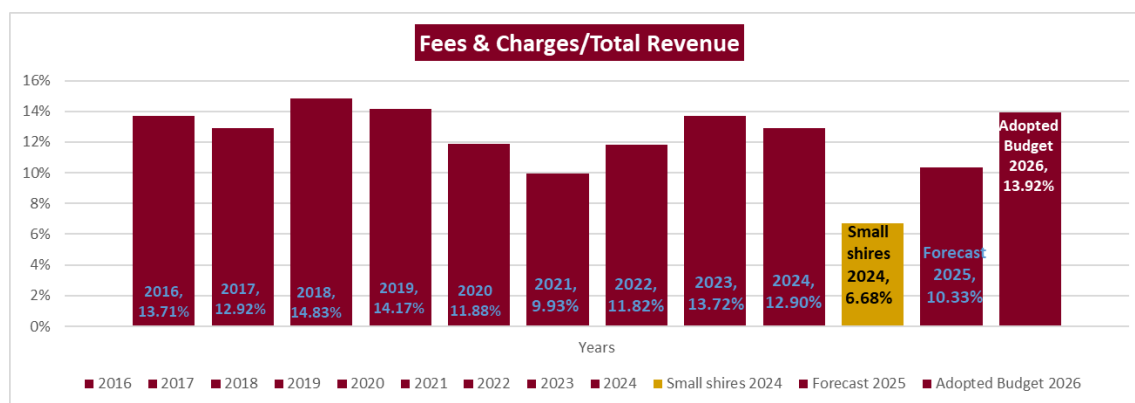
- Best value principles
  - Service costs and quality standards
  - Value for money
  - Community expectations and values
  - Affordability and accessibility of services

Fees and charges are important to ratepayers and to the users of services. From a ratepayer's viewpoint, fee revenue supplements, and therefore ought to reduce, the rate burden. If fees and charges revenue do not keep pace with increases in the cost-of-service provision, or if fees are set only partially to recover costs, then the cost burden can fall back onto the ratepayer.

From the service user's viewpoint, the fee or charge acts as a price signal about the cost and value of resources used to produce the service. It also creates a user expectation that appropriate service standards will be set and met.

### Fees Revenue

Council's fees and charges revenue as a percentage of its total revenue is 13.92 percent which is above the average for small rural shires of 6.68 percent. The predominant reason for this is the fees collected from Council's Buller Gas operation.



## Auditor General's Report

In April 2010 the Auditor General delivered to Parliament its report titled *"Fees and Charges – cost recovery by local government"*.

The report concluded, based on a sample of five councils reviewed, that Victorian councils are not effectively managing the full costs of the services they provide. Further, they are not basing their fees and charges on any clear understanding of these costs, or of the other societal, economic and legal factors that must be considered when establishing prices for community services.

The Auditor General consequently made the following recommendations:

1. Councils should develop and endorse central policies on service costing that provide guidance to staff on:
  - principles of cost recovery and their relationship to service

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- delivery objectives
  - the methodology for costing council services and the associated rationale.
2. Councils should review and, where necessary, enhance their current cost allocation practices by:
- developing a costing model and related processes to allocate indirect costs
  - recognising and reporting the full cost of their services.
3. Councils should strengthen oversight of service costs by:
- setting cost standards based on efficient costs
  - regularly reporting to senior management and council on the efficiency and full cost of their services and relate this to fees and charges collected.
4. Councils should develop and endorse central policies on fee setting that provide guidance to staff on:
- principles for fee setting and their relationship to service delivery objectives
  - appropriate fee setting methods, including factors to be considered in determining the required level of cost recovery
  - procedures for assuring compliance with competitive neutrality requirements
  - procedures for monitoring service costs and fees and charges.
5. Councils should strengthen fee setting practices to assure that decisions are evidence-based and demonstrate consideration of:
- both the direct and indirect cost of goods and services to establish the full cost
  - Best Value principles including accessibility, affordability and the efficient cost of services
  - Competitive Neutrality policy requirements.
6. Local Government Victoria (LGV), in consultation with stakeholders, should develop guidance for councils on setting fees and charges.

### Local Government Act 2020

The Local Government Act 2020 (the Act) empowers councils to generate revenue from fees and charges by:

- making local laws that provide for determining fees and charges for goods and services, including setting maximum and minimum fees; and
- declaring a service rate or service charge, or combination of both for providing waste disposal, sewage, or other prescribed services.

### Best Value principles

In December 1999, the Victorian Government introduced the Local Government (Best Value Principles) Act 1999.

The Best Value legislation has principles to guide how a service should be monitored and reviewed on an ongoing basis. These include:

- being responsive to community needs.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- ensuring services are accessible by those to whom they are targeted.
- achieving continuous improvement through regular review.
- consultation and reporting to the community; and
- establishing cost and quality standards for all services.

The last item is important for council in managing the cost of services as it enables council to assess the efficiency and cost-effectiveness of its services and to make informed pricing decisions.

### Competitive neutrality policy

The Victorian Government is party to the inter-governmental Competition Principles Agreement (CPA), which is one of the three agreements that collectively underpin National Competition Policy (NCP). Under the CPA, Victoria is obliged to apply competitive neutrality policy and principles to all significant business activities undertaken by government agencies and local governments, where the benefits of applying competitive neutrality exceed the costs.

In Victoria this is further supported by the *Competitive Neutrality Policy Victoria 2000 (CNP)*.

The aim of the CNP is to create a level playing field by requiring councils to adjust their service prices to neutralise any competitive advantages when competing with the private sector. It is up to each council to determine which of its business activities are significant and accordingly fall under the scope of the policy.

As far as is practicable, all user charges should be adjusted to ensure competitive neutrality.

Competitive neutrality policy can mean that goods and services supplied on a commercial basis in an open market may be set above full cost recovery level, reflecting the higher costs faced by private sector competitors.

## Definitions

- A **'user charge'** or **'fee-for-service'** is the direct charge for the provision of a good or service by the Government in an open market. Examples include the charge of processing a Freedom of Information request, and the fee for a copy of a marriage, birth or death certificate.

## Objectives

### Efficiency Objective

The costs of Council provided activities need to be recovered in some way – either from users or others who benefit from the good, service or activity; those whose actions give rise to it; or from ratepayers more generally.

Cross-subsidies occur when one group of users pay for more than the costs of the services (or products) they receive, and the 'surplus' is used to offset the cost of services provided to other users.

Cross-subsidisation should be avoided when structuring charges, unless there is an explicit reason to cross subsidise – for example, in order to pursue equity or social policy objectives.

From an economic efficiency point of view, cross-subsidies are undesirable because those paying the subsidy will under-consume resources, and those receiving the subsidy will be encouraged to consume more resources than would be the case if the relevant product/activity were to be appropriately priced.

Conversely, those who receive a subsidy may be encouraged to use too much of the product/activity.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Often, the costs of cross-subsidies remain hidden. Groups can receive benefits without those incurring the costs (i.e. other ratepayers) knowing they are doing so. This is contrary to the important principle of transparency.

Direct subsidies are a more transparent form of assistance and thus are preferable to hidden cross-subsidies.

### Equity Objectives

When used in a public finance context, equity can have both horizontal and vertical dimensions.

**Horizontal equity** refers to treating people in similar situations in similar ways. In the case of cost recovery, horizontal equity refers to those who benefit from Council activities, or those that contribute to the need for government regulation, having to pay the associated costs.

This improves equity because it avoids the situation where all taxpayers have to pay the associated costs regardless of whether or not they benefit from – or give rise to the need for – the activity or regulation.

**Vertical equity**, on the other hand, refers to those with greater means contributing proportionately more than those with lesser means. In the context of cost recovery, vertical equity may be affected if different charging arrangements apply to different groups of users or industries. For example, concessions may be provided on certain charges to particular user groups (e.g. those on low incomes), where the goal is to maximise these groups' access to certain goods and services.

### Full Cost Recovery

As stated in the *Victorian Guide to Regulation*, general government policy is that regulatory fees and user charges should be set on a full cost recovery basis because it ensures that both efficiency and equity objectives are met.

Full cost represents the value of all the resources used or consumed in the provision of an output or activity.

Full cost recovery is consistent with achieving the efficiency and equity objectives:

- Full cost recovery promotes the efficient allocation of resources by sending the appropriate price signals about the value of all the resources being used in the provision of government goods, services and/or regulatory activity.
- From a horizontal equity point of view, full cost recovery ensures that those that have benefited from Council-provided goods and services, or those that give rise to the need for Council regulation, pay the associated cost. Those parties that do not benefit or take part in a regulated activity do not have to bear the costs.

### Exceptions to Full Cost Recovery

In some circumstances it may be considered appropriate to under-recover the full costs of supplying goods and services, because of the need to provide value for money to the ratepayers, willingness of residents to pay, and community service obligations.

While general policy is for costs to be recovered on a full cost basis, there are nevertheless situations where it may be desirable to recover at less than full cost, or not to recover costs at all.

Examples of such situations include circumstances where:

- practical implementation issues make cost recovery infeasible.
- there are benefits to unrelated third parties.

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- social policy or vertical equity considerations are considered to outweigh the efficiency objectives associated with full cost recovery; and/or
- full cost-recovery might adversely affect the achievement of other Council policy objectives.

Social policy factors (or community service obligations) may include:

- ensuring community access to all services regardless of capacity to pay; and
- greater community benefit arising from use of the services (for example improved community health through access to subsidised sport and recreation services)

Where the Council is providing goods and services on a commercial basis, in competition with the private sector, it is appropriate for a charge to be set at the commercial market price – even if this implies a level that exceeds full cost recovery (Competitive neutrality principle).

Simplicity

When setting charges, it is important to ensure that they are simple to understand, and to implement.

Complex arrangements, while theoretically pure, may result in unjustified costs, unnecessary confusion, and high levels of evasion.

Statutory Fees - Restrictions

Some fees and charges are set, or capped, by State Government. These include fees for services such as statutory planning and land information certificates.

Fees and charges have significant revenue implications in terms of cost recovery for a particular service. While statutory fees do not form a large proportion of a Council’s revenue, the quantum is important in terms of a Council’s capacity to receive adequate compensation for the provision of the statutory services.

General Operating Assumptions

The general assumptions affecting all operating income and expenditure are included the following table.

General Operating Assumptions for Income and Expenditure

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
Operating Income	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50
Revenue	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Operating Expenditure	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Capital Expenditure	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Operating Expenditure	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Operating Expenditure	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Operating Expenditure	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00

Consumer Price Index

2023/24 Victorian Budget Papers forecast that Victoria’s CPI will be at 2.50 percent in 2025/26. For the purposes of the 2025/26 budget the rate cap (2.75%) has been used at an appropriate cost escalation value. CPI has been set at 2.50 percent for the remaining years in the absence of any Victorian Budget Papers projections beyond 2025/26.

Rate Cap

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For the 2025/26 financial year, council rate rises have been capped at 3 percent.

Council reserves the right to apply for a higher cap to support a critical need for spending on services or projects that requires a rate rise above the capped amount. This is subject to a full consultative process. As such Council have in March 2025 submitted an application to the Essential Services Commission to transfer \$802k from a waste levy (Environmental Management Contribution) to general rates. This is a revenue-neutral transfer that involves general rates increasing by 7.54% in 2025/26 (being the annual 3% increase as well as 3.54% to transfer the \$802k to general rates) and the Environmental Management levy being removed (therefore saving ratepayers the \$802k that is now in general rates). Overall, there is no increase in the total revenue collected by council; this is a simple transfer from one collection method to another.

### Property Growth

The municipality is expected to continue growing marginally over the ten-year period based on current trends in property development. The property growth rate has been forecast to 1 percent annually.

### Wages Growth

Council's enterprise agreement has ceased with discussions commenced on the new enterprise agreement. The wages growth in the plan is based on a 3 percent increase in 2025/26 and for the remaining years of the plan.

### Grants (Operating)

Council receives on average approximately \$9 million annually in operating grants from State and Commonwealth sources for the purposes of funding the delivery of services to ratepayers. This includes approximately \$6.495 million for the 2025/26 year in financial assistance grants. Future increases in Financial Assistance Grants have been set at 3 percent along with operating grants also set at 3 percent in all years.

### Fees and Fines

Council raises on average approximately \$1.20k in fees and fines annually, which are imposed in line with legislation governing local government activities such as planning and building applications, animal registrations and parking fines. Future increases in statutory fees have been set as per direction provided by the respective bodies relevant to the statutory body and other fees and fines at no greater than 3 percent.

### Interest on Investments Income

Recent economic events have now settled with interest rates being stable. Council is likely to receive a minimal increase in its interest on investments income in 2025/26.

Council is then budgeting for minimal decreases for the remainder of the 10-year plan. Mainly due to financial impacts on Council to maintain delivery of all services plus retain a health cash balance.

## Climate Change Adaptation

### Why adaptation is necessary

Expectations for hotter and generally drier conditions in future, with increasing frequency and intensity of extreme climatic events, have implications for the continued delivery of local government assets and services. Indigo Shire Council is already faced with heatwave, drought, fire and flood. These extremes place pressure on the achievement of strategic objectives, via a range of community, reputation, service delivery, financial and environmental consequences.

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Climate change adaptation is a process of adjustment to actual or expected climate and its effects. It aims to reduce harm and vulnerability and make use of opportunities.

### Climate Change Adaptation Action Plan

Indigo Shire Council's *Climate Change Adaptation Action Plan* (the Adaptation Plan) includes a risk assessment, development of adaptation actions and an implementation plan to assist Council in preparing for climate change. The purpose of the Adaptation Plan is to deliver adaptation actions and to build adaptive capacity within the organisation. To assist in fulfilling Council's mission to *support and develop a sustainable, thriving and resilient community through leadership and partnerships*, Council is seeking to:

- embed the climate change lens into all operational and strategic policy and decision making.
- increase the resilience of Council's infrastructure and service delivery by building internal capacity to absorb, adapt and adjust to the expected shocks of climate change.
- promote cooperative partnerships with neighbouring Councils to facilitate adaptation

The purpose of this Adaptation Plan is to:

- identify risks to the high standard of existing Council services and infrastructure posed by climate change and develop adaptation responses.
- provide a plan which acknowledges adaptation is necessary and prepares Council to respond to the impacts of climate change.
- address the Council Plan's strategic objective "We will adapt to changing environmental conditions" by implementing practical actions which respond to identified climate risks.
- demonstrate Council's commitment to climate change adaptation and identify key concerns requiring longer term, strategic action.

Adaptation is different to mitigation. Mitigation (or greenhouse gas abatement) efforts focus on minimising the extent of climate change by reducing greenhouse gas emissions. Adaptation is a complementary area of work; it recognises that some level of climate change is still occurring, then plans and acts accordingly to adjust to changing conditions.

A number of benefits can be achieved by understanding how increasing climatic extremes impact on local government assets and services and then responding appropriately. Key considerations contributing to the business case for adapting to climate change include:

- managing organisational climate risks
- reducing financial loss
- reducing risk to human life
- identifying opportunities
- raising awareness of climate related issues
- addressing reputational risk
- managing legal issues, and
- planning for vulnerable communities.

These considerations align closely with the consequence types included in the Indigo Shire Council's risk management framework.

## Service Delivery

The assumptions affecting specific services provided by council are set out below.



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### Roads

Indigo Shire will utilise operating and capital funds principally to cover its roads renewals objectives. It is assumed that the Roads to Recovery funding will be ongoing and utilised in addition to Council contributions.

### Community and Economic Development

Indigo Shire budgets for a comprehensive service plan across all community sectors including Maternal Child Health, Early Years, Health, Recreation and Aged Care. Strategies are in development that will influence future service directions and resourcing, which will be built into the plan as they mature.

### Shared Services

Indigo Shire is committed to pursuing shared service opportunities with its neighbouring councils in the region. Outcomes will have a direct bearing on the resourcing of affected services however it is not known yet which services or to what extent the project will impact budgeting. This project will be monitored and included in future plan reviews.

### Property valuations

Prior to 2018/19 Council was required to revalue all properties within the municipality every two years. The last general revaluation was carried out as at 1 January 2025 effective for the 2025/26 year. Since 1 July 2018 land valuations are remitted by the Valuer-General of Victoria undertaken annually.

### New initiatives

Each annual budget contains projects that are 'new', insofar that they are a change of direction for council or an increase in the current base level of service that is funded.

The new initiative process is iterative, commencing with a review of each service plan as well as assessing the actions arising from the 4-year Council plan (and other strategic plans and strategies).

Council will generally budget, on average, up to approximately \$300,000 annually for new initiatives however, funding allocation is ultimately determined following a high level of scrutiny and capacity may fluctuate depending on budget headroom, initiative priority and phasing.

## Other Assumptions

Other assumptions affecting operating income and expenditure which cannot be directly attributed to specific services are included the following table.

### Other Assumptions

	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Other Assumptions	663	680	697	714	732	750	769	788	808	828
Depreciation	25	26	27	27	28	29	30	31	32	33
Other Assumptions	6,690	6,858	7,029	7,205	7,385	7,569	7,759	7,953	8,151	8,355

### Population

The municipality is expected to continue growing over the ten-year period based on current trends in property development. The growth rate has been forecast to increase between 0.5 percent and 1.0 percent annually over the forecast period.

### Developer Contributions (Cash)

Contributions are levied on developers for the purpose of offsetting future costs associated with the creation of open space and new community infrastructure. This is assumed to grow at 1 percent annually. Indigo Shire is experiencing limited pockets of expansion, in areas such as Tangambalanga, more in response to residential demand servicing Wodonga. At this stage Indigo Shire does not have an approved development contribution plan in place in the planning scheme and therefore developer contributions are estimates only.

### Financial Assistance Grants

Financial Asset Grants are assumed to be received in the budgeted financial year and are measured each year in line with CPI.

### Grants (Capital)

Council receives both recurrent and non-recurrent government funding for capital works projects. It is assumed that the Roads to Recovery grant of \$1.389 million annually over the five (5) year program will recur and significant grants such as Rail Trail, Epic Mountain Bike, Local Roads Community Infrastructure funding and other capital grants will reduce to more normal levels from the 2025/26 year, subject to new projects that may be announced in future.

### Asset Sales (Proceeds)

Council has in the past disposed of surplus assets to partially fund its capital needs as well as replace existing assets with the plant replacement program. Assets are generally fully depreciated, and no additional reserve has been assumed for potential future land sales.

### General Balance Sheet

The general assumptions affecting assets, liabilities and equity balances are set out below:

- 97 percent of the total rates and charges raised, is expected to be collected. Council expects there will be still requests for financial hardship to continue.
- trade creditors are based on total capital and operating expenditure with a payment cycle is 30 days

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other debtors and creditors are expected to remain consistent with 2025/26 levels

### Borrowings

Debt finance, well managed, is a legitimate and prudent financial management tool. Amongst other benefits it enables councils to deliver infrastructure earlier than they otherwise would have been able and allows the cost to be spread to future generations who will enjoy the benefit of the asset(s).

Debt management has to be linked to a sound financial management framework such as Council has developed and will be presented to the community through its 10-year financial Plan.

The method of deciding if and how to finance the upfront costs of an infrastructure asset depends on the characteristics of the asset. These include the life span of the asset and the service provision of the asset over that life span.

Questions that a council can ask include:

- What services do we deliver?
- What is the cost of delivery and maintenance of these services?
- Who is the ultimate beneficiary of these services and therefore who should pay for them?
- When should it be paid for?
- What does the community want and when?
- What is the life of the asset or service being funded?

Infrastructure is by its nature capital-intensive and there is almost always the need to raise finance at the beginning of a project. Where core sources of revenue are constrained, it is often appropriate to borrow money for the purposes of meeting the capital requirement.

The key benefits of debt finance are as follows:

- Debt finance enables councils to deliver infrastructure earlier than they otherwise would have been able.
- Debt finance allows the cost to be spread to future generations who will enjoy the benefit of the asset(s).
- Debt finance prevents the need to divert funds from internally generated renewal and maintenance budgets to capital expenditure.
- Local government enjoys steady and secure income streams in the form of rates and charges, which can be used to meet debt servicing obligations and to secure debt facilities.
- The ability to borrow responsibly and to meet future debt servicing obligations is normally dependent upon rigorous and robust financial governance policies and long-term planning.

Council has analysed its debt position against small council averages over a number of different indicators including the 'obligations' indicators that are part of the prescribed Local Government Performance Reporting Framework (LGPRF) indicators. The analysis concludes Indigo Shire currently retains Low debt risk, and it is Council's intention to maintain a low risk relating to debt for the period of the plan.

Where infrastructure costs can be directly attributable to individual property owners, it is more equitable to recover them through developer charges.

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Infrastructure assets with a long lifespan and delivering broad benefits to the wider community can be considered for funding through debt. These items are those with a high initial/replacement cost, making them difficult to fund from reserves.

This also applies to assets that create an income stream. They also have dispersed beneficiaries, and this is better reflected through avoiding rates or 'user pays' method of funding. Very significant plant and equipment, roads and bridges, and the acquisition of community/real estate assets can all fall within this category.

Payment of recurrent fixed costs, wages, superannuation and routine maintenance should never be considered for funding through raising debt.

This can be summarised as follows:

- The asset to be acquired is a new addition to Council's asset base or replaces an existing asset with one that is significantly upgraded and has an Economic Life of greater than 10 years; or
- All alternative options for undertaking the project without borrowing have been investigated and proven less advantageous to the Council; or
- The income stream from the asset to be acquired or constructed exceeds the cost of borrowing over the life of that asset; or
- Repayments will be met by a third party. This could include future developer contributions or additional rate revenue specifically linked to the project; or
- The index of the cost of acquisition or construction is increasing at a rate that exceeds the cost of borrowing i.e. to "save" for the acquisition or construction will result in the actual cost being greater than the cost of borrowing the money and acquiring it today. As a general rule the benefits received from undertaking the borrowing should be greater, over the life of the borrowing, than the costs of borrowing; or
- For short term borrowings as a mechanism to meet short term cash needs. Short term borrowing may be used to sustain the cash flows of Council having regard to anticipated receipts and expenditures and the annual cash flow budget. For this purpose, Council may operate an overdraft on its bank account and/or a cash advance facility from a financial institution. This could include to fund temporary cash shortfalls, for example to fund redundancies, which can clearly be demonstrated to deliver savings immediately thereafter from which the borrowings can directly be funded.

In all cases the expenditure should be in the context of the strategic objectives of Council and consistent with the stated long-term financial forecasts and objectives.

Debt commitment costs include principal and interest repayments in a year best represented as a financial ratio of debt commitment costs as a percentage of rates.

In 2025/26, debt servicing and redemption costs as a percentage of income will be 2.10 cents in the rate dollar and is currently expecting a percentage of income will be 2.62 cents in the rate dollar for 2023/24.

### Debt Commitment

Council retains diminishing levels of debt for the period of the plan subject to any future borrowings.

Council's debt commitment as a percentage of rate revenue of 3.29 percent at the end of 2023/24, is above small shires' average. Indigo Shire is currently looking at increasing our total debt level as a percentage of rate revenue to ensure infrastructure remains at levels to

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accommodate for multi-generational benefit. As such a 14.42 percent expected at the end of 2025/26, 8.30 percent forecast as at the end of 2024/25.

### Capital Works

Indigo Shire Council is the custodian of an extensive range of community assets. In order to deliver a variety of services to the community, Indigo Shire must ensure that the assets supporting these services are managed in a sustainable way over the long term. Council's primary priority is to ensure asset renewals are maintained at an adequate level. Given the speculative nature of major projects and associated funding, Council remains ambitious to undertake projects of generational benefit with priority given to those that are able to be sustainably deliverable and maintained.

Council's Assets Management Strategy outlines a set of measurable actions aimed at enabling improved asset management by the organisation to:

1. Maintain a core level of asset management practice which relies primarily on the use of an asset register, maintenance management systems, top-down condition assessment, simple risk assessment, and defined levels of service, in order to establish a long-term cash flow projection.
2. Implement selected advanced asset management practices where there is a net benefit to the sustainable management of Indigo Shire's infrastructure assets. This employs predictive modelling, risk management and optimised decision-making techniques to establish asset lifecycle treatment options and related long term cash flow predictions.
3. Ensure that the planning for new and upgraded assets is driven by Council's strategic longer-term plan (strategic resources plan), asset management plans and service plans that drive the asset management priorities.

Indigo Shire's Asset Management Policy reinforces Council's commitment to manage and care for its assets in a sustainable way and to assist in the achievement of its vision and meet the service and infrastructure needs of the community now and into the future.

The principles affecting asset renewal, expansion, upgrade and new assets are set out below.

- Service delivery needs will guide asset management practices and decisions.
- Asset planning and management has a direct link with Council's corporate and business plans (including the Council Plan, the 10-year Financial Plan and Long-Term Financial Plan), budgets and reporting processes.
- A Long-Term Financial Plan (10yrs) will be developed and incorporate the calculated asset renewal demand and will be informed by our performance measured against the Local Government Performance Reporting Framework (LGPRF) and the Victorian Auditor General's Office (VAGO) sustainability indicators.
- The Long-Term Financial Plan will be updated with reviews after Council elections to ensure currency and continuity of resource application.
- Application of the 'Renew before Upgrade or New' philosophy for asset related programs. Identified asset renewal funding will be considered as non-discretionary and new projects as discretionary.
- Asset management decisions are based on the benefits and risks of assets and an evaluation of alternative options that consider full life cycle costs and impacts of these costs on the ability to fund future maintenance and rehabilitation.

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- Establishment and use of a capital works priority evaluation methodology for all new projects. A business case will be prepared as part of the initial formulation for capital works proposals over a nominated threshold as outlined in the Capital Works Evaluation Framework.
- New or upgrade projects are to be reviewed for full life cycle ('whole of life') costs as part of this project consideration process.
- Asset management plans will be established and maintained to communicate information about assets and the actions required to provide defined levels of service within a best value for money framework.
- Asset management plans to be informed by community consultation.
- Financial and asset management reporting to be categorised in terms of operational, maintenance, renewal, upgrade, and new expenditure classifications to enable sound asset management decisions.
- Staff with asset and financial management responsibilities will be appropriately trained in relevant asset and financial management principles, practices, and processes. Councillors will be briefed to ensure understanding of asset and financial management principles.

The following principles guide council's budget process:

- Council will fund asset renewal works as first priority to ensure our existing assets are able to continue to provide the services they were designed for (based on asset condition assessments).
- Council will maintain level of Roads expenditure to ensure compliance with Roads to Recovery funding obligations.
- Council will use Victorian Auditor General's Office (VAGO) financial indicators as a guide to long-term financial sustainability:
  - Renewal expenditure typically in the range 75 – 100 percent of annual depreciation,
  - Total Capital expenditure equal to or greater than annual depreciation.
- Council will invest in New and Upgrade projects to improve community outcomes aligned with Council Plan priorities and existing strategies – giving important consideration to level of impact on recurrent costs.
- Council needs to make reasonable projections of likely grant funding aligned with priority projects considered suitable to attract grants.
- Council needs to also ensure capacity in program to attract and leverage grants that become available.
- Council's Capital Program must be affordable – consistent Net Cost to Council (NCTC), indexed to allow for CPI and in accordance with 10-year Financial Plan (plan).

### Asset Renewal

Council has developed an infrastructure strategy based on the knowledge provided by asset management plans, which set out the capital expenditure requirements of Council for the next 10 years by class of asset (Refer Appendix). The strategy predicts infrastructure consumption, renewal needs and other infrastructure needs to meet future community service expectations. A key objective of the strategy is to renew existing assets in line with asset management plans to ensure they are maintained at the desired condition levels. If sufficient funds are not allocated to asset renewal, then council's investment in those assets will reduce, along with the capacity to maintain delivery of services to the community.

Currently, Council does not have a renewal gap. The ten-year modelling across asset classes shows that renewal costs increase at a higher than linear rate due to asset condition and renewal timings. This suggests that renewals as a percentage of total capital budget may increase. The addition of significant infrastructure such as the Rail Trail and Epic Mountain Bike Trail will add incremental renewal costs as those

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assets mature. As a result of these two factors, it is possible that discretionary capital spending may be constrained over time.

Capital expenditure program

Council’s priority regarding capital expenditure is to meet the renewal needs of existing assets. New projects will be sought to enhance the liveability and amenity of our Shire in support of the Council Plan and Council will be ambitious in its approach to development within the context of a well-planned and well managed financial framework.

Council will proportionally manage expenditure against capped rate revenue to ensure that capital net cost to council (NctC) will be stable with CPI increases.

Forecast Capital Works and NON ISC Owned Assets Expenditure 2025/26 – 2034/35

Year	Forecast Capital Works and NON ISC Owned Assets Expenditure
2025/26	5,828
2026/27	3,482
2027/28	3,693
2028/29	4,347
2029/30	4,402
2030/31	4,493
2031/32	4,553
2032/33	4,739
2033/34	4,795
2034/35	5,043

Council will contribute an increasing cash amount to fund capital works in addition to grant funding sources.

Option Analysis

The plan is a foundation from which Council may now test and model the impact of various assumptions on Council’s future financial position to ensure a measured and effective approach to sound financial planning.

In order to achieve future objectives of the plan, it may be necessary to model a number of different options by changing the assumptions underlying the plan forecasts such as higher or lower rate caps or test other assumptions which may vary over time.



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### Appendix - VAGO Performance Summary

The following table provides a summary of Council's performance against key VAGO indicators over the period of the plan. Council's intention is to maintain low to medium risk against financial indicators.

Indicator	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	2034/35	2035/36
Operating Expenditure Ratio	-30.09%	-18.23%	-7.08%	-6.11%	-5.32%	-5.37%	-4.48%	-3.35%	-2.27%	-1.00%	-0.20%
Operating Revenue	11.23%	-2.50%	-3.11%	-2.74%	-2.59%	-2.30%	-2.03%	-0.94%	0.53%	0.53%	1.27%
Operating Ratio	1.23	1.06	1.08	1.10	1.07	1.07	1.06	1.12	1.20	1.34	1.51
Internal Financing	110.43%	65.46%	96.85%	99.04%	94.54%	110.44%	110.59%	116.71%	120.64%	128.33%	131.50%
Indebtedness	24.32%	28.67%	30.11%	28.12%	26.06%	24.06%	22.16%	20.59%	19.08%	18.34%	17.61%
Capital Replacement (Ratio)	1.67	1.39	0.95	0.95	1.00	0.87	0.84	0.84	0.88	0.83	0.84
Renewal Gap (Ratio)	0.92	1.20	0.63	0.68	0.67	0.52	0.52	0.52	0.52	0.55	0.55

	LOW RISK
	MEDIUM RISK
	HIGH RISK

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### Appendix – Income Statement

Indigo Shire Council Operating Income Statement											
Year Ending 30 June:	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	Forecast	Budget	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan	Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Operating Revenue</b>											
Rates and charges	20,101	20,922	21,550	22,196	22,862	23,548	24,255	24,982	25,732	26,504	27,299
Statutory fees and fines	1,326	1,431	1,474	1,518	1,563	1,610	1,659	1,708	1,760	1,812	1,867
User fees	3,960	4,482	4,840	5,228	5,646	6,117	6,627	7,157	7,730	8,348	9,016
Contributions	215	164	169	174	179	185	190	196	202	208	214
Grants - Operating	12,855	9,644	9,734	9,254	9,478	9,708	10,003	10,244	10,491	10,704	10,964
Grants - Capital	11,154	4,478	3,532	2,974	2,759	2,682	2,452	2,482	2,732	2,730	2,730
Investment Income (included in Other)	348	358	260	260	260	260	175	175	175	175	175
Other	830	738	864	883	903	924	945	966	989	1,012	1,036
<b>Total Operating Revenue</b>	<b>50,787</b>	<b>42,217</b>	<b>42,423</b>	<b>42,487</b>	<b>43,651</b>	<b>45,034</b>	<b>46,305</b>	<b>47,911</b>	<b>49,810</b>	<b>51,493</b>	<b>53,300</b>
<b>Operating Expenses</b>											
Salaries & Wages	15,700	16,288	16,776	17,280	17,798	18,332	18,882	19,448	20,032	20,633	21,252
Contractual Services	12,642	9,779	9,577	9,014	9,382	9,766	10,088	10,327	10,572	10,813	11,123
Materials and consumables	5,802	6,136	6,290	6,447	6,608	6,773	6,943	7,116	7,294	7,513	7,738
Depreciation	8,460	8,558	8,641	8,746	8,775	8,925	9,013	9,100	9,198	9,278	9,361
Amortisation - right of use assets	36	12	2	0	0	0	0	0	0	0	0
Finance Charges	96	164	206	244	276	249	214	178	140	102	66
Finance costs - leases	2	0	0	0	0	0	0	0	0	0	0
Utilities	591	574	588	603	618	633	649	665	682	703	724
Other	2,104	2,034	2,085	2,137	2,191	2,245	2,302	2,359	2,418	2,491	2,565
<b>Total Operating Expenses</b>	<b>45,433</b>	<b>43,545</b>	<b>44,165</b>	<b>44,471</b>	<b>45,648</b>	<b>46,923</b>	<b>48,091</b>	<b>49,194</b>	<b>50,336</b>	<b>51,531</b>	<b>52,829</b>
<b>Operating Surplus / (Deficit)</b>	<b>5,355</b>	<b>(1,328)</b>	<b>(1,742)</b>	<b>(1,984)</b>	<b>(1,997)</b>	<b>(1,889)</b>	<b>(1,786)</b>	<b>(1,282)</b>	<b>(526)</b>	<b>(38)</b>	<b>471</b>
Physical Resources Free of Charge	0	0	0	0	0	0	0	0	0	0	0
Amounts specifically for new or upgraded assets	4	23	153	600	600	600	600	600	600	0	0
Asset disposal & fair value adjustments	391	242	258	196	246	236	229	223	195	310	210
<b>Net Surplus / (Deficit)</b>	<b>5,749</b>	<b>(1,063)</b>	<b>(1,331)</b>	<b>(1,188)</b>	<b>(1,151)</b>	<b>(1,053)</b>	<b>(957)</b>	<b>(459)</b>	<b>269</b>	<b>272</b>	<b>681</b>
Other Comprehensive Income	6,229	6,413	8,840	9,190	6,046	6,197	6,352	6,511	6,674	6,840	7,011
<b>Total Comprehensive Income</b>	<b>11,979</b>	<b>5,350</b>	<b>7,509</b>	<b>8,002</b>	<b>4,895</b>	<b>5,144</b>	<b>5,395</b>	<b>6,051</b>	<b>6,943</b>	<b>7,113</b>	<b>7,693</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Appendix – Balance Sheet

Indigo Shire Council - Balance Sheet											
As at 30 June:	2025 Year 0 Forecast \$'000	2026 Year 1 Budget \$'000	2027 Year 2 Plan \$'000	2028 Year 3 Plan \$'000	2029 Year 4 Plan \$'000	2030 Year 5 Plan \$'000	2031 Year 6 Plan \$'000	2032 Year 7 Plan \$'000	2033 Year 8 Plan \$'000	2034 Year 9 Plan \$'000	2035 Year 10 Plan \$'000
<b>ASSETS</b>											
<b>Financial Assets</b>											
Cash and Cash Equivalents	4,769	1,929	2,092	2,293	1,969	1,886	1,794	2,165	3,041	4,387	6,169
Current Trade & Other Receivables	5,257	5,162	5,523	5,909	6,323	6,766	7,239	7,746	8,288	8,869	9,489
Current Other Assets	281	281	281	281	281	281	281	281	281	281	281
Current Other Financial Assets	0	1,486	1,486	1,486	1,486	1,486	1,486	1,486	1,486	1,486	1,486
<b>Total Financial Assets</b>	<b>10,307</b>	<b>8,858</b>	<b>9,381</b>	<b>9,969</b>	<b>10,058</b>	<b>10,418</b>	<b>10,800</b>	<b>11,678</b>	<b>13,096</b>	<b>15,022</b>	<b>17,425</b>
<b>Non Financial Assets</b>											
Inventories	341	330	330	330	330	330	330	330	330	330	330
Investment Property	0	0	0	0	0	0	0	0	0	0	0
Infrastructure, Property, Plant & Equipment	379,027	378,950	386,529	394,260	402,145	410,188	418,391	426,759	435,294	444,000	452,880
Right-of-use assets	19	25	0	0	0	0	0	0	0	0	0
Other Non-current Assets	0	0	0	0	0	0	0	0	0	0	0
<b>Total Non Financial Assets</b>	<b>379,387</b>	<b>379,305</b>	<b>386,859</b>	<b>394,590</b>	<b>402,475</b>	<b>410,518</b>	<b>418,722</b>	<b>427,089</b>	<b>435,625</b>	<b>444,331</b>	<b>453,211</b>
<b>Total Assets</b>	<b>389,694</b>	<b>388,162</b>	<b>396,241</b>	<b>404,558</b>	<b>412,533</b>	<b>420,936</b>	<b>429,522</b>	<b>438,767</b>	<b>448,721</b>	<b>459,352</b>	<b>470,635</b>
<b>LIABILITIES</b>											
<b>Current Liabilities</b>											
Creditors	4,902	4,902	5,004	5,109	5,216	5,325	5,436	5,550	5,666	5,784	5,905
Trust Deposits	247	161	161	161	161	161	161	161	161	161	161
Borrowings	284	380	408	432	457	484	512	416	432	329	146
Provisions	3,498	3,498	3,720	3,955	4,206	4,430	4,666	4,914	5,176	5,452	5,743
Lease liabilities	2	2	1	0	0	0	0	0	0	0	0
Other Current Liabilities	0	0	0	0	0	0	0	0	0	0	0
	<b>8,934</b>	<b>8,943</b>	<b>9,295</b>	<b>9,657</b>	<b>10,039</b>	<b>10,399</b>	<b>10,775</b>	<b>11,041</b>	<b>11,434</b>	<b>11,727</b>	<b>11,955</b>
<b>Non-current Liabilities</b>											
Trade & Other Payables	0	0	0	0	0	0	0	0	0	0	0
Borrowings	1,383	2,628	3,220	2,788	2,331	1,847	1,335	918	487	341	146
Provisions	4,850	5,127	5,265	5,406	5,551	5,699	5,852	6,009	6,170	6,335	6,505
Trust Deposits	321	321	321	321	321	321	321	321	321	321	321
Lease liabilities	2	0	0	0	0	0	0	0	0	0	0
Other Non-current Liabilities	0	0	0	0	0	0	0	0	0	0	0
	<b>6,557</b>	<b>8,077</b>	<b>8,806</b>	<b>8,515</b>	<b>8,203</b>	<b>7,868</b>	<b>7,508</b>	<b>7,249</b>	<b>6,978</b>	<b>6,997</b>	<b>6,973</b>
<b>Total Liabilities</b>	<b>15,490</b>	<b>17,020</b>	<b>18,101</b>	<b>18,172</b>	<b>18,242</b>	<b>18,267</b>	<b>18,283</b>	<b>18,290</b>	<b>18,413</b>	<b>18,724</b>	<b>18,928</b>
<b>Net Assets</b>	<b>374,203</b>	<b>371,143</b>	<b>378,140</b>	<b>386,386</b>	<b>394,291</b>	<b>402,669</b>	<b>411,238</b>	<b>420,477</b>	<b>430,308</b>	<b>440,628</b>	<b>451,707</b>
<b>EQUITY</b>											
Accumulated Surplus	155,980	146,481	144,613	143,645	145,479	147,634	149,827	152,529	155,662	159,116	163,159
Asset Revaluation Reserves	217,395	223,809	232,649	241,839	247,885	254,082	260,434	266,945	273,618	280,459	287,470
Other Reserves	828	853	878	903	928	953	978	1,003	1,028	1,053	1,078
<b>Total Equity</b>	<b>374,203</b>	<b>371,143</b>	<b>378,140</b>	<b>386,386</b>	<b>394,291</b>	<b>402,669</b>	<b>411,238</b>	<b>420,477</b>	<b>430,308</b>	<b>440,628</b>	<b>451,707</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Appendix – Cash Flow

As at 30 June:	Indigo Shire Council - Statement of Cash Flows										
	Forecast	Budget	Financial Plan								
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000	Inflows (Outflows) \$'000
<b>Cash flows from operating activities</b>											
Rates & Charges	20,101	20,922	21,885	22,531	23,197	23,883	24,255	24,982	25,732	26,504	27,299
Statutory fees & fines	1,326	1,431	1,474	1,518	1,563	1,610	1,659	1,708	1,760	1,812	1,867
User fees	3,960	4,482	4,840	5,228	5,646	6,117	6,627	7,157	7,730	8,348	9,016
Contributions	218	187	322	774	779	785	790	796	802	208	214
Grants - operating	12,855	9,644	9,734	9,254	9,478	9,708	10,003	10,244	10,491	10,704	10,964
Grants - capital	12,144	4,478	3,532	2,974	2,759	2,682	2,452	2,482	2,732	2,730	2,730
Interest	348	358	260	260	260	260	175	175	175	175	175
Other receipts	830	738	864	883	903	924	945	966	989	1,012	1,036
Employee costs	(15,700)	(16,288)	(16,776)	(17,280)	(17,798)	(18,332)	(18,882)	(19,448)	(20,032)	(20,633)	(21,252)
Materials & consumables	(5,802)	(6,136)	(6,290)	(6,447)	(6,608)	(6,773)	(6,943)	(7,116)	(7,294)	(7,513)	(7,738)
External contracts	(12,642)	(9,779)	(9,577)	(9,014)	(9,382)	(9,766)	(10,088)	(10,327)	(10,572)	(10,813)	(11,123)
Utilities	(591)	(574)	(588)	(603)	(618)	(633)	(649)	(665)	(682)	(703)	(724)
Other payments	(1,921)	(1,852)	(1,989)	(2,039)	(2,091)	(2,143)	(2,197)	(2,253)	(2,309)	(2,380)	(2,452)
<b>Net cash provided by operating activities</b>	<b>15,124</b>	<b>7,612</b>	<b>7,690</b>	<b>8,039</b>	<b>8,089</b>	<b>8,321</b>	<b>8,145</b>	<b>8,701</b>	<b>9,520</b>	<b>9,452</b>	<b>10,011</b>
<b>Cash flows from investing activities</b>											
Payments for property, infrastructure, plant and equipment	(14,086)	(11,870)	(8,198)	(8,313)	(8,802)	(7,771)	(7,594)	(7,679)	(8,086)	(7,676)	(7,823)
Proceeds from sale of property, infrastructure, plant and equipment	391	242	258	196	246	236	229	223	195	310	210
Trust funds and deposits	0	0	0	0	0	0	0	0	0	0	0
Repayment of loans and advances	0	0	0	0	0	0	0	0	0	0	0
<b>Net cash used in investing activities</b>	<b>(13,695)</b>	<b>(11,628)</b>	<b>(7,940)</b>	<b>(8,117)</b>	<b>(8,556)</b>	<b>(7,535)</b>	<b>(7,365)</b>	<b>(7,456)</b>	<b>(7,891)</b>	<b>(7,366)</b>	<b>(7,613)</b>
<b>Cash flows from financing activities</b>											
Finance costs	(96)	(164)	(206)	(244)	(276)	(249)	(214)	(178)	(140)	(102)	(66)
Proceeds from borrowings	0	1,625	1,000	1,000	1,000	0	0	0	0	0	0
Repayment of borrowings	(312)	(284)	(380)	(477)	(580)	(621)	(658)	(697)	(613)	(640)	(551)
Interest paid - lease liability	0	0	0	0	0	0	0	0	0	0	0
Repayment of lease liabilities	(29)	0	(2)	0	0	0	0	0	0	0	0
<b>Net cash provided by (used in) financing activities</b>	<b>(436)</b>	<b>1,176</b>	<b>412</b>	<b>279</b>	<b>144</b>	<b>(870)</b>	<b>(872)</b>	<b>(875)</b>	<b>(753)</b>	<b>(741)</b>	<b>(616)</b>
Net (decrease) increase in cash & cash equivalents	993	(2,839)	163	201	(324)	(83)	(92)	371	876	1,345	1,782
Cash & cash equivalents at beginning of the financial year	3,776	4,769	1,929	2,092	2,293	1,969	1,886	1,794	2,165	3,041	4,387
<b>Cash &amp; cash equivalents at end of the financial year</b>	<b>4,769</b>	<b>1,929</b>	<b>2,092</b>	<b>2,293</b>	<b>1,969</b>	<b>1,886</b>	<b>1,794</b>	<b>2,165</b>	<b>3,041</b>	<b>4,387</b>	<b>6,169</b>

### Appendix – Statement of Capital Works

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Indigo Shire Council - Statement of Capital works										
As at 30 June:	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
	Year 1	Year 2	Year 3	Year 4	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	Budget	Plan	Plan	Plan	Year 5 Plan	Year 6 Plan	Year 7 Plan	Year 8 Plan	Year 9 Plan	Year 10 Plan
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Asset category</b>										
Buildings and property improvements	2,433	728	717	1,140	639	622	640	690	719	582
Land	3									
Plant, fleet and equipment	1,701	1,185	995	1,005	815	940	970	850	1,120	1,260
Fixtures, fittings, furniture and equipment	45	90	88	110	127	120	120	120	130	100
Computers and telecommunications	1,207	219	402	747	277	272	274	282	280	274
Library services	72	82	82	82	82	82	82	82	82	82
Bridges and culverts	1,124	365	680	400	360	389	360	370	370	320
Pathways	255	197	195	393	262	242	255	263	278	275
Drainage	470	450	475	490	490	510	495	520	475	550
Roads	3,522	3,855	3,144	2,790	3,031	2,909	2,934	3,110	3,045	3,217
Kerb and channel	133	101	85	160	153	163	169	169	165	158
Parks, openspace and streetscape	36	77	80	90	115	120	125	126	110	103
Major projects, Council plan, Strategy projects		750	1,260	1,275	1,300	1,100	1,130	1,380	778	778
Recreational, leisure and community facilities	870	100	110	120	120	125	125	125	125	125
<b>Total capital expenditure</b>	<b>11,870</b>	<b>8,198</b>	<b>8,313</b>	<b>8,802</b>	<b>7,771</b>	<b>7,594</b>	<b>7,679</b>	<b>8,086</b>	<b>7,676</b>	<b>7,823</b>

## Glossary

Term	Definition
<b>Act</b>	means the <i>Local Government Act 2020</i>
<b>Annual report</b>	means a report of the council's operations of the previous financial year and contains a report of operations, audited financial statements and an audited performance statement
<b>Asset expansion expenditure</b>	means expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries
<b>Asset expenditure type</b>	means the following types of asset expenditure: (a) asset renewal expenditure. (b) new asset expenditure. (c) asset upgrade expenditure. (d) asset expansion expenditure
<b>Asset renewal expenditure</b>	means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
<b>Asset upgrade expenditure</b>	means expenditure that: (a) enhances an existing asset to provide a higher level of service; or (b) increases the life of the asset beyond its original life
<b>Australian Accounting Standards (AASB)</b>	means the accounting standards published by the Australian Accounting Standards Board
<b>Average rate cap</b>	means an amount expressed as a percentage amount, based on the change to CPI over the financial year to which the cap relates, plus or minus any adjustment
<b>Budget</b>	means a plan setting out the services and initiatives to be funded for the financial year and how they will contribute to achieving the strategic objectives specified in the council plan
<b>Capital works expenditure</b>	means expenditure on non-current assets and includes new assets, asset renewal, asset expansion and asset upgrade
<b>Council plan</b>	means a plan setting out the medium-term strategic objectives, strategies, strategic indicators and resources reflecting vision and aspirations of the community for the next four years
<b>Financial resources</b>	means income, expenditure, assets, liabilities, equity, cash and capital works required to deliver the services and initiatives in the budget
<b>Financial statements</b>	means the financial statements and notes prepared in accordance with the Local Government Model Financial Report, Australian Accounting Standards and other applicable standards as they apply to the general-purpose financial reports and a statement of capital works and included in the annual report
<b>Financial year</b>	means the period of 12 months ending on 30 June each year

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

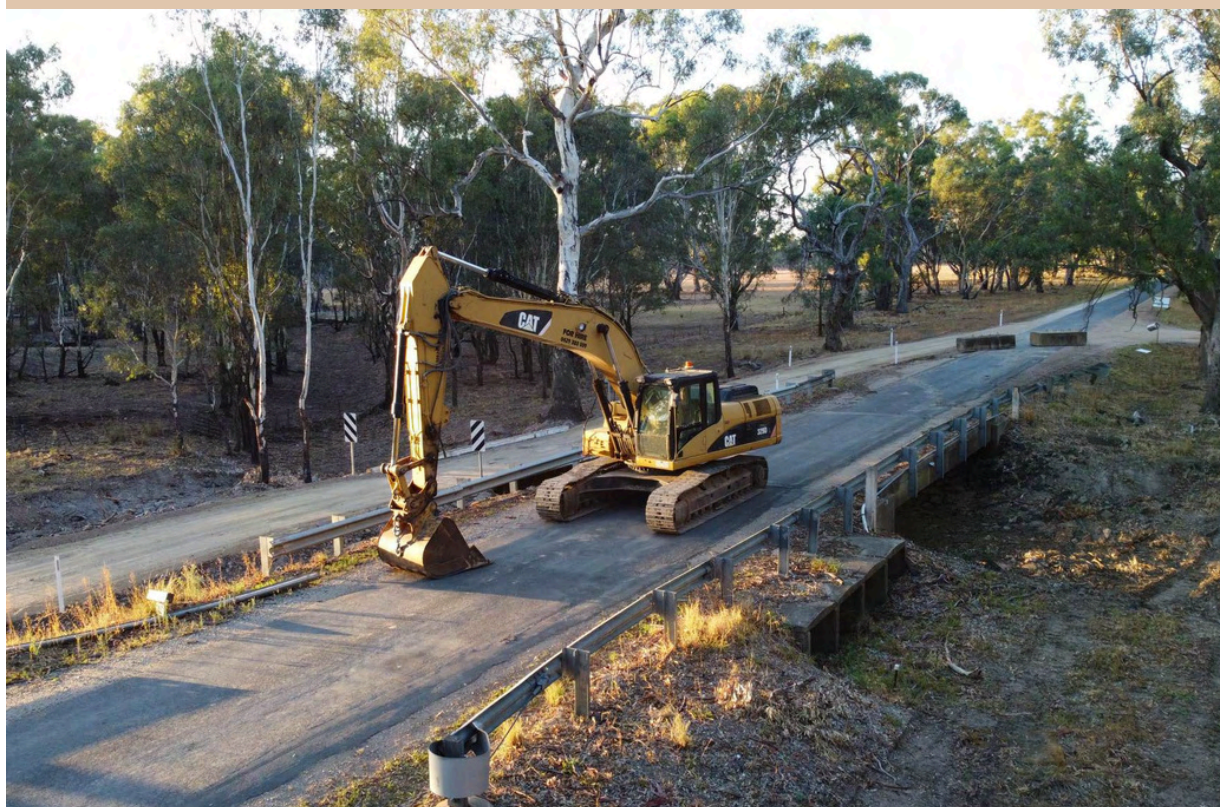
Term	Definition
<b>General order</b>	means an order made by the Minister under section 185D of the Act
<b>Higher cap</b>	means an amount expressed as the average rate cap specified in a general order plus an additional percentage amount in respect of that financial year
<b>Human resources</b>	means the staff employed by a council
<b>Indicator</b>	means what will be measured to assess performance
<b>Initiatives</b>	means actions that are one-off in nature and/or lead to improvements in service
<b>Local Government Model Financial Report</b>	means the model report published by the Department of Environment, Land, Water and Planning
<b>Major initiatives</b>	means significant initiatives that will directly contribute to the achievement of the council plan during the current year and have a major focus in the budget
<b>Minister</b>	means the Minister for Local Government
<b>Model budget</b>	means the <i>Victorian City Council Model Budget</i> previously prepared annually by the Chartered Accountants in Australia and New Zealand (2017-18 edition) and currently prepared annually by Local Government Victoria (2018-19 edition)
<b>New asset expenditure</b>	means expenditure that creates a new asset that provides a service that does not currently exist
<b>Non-financial resources</b>	means the resources other than financial resources required to deliver the services and initiatives in the budget
<b>Non-recurrent grant</b>	means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's strategic resource plan
<b>Planning and accountability framework</b>	means the key statutory planning and reporting documents that are required to be prepared by councils to ensure accountability to local communities in the performance of functions and exercise of powers under the Act
<b>Performance statement</b>	means a statement including the results of the prescribed service outcome indicators, financial performance indicators and sustainable capacity indicators for the financial year and included in the annual report
<b>Recurrent grant</b>	means a grant other than a non-recurrent grant
<b>Regulations</b>	means the Local Government (Planning and Reporting) Regulations 2014
<b>Report of operations</b>	means a report containing a description of the operations of the council during the financial year and included in the annual report



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Term	Definition
<b>Services</b>	means assistance, support, advice and other actions undertaken by a council for the benefit of the local community
<b>Special order</b>	means an order made by the ESC under section 185E of the Act
<b>Statement of capital works</b>	means a statement which shows all capital expenditure of a council in relation to non-current assets and asset expenditure type prepared in accordance with the model statement of capital works in the <i>Local Government Model Financial Report</i>
<b>Strategic objectives</b>	means the outcomes a council is seeking to achieve over the next four years and included in the council plan
<b>Strategic resource plan</b>	means a plan of the financial and non-financial resources for at least the next four years required to achieve the strategic objectives in the council plan. Is also referred to as a long-term financial plan
<b>Strategies</b>	means high level actions directed at achieving the strategic objectives in the council plan
<b>Statement of human resources</b>	means a statement which shows all council staff expenditure and numbers of full-time equivalent council staff
<b>Statements of non-financial resources</b>	means a statement which describes the non-financial resources including human resources
<b>Summary of planned capital works expenditure</b>	means a summary of capital works expenditure in relation to non-current assets classified according to the model statement of capital works in the <i>Local Government Model Financial Report</i> , by asset expenditure type and funding source
<b>Summary of planned human resources expenditure</b>	means a summary of permanent council staff expenditure and numbers of full-time equivalent council staff categorised according to the organisational structure of the council

# Budget 2025/2026



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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Mayors and CEO's Introduction

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The information contained in this document is for general guidance only. It is not professional advice and should not be used, relied upon or treated as a substitute for specific professional advice. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in this document.

The model budget, including financial statements, has been prepared in accordance with the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*. While every effort has been made to ensure that the information contained in this document has been accurate and complies with relevant Victorian legislation, each Council remains responsible to ensure that the budget they prepare is compliant with all statutory requirements.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Mayor and CEO Introduction

In introducing the 2025/26 budget, we are pleased to present a financially responsible plan that balances the needs of our community with the significant challenges facing the local government sector.

This budget is the product of extensive community feedback and collaboration between Councillors and staff. Throughout 2024 and early 2025, we engaged with the community to understand your priorities as part of the development of our new Council Plan. Your responses reinforced the need for Council to focus on road maintenance, infrastructure renewal, and community wellbeing – priorities that have directly shaped this budget.

Despite the significant financial pressures facing all Victorian councils, we have developed a budget that maintains all current services while introducing several important new initiatives and a solid capital works program.

We're proposing an \$11.87M capital works program, of which \$3.3M is being carried forward from the current budget to complete projects already approved.

- \$4.6M for new, renewed, and upgraded roads, bridges, and pathways
- \$500,000 (in addition to the \$100,000 in the current budget) to replace the roof at the Beechworth Town Hall
- \$180,000 to repair the roof at the Burke Museum
- \$1M to upgrade facilities at the Rutherglen Caravan Park
- \$750,000 for the replacement of McFeeters Road bridge in Beechworth
- \$90,000 to provide a footpath link from the new Rutherglen aged care facility to the town centre

In response to your feedback, we're also proposing significant investment in:

- \$200,000 increase in road maintenance
- \$90,000 for streetscape beautification works across the Shire
- \$25,000 for trail maintenance to support our expanded rail trail and mountain bike networks
- \$40,000 to plan for the future of our shire's tourism in the context of increasing visitation and the future World Heritage Listing

It's important to note that Council have been successful with their rate cap increase application with the Essential Services Commission. This application is to transfer the Environmental Management Contribution to general rates in accordance with the Local Government Minister's "Good Practice Guidelines for Service Rates and Charges."

This is a revenue-neutral change that will have no impact on Council's total revenue but will change how waste services are funded. As such the general rates will increase by 7.54% (3% rate cap plus 4.54% for the transfer), with the Environmental Management Contribution being eliminated.

The financial reality for councils in Victoria is increasingly challenging. A recent Victorian Legislative Council inquiry into local government funding highlighted numerous findings that confirm the sector-wide sustainability issues facing councils, particularly rural councils like ours. These findings acknowledged the significant impact of rate capping, cost shifting, and increasing infrastructure costs on councils' financial sustainability.

Looking ahead, we will be developing a Financial Sustainability Strategy to articulate these challenges more fully and propose actions to address them. We must have honest conversations as a community about what services and infrastructure we can realistically afford in this constrained financial environment.

We would like to sincerely thank everyone who contributed to the development of this budget. Your feedback has been invaluable in helping us understand community priorities and shape a budget that reflects the needs of our Shire.

We invite you to review the draft budget and we welcome any further feedback during the public exhibition period.

Cr Sophie Price  
Mayor



Trevor Ierino  
Chief Executive Officer



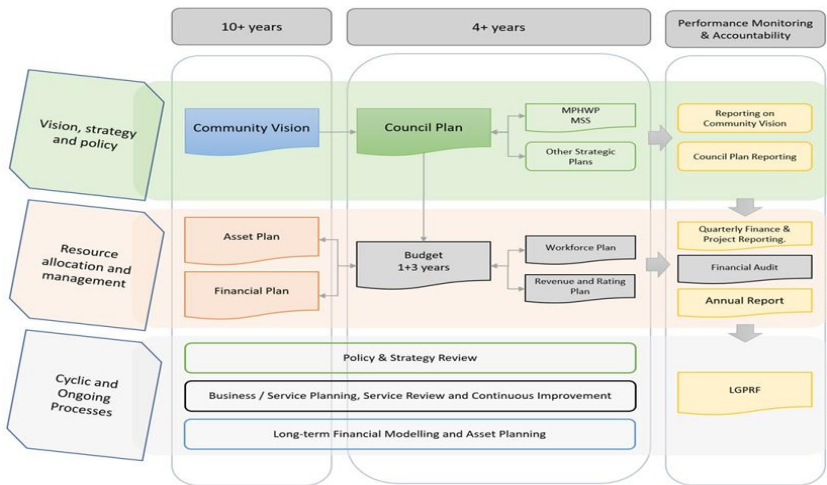
SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

1. Link to the Integrated Strategic Planning and Reporting Framework

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

1.1 Legislative planning and accountability framework

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



Source: Department of Jobs, Precincts and Regions

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

1.1.2 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

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

Indigo Shire Council

Indigo Shire Council

By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure, and enhanced wellbeing.

Community Vision Pillars

- A sustainable leader** - Leading in environmental stewardship and climate action
- A dynamic and prosperous region** - Supporting economic resilience and opportunity
- A natural wonder** - Protecting and enhancing our unique environment
- A region for care and wellbeing** - Fostering healthy, inclusive communities
- One Shire, many communities** - Celebrating our diverse townships and connections
- Progressive, living history** - Preserving and activating our rich heritage

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Open and informed governance

- We will make decisions based on evidence
- We will communicate openly about our processes
- We will demonstrate how community feedback shapes outcomes
- We will measure and report on our performance

Environmental leadership

- We will act decisively on climate challenges
- We will protect and enhance our natural environment for future generations
- We will preserve our rich cultural heritage and township character
- We will lead by example in climate action and sustainability
- We will promote environmental stewardship throughout our community

Responsible asset stewardship

- We will make evidence-based decisions about asset investment
- We will ensure our infrastructure supports community safety
- We will optimise resource use across the Shire
- We will ensure expenditure meets asset renewal requirements

Inclusive community

- We will ensure equitable access to services and opportunities
- We will actively remove barriers to participation
- We will promote gender equity in all operations
- We will respect and engage with Traditional Owners

Responsive customer service excellence

- We will act with integrity and customer focus
- We will respond promptly to community concerns
- We will learn from experience and adapt our approaches
- We will deliver innovative solutions to emerging challenges

Financial sustainability and responsibility

- We will ensure financial decisions are sustainable and responsible
- We will seek innovative funding solutions and partnerships
- We will direct resources where they will have the greatest community impact
- We will balance service delivery with financial constraints

Economic vitality and innovation

- We will foster a resilient and diverse local economy
- We will support business growth, innovation, and investment
- We will ensure tourism delivers a net benefit to community, the economy, and environment
- We will create opportunities for residents across all life stages

Collaborative partnerships

- We will actively seek partnerships to maximise community outcomes
- We will collaborate with neighbouring councils on shared challenges
- We will engage effectively with all levels of government
- We will foster productive relationships with community organisations



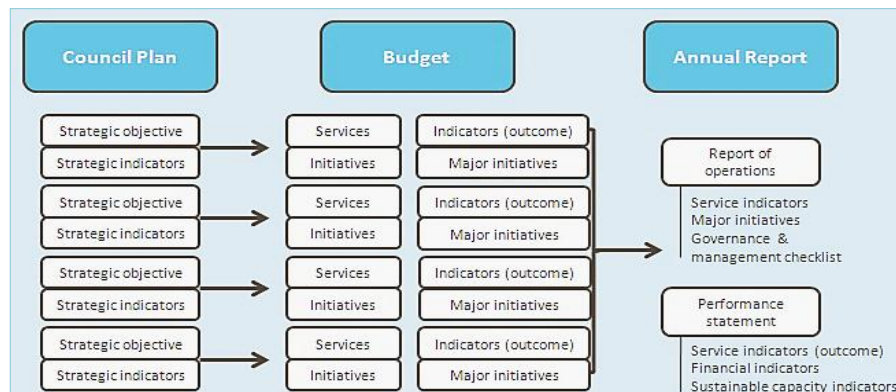
Indigo Shire Strategic Plan	Details
1 Places and Communities	Our communities are strong, diverse, and inclusive where people feel safe, valued, and connected. We maintain and enhance infrastructure, facilities, and programs that respect each township's unique character while empowering communities to shape their own futures through meaningful participation and leadership.
2 Economic Resilience and Opportunity	Our Shire provides economic opportunities for people at all life stages to thrive locally. We foster a progressive and resilient business community through working with business and industry groups to provide strategic support for innovation, growth and investment.
3. Environment and Heritage	We manage growth strategically to protect our Shire's unique environment, character, and heritage. Through careful planning, we demonstrate, support and enable leadership in climate action and help build community resilience.
4. Governance and Financial Sustainability	We serve our communities through efficient, transparent, and responsible governance frameworks. Our decision-making balances expertise with community collaboration, guided by sustainable financial planning principles.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## 2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2025/26 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Jobs, Precincts and Regions

\_\_\_\_\_r\_\_\_\_\_d\_\_\_\_\_

**Key outcomes:**

Strong, safe, and inclusive communities with capacity for self-determination

Actively maintained and enhanced township infrastructure, landscapes and streetscapes that respects local character

Enhanced community wellbeing through quality services, spaces, resilience and social connection opportunities

Service performance indicators for each of the business areas as described below.

## Services

Service area		Description of services provided	2023/24 Actual \$'000	2024/25 Budget \$'000	2025/26 Budget \$'000
Ageing Well	The purpose of this service is to:	<i>Inc</i>	12	5	5
	Implement actions from Indigo Shire's Ageing Well Strategy & the Disability Action Plan	<i>Exp</i>	89	132	130
	Plan for ageing population,	<i>Surplus / (deficit)</i>	(77)	(127)	(125)
	Develop projects and initiatives that promote aging well,				
Asset Management	Advocate for ageing well issues,				
	Maximise the civic participation and social recognition of older people,				
	Develop relationships with key ageing well networks and stakeholders including health services				
	The purpose of this service is to:	<i>Inc</i>	0	7	0
Buildings & Property	Provide asset management services for Council-owned infrastructure (including roads, bridges, buildings, plant and fleet, footpaths etc.);	<i>Exp</i>	311	289	316
	Review and manage Council's Road Management Plan; and	<i>Surplus / (deficit)</i>	(311)	(282)	(316)
	Provide GIS and associated services, including mapping and road and street numbering.				
	The purpose of this service is to:	<i>Inc</i>	185	177	207
Capital Works Management	Provide maintenance services to Council-owned and Council managed buildings, and manage Council's property portfolio including lease, sales and the management of arrangements with caravan park operators at Beechworth, Chiltern, Rutherglen and Yackandandah	<i>Exp</i>	1,343	1,299	1,279
	Manage the maintenance and upkeep, including cleaning of public toilets.	<i>Surplus / (deficit)</i>	(1,157)	(1,122)	(1,072)
	The purpose of this service is to:	<i>Inc</i>			
	Manage the delivery of the annual Capital Works program.	<i>Exp</i>	343	313	365
Carlyle Cemetery		<i>Surplus / (deficit)</i>	(343)	(313)	(365)
	The purpose of this service is to:	<i>Inc</i>	18	55	48
	Manage all functions associated with cemetery services	<i>Exp</i>	30	43	50
	Perform all tasks in accordance with requirements of the Cemeteries Act	<i>Surplus / (deficit)</i>	(12)	13	(2)
Community Development	Strategically plan for and implement actions to meet needs of contemporary cemetery services				
	The purpose of this service is to be:	<i>Inc</i>	307	483	60
	A key community liaison area within Indigo Shire Council. This service is responsible for developing and maintaining strong relationships with community groups and empowering community leaders to proactively identify projects and initiatives to support their communities in partnership with Council.	<i>Exp</i>	768	801	506
		<i>Surplus / (deficit)</i>	(461)	(318)	(446)



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Service area	Description of services provided		2023/24 Actual \$'000	2024/25 Proposed \$'000	2025/26 Proposed \$'000
Creative Communities	This service provides public library services which: Provides the community with four permanent libraries at Beechworth, Chiltern, Rutherglen and Yackandandah; provides a variety of out-reach programs and services to all other communities and towns; provides access to the other educational and recreational needs of all members of the community.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	176 1,205 (1,029)	171 1,203 (1,032)	150 1,187 (1,037)
Development Engineering	The purpose of this service is to: Provide engineering support to developers and community members looking to to develop or subdivide land; Fulfill the role of Engineering referral authority for Indigo Shire Council's Planning Scheme - providing conditions and ensuring Council's Planning Scheme - providing conditions and ensuring compliance with standards for planning permits; and provide internal engineering and standards support for Infrastructure Services staff.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	101 167 (65)	76 158 (81)	69 135 (66)
Drainage	The purpose of this service is to: Investigate stormwater drainage issues; and maintain drainage infrastructure	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	7 120 (113)	12 47 (36)	12 49 (37)
Early Years	The purpose of this service is to: Support groups and agencies to provide early years' services to the Indigo Shire community Provide Maternal and Child Health services (Universal and Enhanced) and Immunisation services to the Indigo Shire community. Assist with Early years/Maternal and Child Health building maintenance/upkeep	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	475 605 (129)	484 645 (161)	414 695 (281)
Environmental Health Services	This service protects the community's health and wellbeing by Coordinating food safety, support programs to: manage and deliver Council's statutory duties under the provisions of the Food Act 1984 (food safety), Public Health and Wellbeing Health Act 2008, Environment Protection Act 1970, Tobacco Act 1987 and other associated Acts and Regulations through appropriate policy development, planning and service delivery	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	466 386 79	329 389 (59)	280 418 (138)
Non Indigo Shire council owned assets	This area of the budget represents project work on infrastructure not owned or managed by Council.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	822 1,367 (545)	473 753 (280)	1,158 1,484 (327)
Parks & Gardens	The purpose of this service is to preserve and maintain all Council managed parks and gardens throughout the Shire. This includes: Ongoing routine maintenance and operations of Councils 33 parks, gardens, sports ovals, arboretums and rural reserve areas located throughout the Shire; Inspection and maintenance of playgrounds; and cleaning and maintenance of BBQ's, furniture; Town centre street gutter and footpath sweeping; and maintenance of wetland at Lake Anderson Chiltern and Lake Sambell Beechworth.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	4 1,008 (1,004)	18 948 (930)	0 974 (974)
Pathways	The purpose of this service is to manage the maintenance of Council's urban footpaths and recreational shared paths to ensure they are safe and serviceable for residents and visitors of Indigo Shire	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	220 220 (220)	248 248 (248)	289 289 (289)
Planning	The purpose of the statutory planning, service is to: Process all planning applications; act as the Planning Authority and responsible Authority for the administration of the Indigo Planning Scheme as required of Council by State Government; and undertake the development and provision of land use policy in keeping with the Municipal Strategic Statement and Indigo Planning Scheme	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	357 1,339 (982)	595 1,613 (1,018)	413 1,428 (1,015)
Recreation	The purpose of this service is to: Plan for the future recreational needs of the community; and support the community in the provision of recreation facilities and services, identification of funding opportunities, preparation and submission of funding applications, working with committees of management in the development of master plans. This service provides outdoor swimming pool facilities to 5 communities and provides the community with access to aquatic facilities, services and programs.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	40 841 (801)	36 955 (919)	0 980 (980)
Roads & Bridge Maintenance	The purpose of this service is to: preserve and maintain Indigo Shire Council's roads and associated infrastructure including: sealed and unsealed road pavements; bridges and major culverts; bus shelters; traffic signs and road furniture; and street lighting. inspect and respond to customer enquiries including after hours call outs and emergency management operations; and repair and replace traffic sign, guideposts and repaint line marking of council managed roads and carparks.	<i>Inc</i> <i>Exp</i> <i>Surplus / (deficit)</i>	251 1,856 (1,605)	2,319 1,981 338	2,352 2,081 270

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Service area	Description of services provided		2023/24 Actual \$'000	2024/25 Budget \$'000	2025/26 Budget \$'000
Tree Services	The purpose of this service is to: preserve and maintain Indigo Shire Council's many and significant street and park trees; and plan for and implement a replacement planting program.	<i>Inc</i>	8	153	0
		<i>Exp</i>	721	664	683
		<i>Surplus / (deficit)</i>	(713)	(511)	(683)
Young People	The purpose of this service is to provide and extend the range and quality of services available to young people aged between 12-25 years in the Indigo Shire by working with  Service providers, schools and community groups. In particular; FreeZa events Language programs L2P program	<i>Inc</i>	365	322	85
		<i>Exp</i>	389	326	178
		<i>Surplus / (deficit)</i>	(24)	(5)	(93)

1) Roads & Bridge Maintenance - Additional road maintenance allocation

2) Pathways - Trails Maintenance

3) Community Development - Community Development Officer

Service area	Description of services provided		2023/24 Actual \$'000	2024/25 Budget \$'000	2025/26 Budget \$'000
Statutory Planning*	Service standard		35.76%	40.00%	45.00%

\* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

### 2.2 Strategic Objective 2: Economic Resilience and Opportunity

Key outcomes:

- A strong, cohesive and resilient economy
- Economic opportunities that enable participation and prosperity for all
- A recognised destination of choice for residents, visitors, and investors

These objectives will be achieved by our focus on the services, initiatives, major initiatives and service performance indicators for each business

1) Economic Development - Streetscape Beautification

Service area	Description of services provided		2023/24 Actual \$'000	2024/25 Budget \$'000	2025/26 Budget \$'000
Economic Development	The economic development service assists the organisation to; Identify areas/opportunities for growth; strengthen small town retail precincts; assess Council's impact on economic development encourage and support agriculture and viticulture activity and; inform strategic Council purchasing. Delivery of place-making initiatives. Completion of the Economic Development Strategy.	<i>Inc</i>	348	0	0
		<i>Exp</i>	642	242	308
		<i>Surplus / (deficit)</i>	(294)	(242)	(308)
Tourism Development	The purpose of this services is to: Be responsible for the marketing and promotion of Indigo Shire's tourism destinations; support the range of tourism festivals and events; support the development of new and existing tourism product; assist industry development through skills workshops and tools; and increase the economic benefit to the community through tourism. Completion of the Tourism Strategy	<i>Inc</i>	653	702	765
		<i>Exp</i>	(653)	(702)	(765)
Visitor Experience & Museums	The purpose of this services is to: Operate Visitor Information Centres in Beechworth, Rutherglen and Yackandandah, and support Chiltern; encourage economic growth through maximising visitor spend; deliver information, retail sales and accommodation/tour/ and event bookings to visitors; operate a customer service area open to the public; provide assistance to operators through mentoring and workshops to grown their businesses and professional skills; collate and provide inspiring informative communications through digital, print and social mediums; and support destination marketing campaigns. The purpose of this service is to: Collect, conserve and preserve the unique and nationally significant story of Beechworth and District; display the collection for interpretation and education, to make it accessible for researches and interested tourists alike; promote and support knowledge sharing amongst other museums in the shire; make accessible for research; academic historians, genealogical researchers; maintain the historic and make it accessible to visitors; and to be a key driver for local tourism	<i>Inc</i>	357	425	439
		<i>Exp</i>	1,607	1,719	1,828
		<i>Surplus / (deficit)</i>	(1,250)	(1,293)	(1,389)

1) Economic Development - Streetscape Beautification

2) Tourism Development - Indigo Destination Management Plan 2035 - New Tourism Strategy

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## 2.3 Strategic Objective 3: Environment and Heritage

Key outcomes:

- Balanced growth that preserves the Shire's unique character and environmental values
- Climate action leadership embedded in Council operations and community planning
- Resilient communities prepared for and actively participating in addressing environmental challenges
- Cultural heritage that is preserved, activated and celebrated for future generations

These objectives will be achieved by our focus on the services, initiatives, major initiatives and service performance indicators for each business areas as described below.

			2023/24	2024/25	2025/26
Emergency Management Works	The purpose of this service is to: Plan for emergency events which may impact on our community; assist in the response and recovery from emergency events; maintain appropriate emergency management capabilities	Inc Exp Surplus / (deficit)	0 1,657 (1,657)	4,045 3,370 675	1,070 326 744
Environment & Sustainability	The purpose of this service is to initiate and drive a range of environmental and sustainability programs to promote improved natural resource management and efficient resource use within Council operations and the community.	Inc Exp Surplus / (deficit)	49 373 (325)	49 436 (386)	50 437 (386)
Waste Management	The purpose of this service is to manage the provision of a range of waste and recycling services including: Kerbside waste, recycling and organics collection services to reduce waste to landfill; an annual hard waste service; the provision of public place waste/recycle disposal facilities; and support for festival and event waste/recycle disposal facilities.	Inc Exp Surplus / (deficit)	243 3,674 (3,431)	245 3,767 (3,522)	252 4,084 (3,831)

## 2.4 Strategic Theme 4: Governance and Financial Sustainability

Key outcomes:

- Exemplary, transparent and accountable governance frameworks that uphold the highest standards of integrity, ethics and community trust
- Evidence-based decision making that balances short-term needs with long-term sustainability
- Financial stability through responsible resource and risk management and strategic planning
- A capable, engaged, and adaptable workforce that enables Council to deliver on current and future community needs

These objectives will be achieved by our focus on the services, initiatives, major initiatives and service performance indicators for each business areas as described below.

			2023/24	2024/25	2025/26
Building Control Services	The purpose of this service is to fulfil the obligations required by Local Councils within the <i>Building Act (1993)</i> and the <i>Building Regulations 2006</i> : By issuing building permits which promote safe and sustainable development; Monitoring Places of Public Entertainment; and Inspecting, monitoring and controlling unsafe structures after accidents or acts of nature.	Inc Exp Surplus / (deficit)	520 783 (264)	517 728 (210)	606 768 (162)
Buller Gas	The purpose of this service is to: Manage the Buller Gas contract, which provides a reticulated LP Gas service on Mount Buller which is sold to commercial and residential customers on Mt Buller. Facilitate bulk LPG deliveries to large tanks on site and distribute throughout the village via a pipe reticulation system; and Maintain the reticulated pipe network to the customer including the metres, regulators and associated service and pipe network.	Inc Exp Surplus / (deficit)	3,074 2,478 596	3,455 2,854 601	3,878 3,165 714
Communications	The purpose of this service is to: Keep the community, staff, councillors, stakeholders, other agencies and the media informed about Council decisions; initiatives and achievements; provide strategic advice to council staff and Councillors on communication and media-related issues; support the delivery of a range of community engagement activities; Manage digital communication and social media platforms such as Facebook and the corporate website.	Inc Exp Surplus / (deficit)	326 (326)	404 (404)	379 (379)
Customer Service	The purpose of this service is to provide our residents and community with high quality and efficient customer service delivery from our offices in Beechworth, Chiltern, Rutherglen and Yackandandah.	Inc Exp Surplus / (deficit)	41 633 (591)	109 647 (538)	0 622 (622)
Executive Management	The purpose of this service is to: Oversee and manage the day-to-day operations and affairs of the council; Implement the decisions and policies of Council in a timely manner; advise and report to Council on any of the functions of Council prescribed in the <i>Local Government act 2020</i> (LGA); monitor, manage and report to Council on Council's performance and; prepare plans, policies, strategies, budgets and procedures for consideration by Council in accordance with the LGA and other legislation.	Inc Exp Surplus / (deficit)	(0) 1,613 (1,613)	0 1,688 (1,688)	0 1,641 (1,641)
Financial Services	The purpose of this service is to: Deliver all core accounting and finance functions; management and compliance of all finance related statutory, legal and taxation obligations; and provide financial support to staff and Council. This service also receipts rates & charges.	Inc Exp Surplus / (deficit)	835 755 80	4,441 865 3,576	4,763 881 3,883

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

		2023/24		2024/25		2025/26	
		Budget		Budget		Budget	
		Actual		Actual		Actual	
Governance	This service has the responsibility to provide governance support to Council by: Provision of good governance to the community including making and implementing decisions with reference to community engagement, policy frameworks and agreed practice and in compliance with relevant legislation, key performance indicators, including the State Government's Local Government Performance Reporting Framework; oversight of Council's election process including the production and compliance of voter rolls; and support to Council, Councillors, staff and Council committees in matters of governance.	Inc	7	2	20		
		Exp	195	361	197		
		Surplus / (deficit)	(188)	(359)	(177)		
Information Management	The purpose of this service is to: Administer and support Council's electronic records management system (TRIM) including regular reviews and strategies to increase the levels of staff usage and effectiveness; and Ensure document disposal and retention requirements.	Inc	1	(1)	0		
		Exp	142	192	194		
		Surplus / (deficit)	(141)	(193)	(194)		
Information Technology	The purpose of this service is to: Ensure all Council's Information Communications Technology (ICT) systems and infrastructure is running efficiently and effectively, fit for purpose in supporting Council staff in their jobs now and moving forward with high availability and uptime; provide a high level of user support and training to staff and Councillors; and support Council's objectives as described in the Council Plan via strategic implementation of ICT.	Inc	670	0	0		
		Exp	2,119	1,889	1,705		
		Surplus / (deficit)	(1,448)	(1,889)	(1,705)		
Local Laws & Animals	The purpose of this service is to: Provide a safe and orderly environment for residents, visitors and the public; and to provide amenity and minimise risks to both the community and to Council, as a business, alike. To achieve this through the unit using both State Legislation and Local Laws to guide the public, these Laws have enforcement provisions that are applied when other methods fail, the Legislation/Regulations/Local Laws used include: Local Laws 1,2,4 and 5; Domestic Animal Act 1994 to support animal management Prevention of Cruelty to Animals Act 1986; Impounding of Livestock Act 1994; Road Safety Act 1986; CFA Act 1958; Summary Offences Act 1966; Graffiti Prevention Act 2007	Inc	239	277	277		
		Exp	317	326	323		
		Surplus / (deficit)	(77)	(49)	(46)		
People & Culture	The purpose of this service is to: Oversee the full spectrum of employee/volunteer lifecycle events including attraction, recruitment, retention training, performance management, professional development and employee health and wellbeing. Drive, influence and support cultural change across the organisation; Support and coach line managers and supervisors in supporting, engaging, developing and motivating their staff. Provide for the health, safety and wellbeing of our employees including continual monitoring and reporting of Council's incidents, accidents and near misses including investigations, corrective action, WorkCover management and supporting employees to return to work safely.	Inc	1	0	0		
		Exp	835	862	841		
		Surplus / (deficit)	(834)	(862)	(841)		
Plant Equipment & Fleet	The purpose of this service is to ensure that: Plant, equipment and fleet assets are suitable for Council's operational requirements; and plant, equipment and fleet assets are well maintained, safe and effective; This area of the Budget includes the operating and depreciation costs of all of Council's heavy and small plant, fleet and equipment.	Inc	52	59	60		
		Exp	1,589	2,278	2,011		
		Surplus / (deficit)	(1,537)	(2,220)	(1,951)		
Quarries	The purpose of this service is to: produce crushed rock suitable for use in maintaining Council's gravel road network; maintenance of the Horseshoe Quarry property. Horseshoe Quarry is owned by Council and in addition to using the crushed rock on its own roads, some material is also sold to neighbouring LGA's at a market rate.	Inc	84	85	96		
		Exp	107	142	196		
		Surplus / (deficit)	(23)	(57)	(100)		
Rates & Property Services	The purpose of this service is to: Manage the forthcoming biannual property valuation process; prepare all property rating requirements for the shire including calculations, rate notices, collections etc.; manage debt collection for outstanding rates Debtors; manage the Vote role updates for election years; and preparation and adoption of Revenue and Rating Strategy.	Inc	51	51	53		
		Exp	234	278	235		
		Surplus / (deficit)	(183)	(227)	(182)		
Risk Management	This service provides a range of governance, risk, insurance, occupational health and safety, statutory and corporate support services.	Inc	8	8	0		
		Exp	921	932	1,000		
		Surplus / (deficit)	(912)	(924)	(1,000)		
Initiatives							
1) Revision of Procurement Policy							
2) Enterprise agreement negotiation							
3) Gender Equality Action Plan (GEAP)							
4) Financial Sustainability Strategy							
5) Council Plan Actions							

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Indigo Shire Council Financial Performance Indicators

		2023/24	2024/25	2025/26
Governance*	Consultation and engagement	53	56	57

\* refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators

Indigo Shire Council Financial Performance Indicators

		Indigo Shire Council	Indigo Shire Council	Indigo Shire Council
Governance	Consultation and engagement	Satisfaction with community consultation and engagement. (Community satisfaction rating out of 100 with the consultation and engagement efforts of Council)	Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement	
Statutory planning	Service standard	Planning applications decided within required timeframes (percentage of regular and VicSmart planning application decisions made within legislated timeframes)	[Number of planning application decisions made within 60 days for regular permits and 10 days for VicSmart permits / Number of planning application decisions made] x100	
Roads	Condition	Sealed local roads below the intervention level (percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	[Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100	
Libraries	Participation	Library membership (Percentage of the population that are registered library members)	[Number of registered library members / Population] x100	
Waste management	Waste diversion	Kerbside collection waste diverted from landfill. (Percentage of recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities. (Number of visits to aquatic facilities per head of population)	Number of visits to aquatic facilities / Population	
Animal Management	Health and safety	Animal management prosecutions. (Percentage of animal management prosecutions which are successful)	Number of successful animal management prosecutions / Total number of animal management prosecutions	
Food safety	Health and safety	Critical and major non-compliance outcome notifications. (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[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	
Maternal and Child Health	Participation	Participation in the MCH service. (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the financial year) / Number of children enrolled in the MCH service] x100	
		Participation in the MCH service by Aboriginal children. (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the financial year) / Number of Aboriginal children enrolled in the MCH service] x100	

Indigo Shire Council Financial Performance Indicators

	Surplus/ (Deficit)	Expenditure	Income / Revenue
	\$'000	\$'000	\$'000
Places and Communities	(7,977)	13,229	5,253
Economic Resilience and Opportunity	(2,462)	2,900	439
Environment and Heritage	(3,474)	4,846	1,373
Governance and Financial Sustainability	(4,653)	14,406	9,753
<b>Total</b>	<b>(18,565)</b>	<b>35,382</b>	<b>16,817</b>
<b>Expenses added in:</b>			
Depreciation	7,999		
Finance costs	164		
Others	0		
<b>Surplus/(Deficit) before funding sources</b>	<b>(26,728)</b>		
<b>Funding sources added in:</b>			
Rates and charges revenue	17,837		
Waste charge revenue	3,085		
<b>Total funding sources</b>	<b>20,922</b>		
<b>Operating surplus/(deficit) for the year</b>	<b>(5,806)</b>		

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2025/26 has been supplemented with projections to 2028/29

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

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

### Comprehensive Income Statement

For the four years ending 30 June 2029

		Forecast Actual	Budget	Projections		
	NOTES	2024/25 \$'000	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000
<b>Income / Revenue</b>						
Rates and charges	4.1.1	20,101	20,922	21,550	22,196	22,862
Statutory fees and fines	4.1.2	1,326	1,431	1,474	1,518	1,563
User fees	4.1.3	3,960	4,482	4,840	5,228	5,646
Grants - operating	4.1.4	12,855	9,644	9,734	9,254	9,478
Grants - capital	4.1.4	11,154	4,478	3,532	2,974	2,759
Contributions - monetary	4.1.5	215	187	322	774	779
Contributions - non-monetary	4.1.5	0	0	0	0	0
Net gain (or loss) on disposal of property, infrastructure, plant and equipment		391	242	258	196	246
Other income	4.1.6	522	1,096	1,124	1,143	1,163
<b>Total income / revenue</b>		<b>50,523</b>	<b>42,482</b>	<b>42,833</b>	<b>43,283</b>	<b>44,497</b>
<b>Expenses</b>						
Employee costs	4.1.7	15,700	16,288	16,776	17,280	17,798
Materials and services	4.1.8	19,035	16,489	16,455	16,064	16,608
Depreciation	4.1.9	8,460	8,558	8,641	8,746	8,775
Depreciation - right of use assets	4.1.11	36	12	2	0	0
Borrowing costs		82	164	206	244	276
Finance costs - leases		2	0	0	0	0
Other expenses	4.1.12	2,104	2,034	2,085	2,137	2,191
<b>Total expenses</b>		<b>45,419</b>	<b>43,545</b>	<b>44,165</b>	<b>44,471</b>	<b>45,648</b>
<b>Surplus/(deficit) for the year</b>		<b>5,104</b>	<b>(1,063)</b>	<b>(1,331)</b>	<b>(1,188)</b>	<b>(1,151)</b>
<b>Other comprehensive income</b>						
<b>Items that will not be reclassified to surplus or deficit in future periods</b>						
Net asset revaluation gain /(loss)		6,229	6,413	8,840	9,190	6,046
<b>Total other comprehensive income</b>		<b>6,229</b>	<b>6,413</b>	<b>8,840</b>	<b>9,190</b>	<b>6,046</b>
<b>Total comprehensive result</b>		<b>11,334</b>	<b>5,350</b>	<b>7,509</b>	<b>8,002</b>	<b>4,895</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Balance Sheet

For the four years ending 30 June 2029

		Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	2026/27 \$'000	Projections 2027/28 \$'000	2028/29 \$'000
	NOTES					
<b>Assets</b>						
<b>Current assets</b>						
Cash and cash equivalents		4,769	1,929	2,092	2,293	1,969
Trade and other receivables		5,257	5,162	5,523	5,909	6,323
Other financial assets		0	1,486	1,486	1,486	1,486
Inventories		341	330	330	330	330
Other assets		281	281	281	281	281
<b>Total current assets</b>	4.2.1	10,648	9,188	9,712	10,299	10,389
<b>Non-current assets</b>						
Property, infrastructure, plant & equipment		379,027	378,950	386,529	394,260	402,145
Right-of-use assets	4.2.4	19	25	-	-	-
<b>Total non-current assets</b>	4.2.1	379,046	378,975	386,529	394,260	402,145
<b>Total assets</b>		389,694	388,162	396,241	404,558	412,533
<b>Liabilities</b>						
<b>Current liabilities</b>						
Trade and other payables		4,902	4,902	5,004	5,109	5,216
Trust funds and deposits		247	161	161	161	161
Provisions		3,498	3,498	3,720	3,955	4,206
Interest-bearing liabilities	4.2.3	284	380	408	432	457
Lease liabilities	4.2.4	2	2	1	-	-
<b>Total current liabilities</b>	4.2.2	8,934	8,943	9,295	9,657	10,039
<b>Non-current liabilities</b>						
Provisions		4,850	5,127	5,265	5,406	5,551
Trust funds and deposits		321	321	321	321	321
Interest-bearing liabilities	4.2.3	1,383	2,628	3,220	2,788	2,331
Lease liabilities	4.2.4	2	0	0	0	0
<b>Total non-current liabilities</b>	4.2.2	6,557	8,077	8,806	8,515	8,203
<b>Total liabilities</b>		15,490	17,020	18,101	18,172	18,242
<b>Net assets</b>		374,203	371,143	378,140	386,386	394,291
<b>Equity</b>						
Accumulated surplus		155,980	146,481	144,613	143,645	145,479
Reserves		218,224	224,662	233,527	242,742	248,813
<b>Total equity</b>		374,203	371,143	378,140	386,386	394,291



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Statement of Changes in Equity

For the four years ending 30 June 2029

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2025 Forecast Actual</b>					
Balance at beginning of the financial year		366,138	154,169	211,166	803
Surplus/(deficit) for the year		1,836	1,836	0	0
Net asset revaluation gain/(loss)		6,229	-	6,229	-
Transfers to other reserves		-	0	-	0
Transfers from other reserves		-	(25)	-	25
<b>Balance at end of the financial year</b>		<b>374,203</b>	<b>155,980</b>	<b>217,395</b>	<b>828</b>
<b>2026 Budget</b>					
Balance at beginning of the financial year		374,203	155,980	217,395	828
Surplus/(deficit) for the year		(9,474)	(9,474)	-	-
Net asset revaluation gain/(loss)		6,413	-	6,413	-
Transfers to other reserves	4.3.1	-	0	-	0
Transfers from other reserves	4.3.1	-	(253)	-	253
<b>Balance at end of the financial year</b>	4.3.2	<b>371,143</b>	<b>146,253</b>	<b>223,809</b>	<b>1,081</b>
<b>2027</b>					
Balance at beginning of the financial year		371,143	146,253	223,809	1,081
Surplus/(deficit) for the year		(1,843)	(1,843)	-	-
Net asset revaluation gain/(loss)		8,840	-	8,840	-
Transfers to other reserves		-	0	0	0
Transfers from other reserves		-	(50)	-	50
<b>Balance at end of the financial year</b>		<b>378,140</b>	<b>144,360</b>	<b>232,649</b>	<b>1,131</b>
<b>2028</b>					
Balance at beginning of the financial year		378,140	144,360	232,649	1,131
Surplus/(deficit) for the year		(944)	(944)	-	-
Net asset revaluation gain/(loss)		9,190	-	9,190	-
Transfers to other reserves		0	0	0	0
Transfers from other reserves		-	(25)	-	25
<b>Balance at end of the financial year</b>		<b>386,386</b>	<b>143,391</b>	<b>241,839</b>	<b>1,156</b>
<b>2029</b>					
Balance at beginning of the financial year		386,386	143,391	241,839	1,156
Surplus/(deficit) for the year		1,860	1,860	0	0
Net asset revaluation gain/(loss)		6,045	-	6,046	-
Transfers to other reserves		0	0	0	0
Transfers from other reserves		-	(25)	0	25
<b>Balance at end of the financial year</b>		<b>394,291</b>	<b>145,226</b>	<b>247,884</b>	<b>1,181</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Statement of Cash Flows

For the four years ending 30 June 2029

	Notes	Forecast Actual 2024/25 \$'000	Budget 2025/26 \$'000	2026/27 \$'000	Projections 2027/28 \$'000	2028/29 \$'000
		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>						
Rates and charges		20,101	20,922	21,885	22,531	23,197
Statutory fees and fines		1,326	1,431	1,474	1,518	1,563
User fees		3,960	4,482	4,840	5,228	5,646
Grants - operating		12,855	9,644	9,734	9,254	9,478
Grants - capital		12,144	4,478	3,532	2,974	2,759
Contributions - monetary		218	187	322	774	779
Interest received		348	358	260	260	260
Other receipts		830	738	864	883	903
Employee costs		(15,700)	(16,288)	(16,776)	(17,280)	(17,798)
Materials and services		(19,035)	(16,489)	(16,455)	(16,064)	(16,608)
Other payments		(1,921)	(1,852)	(1,989)	(2,039)	(2,091)
<b>Net cash provided by/(used in) operating activities</b>	4.4.1	15,124	<b>7,612</b>	7,690	8,039	8,089
<b>Cash flows from investing activities</b>						
Payments for property, infrastructure, plant and equipment		(14,086)	(11,870)	(8,198)	(8,313)	(8,802)
Proceeds from sale of property, infrastructure, plant and		391	242	258	196	246
<b>Net cash provided by/ (used in) investing activities</b>	4.4.2	(13,695)	<b>(11,628)</b>	(7,940)	(8,117)	(8,556)
<b>Cash flows from financing activities</b>						
Finance costs		(82)	(159)	(206)	(244)	(276)
Proceeds from borrowings		0	1,625	1,000	1,000	1,000
Repayment of borrowings		(312)	(284)	(380)	(477)	(580)
Interest paid - lease liability		(14)	(5)	0	0	0
Repayment of lease liabilities		(29)	0	(2)	0	0
<b>Net cash provided by/(used in) financing activities</b>	4.4.3	(436)	<b>1,176</b>	412	279	144
Net increase/(decrease) in cash & cash equivalents		993	<b>(2,839)</b>	163	201	-324
Cash and cash equivalents at the beginning of the financial year		3,776	<b>4,769</b>	1,929	2,092	2,293
<b>Cash and cash equivalents at the end of the financial year</b>		4,769	<b>1,929</b>	2,092	2,293	1,969

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Statement of Capital Works

For the four years ending 30 June 2029

		Forecast Actual 2024/25	Budget 2025/26	2026/27	Projections 2027/28	2028/29
	NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>						
Land		2,500	3	0	0	0
Land improvements		30	0	0	0	0
<b>Total land</b>		33	3	0	0	0
Buildings		150	1,604	728	717	1,140
Heritage buildings		1,637	867	0	0	0
<b>Total buildings</b>		1,787	2,471	728	717	1,140
<b>Total property</b>		1,820	2,473	728	717	1,140
<b>Plant and equipment</b>						
Plant, machinery and equipment		1,376	1,701	1,185	995	1,005
Fixtures, fittings and furniture		95	45	90	88	110
Computers and telecommunications		535	1,207	219	402	747
Library books		86	72	82	82	82
<b>Total plant and equipment</b>		2,092	3,024	1,575	1,567	1,944
<b>Infrastructure</b>						
Roads		2,721	3,655	3,956	3,229	2,950
Bridges		2,019	1,124	365	680	400
Footpaths and cycleways		3,744	255	197	195	393
Drainage		335	470	450	475	490
Major projects, Council plan, Strategy projects		0	0	750	1,260	1,275
Recreational, leisure and community facilities		1,193	832	100	110	120
Parks, open space and streetscapes		162	36	77	80	90
<b>Total infrastructure</b>		10,174	6,372	5,894	6,029	5,718
<b>Total capital works expenditure</b>	4.5.1	14,086	11,870	8,198	8,313	8,802
<b>Represented by:</b>						
New asset expenditure		6,331	1,559	2,764	2,377	2,954
Asset renewal expenditure		6,370	7,649	5,434	5,937	5,848
Asset upgrade expenditure		1,386	2,662	0	0	0
<b>Total capital works expenditure</b>	4.5.1	14,086	11,870	8,198	8,313	8,802
<b>Funding sources represented by:</b>						
Grants		11,205	4,478	3,532	2,974	4,759
Contributions		391	23	150	600	600
Council cash		2,491	5,502	3,258	3,543	2,197
Borrowings / Other		0	1,867	1,258	1,196	1,246
<b>Total capital works expenditure</b>	4.5.1	14,086	11,870	8,198	8,313	8,802

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Statement of Human Resources

For the four years ending 30 June 2029

	Forecast	Budget	Projections		
	Actual				
	2024/25	2025/26	2026/27	2027/28	2028/29
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>					
Employee costs - operating	15,480	16,288	16,776	17,280	17,755
Employee costs - capital	1,419	1,515	1,561	1,607	1,652
<b>Total staff expenditure</b>	<b>16,898</b>	<b>17,803</b>	<b>18,337</b>	<b>18,887</b>	<b>19,406</b>
	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employees	156.17	153.81	153.81	153.81	153.81
<b>Total staff numbers</b>	<b>156.17</b>	<b>153.81</b>	<b>153.81</b>	<b>153.81</b>	<b>153.81</b>

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

Department	Budget 2025/26	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
	\$'000	\$'000	\$'000	\$'000	\$'000
Community and economical services	4,281	2,391	1,521	369	-
Infrastructure Services	4,737	4,054	584	99	-
Office of the CEO	3,432	2,375	959	98	-
Planning and Corporate Services	3,839	3,094	588	157	-
Total permanent staff expenditure	16,288	11,914	3,651	723	-
Capitalised labour costs	1,515				
<b>Total expenditure</b>	<b>17,803</b>				

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

Department	Budget 2025/26	Comprises			
		Permanent		Casual	Temporary
		Full Time	Part time		
Community and economical services	40.01	20.75	16.01	3.24	-
Infrastructure Services	44.17	38.55	5.56	0.06	-
Office of the CEO	25.63	15.00	9.05	1.58	-
Planning and Corporate Services	29.90	24.00	3.89	2.02	-
Capitalised labour costs	14.10	13.70	0.40		-
<b>Total staff</b>	<b>153.81</b>	<b>112.00</b>	<b>34.91</b>	<b>6.90</b>	<b>-</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Summary of Planned Human Resources Expenditure For the four years ending 30 June 2029

	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000
<b>Community &amp; Economic Development Services</b>				
Permanent - Full time	2,391	2,462	2,536	2,606
Women	1,896	1,953	2,012	2,067
Men	494	509	524	539
Permanent - Part time	1,521	1,566	1,613	1,658
Women	1,411	1,453	1,497	1,538
Men	110	113	116	119
<b>Total Community &amp; Economic Development Services</b>	<b>3,911</b>	<b>4,029</b>	<b>4,150</b>	<b>4,264</b>
<b>Infrastructure Services</b>				
Permanent - Full time	4,054	4,176	4,301	4,419
Women	277	285	294	302
Men	3,777	3,891	4,007	4,118
Permanent - Part time	584	601	619	636
Women	150	155	159	164
Men	434	447	460	473
<b>Total Infrastructure Services</b>	<b>4,638</b>	<b>4,777</b>	<b>4,920</b>	<b>5,056</b>
<b>Office of the CEO</b>				
Permanent - Full time	2,375	2,446	2,520	2,589
Women	1,400	1,442	1,485	1,526
Men	975	1,005	1,035	1,063
Permanent - Part time	959	987	1,017	1,045
Women	857	882	909	934
Men	102	105	108	111
<b>Total Office of the CEO</b>	<b>3,334</b>	<b>3,434</b>	<b>3,537</b>	<b>3,634</b>
<b>Planning and Corporate Services</b>				
Permanent - Full time	3,094	3,187	3,282	3,372
Women	1,033	1,064	1,096	1,126
Men	2,060	2,122	2,186	2,246
Permanent - Part time	588	606	624	641
Women	339	349	359	369
Men	249	257	265	272
<b>Total Planning and Corporate Services</b>	<b>3,682</b>	<b>3,792</b>	<b>3,906</b>	<b>4,013</b>
<b>Casuals, temporary and other expenditure</b>	<b>723</b>	<b>745</b>	<b>767</b>	<b>788</b>
<b>Capitalised labour costs</b>	<b>1,515</b>			
<b>Total staff expenditure</b>	<b>17,803</b>	<b>16,776</b>	<b>17,280</b>	<b>17,755</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE
<b>Community &amp; Economic Development Services</b>				
Permanent - Full time	20.75	20.75	20.75	20.75
Women	16.75	16.75	16.75	16.75
Men	4.00	4.00	4.00	4.00
Permanent - Part time	16.02	16.02	16.02	16.02
Women	14.79	14.79	14.79	14.79
Men	1.24	1.24	1.24	1.24
<b>Total Community &amp; Economic Development Services</b>	<b>36.77</b>	<b>36.77</b>	<b>36.77</b>	<b>36.77</b>
<b>Infrastructure Services</b>				
Permanent - Full time	38.55	38.55	38.55	38.55
Women	2.40	2.40	2.40	2.40
Men	36.15	36.15	36.15	36.15
Permanent - Part time	5.56	5.56	5.56	5.56
Women	1.70	1.70	1.70	1.70
Men	3.86	3.86	3.86	3.86
<b>Total Infrastructure Services</b>	<b>44.11</b>	<b>44.11</b>	<b>44.11</b>	<b>44.11</b>
<b>Office of the CEO</b>				
Permanent - Full time	15.00	15.00	15.00	15.00
Women	10.00	10.00	10.00	10.00
Men	5.00	5.00	5.00	5.00
Permanent - Part time	9.21	9.21	9.21	9.21
Women	9.00	9.00	9.00	9.00
Men	0.21	0.21	0.21	0.21
<b>Total Office of the CEO</b>	<b>24.21</b>	<b>24.21</b>	<b>24.21</b>	<b>24.21</b>
<b>Planning and Corporate Services</b>				
Permanent - Full time	24.0	24.0	24.0	24.0
Women	8.00	8.00	8.00	8.00
Men	16.00	16.00	16.00	16.00
Permanent - Part time	3.89	3.89	3.89	3.89
Women	3.26	3.26	3.26	3.26
Men	0.63	0.63	0.63	0.63
<b>Total Planning and Corporate Services</b>	<b>27.89</b>	<b>27.89</b>	<b>27.89</b>	<b>27.89</b>
<b>Casuals and temporary staff</b>	<b>6.74</b>	<b>6.74</b>	<b>6.74</b>	<b>6.74</b>
<b>Capitalised labour</b>	<b>14.10</b>	<b>14.10</b>	<b>14.10</b>	<b>14.10</b>
<b>Total staff numbers</b>	<b>153.81</b>	<b>153.81</b>	<b>153.81</b>	<b>153.81</b>

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Financial Statements – Detailed Information on Material Components

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

Revenue and Rating Plan

Revenue and Rating Plan

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the *Local Government Act 2020*, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2025/26 the FGRS cap has been set at 3.00%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

Council applied to the Essential Services Commission for a rate cap variation in order to move the current Environmental Management Contribution (EMC) into general rates in order to comply with the Minister for Local Government's guidelines on service rates and charges (20243). Council have been successful in their application. As such this will increase the rate cap to 7.54% (as shown in this document) and reduce the EMC by a corresponding amount. The net impact of this change is \$0.

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

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 3.00% in line with the rate cap as well as 4.54% to move the EMC into general rates (as discussed above).

**Section 94(3) of the Local Government Act 2020 states that Council must ensure that, if applicable, the budget also contains a statement –**  
**■ b) that the Council has made an application to the ESC for a special order and is waiting for the outcome of the application**

**Council has made an application to the ESC for a special order and is waiting for the outcome of the application. Therefore the rates figures shown in the draft budget are provisional**

This will raise total rates and charges for 2025/26 to \$20,922,176

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2024/25 Forecast Actual	2025/26 Budget	Change	%
	\$'000	\$'000	\$'000	
General rates*	13,337	14,622	1,284	9.63%
Municipal charge*	3,060	3,145	85	2.77%
Service rates and charges	2,955	3,085	130	4.41%
Special rates and charges	778	0	(778)	(100.00%)
Supplementary rates and rate adjustments	66	70	4	6.06%
<b>Total rates and charges</b>	<b>20,197</b>	<b>20,922</b>	<b>725</b>	<b>3.59%</b>

\*These items are subject to the rate cap established under the FGRS. Noting Indigo Shire applied for rate cap variation to align the Environmental Contribution Charge.

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

Type or class of land	2024/25 cents/\$CIV*	2025/26 cents/\$CIV*	Change
General	0.0019813	0.0021045	6.22%
Residential Vacant	0.0039627	0.0042091	6.22%
Rural 1	0.0014860	0.0015784	6.22%
Rural 2	0.0017832	0.0018941	6.22%
Commercial/Industrial	0.0026748	0.0028411	6.22%

(\* Use CIV or NAV depending on the valuation basis used by the Council)

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

Type or class of land	2024/25 \$'000	2025/26 \$'000	Change \$'000	%
General	7,413	8,377	964	13.00%
Residential Vacant	402	476	74	18.28%
Rural 1*	3,319	3,540	221	6.67%
Rural 2*	1,354	1,252	(102)	-7.52%
Commercial/Industrial	849	976	127	14.99%
<b>Total amount to be raised by general rates</b>	<b>13,337</b>	<b>14,622</b>	<b>1,284</b>	<b>9.63%</b>

(\*Note that council is currently assessing a number of "primary producer" applications as part of the implementation of the Revenue and Rating Strategy (2024). The outcome of these applications will result in material changes to some of the rates calculations (property numbers, CIV, rates in the dollar, etc). Therefore the rates figures shown in the draft budget are provisional.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

4.1.1(d) 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	2024/25 Number	2025/26 Number	Change Number	%
General	6,264	6,309	45	0.72%
Residential Vacant	291	334	43	14.78%
Rural 1	1,437	1,586	149	10.37%
Rural 2	892	772	(120)	-13.45%
Commercial/Industrial	396	403	7	1.77%
<b>Total number of assessments</b>	<b>9,280</b>	<b>9,404</b>	<b>124</b>	<b>1.34%</b>

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

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2024/25 \$'000	2025/26 \$'000	Change \$'000	%
General	3,741,350	3,980,310	238,960	6.39%
Residential Vacant	101,548	113,083	11,535	11.36%
Rural 1	2,233,346	2,242,773	9,427	0.42%
Rural 2	759,528	661,257	(98,271)	-12.94%
Commercial/Industrial	317,473	343,679	26,206	8.25%
<b>Total value of land</b>	<b>7,153,245</b>	<b>7,341,102</b>	<b>187,857</b>	<b>2.63%</b>

4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2024/25 \$	Per Rateable Property 2025/26 \$	Change \$	%
Municipal	348.40	354.45	6	1.74%

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge	2024/25 \$	2025/26 \$	Change \$	%
Municipal	3,060,346	3,145,034	84,688	2.77%

4.1.1(i) 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 and detailed disclosure of the actual service/s rendered for the amount levied

Type of Charge	Per Rateable Property 2024/25 \$	Per Rateable Property 2025/26 \$	Change \$	%
Domestic Garbage Collection (Urban)	108.85	116.50	8	7.03%
Domestic Garbage Collection (Rural)	184.65	197.60	13	7.01%
Recycling Collection	105.10	108.25	3	3.00%
Organics Collection	182.40	187.90	6	3.02%
Environmental Management Contribution	88.15	-	(88)	(100.00%)
<b>Total</b>	<b>669.15</b>	<b>610.25</b>	<b>(59)</b>	<b>(8.80%)</b>

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

Type of Charge	2024/25 \$	2025/26 \$	Change \$	%
Domestic Garbage Collection (Urban)	631,182	675,507	44,325	7.02%
Domestic Garbage Collection (Rural)	403,968	432,336	28,368	7.02%
Recycling Collection	843,743	869,031	25,288	3.00%
Organics Collection	1,076,160	1,108,610	32,450	3.02%
Environmental Management Contribution	778,276	-	(778,276)	(100.00%)
<b>Total</b>	<b>3,733,329</b>	<b>3,085,484</b>	<b>(647,845)</b>	<b>(17.35%)</b>

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year

	2024/25 \$'000	2025/26 \$'000	Change \$'000	%
Rates	13,337	14,622	1,284	9.63%
Municipal Charge	3,060	3,145	85	2.77%
Garbage, recycling, and environmental contribution	3,733	3,085	(648)	(17.35%)
Supplementary rates and rate adjustments	66	70	4	6.33%
<b>Total Rates and charges</b>	<b>20,197</b>	<b>20,922</b>	<b>725</b>	<b>3.59%</b>

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## 4.1.1(l) Fair Go Rates System Compliance

Indigo Shire is required to comply with the State Government's Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2024/25	2025/26
Total Rates	\$ 16,397,806	\$ 17,766,692
Number of rateable properties	9,280	9,404
Base Average Rate	\$ 1,767	\$ 1,756.94
Maximum Rate Increase (set by the State Government)	2.75%	7.54%
Capped Average Rate	\$ 1,767	\$ 1,889.41
Maximum General Rates and Municipal Charges Revenue	\$ 16,397,806	\$ 17,768,042
Budgeted General Rates and Municipal Charges Revenue	\$ 16,397,806	\$ 17,766,692
Budgeted Supplementary Rates	\$ 65,832	\$ 70,000
Budgeted Total Rates and Municipal Charges Revenue	\$ 16,463,638	\$ 17,836,692

## 4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

The total amount to be raised by rates and charges may be affected by:

- The outcome of Council's application to the ESC for a rate cap variation to move the EMC to general rates
- The outcome of Primary Producer applications
- The making of supplementary valuations (2025/26: estimated \$70,000 and 2024/25: \$66,000)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

## 4.1.1(n) Differential rates

The 2025/26 Budget is predicated on the rating differentials defined in the adopted Rating Strategy.

The rate and amount of rates payable in relation to land in each category of differential are:

- A rate of 0.21045% (0.21045 cents in the dollar of CIV) for all rateable general properties;
- A rate of 0.42091% (0.42091 cents in the dollar of CIV) for all rateable residential vacant properties;
- A rate of 0.15784% (0.15784 cents in the dollar of CIV) for all rateable rural 1 properties;
- A rate of 0.18941% (0.18941 cents in the dollar of CIV) for all rateable rural 2 properties;
- A rate of 0.28411% (0.28411 cents in the dollar of CIV) for all rateable commercial/industrial properties.

Each differential rate will be determined by multiplying the Capital Improved Value (CIV) of each rateable land (categorised by Council considers that each differential rate will contribute to the equitable and efficient carrying out of council functions.

**General Rate** to provide an equitable rate for owners of all property not elsewhere described.

**Residential Vacant Rate** to provide an equitable rate for owners of residential type land that currently does not contain

**Rural 1 (>50ha) Rate** to provide an equitable rate for large-scale primary producers.

**Rural 2 (8<50ha) Rate** to provide an equitable rate for small-scale primary production.

**Commercial/Industrial Rate** to provide an equitable rate for commercial and industrial use land which reflects capacity of the property and for which Council may provide additional services. This may include Home Industry type properties.

## 4.1.2 Statutory fees and fines

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Infringements and costs	40	70	30	75.00%
Registrations	450	495	45	10.00%
Permits	574	304	(270)	(47.07%)
Other	204	562	358	175.32%
<b>Total statutory fees and fines</b>	<b>1,268</b>	<b>1,431</b>	<b>163</b>	<b>12.82%</b>

Statutory fees relate mainly to fees and fines levied in accordance with legislation and include animal registrations Public Health & Wellbeing Act 2008, registrations and parking fines. Increases in statutory fees are generally made in accordance with legislative requirements.

Statutory fees that are not mandated by other Government authorities and are set by Council are generally in the order of a 1.5% - 2.0%

Total Statutory fees are forecast to increase by 12.82% when compared to 2024/25 Forecast

## 4.1.3 User fees

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Buller Gas Income	3,424	3,825	401	11.70%
Visitor Experience and Museums	200	213	14	6.94%
Other Fees and charge	336	443	108	32.04%
<b>Total user fees</b>	<b>3,960</b>	<b>4,482</b>	<b>522</b>	<b>13.18%</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services & LPG sales for Buller Gas. These include visitors service centres and other community facilities. User charges are projected to increase by 13.18% over 2024/25. Main reasons being assumed improved snow season which has seen the budget set for Buller gas sales based on regular snow season and increase in Rental fees with renewed rental agreements. A detailed customer listing of fees and charges is available at the end of this document, on Council's website and inspected at Council's service centres.

### 4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's budget.

	Forecast Actual	Budget	Change	
	2024/25 \$'000	2025/26 \$'000	\$'000	%
<b>Grants were received in respect of the following:</b>				
Summary of grants				
Commonwealth funded grants	15,081	8,400	(6,681)	(44%)
State funded grants	8,928	5,722	(3,206)	(36%)
<b>Total grants received</b>	<b>24,010</b>	<b>14,122</b>	<b>(9,888)</b>	<b>(41%)</b>
<b>(a) Operating Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Financial Assistance Grants	6,306	6,690	384	6%
<b>Recurrent - State Government</b>				
Ageing Well	12	5	(8)	(63%)
Early Years	171	296	125	73%
Local Laws - School Crossing	31	16	(15)	(49%)
Young People	61	40	(21)	(34%)
<b>Total recurrent grants</b>	<b>6,581</b>	<b>7,047</b>	<b>466</b>	<b>7%</b>
<b>Non-recurrent - Commonwealth Government</b>				
Australia Day	8	0	(8)	(100%)
<b>Non-recurrent - State Government</b>				
Community Development	425	60	(365)	(86%)
Early Years	306	118	(188)	(61%)
Emergency Management / Natural Disaster	4,045	1,070	(2,974)	(74%)
Environment and Sustainability	48	49	1	3%
Environmental Health Services	60	2	(58)	(97%)
Library Services	111	111	0	0%
Non ISC Owned Assets	470	1,130	660	141%
Planning	211	0	(211)	(100%)
Recreation	36	0	(36)	(100%)
Tree Services	152	0	(152)	(100%)
Young People	261	45	(216)	(83%)
Other	142	13	(130)	(91%)
<b>Total non-recurrent grants</b>	<b>6,274</b>	<b>2,598</b>	<b>(3,676)</b>	<b>(59%)</b>
<b>Total operating grants</b>	<b>12,855</b>	<b>9,644</b>	<b>(3,211)</b>	<b>(25%)</b>
<b>(b) Capital Grants</b>				
<b>Recurrent - Commonwealth Government</b>				
Roads to recovery	1,389	1,710	321	23%
<b>Non-recurrent - Commonwealth Government</b>				
Local Roads & Community Infrastructure	7,378	-	(7,378)	(100%)
<b>Non-recurrent - State Government</b>				
Bridges	483	683	200	41%
Buildings	383	503	121	32%
Flood Repairs ( Natural Disaster)	643	0	(643)	(100%)
Openspace	700	451	(249)	(36%)
Plant & Equipment	59	7	(52)	(88%)
Parks & Gardens	72	72	0	0%
Roads	48	1,051	1,003	2088%
<b>Total non-recurrent grants</b>	<b>9,766</b>	<b>2,768</b>	<b>(6,998)</b>	<b>(72%)</b>
<b>Total capital grants</b>	<b>11,155</b>	<b>4,478</b>	<b>(6,677)</b>	<b>(60%)</b>
<b>Total Grants</b>	<b>24,010</b>	<b>14,122</b>	<b>(9,888)</b>	<b>(41%)</b>

### 4.1.5 Contributions

	Forecast Actual	Budget	Change	
	2024/25 \$'000	2025/26 \$'000	\$'000	%
Monetary	168	164	(4)	(2.46%)
<b>Total contributions</b>	<b>168</b>	<b>164</b>	<b>(4)</b>	<b>(2.46%)</b>

Operating Contributions are projected to decrease by 2.46% compared to 2024/25 Forecast

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### 4.1.6 Other income

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Interest	132	112	(20)	(14.82%)
Interest on Rates	216	246	30	14.14%
Merchandise Sales	200	214	14	6.82%
Sale of Recyclables	112	56	(56)	(50.09%)
Building services - private	172	180	7	4.20%
Fire service levy	47	49	2	4.27%
Reimbursements	175	113	(62)	(35.54%)
Other	123	126	3	2.69%
<b>Total other income</b>	<b>1,177</b>	<b>1,096</b>	<b>(81)</b>	<b>(6.88%)</b>

Other revenue relates to a range of items such as private works, recoup of various costs and other miscellaneous income. Includes interest revenue on investments and rate arrears. Other income is forecast to decrease by 6.88% compared to 2024/25 Forecast.

### 4.1.7 Employee costs

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Wages and salaries	12,668	13,036	368	2.90%
WorkCover	446	375	(71)	(15.97%)
Superannuation	1,236	1,467	231	18.68%
Annual and Long service Leave	1,350	1,411	61	4.50%
<b>Total employee costs</b>	<b>15,700</b>	<b>16,288</b>	<b>588</b>	<b>3.74%</b>

Employee benefits include all labour-related expenditure such as wages, salaries and on-costs (allowances, leave entitlements, employer, superannuation and work cover). Employee costs are forecast to increase by \$588k in total compared to the 2024/25 forecast position. This increase is attributed mainly to the savings in the 2024/25 year due to staff vacancies, as well as EBA increase and band increments. Council's current three (3) enterprise agreement expired in December 2024, new negotiations have commenced.

### 4.1.8 Materials and services

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Building maintenance	159	143	(17)	(10.63%)
General maintenance	665	641	(24)	(3.54%)
Contract Payments	9,009	5,850	(3,159)	(35.06%)
Utilities	591	574	(18)	(2.99%)
Office Administration	67	64	(3)	(5.04%)
Information Technology	924	1,003	78	8.46%
Insurance	745	806	62	8.29%
Waste Collection	2,903	3,202	298	10.27%
Buller Gas Purchases	2,434	2,717	282	11.60%
Other	1,537	1,490	(47)	(3.06%)
<b>Total materials and services</b>	<b>19,035</b>	<b>16,489</b>	<b>(2,547)</b>	<b>(13.38%)</b>

Materials and services include the purchases of consumables (including LPG purchases for Buller Gas) and payments to contractors for the provision of services. Materials and services are forecast to decrease by 13.38%. Natural Disaster Works still have an impact on contract services, this is expected to be completed in the new year.

### 4.1.9 Depreciation

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Property	1,322	1,348	26	2.00%
Plant & equipment	664	606	(58)	(8.74%)
Infrastructure	6,475	6,604	129	2.00%
<b>Total depreciation</b>	<b>8,460</b>	<b>8,558</b>	<b>98</b>	<b>1.16%</b>

Depreciation is an accounting measure, which attempts to allocate the value of an asset over its useful life. This includes Council's property, plant and equipment and infrastructure assets such as roads and drains.

### 4.1.11 Depreciation - Right of use assets

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Right of use assets	36	12	(23)	(65.63%)
<b>Total depreciation - right of use assets</b>	<b>36</b>	<b>12</b>	<b>(23)</b>	<b>(65.63%)</b>

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### 4.1.12 Other expenses

	Forecast Actual 2024/25	Budget 2025/26	Change	
	\$'000	\$'000	\$'000	%
Contributions from Council	380	369	(10)	(2.73%)
Plant and vehicle maintenance	344	338	(6)	(1.81%)
Landfill and quarry rehabilitation provisions	182	183	0	0.09%
Councillor's allowance	248	268	21	8.39%
Rent and Leasing	33	32	(0)	(1.07%)
Subscription and licencing	162	174	12	7.11%
Advertising	201	174	(27)	(13.27%)
Legal costs	98	40	(59)	(59.70%)
Auditing costs	95	90	(5)	(5.64%)
Other	358	366	7	2.00%
<b>Total other expenses</b>	<b>2,102</b>	<b>2,034</b>	<b>(68)</b>	<b>(3.24%)</b>

Other expenses relate to a range of unclassified items including contributions to community groups, advertising, legal costs, subscriptions, motor vehicle registrations and maintenance and other miscellaneous expenditure.

### 4.2 Balance Sheet

#### 4.2.1 Assets

Cash and equivalents include cash and investments such as cash held in the bank and at the value of investments in deposits or liquid investments with short-term maturities. The value of these assets is projected to decrease on the back of a large capital works program. Trade and other receivables are monies owed to Council by ratepayers and others. Short-term debtors are minor and run similarly from year to year. The majority of Inventory relates to the value of quarry material held in stockpile and Buller Gas LPG gas held in tank at year-end. It also contains smaller amounts for parts and fuels held in stores for use. The value of Inventory is projected to be similar to last years figure.

Other assets include items such as prepayments for expenses that Council has paid in advance of service delivery and other revenues due to be received in the next 12 months.

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, plant, vehicles, equipment, etc. which has been built up by the Council over many years. The increase in this balance is attributable to the net result of the 2023/24 Capital Works Program, plus Asset Revaluations for the year less depreciation of assets, less the Written Down Value of assets disposed of during the year.

#### 4.2.2 Liabilities

Trade and payables are those to whom Council owes money as at 30 June. These liabilities are budgeted to remain at last years levels.

Provisions include accrued long service leave, annual leave and rostered days off owing to employees. These employee entitlements fluctuate from year to year in line with salary movements. Landfill rehabilitation provision has been adjusted and increased based on current market expectation for rehabilitation of landfills.

#### 4.2.3 Borrowings

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

	Forecast Actual 2024/25	Budget 2025/26	2026/27	Projections 2027/28	2028/29
	\$'000	\$'000	\$'000	\$'000	\$'000
Amount borrowed as at 30 June of the prior year	1,979	1,668	3,008	3,628	4,151
Amount proposed to be borrowed	0	1,625	1,000	1,000	1,000
Amount projected to be redeemed	(312)	(284)	(380)	(477)	(580)
<b>Amount of borrowings as at 30 June</b>	<b>1,668</b>	<b>3,008</b>	<b>3,628</b>	<b>4,151</b>	<b>4,571</b>

#### 4.2.4 Leases by category

As a result of the introduction of AASB 16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast Actual 2024/25	Budget 2025/26
	\$'000	\$'000
<b>Right-of-use assets</b>	-	-
Vehicles	36	12
<b>Total right-of-use assets</b>	<b>36</b>	<b>12</b>
<b>Lease liabilities</b>		
<b>Current lease liabilities</b>		
Vehicles	2	2
<b>Total current lease liabilities</b>	<b>2</b>	<b>2</b>
<b>Non-current lease liabilities</b>		
Vehicles	0	0
<b>Total non-current lease liabilities</b>	<b>2</b>	<b>0</b>
<b>Total lease liabilities</b>	<b>4</b>	<b>2</b>

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## 4.3 Statement of changes in Equity

### 4.3.1 Reserves

#### Statutory reserves

These funds must be applied for specified statutory purposes in accordance with various legislative requirements, e.g., car parking. While these funds earn interest revenue for Council, the funds are not available for other purposes.

### 4.3.2 Equity

Total equity is made up of the following components:

Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations;

Other reserves that are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. These amounts are transferred from the Accumulated Surplus of the Council to be separately disclosed.

Accumulated surplus which is the value of all net assets less Reserves that have accumulated over time.

## 4.4 Statement of Cash Flows

### 4.4.1 Net cash flows provided by/used in operating activities

Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.

As has been the norm in recent prior years. Council has continued the practice within the 2024/25 Budget to include Capital Grant funding and associated projects within the Capital Works program that have had grant funding confirmed.

The net cash flows from operating activities does not match the operating result for the year as the expected revenues and expenses of the Council include non-cash items which have been excluded from the Cash Flow Statement.

### 4.4.2 Net cash flows provided by/used in investing activities

Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also

The increase in payments for investing activities represents the forecast increase in capital works expenditure versus 2024/25.

### 4.4.3 Net cash flows provided by/used in financing activities

Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year.

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SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

4.5.2 Current Budget										
			Asset expenditure types				Summary of Funding Sources			
Capital Works Area		Project Cost	New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Borrowings/ Other
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
PROPERTY										
Buildings										
Energy Efficiency Improvements	Energy efficiency improvements for Council owned buildings. (Grant funding \$23,000 Council funds \$23,000) (Subject to successful grant applications)	46			46		23		23	
Rutherglen Caravan Park Masterplan	Expansion of asphalt roads, new cabin locations, flat powered site with associated services in line with master plan and lease. \$75,000 or Borrowings included in 2025-26 to fund project being carried forward from 2024-25.	1,000	600		400				(75)	1,075
Caravan Park Renewal	Renewal of Caravan park infrastructure on an as needed basis	10		10					10	
Pool Renewal Works	Refurbishment and renewals of major pool plant and equipment, based on condition assessments	75		75					75	
Air Conditioning / Heating system Renewal	Priority Heating/Cooling system renewal works, Shire-wide	5		5					5	
Beechworth Historic Precinct Building - Beechworth Town Hall	Replacement of leaking roof at Beechworth Town Hall. Total Project Budget \$600,000 (Grant funding \$400,000 Council funds \$200,000) Plus a further \$100,000 Council funds carried forward from 2024/25).	500		500			400		0	100
Burke Museum Roof	Repair and remediate leaking roof and protect against larger storm events.	180		180					0	180
EV Charging Stations - Beechworth	Electric vehicle charging stations to support expansion of the EV fleet.	10	10						10	
Beechworth Railway Precinct Public Toilet	Close existing public access to the toilets and provide entry through the internal building.	10			10				10	
Beechworth Maternal Child Health Building Improvements	New waiting room and sound proofing improvements.	45			45		15		0	30
High Street Yackandandah Public Toilet*	Tiny Town grant submission by Yackandandah Chamber of Commerce to give high street toilets a facelift. (Subject to successful Grant Application)	47		24	24		34	3	10	
Yackandandah Sports Park Universal Access Lift	Replacement of universal access lift at Yackandandah Sports Park	25		25					15	10
Rutherglen Depot Shed Door	Replacement of shed door at Rutherglen depot that is failing and has the potential to cause injury to staff	25		25					15	10

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Capital Works Area		Project Cost \$'000	Asset expenditure types					Summary of Funding Sources		
			New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings/ Other \$'000
Yackandandah Town Hall Roof	Refurbishment and repairs of Roof over foyer area	40		40					0	40
External Building Lock Replacement	Shire wide replacement of external locks and swipe reader due to old swipe cards not being supported.	5		5					5	
Mayday Hills childcare and Kindergarten centre roof	Roof restoration and reconfiguration to eliminate leaking.	180		180					0	180
TOTAL PROPERTY		2,204	610	1,069	525	0	472	3	103	1,625
PLANT AND EQUIPMENT										
Plant, Machinery and Equipment										
Fleet Replacement	Replacement of fleet items as per strategic replacement program. Items to be replaced: 2 Operations Utilities 1 Library Van 1 Pool Vehicle 1 Capital Works Vehicle	280		280					230	50
Plant Replacement	Replacement of heavy plant items as per strategic replacement program. 1 Backhoe 2 Operations trucks	675		675					583	92
Minor plant	Renewal of small plant and equipment (chainsaws, brush cutters, blowers etc.)	30		30					30	
Fixtures, Fittings and Furniture										
Playground Equipment replacement	Renewal of priority playground assets, including accessibility improvements.	25		25					25	
Street and Park Furniture renewal	Priority Park and Street Furniture replacement	20		20					20	
Computers and Telecommunications										
IT Renewal Priorities	Annual renewal of server and network hardware	50		50					50	
IT Computer Renewal	Annual renewal of I.T. hardware	50		50					50	
GIS Renewal	The current GIS system is end of life and no longer supported by the vendor.	180		180					180	
Trim Upgrade	Upgrade of the records management system (Trim) to ensure security and compliance statutory requirements.	80			80				80	
Library books										
Library Stock Items	Premiers reading challenge	7		7			7		0	
Library Stock Items	Replacement of old library books	65		65			65		0	
TOTAL PLANT AND EQUIPMENT		1,462	0	1,382	80	0	72	0	1,248	142

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Capital Works Area		Project Cost	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000	
INFRASTRUCTURE										
Roads										
Resealing program	Resealing Council roads	630		630					630	
Gravel Resheeting Program	Resheeting of gravel roads	700		700					700	
Sealed pavement rehabilitation	Rehabilitation of sealed road pavements	360		360					360	
Roads Major Patching	Major patching of sealed road pavements	220		220					220	
Final Seals Program	Finals sealing of sealed roads that have previously received their initial seal coat	60			60				60	
Polmear Road, Beechworth - Urban Road Sealing Program	Sealing of Polmear Road in Beechworth from Buckland Gap Road to Fletcher Road	50			50				50	
Moffat Road, Chiltern - Stage 1 - Urban Road Sealing Program	Sealing of Moffat Road in Chiltern - Stage 1 from Skerry Street to Soule Street.	41			41				41	
Mahon Lane, Osbornes Flat - Stage 1 - Rural Road Sealing Program	Sealing of Mahon Lane from Racecourse Road to Sanatorium Road to be done in 3 stages.	90			90				90	
Road design and planning	Road designs and planning to support future works	70		35	35				70	
Roads to Recovery Income	Income from Roads to Recovery funding program						1,710		(1,710)	
Safe Local Roads and Street program*	TAC funding for road safety to reduce the likelihood and severity of crashes. (\$2m funding over 2 years. 2025/26 to 2026/27) (Subject to successful grant application)	1,000	300		700		1,000			
Kerb and Channel New	New kerb and channel in priority locations	20	20						20	
Kerb and Channel Replacement	Replacement of priority sections of kerb based on recent condition assessment	40		40					40	
Bridges										
Bridge Major Renewal Works*	McFeeters Road, Beechworth Bridge Replacement Total Project Budget \$750,000 (Grant funding \$600,000 Council funds \$150,000). (Subject to successful grant application).	750		750			600		150	
Bridge Minor Renewal Works	Minor works to bridge elements including guard rail that has been damaged by vehicles that have been identified through 2023 level two bridge audits	40		40					40	
Footpaths and Cycleways										
Footpath Renewals (Shire wide)	Renewal works to existing footpaths shire wide based on asset condition data and inspections	65		65					65	
Main Street Rutherglen	Construction of a new accessible path linking the aged care facility to the centre of Rutherglen	90	90						90	
Drainage										
Rural Road Drainage	Upgrading of rural drainage infrastructure, including road culverts, roadside table drain construction	70		70					70	
Urban Drainage	Urban drainage upgrade identified through recent flood events and in line with drainage strategies for townships.	250		250					250	

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Capital Works Area		Project Cost	New	Asset expenditure types			Grants	Summary of Funding Sources		
		\$'000	\$'000	Renewal	Upgrade	Expansion	\$'000	Contributions	Council cash	Borrowings
				\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Recreational, Leisure & Community Facilities										
Tourism Seed Funding*	Funding to support project development of Community and Tourism Projects and grant applications. (Subject to successful grant applications)	94	94				63		31	
Yackandandanh Pump Track		250	250				250		0	
TOTAL INFRASTRUCTURE		4,890	754	3,160	976	0	3,622	0	1,267	0
TOTAL 2025-26 CAPITAL WORKS PROGRAM		8,555	1,364	5,611	1,580	0	4,166	3	2,619	1,767
NON ISC Owned Asset works ( non capital )										
		Project Cost	New	Asset expenditure types			Grants	Summary of Funding Sources		
		\$'000	\$'000	Renewal	Upgrade	Expansion	\$'000	Contributions	Council cash	Borrowings
				\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Barkly Park Upgrade female change rooms	Upgrade of existing female change rooms at Barkly Park, Rutherglen. (Multi-year project - 3rd year funding) Total Project Budget \$1,400,000 (Grant funding \$1,000,000 Council funds \$400,000)	350	350	0	0	0	250	0	100	0
Barnawartha Recreation Reserve Oval Lighting Upgrade	Upgrade of lighting at Barnawartha Recreation Reserve Oval. Total Project Budget \$349,474 (Grant funding \$250,000 Council funds \$74,474 Club contribution \$25,000) Plus a further \$44,474 Council funds included in 2024/25 budget.	305	305				250	25	30	
TOTAL NON ISC OWNED ASSETS 2025-26		655	655	0	0	0	500	25	130	0
TOTAL CAPITAL WORKS PROGRM INLCUDING NON ISC WORKS 2025-26		9,210	1,364	5,611	1,580	0	4,666	28	2,749	1,767

4.5.3 Capital works carried forward from the 2024/25 year									
		Asset expenditure types					Summary of Funding Sources		
Capital Works Area	Project Cost	New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Other
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
PROPERTY									
Land Improvements									
Tangambalanga Industrial Estate - Stage 2	3			3				3	
Buildings									
Changing Places, Chiltern	31			31		31		0	
Swimming Pool Renewal Works	38		38					38	
Key Security System Renewal & Compliance	39		39					39	
Yackandandah Office - Lower Level Storage	26			26				26	
Pines Office Refit	30		30					30	
Heritage buildings									
Heritage Building Renewal(Beechworth Town Hall Roof)	100		100					100	
Rutherglen Memorial Town Hall Roof	77		77					77	
TOTAL PROPERTY	345	0	284	60	0	31	0	313	0
PLANT AND EQUIPMENT									
Plant, Machinery and Equipment									
Plant Replacement	716		716					616	100
Computers and Telecommunications									
IT Renewal Priorities	301		301					301	
IT Refresh for Finance System	185		185					185	
Project Management Online	27			27				27	
Datascape	140			140				140	
IT Cyber Uplift	25			25				25	
Electronic Timesheets	135			135				135	
Other IT priorities	35			35				35	
TOTAL PLANT AND EQUIPMENT	1,563	0	1,201	362	0	0	0	1,463	100
INFRASTRUCTURE									
Roads									
Sealed Pavement Rehabilitation	157		157					157	
New Kerb and Channel - Havelock Street Barnawartha	73	73						73	
Barnawartha School	68			68		34		34	
High St Rutherglen	21			21		17		3	
Tangambalanga Streetscape Development	23			23				23	
Road design and planning	33			33				33	
Bridges									
Guard Rail Renewal Works	25		25					25	
Bridge Renewal Works - Boorhaman East Road	104		104			83		21	
Bridge Renewal Works - Various bridges	204		204					204	
Drainage									
Rural Road Drainage	29		29					29	
Heritage drain rehabilitation	17		17					17	
Urban Drainage									
Footpaths and Cycleways	104			104				104	
Beechworth to Yackandandah Rail Trail(Kibbel Lane section)	100	100						100	

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### Summary of Planned Capital Works Expenditure For the years ending 30 June 2027, 2028 & 2029

2026/27	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Expansion \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>										
Land	0	0	0	0	0	0	0	0	0	0
Land improvements	0	0	0	0	0	0	0	0	0	0
<b>Total Land</b>	0	0	0	0	0	0	0	0	0	0
Buildings	728	158	570	0	0	728	30	0	198	500
Heritage Buildings	0	0	0	0	0	0	0	0	0	0
<b>Total Buildings</b>	728	158	570	0	0	728	30	0	198	500
<b>Total Property</b>	728	158	570	0	0	728	30	0	198	500
<b>Plant and Equipment</b>										
Plant, machinery and equipment	1,185	0	1,185	0	0	1,185	0	258	927	0
Fixtures, fittings and furniture	90	0	90	0	0	90	0	0	90	0
Computers and telecommunications	219	94	125	0	0	219	0	0	219	0
Library books	82	0	82	0	0	82	72	0	10	0
<b>Total Plant and Equipment</b>	1,575	94	1,382	0	0	1,575	72	258	1,146	0
<b>Infrastructure</b>										
Roads	3,956	1,716	2,240	0	0	3,956	3,030	0	675	250
Bridges	365	0	365	0	0	365	0	0	115	250
Footpaths and cycleways	197	47	150	0	0	197	0	0	197	0
Drainage	450	0	450	0	0	450	0	0	450	0
Recreational, leisure and community facilities	100	0	100	0	0	100	0	0	100	0
Parks, open space and streetscapes	77	0	77	0	0	77	0	0	77	0
Major Projects, Council plan, Strategy projects	750	750	0	0	0	750	400	150	200	0
<b>Total Infrastructure</b>	5,894	2,263	3,630	0	0	5,894	3,430	150	1,814	500
<b>Total Capital Works Expenditure</b>	8,198	2,415	5,782	0	0	8,198	3,502	258	3,060	500



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

2027/28	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Expansion \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>										
Land	0	0	0	0	0	0	0	0	0	0
Land improvements	0	0	0	0	0	0	0	0	0	0
<b>Total Land</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Buildings	717	127	590	0	0	717	25	0	192	500
Heritage Buildings	0	0	0	0	0	0	0	0	0	0
<b>Total Buildings</b>	<b>717</b>	<b>127</b>	<b>590</b>	<b>0</b>	<b>0</b>	<b>717</b>	<b>25</b>	<b>0</b>	<b>192</b>	<b>500</b>
<b>Total Property</b>	<b>717</b>	<b>127</b>	<b>590</b>	<b>0</b>	<b>0</b>	<b>717</b>	<b>25</b>	<b>0</b>	<b>192</b>	<b>500</b>
<b>Plant and Equipment</b>										
Plant, machinery and equipment	995	0	995	0	0	995	0	196	799	0
Fixtures, fittings and furniture	88	0	88	0	0	88	0	0	88	0
Computers and telecommunications	402	77	325	0	0	402	0	0	402	0
Library books	82	0	82	0	0	82	72	0	10	0
<b>Total Plant and Equipment</b>	<b>1,567</b>	<b>77</b>	<b>1,480</b>	<b>0</b>	<b>0</b>	<b>1,567</b>	<b>72</b>	<b>196</b>	<b>1,299</b>	<b>0</b>
<b>Infrastructure</b>										
Roads	3,229	869	2,360	0	0	3,229	2,137	0	842	250
Bridges	680	0	680	0	0	680	300	0	130	250
Footpaths and cycleways	195	43	152	0	0	195	0	0	195	0
Drainage	475	0	475	0	0	475	0	0	475	0
Recreational, leisure and community facilities	710	600	110	0	0	710	0	600	110	0
Parks, open space and streetscapes	80	0	80	0	0	80	0	0	80	0
Major Projects, Council plan, Strategy projects	660	660	0	0	0	660	440	0	220	0
<b>Total Infrastructure</b>	<b>6,029</b>	<b>2,172</b>	<b>3,857</b>	<b>0</b>	<b>0</b>	<b>6,029</b>	<b>2,877</b>	<b>600</b>	<b>1,777</b>	<b>500</b>
<b>Total Capital Works Expenditure</b>	<b>8,313</b>	<b>2,206</b>	<b>6,107</b>	<b>0</b>	<b>0</b>	<b>8,313</b>	<b>3,374</b>	<b>796</b>	<b>3,268</b>	<b>1,000</b>

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2028/29	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Expansion \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>Property</b>										
Land	0	0	0	0	0	0	0	0	0	0
Land improvements	0	0	0	0	0	0	0	0	0	0
<b>Total Land</b>	0	0	0	0	0	0	0	0	0	0
Buildings	1,140	460	680	0	0	1,140	0	0	140	1,000
Heritage Buildings	0	0	0	0	0	0	0	0	0	0
<b>Total Buildings</b>	1,140	460	680	0	0	1,140	0	0	140	1,000
<b>Total Property</b>	1,140	460	680	0	0	1,140	0	0	140	1,000
<b>Plant and Equipment</b>										
Plant, machinery and equipment	1,005	0	1,005	0	0	1,005	0	246	759	0
Fixtures, fittings and furniture	110	0	110	0	0	110	0	0	110	0
Computers and telecommunications	747	457	290	0	0	747	0	0	747	0
Library books	82	0	82	0	0	82	72	0	10	0
<b>Total Plant and Equipment</b>	1,944	457	1,487	0	0	1,944	72	246	1,626	0
<b>Infrastructure</b>										
Roads	2,950	534	2,416	0	0	2,950	2,237	0	713	0
Bridges	400	0	400	0	0	400	0	0	400	0
Footpaths and cycleways	393	228	165	0	0	393	0	0	393	0
Drainage	490	0	490	0	0	490	0	0	490	0
Recreational, leisure and community facilities	120	0	120	0	0	120	0	0	120	0
Parks, open space and streetscapes	90	0	90	0	0	90	0	0	90	0
Major Projects, Council plan, Strategy projects	1,275	1,275	0	0	0	1,275	450	600	225	0
<b>Total Infrastructure</b>	5,718	1,275	4,443	0	0	5,718	450	600	1,748	0
<b>Total Capital Works Expenditure</b>	8,802	1,944	6,855	0	0	8,802	522	846	1,888	1,000

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 5a. Targeted performance indicators

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

#### Targeted performance indicators - Service

Indicator	Measure	Notes	Actual 2023/24	Forecast 2024/25	Target 2025/26	Target Projections			Trend +/-
						2026/27	2027/28	2028/29	
<b>Governance</b>									
<b>Consultation and engagement</b> (Council decisions made and implemented with community input)	<b>Satisfaction with community consultation and engagement</b> Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	53	56	57	58	59	60	+
<b>Roads</b>									
<b>Condition</b> (sealed local roads are maintained at the adopted condition standard)	<b>Sealed local roads below the intervention level</b> Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	2	99.96%	100.00%	100.00%	100.00%	100.00%	100.00%	o
<b>Statutory planning</b>									
<b>Service standard</b> (planning application processing and decisions are in accordance with legislative requirements)	<b>Planning applications decided within the relevant required time</b> Number of planning application decisions made within the relevant required time / Number of planning application decisions made	3	35.76%	40%	45%	50%	55%	60%	+
<b>Waste management</b>									
<b>Waste diversion</b> (amount of waste diverted from landfill is maximised)	<b>Kerbside collection waste diverted from landfill</b> Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	4	66.45%	68%	68%	69%	69%	70%	+

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Targeted performance indicators - Financial

Indicator	Measure	Notes	Actual 2023/24	Forecast 2024/25	Target 2025/26	Target Projections			Trend
						2026/27	2027/28	2028/29	+/-
Liquidity									
Working Capital (sufficient working capital is available to pay bills as and when they fall due)	Current assets compared to current liabilities Current assets / current liabilities	5	97.10%	123%	106%	108%	110%	107%	+
Obligations									
Asset renewal (assets are renewed as planned)	Asset renewal compared to depreciation Asset renewal and upgrade expense / Asset depreciation	6	96.13%	92%	120%	63%	68%	67%	-
Stability									
Rates concentration (revenue is generated from a range of sources)	Rates compared to adjusted underlying revenue Rate revenue / adjusted underlying revenue	7	60.95%	57.56%	56.81%	52.25%	52.96%	52.75%	+
Efficiency									
Expenditure level (resources are used efficiently in the delivery of services)	Expenses per property assessment Total expenses / no. of property assessments	8	\$4,506	\$4,896	\$4,630	\$4,649	\$4,635	\$4,711	-

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 5b. Financial performance indicators

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

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual 2023/24	Forecast 2024/25	Budget 2025/26	Projections 2026/27	2027/28	2028/29	Trend +/-
<b>Operating position</b>									
<b>Adjusted underlying result</b> (an adjusted underlying surplus is generated in the ordinary course of business)	<b>Adjusted underlying surplus (or deficit)</b> Adjusted underlying surplus (deficit) / Adjusted underlying revenue	9	-29.14%	-30.09%	-18.23%	-7.08%	-6.11%	-5.32%	+
<b>Liquidity</b>									
<b>Unrestricted cash</b> (sufficient cash that is free of restrictions is available to pay bills as and when they fall due)	<b>Unrestricted cash compared to current liabilities</b> Unrestricted cash / current liabilities	10	-131.78%	37.74%	6.64%	7.87%	9.40%	5.56%	+
<b>Obligations</b>									
<b>Loans and borrowings</b> (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	<b>Loans and borrowings compared to rates</b> Interest bearing loans and borrowings / rate revenue	11	10.06%	8.30%	14.38%	16.84%	14.51%	12.19%	+
<b>Loans and borrowings</b> (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	<b>Loans and borrowings repayments compared to rates</b> Interest and principal repayments on interest bearing loans and borrowings / rate revenue		0.64%	2.63%	2.54%	1.97%	1.77%	1.94%	+
<b>Indebtedness</b> (level of long term liabilities is appropriate to the size and nature of a Council's activities)	<b>Non-current liabilities compared to own-source revenue</b> Non-current liabilities / own source revenue		26.74%	24.32%	28.67%	30.11%	28.12%	26.06%	+
<b>Stability</b>									
<b>Rates effort</b> (rating level is set based on the community's capacity to pay)	<b>Rates compared to property values</b> Rate revenue / CIV of rateable properties in the municipal district	12	0.28%	0.28%	0.29%	0.29%	0.30%	0.30%	o
<b>Efficiency</b>									
<b>Revenue level</b> (resources are used efficiently in the delivery of services)	<b>Average rate per property assessment</b> General rates and municipal charges / no. of property assessments	13	\$1,810	\$1,768	\$1,897	\$1,934	\$1,972	\$2,011	+

#### Sustainability Capacity

#### Key to Forecast Trend:

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

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Notes to indicators

#### 5a

##### 1. Satisfaction with community consultation and engagement

Assessment of community satisfaction with council. Demonstrates the community's perception of whether council decisions made and implemented had community input. High or increasing satisfaction rating suggests an improvement in the effectiveness of council's consultation and engagement strategies and decision-making practices.

##### 2. Sealed local roads below the intervention level

Assessment of the degree to which councils maintain high-quality infrastructure. Lower proportion of roads above the renewal intervention level suggests a high-quality road network.

##### 3. Planning applications decided within the relevant required time

Assessment of council efficiency in decision-making. Higher proportion of planning applications decided within required timeframes suggests a higher quality and effective statutory planning service.

##### 4. Kerbside collection waste diverted from landfill

Assessment of the extent to which council promotes community environmental outcomes. Higher volume of waste diverted away from landfill suggests a more effective waste collection system

##### 5. Working Capital

Is an indicator of the proportion of current liabilities represented by current assets. Working capital is forecast to be in the low risk category over the current 10-year plan. In addition, given Current Liabilities includes over \$1.98 million for Long Service provision, and it is most likely that only a small percentage of this amount will actually be paid during 2025/26, management is comfortable with the budgeted working capital.

##### 6. Asset renewal

This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets. Over the 10-year financial plan, Council's levels remain mainly within the Victorian Auditor-General's Office medium risk category.

##### 7. Rates concentration

Is an indicator of the proportion of rates revenue, which contributes to Council's own source revenue (no grant and contributions income). The higher the percentage the greater reliance Council has on seeking alternative revenue sources such as grants

##### 8. Expenditure level

Assessment of whether resources are being used efficiently to deliver services.

#### 5b

##### 9. Adjusted underlying result

This is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Any decline means reliance on capital grants, Council's cash reserves or increased debt to maintain services. Over the 10-year financial plan Council's levels are in the high risk category.

##### 10. Unrestricted Cash

Provide indication of the level of funding available for any purpose. Council's indicators represent there is very little flexibility for cash to be used for any purpose.

##### 11. Debt compared to rates

Council's comparison of borrowings to rates revenue indicates minimal reliance on rates revenue to cover the repayment of debt. The lower the percentage, the less reliance on rates revenues to cover borrowings.

##### 12. Rates effort

Assessment of whether councils set rates at an appropriate level. Lower proportion of rate revenue suggests a reduced rate burden on the community.

##### 13. Revenue level

Assessment of whether resources are being used efficiently to deliver services.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## 6. Schedule of Fees and Charges

This appendix presents the fees and charges that are both statutory (State Government) and non-statutory (Council) in nature. These fees and charges will be charged in respect to the various goods and services provided by Council during the financial year 2025/26.

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

The statutory fee unit for the 2025/2026 financial year is \$16.81 (reference: Victoria Gazette No S245 dated 22 May 2025).

Description of Fees and Charges	Unit(s)		2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
		GST Status	\$	\$	\$	%	
<b>Building Services</b>							
<b>Note:</b>							
a) Statutory fees as prescribed by the Building Regulations shall be applied in addition to the non-statutory fees.							
<b>Residential (Domestic) Works</b>							
Extensions/Alterations: Cost/200 - min \$1200	Per Application	Taxable	As per formula	As per formula	-	0.0%	Non Statutory
Internal Alterations: Cost/200 - min \$750	Per Application	Taxable	As per formula	As per formula	-	0.0%	Non Statutory
New Dwellings: Cost/200 - min \$1750	Per Application	Taxable	As per formula	As per formula	-	0.0%	Non Statutory
Multi Unit Development: Cost/200	Per Application	Taxable	As per formula	As per formula	-	0.0%	Non Statutory
<b>Minor Works</b>							
Demolitions (any height class 1 or 10)	Per Application	Taxable	520.00	572.00	52.00	10.0%	Non Statutory
Demolitions (any other building \$ per storey)	Per Application	Taxable	900.00	990.00	90.00	10.0%	Non Statutory
Removals	Per Application	Taxable	520.00	572.00	52.00	10.0%	Non Statutory
Non Habitable Garages, carports, verandahs, pergolas, restump <\$5,000	Per Application	Taxable	520.00	572.00	52.00	10.0%	Non Statutory
Non Habitable Garages, carports, verandahs, pergolas, restump , \$5,000 - \$10,000	Per Application	Taxable	700.00	770.00	70.00	10.0%	Non Statutory
Non Habitable Garages, carports, verandahs, pergolas, restump , \$10,000 - \$20,000	Per Application	Taxable	900.00	990.00	90.00	10.0%	Non Statutory
Non Habitable Garages, carports, masts, restump \$20,000 - 50,000	Per Application	Taxable	900.00	990.00	90.00	10.0%	Non Statutory
Non Habitable Garages, carports, masts, restump > \$50,000	Per Application	Taxable	900.00	990.00	90.00	10.0%	Non Statutory
Swimming Pools (inground)	Per Application	Taxable	900.00	990.00	90.00	10.0%	Non Statutory
Swimming Pools (above ground)	Per Application	Taxable	300.00	330.00	30.00	10.0%	Non Statutory
Swimming Pools fence only	Per Application	Taxable	300.00	330.00	30.00	10.0%	Non Statutory
<b>Note: Fees may be reduced at the discretion of the Municipal Building Surveyor.</b>							
<b>Miscellaneous</b>							
Building Permit - Amendment - Simple	Per Application	Taxable	200.00	220.00	20.00	10.0%	Non Statutory
Building Permit - Amendment - Major		Taxable	400.00	440.00	40.00	10.0%	Non Statutory
Building Permit - Extension of Time		Taxable	150.00	165.00	15.00	10.0%	Non Statutory
Building Permit - 2nd extension of time		Taxable	300.00	330.00	30.00	10.0%	Non Statutory
Building Permit - 3rd extension of time		Taxable	600.00	660.00	60.00	10.0%	Non Statutory
Travel Outside Primary Service Area - Additional Charge may be applied		Taxable	POA	P.O.A.	-	-	Non Statutory
<b>Private Building Surveyor Inspection fees</b>							
Within 25km of Beechworth/Yackandandah		Taxable	400.00	440.00	40.00	10.0%	Non Statutory
Over 25km less than 1 hour travel		Taxable	478.80	525.80	47.00	9.8%	Non Statutory
Over 1 hour travel		Taxable	550.00	605.00	55.00	10.0%	Non Statutory
<b>Title Search/Retrieval</b>							
Certificate of Title search	Per Title	Taxable	60.00	66.00	6.00	10.0%	Non Statutory
Records Search - Provision of Permits/Insurance under 10 years old		Taxable	60.00	66.00	6.00	10.0%	Non Statutory
Records Search - Archive Retrieval (additional charge for large copies)		Taxable	120.00	132.00	12.00	10.0%	Non Statutory
<b>Commercial Works</b>							
> \$0 to \$100,000 {cost x 0.0125 +240 + GST} Min \$950		Taxable	As per formula	As per formula	-	-	Non Statutory
> \$100,000 to \$499,000 {cost x 0.003 + \$1340 + GST}		Taxable	As per formula	As per formula	-	-	Non Statutory
> \$500,000 and over {cost x 0.0016 + \$2290 + GST}		Taxable	As per formula	As per formula	-	-	Non Statutory
<b>Services</b>							
Non mandatory & additional reinspections		Taxable	319.50	351.45	31.95	10.0%	Non Statutory
Requested Pool Compliance Inspection - "Maximum two inspections " (includes Report)		Taxable	462.40	508.65	46.25	10.0%	Non Statutory
Occupancy Permits		Taxable	702.80	773.10	70.30	10.0%	Non Statutory
POPE (Place of Public Entertainment) Permits - Small event		Taxable	490.10	539.10	49.00	10.0%	Non Statutory
POPE (Place of Public Entertainment) Permits - 5000 -10000 people		Taxable	867.00	953.70	86.70	10.0%	Non Statutory
POPE (Place of Public Entertainment) Permits - 10000 + people		Taxable	1,628.60	1,791.45	162.85	10.0%	Non Statutory
<b>Building Compliance</b>							
Building compliance fee - Cost + 100% (Min \$750)		Taxable	As per formula	As per formula	-	-	Non Statutory
<b>Building Fees</b>							
Building Permit - Lodgement of documents by Building Surveyor (Regulation 45)	8.23	Non - Taxable	134.40	138.35	3.95	2.9%	Statutory
Building Permit Application - Consideration by a reporting authority for the demolition of a building referred under section 29A of the Act	5.75	Non - Taxable	93.90	96.65	2.75	2.9%	Statutory
Building Permit Application - Consideration by a Council of an application referred under regulation 132(1) or 134(2)	19.61	Non - Taxable	320.25	329.65	9.40	2.9%	Statutory
Building Permit Application - Consideration by Council of an application referred under regulation 116(4).	19.9	Non - Taxable	325.00	334.50	9.50	2.9%	Statutory
Building Permit Application - Consideration by Council of an application referred under regulation 133(2)	9.77	Non - Taxable	160.00	164.30	4.30	2.7%	Statutory
Building Levy Permits > \$10,000 (0.128% of the value of works)		Non - Taxable	As per formula	As per formula	-	-	Statutory
Report and Consent - Consideration by Council of building permit application referred under Part 5, 6 or 10	27.45	Non - Taxable	448.25	461.45	13.20	2.9%	Statutory
Requests for Building Information (Regulation 52)	3.19	Non - Taxable	52.10	53.60	1.50	2.9%	Statutory
<b>Swimming Pools</b>							
Application for Registration	2.15	Non - Taxable	35.10	36.15	1.05	3.0%	Statutory
Information Search Fee	3.19	Non - Taxable	52.10	53.60	1.50	2.9%	Statutory
Lodgement of Certificate of pool barrier compliance	1.38	Non - Taxable	22.55	23.20	0.65	2.9%	Statutory
Lodgement of Certificate of pool barrier non compliance	26	Non - Taxable	424.60	437.10	12.50	2.9%	Statutory



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	2024/25 Fee	2025/26 Fee	Fee Increase	Fee	Basis of Fee	
		Inc GST	Inc GST	/(Decrease)	Increase / (Decrease)		
		GST Status	\$	\$	\$	%	
Environmental Health Services							
Annual Food Registration (Calendar Year)							
- Indigo Shire Non Statutory Municipal Area							
Class 1							
Annual Registration - Businesses selling food to vulnerable groups eg. Hospitals		Non - Taxable	676.10	696.50	20.40	3.0%	Non Statutory
Class 2							
Large Manufacturers (> 500 Staff)		Non - Taxable	1,107.65	1,140.90	33.25	3.0%	Non Statutory
Handling of unpackaged, potentially hazardous food - includes restaurants, pubs, cafes, delicatessens, and most manufacturers.		Non - Taxable	629.85	649.00	19.15	3.0%	Non Statutory
Class 3							
Annual Registration - Selling of lower risk food / pre-prepacked higher risk food		Non - Taxable	317.00	326.50	9.50	3.0%	Non Statutory
Annual registration of a small scale/occasional food premises (e.g. part time home based, winery [with no food, no export, volume?, low risk & small scale manufacturing, before and after school care (not school run) - 50%		Non - Taxable	200.00	206.00	6.00	3.0%	Non Statutory
Class 3A							
Annual Registration - Ready-to-eat meals provided with accommodation - or - Home occupations doing 'hot-fill' products (eg jam & condiments)		Non - Taxable	309.30	318.60	9.30	3.0%	Non Statutory
Class 4							
Businesses selling low risk packaged foods - or - Alcohol and low risk drinks			No charge	No charge	-	-	Non Statutory
Temporary & Mobile Food Premises - Annual Registration							
Class 2		Non - Taxable	325.70	335.50	9.80	3.0%	Non Statutory
Class 3 and 3A		Non - Taxable	152.30	156.90	4.60	3.0%	Non Statutory
Community Groups or Class 4 Notifications		-	No charge	No charge	-	-	Non Statutory
**If you are registering more than one temporary or mobile food business fees are charged at 50 percent for 2nd and subsequent premises							
New Premises Fee - Indigo Shire fee		Non - Taxable	Annual registration fee + 50%	Annual registration fee + 50%	-	-	Non Statutory
Food Sampling Fee - Cost of Retesting		Non - Taxable	150.00	154.50	4.50	3.0%	Non Statutory
Pro-Rata Annual Food Registration - All Classes							
Registration Fee after July 1 - 50% of applicable annual fee		Non - Taxable	60% of applicable annual fee	60% of applicable annual fee	-	-	Non Statutory
Prescribed Accommodation and Health Fees							
Transfer Fee - Hair, Beauty and Prescribed Accommodation only.		Non - Taxable	50% of annual fee	50% of annual fee	-	-	Non Statutory
Late fee (registration not received by the 1 March)		Non - Taxable	50% of annual fee	50% of annual fee	-	-	Non Statutory
Annual Registration - Prescribed Accommodation		Non - Taxable	352.45	363.00	10.55	3.0%	Non Statutory
Health Premises, Beauty Parlor Tattooist - Annual Registration		Non - Taxable	173.65	178.90	5.25	3.0%	Non Statutory
Hairdressing Only - One-off Registration Fee		Non - Taxable	173.65	178.90	5.25	3.0%	Non Statutory
Aquatic Facilities - Category 1 (3-year registration - registration expires 31/12/2027)							
Annual Registration		Taxable	200.00	206.00	6.00	3.0%	Non Statutory
Registration Transfer		Taxable	50% of annual fee	50% of annual fee	-	-	Non Statutory
Microbiological Water Sampling - Request for Test and Re-test		Taxable	150.00	154.50	4.50	3.0%	Non Statutory
Caravan Parks							
Registration Fee - dependent on number of sites - max. 1095 fee units		Non - Taxable	As per formula	As per formula	-	-	Statutory
Registration Transfer Fee	5	Non - Taxable	81.65	84.00	2.35	2.9%	Statutory
Transfer Inspection Fee - 50% of Registration Fee		Taxable	50% of registration fee	50% of registration fee	-	-	Non Statutory
Septic Tanks							
Permit Fee - Construct, install or alter - (Includes 2 inspections, 3rd inspection incurs a re-inspection fee)	48.88	Non - Taxable	798.20	821.70	23.50	2.9%	Statutory
Minor Alteration Fee	37.25	Non - Taxable	608.30	626.20	17.90	2.9%	Statutory
Amend a permit (Reg 198)	10.38	Non - Taxable	169.50	174.50	5.00	2.9%	Statutory
Renew a permit	8.31	Non - Taxable	135.70	139.70	4.00	2.9%	Statutory
Re-Inspection Fee		Taxable	154.10	158.75	4.65	3.0%	Non-Statutory
Transfer a permit	9.93	Non - Taxable	162.20	166.95	4.75	2.9%	Statutory
Review application for exemption (Reg 199) - Variable Fee: Fee units min 14.67 /max 61.41		Non - Taxable	As per formula	As per formula	-	-	Statutory
Report & Consent - Consideration of a building permit application referred under Regulation 132(1)	19.61		320.30	329.65	9.35	2.9%	Statutory
Commercial Installations - Variable fee dependant on complexity: Fee Units min 14.67/max 61.41		Non - Taxable	As per formula	As per formula	-	-	Statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
	GST Status	\$	\$	\$	%	
<b>Environmental Health Services (continued)</b>						
<b>Alpine Resort Areas</b>						
<b>Class 1</b>						
Businesses selling food to vulnerable groups e.g.. Hospitals, Childcare	Non - Taxable	739.80	762.00	22.20	3.0%	Non Statutory
<b>Class 2</b>						
Businesses selling unpacked potentially hazardous foods	Non - Taxable	734.70	757.00	22.30	3.0%	Non Statutory
<b>Class 3</b>						
Businesses selling lower risk food - or - prepackaged higher risk food	Non - Taxable	432.60	445.60	13.00	3.0%	Non Statutory
Private Members Only Lodge providing Breakfast or Storing High Risk Food	Non - Taxable	208.60	214.90	6.30	3.0%	Non Statutory
<b>Class 3A</b>						
Ready-to-eat meals provided with accommodation - or - Home occupations doing 'hot-fill'	Non - Taxable	309.30	318.60	9.30	3.0%	Non Statutory
<b>Class 4</b>						
Businesses selling low-risk packaged foods only - or - alcohol and low risk drinks	Non - Taxable	Free - per legislation	Free - per legislation	-	-	Statutory
<b>Prescribed Accommodation and Health Fees</b>						
Up to 20 persons accommodated	Non - Taxable	410.00	422.30	12.30	3.0%	Non Statutory
21 to 40 persons accommodated	Non - Taxable	532.30	548.50	16.20	3.0%	Non Statutory
41 to 60 persons accommodated	Non - Taxable	602.15	620.20	18.05	3.0%	Non Statutory
61 or more persons accommodated	Non - Taxable	679.20	700.00	20.80	3.1%	Non Statutory
Non Commercial Accommodation (Includes Members Only/Members & Guest Lodges)	Non - Taxable	231.20	238.20	7.00	3.0%	Non Statutory
Health Premises, Beauty Parlor Tattooist (Annual fee)	Non - Taxable	197.80	203.80	6.00	3.0%	Non Statutory
Hairdressing Only - Ongoing after Initial Registration	Non - Taxable	197.80	203.80	6.00	3.0%	Non Statutory
<b>Other Fees</b>						
New Premises Fee (Alpine Resort area)		Annual Registration Fee + 50%	Annual Registration Fee + 50%	-	-	Non Statutory
Fast Track Fee - Application or inspection	Non -Taxable	250.00	257.50	7.50	3.0%	Non Statutory
Urgent Transfer inspection (required within 2 business days)	Non -Taxable	615.50	634.00	18.50	3.0%	Non Statutory
Transfer Fee - or - Pre-purchase Inspections - all registered premises	Non -Taxable	311.85	321.20	9.35	3.0%	Non Statutory
Food premises - specific inspection request	Non -Taxable	271.30	279.50	8.20	3.0%	Non Statutory
Additional inspections after 2 non-compliance inspections		275.00	283.30	8.30	3.0%	Non Statutory
<b>Camping Permit Fee (per Local Law #2)</b>						
Camping Permit fee. - 6 month period only.	Non -Taxable	651.45	671.20	600.00	3.0%	Non Statutory
<b>Museums and Historical Sites</b>						
<b>ADMISSION CHARGES</b>						
<b>Individual - Museum</b>						
Adult	Taxable	7.00	8.00	1.00	14.3%	Non-Statutory
Children	Taxable	5.00	6.00	1.00	20.0%	Non-Statutory
Concession	Taxable	5.00	6.00	1.00	20.0%	Non-Statutory
Family (Up to 2 adults & 3 children)	Taxable	18.00	21.00	3.00	16.7%	Non-Statutory
<b>Individual - Walking Tours</b>						
Adult	Taxable	7.00	10.00	3.00	42.9%	Non-Statutory
Children	Taxable	5.00	8.00	3.00	60.0%	Non-Statutory
Concession	Taxable	5.00	8.00	3.00	60.0%	Non-Statutory
Family (Up to 2 adults & 3 children)	Taxable	18.00	27.00	9.00	50.0%	Non-Statutory
<b>Individual - Courthouse Kelly Trials Experience (New for 23/24)</b>						
Adult	Taxable	10.00	15.00	5.00	50.0%	Non-Statutory
Children	Taxable	8.00	12.00	4.00	50.0%	Non-Statutory
Concession	Taxable	8.00	12.00	4.00	50.0%	Non-Statutory
Family (Up to 2 adults & 3 children)	Taxable	27.00	40.00	13.00	48.1%	Non-Statutory
<b>Combo - Courthouse and Museum</b>						
Adult	Taxable	New	21.50	-	-	Non-Statutory
Children	Taxable	New	16.50	-	-	Non-Statutory
Concession	Taxable	New	16.50	-	-	Non-Statutory
Family (Up to 2 adults & 3 children)	Taxable	New	58.00	-	-	Non-Statutory
<b>Group Bookings (Min 15 people)</b>						
Guided Walking Tour	Taxable	4.50	7.00	2.50	55.6%	Non-Statutory
Burke Museum Entry	Taxable	4.50	5.00	0.50	11.1%	Non-Statutory
Courthouse Kelly Trials Experience	Taxable	7.00	10.00	3.00	42.9%	Non-Statutory
Education Session	Taxable	6.00	7.00	1.00	16.7%	Non-Statutory
Precinct Pass School Group ( Guided Walking Tour, Education Session & Courthouse Kelly Trial Experience)	Taxable	15.00	20.00	5.00	33.3%	Non-Statutory
Precinct Pass General Group (Guided Walking Tour, Burke Museum Entry & Courthouse Kelly Trial Experience)	Taxable	15.00	20.00	5.00	33.3%	Non-Statutory
<b>OTHER PRECINCT SERVICES</b>						
Microfilm use & research at the Museum (patron conducts own research)	Taxable	No charge	No charge			Non-Statutory
Research conducted by Museum Staff (per hr)	Taxable	46.25	50.00	3.75	8.1%	Non-Statutory
<b>Reproduction Fees</b>						
Image Reproduction - Non Commercial		No charge	No charge			Non-Statutory
Image Reproduction - Commercial		50.00	55.00	5.00	10.0%	Non-Statutory

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Description of Fees and Charges	Unit(s)	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
GST Status		\$	\$	\$	%	
<b>Museums and Historical Sites (ccntinued)</b>						
<b>VENUE HIRE</b>						
<b>Beechworth Town Hall</b>						
<i>Note: Charges may be reduced or waived for charitable/not-for-profit use of the hall for meetings less than 3 hours - please contact Council for eligibility details</i>						
<b>Standard Booking pricing</b>						
Hourly day rate (9am to 5pm)	Taxable	45.00	45.00	-	0.0%	Non-Statutory
Combined Evening & Day (24 hours)	Taxable	250.00	300.00	50.00	20.0%	Non-Statutory
<b>Beechworth Community 'Not For Profit' pricing</b>						
Hourly day rate (9am to 5pm)	Taxable	22.50	22.50	-	-	Non-Statutory
Combined Evening & Day (24 hours)	Taxable	125.00	150.00	-	-	Non-Statutory
<b>Burke Museum</b>						
Combined venue hire & "Street of Shops" (Avail 5pm-10pm)	Taxable	550.00	750.00	200.00	36.4%	Non-Statutory
<b>Beechworth Courthouse</b>						
Night Rate per hour (Avail 5pm-10pm)	Taxable	550.00	1,000.00	450.00	81.8%	Non-Statutory
<b>Police Paddocks</b>						
<i>Note: All permits must be obtained by Hirer and submitted with forms</i>						
<i>Note: Special rules apply to deposits - if the deposit is refunded no GST is payable, however if a deposit is forfeited GST becomes applicable</i>						
Day Rate (8am to 5pm)	Taxable	250.00	300.00	50.00	20.0%	Non-Statutory
Bond - all buildings/grounds attract a bond	Non - Taxable	500.00	750.00	250.00	50.0%	Non-Statutory
Day/Night (24 hours)	Taxable	400.00	450.00	50.00	12.5%	Non-Statutory
<b>Events</b>						
Event Bins - Collection	Taxable	9.55	9.55	-	0.0%	Non-Statutory
<b>Bike Hire (Rutherglen VIC)</b>						
<b>Half Day (4 hours)</b>						
> Single	Taxable	25.00	30.00	5.00	20.0%	Non-Statutory
> Tandem	Taxable	50.00	50.00	-	0.0%	Non-Statutory
<b>Full Day (9 - 5pm)</b>						
> Single	Taxable	40.00	40.00	-	0.0%	Non-Statutory
> Tandem	Taxable	65.00	65.00	-	0.0%	Non-Statutory
<b>Additional Days</b>						
> Single (\$35 per day)	Taxable	35.00	35.00	-	-	Non-Statutory
> Tandem (\$50 per day)	Taxable	50.00	50.00	-	-	Non-Statutory
<b>Child Carrier or Tag-along Bike</b>						
> Full Day	Taxable	15.00	20.00	5.00	33.3%	Non-Statutory
> Extra Day	Taxable	10.00	15.00	5.00	50.0%	Non-Statutory
<b>Swimming Pools</b>						
<b>Casual</b>						
Child under 10 years - supervised (per entry)	Taxable	3.15	3.00	-	-4.8%	Non-Statutory
Adult (per entry)	Taxable	5.30	5.50	0.20	3.8%	Non-Statutory
Spectator	Taxable	-	-	-	0.0%	Non-Statutory
Concession /Student	Taxable	4.75	5.00	0.25	5.3%	Non-Statutory
Family	Taxable	19.65	20.00	0.35	1.8%	Non-Statutory
<b>Season Tickets</b>						
Child under 10 years - supervised	Taxable	100.00	100.00	-	0.0%	Non-Statutory
Adult	Taxable	133.00	135.00	2.00	1.5%	Non-Statutory
Family	Taxable	231.00	235.00	4.00	1.7%	Non-Statutory
Concession / Student	Taxable	99.00	101.00	2.00	2.0%	Non-Statutory
Concession family	Taxable	169.30	175.00	5.70	3.4%	Non-Statutory
<i>*Family pass is 2 adults and up to the number of children listed on the medicare card</i>						
<b>Out of Hours Bookings - Lifeguard Fee (excluding School usage)</b>						
0-2 hours - Lifeguard Fee	Taxable	51.55	53.00	1.45	2.8%	Non-Statutory
2 hours or more - Lifeguard Fee	Taxable	77.30	79.50	2.20	2.8%	Non-Statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
	GST Status	\$	\$	\$	%	
<b>Swimming Pools (continued)</b>						
<b>School Usage</b>						
Lifeguard fee (per hour, per lifeguard)	Taxable	No Charge	No Charge	-	-	Non-statutory
School provided swim teacher	Taxable	No Charge	No Charge	-	-	Non-statutory
Students (each)	Taxable	3.70	3.80	0.10	2.7%	Non-statutory
<i>*Annual membership does not cover student entry for school bookings</i>						
<b>Community Usage (Out-of-hours booking)</b>						
Lifeguard fee (per hour, per lifeguard)		51.55	53.00	1.45	2.8%	Non-statutory
Entry		No charge	No charge			Non-statutory
<i>*Minimum 2 life guards required</i>						
<b>Swimming Club Usage</b>						
Lifeguard fee (per hour, per lifeguard)		51.55	53.00	1.45	2.8%	Non-statutory
Swimming Pennants (per entry)		2.70	2.80	0.10	3.7%	Non-statutory
<i>*Minimum 2 lifeguards required</i>						
<b>Customer experience and administration</b>						
<b>Yackandandah Senior Citizens Centre</b>						
> Half Day	Taxable	69.20	71.30	2.10	3.0%	Non-statutory
> Full Day	Taxable	125.60	129.40	3.80	3.0%	Non-statutory
> Weekend (same as weekdays)						
Meetings	Taxable	24.45	25.20	0.75	3.1%	Non-statutory
Deposit	Taxable	108.40	111.70	3.30	3.0%	Non-statutory
<b>Rutherglen Youth Centre</b>						
Day Rate	Taxable	64.75	66.70	1.95	3.0%	Non-statutory
Half Day	Taxable	31.85	32.80	0.95	3.0%	Non-statutory
Casual Hire (under 4 hours)	Taxable	25.95	26.70	0.75	2.9%	Non-statutory
Casual Hire Premium	Taxable	31.85	32.80	0.95	3.0%	Non-statutory
Bond	Non - Taxable	107.90	111.10	3.20	3.0%	Non-statutory
Per term (based on discussions)	Taxable	283.80	292.30	8.50	3.0%	Non-statutory
<b>HALL HIRE CHARGES</b>						
<b>Rutherglen Memorial Hall - Main Hall, Supper Room &amp; Kitchen</b>						
Per Day	Taxable	433.60	446.60	13.00	3.0%	Non-statutory
Upstairs Stalls in Main Hall	Taxable	146.95	151.40	4.45	3.0%	Non-statutory
Decorating only day	Taxable	29.80	30.70	0.90	3.0%	Non-statutory
<b>Rehearsals</b>						
Stage per day	Taxable	102.25	105.30	3.05	3.0%	Non-statutory
<b>Main Hall Only</b>						
Per Day	Taxable	318.50	328.00	9.50	3.0%	Non-statutory
<b>Supper Room Only</b>						
Per Day	Taxable	167.50	172.50	5.00	3.0%	Non-statutory
<b>Supper Room &amp; Kitchen</b>						
Per Day	Taxable	281.00	289.50	8.50	3.0%	Non-statutory
<b>Kitchen Only</b>						
Per Day	Taxable	96.55	99.40	2.85	3.0%	Non-statutory
<b>Rutherglen Memorial Hall - Main Hall, Supper Room &amp; Kitchen</b>						
<b>*Discount for Consecutive Days (Room Hire Only)</b>						
10% discount for hire on 2 consecutive days						
20% discount for hire on 3 consecutive days						
30% discount for hire on 4 consecutive days						
50% discount for hire on 5-7 consecutive days						
<i>*Discount only applies if cleaning is not required during the consecutive days hiring</i>						
<b>Refundable Hall Security Deposits</b>						
Key (Bond) deposit - per key	Non - Taxable	40.00	41.20	1.20	3.0%	Non-statutory
Damage/security deposit for Main Hall/Kitchen	Non - Taxable	436.70	450.00	13.30	3.0%	Non-statutory
Damage/security deposit for Supper Room only	Non - Taxable	254.80	262.50	7.70	3.0%	Non-statutory
<b>Rutherglen Rural Transaction Centre</b>						
Old Council Chamber (Upstairs) - Per Day	Taxable	100.70	103.70	3.00	3.0%	Non-statutory
President's Room (Upstairs) - Per Day	Taxable	45.70	47.10	1.40	3.1%	Non-statutory
Back Office (Downstairs) - Per Day	Taxable	100.70	103.70	3.00	3.0%	Non-statutory
<b>PHOTOCOPYING</b>						
B&W A4 size - per copy	Taxable	0.20	0.20	-	0.0%	Non-statutory
B&W A3 size - per copy	Taxable	0.40	0.40	-	0.0%	Non-statutory
Colour A4 size - per copy	Taxable	0.80	0.80	-	0.0%	Non-statutory
Colour A3 size - per copy	Taxable	1.20	1.20	-	0.0%	Non-statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
GST Status		\$	\$	\$		
<b>Carlisle Cemetery</b>						
<b>Administration Fees</b>						
Search of Cemetery Records - Per 30 Minutes - Extra Time at Officer Discretion	Taxable	35.00	45.00	10.00	28.6%	Statutory
Interment administration	Taxable	260.00	295.00	35.00	13.5%	Statutory
Interment Administration - Out of Standard Hours - Saturday	Taxable	260.00	430.00	170.00	65.4%	Statutory
Interment Administration - Out of Standard Hours - Sunday and Public Holiday	Taxable	260.00	Contract Price			Statutory
Grave testing	Taxable	195.00	+ 25% 230.00	35.00	17.9%	Statutory
<b>Right of Interment Fees</b>						
Right of Interment Bodily Remains - At Need - Adult - Lawn	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Bodily Remains - At Need - Adult - Monumental	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Bodily Remains - At Need - Child - Lawn	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Bodily Remains - At Need - Child - Monumental	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Cremated Remains - At Need - Garden - Perpetual	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Cremated Remains - At Need - Lawn - Perpetual	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Cremated Remains - At Need - Monumental - Perpetual	Non - Taxable	1,175.00	1,205.00	30.00	2.6%	Statutory
Right of Interment Cremated Remains - At Need - Niche Wall - Perpetual	Non - Taxable	490.00	500.00	10.00	2.0%	Statutory
Right of Interment Cremated Remains - Pre Need - Niche Wall - Perpetual	Non - Taxable	New	500.00	-	-	Statutory
Right of Interment Surrender - Administration (DH sliding scale for maintenance is also applied to refund)	Non - Taxable	No Charge	No Charge	-	-	Statutory
<b>Interment Services Fees</b>						
Exhumation of cremated remains	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Exhumation of bodily remains	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Interment of Bodily Remains - Adult - First Interment - Double Depth	Taxable	1,495.00	1,530.00	35.00	2.3%	Statutory
Interment of Bodily Remains - Adult - Second Interment - Single Depth	Taxable	1,350.00	1,385.00	35.00	2.6%	Statutory
Interment of Bodily Remains - Child - First Interment - Double Depth	Taxable	1,495.00	Contract Price + 25%		-	Statutory
Interment of Bodily Remains - Child - Second Interment - Single Depth	Taxable	1,495.00	Contract Price + 25%		-	Statutory
Interment of Cremated Remains in a Grave - Lawn and Monumental	Taxable	600.00	615.00	15.00	2.5%	Statutory
Interment of Cremated Remains - Garden	Taxable	485.00	495.00	10.00	2.1%	Statutory
Interment of Cremated Remains - Niche Wall	Taxable	150.00	155.00	5.00	3.3%	Statutory
Interment of Cremated Remains - Officer Attendance	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Interment of Cremated Remains - Scattering	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Interment Services - Stillborn Remains	Taxable	-	Cost Price		-	Statutory
Interment Services - Lift and Reposition - Lawn and Monumental	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Interment Services - Oversized Grave	Taxable	285.00	290.00	5.00	1.8%	Statutory
Interment Services - Reopening Grave - Without Cover	Taxable		1,385.00			Statutory
Interment Services - Removal and Replacement of Ledger	Taxable	260.00	310.00	50.00	19.2%	Statutory
<b>Memorial Permit Fees</b>						
Permit Fees Certification - Completion of Memorial - Contract price + 25%	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Permit Fees Certification - Inspection of Memorial - Contract price + 25%	Taxable	Contract Price + 25%	Contract Price + 25%		-	Statutory
Installation of a Bronze Panel to Cremation Memorial by External Supplier - Niche Wall	Taxable	New	105.00		-	Statutory
Installation of a New Monument - Without Existing Foundation - Monumental	Taxable	100.00	105.00	5.00	5.0%	Statutory
Installation of a New Monument - With Existing Foundation - Lawn	Taxable	100.00	105.00	5.00	5.0%	Statutory
Renovation of Existing Monument - Additional Inscription - All Areas	Taxable	44.00	44.00	-	0.0%	Statutory
<i>* Indirect Costs are included in the above fees</i>						
<b>*Indirect Costs' Definition</b>						
Contribution to costs associated with insurances, depreciation, repairs, utilities, supplies and advertising.		5% overheads	5% overheads		-	
Contribution to the costs of operating and managing the public cemetery and the need to provide for maintenance such as roads, paths, gardens, fences, buildings, water, security, park establishment and replacement of the public cemetery in perpetuity.		10% Perpetual Maintenance	10% Perpetual Maintenance			
<b>Corporate Services - People and Governance</b>						
<b>CORPORATE ADMINISTRATION</b>						
Land Information Certificate (Legislated)	1.82	Non - Taxable	29.70	30.60	0.90	3.0%
FOI Request (Legislated)	2	Non - Taxable	32.65	32.70	0.05	0.2%
Community Liability Pack application (Casual hirers public liability insurance)		Taxable	40.10	41.30	1.20	3.0%
<b>DEBT COLLECTION</b>						
Location/ Search Fee		Non - Taxable	At Cost	At Cost	-	Statutory
Filing / Listing Fee		Non - Taxable	At Cost	At Cost	-	Statutory
Caveat Fee		Non - Taxable	At Cost	At Cost	-	Statutory
Beneficiary Search		Non - Taxable	At Cost	At Cost	-	Statutory
Early Intervention		Non - Taxable	At Cost	At Cost	-	Statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
	GST Status	\$	\$	\$	%	
<b>Local Laws and Animals</b>						
<b>ANIMAL REGISTRATION</b> - fees apply from April 1 2025 to March 31, 2026 - 50% fees apply to new registrations from 1 October 2025						
<b>Registration fees - Dogs/Cats</b>						
Unsterilised animal dog (NB \$4.23 levy to Gov't)	Non - Taxable	110.00	114.00	4.00	3.6%	Non Statutory
Unsterilised animal cat (NB \$4.23 levy to Gov't)	Non - Taxable	110.00	114.00	4.00	3.6%	Non Statutory
Sterilised dog or reduced fee (must be 1/3 of full fee)	Non - Taxable	36.65	38.00	1.35	3.7%	Non Statutory
Sterilised cat or reduced fee (must be 1/3 of full fee)	Non - Taxable	36.65	38.00	1.35	3.7%	Non Statutory
Pensioner concession unsterilised dog	Non - Taxable	55.00	57.00	2.00	3.6%	Non Statutory
Pensioner concession unsterilised cat	Non - Taxable	55.00	57.00	2.00	3.6%	Non Statutory
Pensioner concession / reduced fee sterilised dog	Non - Taxable	18.35	19.00	0.65	3.5%	Non Statutory
Pensioner concession / reduced fee sterilised cat	Non - Taxable	18.35	19.00	0.65	3.5%	Non Statutory
Animal Business Registration (NB \$20 levy to State Gov't) **2024/25 fee apply from 1 April 2025	Non - Taxable	315.80	325.30	9.50	3.0%	Non Statutory
Lifetime tag	Non - Taxable	18.00	18.55	0.55	3.1%	Non Statutory
Permit for keeping more than two dogs or four cats or four animals in total	Non - Taxable	52.10	53.65	1.55	3.0%	Non Statutory
<b>POUND FEES</b>						
<b>Release Fees</b>						
Dogs	Non - Taxable	125.00	185.00	60.00	48.0%	Non Statutory
Cats	Non - Taxable	125.00	185.00	60.00	48.0%	Non Statutory
Sheep, pigs and goats	Non - Taxable	56.80	185.00	128.20	225.7%	Non Statutory
Horses, cattle, deer, alpacas and camels (or similar livestock)	Non - Taxable	125.00	185.00	60.00	48.0%	Non Statutory
Birds/Poultry	Non - Taxable	59.60	185.00	125.40	210.4%	Non Statutory
<i>*Daily Pen Fees charged by Albury Animal Management Centre (Pound) are set by Albury City Council</i>						
<b>Sustenance fees</b>						
Dogs - per day (pound charges - set by Albury City Council)	Taxable	13.85	40.00	26.15	188.8%	Non Statutory
Cats - per day (pound charges - set by Albury City Council)	Taxable	13.85	25.00	11.15	80.5%	Non Statutory
Sheep, pigs and goats - per day	Taxable	6.15	6.35	0.20	3.3%	Non Statutory
Horses, cattle, deer, alpacas & camels - per day	Taxable	13.85	14.25	0.40	2.9%	Non Statutory
<i>*Transport fees recovered at cost plus 50% plus labour and attendance (livestock impounds only)</i>						
<b>Impound fees</b>						
Shopping trolley	Taxable	139.95	144.15	4.20	3.0%	Non Statutory
Toy vehicle (e.g. skateboard, scooter)	Taxable	74.65	76.90	2.25	3.0%	Non Statutory
Impounded/Unregistered/Derelict/Abandoned vehicles	Taxable	678.40	699.00	20.60	3.0%	Non Statutory
Impounded signs	Taxable	139.85	144.10	4.25	3.0%	Non Statutory
Plus per day (all items)	Taxable	29.45	30.35	0.90	3.1%	Non Statutory
<i>Transport fees recovered at cost plus 50% plus labour and attendance</i>						
<b>LOCAL LAW PERMIT FEES</b>						
<b>Local Law No. 1 (Streets &amp; Roads Law)</b>						
Advertising signs (per annum)	Non - Taxable	125.80	129.60	3.80	3.0%	Non Statutory
Artistic Activity - Busking (6 months)	Non - Taxable	47.90	49.35	1.45	3.0%	Non Statutory
Artistic Activity - Busking (per annum)	Non - Taxable	95.55	98.40	2.85	3.0%	Non Statutory
Bulk rubbish containers and portable toilet system (per month)	Taxable	60.25	62.00	1.75	2.9%	Non Statutory
Bulk rubbish containers and portable toilet system (per annum)	Taxable	298.00	307.00	9.00	3.0%	Non Statutory
Charitable collection bin (per annum)	Non - Taxable	7.40	7.60	0.20	2.7%	Non Statutory
Display of goods for sale (per annum)	Non - Taxable	125.80	129.60	3.80	3.0%	Non Statutory
Horse drawn vehicle for hire (per annum)	Taxable	272.30	280.20	7.90	2.9%	Non Statutory
Outdoor eating facility (p.a.)	Non - Taxable	272.30	280.50	8.20	3.0%	Non Statutory
Parking heavy vehicle in residential area (p.a.)	Non - Taxable	272.30	280.50	8.20	3.0%	Non Statutory
Roadside trading (per month)	Non - Taxable	72.20	74.40	2.20	3.0%	Non Statutory
Roadside trading (per annum)	Non - Taxable	272.30	280.50	8.20	3.0%	Non Statutory
Street collections (each) - Charitable collections or raffles	Non - Taxable	No charge	No charge	-	-	Non Statutory
Street collections (pa) - Charitable collections or raffles	Non - Taxable	No charge	No charge	-	-	Non Statutory
Street Stalls - Information Tables or Not for Profit organisations	Non - Taxable	No charge	No charge	-	-	Non Statutory
<b>Local Law No. 2 (Amenity)</b>						
Burn off in the open air' permit (in township area)	Non - Taxable	73.60	75.80	2.20	3.0%	Non Statutory
Keep more than 2 dogs or 4 cats (in township area)	Non - Taxable	51.55	53.10	1.55	3.0%	Non Statutory
Keeping more than 12 but less than 25 fowl (in township area)	Non - Taxable	73.60	75.80	2.20	3.0%	Non Statutory
Permit to keep a horse (in township area)	Non - Taxable	51.55	53.10	1.55	3.0%	Non Statutory
Permit to consume liquor on road (pa)	Non - Taxable	125.25	129.00	3.75	3.0%	Non Statutory
<b>Local Law No. 4 (Livestock Control)</b>						
<b>Droving of Livestock</b>						
Fee for application (non refundable)	Taxable	224.50	231.30	6.80	3.0%	Non Statutory
Bond Minimum bond of \$1000.00 and maximum of \$2000.00	Non - Taxable	1,064.50	1,096.50	32.00	3.0%	Non Statutory
Daily Fee Cattle	Taxable	0.60	0.60	-	0.0%	Non Statutory
Daily fee Sheep	Taxable	0.60	0.60	-	0.0%	Non Statutory
Daily fee Other livestock	Taxable	0.60	0.60	-	0.0%	Non Statutory
<b>Grazing of Livestock</b>						
Fee for each application (non refundable)	Taxable	123.30	127.00	3.70	3.0%	Non Statutory
*Permanent Stock Crossing	Taxable	60.35	62.15	1.80	3.0%	Non Statutory
<i>*Covered by the Road Management Act - may require 'Working within the road reserve' approval - Refer <a href="http://vicroads.vic.gov.au">vicroads.vic.gov.au</a></i>						

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	GST Status	2024/25 Fee	2025/26 Fee	Fee Increase	Fee Increase /	Basis of Fee
			Inc GST	Inc GST	/(Decrease)	(Decrease)	
			\$	\$	\$	%	
Planning Services							
PLANNING PERMITS AND PLANNING							
Scheme amendments fees schedule (These fees do not attract GST)							
APPLICATIONS FOR PERMITS UNDER SECTION 47 (REG. 9)							
Class							
1. Use only	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
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:							
2. ≤\$10,000	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
3. > \$10 000 & ≤ \$100 000	42.5	Non - Taxable	694.00	714.45	20.45	2.9%	Statutory
4. > \$100 000 & ≤ \$500 000	87	Non - Taxable	1,420.75	1,462.50	41.75	2.9%	Statutory
5. > \$500 000 & ≤ \$1 000 000	94	Non - Taxable	1,535.00	1,580.15	45.15	2.9%	Statutory
6. > \$1 000 000 & ≤ \$2 000 000	101	Non - Taxable	1,649.35	1,697.80	48.45	2.9%	Statutory
VicSmart application							
7. VicSmart ≤ \$10 000	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
8. VicSmart > \$10 000	29	Non - Taxable	473.60	487.50	13.90	2.9%	Statutory
9. VicSmart to subdivide or consolidate land	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
To develop land (other than the above classes or an application to subdivide land) if the estimated cost of development included in the application is:							
10. VicSmart application (other than class 7, class 8 or class 9 permit)	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
11. ≤ \$100 000	77.5		1,265.60	1,302.80	37.20	2.9%	Statutory
12. > \$100 000 & ≤ \$1 000 000	104.5	Non - Taxable	1,707.30	1,756.65	49.35	2.9%	Statutory
13. > \$1 000 000 & ≤ \$5 000 000 (includes dwellings over Class 6)	230.5	Non - Taxable	3,764.10	3,874.70	110.60	2.9%	Statutory
14. > \$5 000 000 & ≤ \$15 000 000 (includes dwellings over Class 6)	587.5	Non - Taxable	9,593.90	9,875.90	282.00	2.9%	Statutory
15. > \$15 000 000 & ≤ \$50 000 000 (includes dwellings over Class 6)	1732.5	Non - Taxable	28,291.75	29,123.35	831.60	2.9%	Statutory
16. > \$50 000 000 (includes dwellings over Class 6)	3894	Non - Taxable	63,589.00	65,474.95	1,885.95	3.0%	Statutory
17. To subdivide an existing building	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
18. To subdivide land into two lots	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
19. To effect a realignment of a common boundary between lots or to consolidate two or more	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
20. To subdivide land (other than the above classes per 100 lots)	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
21. To:							
a) create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
b) create or remove a right of way; or							
c) create, vary or remove an easement; or							
d) vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.							
22. A permit not otherwise provided for in the regulation.	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
COMBINED PERMIT APPLICATIONS COMPOSITE FEE (REGULATION 10)							
The fee for an application for any combination matters set out in the table in Regulation 9 is the sum arrived at by adding the highest of the fees that would have applied if separate applications had been made plus 40% of each of the other fees which would have applied if separate applications had been made.			As per formula	As per formula			Statutory
FEES TO AMEND AN APPLICATION FOR A PERMIT OR AN APPLICATION TO AMEND A PERMIT AFTER NOTICE HAS BEEN GIVEN (REGULATION 12)							
a) Under section 57A(3)(a) of the Act the fee to amend an application for a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 9	7.5	Non - Taxable	122.50	126.10	3.60	2.9%	Statutory
b) Under section 57A(3)(a) of the Act the fee to amend an application to amend a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 11 and any additional fee under c) below							
c) If an application to amend an application for a permit or amend an application to amend a permit has the effect of changing the class of that permit to a new class, having a higher application fee set out in the Table to regulation 9, the applicant must pay an additional fee being the difference the original class of application and the amended class of permit.							



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)		2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
		GST Status	\$	\$	\$	%	
<b>Planning Services</b> (continued)							
<b>APPLICATIONS TO AMEND PERMITS UNDER SECTION 72 (REGULATION 11)</b>							
Approval or amendment of endorsed plans not requiring further inspection or referrals - Secondary Consent <b>(Council variation to the fee structure)</b>	7.5	Non - Taxable	122.50	126.10	3.60	2.9%	Statutory
Amendment to permit to change the use of land allowed by the permit or allow a new use of land	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is \$10,000 or less.	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is more than \$10,000 but not more than \$100,000	42.5	Non - Taxable	694.10	714.45	20.35	2.9%	Statutory
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is more than \$100,00 but not more than \$500,000	87	Non - Taxable	1,420.70	1,462.50	41.80	2.9%	Statutory
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is more than \$500,000	94	Non - Taxable	1,535.10	1,580.15	45.05	2.9%	Statutory
Amendment to a permit * that is the subject of VicSmart application, if the estimated cost of the additional development is \$10,000 or less	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
Amendment to a permit * that is the subject of VicSmart application, if the estimated cost of the additional development is more than \$10,000	29	Non - Taxable	473.60	487.50	13.90	2.9%	Statutory
Amendment to a class 9 permit *	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
Amendment to a class 10 permit *	13.5	Non - Taxable	220.50	226.95	6.45	2.9%	Statutory
Amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of the additional development to be permitted by the amendment is \$100,000 or less	77.5	Non - Taxable	1,265.60	1,302.80	37.20	2.9%	Statutory
Amendment to a class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$1,000,000	104.5	Non - Taxable	1,706.50	1,756.65	50.15	2.9%	Statutory
Amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of any additional development to be permitted by the amendment is more than \$1,000,000	230.5	Non - Taxable	3,764.10	3,874.70	110.60	2.9%	Statutory
Amendment to a class 17 permit *	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a class 18 permit *	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a class 19 permit *	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a class 20 permit * (fee per 100 lots created)	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a class 21 permit *	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
Amendment to a class 22 permit	89	Non - Taxable	1,453.40	1,496.10	42.70	2.9%	Statutory
<b>EXTENSION OF TIME</b>							
Request for Extension of Time - First Request (Development less than \$1M, Subdivisions of 2-20 lots & Change of Use)		Taxable	270.30	278.40	8.10	3.0%	Non Statutory
Request for Extension of Time - Second Request (Development less than \$1M, Subdivisions of 2-20 lots & Change of Use)		Taxable	413.40	425.80	12.40	3.0%	Non Statutory
Request for Extension of Time - Third and Subsequent Requests (Development less than \$1M, Subdivisions of 2-20 lots & Change of Use)		Taxable	620.10	638.70	18.60	3.0%	Non Statutory
Request for Extension of Time - First Request (Development \$1M+ & Subdivisions of 21+ lots)		Taxable	509.00	524.30	15.30	3.0%	Non Statutory
Request for Extension of Time - Second Request (Development \$1M+ & Subdivisions of 21+ lots)		Taxable	986.00	1,015.60	29.60	3.0%	Non Statutory
Request for Extension of Time - Third and Subsequent Requests (Development \$1M+ Subdivisions of 21+ lots)		Taxable	1,463.00	1,506.90	43.90	3.0%	Non Statutory
<b>OTHER FEES</b>							
For requesting the Minister to prepare an amendment to a planning scheme exempted from the requirements referred to in section 20(4) of the Act. (Regulation 7)	270	Non - Taxable	4,409.10	4,538.70	129.60	2.9%	Statutory
For requesting the Minister to prepare an amendment to a planning scheme exempted from certain requirements prescribed under section 20A of the Act. (Regulation 8)	65	Non - Taxable	1,061.45	1,092.65	31.20	2.9%	Statutory
For a combined permit and planning scheme amendment. Under section 96A(4)(a) of the Act: <i>The sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made</i> (Regulation 14)		Non - Taxable	As per formula	As per formula			Statutory
For a certificate of compliance (Regulation 15)	22	Non - Taxable	359.35	369.85	10.50	2.9%	Statutory
For an agreement to a proposal to amend or end an agreement under section 173 of the Act (Regulation 16)	44.5	Non - Taxable	726.70	748.10	21.40	2.9%	Statutory
Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council (Regulation 18)	22	Non - Taxable	359.30	369.85	10.55	2.9%	Statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)		2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease)	Basis of Fee
		GST Status	\$	\$	\$	%	
<b>Planning Services</b> (continued)							
<b>AMENDMENTS TO PLANNING SCHEMES (REGULATION 6)</b>							
The fees for stages 1, 2 and 3 are paid to the planning authority by the person who requested the amendment. The fee for stage 4 is paid to the Minister by the person who requested the amendment.							
<b>SUBDIVISION (Fees) Regulations 2016</b>							
<b>Stage</b>							
1. For:							
a) considering a request to amend a planning scheme; and	206	Non - Taxable	3,364.00	3,462.85	98.85	2.9%	Statutory
b) taking action required by Division 1 of Part 3 of the Act; and							
c) considering any submissions which do not seek a change to the amendment; and							
d) if applicable, abandoning the amendment							
2. For:							
a) considering	1021	Non - Taxable	16,673.00	17,163.00	490.00	2.9%	Statutory
(i) up to and including 10 submissions which seek a change to an amendment and where necessary referring the submissions to a panel; or							
2. For:							
a) considering	2040	Non - Taxable	33,313.20	34,292.40	979.20	2.9%	Statutory
(ii) 11 to (and including) 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel; or							
2. For:							
a) considering	2727	Non - Taxable	44,531.90	45,840.90	1,309.00	2.9%	Statutory
(iii) Submissions that exceed 20 submissions which seek a change to an amendment, and where necessary referring the submissions to a panel; and							
3. For:							
a) adopting the amendment or part of the amendment in accordance with section 29 of the Act; and							
b) submitting the amendment for approval by the Minister in accordance with section 31 of the Act; and	32.5	Non - Taxable	530.75	546.35	15.60	2.9%	Statutory
c) giving the notice of the approval of the amendment required by section 36(2) of the Act.							
<b>NOTE: If the Minister is not the planning authority or nil fee if the Minister is the planning authority</b>							
4. For:							
a) consideration by the Minister of a request to approve the amendment in accordance with section 35 of the Act; and	32.5	Non - Taxable	530.75	546.35	15.60	2.9%	Statutory
b) giving notice of approval of the amendment in accordance with section 36(1) of the Act.							
<b>NOTE: If the Minister is not the planning authority or nil fee if the Minister is the planning authority</b>							
Planning Scheme Amendments - when an independent panel report is required.							
Full Panel charges for the hearing and panel report.							
<b>SUBDIVISION (Fees) Regulations 2016</b>							
<b>Fee Type</b>							
For certification of a plan of subdivision (Regulation 6)	11.8	Non - Taxable	192.70	198.35	5.65	2.9%	Statutory
Alteration of plan under section 10(2) of the Act (Regulation 7)	7.5	Non - Taxable	122.50	126.10	3.60	2.9%	Statutory
Amendment of certified plan under section 11(1) of the Act (Regulation 8)	9.5	Non - Taxable	155.15	159.70	4.55	2.9%	Statutory
Engineering plan prepared by Council (Regulation 10)		Taxable	3.5% Value of works (maximum fee)	3.5% Value of works (maximum fee)			Statutory
Supervision of works Sec 17(2)(b) (Regulation 11)		Taxable	2.5% Value of works (maximum fee)	2.5% Value of works (maximum fee)			Statutory
Checking engineering plans (Regulation 9)		Taxable	0.75% Value of works (maximum fee)	0.75% Value of works (maximum fee)			Statutory
<b>ADMIN FEES</b>							
Assessing Timber Harvesting Plan (per assessment)		Taxable	132.00	136.00	4.00	3.0%	Non Statutory
<b>Public Notice Administration charges</b>							
Public notice letters to owners/occupants	1-20 letters	Taxable	129.70	133.60	3.90	3.0%	Non Statutory
Public notice letters to owners/occupants	21+ letters	Taxable	129.70	133.60	3.90	3.0%	Non Statutory
Public notice displayed on site (when erected for applicant)		Taxable	183.70	189.20	5.50	3.0%	Non Statutory
Display ad in newspaper		Taxable	Cost + 10%	Cost + 10%			Non Statutory
<b>Section 173 Agreements</b>							
Preparation fee		Taxable	754.60	793.10	38.50	5.1%	Non Statutory
Legal review where agreement prepared outside Council		Taxable	70.60	72.70	2.10	3.0%	Non Statutory
Sealing fee		Taxable	112.90	116.30	3.40	3.0%	Non Statutory
Application for agreement to a proposal to amend or end an agreement under section 173 of the Act	44.5	Non - Taxable	726.70	748.10	21.40	2.9%	Statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)		2024/25 Fee Inc GST	2025/26 Fee Inc GST	Fee Increase / (Decrease)	Fee Increase / (Decrease) %	Basis of Fee
		GST Status	\$	\$	\$	%	
<b>Planning Services (continued)</b>							
<b>Request for Planning Information</b> - Copies or planning permits and endorsed plans from closed files							
Copies of planning permits and endorsed plans from electronic files	3	Taxable	114.05	117.50	3.45	3.0%	Non Statutory
Copies of planning permits and endorsed plans from offsite files	6		47.70	49.15	1.45	3.0%	Non Statutory
Copies of planning permits and endorsed plans from onsite files	10		95.40	98.30	2.90	3.0%	Non Statutory
Heritage Loan Scheme		Rate set 1%	159.00	163.80	4.80	3.0%	Non Statutory
Provision of written planning advice / information		Taxable	Rate set 1%	Rate set 1%			Non Statutory
			239.00	246.20	7.20	3.0%	Non Statutory
<b>Infrastructure Services</b>							
<b>GARBAGE, RECYCLE AND ORGANICS COLLECTION</b>							
Domestic - Garbage Collection - Urban (140 Litre Bin)		Non - Taxable	108.85	116.50	7.65	7.0%	Non Statutory
Domestic - Garbage Collection - Rural (140 Litre Bin)		Non - Taxable	184.65	197.60	12.95	7.0%	Non Statutory
Domestic - Garbage Collection - Urban Upgraded Bin Size (240 Litre Bin )		Non - Taxable	184.65	197.60	12.95	7.0%	Non Statutory
Domestic - Garbage Collection - Rural Upgraded Bin Size (240 Litre bin)		Non - Taxable	220.00	235.40	15.40	7.0%	Non Statutory
Domestic - Recycling Collection (240 Litre Bin)		Non - Taxable	105.10	108.25	3.15	3.0%	Non Statutory
Domestic - Recycling Collection - Upgraded bin size (360 Litre Bin)		Non - Taxable	127.15	131.00	3.85	3.0%	Non Statutory
Domestic - Organics Collection (240 Litre Bin) or 140 Litre bin by arrangement		Non - Taxable	182.40	187.90	5.50	3.0%	Non Statutory
<b>TRANSFER STATION FEES</b>							
<b>Putrescible Waste, Hard Waste and unsorted loads / Landfill waste (General Waste)</b>							
General Waste Charge Charge/m3		Taxable	53.00	54.60	1.60	3.0%	Non Statutory
General Waste Minimum Charge		Taxable	10.00	10.30	0.30	3.0%	Non Statutory
<b>Other Materials</b>							
Clean separated green waste accepted by Site Supervisor (per cubic metre)			22.75	23.45	0.70	3.1%	Non Statutory
- N.B. Full charge applies if contaminated		Taxable					
Car tyres (each)		Taxable	10.15	10.45	0.30	3.0%	Non Statutory
Car tyres with rim (each)		Taxable	14.25	14.65	0.40	2.8%	Non Statutory
Light truck tyres (each)		Taxable	18.10	18.65	0.55	3.0%	Non Statutory
Heavy truck tyres (each)		Taxable	43.90	45.20	1.30	3.0%	Non Statutory
Tractor tyres (each)		Taxable	94.00	96.85	2.85	3.0%	Non Statutory
Earthmover tyres (each)		Taxable	189.15	194.90	5.75	3.0%	Non Statutory
Mattresses (each)		Taxable	40.90	42.10	1.20	2.9%	Non Statutory
Soft Furnishings lounge chairs, couches etc. (each)		Taxable	44.15	45.50	1.35	3.1%	Non Statutory
Fridges		Taxable	11.15	11.50	0.35	3.1%	Non Statutory
Mattresses - cot size (each)		Taxable	40.90	12.50	-28.40	-69.4%	Non Statutory
Mattresses - single size (each)		Taxable	40.90	32.20	-8.70	-21.3%	Non Statutory
Mattresses - double / queen / king / or larger size (each)		Taxable	40.90	42.10	1.20	2.9%	Non Statutory
Soft Furnishings - small to medium items (lounge chair, arm chair) (each)		Taxable	44.15	36.50	-7.65	-17.3%	Non Statutory
Soft Furnishings - large items (e.g. 2-seat or larger couch) (each)		Taxable	44.15	45.50	1.35	3.1%	Non Statutory
Fridges and Freezers		Taxable	11.15	11.50	0.35	3.1%	Non Statutory
Domestic LPG bottles - up to 9kg (each)		Taxable	-	11.00	11.00	-	Non Statutory
Domestic LPG bottles - 45kg (each)		Taxable	-	25.00	25.00	-	Non Statutory
<b>Consent to Work Within the Road Reserve - Road Management Act 2004</b>							
Statutory Fees - as at 1 July 2025, one fee unit equals \$16.81							
Current fees (below) are also available at <a href="http://vicroads.vic.gov.au">vicroads.vic.gov.au</a> .							
<b>Works (other than minor works conducted by a person referred to in regulation 10(2) that are traffic impact works)</b>							
<b>Road Classification</b>							
<b>Freeway</b>							
Conducted on any part of the roadway, shoulder or pathway	43.2	Non - Taxable	705.45	726.20	20.75	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	30.2	Non - Taxable	493.20	507.70	14.50	2.9%	Statutory
<b>Arterial Road</b>							
Conducted on any part of the roadway, shoulder or pathway	43.2	Non - Taxable	705.45	726.20	20.75	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	30.2	Non - Taxable	493.15	507.65	14.50	2.9%	Statutory
<b>Municipal road or non-arterial State road where maximum speed limit at any time is more than 50kph</b>							
Conducted on any part of the roadway, shoulder or pathway	43.1	Non - Taxable	703.80	724.50	20.70	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	23.5	Non - Taxable	383.75	395.00	11.25	2.9%	Statutory
<b>Municipal road or non-arterial State road where maximum speed limit at anytime is <u>not</u> more than 50kph</b>							
Conducted on any part of the roadway, shoulder or pathway	23.5	Non - Taxable	383.75	395.00	11.25	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	6	Non - Taxable	98.00	100.85	2.85	2.9%	Statutory

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description of Fees and Charges	Unit(s)	GST Status	2024/25 Fee	2025/26 Fee	Fee Increase	Fee Increase /	Basis of Fee
			Inc GST	Inc GST	/ (Decrease)	(Decrease)	
			\$	\$	\$	%	
<b>Infrastructure Services (continued)</b>							
<b>Minor works conducted by a person referred to in regulation 10(2) that are traffic impact works</b>							
<b>Road Classification</b>							
<b>Freeway</b>							
Conducted on any part of the roadway, shoulder or pathway	16	Non - Taxable	261.30	269.00	7.70	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	9.5	Non - Taxable	155.15	159.70	4.55	2.9%	Statutory
<b>Arterial Road</b>							
Conducted on any part of the roadway, shoulder or pathway	16	Non - Taxable	261.30	269.00	7.70	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	9.5	Non - Taxable	155.15	159.70	4.55	2.9%	Statutory
<b>municipal road or non-arterial state road where maximum speed limit at any time is more than 50kph</b>							
Conducted on any part of the roadway, shoulder or pathway	9.3	Non - Taxable	151.85	156.30	4.45	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	6	Non - Taxable	98.00	100.85	2.85	2.9%	Statutory
<b>Municipal road or non-arterial State road where maximum speed limit at anytime is <u>not more than 50kph</u></b>							
Conducted on any part of the roadway, shoulder or pathway	9.3	Non - Taxable	151.85	156.30	4.45	2.9%	Statutory
Not conducted on any part of the roadway, shoulder or pathway	6	Non - Taxable	98.00	100.85	2.85	2.9%	Statutory
<b>Request for a Point of Discharge of Stormwater</b>							
<i>This fee is set under Building Regulation 133(2) and is updated annually in July each year.</i>	9.77	Non - Taxable	159.55	164.30	4.75	3.0%	Statutory
Roadside Firewood Collection*		Non - Taxable	27.45	27.45	-	0.0%	Statutory
Roadside Firewood Collection* - Pensioners and healthcare card holders		Non - Taxable	16.90	17.40	0.50	3.0%	Non Statutory
<i>*Covered by Road Management Act</i>							

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.4 MAY 2025 FINANCE REPORT

**Phil Garoni - Finance Manager**  
**Planning and Corporate Services**

#### **For Decision**

#### **RECOMMENDATION**

That Council accepts the May 2025 Finance Report noting the progress against Council's mid-year forecast.

#### PURPOSE OF REPORT

The purpose of this report is to inform Council of the financial position for the 2024/25 financial year to 31 May 2025.

#### BACKGROUND

Each month Council reports the year to date (YTD) financial result. The year-to-date figures contained within this report and attachments compare the May result against the YTD adopted quarter 2 forecast. In addition, the original full-year budget is shown below as well as the YTD position from the previous financial year.

#### DISCUSSION

The income statement shows that Council is \$752.5k favourable on a year-to-date basis compared to the 2024/25 adopted quarter 2 forecast. This is spread across various categories. Noting some variances are a result of timing variances that will be reduced as the year progresses. Reimbursements are permanent variances because of increase in Buller Gas connections and reimbursement of WorkCover claims which are not planned for. Along with interest on investments.

#### YTD Financial Position

This monthly report for the 2024/25 financial year provides Council with the following reports and its financial position as at 31st May 2025 including comparison to 2024/25 adopted quarter 2 forecast with regards to:

- Income Statement
- Treasury (cash management)
- Borrowings Table
- Capital Works

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Income Statement - 31 May 2025							
Account Group	Year to Date ( YTD )				Annual Budget	2024/25 Quarter 2 Forecast	May YTD 2023/24 Actual
	YTD Actuals	YTD Forecast	YTD Variance \$	YTD Variance %			
<b>Income</b>							
Contributions - Developer	136,023	50,250	85,773	171%	20,000	60,250	104,750
Contributions - Operating	117,888	104,550	13,339	13%	30,000	104,550	133,143
Operating Grants	9,181,484	9,071,511	109,973	1%	9,291,090	12,384,996	3,733,070
Interest Income	356,218	297,485	58,733	20%	341,741	347,578	505,642
Other Revenue	2,011,558	2,144,782	(133,224)	(6%)	2,862,709	2,625,944	2,068,083
Rates & charges	20,123,337	20,100,857	22,480	0%	20,197,135	20,100,857	19,675,553
Reimbursements	350,055	165,839	184,217	111%	76,596	174,523	167,213
Statutory Fees & Fines	1,099,568	1,132,210	(32,642)	(3%)	1,268,138	1,325,654	1,135,534
User Charges	2,681,333	2,779,527	(98,194)	(4%)	4,243,329	3,959,720	2,412,732
<b>Total Income</b>	<b>36,057,464</b>	<b>35,847,011</b>	<b>210,454</b>	<b>1%</b>	<b>38,330,738</b>	<b>41,084,072</b>	<b>29,935,720</b>
<b>Expense</b>							
Borrowing Costs	116,306	91,658	(24,648)	(27%)	81,620	98,073	29,891
Contract Payments	6,653,185	7,205,080	551,895	8%	10,036,788	11,908,512	8,058,283
Depreciation	7,632,025	7,583,386	(48,638)	(1%)	8,928,288	8,495,510	6,369,848
Employee Costs	13,954,720	14,211,074	256,354	2%	15,479,630	15,680,040	13,133,536
Materials & Consumables	4,728,135	4,885,448	157,313	3%	5,988,106	5,802,384	4,280,266
Other Expenses	3,216,702	2,883,145	(333,557)	(12%)	3,104,684	3,291,244	3,423,940
Utilities	516,093	499,442	(16,652)	(3%)	627,785	591,476	475,455
<b>Total Expense</b>	<b>36,817,166</b>	<b>37,359,233</b>	<b>542,067</b>	<b>1%</b>	<b>44,246,901</b>	<b>45,867,240</b>	<b>35,771,219</b>
<b>Surplus / (Deficit)*</b>	<b>(759,701)</b>	<b>(1,512,222)</b>	<b>752,521</b>	<b>50%</b>	<b>(5,916,163)</b>	<b>(4,783,168)</b>	<b>(5,835,499)</b>
* For both actual and budget a positive net result means a favourable contribution to Council, which is referred to as a Surplus and a negative net result means a unfavourable contribution to Council, which is referred to as a Deficit.							
(Red variance) is unfavourable							
Black variance is favourable							

### Income

#### Developer Contributions

YTD favourable variance of **\$85.8k** is due to open space contributions being greater than expected. This will be transferred to open space reserves at year end.

#### Operating Grants

YTD favourable variance of **\$109.9k** is due to the young people YacVic future proof project. This carry forward grant funding was not factored in the budget.

#### Interest Income

YTD favourable variance of **\$58.7k** is due to a better than planned return on interest on investments. This is a permanent variance.

#### Other Revenue

YTD unfavourable variance of **(\$133.2k)** is mainly due to the following:

- (\$119k) within plant and equipment relating to recovery of plant and fleet usage.
- (\$16k) in the Visitors and Heritage area with merchandise sales below planned.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Reimbursements

YTD favourable variance of **\$184.2k** is mainly due to new Buller Gas connections charges \$94.5k and Workcover reimbursement claims (\$82.3k).

### User Charges

YTD unfavourable variance of **(\$98.2k)** is s mainly due to Buller Gas sales.

### Expenditure

#### Contract Payments

YTD favourable variance of **\$551.9k** is made up of a combination of variances with the notable variations being:

- \$476k in relation to the natural disaster works. Noting all expenditure to be fully recovered as part of the natural disaster funding claims process.
- \$80k in plant equipment and fleet mainly due to timing of invoices relating to contract services.

### Employee Costs

YTD favourable variance of **\$256k** is mainly due to vacancies across council. This will reduce in the coming months.

### Materials and Consumables

YTD favourable variance of **\$157k** is mainly within the plant and equipment area due timing of invoices relating to fuel and maintenance.

### Other Expenses

YTD unfavourable variance of **(\$333.6k)** is made up of a combination of variances with the notable variations being:

- (\$184k) in Roads and Bridge maintenance service area. Specifically in the rural and urban roads activities.
- (\$57.8k) in legal expenses mainly in the assets management area.
- (\$58.7k) in parks and gardens maintenance
- (\$44.5k) in relation to the natural disaster works. Noting all expenditure to be fully recovered as part of the natural disaster funding claims process.

### Treasury

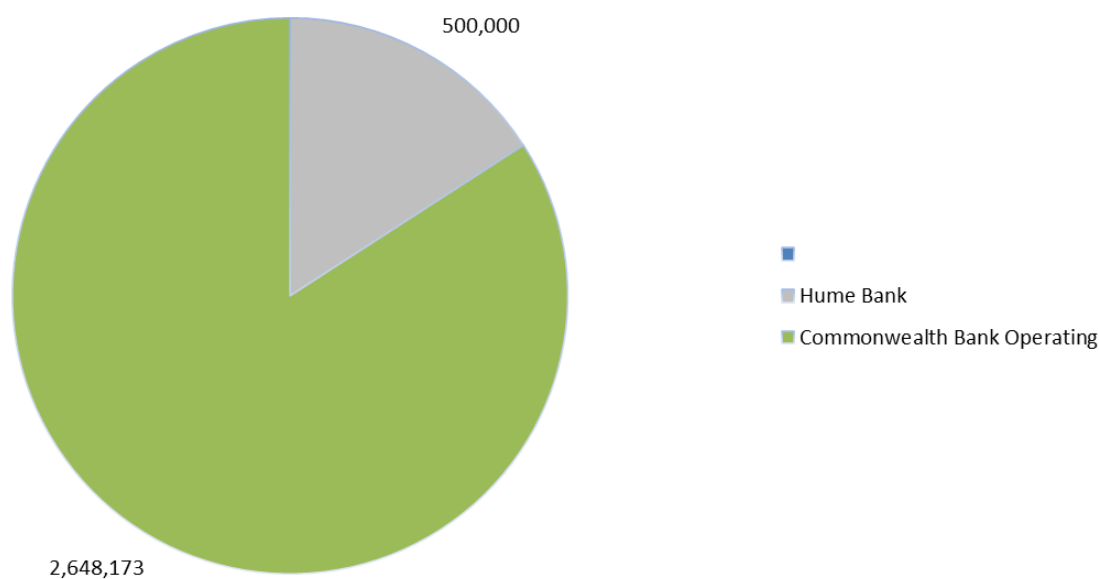
#### Cash Position

Council's Cash position at the end of May was \$3.1 million. Compared to the same time last year's position of \$1.6 million. Main reason for improved position compared to last year is payments last year for works on natural disaster recovery. Along with better up take of rates payments occurring this year after instalment 4 compared to last year.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Cash & Investments as at 31 May 2025



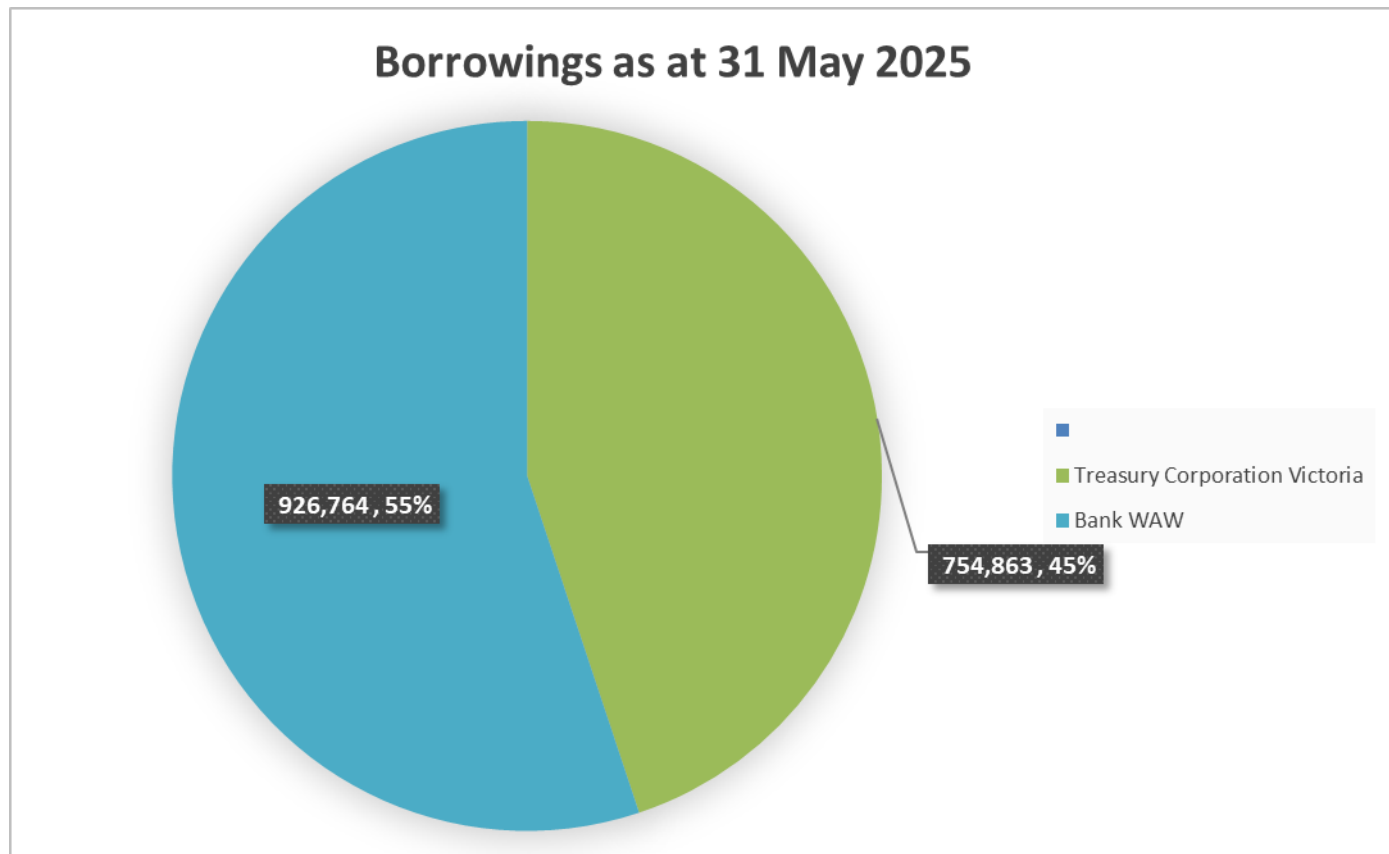
### Borrowings

Below is a summary of all Council's borrowings. The table shows original loans borrowed, term of loans, rates and maturity with outstanding balances at the end of May 2025 of \$1,681,627.

#### Indigo Shire Council - Borrowing Report as at 31 May 2025

Bank	Term - Years	Rate %	Date of Maturity	Original loan amount	Balance owed
ANZ	10	3.78	29/04/2025	1,500,000	-
TCV	10	4.15	1/06/2032	1,000,000	754,863
Bank WAW	10	2.08	27/06/2034	1,000,000	926,764
<b><u>Total of All Borrowings</u></b>				<b>3,500,000</b>	<b>1,681,627</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### ***Capital Works***

The combined YTD project expenditure as at the end of May, across both the Capital Works and Non ISC projects was \$13,241,022 at the end of May. This total is comprised of \$12,678,891 in capital projects and \$562,131 against Non ISC assets. This represents 90% of the capital works adopted quarter 2 forecast program, and 76% of the original 2024/25 budget.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Summary Capital Works Income & Expenditure As at 31 May 2025

	Income	Expenditure	Annual Budget Net 2024-2025	Quarter 2 Forecast Net 2024/25
Property				
Land	-	34,094	-	2,500
Land improvements	-	26,926	-	30,000
<b>Total land</b>	<b>-</b>	<b>61,021</b>	<b>-</b>	<b>32,500</b>
Buildings	554,338	1,021,490	450,000	1,229,899
Heritage buildings	102,890	58,483	125,000.00	100,048
<b>Total buildings</b>	<b>657,228</b>	<b>1,079,974</b>	<b>575,000</b>	<b>1,329,947</b>
<b>Total property</b>	<b>657,228</b>	<b>1,140,994</b>	<b>575,000</b>	<b>1,362,447</b>
<b>Plant and equipment</b>				
Plant, machinery and equipment and fleet	290,662	1,336,778	675,000	984,929
Fixtures, fittings and furniture		79,139	78,500	94,962
Computers and telecommunications		462,456	410,000	535,461
Library books	72,622	68,524	21,000	14,313
<b>Total plant and equipment</b>	<b>363,284</b>	<b>1,946,897</b>	<b>1,184,500</b>	<b>1,629,665</b>
<b>Infrastructure</b>				
Roads	2,090,370	2,516,603	818,959	(1,402,063)
Bridges	1,229,131	2,007,486	180,829	293,728
Footpaths and cycleways	3,986,130	3,753,792	150,000	(348,906)
Drainage		392,815	412,039	335,001
Recreational, leisure and community facilities	464,743	778,914	170,000	366,000
Parks, open space and streetscapes	29,500	141,391	199,171	254,884
<b>Total infrastructure</b>	<b>7,799,874</b>	<b>9,591,000</b>	<b>1,930,998</b>	<b>(501,356)</b>
<b>Total Capital Works</b>	<b>8,820,386</b>	<b>12,678,891</b>	<b>3,690,498</b>	<b>2,490,756</b>

### Summary NON ISC Income & Expenditure As at 31 May 2025

	Income	Expenditure	Annual Budget Net 2024-2025	Quarter 2 Forecast Net 2024/25
Kergunyah Hall	3,519	68,315	-	21,648
Chiltern Recreation Reserve	2,425	-	-	-
Barnawartha Netball/Tennis Courts	-	12,454	-	-
Yackandandah Golf Club Facility	250,863	407,029	-	235,999
Barnawartha Cricket Nets	-	3,822	-	-
Barkly Park Upgrade Female Change Room	-	57,899	100,000	80,000
Allans Flat Waterhole Enhancements	48,578	4,778	15,000	13,547
Butson Park Yack Changerooms	-	-	22,500	-
Barnawartha Recreation Reserve	225,000	18	-	-
Barnawartha Recreation Reserve - Playground	99,050	5,024	-	(94,050)
Carlyle Cemetery - Drainage Works	-	890	-	20,000
Rutherglen Silo Precinct Art Work	-	1,902	-	4,000
Wahgunyah Playground Project	2,273	-	-	-
Tangambalanga Shelter Project	2,273	-	-	-
<b>Total Projects</b>	<b>633,981</b>	<b>562,131</b>	<b>137,500</b>	<b>281,144</b>
<b>Total NON ISC Owned Assets</b>	<b>633,981</b>	<b>562,131</b>	<b>137,500</b>	<b>281,144</b>

\*\*\* The above statement of Capital Works & NON ISC Owned Assets should be read in conjunction with the Capital Works Monitor\*\*\*

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.1 Our financial management is sound, responsible and effective.

### SOCIAL/COMMUNITY IMPLICATIONS

This report provides details of Council's performance across a range of services, works and programs that support and enhance the wellbeing of residents and visitors to Indigo Shire.

### ENVIRONMENTAL IMPLICATIONS

In May 2017 Council adopted the following resolution.

*That Council:*

- 1. divests its investments (when they become due) to financial institutions that do not invest in the fossil fuel industry.*
- 2. divests future long-term borrowings when they fall due, to financial institutions that do not invest in the fossil fuel industry.*
- 3. notes that Council will retain the current (non-divested) transactional banking provider at this time, however Council will advise this bank the intention to move to a divested provider in the future if they continue to support the fossil fuel industry; and*
- 4. writes to Council's current banking providers to advise them of Council's stance on fossil-free financial institutions*

In accordance with this resolution:

- All investments are held with financial institutions that have divested their interests away from fossil fuel companies.
- Transactional banking has not been reassessed since the resolution and remains with a non-divested bank.

### FINANCIAL IMPLICATIONS

Addressed throughout the report.

### LEGISLATIVE IMPLICATIONS

The Local Government Act requires Council to report financial information quarterly. Indigo Shire Council report financials monthly, as well as a more comprehensive Report at completion of each quarter.

All financial reporting is compliant with the Australian Accounting Standards and audited annually by the Victorian Auditor General Office.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Poor performance against budget	Possible	Moderate	Medium	Regular monitoring and reporting of financial position

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

Nil

#### **Engagement outcomes**

Nil

#### **Engagement proposed**

Each month Council reports on financial performance in the public Council Meeting. This is part of the annual performance planning and reporting cycle that also includes annual budgets (operating and capital), monthly reports, and annual financial and performance reporting.

### CONCLUSION

In summary, the ninth month of the financial year shows a favourable result compared with Council's YTD forecast.

Expectation is the under expenditure will reduce as such aligning with the end of year forecast

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- Phil Garoni – Manager Finance

#### **Attachments**

1. May Service Plan Statement [**11.4.1** - 1 page]

May 2025 - Service Plan Area Statement

**Note:** For both actual and budget a positive net result means a postive net contribution to Council and a negative net result means a net cost to Council.

(Red variance) is unfavourable

Black variance is favourable

	Year to Date ( YTD )						
Service Plan Area	YTD actuals	YTD Forecast	YTD variance \$	YTD variance %	Annual Budget	Quarter 2 Forecast	2023/24 May YTD Actual
<b>Community &amp; econonmic development services</b>							
Ageing Well	(75,673)	(116,727)	41,054	35%	(125,874)	(129,387)	(62,684)
Community Development	(148,188)	(141,832)	(6,356)	(4%)	(533,250)	(323,318)	(24,649)
Creative Communities	(884,287)	(907,630)	23,343	3%	(1,032,565)	(1,045,111)	(907,178)
Early years	(72,666)	(127,027)	54,360	43%	(266,676)	(181,322)	44,480
Economic development	(177,449)	(188,746)	11,296	6%	(210,855)	(245,190)	(268,818)
Recreation	(851,540)	(878,295)	26,755	3%	(866,964)	(921,890)	(760,648)
Tourism	(533,231)	(534,290)	1,060	0%	(703,410)	(703,086)	(564,418)
Visitor Experience & Museums	(1,296,146)	(1,332,928)	36,782	3%	(1,332,167)	(1,296,297)	(1,073,834)
Young people	58,534	(11,115)	69,649	627%	(77,371)	(30,974)	35,250
<b>Surplus / (deficit) community &amp; econonmic developme</b>	<b>(3,980,646)</b>	<b>(4,238,589)</b>	<b>257,943</b>	<b>6%</b>	<b>(5,149,132)</b>	<b>(4,876,574)</b>	<b>(3,582,498)</b>
<b>Infrastructure services</b>							
Asset management	(273,644)	(215,384)	(58,260)	(27%)	(283,035)	(283,035)	(265,987)
Buildings & property	(911,740)	(910,559)	(1,181)	(0%)	(1,098,687)	(1,123,020)	(917,477)
Buller gas	254,911	304,901	(49,989)	(16%)	628,762	550,485	304,143
Capital Works Management	(296,011)	(284,324)	(11,687)	(4%)	(380,690)	(317,322)	(298,587)
Development Engineering	(63,221)	(97,767)	34,547	35%	(110,816)	(110,815)	(55,244)
Drainage	(68,003)	(41,411)	(26,592)	(64%)	(45,407)	(45,372)	(128,840)
Emergency Management Works	178,415	(183,604)	362,019	197%	(524,988)	673,445	(1,134,918)
Environment & Sustainability	(276,452)	(329,911)	53,459	16%	(376,431)	(389,920)	(239,868)
Parks & gardens	(1,026,646)	(927,727)	(98,919)	(11%)	(1,017,634)	(1,021,106)	(918,872)
Pathways	(187,690)	(195,915)	8,225	4%	(267,653)	(267,885)	(191,828)
Plant Equipment & fleet	(60,074)	(283,664)	223,590	79%	(44,727)	(408,035)	39,592
Quarries	103,913	89,824	14,089	16%	53,096	53,104	(11,790)
Roads & Bridge Maintenance	(228,731)	(55,178)	(173,553)	(315%)	(237,264)	(270,656)	(2,441,719)
Tree services	(525,831)	(521,521)	(4,309)	(1%)	(701,082)	(572,838)	(506,621)
Waste management	972,150	948,865	23,284	2%	101,344	155,701	695,991
<b>Surplus / (deficit) infrastructure services</b>	<b>(2,408,654)</b>	<b>(2,703,375)</b>	<b>294,721</b>	<b>11%</b>	<b>(4,305,212)</b>	<b>(3,377,269)</b>	<b>(6,072,026)</b>
<b>Office of the CEO</b>							
Carlyle Cemetery	15,862	9,083	6,778	75%	0	0	(12,880)
Communications	(340,215)	(362,125)	21,911	6%	(411,002)	(404,510)	(286,507)
Customer Experience	(409,688)	(477,700)	68,012	14%	(580,774)	(540,267)	(479,332)
Executive management	(1,584,633)	(1,574,540)	(10,093)	(1%)	(1,752,810)	(1,734,802)	(1,452,857)
Governance	(160,798)	(171,665)	10,867	6%	(363,333)	(359,533)	(150,626)
Information Management	(157,914)	(165,137)	7,224	4%	(192,476)	(192,580)	(122,776)
People and culture	(685,606)	(665,584)	(20,022)	(3%)	(855,481)	(863,759)	(716,994)
Risk management	(915,908)	(939,302)	23,393	2%	(1,023,744)	(925,200)	(866,571)
<b>Surplus / (deficit) office of the CEO</b>	<b>(4,238,900)</b>	<b>(4,346,970)</b>	<b>108,070</b>	<b>2%</b>	<b>(5,179,620)</b>	<b>(5,020,652)</b>	<b>(4,088,542)</b>
<b>Planning &amp; corporate services</b>							
Asset depreciation	(7,137,300)	(7,132,888)	(4,411)	(0%)	(8,295,051)	(7,841,225)	(5,917,647)
Building control services	(341,219)	(295,778)	(45,441)	(15%)	(182,857)	(243,058)	(240,772)
Environmental health services	35,754	(28,550)	64,305	225%	(36,310)	(73,499)	117,116
Financial services	3,669,306	3,610,093	59,213	2%	3,768,399	3,523,030	65,786
Information technology	(1,730,951)	(1,655,265)	(75,686)	(5%)	(1,683,593)	(1,891,861)	(1,178,233)
Local laws & animals	(97,729)	(78,159)	(19,570)	(25%)	(101,178)	(96,432)	(60,237)
Planning	(771,246)	(867,775)	96,529	11%	(1,041,300)	(1,063,538)	(694,321)
Rates & property services	16,241,883	16,225,034	16,849	0%	16,289,692	16,177,910	15,815,875
<b>Surplus / (deficit) planning &amp; corporate services</b>	<b>9,868,499</b>	<b>9,776,712</b>	<b>91,787</b>	<b>1%</b>	<b>8,717,801</b>	<b>8,491,327</b>	<b>7,907,567</b>
<b>Surplus / (deficit)</b>	<b>(759,701)</b>	<b>(1,512,222)</b>	<b>752,521</b>	<b>50%</b>	<b>(5,916,163)</b>	<b>(4,783,168)</b>	<b>(5,835,499)</b>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.5 PP230017 - 46 OAK AVENUE, BEECHWORTH

James Turner - Manager Planning & Statutory Services

Planning and Corporate Services

For Decision

#### **RECOMMENDATION**

That Council resolves to grant a notice of decision to grant a permit for use and development of the land for a store in the Mixed Use Zone at 46 Oak Avenue, Beechworth, subject to the following conditions:

#### **Plans**

##### **Endorsed Plans – Development**

1. The development as shown on the endorsed plans must not be altered unless with the prior written consent of the Responsible Authority.

##### **Compliance with Endorsed Plans**

2. At all times what the permit allows must be carried out in accordance with the requirements of any plans or documents approved under this permit to the satisfaction of the responsible authority.

#### **Amenity**

##### **Residential Amenity**

3. The use must at all times be conducted in a manner which ensures that the residential amenity of nearby residential properties is not detrimentally affected to the satisfaction of the Responsible Authority.

##### **All goods stored internally**

4. All goods stored on the land must be stored inside the shed on the site, to the satisfaction of the responsible authority.

##### **Prohibited storage**

5. No goods, whether considered separately or together, that require any approval, license, permit or similar under the Occupational Health and Safety Regulations 2017, Dangerous Goods Act 1985, Dangerous Goods (Storage and Handling) Regulations 2012, or from the Environmental Protection Authority under any legislation or regulation they administer, are permitted to be stored on the site at any time.

##### **Connection to services**

6. Prior to the building being occupied or the use commencing, the building must be connected to power, water, sewerage, telecommunications and stormwater, to the satisfaction of the responsible authority.

##### **No parking in Castle Lane**



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

7. Vehicles, including cars and trucks, that are under the control of the operator or employees of the store must not be parked in Castle Lane at any time.

### **Sealed site**

8. Prior to the building being occupied or the use commencing, the site must be sealed, in accordance with the endorsed plans and to the satisfaction of the responsible authority.

### **Compliance with STORM report**

9. Prior to the occupation of the building, the measures listed in the STORM Rating Report, prepared by Peter Wood and dated 25/11/2024, and in particular 4m<sup>2</sup> of infiltration sandy loam must be installed to the satisfaction of the responsible authority. If an alternative measure is proposed, it must achieve the same or better outcomes.

All stormwater measures must be maintained on an ongoing basis to the satisfaction of the responsible authority.

### **Neat and tidy site**

10. The subject land must be kept neat and tidy at all times in the opinion of the responsible authority, and its appearance must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality.

If the site is in an unsatisfactory state, the responsible authority may direct in writing that the site be cleaned, and any notice must explicitly state the actions required to clean the site. Any such notice must give a date for compliance no less than 28 days from the date of the notice. If the issues raised by the notice have not been addressed by the compliance date (including any extensions), then the components of this permit relating to the use of the land expire.

### **Car Parking**

#### **Loading/unloading**

11. The loading and unloading of goods from vehicles must only be carried out on the land and must not disrupt the circulation and parking of vehicles on the land, to the satisfaction of the responsible authority.

Any loading or unloading must only occur between the hours of 7am and 7pm, Monday to Saturday, and 8am to 5pm on Sundays.

#### **Parking on Nearby Roads**

12. Vehicles under the control of the operator of the use or the operator's staff must not be parked on the nearby roads to the satisfaction of the Responsible Authority.

### **Time Limits**

#### **Permit Expiry – Use and Development**

13. This permit will expire if one of the following circumstances applies:
  - a. The development is not started within 2 years of the issued date of this permit.
  - b. The development is not completed within 4 years of the issued date of this permit.
  - c. The use does not start within 2 years of completion of the development.
  - d. Once commenced, the use ceases for a period of 2 years.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

### EXECUTIVE SUMMARY

This application proposes the use and development of a store at 46 Oak Avenue, Beechworth. The application is a retrospective application, lodged in response to enforcement issues raised by both the Building and Planning Departments of Council.

The proposed shed is located within the Mayday Hills precinct, but is not affected by any heritage or any other overlays, meaning the assessment is made under the Mixed Use Zone applying to the site.

The application is coming before Council because the proposal has received four objections, and as a result, in accordance with the instrument of delegation, needs to go before Council for a decision.

While the objectors have raised a number of legitimate concerns, the proposed development is an acceptable response to the planning context, and should be approved, subject to strict conditions to protect amenity.

PROPERTY ADDRESS	46 Oak Avenue, Beechworth
EXISTING USE OF LAND	Vacant
NUMBER OF OBJECTIONS	4
ZONING	Mixed Use Zone
OVERLAY	None
RELEVANT CLAUSES	Discussed below.
STATUTORY DAYS	897
DATE APPLICANT NOTIFIED OF COUNCIL MEETING	2/6/2025, via email.

### BACKGROUND

#### **Site and surrounds**

The site has a total area of approximately 5.3ha, however a subdivision is currently in process which will create a lot of 5280m<sup>2</sup>.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



The subject site is located at the southern edge of the Mayday complex, adjoining land that was used as part of the asylum farm. Prior to the unapproved construction of the shed, the land was effectively vacant.

- The Mayday Hills area is a state significant heritage area, relating to the former asylum based on the site. The current proposal is not within the identified heritage area;
- The site is accessed from Castle Place, a small laneway provides access to the shed;
- Nearby there are a number of small outbuildings, including the pumphouse and the gardeners cottage, some of which have been converted to residential uses.
- There are also a small number of relocatable buildings, in various states of repair.
- A small cluster of minor industrial uses occurs at the corner of Oak Avenue and Castle Place, however the area is otherwise mostly low density residential and/or rural.
- The site itself has a slight downwards slope to the north, access is via a gravel driveway and there is a single large tree, which is not native and will not be affected by the proposal.

### Relevant Site History

The Mayday Hills area has a long and complicated planning history. In terms of the current site, the key planning history items are:

- The installation of the dwelling, shown on the bottom of the aerial, and known as the “Castle House”, due to its role in the film “The Castle”.
- Planning permits PP19-0278 and PP18-0189, which allow the mostly constructed subdivision at the southern end of the Mayday Hills area, including the separation of the current subject site on to its own lot.

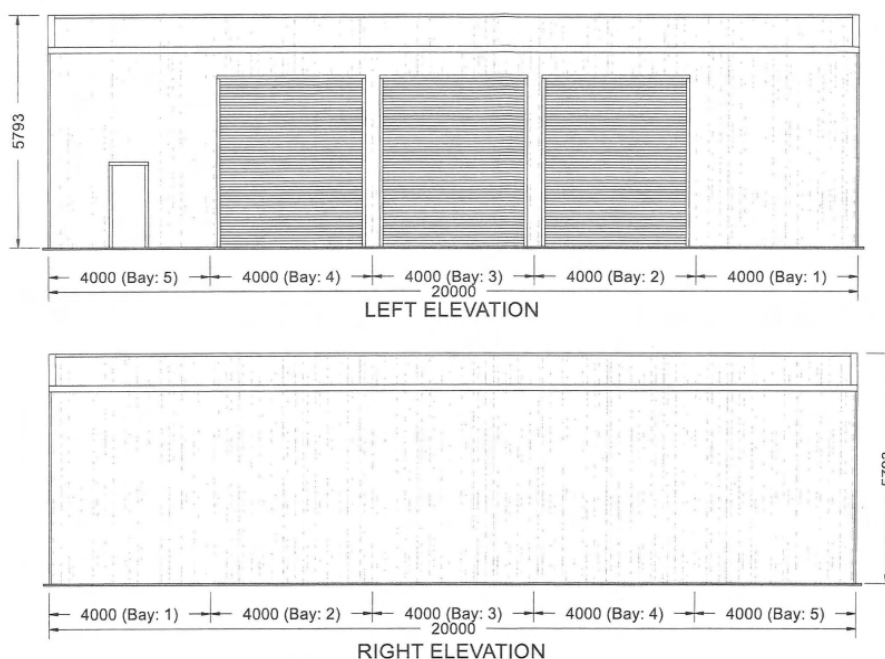
## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Current planning application PP240066, which is considering use of the land south of the subject site for the storage of relocatable buildings and a dwelling. This permit has not yet been decided.

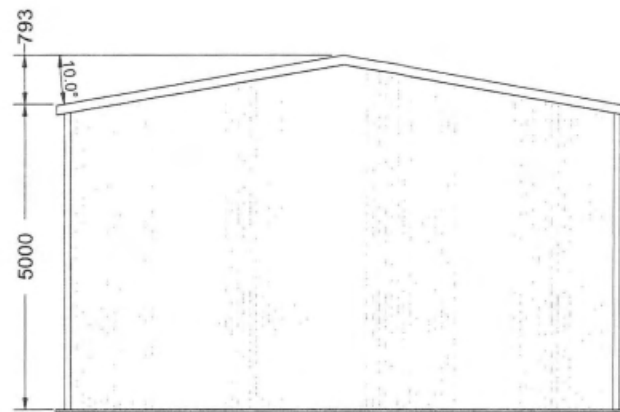
None of these applications directly affect the current proposal.

### PROPOSAL

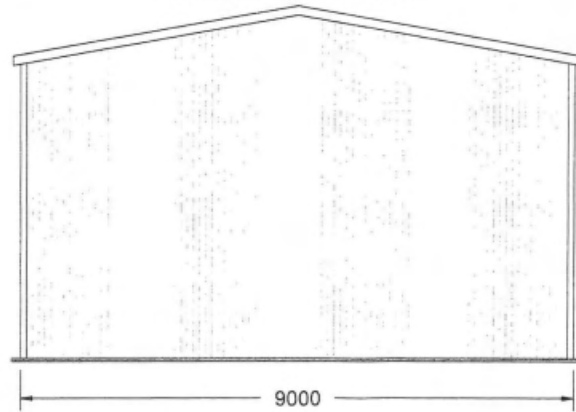
The proposed application seeks retrospective approval for construction of a shed, and prospective approval of the use of the land as a store. The shed is constructed of Colorbond®, and appears to be a lighter shade such as Windspray or Surfmist. The proposed use, store, is defined as *land used to store goods, machinery, or vehicles*. This is a wide definition, covering many potential uses of the land. The applicant has not specified an exact use, so the proposed conditions prevent the storage of items with unacceptable amenity impacts.



**SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**



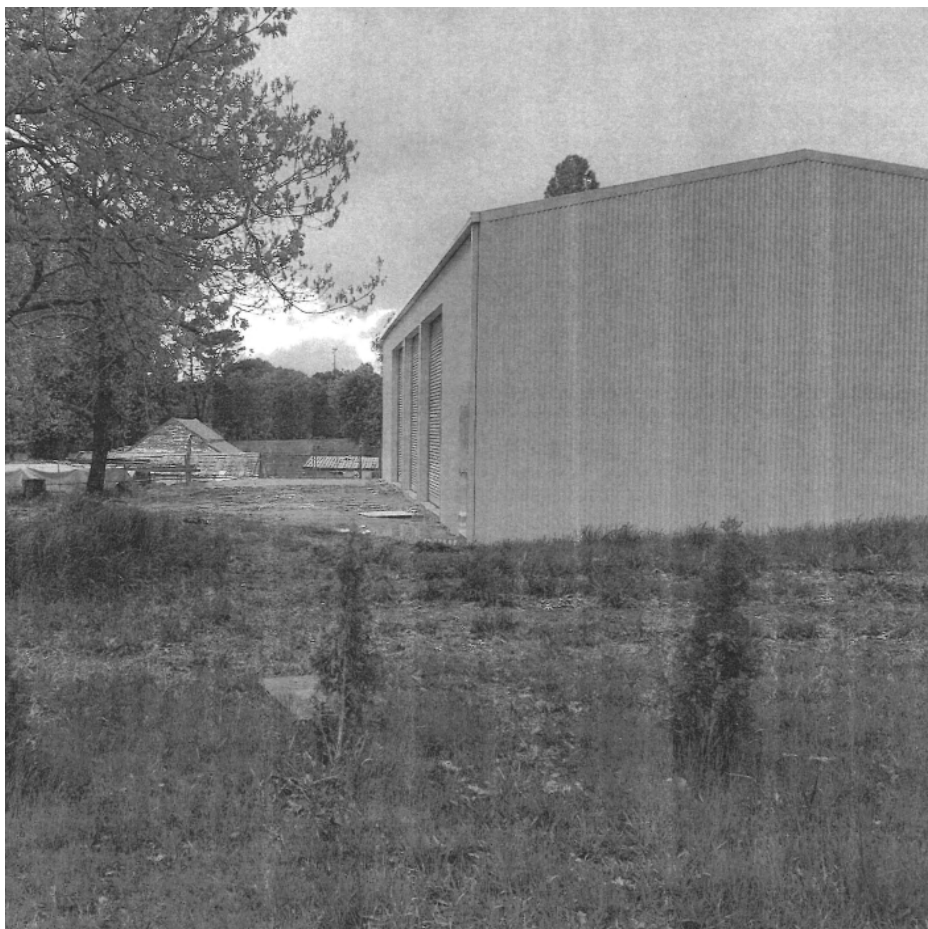
**FRONT ELEVATION**



**REAR ELEVATION**



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



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### INDIGO PLANNING SCHEME

#### **Zoning**

The subject site is located within the Mixed Use Zone.

Pursuant to Clause 32.04-2, a planning permit is required for the use of the land as a store, nested under warehouse in the table of uses. As the proposed use is not listed in clause 53.10, the use meets the condition and is a section 2 use.

Pursuant to Clause 32.04-10, a permit is required for buildings and works for a section 2 use.

#### **Overlays**

No overlays apply.

#### **Particular Provisions**

No particular provisions trigger a permit.

#### **General Provisions**

No general provisions trigger a permit.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### CONSULTATION

#### **Public Notice**

Public notice was undertaken by letter to adjoining landowners and by a sign on site. Shortly after the sign was placed near the shed, a gate was locked, restricting access to this sign. Once Council became aware, a new sign was erected in a different location, and the clock reset.

Ultimately, notice ran from 1 May to 15 May.

Four objections were received. The objections had the following themes:

- Proximity to residential lots;
- Neighbourhood character;
- Impact on heritage values, and in particular heritage listed trees;
- Environmental impacts;
- Visual impacts;
- The applicants history on the site, including the alleged unlawful construction of the shed;
- Unclear future use of the shed; and
- Difficulty accessing information and other procedural defects.

Planner comments:

There are several issues raised that are discussed later in this report, but there are a few issues not discussed elsewhere.

Firstly, it is a legitimate response to enforcement activity to seek to have alleged unlawful works retrospectively approved. VCAT has previously considered similar matters, and the following points can be discerned:

- Applying for a permit in response to enforcement activity by the responsible authority is acceptable.
- A retrospective application should be treated the same as a new application. The applicant should neither be advantaged nor disadvantaged by making such an application.
- As the works are already complete, it is appropriate for Council to consider these works in its assessment.
- If a retrospective application is unsuccessful, Council can proceed to enforcement, including removal any unlawful works. It is common for VCAT to hear simultaneous applications for enforcement orders and planning permits, on the basis that if a permit is granted then an enforcement order is redundant.

Secondly, Council has fully and correctly followed the requirements relating to public notice. While not a strict requirement, a sign on site is routine, and it was relocated when Council became aware of the existing sign becoming obscured.

Thirdly, while the Mayday precinct has very high heritage values, the current site is not affected by the Heritage Overlay. In the past 18 months, VCAT has determined that only considerations relating to the relevant planning control are relevant to the assessment. As the permit is not triggered by the Heritage



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Overlay, heritage matters, such as relating to trees, are unable to be considered in this matter. There are no other controls relating to trees, so their removal on this land is permitted without a permit.

Finally, the visual impact of the shed has been assessed as part of this proposal and is considered acceptable. The shed, although large, is made of materials and colours common for sheds of this type. With a floor area of 180m<sup>2</sup>, similar sheds used in conjunction with dwellings on large lots do not normally trigger a permit. The shed is not excessively visible, is located in a robust area with a wide variety of built forms, and is acceptable in its context.

### Referrals

#### Internal

Assets Team – No response.

### DISCUSSION

#### **Planning Policy Framework**

##### 02.03-1 Settlement – Beechworth

This clause contains the following strategic directions:

- *Guide the location and development of future industrial land*
- *Support adaptive reuse of the former Beechworth prison, former Ovens and Murray Hospital for the Aged and Mayday Hills.*
- *Consolidate commercial development within the central commercial precinct.*

Planner comments:

This clause applies because of the location within the Mayday Hills precinct. The proposal is consistent with these directions, being an adaptive reuse of part of the Mayday site.

##### 02.03-5 Built Environment and Heritage

This clause contains the following strategic directions:

Built environment and heritage

- *Protect, conserve, and enhance the Shire's rich character, built environment, heritage, and natural features.*
- *Encourage sensitive design and siting of buildings and development within historic towns and rural landscapes.*

Environmentally sustainable design

- *Encourage the use of solar passive design in development.*
- *Encourage development design to be adaptable to climate change.*

Planner comments:

This clause provides little relevant guidance to the proposal. To the extent relevant, the proposal complies with the requirements.

##### 02.03-7 Economic development

This clause contains the following strategic directions:

- ...

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *Support the creation of local job opportunities and the diversification of the range of products and services available to residents.*

Planner comments:

While the proposal is relatively modest, the use of the site as a store has the potential to increase the employment base of the shire.

- ..
- *Encourage that development is compatible with the Shire's economic base, including heritage, landscapes, and agricultural land.*

Planner comments:

The proposed shed is not directly adjacent to any heritage buildings and does not pose a threat to the wider Mayday precinct.

### 11.01-1S - Settlement

This clause has the following objective:

*To facilitate the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.*

The proposed use and development of a store helps, marginally, in facilitating the growth of Beechworth and the employment opportunities therein.

This clause also contains the following relevant strategies:

- ...
- 
- *Provide for growth in population and development of facilities and services across a regional or sub-regional network.*
- *Plan for development and investment opportunities along existing and planned transport infrastructure.*
- ...
- *Deliver networks of high-quality integrated settlements that have a strong identity and sense of place, are prosperous and are sustainable by:*
  - ...
  - *Developing settlements that will support resilient communities and their ability to adapt and change.*
  - *Balancing strategic objectives to achieve improved land use and development outcomes at a regional, catchment and local level.*
  - ...
- ...
- *Limit urban sprawl and direct growth into existing settlements.*
- *Promote and capitalise on opportunities for urban renewal and infill redevelopment.*
- ...

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Planner comments:

The proposed use and development of a store is consistent with these strategies.

### 11.01-1R - Settlement - Hume

This clause supports clause 11.01-1S with the following strategy:

- ...
- *Support growth and development in other existing urban settlements and foster the sustainability of small rural settlements.*
- ...

Planner comments:

The proposed development is consistent with this clause.

### 11.01-1L-01 - Beechworth

The clause applies because the subject site is located within the Beechworth area identified in the clause.

The clause has the following strategies:

- *Support adaptive reuse of the:*
  - ...
  - *Mayday Hills.*

Planner comments:

The proposal is consistent with this strategy.

### 13.05-1S Noise management

This clause has the following objective:

*To assist the management of noise effects on sensitive land uses.*

Planner comments:

While the proposed development has a risk of impacts, these can be appropriately addressed through permit conditions.

The clause has the following relevant objectives:

- *Ensure that development is not prejudiced and community amenity and human health is not adversely impacted by noise emissions.*
- *Minimise the impact on human health from noise exposure to occupants of sensitive land uses (residential use, child care centre, school, education centre, residential aged care centre or hospital) near the transport system and other noise emission sources through suitable building siting and design (including orientation and internal layout), urban design and land use separation techniques as appropriate to the land use functions and character of the area.*

Planner comments

The proposal can comply with appropriate permit conditions.

### **13.07-1S Land use compatibility**

This clause has the following objective:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

*To protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.*

Planner comments:

The primary off-site impacts of the proposal relate to traffic and noise issues. Both can be appropriately addressed by permit conditions.

The clause is supported by the following strategies:

- *Ensure that use or development of land is compatible with adjoining and nearby land uses.*
- *Avoid locating incompatible uses in areas that may be impacted by adverse off-site impacts from commercial, industrial and other uses.*
- *Avoid or otherwise minimise adverse off-site impacts from commercial, industrial and other uses through land use separation, siting, building design and operational measures.*
- *Protect commercial, industrial and other employment generating uses from encroachment by use or development that would compromise the ability of those uses to function safely and effectively.*

Planner comments:

The proposal is compatible with nearby land use, subject to conditions relating to noise, traffic and storage.

### 15.01-1S Urban design

This clause has the following objective:

*To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.*

This clause also has the following relevant strategies:

- *Require development to respond to its context in terms of character, cultural identity, natural features, surrounding landscape and climate.*

Generally complies.

- ...
- *Ensure development supports public realm amenity and safe access to walking and cycling environments and public transport.*
- ...
- *Ensure that development provides landscaping that support the amenity, attractiveness and safety of the public realm.*
- *Ensure that development, including signs, minimises detrimental impacts on amenity, on the natural and built environment and on the safety and efficiency of roads.*
- *Promote good urban design along and abutting transport corridors.*

Planner comments:

Complies, either directly or by condition.

The proposed shed interacts appropriately with the public realm, and does not have a significant, unacceptable impact on amenity.

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### 15.01-2S Building Design

This clause has the following objective:

*To achieve building design and siting outcomes that contribute positively to the local context, enhance the public realm and support environmentally sustainable development.*

Planner comment:

The proposed building is a simple shed, without much architectural detail. While basic, this is still acceptable in the context of this site.

This clause has the following strategies:

- *Ensure a comprehensive site analysis forms the starting point of the design process and provides the basis for the consideration of height, scale, massing and energy performance of new development.*

Planner comment:

A comprehensive analysis has not been prepared or submitted in this case, but as the application is retrospective, it is not required in this case.

- ...
- *Minimise the detrimental impact of development on neighbouring properties, the public realm and the natural environment.*

Planner comment:

Complies. The relevant use complies by condition.

- *Improve the energy performance of buildings through siting and design measures that encourage:*
  - *Passive design responses that minimise the need for heating, cooling and lighting.*
  - *On-site renewable energy generation and storage technology.*
  - *Use of low embodied energy materials.*

Planner comment:

No detail provided, but this is likely to be limited given the nature of the development.

- ....
- *Encourage water efficiency and the use of rainwater, stormwater and recycled water.*
- *Minimise stormwater discharge through site layout and landscaping measures that support on-site infiltration and stormwater reuse.*

Planner comments:

Stormwater has been appropriately addressed and reinforced by conditions.

- *Ensure the form, scale, and appearance of development enhances the function and amenity of the public realm.*

Planner comments:

Generally complies.

- ...

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *Ensure development considers and responds to transport movement networks and provides safe access and egress for pedestrians, cyclists and vehicles.*

Planner comments:

Complies by condition.

- ...
- *Ensure development provides landscaping that responds to its site context, enhances the built form, creates safe and attractive spaces and supports cooling and greening of urban areas.*

Planner comments:

Complies by condition.

### 17.01-1S Diversified economy

This clause has the following objective:

*To strengthen and diversify the economy.*

Planner comments:

The proposed development assists in achieving this objective.

This clause also contains the following relevant strategies:

- *Protect and strengthen existing and planned employment areas and plan for new employment areas.*

Planner comment:

N/A at this scale.

- ...
- *Improve access to jobs closer to where people live.*

Planner comment:

The proposal supports this through its location in the Mixed Use Zone.

- *Support rural economies to grow and diversify.*

Planner comment:

Complies.

### 19.03-3L Stormwater Management

This clause has the following objectives:

*To improve the rate of on-site retention and treatment of stormwater.*

*To improve the quality of stormwater by reducing pollutants entering the stormwater system, particularly from construction sites.*

*To increase the use of water sensitive urban design in new development.*

Planner comments:

The applicant has proposed certain measures as part of a STORM report. These will be required to be implemented by permit condition and will meet these objectives.

This clause contains the following strategies:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *Discourage development that re-directs stormwater flows.*
- *Encourage water sensitive urban design, including on-site filtration, water tanks and settling ponds.*
- *Support development that sets aside land for stormwater detention and treatment, in addition to any requirement for the provision of open space.*
- *Support development that includes measures to minimise off-site stormwater run-off.*

Planner comments:

The proposal, subject to conditions, generally complies.

This clause has the following Policy guidelines:

Consider as relevant:

- *Encourage dwellings that incorporate a rainwater tank, plumbed to toilets and garden taps, with only the overflow from the rainwater tank to be directly discharged to each lot's stormwater point.*
- *Encourage water saving measures such as AAA rated fixtures and a pressure reduction valve.*
- *Encourage subdivision to include stormwater detention and filtration through use of grassed swales, wetlands and infiltration trenches.*
- *Buildings and subdivision to provide a 30 metre vegetated buffer strip from a waterway.*

Planner comments:

The proposed use of a sandy loam infiltration area complies with these requirements.

### Zone

#### Mixed Use Zone

The Mixed Use Zone has the following objectives:

Objective	Planner comment
To implement the Municipal Planning Strategy and the Planning Policy Framework.	Discussed elsewhere in this report.
To provide for a range of residential, commercial, industrial and other uses which complement the mixed-use function of the locality.	The proposed shed and use as a store is consistent with this requirement.
To provide for housing at higher densities.	N/A.
To encourage development that responds to the existing or preferred neighbourhood character of the area.	No preferred character is specified for this site. The proposed shed is consistent with the industrial/rural interface of the area, and its height and proportions are appropriate for the area.
To facilitate the use, development and redevelopment of land in accordance with the objectives specified in a schedule to this zone.	Nothing specified in the schedule to the zone.



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Clause 32.04-3 lists the following requirements for use of the land as a warehouse:

*The use of land for an industry, service station or warehouse must not adversely affect the amenity of the neighbourhood, including through:*

- *The transport of materials or goods to or from the land.*
- *The appearance of any stored materials or goods.*
- *Traffic generated by the use.*
- *Emissions from the land.*

Planner comments:

The proposed development does pose some risk with these matters, so appropriate permit conditions will be required relating to sealed and constructed access and storage locations

Clause 32.04-15 contains the decision guidelines:

Guidelines	Planner Comments
<u><i>General</i></u>	
<i>The Municipal Planning Strategy and the Planning Policy Framework.</i>	Discussed earlier in this report and generally supportive.
<i>The objectives set out in a schedule to this zone.</i>	The relevant objectives have been considered.
<i>Any other decision guidelines specified in a schedule to this zone.</i>	No additional decision guidelines specified.
<i>The impact of overshadowing on existing rooftop solar energy systems on dwellings on adjoining lots in a Mixed Use Zone or Residential Growth Zone.</i>	No impacts identified.
<u><i>Use for industry, service station and warehouse</i></u>	
<i>The effect that existing uses on adjoining or nearby land may have on the proposed use.</i>	Subject to conditions relating to access, storage and amenity, the proposed use is acceptable.
<i>The design of buildings, including provision for solar access.</i>	While the design is a basic sheet metal shed, this is an appropriate design in its context and considering the proposed use.
<i>The availability and provision of utility services.</i>	Services are understood to be available, and connection will be required by condition.
<i>The effect of traffic to be generated by the use.</i>	The proposal has the potential to generate problematic traffic. Appropriate conditions should address this issue.
<i>The interim use of those parts of the land not required for the proposed use.</i>	No detail provided. Can be addressed by condition.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<i>Whether the use is compatible with adjoining and nearby land uses.</i>	The proposed use is compatible.
<i>For non-residential uses, the proposed hours of operation, noise and any other likely off-site amenity impacts.</i>	Not provided, will be imposed by condition.
<u>Subdivision</u>	N/A.
<u>Construction and extension of one dwelling on a lot and a small second dwelling</u>	N/A.
<u>Construction and extension of two or more dwellings on a lot, dwellings on common property and residential buildings</u>	N/A.

### Overlays

N/A, no overlays apply to the site.

### Particular Provisions

#### 52.06 Car Parking

This clause has the following objectives:

Objective	Planner comment
To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.	Discussed in the context of the PPF earlier in this report.
To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality	Considered as part of the assessment under this clause.
To support sustainable transport alternatives to the motor car.	Limited alternatives in this location.
To promote the efficient use of car parking spaces through the consolidation of car parking facilities.	N/A.
To ensure that car parking does not adversely affect the amenity of the locality.	Met by condition.
To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.	Complies, or complies by condition.

Clause 52.06-5 and table 1 list the parking requirements. For the use of land as a store, the requirement is 10% of the site. The plans show 10% of the site as available for car parking.

#### 53.18 Stormwater management in urban development

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This clause applies as the site is in the mixed use, and none of the exemptions at clause 53.18-1 apply. The relevant clauses are 53.18-5 with standard W2 and 53.18-6 with standard W3.

The purpose of the provision is:

*To ensure that stormwater in urban development, including retention and reuse, is managed to mitigate the impacts of stormwater on the environment, property and public safety, and to provide cooling, local habitat and amenity benefits.*

Planner comments:

The proposed treatment measures, reinforced by conditions, comply with this requirement.

Standard W2 requires:

*The stormwater management system should be designed to:*

- *Meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).*
- *Minimise the impact of chemical pollutants and other toxicants including by, but not limited to, bunding and covering or roofing of storage, loading and work areas.*
- *Contribute to cooling, improving local habitat and providing attractive and enjoyable spaces.*

Planner comments:

The STORM report submitted demonstrates that the proposal achieves the performance objectives, which will be reinforced by condition.

Standard W3 requires:

*An application should describe how the site will be managed prior to and during the construction period and may set out requirements for managing:*

- *Erosion and sediment.*
- *Stormwater.*
- *Litter, concrete and other construction wastes.*
- *Chemical contamination.*

Planner comments:

As this is a retrospective application, these requirements are not relevant to the proposal.

The clause lists the following additional decision guidelines:

- *Any relevant water and stormwater management objective, policy or statement set out in this planning scheme.*

Planner comments:

Considered.

- *The capacity of the site to incorporate stormwater retention and reuse and other water sensitive urban design features.*

Planner comments:

The site has sufficient capacity to absorb and treat the stormwater generated.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *Whether the development has utilised alternative water sources and/or incorporated water sensitive urban design.*

Planner comments:

No alternative water supply is proposed. The proposal has attempted to incorporate WSUD measures.

- *Whether stormwater discharge from the site will adversely affect water quality entering the drainage system.*

Planner comments:

No adverse impacts have been identified.

- *The capacity of the drainage network to accommodate additional stormwater.*

Planner comments:

No issues have been raised.

- *Whether the stormwater treatment areas can be effectively maintained.*

Planner comments:

Ensured by appropriate conditions.

- *Whether the owner has entered into an agreement to contribute to off-site stormwater management in lieu of providing an on-site stormwater management system.*

Planner comment:

N/A.

### General Provisions

#### 65.01 Approval of an application or plan

Clause 65.01 contains the following decision guidelines:

Guideline	Response
The matters set out in section 60 of the Act.	The proposal is consistent with the requirement of section 60 of the act.
Any significant effects the environment, including the contamination of land, may have on the use or development.	No significant impacts have been identified.
The Municipal Planning Strategy and the Planning Policy Framework.	Considered and generally supportive.
The purpose of the zone, overlay or other provision.	Considered and generally supportive.
Any matter required to be considered in the zone, overlay or other provision.	All relevant matters have been considered.
The orderly planning of the area.	The proposal represents orderly planning
The effect on the environment, human health and amenity of the area.	The risk of negative outcomes has been appropriately ameliorated by permit conditions.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The proximity of the land to any public land.	No nearby public land will be negatively affected.
Factors likely to cause or contribute to land degradation, salinity or reduce water quality.	No relevant land quality or salinity issues identified. Water quality is addressed by appropriate permit conditions.
Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.	The proposal includes stormwater measure which will improve stormwater quality.
The extent and character of native vegetation and the likelihood of its destruction.	No native vegetation removal proposed or anticipated.
Whether native vegetation is to be or can be protected, planted or allowed to regenerate.	No proposed.
The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.	No additional risks identified as a result of this proposal.
The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.	Complies - loading facilities are adequate.
The impact the use or development will have on the current and future development and operation of the transport system.	No unacceptable impacts identified.

### CONCLUSION

The proposed shed and use of the land for a store is an acceptable response to the Indigo Planning Scheme, and should be supported, subject to conditions.

The confidential attachment(s) is confidential under Section 3(1)(f) of the Local Government Act 2020, because it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is because the information is personal information of objectors who submitted their information in confidence as part of the planning process. Disclosure of this information would be unreasonable as it is not required in order to consider the planning permit.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- James Turner - Manager Planning & Statutory Services
- Steven Hawkins - Planning Coordinator

### CONFIDENTIAL ATTACHMENTS

A confidential attachment has been provided to Councillors under separate cover. Section 197A of the Planning and Environment Act 1997 determines the way Councils are able to make certain planning documents available to the public. The Act provides that the confidential document listed below can only be made available for public inspection:

- at Council offices during business hours, or
- electronically via Council's website subject to strict public availability requirements, requiring significant editing of individual documents.

### **Attachments**

1. P P 230017 - Redacted - Application - Planning Permit ~ Avenue - Beechworth - PN 9488. PDF - Other - [11.5.1 - 18 pages]
2. P P 230017 - P P 23-0017 - Plans for endorsement - 46 Oak Avenue - Beechworth - PN 9488.pdf - Plans [11.5.2 - 5 pages]
3. CONFIDENTIAL REDACTED - PP230017 - Objections [11.5.3 - 7 pages]





Planning Enquiries  
Phone: (03) 5728 8000  
Local call: 1300 365 003  
Web: [www.indigoshire.vic.gov.au](http://www.indigoshire.vic.gov.au)

Clear Form

Office Use Only

Application No.:

Date Lodged: / /

## Application for a Planning Permit

If you need help to complete this form, read MORE INFORMATION at the end of this form.

**Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the Planning and Environment Act 1987. If you have any questions, please contact Council's planning department.**

**Questions marked with an asterisk (\*) must be completed.**

**If the space provided on the form is insufficient, attach a separate sheet.**

**Click for further information.**

### The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

**Street Address \***

Unit No.:	St. No.: <b>46</b>	St. Name: <b>OAK AVE</b>
Suburb/Locality: <b>BEECHWORTH</b>		Postcode: <b>3747</b>

**Formal Land Description \***

Complete either A or B.

**This information can be found on the certificate of title.**

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

A	Lot No.: <b>84</b>	<input type="radio"/> Lodged Plan	<input type="radio"/> Title Plan	<input checked="" type="radio"/> Plan of Subdivision	No.: <b>7222400/01</b>
OR					
B	Crown Allotment No.:		Section No.:		
Parish/Township Name:					

### The Proposal

**You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.**

**For what use, development or other matter do you require a permit? \***

**Use & development of a Store**

**Provide additional information about the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.**

**Estimated cost of any development for which the permit is required \***

Cost \$ **150,000**

**You may be required to verify this estimate. Insert '0' if no development is proposed.**



## Existing Conditions

### Describe how the land is used and developed now \*

For example, vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Existing shed (unapproved)  
otherwise vacant site

☒ Provide a plan of the existing conditions. Photos are also helpful.

## Title Information

### Encumbrances on title \*

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- ☐ Yes (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- ☒ No
- ☐ Not applicable (no such encumbrance applies).

☒ Provide a full, current copy of the title for each individual parcel of land forming the subject site. The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', for example, restrictive covenants.

## Applicant and Owner Details

Provide details of the applicant and the owner of the land.

### Applicant \*

The person who wants the permit.

Please provide at least one contact phone number \*

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

### Owner \*

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

### Contact information for applicant OR contact person below

Business phone:  Email:

Mobile phone:  Fax:

### Contact person's details\*

Same as applicant ☐

Name:  Title:  First Name:  Surname:

Organisation (if applicable):

Postal Address:

If it is a P.O. Box, enter the details here:

Unit No.:  St. No.:  St. Name:

Suburb/Locality:  State:  Postcode:

Name:

Same as applicant ☐

Title:  First Name:  Surname:

Organisation (if applicable):

Postal Address:

If it is a P.O. Box, enter the details here:

Unit No.:  St. No.:  St. Name:

Suburb/Locality:  State:  Postcode:


Owner's Signature (Optional):  Date:

day / month / year

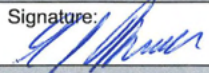
## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Declaration

This form must be signed by the applicant \*

 Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

Signature: 

Date:

day / month / year

### Need help with the Application?

General information about the planning process is available at [planning.vic.gov.au](http://planning.vic.gov.au)

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

Has there been a pre-application meeting with a council planning officer?

☐ No

☐ Yes

If 'Yes', with whom?:

Date:

day / month / year

### Checklist

Have you:

☐

Filled in the form completely?

☐

Paid or included the application fee?



Most applications require a fee to be paid. Contact Council to determine the appropriate fee.



Provided all necessary supporting information and documents?

☐

A full, current copy of title information for each individual parcel of land forming the subject site.

☐

A plan of existing conditions.

☐

Plans showing the layout and details of the proposal.

☐

Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.

☐

If required, a description of the likely effect of the proposal (for example, traffic, noise, environmental impacts).

☐

Completed the relevant council planning permit checklist?

☐

Signed the declaration above?

### Lodgement

Lodge the completed and signed form, the fee and all documents with:

#### Mailing address:

Indigo Shire Council  
PO Box 28  
Beechworth VIC 3747

#### Planning Office location:

34 High Street  
Yackandandah

#### Contact information:

Phone: 1300 365 003  
Fax: (03) 5728 1676  
Email: [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

Deliver application in person, by post or by electronic lodgement.



## MORE INFORMATION

### The Land

Planning permits relate to the use and development of the land. It is important that accurate, clear and concise details of the land are provided with the application.

#### How is land identified?


Land is commonly identified by a street address, but sometimes this alone does not provide an accurate identification of the relevant parcel of land relating to an application. Make sure you also provide the formal land description – the lot and plan number or the crown, section and parish/township details (as applicable) for the subject site. This information is shown on the title.

See **Example 1**.

### The Proposal

#### Why is it important to describe the proposal correctly?


The application requires a description of what you want to do with the land. You must describe how the land will be used or developed as a result of the proposal. It is important that you understand the reasons why you need a permit in order to suitably describe the proposal. By providing an accurate description of the proposal, you will avoid unnecessary delays associated with amending the description at a later date.

 Planning schemes use specific definitions for different types of use and development. Contact the Council planning office at an early stage in preparing your application to ensure that you use the appropriate terminology and provide the required details.

#### How do planning schemes affect proposals?

A planning scheme sets out policies and requirements for the use, development and protection of land. There is a planning scheme for every municipality in Victoria. Development of land includes the construction of a building, carrying out works, subdividing land or buildings and displaying signs.

Proposals must comply with the planning scheme provisions in accordance with Clause 61.05 of the planning scheme. Provisions may relate to the State Planning Policy Framework, the Local Planning Policy Framework, zones, overlays, particular and general provisions. You can access the planning scheme by either contacting Council's planning department or by visiting the Planning Schemes Online section of the department's website <http://planning-schemes.delwp.vic.gov.au>

 You can obtain a planning certificate to establish planning scheme details about your property. A planning certificate identifies the zones and overlays that apply to the land, but it does not identify all of the provisions of the planning scheme that may be relevant to your application. Planning certificates for land in metropolitan areas and most rural areas can be obtained by visiting [www.landata.vic.gov.au](http://www.landata.vic.gov.au) Contact your local Council to obtain a planning certificate in Central Goldfields, Corangamite, Macedon Ranges and Greater Geelong. You can also use the free Planning Property Report to obtain the same information.


See **Example 2**.


#### Estimated cost of development

In most instances an application fee will be required. This fee must be paid when you lodge the application. The fee is set down by government regulations.

To help Council calculate the application fee, you must provide an accurate cost estimate of the proposed development. This cost does not include the costs of development that you could undertake without a permit or that are separate from the permit process. Development costs should be calculated at a normal industry rate for the type of construction you propose.

Council may ask you to justify your cost estimates. Costs are required solely to allow Council to calculate the permit application fee. Fees are exempt from GST.

 Costs for different types of development can be obtained from specialist publications such as Cordell Housing: Building Cost Guide or Rawlinsons: Australian Construction Handbook.

 Contact the Council to determine the appropriate fee. Go to [planning.vic.gov.au](http://planning.vic.gov.au) to view a summary of fees in the Planning and Environment (Fees) Regulations.

### Existing Conditions

#### How should land be described?

You need to describe, in general terms, the way the land is used now, including the activities, buildings, structures and works that exist (e.g. single dwelling, 24 dwellings in a three-storey building, medical centre with three practitioners and 8 car parking spaces, vacant building, vacant land, grazing land, bush block).

Please attach to your application a plan of the existing conditions of the land. Check with the local Council for the quantity, scale and level of detail required. It is also helpful to include photographs of the existing conditions.

See **Example 3**.

### Title Information

#### What is an encumbrance?

An 'encumbrance' is a formal obligation on the land, with the most common type being a 'mortgage'. Other common examples of encumbrances include:

- **Restrictive Covenants:** A 'restrictive covenant' is a written agreement between owners of land restricting the use or development of the land for the benefit of others, (eg. a limit of one dwelling or limits on types of building materials to be used).
- **Section 173 Agreements:** A 'section 173 agreement' is a contract between an owner of the land and the Council which sets out limitations on the use or development of the land.
- **Easements:** An 'easement' gives rights to other parties to use the land or provide for services or access on, under or above the surface of the land.
- **Building Envelopes:** A 'building envelope' defines the development boundaries for the land.

Aside from mortgages, the above encumbrances can potentially limit or even prevent certain types of proposals.

#### What documents should I check to find encumbrances?

Encumbrances are identified on the title (register search statement) under the header 'encumbrances, caveats and notices'. The actual details of an encumbrance are usually provided in a separate document (instrument) associated with the title. Sometimes encumbrances are also marked on the title diagram or plan, such as easements or building envelopes.

#### What about caveats and notices?


A 'caveat' is a record of a claim from a party to an interest in the land. Caveats are not normally relevant to planning applications as they typically relate to a purchaser, mortgagee or chargee claim, but can sometimes include claims to a covenant or easement on the land. These types of caveats may affect your proposal.

Other less common types of obligations may also be specified on title in the form of 'notices'. These may have an effect on your proposal, such as a notice that the building on the land is listed on the Heritage Register.

#### What happens if the proposal contravenes an encumbrance on title?

Encumbrances may affect or limit your proposal or prevent it from proceeding. Section 61(4) of the *Planning and Environment Act 1987* for example, prevents a Council from granting a permit if it would result in a breach of a registered restrictive covenant. If the proposal contravenes any encumbrance, contact the Council for advice on how to proceed.

You may be able to modify your proposal to respond to the issue. If not, separate procedures exist to change or remove the various types of encumbrances from the title. The procedures are generally quite involved and if the encumbrance relates to more than the subject property, the process will include notice to the affected party.

 You should seek advice from an appropriately qualified person, such as a solicitor, if you need to interpret the effect of an encumbrance or if you seek to amend or remove an encumbrance.

[illegible]



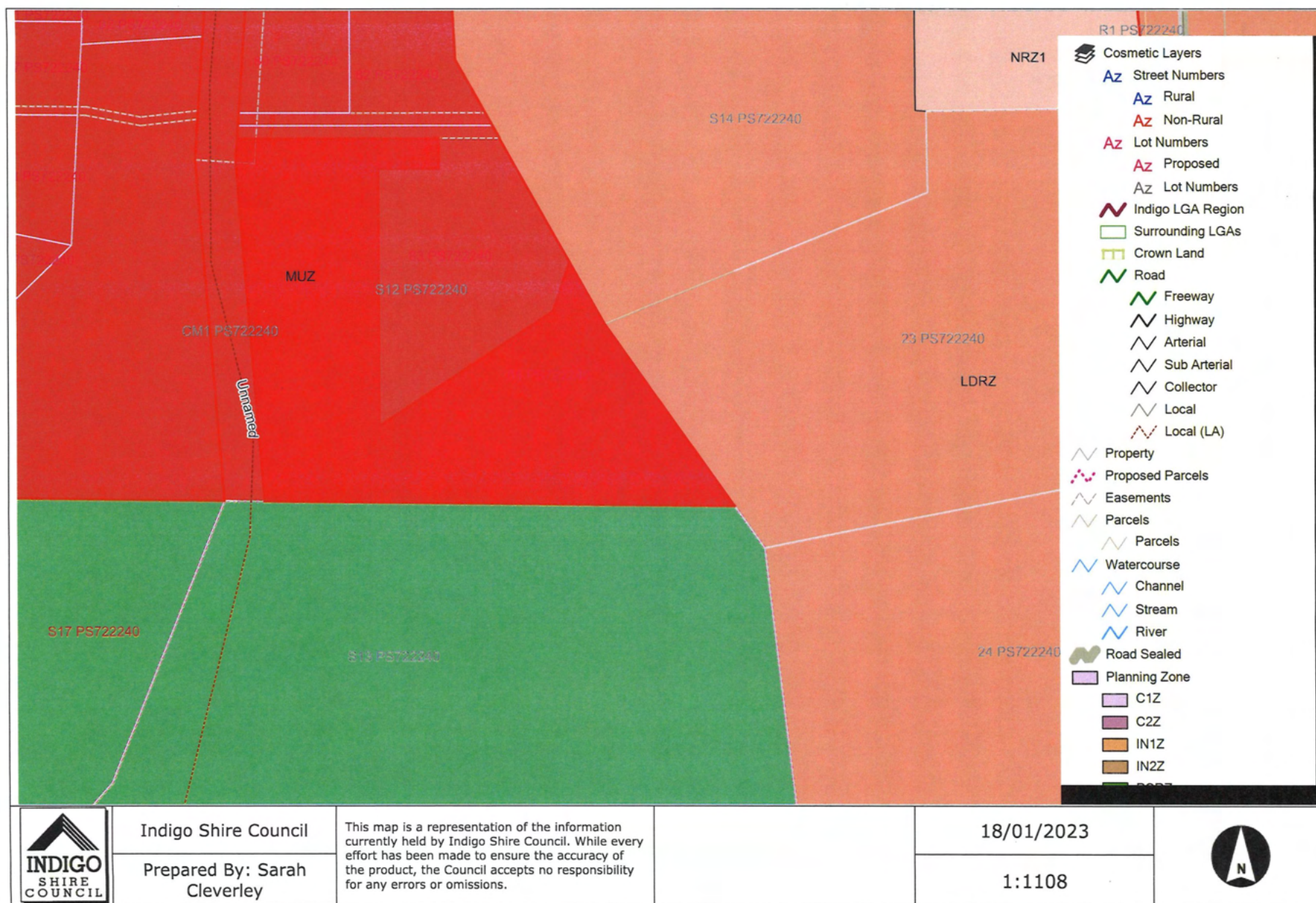
# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Attachment 11.5.1  
P P 230017 - Redacted - Application - Planning  
Permit ~ Avenue - Beechworth - PN 9488. PDF  
- Other -



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025





# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

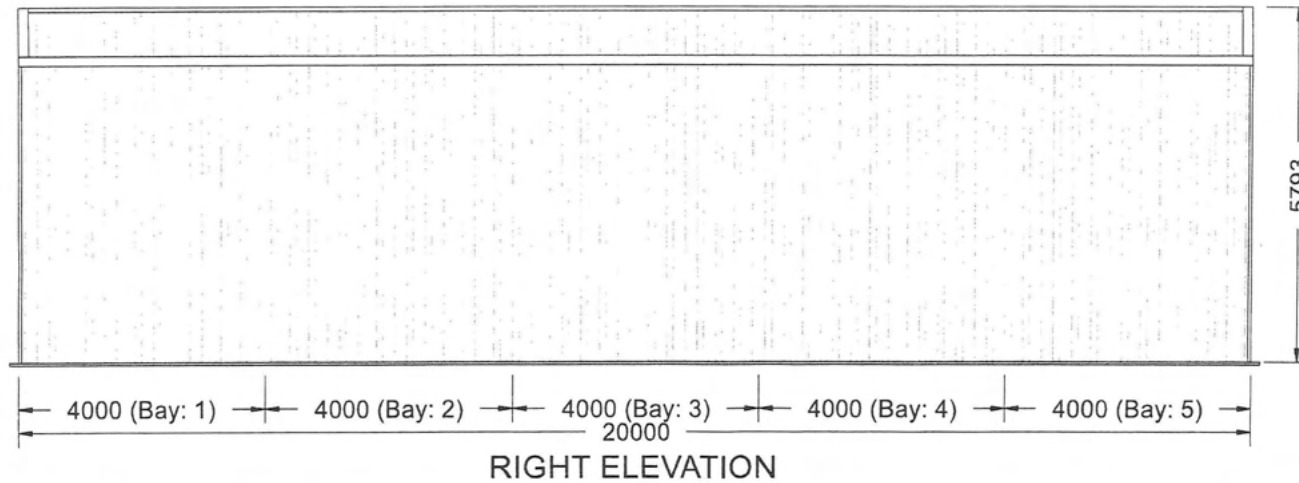


## Attachment 11.5.1

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- Other -



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



George Zuev 28 OCT 2021  
VIC PE 2458

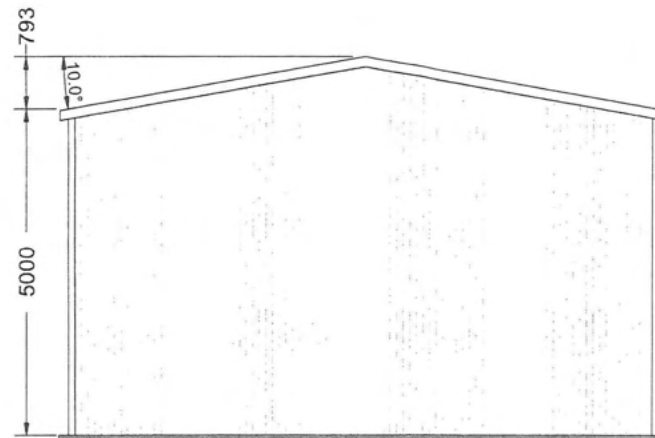
PLANS DRAWN BY  
**NOW BUILDINGS**  
P 1300 559 668 F 1300 554 882  
E trevor@nowbuildings.com.au  
www.nowbuildings.com.au

JOB DETAILS  
PROPOSED PROJECT: Fendy027748 | 9m x 20m x 5m - Enclosed Building  
CUSTOMER: Mayday Hills Beechworth Pty Ltd, George Fendyk  
SITE: 445 Stanley Rd, Beechworth, VIC, 3747

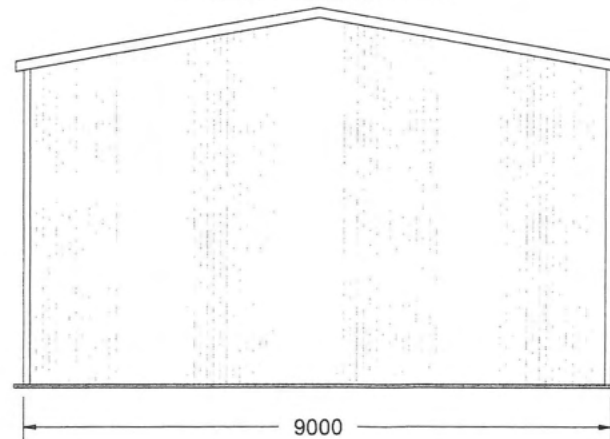
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DRAWING TYPE: Architectural Drawings  
DRAWING SCALE: 1:66

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



FRONT ELEVATION



REAR ELEVATION

George Zuev 28 OCT 2021  
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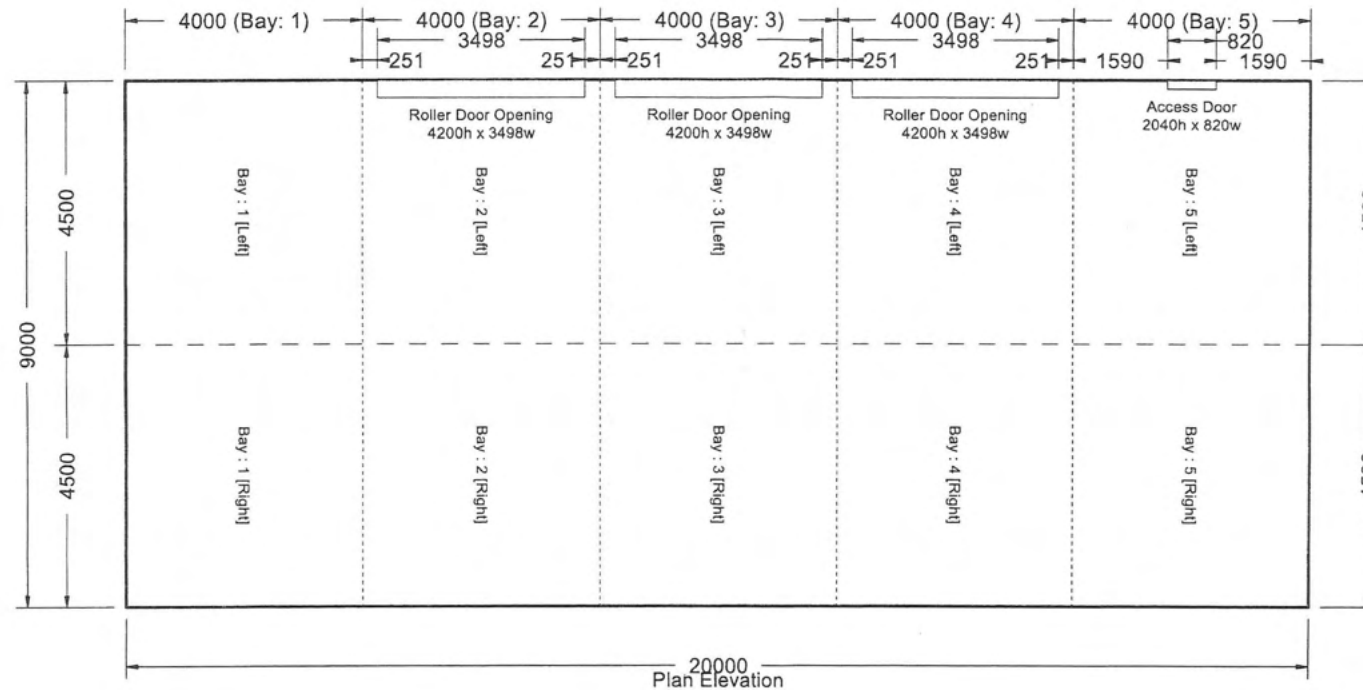
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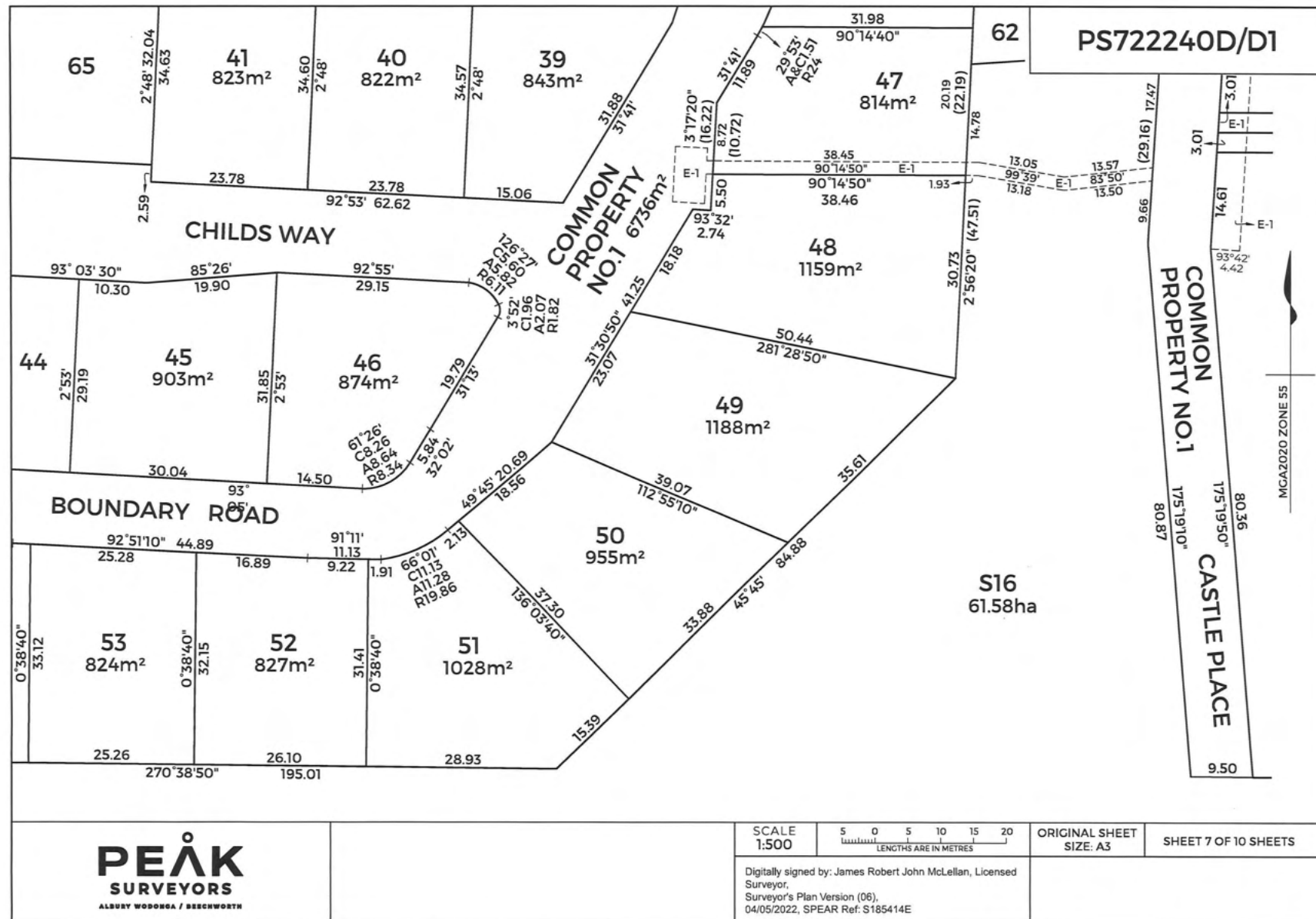
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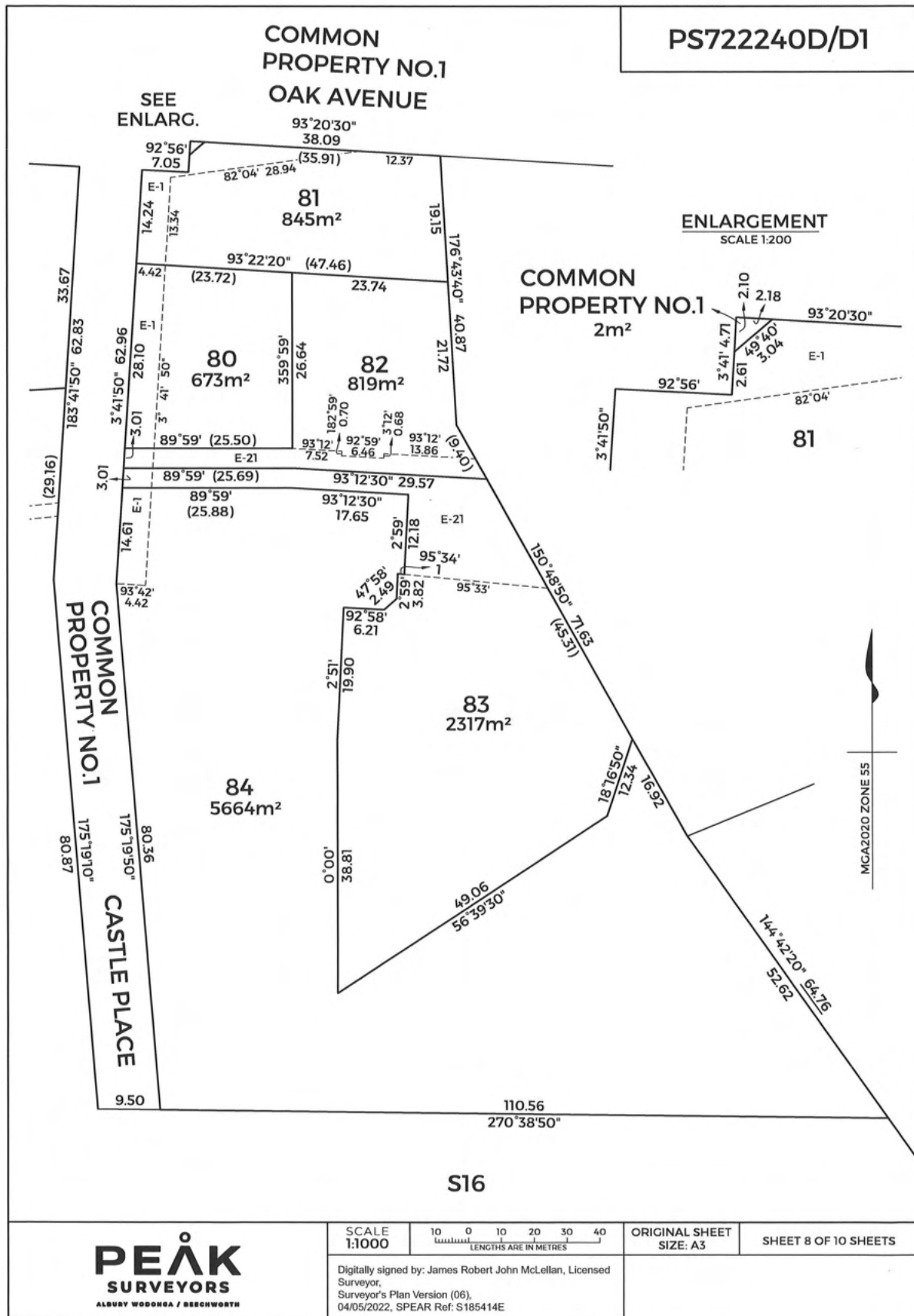
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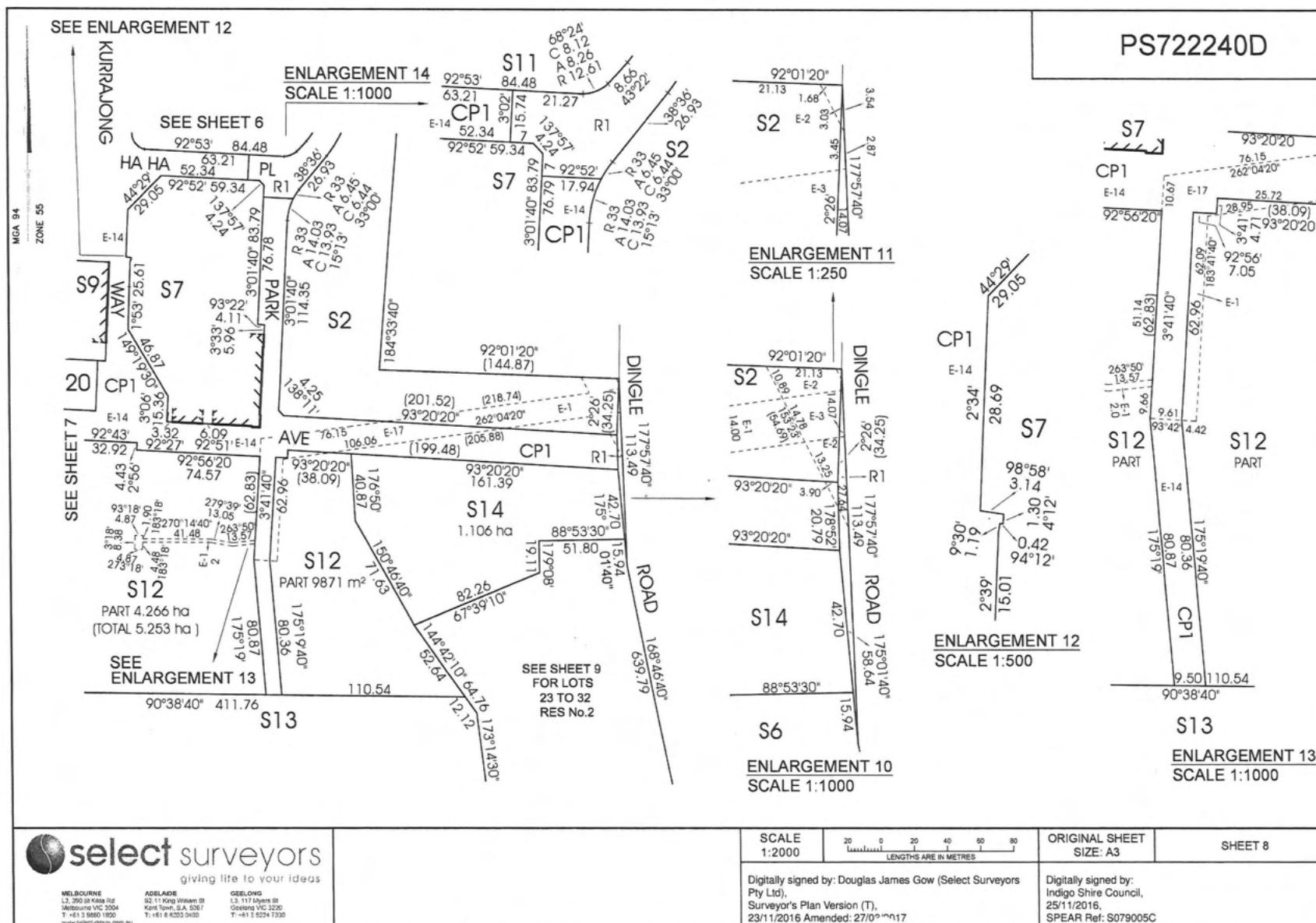


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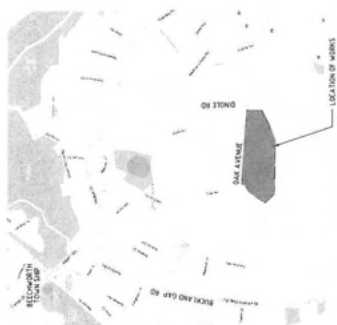
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Attachment 11.5.1  
P P 230017 - Redacted - Application - Planning  
Permit ~ Avenue - Beechworth - PN 9488. PDF  
- Other -

# MAYDAY HILLS STAGE 12 & 13

## OAK AVENUE, BEECHWORTH VIC



LOCALITY PLAN  
NOT TO SCALE

SHEET NO.	DRAWING TITLE	REVISION	DWG. NO.
1	COVER SHEET	M	1000TL-001
2	GENERAL LAYOUT PLAN SH 1 OF 2	M	1000TL-002
3	GENERAL LAYOUT PLAN SH 2 OF 2	M	1000TL-003
4	BOUNDARY ROAD CROSS SECTIONS SH 1 OF 3	M	1000TL-004
5	BOUNDARY ROAD CROSS SECTIONS SH 2 OF 3	M	1000TL-005
6	BOUNDARY ROAD CROSS SECTIONS SH 3 OF 3	M	1000TL-006
7	OAK AVENUE LONGITUDINAL SECTION	M	1000TL-007
8	OAK AVENUE CROSS SECTIONS SH 1 OF 2	M	1000TL-008
9	OAK AVENUE CROSS SECTIONS SH 2 OF 2	M	1000TL-009
10	ROAD 1 CROSS SECTIONS SH 1 OF 2	M	1000TL-010
11	ROAD 1 CROSS SECTIONS SH 2 OF 2	M	1000TL-011
12	ROAD 2 CROSS SECTIONS SH 1 OF 2	M	1000TL-012
13	ROAD 2 CROSS SECTIONS SH 2 OF 2	M	1000TL-013
14	BOUNDARY ROAD CROSS SECTIONS	M	1000TL-014
15	POST TENSIONING PLAN	M	1000TL-015
16	CUT OFF BEAM LONGITUDINAL SECTION	M	1000TL-016
17	SEWERAGE LONGITUDINAL SECTION SH 1 OF 3	M	1000TL-017
18	SEWERAGE LONGITUDINAL SECTION SH 2 OF 3	M	1000TL-018
19	SEWERAGE LONGITUDINAL SECTION SH 3 OF 3	M	1000TL-019
20	SEWERAGE LONGITUDINAL SECTION SH 1 OF 2	M	1000TL-020
21	SEWERAGE LONGITUDINAL SECTION SH 2 OF 2	M	1000TL-021
22	SEWERAGE LONGITUDINAL SECTION SH 3 OF 2	M	1000TL-022
23	SEWERAGE LONGITUDINAL SECTION SH 4 OF 2	M	1000TL-023
24	SEWERAGE LONGITUDINAL SECTION SH 5 OF 2	M	1000TL-024
25	SEWERAGE LONGITUDINAL SECTION SH 6 OF 2	M	1000TL-025
26	SEWERAGE LONGITUDINAL SECTION SH 7 OF 2	M	1000TL-026
27	SEWERAGE LONGITUDINAL SECTION SH 8 OF 2	M	1000TL-027
28	SEWERAGE LONGITUDINAL SECTION SH 9 OF 2	M	1000TL-028
29	SEWERAGE LONGITUDINAL SECTION SH 10 OF 2	M	1000TL-029
30	SEWERAGE LONGITUDINAL SECTION SH 11 OF 2	M	1000TL-030



391 TOWNSEND STREET ALBURY NSW 2640  
PHONE (02) 4027233 FAX (02) 404-12579  
EMAIL consulting@sje.com.au



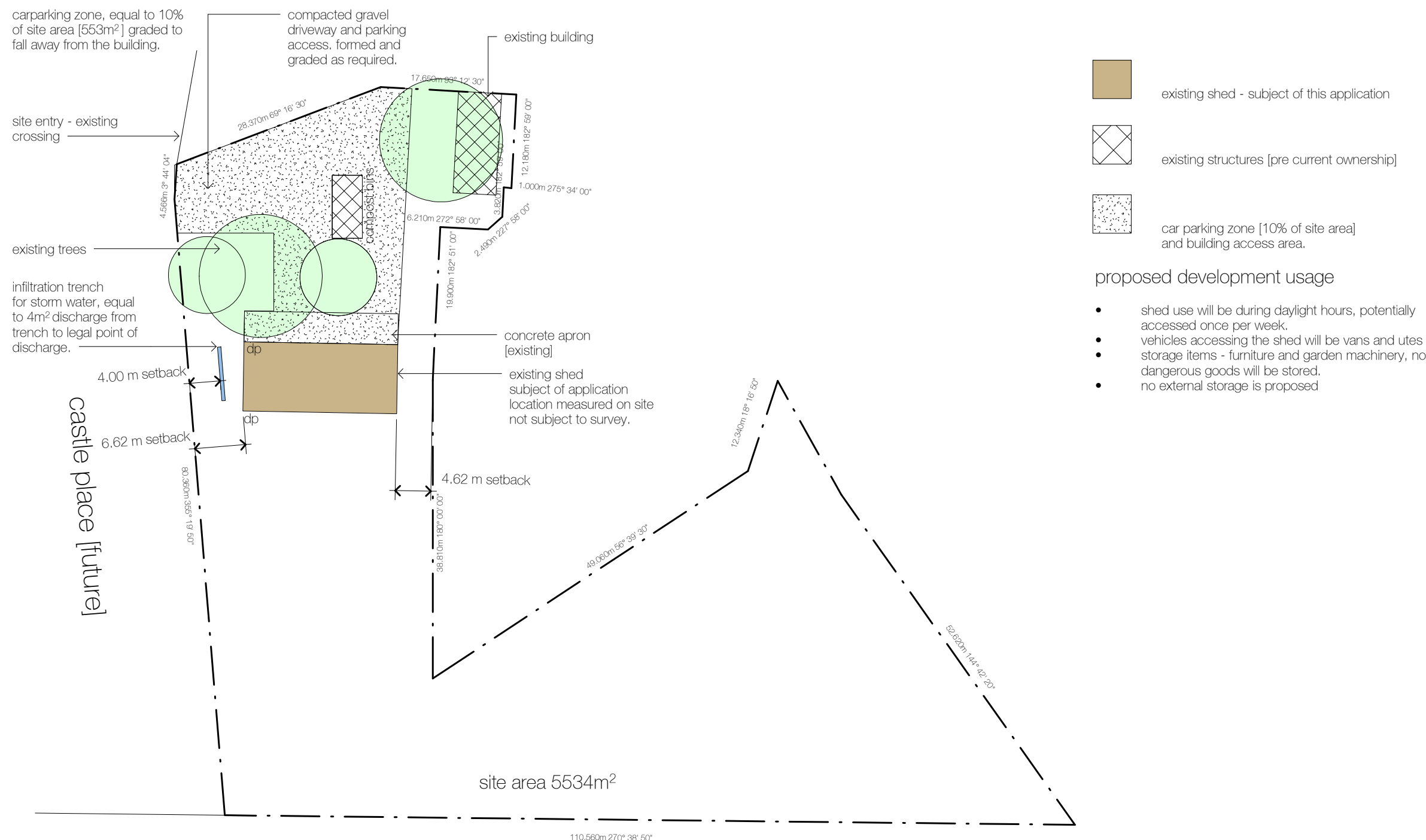
SITE PLAN  
SCALE 1:1000 @ A1

- GENERAL NOTES:**
- CONSTRUCTION TO BE COMPLETED BY 30/06/2025. ALL SERVICES BY HAND PRIOR TO COMMENCEMENT OF ANY WORKS TO BE COMPLETED BY 30/06/2025.
  - ALL EXISTING SERVICES TO BE MAINTAINED AND NOT TO BE DISRUPTED. ALL SERVICES TO BE MAINTAINED AND NOT TO BE DISRUPTED.
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ABBREVIATION TABLE

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27	27.000	27.000	27.000
28	28.000	28.000	28.000
29	29.000	29.000	29.000
30	30.000	30.000	30.000





- existing shed - subject of this application
- existing structures [pre current ownership]
- car parking zone [10% of site area] and building access area.

- proposed development usage
- shed use will be during daylight hours, potentially accessed once per week.
  - vehicles accessing the shed will be vans and utes
  - storage items - furniture and garden machinery, no dangerous goods will be stored.
  - no external storage is proposed

SITE PLAN

ORIGINAL DRAWING AT A3 SIZE

All work to conform to the specification and drawings. Figured dimensions take precedence over scale dimensions. Contractors must verify all dimensions on site before starting any work or making shop drawings. Any discrepancies shall immediately be referred to Inspace for clarification. Drawings will not be used for construction purposes until issued by Inspace for construction. No works are to begin without the mandatory consents and permit approvals. Reproduction or use of design by any party for any purpose is expressly forbidden without the written consent from Inspace. Copyright of the design is owned by Inspace.

Project North

Issue	Date	Revision Description
A	21.11.24	For comment
B	25.11.24	Hard stand area altered. Infiltration trench updated.

40 Ford Street  
Beechworth Vic 3747  
PO Box 792  
Yackandandah Vic 3749

Phone 03 5728 1843  
Email office@inspace.net.au  
ABN 71 544 255 420  
DPAD-2022

Project Number  
FE24-11-01

Project  
SHED (in retrospect)

46 OAK AVE. BEECHWORTH

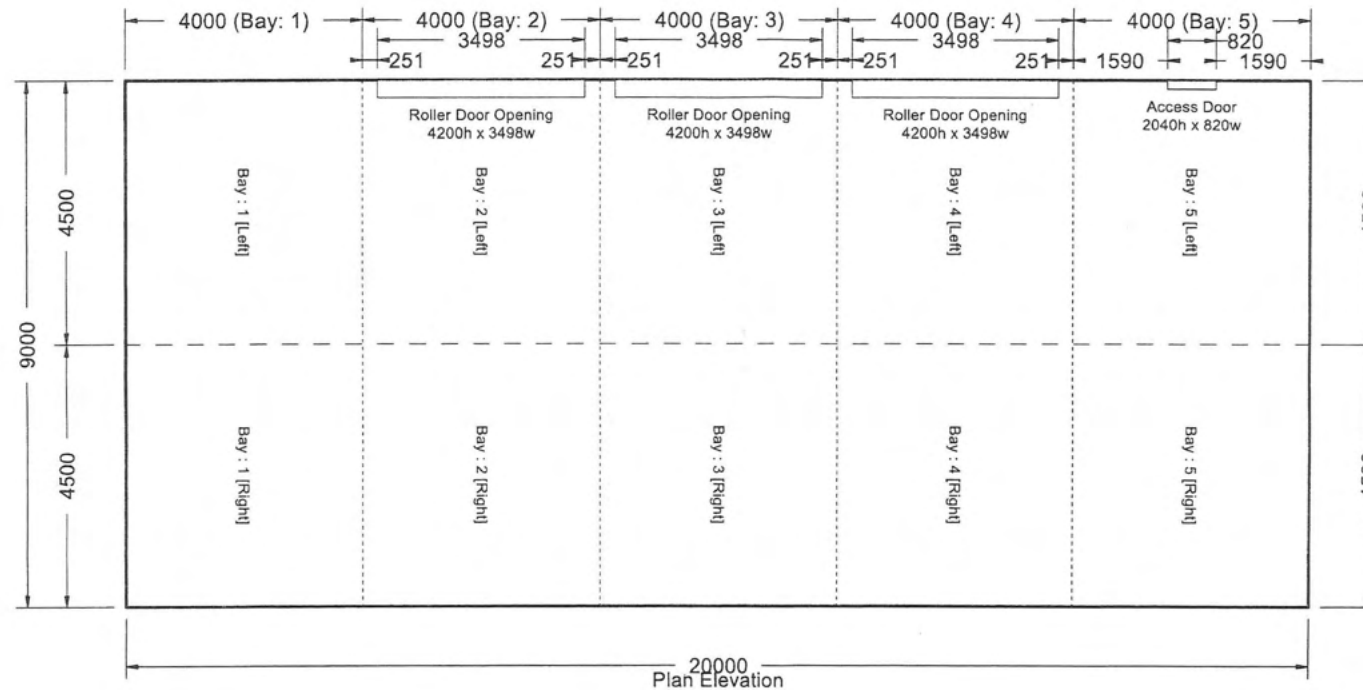
Drawing Title SITE PLAN		
Drawn	Status	Printed
PW	PLANNING	25/11/2024 11:53:20 AM
Scale	1 : 500 @ A3	Date 21.11.24
Property reference		

Drawing Number  
PP01

Issue  
B

© INSPACE

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



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VIC PE 2458

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DRAWING NO.: AP27748

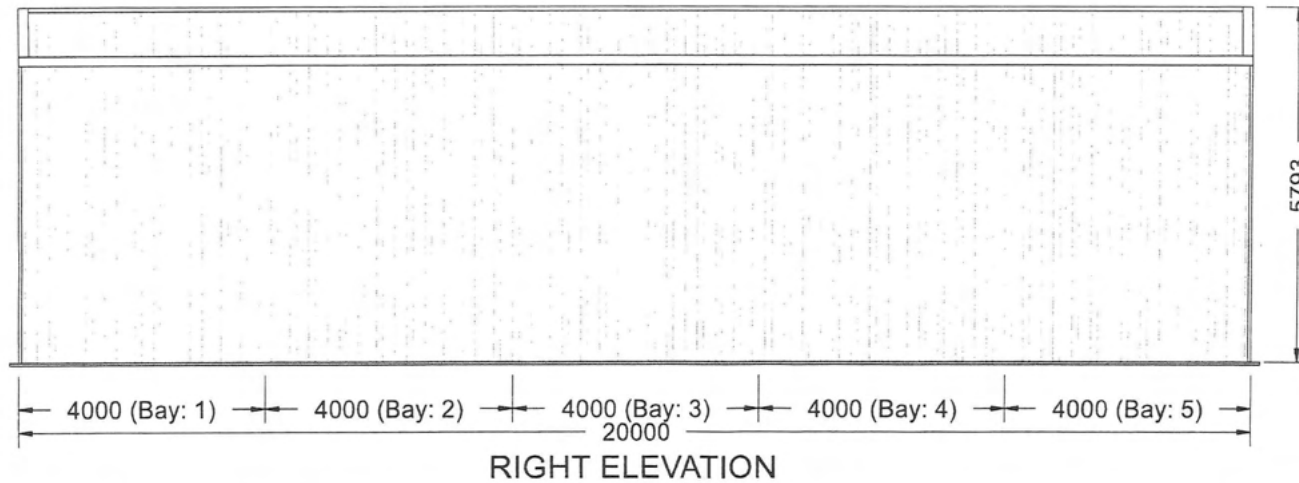
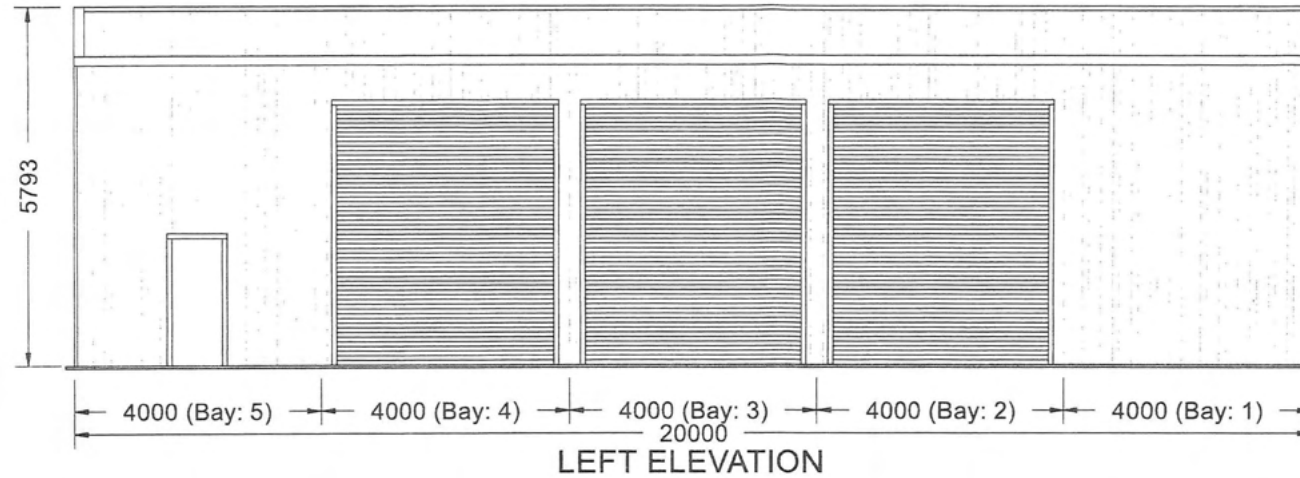
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DRAWING SCALE: 1:60

### Attachment 11.5.2

P P 230017 - P P 23-0017 - Plans for endorsement - 46 Oak Avenue -  
Beechworth - PN 9488.pdf - Plans

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



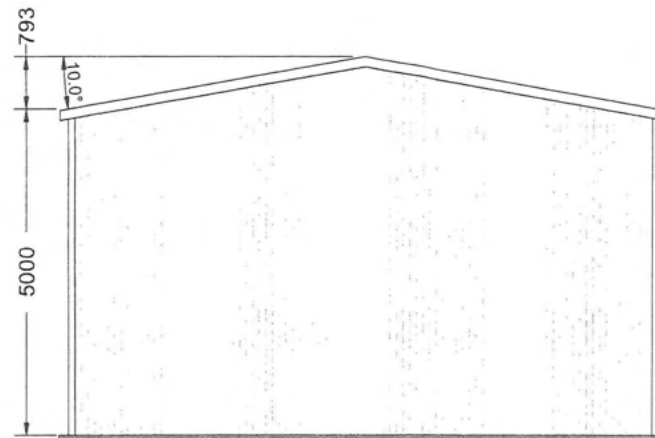
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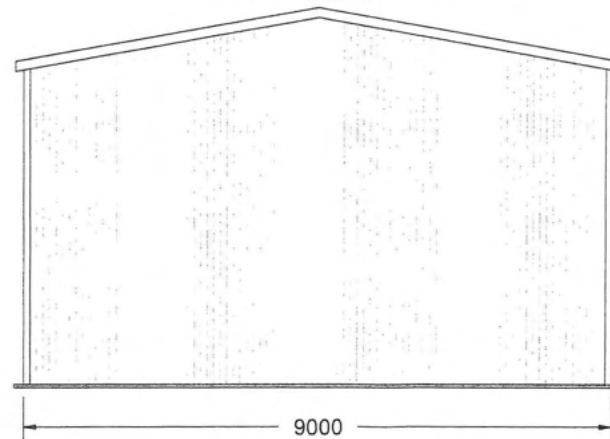
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DRAWING NO.: AP27748  
DRAWING TYPE: Architectural Drawings  
DRAWING SCALE: 1:66

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



FRONT ELEVATION



REAR ELEVATION

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BUILDINGS**

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### DRAWING DETAILS

DRAWING NO.: AP27748

DRAWING TYPE: Architectural Drawings

DRAWING SCALE: 1:53

George Zuev 28 OCT 2021  
VIC PE 2458





# STORM Rating Report

TransactionID: 0  
Municipality: INDIGO  
Rainfall Station: BEECHWORTH  
Address: 46 Oak Avenue  
  
Beechworth  
VIC 3747  
Assessor: Peter Wood  
Development Type: Other  
Allotment Site (m2): 5,534.00  
STORM Rating %: 108

Description	Impervious Area (m2)	Treatment Type	Treatment Area/Volume (m2 or L)	Occupants / Number Of Bedrooms	Treatment %	Tank Water Supply Reliability (%)
Shed	180.00	Infiltration Sandy Loam	4.00	0	155.85	0.00
Concrete apron	80.00	None	0.00	0	0.00	0.00

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.6 PP240100 - 243 BEECHWORTH-WODONGA ROAD, BEECHWORTH

**James Turner - Manager Planning & Statutory Services**

**Planning and Corporate Services**

#### **For Decision**

#### **RECOMMENDATION**

That Council resolves to grant a Planning Permit for the use and development of a dwelling in the Farming Zone, Bushfire Management Overlay and Significant Landscape Overlay at 243 Beechworth Wodonga Road Beechworth, subject to the following conditions:

##### Endorsed Plans – Development

1. The development as shown on the endorsed plans must not be altered unless with the prior written consent of the Responsible Authority.

##### Compliance with Endorsed Plans

2. At all times what the permit allows must be carried out in accordance with the requirements of any plans or documents approved under this permit to the satisfaction of the responsible authority.

##### Neat and Tidy Site

3. The subject land must be kept neat and tidy at all times and its appearance must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality.

##### Existing septic system decommissioned

4. The existing septic system for the house that is replaced must be decommissioned upon completion of the new dwelling.

##### Stormwater – Rural

5. Downpipe water from any building must be directed into a water tank, soakwell, or otherwise discharged, so as not to cause erosion to the land or surrounding land, to the satisfaction of the Responsible Authority.

##### Outbuildings - No Human Habitation

6. Any outbuildings must not be used for human habitation.

##### Removal of existing buildings

7. All existing buildings on the site presently used for accommodation must be removed or decommissioned to prevent their use for human habitation, to the satisfaction of the responsible authority.

##### Construction to Follow Sediment Control Principles

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

8. Construction must follow sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991). Specifically, the applicant must ensure:
  - a. Grading, excavation and construction must not proceed during periods of heavy rainfall.
  - b. Sediment traps must be designed, installed and maintained to maximise the volume of sediment trapped from the site during development and construction.
  - c. Disturbed areas must be stabilised and revegetated following the completion of works.

### Mandatory Bushfire Condition

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

### CFA Conditions

#### Endorsement of Bushfire Management Plan

10. Before the development starts, the Bushfire Management Plan prepared by Mountain Planning (Revision B, dated 7th October 2024) must be submitted to the Responsible Authority for endorsement. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.

#### Building Surveyor to Certify Compliance

11. When the dwelling is complete, a qualified Building Surveyor must be engaged to certify that the construction complies with the required construction standard (BAL29).

### Environmental Health Conditions

#### LCA

12. Before the development is occupied, an approved onsite wastewater treatment system, in accordance with LCA RH24012024-1B (Porta Environmental, dated May 2024), must be installed to treat all wastewater generated from the use of the development.

#### Wastewater treatment within boundaries

13. All treated wastewater must be disposed of within the boundaries of the property.

#### EPA Regulations

14. All wastewater must be managed in accordance with part 5.7 of the Environment Protection Regulations 2021 to minimise the risk of harm to the environment and human health

#### Decommissioning

15. All existing septic system(s) must be lawfully decommissioned by a licensed plumber.

### Head, Transport for Victoria Conditions

#### Driveway Construction

16. Unless otherwise agreed in writing with the Head, Transport for Victoria, prior to the commencement of the use, the crossover and associated accessway to the subject land is to

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

be constructed to the satisfaction of and at no cost to the Head, Transport for Victoria. The crossover and associated works must be constructed and sealed generally in accordance with VicRoads guideline GD4010A (Typical Access to Rural Properties), and designed for the largest design vehicle that could reasonably be anticipated to access the site.

### Only one access

17. Only one (1) access point is permitted from the subject land to the Beechworth-Wodonga Road as shown on the plan appended to application.

### Maintenance

18. The driveway must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (e.g., by spilling gravel onto the roadway).

### Assets Condition

#### Driveway Construction

19. Prior to the commencement of any on-site works the owner at the time must construct the vehicle driveway crossing to rural IDM SD 255 standard. The crossing must be constructed to Councils satisfaction. A Works within Road Reserve Permit must be obtained from the Responsible Authority prior to the commencement of any works

#### Permit Expiry

20. This permit will expire if one of the following circumstances applies:
  - a. The development is not started within 2 years of the issued date of this permit.
  - b. The development is not completed within 4 years of the issued date of this permit.
  - c. The use does not start within 2 years of completion of the development.
  - d. Once commenced, the use ceases for a period of 2 years.

In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

## EXECUTIVE SUMMARY

This application proposes the use and development of the subject site with the buildings and works to construct a dwelling and associated outbuildings as well as vegetation removal at 243 Beechworth-Wodonga Road Beechworth. The application is retrospective, and the applicant commenced construction prior to a decision being made on the permit application.

This is being placed before Council as the application received an objection and is in the Farming Zone.

The subject site is located within the Farming Zone and is impacted (covered) by the Significant Landscape Overlay Schedule 2 (SLO2) and the Bushfire Management Overlay (BMO).

The proposed use and development, access to a Transport 2 Zone and vegetation removal is generally in accordance with the Indigo Shire Planning Scheme and approval is recommended.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The subject site has several existing structures, including two outbuildings which are used as dwellings, although not meeting the relevant planning definition. These structures do not have current permits under planning or building and will be required to be removed from the subject site. As such, conditions will be placed on any permit issued for the subject site, requiring the removal of these structures.

While Council is usually hostile to applications for dwellings on small Farming Zone lots, this site has several features that make this an acceptable development on this site. Firstly, the site is heavily vegetated, and it would be difficult to gain approval to remove this vegetation. Even if such approval could be obtained, the cost of offsetting the removed vegetation would be extreme. Secondly, there are no other nearby lots that the site could be consolidated with to facilitate productive agriculture. Finally, there are no forms of agriculture that would be able to be practically operated on the site in its current configuration. While minor agricultural use, such as bee keeping, might be possible, the size of the land means these uses would not be commercially viable.

Overall, while development of a single dwelling is not usually supported, in this case the proposal is acceptable.

PROPERTY ADDRESS	243 Beechworth-Wodonga
EXISTING USE OF LAND	Unlawful dwellings and associated structures
NUMBER OF OBJECTIONS	1
ZONING	Farming Zone (FZ)
OVERLAY	Significant Landscape Overlay Schedule 2 (SLO2) Bushfire Management Overlay (BMO)
RELEVANT CLAUSES	
STATUTORY DAYS	
DATE APPLICANT NOTIFIED OF COUNCIL MEETING	

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### BACKGROUND

#### **Site and surrounds**

The subject site is located at 243 Beechworth-Wodonga Road, Beechworth, and is within 1.5km of the Beechworth township. The land comprises an area of approximately 3.3ha. The subject site contains several unlawful structures (dwellings & outbuildings), which do not have current planning or building permission (permits). The site also includes the current proposed dwelling, where construction has commenced prior to a permit being granted.



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The site is heavily vegetated, and slopes towards the west. The site also contains a single dam, and several ephemeral watercourses.



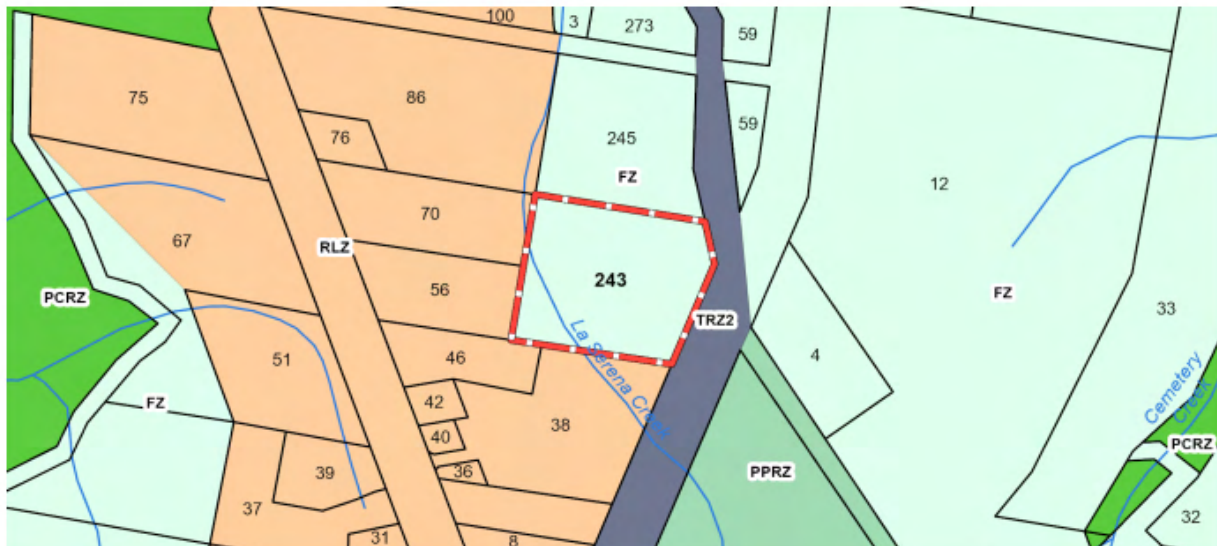
The land to the north, south and west is heavily vegetated. To the east, the land has been cleared, but areas of trees remain.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



The adjoining land to the south and west is zoned Rural Living, and Farming to the north and east.



The site is located approximately 1.8km from the township of Beechworth, and the associated facilities available there.



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### Relevant Site History

A previous permit was granted in 2007 for a dwelling, PP07-092. This permit was granted on 19/19/07 and extended in 2009. A further extension request in 2011 was not approved. The permit was never acted upon.

### PROPOSAL

The application seeks permission for the use and development of the land for the buildings and works to construct a dwelling and associated outbuildings.

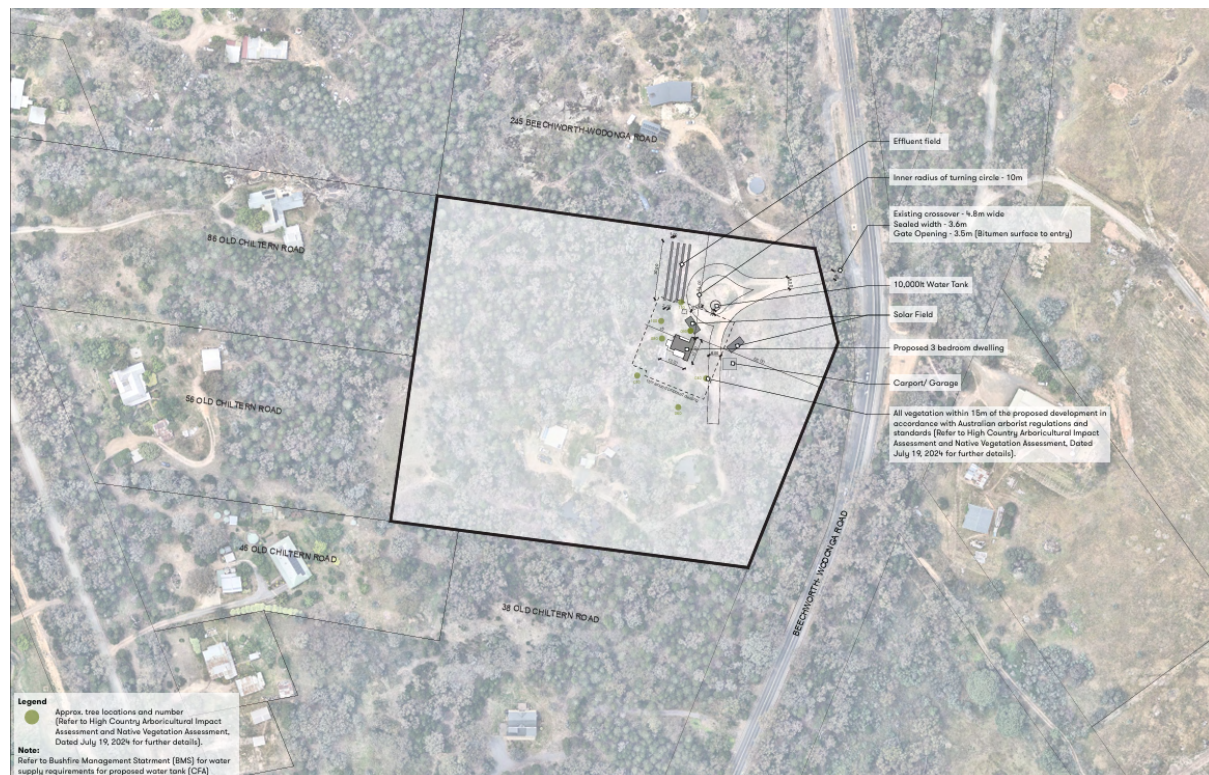
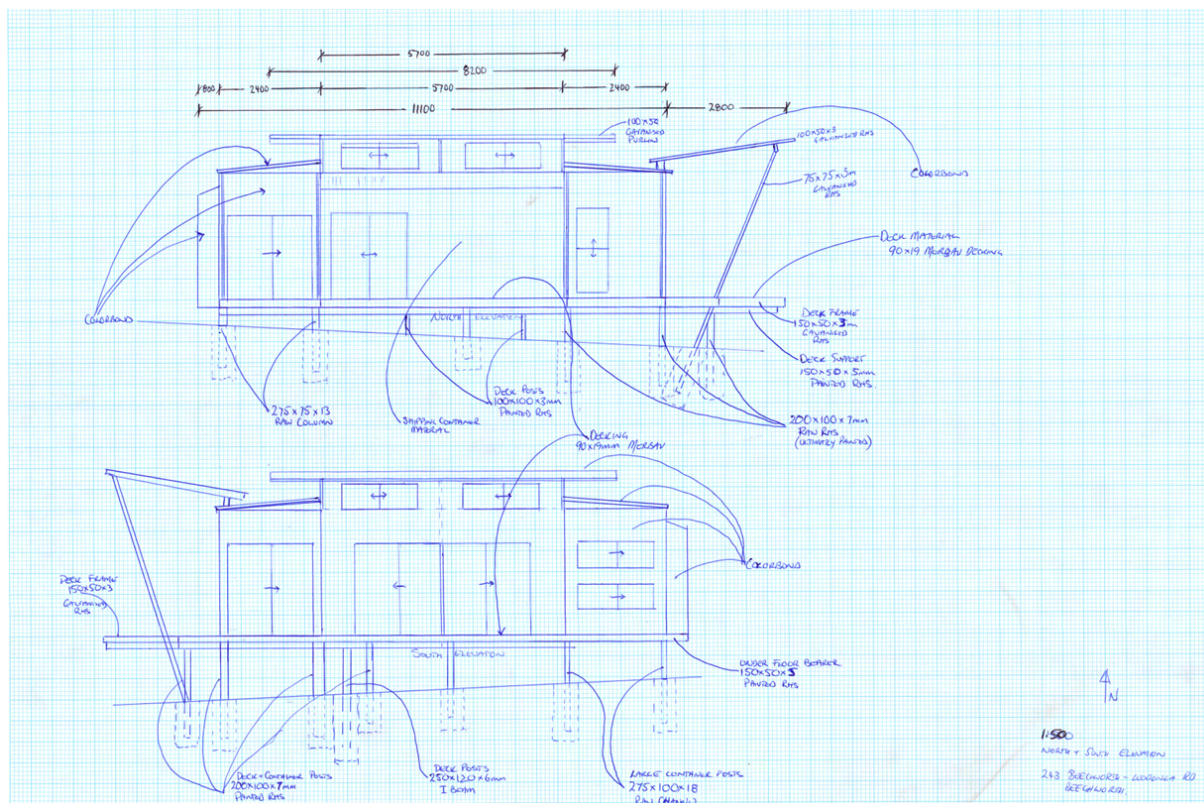


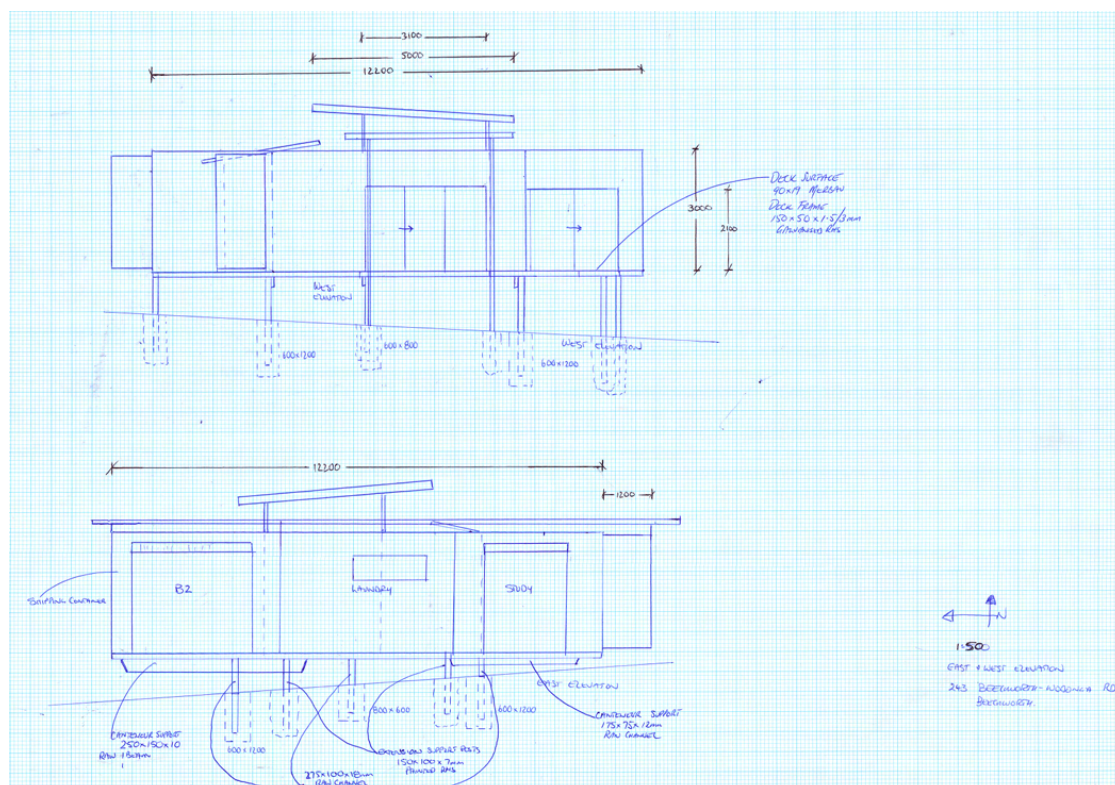
Figure 1 – Site plan



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*Figure 2 – Elevation plan*



*Figure 3 – Elevation plan 2*

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

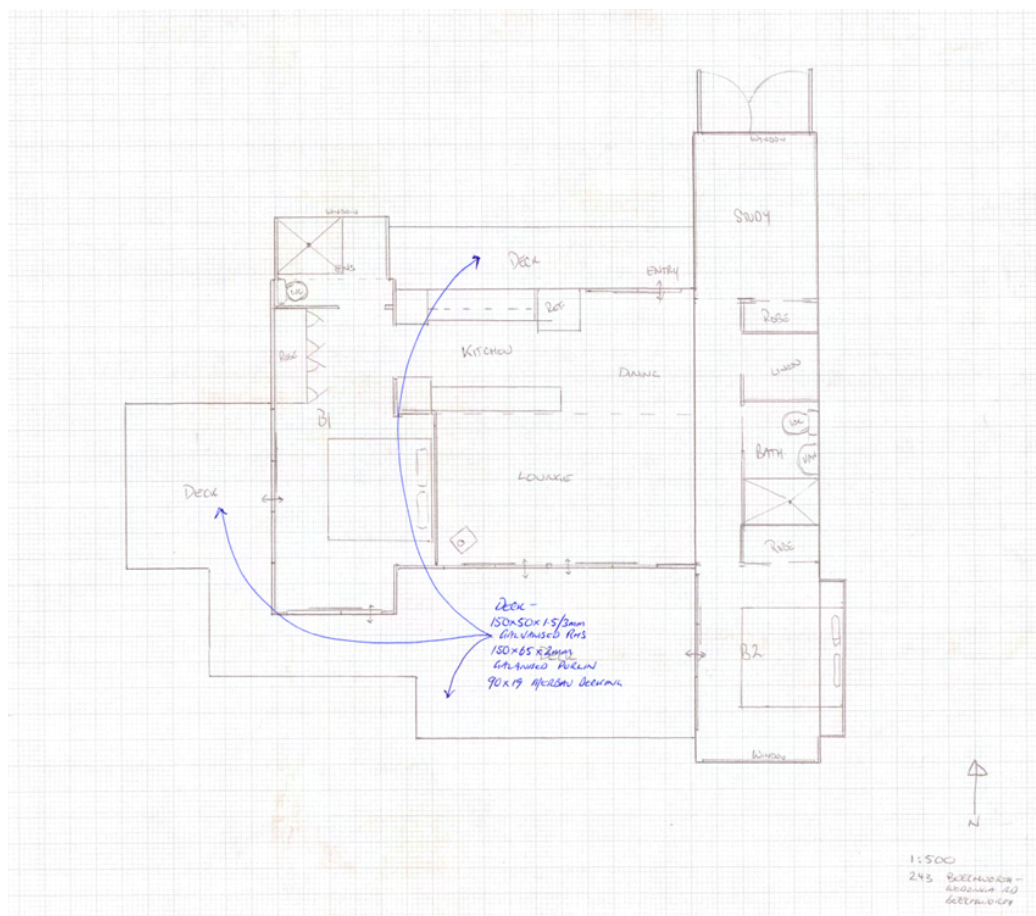


Figure 4 – Floor plan

### INDIGO PLANNING SCHEME

#### **Zoning**

The subject site is located within the Farming Zone

A permit is required for:

- Use and development of a dwelling on a lot of less than 40 ha in the Farming Zone.
- Buildings and works within a road in the Transport Zone 2

#### **Overlays**

The subject site is located within the Bushfire Management Overlay.

A permit is required for:

- Buildings and works in association with accommodation.

The subject site is located within the Significant Landscape Overlay Schedule 2

A permit is required for:

- To construct a building or carry out works.



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### Particular Provisions

There are no relevant particular provisions or related permit triggers.

### General Provisions

There are no relevant general provisions or related permit triggers

### CONSULTATION

#### Public Notice

The application was placed on public notice, with letters to adjoining landowners, from 8<sup>th</sup> November 2024 until 22<sup>nd</sup> November 2024.

One objection was received, listing the following concerns:

- Number of dwellings on the property (possible illegal dwellings)
- Access concerns
- Querying VicRoads (DTP) conditions from the original permit (PP07-092)
- Vegetation removal

#### Planner comments:

These concerns prompted a site inspection, where the presence of unlawful buildings was noted and referred to Council's building team.

The remainder of these concerns are discussed throughout this report.

### Referrals

The proposed development was referred to the following referral authorities.

External:

- CFA
- DEECA (vegetation removal)
- Department of Transportation and planning

Internal:

- Environmental Health
- Infrastructure/assets

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### DISCUSSION

#### **Planning Policy Framework**

##### Clause 02.03 – Strategic Directions – Beechworth

This clause does not contain any relevant guidance for the proposal.

##### Clause 11.01-1S – Settlement

The main objective of this clause is *to facilitate the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.*

Planner comments:

The development is located within a farming zone precinct at the edge of the existing township boundary of Beechworth and is well suited to provide for growth to accommodate demand/expansion of Beechworth.

##### 11.01-1L-01 Beechworth

This clause does not contain any guidance relevant to the proposal.

##### Clause 11.02-3S - Sequencing of Development

The main objective of this clause is *to manage the sequence of development in areas of growth so that services are available from early in the life of new communities.*

Planner comments:

The development will provide for all necessary services/amenities to accommodate the future residential dwellings. Where reticulated sewerage is not available, it will be demonstrated that the dwellings can be serviced via an on-site effluent management solution.

##### Clause 12.01-1S - Protection of Biodiversity

The main objective of this clause is *to protect and enhance Victoria's biodiversity.*

Planner comments:

The development proposes to remove multiple trees in-line with defendable space requirements of the BMO. Minimal vegetation has been impacted and proposed for removal where possible.

##### Clause 12.01-2S – Native Vegetation Management

The objective is *to ensure that there is no net loss to biodiversity as a result of the removal, destruction or lopping of native vegetation.*

Planner comments:

All proposed vegetation for removal is exempt under Clause 52.12, as such, does not require biodiversity offsets.

##### 14.011S Protection of agricultural land

The objective of this clause is *to protect the state's agricultural base by preserving productive farmland.*

Planner comments:

Council has a long history of limiting dwelling developments on small Farming Zone lots, similar to the subject site. The main difference in this site, however, is the tree coverage of the site, which makes any

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practical agricultural use very difficult. Any application to clear the site of native vegetation to facilitate agriculture would struggle to gain support from Council and the relevant state government department,

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and even if approved, the cost of obtaining the required offsets would likely exceed the value of the land. Unlike other similar sized lots, consolidation with a larger farming zone lot would not improve the agricultural productivity of the land.

This doesn't make use of the site for agriculture impossible – however practical, commercial agriculture use is very difficult, with no such uses identified by Council's planning team. The development of a dwelling still allows this limited agriculture to occur, but the site is otherwise unsuitable for agriculture.

### 14.01-1L-03 Land Use in the Rural Zones

This clause applies as the site is in the Farming Zone .

The objective s of this clause are:

- *To ensure the use of land is in conjunction with agricultural production.*
- *To minimise conflict between land uses.*
- *To provide for the residential use of land only where associated with and required to support agriculture.*
- *To encourage consolidation of rural lots.*

Planner comments:

This clause discourages small lot housing development. While the proposal is not consistent with this clause, this should be given less weight due to the nature of the land and the impracticality of clearing it for agriculture.

### Clause 14.02-2L-02 - Effluent Disposal and Water Quality

The main objectives of this clause is:

- *To ensure that the density of effluent disposal systems is suitable to the soil type and topography of the locality.*
- *To provide for alternative effluent disposal systems where environmental conditions prevent the treatment of waste by septic tank.*

Planner comments:

The proposed development has been referred to Councils environment team who provided conditional consent subject to conditions.

### Clause 15.01-6S - Design for Rural Areas

The main objective of this clause is *to ensure development respects valued areas of rural character.*

Planner comments:

The proposed dwelling is well setback amongst the trees on the site and is not highly visible from the road or other surrounding areas.

### Clause 16.01-25 - Housing Supply

The main objective of this clause is *to facilitate well-located, integrated and diverse housing that meets community needs.*

Planner comments:

The proposed dwelling will increase the current housing stock in the Beechworth area.



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### Clause 16.01-2S - Housing Affordability

The main objective of this clause is *to deliver more affordable housing closer to jobs, transport and services.*

Planner comments:

The development will release additional affordable housing stock to the market, proximate to amenities and services.

### Clause 16.01-3S – Rural Residential Development

The objective is *to identify land suitable for rural residential development.*

Planner comments:

This clause discourages developments like the current proposed dwelling, however, due to the limited agricultural potential of the land, this should be given less weight.

### 16.01-3L-01 – Rural building siting and design

This policy applies due to the Farming Zone on the land.

The objectives of this clause are:

- *To ensure that buildings are compatible with the environment and agricultural land uses.*
- *To ensure that servicing infrastructure is provided.*
- *To protect the character and visual quality of rural landscapes.*
- *To minimise the visual impact of development on or near prominent hilltops, steep slopes, and ridgelines.*
- *To protect significant views from the public domain of hilltops, creek valleys and other important features of landscape interest.*

Planner comments:

The proposal is consistent the character of the area and has no adverse impacts on vistas, viewsapes or landscapes.

## **Zone**

### **Clause 35.07 Farming Zone (FZ)**

The purpose of the FZ is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *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.*
- *To provide for the use and development of land for the specific purposes identified in a schedule to this zone.*

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### Planner comments:

The size of the site at only 3.35 hectares and the significant vegetation covering most of the site with only minimal space prevents practical agriculture, and a consolidation with another lot would not assist in resolving these issues. As such, the buildings and works for a dwelling and associated outbuildings are appropriate, given the farming zoned land cannot be developed for significant agricultural uses.

The proposed development is modest in nature consisting of a master bedroom with ensuite, bedroom, study, bathroom, kitchen and open plan living and dining area with detached carport as well as two (2) proposed solar panel areas. The overall height of the dwelling does not exceed 5m.

The FZ has the following decision guidelines:

#### *General issues*

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Any Regional Catchment Strategy and associated plan applying to the land.*
- *The capability of the land to accommodate the proposed use or development, including the disposal of effluent.*
- *How the use or development relates to sustainable land management.*
- *Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.*
- *How the use and development makes use of existing infrastructure and services.*

#### *Agricultural issues and the impacts from non-agricultural uses*

- *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.*
- *Any integrated land management plan prepared for the site.*
- *Whether Rural worker accommodation is necessary having regard to:*
  - *The nature and scale of the agricultural use.*
  - *The accessibility to residential areas and existing accommodation, and the remoteness of the location.*
- *The duration of the use of the land for Rural worker accommodation.*

#### *Accommodation issues*

- *Whether the dwelling will result in the loss or fragmentation of productive agricultural land.*
- *Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.*

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- *Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.*
- *The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.*
- *The potential for accommodation to be adversely affected by noise and shadow flicker impacts if it is located within one kilometre from the nearest title boundary of land subject to:*
  - *A permit for a wind energy facility; or*
  - *An application for a permit for a wind energy facility; or*
  - *An incorporated document approving a wind energy facility; or*
  - *A proposed wind energy facility for which an action has been taken under section 8(1), 8(2), 8(3) or 8(4) of the Environment Effects Act 1978.*
- *The potential for accommodation to be adversely affected by vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.*

### *Environmental issues*

- *The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.*
- *The impact of the use or development on the flora and fauna on the site and its surrounds.*
- *The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.*
- *The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

### *Design and siting issues*

- *The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.*
- *The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.*
- *The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.*
- *The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.*
- *Whether the use and development will require traffic management measures.*
- *The need to locate and design buildings used for accommodation to avoid or reduce noise and shadow flicker impacts from the operation of a wind energy facility if it is located within one kilometre from the nearest title boundary of land subject to:*
  - *A permit for a wind energy facility; or*

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *An application for a permit for a wind energy facility; or*
- *An incorporated document approving a wind energy facility; or*
- *A proposed wind energy facility for which an action has been taken under section 8(1), 8(2), 8(3) or 8(4) of the Environment Effects Act 1978.*
- *The need to locate and design buildings used for accommodation to avoid or reduce the impact from vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.*

### Planner comments:

Practically, the proposed use and development of a dwelling does not remove any existing or potential agricultural land from production. This means that the guidelines relating to protecting agricultural values assume less weight in this case. Surrounding land is also not currently used for agriculture, so the new dwelling won't be affected by these lots. Consolidation would not alter the agriculture potential of the land, or make another form of agriculture practical.

The siting and design of the proposed dwelling are an appropriate response to the context of the site. Matters such as stormwater and effluent disposal are adequately addressed by conditions.

Overall, the proposal is acceptable under the zone.

### Overlay

#### **Clause 42.03 – Significance Landscape Overlay Schedule 2 (SLO2)**

The purpose of the SLO is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify significant landscapes.*
- *To conserve and enhance the character of significant landscapes.*

The schedule outlines the following landscape character objectives:

- *To protect the visual quality and significance of the prominent hills, slopes and extensive open landscapes in the Shire, including those classified by the National Trust.*
- *To protect the rural landscape from insensitive design and development.*
- *To maintain and protect the diversity of landscapes, remnant vegetation and sites of historical, botanical and zoological significance.*
- *To protect rural landscapes from visual intrusion and inappropriate development.*
- *To maintain passive recreational use of the land for the enjoyment of all visitors.*
- *To encourage land use consistent with sustainable rural land management.*

### Planner comments:

The site is covered by the SLO. The proposed development will impact vegetation on the site. The development has been referred to DEECA, CFA and Councils internal Environmental Health team for comments. The development has been situated in a location that will minimize excessive vegetation impacts. A total of 21 trees have been proposed for removal. Given, the significant vegetation on site and

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

the sensible placement of the dwelling, the vegetation proposed for removal will not detract from the scenic beauty, landscape and character of the area.

The SLO has the following decision guidelines:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The statement of the nature and key elements of the landscape and the landscape character objective contained in a schedule to this overlay.*
- *The conservation and enhancement of the landscape values of the area.*
- *The need to remove, destroy or lop vegetation to create a defensible space to reduce the risk of bushfire to life and property.*
- *The impact of the proposed buildings and works on the landscape due to height, bulk, colour, general appearance or the need to remove vegetation.*
- *The extent to which the buildings and works are designed to enhance or promote the landscape character objectives of the area.*
- *The impact of buildings and works on significant views.*
- *Any other matters specified in a schedule to this overlay.*

The schedule adds the following decision guidelines:

- *The design, height, mass and scale of the proposed development and buildings.*
- *The location of all buildings and including the exterior colour/finish of buildings.*
- *Effluent disposal systems and measures to improve water quality.*

Planner comments:

The proposed development will not have a negative impact on the landscape in the area, and the chosen material and design are sensitive to the site and its surrounds.

Bushfire matters are considered elsewhere, but in summary the proposal is acceptable.

No negative impacts from effluent disposal systems have been identified, subject to conditions.

### **Clause 44.06 – Bushfire Management Overlay (BMO)**

The purpose of the BMO is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.*
- *To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented.*
- *To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.*

The subject site is affected by the BMO. As stated above the application has provided all relevant documentation relating to bushfire.

This application includes a bushfire management statement as per (Clause 44.06-2), that:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Contains a bushfire site assessment prepared to calculate defendable space and construction requirements in accordance with the Objectives and Approved Measures (as relevant) of Clause 53.02: Planning for Bushfire Requirements.

Demonstrates the way in which the application meets the relevant objectives, approved measures, alternative measures and decision guidelines of Clause 44.06 - Bushfire Management Overlay, a schedule to this overlay and associated Clause 53.02.

The BMO has the following decision guidelines:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Any other matters specified in a schedule to this overlay.*

Planner comments:

The proposed development was referred to the CFA for comments. The CFA has provided conditional consent subject to conditions.

The overall bushfire risk for the site is high, but not so high as to make it unsuitable for development. When considered in conjunction with the information provided under 53.02, the development of the land is acceptable when considering the risks to life and property.

### Particular Provisions

#### 52.12 Bushfire Protection Exemptions

This clause exempts an application from requiring a permit for a removal of native vegetation, provided the following conditions are met:

- *Land is in the Bushfire Management Overlay.*
- *Land is in the General Residential Zone, Residential Growth Zone, Neighbourhood Residential Zone, Housing Choice and Transport Zone, Urban Growth Zone, Low Density Residential Zone, Township Zone, Rural Living Zone, Farming Zone or Rural Activity Zone.*
- *The removal, destruction or lopping of vegetation:*
  - *Does not exceed the distance specified in Table 1 to Clause 53.02-3 of this planning scheme, based on the bushfire attack level determined by a relevant building surveyor in deciding an application for a building permit under the Building Act 1993 for a dwelling or alteration or extension to the dwelling; or*
  - *Is required to be undertaken by a condition in a planning permit issued after 31 July 2014 under Clause 44.06 of this scheme for a dwelling or an alteration or extension to the dwelling.*

In this case, the proposed vegetation removal meets these conditions and therefore no permit is needed for the vegetation removal.

These requirements will be reinforced by appropriate permit conditions.

#### 52.17 Native vegetation

Due to the exemption at clause 52.12, discussed immediately above, this clause does not apply.

#### 53.02 Bushfire Planning

This clause has the following purpose:



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- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.
- To ensure that the location, design and construction of development appropriately responds to the bushfire hazard.
- To ensure development is only permitted where the risk to life, property and community infrastructure from bushfire can be reduced to an acceptable level.
- To specify location, design and construction measures for a single dwelling that reduces the bushfire risk to life and property to an acceptable level.

Planner comments:

The CFA have identified that the proposal complies with the technical requirements of this clause.

The relevant sections of the clause are outlines at 53.02-1:

Requirements	Response/Comments
<b>53.02-4.1 Landscape, siting and design objectives</b> <b>Approved Measure (AM) 2.1</b> The bushfire risk to the development from the landscape beyond the site can be mitigated to an acceptable level.	<input checked="" type="checkbox"/> <b>Meets objective</b> <input checked="" type="checkbox"/> <b>Meets approved measure</b> <input type="checkbox"/> <b>Meets approved measure in part</b> <input type="checkbox"/> <b>Meets alternative measure</b> <input type="checkbox"/> <b>Does not comply</b>
	<b>Justification:</b> The subject land is located on the periphery of the Beechworth township and contains La Sarina Creek to the south-west. The broader landscape is defined by forested hills consisting of pine plantations and native vegetation. The hills are steep in places and comprise of a series of valleys and ridges. The predominant bushfire risk to the subject land is from the west and north-west with a bushfire travelling down from the Beechworth Historic Park. The landscape risk in the area is high, however the CFA have confirmed the risk is acceptable.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<p><b>53.02-4.1 Landscape, siting and design objectives</b></p> <p><b>Approved Measure (AM) 2.2</b></p> <p>A building is sited to ensure the site best achieves the following:</p> <ul style="list-style-type: none"> <li>• The maximum separation distance between the building and the bushfire hazard.</li> <li>• The building is in close proximity to a public road.</li> <li>• Access can be provided to the building for emergency service vehicles.</li> </ul>	<p><input checked="" type="checkbox"/> Meets objective</p> <p><input checked="" type="checkbox"/> Meets approved measure</p> <p><input type="checkbox"/> Meets approved measure in part</p> <p><input type="checkbox"/> Meets alternative measure</p> <p><input type="checkbox"/> Does not comply</p> <p><b>Justification:</b></p> <p>The proposed dwelling is setback as far as possible from the bushfire threat to the west.</p> <p>The dwelling will be located close to the existing gravel accessway which will be upgraded in accordance with AM 4.2 to provide access for fire fighting vehicles. Access can be obtained from Beechworth-Wodonga Road.</p>
<p><b>53.02-4.1 Landscape, siting and design objectives</b></p> <p><b>Approved Measure (AM) 2.3</b></p> <p>A building is designed to reduce the accumulation of debris and entry of embers.</p>	<p><input checked="" type="checkbox"/> Meets objective</p> <p><input checked="" type="checkbox"/> Meets approved measure</p> <p><input type="checkbox"/> Meets approved measure in part</p> <p><input type="checkbox"/> Meets alternative measure</p> <p><input type="checkbox"/> Does not comply</p> <p><b>Justification:</b></p> <p>The proposed dwelling will be required to be constructed to a BAL 29 construction standard required under Clause 53.02.</p> <p>The design of the dwelling is quite simple as it will be constructed out of shipping containers. As such, the external materials are all steel and there is little articulation in the built form where embers could accumulate.</p>
<p><b>Bushfire Protection Objective – Defendable space and construction objectives</b></p>	
<p><b>Requirements</b></p>	<p><b>Response/Comments</b></p>
<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Approved Measure (AM) 3.1</b></p> <p>A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or</p>	<p><input type="checkbox"/> Meets objective</p> <p><input type="checkbox"/> Meets approved measure</p> <p><input type="checkbox"/> Meets approved measure in part</p> <p><input checked="" type="checkbox"/> Meets alternative measure</p> <p><input type="checkbox"/> Does not comply</p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<p>retail premises is provided with defensible space in accordance with:</p> <ul style="list-style-type: none"> <li>• Column A, B or C of Table 2 to Clause 53.02-5 wholly within the title boundaries of the land; or</li> <li>• If there are significant siting constraints, Column D of Table 2 and Table 6 to Clause 53.02-5.</li> </ul> <p>The building is constructed to the bushfire attack level that corresponds to the defensible space provided in accordance with Table 2 to Clause 53.02-5.</p>	<p><b>Justification:</b></p> <p>The table at Section 3 of this report provides a summary of the surrounding vegetation, distance to classifiable vegetation and slope. Having regard to Table 2 of Clause 53.02, the following defensible space is required:</p> <p>North – 39m East – 39m South – 39m West – 39m</p> <p>The defensible space requirements in all directions can be contained within the subject land.</p> <p>The Bushfire Management Plan shows defensible space 39m in all directions around the proposed dwelling siting, which the land the landowner has the ability to manage</p>
<p><b>53.02-4.2 Defensible space and construction objective</b></p> <p><b>Approved Measure (AM) 3.2</b></p> <p>A building used for accommodation (other than a dwelling or dependent person's unit), a child care centre, an education centre, a hospital, leisure and recreation or a place of assembly is:</p> <ul style="list-style-type: none"> <li>• Provided with defensible space in accordance with Table 3 and Table 6 to Clause 53.02-5 wholly within the title boundaries of the land.</li> <li>• Constructed to a bushfire attack level of BAL12.5.</li> </ul>	<p>N/A.</p>
<p><b>Bushfire Protection Objective – Water supply and access objective</b></p>	
<p><b>Requirements</b></p>	<p><b>Response/Comments</b></p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<p><b>53.02-4.3 Water supply and access objective</b></p> <p><b>Approved Measure (AM) 4.1</b></p> <p>A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or retail premises is provided with:</p> <ul style="list-style-type: none"> <li>• A static water supply for firefighting and property protection purposes specified in Table 4 to Clause 53.02-5.</li> <li>• Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-5.</li> <li>• The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for firefighting water supplies.</li> </ul>	<p><input checked="" type="checkbox"/> <b>Meets objective</b></p> <p><input checked="" type="checkbox"/> <b>Meets approved measure</b></p> <p><input type="checkbox"/> <b>Meets approved measure in part</b></p> <p><input type="checkbox"/> <b>Meets alternative measure</b></p> <p><input type="checkbox"/> <b>Does not comply</b></p> <hr/> <p><b>Justification:</b></p> <p>The dwelling will be provided with onsite water supply in accordance with Table 4 to Clause 53.02-5 as noted on the attached plans</p> <p>The dwelling will be also provided with vehicle access in accordance with Table 5 to Clause 53.02-5.</p>
<p><b>Approved Measure (AM) 4.2</b></p> <p>A building used for accommodation (other than a dwelling or small second dwelling), child care centre, education centre, hospital, leisure and recreation or place of assembly is provided with:</p> <ul style="list-style-type: none"> <li>• A static water supply for fire fighting and property protection purposes of 10,000 litres per 1,500 square metres of floor space up to 40,000 litres.</li> <li>• Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-5.</li> <li>• An integrated approach to risk management that ensures the water supply and access arrangements will be effective based on the characteristics of the likely future occupants including their age, mobility and capacity to evacuate during a bushfire emergency.</li> </ul> <p>The water supply may be in the same tank as other water supplies provided that a separate</p>	<p>N/A.</p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

outlet is reserved for firefighting water supplies.	
---	--

### General Provisions

#### Clause 65 - Decision Guidelines

##### Clause 65.01 Approval of an application or plan

The proposal has been considered against Clauses 65.01 and is considered to satisfy the relevant matters and issues identified under the clauses:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Guideline	Assessment
The matters set out in Section 60 of the Act	These matters are adequately addressed by consideration of elements of the planning scheme (see above).
Any significant effects the environment, including the contamination of land, may have on the use or development	There is not considered to be any significant effects from the environment on the proposed development. The land has not been identified as being potentially contaminated.
The Municipal Planning Strategy and Planning Policy Framework	See above assessment.
The purpose of the zone, overlay or other provision	See above assessment.
Any matter required to be considered in the zone, overlay or other provision	See above assessment.
The orderly planning of the area	The proposal reflects the zoning of the land and provides an orderly planning outcome. While the proposal would not normally be supported in the Farming Zone, the specific details of this site and proposal are supportable.
The effect on the amenity of the area	The amenity of the area will be unaffected.
The proximity of the land to any public land	There is no public land in proximity other than road reserves.
Factors likely to cause or contribute to land degradation, salinity or reduce water quality	There is a water located at the rear of the site, however the proposed septic tank and effluent field has been situated over 100m away from the waterway. Additionally, an LCA has been reviewed by Councils environment team and has provided consent.
Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site	The subject site is larger enough to appropriately discharge any Stormwater run-off.
The extent and character of native vegetation and the likelihood of its destruction	21 native trees have been proposed for removal. Additionally, the removal of undergrown and pruning have been proposed within the arborist report. This removal is required to meet defendable space requirements for the BMO.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Guideline	Assessment
Whether native vegetation is to be or can be protected, planted or allowed to regenerate	As stated above, a large amount of vegetation has been proposed for removal to meet defensible space. Planting is not required in this instance as the site is heavily vegetated and there are no suitable areas on this site for further planting.
The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard	The development will have no impact on flood, erosion or fire risk.
The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts	N/A
The impact the use or development will have on the current and future development and operation of the transport system.	The proposal will have negligible impact on the surrounding transport system.

### CONCLUSION

The proposal for the use and development of a dwelling and associated outbuildings, access to a Transport 2 Zone and vegetation removal is considered appropriate. Despite the Farming Zoning applying to the land, agriculture is not practical and there is no reasonable prospect of it ever becoming practical. The proposed development is consistent with the previously approved development under PP07-092. The site contains appropriate access. The applicant has provided all required documentation to support a development of this kind while maintaining the existing landscape character of the area. All relevant referral authorities have provided consent subject to condition. Given the provided documentation as well as the previously approved use and development permit, it is considered appropriate and approval is recommended.

The confidential attachment(s) is confidential under Section 3(1)(f) of the Local Government Act 2020, because it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is because the information is personal information of objectors who submitted their information in confidence as part of the planning process. Disclosure of this information would be unreasonable as it is not required in order to consider the planning permit.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- James Turner - Manager Planning & Statutory Services
- Steven Hawkins - Planning Coordinator
- Danieel Matthews - Senior Statutory Planner

### CONFIDENTIAL ATTACHMENTS





A confidential attachment has been provided to Councillors under separate cover. Section 197A of the Planning and Environment Act 1997 determines the way Councils are able to make certain planning documents available to the public. The Act provides that the confidential document listed below can only be made available for public inspection:

- at Council offices during business hours, or
- electronically via Council's website subject to strict public availability requirements, requiring significant editing of individual documents.

#### **Attachments**

1. PA240100 - Application Material [**11.6.1** - 55 pages]
2. PP240100 - Plans [**11.6.2** - 4 pages]
3. PP240100 - Referrals [**11.6.3** - 8 pages]
4. CONFIDENTIAL REDACTED - PP240100 - Objection [**11.6.4** - 1 page]

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

  Planning Enquiries Phone: 1300 365 003 Web: <a href="http://www.indigoshire.vic.gov.au">www.indigoshire.vic.gov.au</a>	Office Use Only	
	VicSmart:	No
	Specify class of VicSmart application:	-
	Application No: PP240100	Date Lodged: 14/06/2024
	<h3>Application for Planning Permit</h3> <p>If you need help to complete this form, read <a href="#">How to complete the Application for Planning Permit form</a>.</p> <p> Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the <i>Planning and Environment Act 1987</i>. If you have any concerns, please contact Council's planning department.</p> <p> Questions marked with an asterisk (*) are mandatory and must be completed.</p> <p> If the space provided on the form is insufficient, attach a separate sheet.</p>	

### Application type

Is this a VicSmart Application?\*

No

If yes, please specify which VicSmart class or classes:



If the application falls into one of the classes listed under Clause 92 or the schedule to Clause 94, it is a VicSmart application

### Pre-application meeting

Has there been a pre-application meeting with a Council planning officer?

If 'yes', with whom?:

Date:

day / month / year

### The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address\*

Unit No:

St. No: 243

St. Name: Beechworth-Wodonga Road

Suburb/Locality: Beechworth

Postcode: 3747

Formal Land Description\*

Complete either A or B




This information can be found on the certificate of title.

<b>A</b>	Lot No:	<input type="radio"/> Lodged Plan	<input type="radio"/> Title Plan	<input type="radio"/> Plan of Subdivision	No:
<b>OR</b>					
<b>B</b>	Crown Allotment No:	Section No:			
Parish/Township Name:					

If this application relates to more than one address, please attach details.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### The Proposal

 You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

① For what use, development or other matter do you require a permit?\*

The use and development for the Buildings and works to construct a dwelling and associated outbuildings and access to a Transport two (2) Zone and well as native vegetation removal.



Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

① Estimated cost of development for which the permit is required\*

Cost \$200,000.00



You may be required to verify this estimate  
Insert '0' if no development is proposed

Insert '0' if no development is proposed (eg. change of use, subdivision, removal of covenant, liquor licence)

### Existing Conditions ①

Describe how the land is used and developed now\*

Eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.



Provide a plan of the existing conditions. Photos are also helpful.

### Title Information ①

Encumbrances on title\*

If you need help about the title, read: [How to complete the Application for Planning Permit form](#)

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- ☐ Yes. (if 'yes' contact Council for advice on how to proceed before continuing with this application.)
- ☐ No
- ☐ Not applicable (no such encumbrance applies).




Provide a full, current copy of the title for each individual parcel of land forming the subject site.  
(The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments' eg restrictive covenants.)

### Applicant and Owner Details ①

Provide details of the applicant and the owner of the land.

**Applicant \***

The person who wants the permit

Name:		
Title:	First Name:	Surname:
Email: 		Phone no:
Organisation (if applicable): <b>Human Habitats</b>		
Postal Address		If it is a PO Box, enter the details here:
Unit No:	St. No:	St. Name:
Suburb/Locality: <b>Docklands</b>		State: <b>VIC</b>
		Postcode: <b>3008</b>
Contact person's details*		Same as applicant (if so, go to 'contact information') <input type="checkbox"/>

Where the preferred contact person for the application is different from the applicant, provide the details of that

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

person.

Name:		
Title:	First Name: <b>Human Habitats</b>	Surname:
Organisation (if applicable):		
Postal Address		If it is a PO Box, enter the details here:
Unit No.:	St. No.:	St. Name:
Suburb/Locality: <b>Docklands</b>		State: <b>VIC</b>
		Postcode: <b>3008</b>
<b>Contact Information</b>		
Business Phone:		Email: [REDACTED]
Mobile Phone:		Fax:

Please provide at least one contact phone number \*

### Owner \*

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

[REDACTED]

## Information Requirements

Is the required information provided?

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist.

- ☐ Yes
- ☐ No

## Declaration ⓘ

This form must be signed by the applicant\*

⚠ Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit

I declare that I am the applicant; and that all the information in this application is true and correct and the owner (if not myself) has been notified of the permit application.

Signature:  
*Electronically Signed.*

Date: 14 June 2024



day / month / year

This application has been lodged online. The declaration has been electronically signed.

## Checklist ⓘ

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Have you:

<input type="checkbox"/>	Filled in the form completely?	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Most applications require a fee to be paid. Contact Council to determine the appropriate fee.</div>
<input type="checkbox"/>	Paid or included the application fee?	
	Provided all necessary supporting information and document?	
<input type="checkbox"/>	A full and current copy of the information for each individual parcel of land forming the subject site.	
<input type="checkbox"/>	A plan of existing conditions.	
<input type="checkbox"/>	Plans showing the layout and details of the proposal.	
<input type="checkbox"/>	Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.	
<input type="checkbox"/>	If required, a description of the likely effect of the proposal (eg traffic, noise, environmental impacts).	

---

### Lodgement ⓘ

Lodge the completed and signed form and all documents with:

Indigo Shire Council  
PO Box 28 Beechworth VIC 3747  
Telephone: 1300 365 003

**Contact information:**  
Telephone: 1300 365 003  
Email: [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)





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100% 100% 100% 100%  
100% 100% 100% 100%  
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100% 100% 100% 100%



243 Beechworth-Wodonga Road, Beechworth

Site Plan

0 15 30 45 60 75  
METRES

1 : 1500

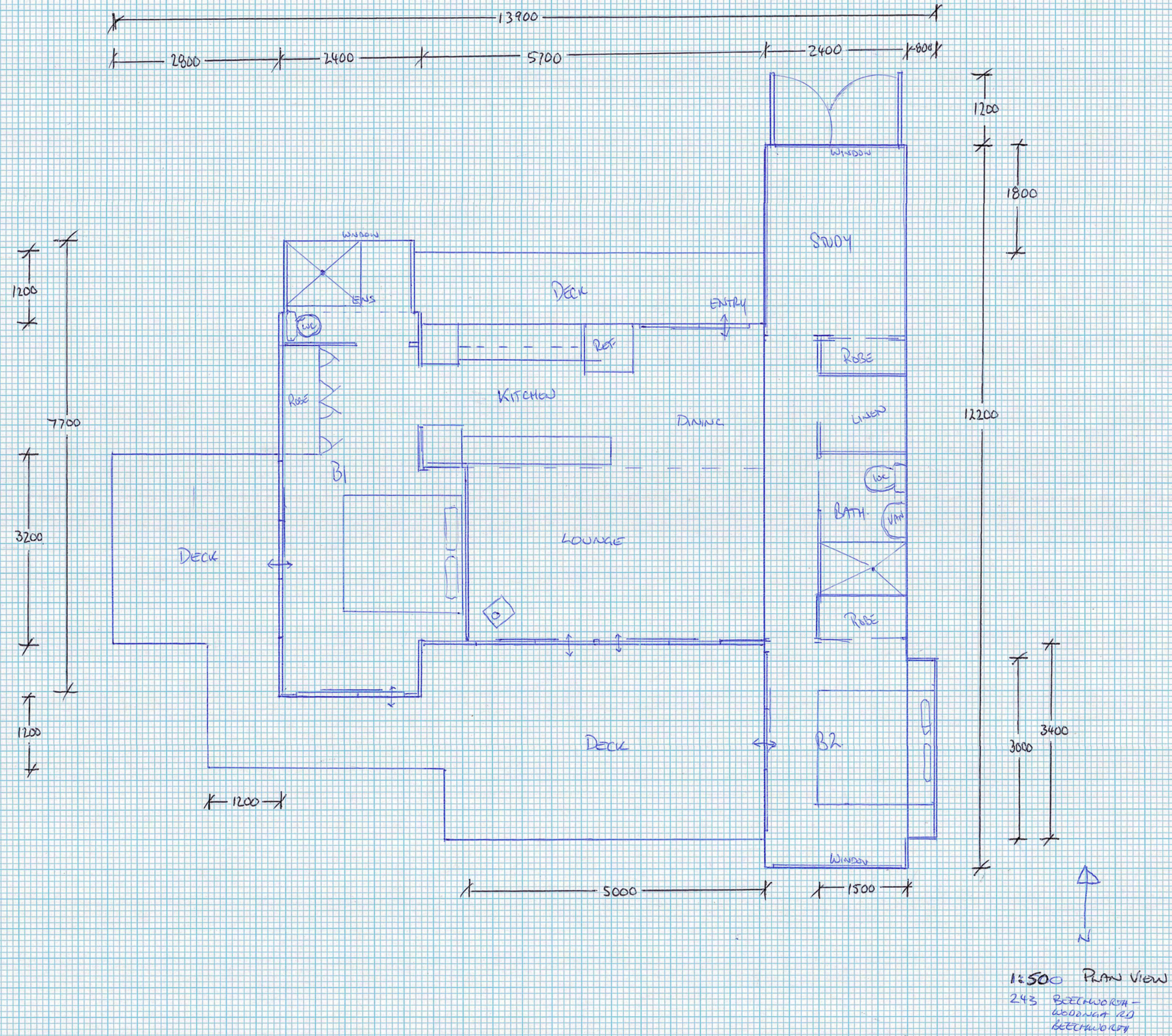
**PROJECT INFORMATION**  
PROJECT NO: 14147  
DRAWING NO: 001  
VERSION NO: 01  
DATE: 20.09.24  
DRAFT: EY  
CHECKED: TK

**NOTES**  
This Plan depicts boundary data based on VICMAP.  
The Concept is preliminary only and has not yet had Council/Authority feedback or approval. The Concept is subject to change following further investigation.  
This Concept has not been obtained from Council/Authority, Council, Planning Authorities and any other potential stakeholders as a condition of approval.  
This document was commissioned by the client and prepared by Human Habitats for the exclusive use of the client. We make no warranty, express or implied, or assume any legal liability or responsibility for the accuracy, validity or completeness of this document, or the misapplication or misinterpretation by third parties of its contents.

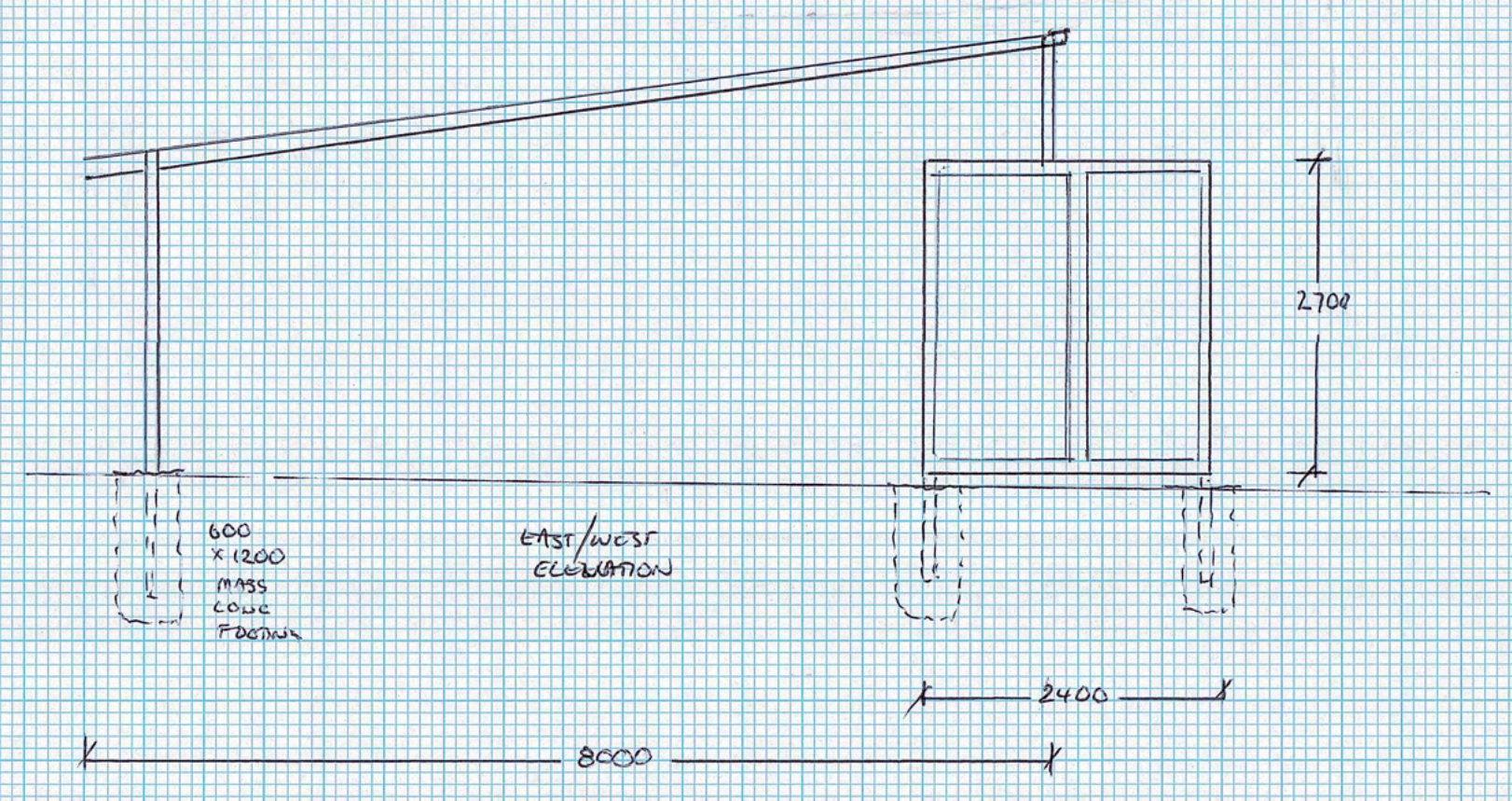
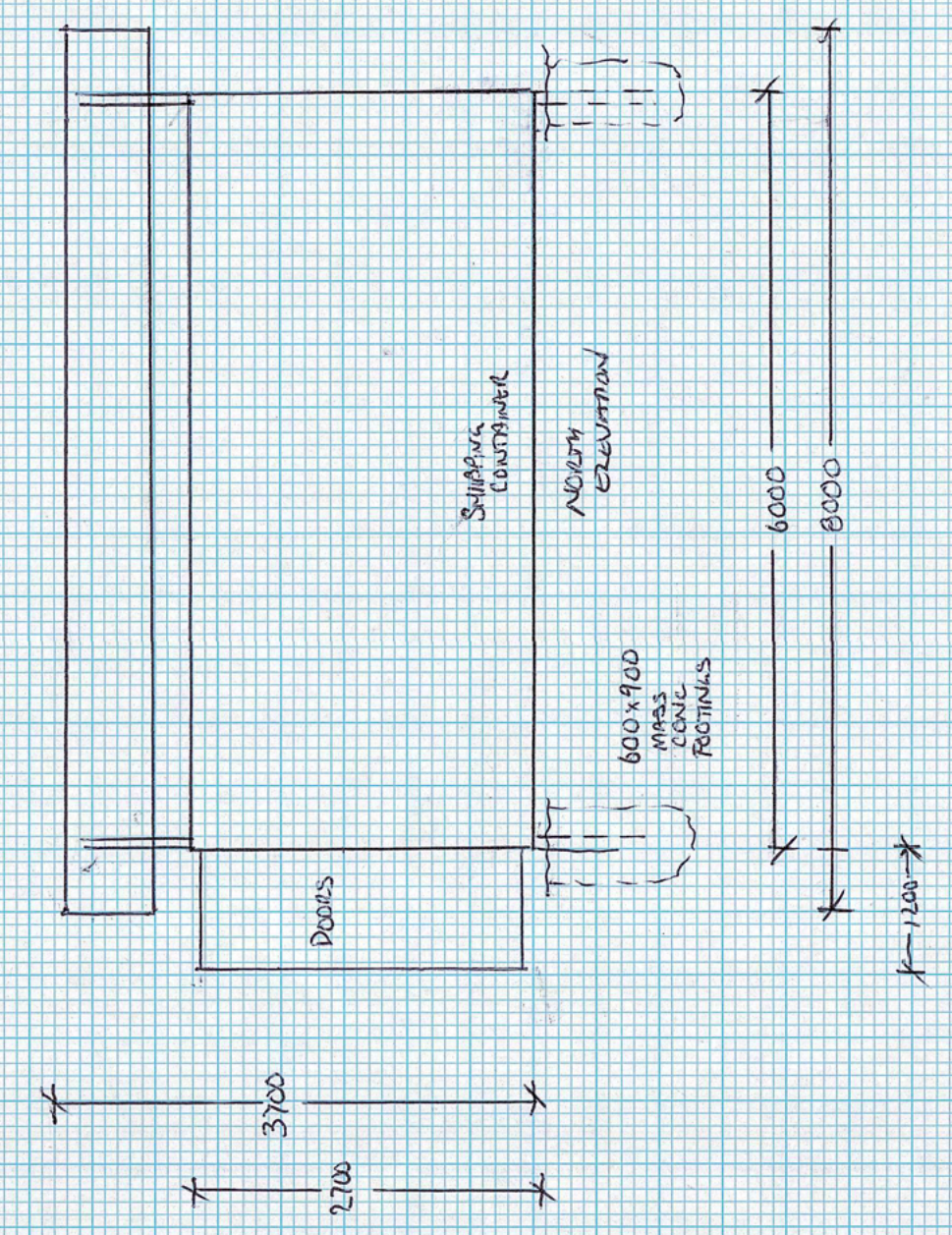
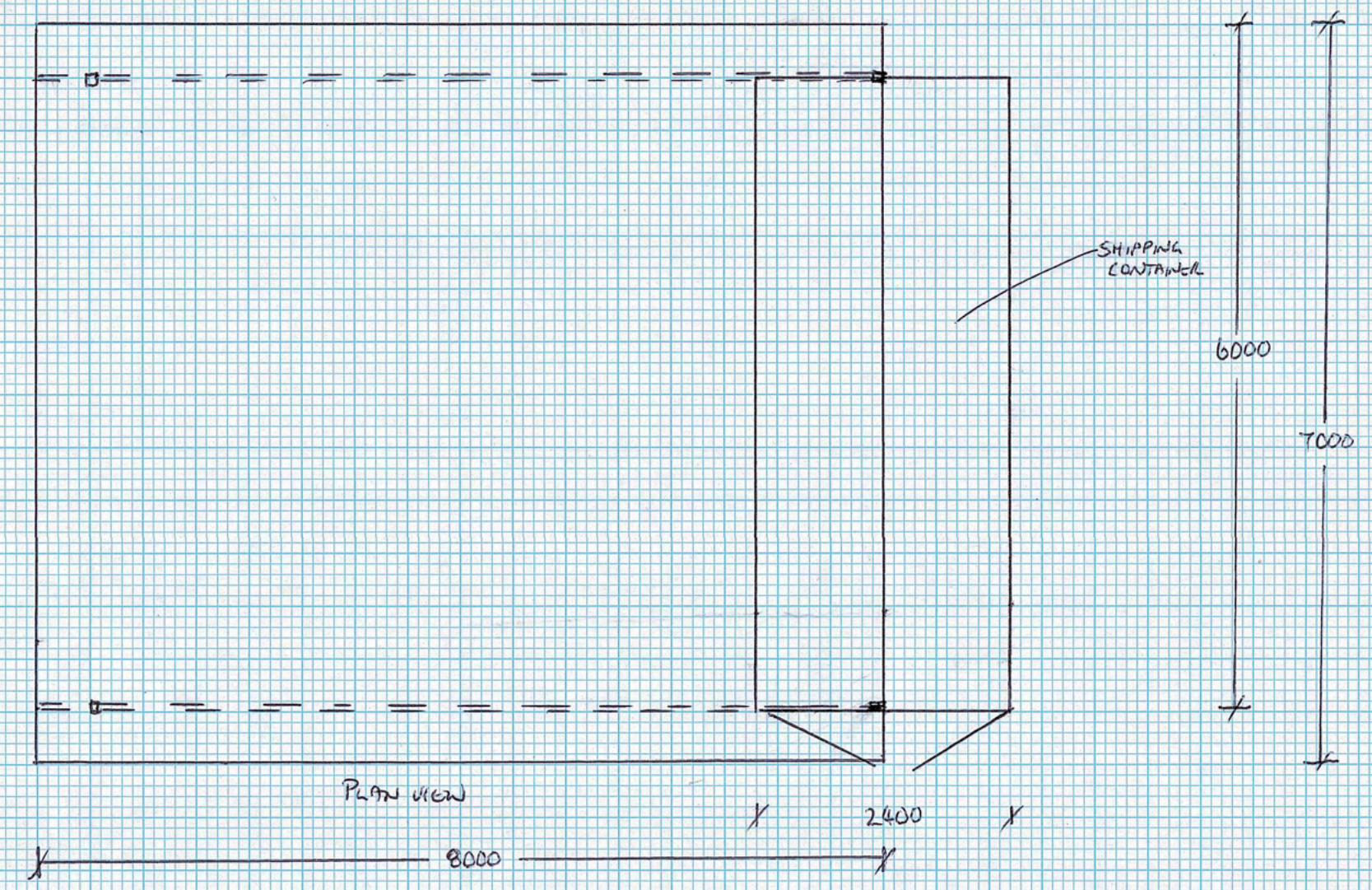
REVISIONS		
XX	DESCRIPTION	XXX 00.00.00
XX	DESCRIPTION	XXX 00.00.00
XX	DESCRIPTION	XXX 00.00.00
XX	DESCRIPTION	XXX 00.00.00
REV	DESCRIPTION	CHK DATE

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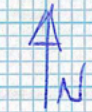
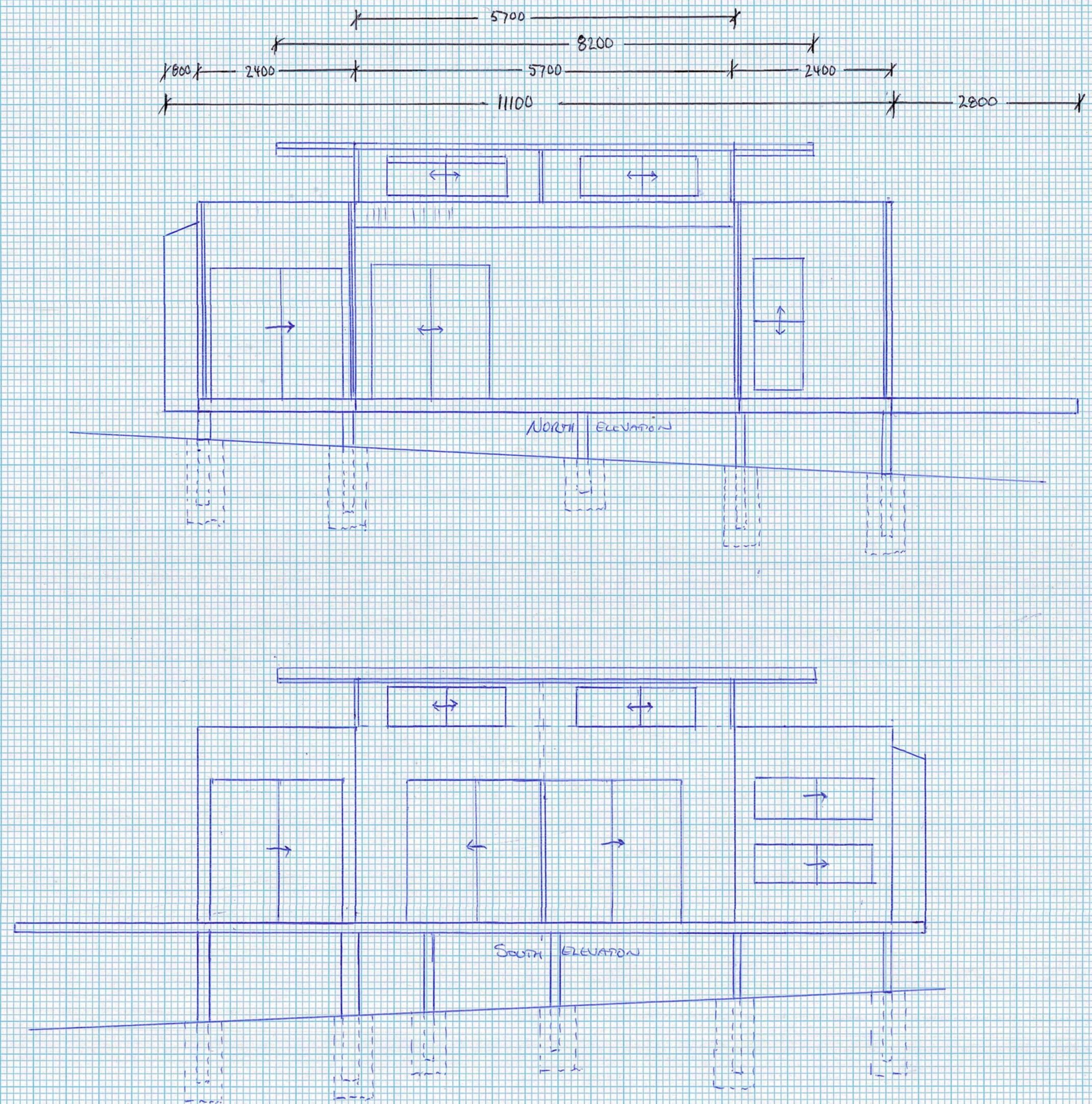




- MATERIAL SCHEDULE
- SHIPPING CONTAINER - EXPOSED EXTERNAL SURFACE\*
  - PAINTED IN SYMPHONY COLOUR
  - ROOF - CORRUGATED CONDUROOND
  - FILLING - GRIPFIXED 100x100 POSTS
  - GRIPFIXED 200x50 BEAMS
  - GRIPFIXED 100x65 PURLIN

CARPORT PLAN  
1:50  
243 BEECHWORTH -  
WOODS RD  
BEECHWORTH



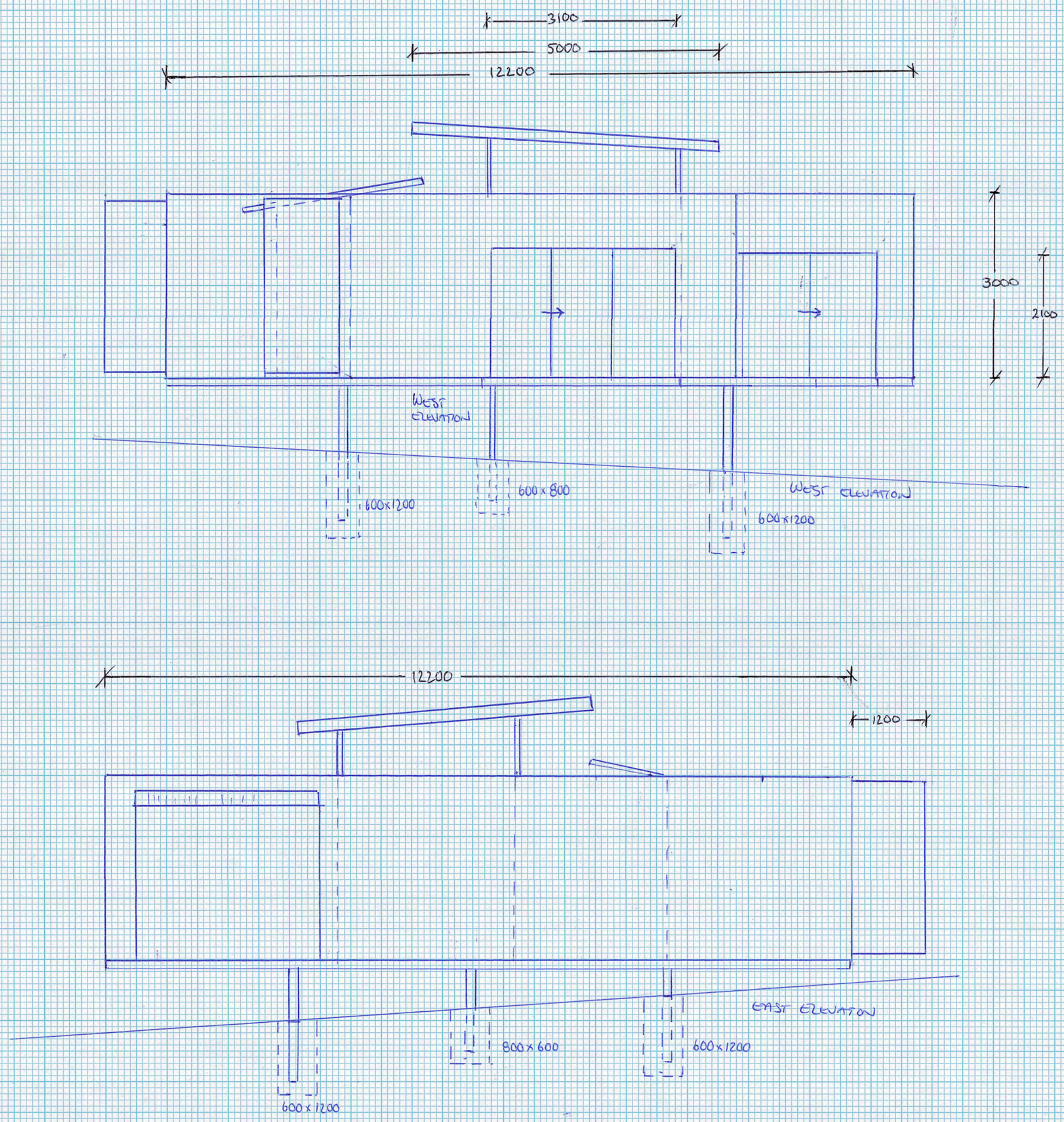


1:500

NORTH + SOUTH ELEVATION

243 BEECHWORTH - WOODONGA RD  
BEECHWORTH.





1:500  
EAST & WEST ELEVATION  
243 BEECHWORTH-WODENGA RD  
BEECHWORTH.





**Prepared by:**

[REDACTED]  
Consulting Arborist  
AQF 5 | Melbourne Polytechnic

**Prepared for:**

[REDACTED]  
c/o Human Habitats

## **Arboricultural Impact Assessment and Native Vegetation Assessment**

243 Beechworth-Wodonga Road,  
Beechworth, 3747

July 19, 2024

**Contact:** [REDACTED] Consulting arborist | [REDACTED] [info@highcountryarboristreports.com.au](mailto:info@highcountryarboristreports.com.au)



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### 1.0 Scope and report objectives

High Country Arborist Reports were engaged by Human Habitats on behalf of client Rob Holden to prepare an Arboricultural Impact Assessment for 117 trees in the vicinity of the development site at 243 Beechworth-Wodonga Road, Beechworth.

Trees within and adjacent to the designated site were assessed to identify tree-related design constraints and assess potential construction impacts to trees.

This Arboricultural Impact Assessment is prepared in accordance *AS4970-2009: Protection of Trees on Development Sites* and provides the following information:

- Locate and number all trees to produce a tree location plan.
- Provide arboricultural assessment data that identifies each tree to species level and provides information including tree origin, dimensions, and suitability for retention.
- Provide where necessary, recommendations regarding the future management of trees suitable to retain and details of tree protection distances to assess potential construction impacts.

### 2.0 ☐ Survey methodology

Data collection was undertaken by [REDACTED] of High Country Arborist Reports on July 16, 2024. Tree data including digital imagery was captured onsite and is recorded within the report.

Tree assessment data fields include the following:

- Onsite Visual Tree Assessment (VTA)
- Genus/species
- Age class
- Origin
- Trunk diameter measured at 1.4m above ground level (DBH = Diameter at Breast Height)
- Tree dimensions including height and canopy width
- Useful life expectancy (ULE)
- Expected impact on trees and structures
- Recommendations for works or impact mitigation techniques to allow trees to be retained as per *AS4970-2009: Protection of Trees on Development Sites*.

#### 2.1 Documents relevant to this report

- *Australian Standard: Protection of Trees on Development Sites AS4970-2009*
- *Australian Standard: Pruning of Amenity Trees AS4373-2007*
- Site proposal / plans
- Indigo Shire Council RFI: *PP24-0100, authored by Daniel Matthews (21/6/24)*
- Indigo Shire Council *Native Vegetation Clause 52.17*
- Indigo Shire Council planning overlays: *Farming Zone, Bushfire Mgmt Overlay, Significant Landscape Overlay*
- Mountain Planning: *Bushfire Management Statement, May 2024*

### 3.0 Executive summary

On July 16, 2024, we inspected all trees in the vicinity of the development site at 243 Beechworth-Wodonga Road, Beechworth. This site is a heavily-treed parcel of land (approx. 3.7ha), proposed for construction of a new dwelling, plus effluent field and driveway.

#### 3.1 General findings

1. A total of 117 trees were assessed across the site. All assessed trees are native indigenous species, chiefly *Eucalyptus macrorhyncha* (Red Stringybark) and *Callitris endlicheri* (Black Cypress Pine).
2. Proposed plans for this site include the construction of a new single-storey dwelling, plus driveway and effluent field. Many of these elements are near existing trees.
3. The client is required to implement a 39m area of defendable space around the proposed dwelling as part of the Bushfire Management Plan. BAL 29 defendable space requires the following: shrubs must not be located under the canopy of trees; individual and clumps of shrubs must not exceed 5m in area and must be separated by at least 5m; trees must not overhang or touch any elements of the building; the canopy of trees must be separated by at least 5m; there must be a clearance of at least 2m between the lowest tree branches and ground level.
4. All assessed trees are located within the boundaries of the above 39m defendable space envelope. Trees outside this perimeter were not assessed. See maps pages 9-10.
5. It is necessary to remove 20 trees from across the site to meet the BAL 29 guidelines as described above. A further 37 trees will require either clearance pruning to reduce their canopies and/or removal of understorey vegetation located beneath large trees or patches.
6. While the removal of 20 native trees is not insignificant, efforts have been made to select smaller or low-value specimens for removal where possible. All large trees are retained on site, with the average trunk size for removal being 27cm in diameter (DBH value). The largest tree proposed for removal (*Callitris endlicheri*) has a trunk size of 43cm diameter.

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7. The status of all trees on site are shown below:

ACTION	TREE ID
Clearance pruning and/or clear understorey	1, 5, 6, 7, 11, 12, 13, 14, 18, 20, 23, 24, 25, 26, 27, 28, 36, 37, 38, 39, 45, 46, 51, 52, 61, 65, 68, 70, 74, 80, 83, 91, 92, 104, 105, 112, 114
Remove tree to achieve >5m canopy separation	3, 9, 16, 22, 29, 33, 43, 47, 50, 54, 57, 58, 63, 78, 84, 99, 100, 106, 110, 113
Remove hazardous tree	17
No action/retain tree	All other trees

8. This property is subject to the following Indigo Shire Council overlays: *Farming Zone*, *Bushfire Management Overlay*, *Significant Landscape Overlay*. Additionally, as this block is larger than 4000sqm, Indigo Shire Council *Native Vegetation Clause 52.17* applies for native vegetation removal.
9. In the case of this project, Clause 52.12-5 of the Indigo Planning Scheme does apply in setting out 'Exemptions to create defensible space for a dwelling under clause 44.06'. This Clause states that conditions which prohibit the removal of vegetation do not apply if vegetation is being removed to construct a dwelling and create a defensible space envelope – provided certain criteria are met.
10. These criteria are listed here: Land is in the BMO (YES); land is in the Farming Zone (YES); the removal of vegetation does not exceed the distances based on BAL guidelines (YES); the removal of vegetation is required to be undertaken by a condition in a planning permit issued after July 31 2014 (YES).
11. Given the above, this project is exempt from the requirement to offset vegetation removal as would generally be required under Indigo Shire Council *Native Vegetation Clause 52.17*. Trees listed above (all are within 39m BAL extents) can be removed without offset payment.
12. Only one retained tree is in close proximity to the proposed house. Tree 91 (*Eucalyptus macrorhyncha*) is a large maturing native specimen located 6m from the NW corner of the house. The TPZ radius for this tree is 7.44m, resulting in TPZ encroachment of less than 5% (minor impact). We expect this tree to remain viable and note the construction on pilings will further reduce potential long-term root impacts. This tree will require clearance pruning to meet BAL 29 guidelines (see images at rear).

13. One additional tree has been recommended for removal due to its hazardous condition. Tree 17 (*Eucalyptus macrorhyncha*) is a large maturing native that shows evidence of a heaving root plate. Given the soil makeup of the immediate area (loose granitic sands) it is the opinion of the inspecting arborist that this tree is likely to experience root plate failure in the near future. This tree should be removed as soon as possible, given its proximity to the house and driveway turning circle.
14. Given the above, we can support the progression of this proposal. While it is necessary to remove multiple trees to meet the BAL 29 requirements, these trees have been limited to smaller specimens where possible and pruning recommend where appropriate, to avoid unnecessary tree removals. The client is keen to retain as many trees as possible and understands only the minimum volume of trees will be removed in order to meet the BAL guidelines for defensible space.

### 4.0 ☐ Site observations

#### 4.1 Site overview

Site is a heavily-treed semi-rural parcel of land (approximately 3.7ha) located just north of Beechworth township. Much of the site is covered with native species. Driveway and turning circle are located to the NE of site, with the build envelope also in this NE quadrant.





### 4.2 Site plan showing approx tree locations



### 4.3 Proposed site plan showing 39m extents



### 5.0 □ Descriptors

#### 5.1 Origin

**Indigenous:** Known to occur naturally at the subject site location.

**Vic native:** Species that occur naturally in Victoria (may include the subject site location).

**Native:** Species that occur naturally in other states of Australia, but not Victoria.

**Exotic:** species that occur naturally outside of Australia, i.e. species has been introduced.

#### 5.2 Useful Life Expectancy (ULE)

**50+ years:** Trees appear to be retainable in the current landscape for more than 50 years.

- Structurally sound trees in locations that can accommodate future growth.
- Minimally-defective trees that could be made suitable for retention in the long term by remedial arboricultural practices and maintenance.
- Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

**20-50 years:** Trees that appear to be retainable in the current landscape for 20-50 years.

- Trees that may only live between 20 and 50 years.
- Trees that may live for more than 20 years but would be removed during the course of normal management for safety or nuisance reasons.
- Minimally-defective trees that can be made suitable for retention in the medium term by remedial arboricultural practices and maintenance.

**10-20 years:** Trees that appear to be retainable in the current landscape for 10-20 years.

- Trees that may only live for 10-20 years.
- Trees that may live for more than 15 years but would be removed during the course of normal management for safety or nuisance reasons.
- Defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.

**0-10 years/REMOVE:** Trees requiring imminent removal, or within 10 years.

- Declining trees due to disease or inhospitable conditions.
- Dangerous trees due to instability or recent loss of adjacent trees and/or structural defects including cavities, decay, included bark, wounds or poor structure.

#### 5.3 Health ratings

**Dead:** Tree is completely dead or at an irreparable state of health: non-functional crown (no green leaves), stem cambium dead, no evidence of fresh shoots, heavily declined.

**Poor:** Tree is presenting large quantities of crown dieback or thinning. Persistent infections of pathogens, insect borers, fungal cankers and root disease may be present. Treatments may only be temporary to achieve hazard reduction prior to tree removal.

**Average:** Tree is presenting symptoms of stress that may be due to seasonal biotic or abiotic conditions (water stress or seasonal defoliators). Symptoms may include tip dieback, crown thinning, defoliation or leaf discoloration. Condition may be reversible.

**Good:** Tree is generally free of pest and disease symptoms; any biotic or abiotic stress is not present over more than 10% of the tree. Foliage cover is healthy/robust.

### 5.4 Structure ratings

**Poor:** Tree has structural weakness that may be due to poor growth development, fungal decay, mechanical damage, or a combination of these. Signs of potential structural failure of major structural components may be present.

**Average:** Tree has structural weaknesses, but is unlikely to fail at any major structural component and does not present symptoms of imminent failure. Minor fungal degradation may be present.

**Good:** Tree has no obvious, notable structural defects, or indicators of fungal decay.

### 5.5 Age classifications

**Juvenile:** Young trees, generally less than 10 years old.

**Semi-mature:** Trees which have reached approx. half of their expected size/lifespan.

**Mature:** Trees which have reached their expected size and are approximately two thirds of the way through their expected average lifespan.

**Over-mature:** Trees which have over-matured within the surrounding landscape and now present in a state of health and/or structural decline.

**Dead:** Trees with a non-functional crown or that are irreversibly dying.

**Stump re-growth:** Trees which have been cut to a stump and allowed to regrow.

### 5.6 Retention value

**Low:** Trees that offer little in terms of contributing to site amenity for reasons of poor health and/or structural condition or species unsuitability (invasive or environmental weed species). Juvenile and semi-mature trees which could be readily replaced may also be placed in this category. Trees of low retention value should not be a constraint on development.

**Medium:** Trees offering some beneficial attributes that may enhance the site or local environment, but may be limited to some degree by their health, structure or ULE. Moderate retention value trees should be considered for retention where possible within the development design, but not necessarily to the detriment of the design

**High:** Trees which positively contribute to the future site or local environment due to their botanical, historical or local significance in combination with good characteristics of health and structure. Significant remnant trees may be placed in this category regardless of health and structure. High retention value trees should be considered for retention and be incorporated within the design layout.

### 6.0 ☐ Report exclusions

This assessment/report does not include the following:

- Below ground inspection (includes: location, condition and/or integrity of roots; condition of inaccessible parts of trunk; property or asset conflicts and/or damage due to roots).
- Soil profile test (including degrees of compaction if any).
- Detailed aerial tree inspection observations/findings (Visual Tree Assessment was conducted from ground-level).
- Abiotic disorder certainty (resulting from groundwater analysis, gas leak investigations, etc).
- Certainty of presence or identity of biotic agents (pests, pathogens). Where present, biotic agents must be sampled and sent for lab analysis – a process not included in this commission.
- Certainty of decay present (if any) within the tree (tree was inspected from the outside only, meaning the condition and integrity of the structural wood within the tree cannot be ascertained).

### 7.0 ☐ References

Lonsdale, D., 2017. *Principles of Tree Hazard Assessment*. 7th ed. Stokehouse: UK Arb. Association.

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Standards Australia, 2007. *AS-4373-2007: Pruning of Amenity Trees*, Sydney: Standards Australia.

Standards Australia, 2009. *AS-4970-2009: Protection of Trees on Development Sites*, Sydney: Standards Australia.

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# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

TREE ID	BOTANICAL NAME	COMMON NAME	ORIGIN	HEIGHT (m)	WIDTH (m)	DBH (m)	TPZ (m radius)	AGE	U.L.E.	COMMENTS
	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	8	3	0.3	3.60	Maturing	20-50	Uplift canopy
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	10	0.3, 0.41	6.12	Maturing	20-50	
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	4	0.28	3.36	Maturing	20-50	Remove for canopy separation
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	8	2	0.17	2.04	Semi-mature	10-20	
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	14	9	0.6	7.20	Maturing	50+	Prune for canopy clearance, remove Acacia understorey
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	22	16	0.94	11.28	Maturing	50+	Prune for canopy clearance, remove Acacia understorey
	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	2	0.2	2.40	Maturing	20-50	Uplift canopy
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	10	3	0.23	2.76	Semi-mature	20-50	
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	9	2	0.17	2.04	Semi-mature	20-50	Remove
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	13	6	0.32	3.84	Maturing	20-50	
	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	10	0.66	7.92	Maturing	50+	Prune for canopy separation
1	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	12	4	0.32	3.84	Maturing	29-50	Uplift canopy and remove understorey
1	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	10	3	0.19	2.28	Semi-mature	20-50	Remove understorey
1	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	13	3	0.22	2.64	Maturing	20-50	Remove understorey
1	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	4	0.27	3.24	Maturing	20-50	
16	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	5	0.31	3.72	Maturing	20-50	Remove for canopy separation
17	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	9	0.63	7.56	Maturing	0-10	Remove hazardous tree - root plate lifting
18	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	22	0.98	11.76	Maturing	20-50	Prune/reduce canopy to achieve separation
19	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	7	0.44	5.28	Maturing	20-50	
20	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	10	4	0.26	3.12	Maturing	20-50	Remove understorey
21	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	11	5	0.28	3.36	Maturing	20-50	
22	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	14	4	0.3	3.60	Maturing	10-20	Remove for canopy separation
23	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	12	0.7	8.40	Maturing	50+	Prune/reduce canopy to achieve separation
24	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	9	4	0.24	2.88	Maturing	20-50	Remove understorey
25	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	15	0.25, 0.25, 0.35	6.00	Maturing	20-50	Multi-stemmed tree on 39m boundary. Remove understorey in this area.
26	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	12	3	0.19	2.28	Semi-mature	20-50	Remove understorey
27	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	14	5	0.26	3.12	Maturing	20-50	Remove understorey
28	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	10	3	0.17	2.04	Semi-mature	20-50	Remove understorey
29	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	12	4	0.2	2.40	Semi-mature	20-50	Remove for canopy separation
30	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	8	0.45	5.40	Maturing	0-10	Tree declining.

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TREE ID	BOTANICAL NAME	COMMON NAME	ORIGIN	HEIGHT (m)	WIDTH (m)	DBH (m)	TPZ (m radius)	AGE	U.L.E.	COMMENTS
31	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	11	9	0.53	6.36	Maturing	20-50	
32	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	14	8	0.45	5.40	Maturing	20-50	Prune for canopy separation
33	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	6	0.29	3.48	Maturing	20-50	Remove for canopy separation
34	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	21	10	0.57	6.84	Maturing	50+	
35	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	12	5	0.27	3.24	Maturing	20-50	
36	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	9	0.48	5.76	Maturing	50+	Prune canopy. Last tree on East side of driveway.
37	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	5	0.24	2.88	Maturing	20-50	First tree near South corner of house. Remove understorey.
38	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	10	2	0.15	1.80	Semi-mature	20-50	Clear understorey
39	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	5	0.25	3.00	Maturing	20-50	Clear understorey
40	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	4	0.22	2.64	Maturing	20-50	
41	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	14	6	0.26	3.12	Maturing	20-50	
42	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	9	3	0.17	2.04	Semi-mature	20-50	
43	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	13	5	0.25	3.00	Maturing	10-20	Remove for canopy separation
44	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	13	5	0.23	2.76	Maturing	20-50	
45	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	15	6	0.35	4.20	Maturing	20-50	Clear understorey + uplift canopy
46	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	9	0.46	5.52	Maturing	20-50	Prune canopy + clear understorey
47	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	6	0.43	5.16	Maturing	20-50	Remove for canopy separation
48	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	15	6	0.36	4.32	Maturing	20-50	Tree with camera sign on it.
49	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	14	3	0.17	2.04	Semi-mature	10-20	
50	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	9	3	0.22	2.64	Semi-mature	10-20	Remove for canopy separation
51	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	17	8	0.31	3.72	Maturing	50+	Clear understorey
52	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	20	12	0.57	6.84	Maturing	50+	Prune for canopy separation
53	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	12	5	0.28	3.36	Over-mature	0-10	Tree declining
54	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	16	7	0.29	3.48	Maturing	20-50	Remove for canopy separation
55	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	11	7	0.29	3.48	Maturing	20-50	
56	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	11	6	0.24	2.88	Maturing	20-50	
57	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	8	6	0.29	3.48	Maturing	20-50	Remove for canopy separation
58	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	6	0.3	3.60	Maturing	50+	Remove for canopy separation
59	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	16	7	0.3	3.60	Maturing	20-50	
60	<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	Native	15	6	0.27	3.24	Maturing	50+	
61	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	16	12	0.25, 0.2, 0.2, 0.21	5.16	Maturing	20-50	Prune for canopy separation

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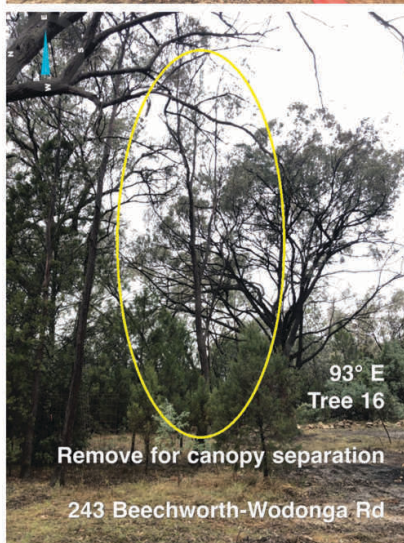
TREE ID	BOTANICAL NAME	COMMON NAME	ORIGIN	HEIGHT (m)	WIDTH (m)	DBH (m)	TPZ (m radius)	AGE	U.L.E.	COMMENTS
62	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	15	6	0.25	3.00	Maturing	20-50	
63	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	12	8	0.26	3.12	Maturing	20-50	Remove for canopy separation
64	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	5	0.27	3.24	Maturing	20-50	
65	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	20	6	0.32	3.84	Maturing	50+	Remove understorey
66	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	14	8	0.29, 0.18	4.08	Maturing	20-50	
67	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	12	8	0.25	3.00	Maturing	20-50	
68	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	13	8	0.26	3.12	Maturing	20-50	Leaning trunk, remove understorey
69	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	18	6	0.42	5.04	Maturing	20-50	
70	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	17	12	0.23, 0.24, 0.25	5.04	Maturing	20-50	Multi-stemmed tree, remove understorey
71	<i>Eucalyptus polyanthemos</i>	<i>Eucalyptus polyanthemos</i>	Native	12	6	0.26	3.12	Maturing	20-50	Leaning on Callitris.
72	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	11	3	0.2	2.40	Maturing	20-50	
73	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	3	0.27	3.24	Maturing	20-50	
74	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	14	0.4, 0.3	6.00	Maturing	20-50	Multi-stemmed tree. Remove 1x stem nearest house.
75	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	10	0.31, 0.35	5.64	Maturing	20-50	Trees SW of Ford ute
76	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	13	4	0.23	2.76	Maturing	20-50	
77	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	15	0.5	6.00	Maturing	50+	
78	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	13	4	0.27	3.24	Maturing	20-50	Remove for canopy separation
79	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	5	0.33	3.96	Maturing	20-50	Tree just north of ute
80	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	8	0.33	3.96	Maturing	20-50	Remove understorey
81	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	8	2	0.17	2.04	Semi-mature	20-50	Tree on edge of track
82	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	6	0.41	4.92	Maturing	20-50	Tree on edge of track
83	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	8	0.20, 0.47	6.12	Maturing	20-50	Remove small stem for clearance
84	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	12	3	0.23	2.76	Maturing	20-50	Remove for canopy separation
85	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	11	3	0.28	3.36	Maturing	20-50	
86	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	4	0.23	2.76	Maturing	20-50	
87	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	4	0.24	2.88	Maturing	20-50	
88	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	12	4	0.36	4.32	Maturing	20-50	
89	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	5	0.38	4.56	Maturing	20-50	
90	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	6	0.27	3.24	Maturing	20-50	
91	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	9	0.62	7.44	Maturing	50+	Tree on W corner of house. Clear over house and prune to separate canopy from T90

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

TREE ID	BOTANICAL NAME	COMMON NAME	ORIGIN	HEIGHT (m)	WIDTH (m)	DBH (m)	TPZ (m radius)	AGE	U.L.E.	COMMENTS
92	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	2	0.17	2.04	Semi-mature	20-50	Remove neighbouring Monterey Pine
93	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	1	0.14	1.68	Semi-mature	20-50	
94	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	4	0.27	3.24	Maturing	20-50	
95	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	16	6	0.32	3.84	Maturing	20-50	
96	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	16	4	0.29	3.48	Maturing	20-50	
97	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	14	3	0.2	2.40	Maturing	20-50	Tree next to track
98	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	13	3	0.15	1.80	Semi-mature	20-50	
99	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	16	4	0.22	2.64	Maturing	20-50	Remove for canopy separation
100	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	13	2	0.17	2.04	Maturing	20-50	Remove for canopy separation
101	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	7	0.29	3.48	Maturing	20-50	Tree on corner of track
102	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	2	0.17	2.04	Semi-mature	20-50	
103	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	3	0.22	2.64	Semi-mature	20-50	
104	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	16	7	0.44	5.28	Maturing	20-50	Remove understorey
105	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	20	10	0.36	4.32	Maturing	50+	Prune for canopy separation
106	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	15	3	0.2	2.40	Maturing	20-50	Remove for canopy separation
107	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	12	5	0.23	2.76	Maturing	20-50	
108	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	15	4	0.21	2.52	Maturing	20-50	
109	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	17	6	0.27	3.24	Maturing	20-50	
110	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	9	4	0.2	2.40	Maturing	20-50	Remove for canopy separation
111	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	13	4	0.27	3.24	Maturing	20-50	
112	<i>Eucalyptus macrorhyncha</i>	Red Stringybark	Native	18	14	0.49	5.88	Maturing	50+	Prune for canopy separation
113	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	15	6	0.38	4.56	Maturing	20-50	Remove for canopy separation
114	<i>Eucalyptus polyanthemos</i>	Red Box	Native	16	12	0.4	4.80	Maturing	50+	Prune for canopy separation + clear understorey
115	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	4	0.21	2.52	Maturing	20-50	
116	<i>Callitris endlicheri</i>	Black Cypress Pine	Native	10	4	0.17	2.04	Semi-mature	20-50	
117	<i>Eucalyptus polyanthemos</i>	Red Box	Native	9	5	0.17	2.04	Stump regrowth	10-20	Trees located near mulch pile

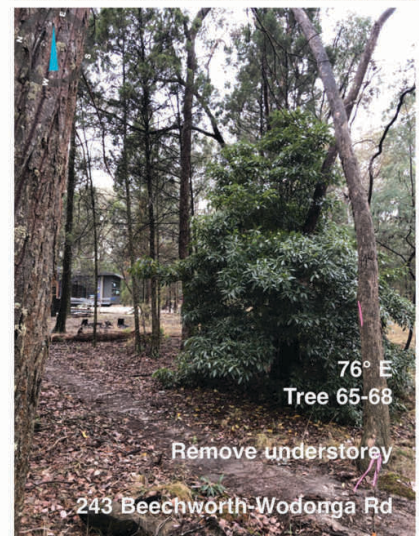


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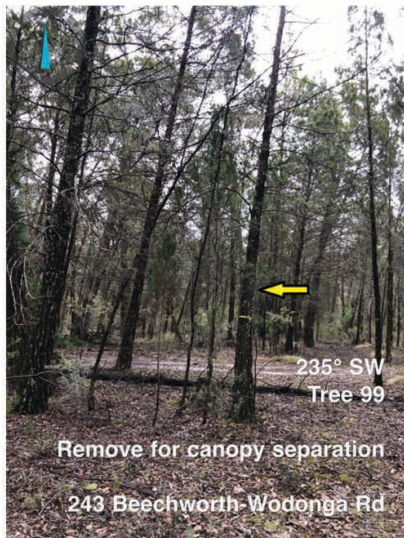


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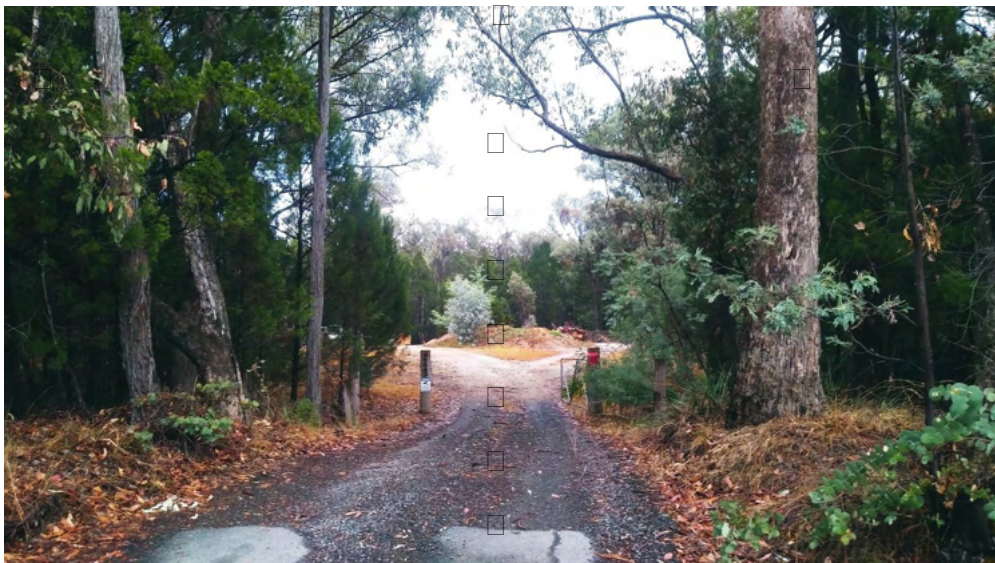
# Land Capability Assessment

Report No. RH24012024-1B

**Address: 243 Beechworth Wodonga Rd  
Beechworth**

**Clients:** [REDACTED]

**C/- [REDACTED]  
Human Habitats  
May 2024**



**Prepared by** [REDACTED]

**Porta Environmental Pty Ltd**

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Principal Consultant  
**Porta Environmental Pty Ltd**  
PO Box 1276 Wangaratta Vic 3676  
**www.PortaEnvironmental.com.au**

Date 16/5/2024

C/-  
Mobile:

Human habitats

Site Address: 243 Beechworth-Wodonga Road, Beechworth. Local Council: Indigo, Property Number: 8618, Lot and Plan: Plan PC370990. Property is contained within a Farming Zone with Bushfire Management Overlay and Significant Landscape Overlay as shown in the Planning Property Report.

### **RE: Land Capability Assessment for Onsite Wastewater Treatment and Disposal**

This report presents the findings of a land capability assessment for on-site domestic wastewater management for a proposal to build a 3-bedroom equivalent house ( 2 bedrooms and study). If you have any queries with respect to the information contained in the report or require any further information, please contact Damien Porta.

Regards,

Principal Consultant  
**PORTA ENVIRONMENTAL PTY LTD**

Indemnity Insurance from certain underwriters at Lloyd's and Public Liability insurance from FTA Pty Ltd for Porta Environmental Pty Ltd as an Environmental Consultancy

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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1. INTRODUCTION

This report presents the findings of a land capability assessment completed for the bush property 243 Beechworth Wangaratta Rd Beechworth, shown in attached mapping and diagrams and within a Farning Zone with Bushfire Management and significant Landscape Overlay. The study was commissioned by phone calls and emails in January 2024 from the owner [REDACTED] and Planner [REDACTED] who was informed by Indigo Council their proposal to build a new dwelling would require a Land Capability Assessment report as part of the building and planning application process. The property is not within a Potable Catchment. There are no more than 1 bore within 1km² and depth to ground water around 20m deep. Porta Environmental has recommended primary effluent treatment with trench disposal of 120m on sloping land of around 7% in permeable stable soil for a proposed new 3-bedroom equivalent house. The results of testing and research are shown within the report.

2. SCOPE

The study objectives for the land capability assessment were to assess the attributes of this property for its suitability for the on-site disposal of domestic effluent. This study was undertaken in general accordance with the Victorian EPA Publication 891.4 “Code of Practise – On-site wastewater management” July 2016 and Publication “Septic Tanks Code of Practice” March 2003. Dimensions for effluent disposal systems were calculated using table 9 EPA publication 891.4 and the Australian Standard AS/NZS 1547:2012 “On-site domestic wastewater management”, and new Onsite Wastewater Guidelines May 2024. There will be some overlap between state and federal guidelines, and best environmental practices to get the most accurate assessment of the site.

3. BACKGROUND, FLOW RATES AND NUTRIENT LOADING

The proposal is to treat and dispose of domestic effluent onsite from a new 3-bedroom equivalent house ( 2 bedrooms and study. The recommended system and disposal field was calculated using EPA Code 891.4 which incorporates daily flow rates (table 4) and daily loading rates (table 9), for a new home with water saving fixtures, as standard. The table below show the calculated flow and BOD loading calculations for the proposal. The property will only have access to only tank water.

3 Bedroom	4 potential occupants	water saving fixtures WELS 4 star or better	150L/Person 60g BOD/person	600 L/day 240g BOD
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4. METHODOLOGY

The assessment activities were commenced on April 2<sup>nd</sup> 2024.

- A desk top review of geological and climatic features of the study area. Sources for this information included published maps and information from the Bureau of Meteorology. Published detailed maps and overlays from Department of Environmental Land Water and Planning, GeoVic for satellite overview and water balance calculations for modelling local climate conditions based on information from the Bureau of Meteorology.
- A walk over assessment of the topographical and geological setting of the area, conducted on the day of testing. Factors assessed include rock outcrop, landforms, watercourses and drainage patterns.
- Soil permeability tests within the designated site. The permeability testing using constant head permeameters was carried out as described within Australian Standards 1547. The test included the drilling of up to eight (8) 75mm diameter boreholes to a depth of 600 - 700mm. All boreholes were then filled with water to a depth 300mm below the land surface. A constant head permeability test is then performed for each borehole.



- Constant head permeability test is considered under the national standard as the most accurate and reproducible test. Now also indicated in EPA Code 891.4

4.1F2 PRINCIPLE: measurement of permeability: Australian Standard/ New Zealand Standard 1547: 2012

In a constant-head test, the water that runs out of an unlined test hole in the ground is replenished at the same rate from a reservoir, so that the head of water in the hole remains the same. The loss of water from the reservoir is measured over time and a mathematical model is used to calculate the coefficient of permeability,  $K_{sat}$ , from the measurement.  $K_{sat}$  equation shown below.

$$K_{sat} = \frac{4.4Q \left[ 0.5 \sinh^{-1} \left( \frac{H}{2r} \right) - \sqrt{\left\{ \left( \frac{r}{H} \right)^2 + 0.25} \right\} + \frac{r}{H}} \right]}{2\pi H^2} \dots\dots\dots \text{Eq. G1}$$

where:

$K_{sat}$  = saturated hydraulic conductivity of the soil in cm/min

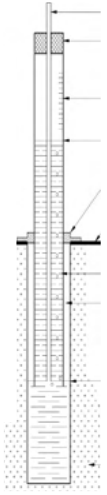
4.4 = correction factor for a systematic under-estimate of soil permeability in the mathematical derivation of the equation

$Q$  = rate of loss of water from the reservoir in cm<sup>3</sup>/min

$H$  = depth of water in the test hole in cm

$r$  = radius of the test hole in cm

*Comment. Falling-head permeameters are not recommended in this Standard (AS 1547) due to the Lack of a proper physical model, the lack of a mathematical description of the falling head method in an unlined test hole, and the resultant uncertainty in converting a measured fall rate into a  $K_{sat}$  value.*



- Each borehole within the disposal area is tested individually until equilibrium of absorption was reached. The permeability results are then averaged out to give a permeability result.
- The drilling, logging and soil sampling of investigation boreholes across the testing field area are used to establish soil profile and groundwater conditions, at least one borehole of 2m+ depth. A 75mm hand auger was used to drill the boreholes.
- Physical soil testing for dispersion characteristics.
- Data analysis and iteration of calculations and inputs were used to test disposal outcomes.
- Soil pH (The pH of soil indicates the strength of acidity or alkalinity in the soil solution which bathes soil constituents, plant roots and soil micro-organisms. Soil is neutral when pH is 7, it is acid when pH is less than 7 and alkaline when it is greater than 7)
- Soil Conductivity (To work out the approximate salinity of soil)
- A site meeting with the owner Rob Holden.

## 5. LAND CAPABILITY ASSESSMENT FINDINGS

GeoVic aerial image of property, development area shown in the yellow box



### 5.1 Topographical and Environmental Features

The 3.34 Ha property is typically bush and wood land. There were no rocky outcrops sighted in or near the LCA test area, but some near to the creek. Ground vegetation cover was about 70% across the property. The property is enclosed by similar bush/residential properties on all sides. The property has entry via Beechworth Wodonga Rd. Slope in the LCA test area was around 8% sloping to the west from the test area. Some debris, rocks, soil mounds and firewood needs removing from the test area as shown below. The LCA test area was over 100m from the defined seasonal creek onsite. The LCA test area was typically free of trees with fair to good solar and wind exposure with a northern aspect. The LCA test area also had a reserve area nearby. There were no bores or springs noted in or near the LCA test area or nearby. Disposal options are discussed in detail in sections 6 & 7 of this report.

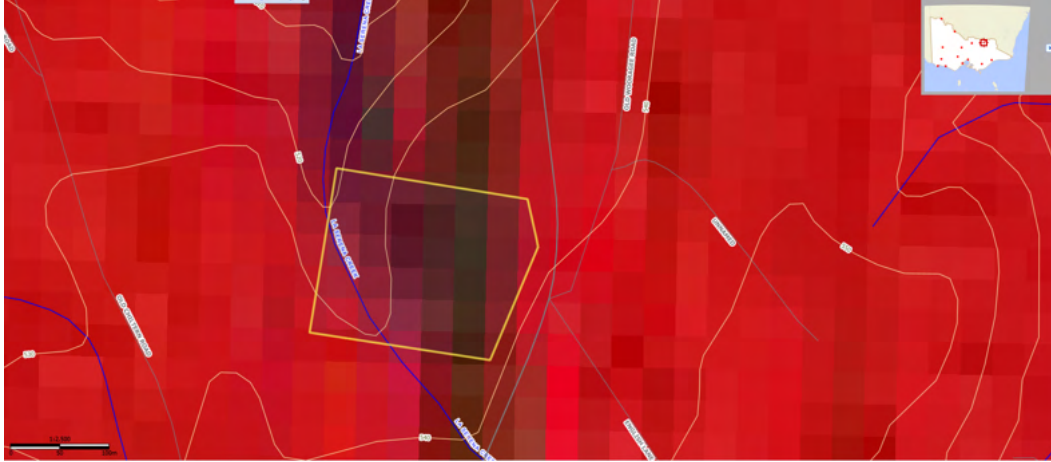


Looking north over LCA test area.



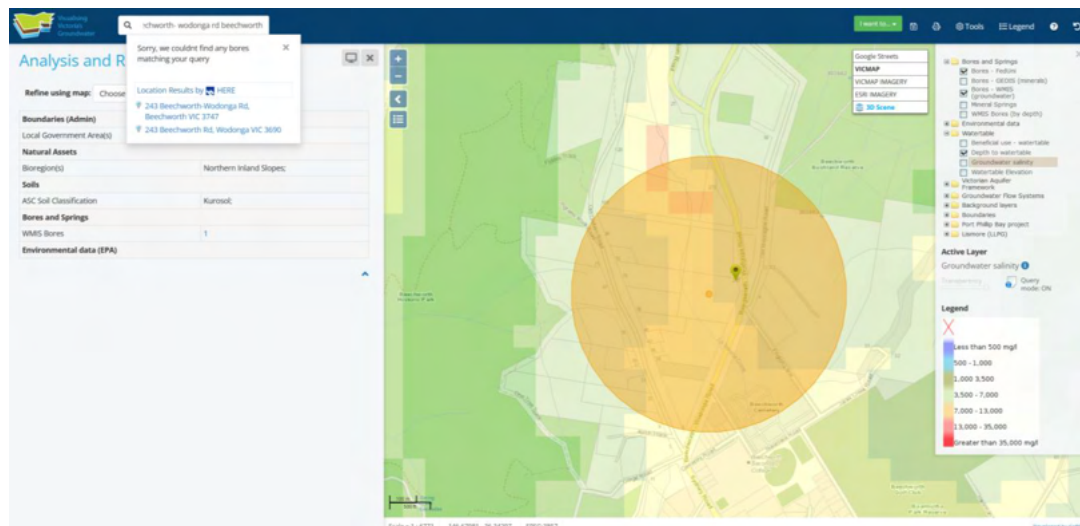
## 5.2 Geological and Ground Water Review

Porta Environmental Geological Extract of the property 243 Beechworth -Wodonga Rd Beechworth from the Geological Survey of Victoria, Wangaratta : 1:250 000



Property is located within the red circle and is predominately as described DUG 195 Soil in test holes were a combination of textures but dominated by sandy clay loam soil above deeper rock.

Porta Environmental extract of ground water map of Victoria 1:1 000,000 with property location, indicating the ground water under the site is likely potable and from the highlands basin. No more than 1 bore within 500m and suggested Groundwater depth over 20m based on VVG.



## 5.3. Soil Assessment



**TABLE 1. General Soil Profile Borehole Log**

Soil in the 5 test boreholes were consistent across the testing area. Soil was found to be Fine Sandy Loam, on

mm	Borehole 1	Borehole 2	Borehole 3	Borehole 4	Borehole 5
0-250	Organic hue 30mm 10YR3/2 Ver Dark Grayish Brown Fine Sandy Loam Very Slight Plasticity 0-2% stones Moist Stable	Organic hue 30mm 10YR3/2 Ver Dark Grayish Brown Fine Sandy Loam Very Slight Plasticity 0-2% stones Moist Stable	Organic hue 30mm 10YR3/2 Ver Dark Grayish Brown Fine Sandy Loam Very Slight Plasticity 0-2% stones Moist Stable	Organic hue 30mm 10YR3/2 Ver Dark Grayish Brown Fine Sandy Loam Very Slight Plasticity 0-2% stones Moist Stable	Organic hue 30mm 10YR3/2 Ver Dark Grayish Brown Fine Sandy Loam Very Slight Plasticity 0-2% stones Moist Stable
250-450	7.5YR5/8 Red Sandy Clay Loam Slight Plasticity 0-2% stones Moist Stable	7.5YR5/8 Red Sandy Clay Loam Slight Plasticity 0-2% stones Moist Stable	7.5YR5/8 Red Sandy Clay Loam Slight Plasticity 0-2% stones Moist Stable	7.5YR5/8 Red Sandy Clay Loam Slight Plasticity 0-2% stones Moist Stable	7.5YR5/8 Red Sandy Clay Loam Slight Plasticity 0-2% stones Moist Stable
450-650	10YR6/8 Yellow Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable	10YR6/8 Yellow Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable	10YR6/8 Yellow Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable	10YR6/8 Yellow Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable	10YR6/8 Yellow Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable
650-1000					10YR6/8 Yellow Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable
1000-1300					10YR6/4 Light Yellowish Brown Slight mottle Sandy Clay Loam Some Plasticity 0-2% stones Moist Stable
1300-1650					10YR6/4 Light Yellowish Brown Slight mottle Sandy Clay Loam Some Plasticity 0-5% stones Moist Stable
1650-1800					10YR6/4 Light Yellowish Brown Slight mottle Sandy Clay Loam Some Plasticity 0-5% stones Moist Stable
Notes on location	<p>Permeability was very suitable for primary treated effluent as shown above. No signs of high water table or rocky outcrops in the LAA/LCA test area, fair to good solar and wind exposure, with good run-off. Ground cover was approximately 70% Soil was slightly acidic. Upslope diversion will be required. some reserve area.</p>				

AVERAGE  $K_{SAT}$  VALUE (cm/min): 0.009181888  
AVERAGE  $K_{SAT}$  VALUE (m/day): 0.132219183

$$K_{sat} = \frac{4.4Q \left[ 0.5 \sinh^{-1} \left( \frac{H}{2r} \right) - \sqrt{1 + \left( \frac{r}{H} \right)^2} + 0.25 \right] + \frac{r}{H}}{2\pi H^2}$$

top → Sandy Clay Loam in a continuous profile with no limiting layer in the top 1.8m with likely deeper rock around 2-3M. Soil type is consistent with category 4a-b soil texture with fair -good permeability. A conservative combined effluent and rainfall deep infiltration rate of 6 mm/d, with an effluent loading selected from table 9 (EPA 891.4) based on texture and permeability around 6mm/day. Soil profile was slightly moist through the profile. Soil contained a low percentage of stone and moderate structure with no limiting layer under or at trench depth. No signs of high or perched water table were encountered in the test area. Soil was low in mineral salts with slightly acidic pH, Soil is suitable for primary treated effluent with trench disposal.



#### 5.4 Land Capability Risk Rating Matrix

A table of site and soil attributes are highlighted and listed below in a matrix to allow individual and collective attributes to be conveyed with the level of risk assigned to that attribute and required amelioration or risk reduction required to improve that deficiency.

LAND	LAND CAPABILITY RISK RATING				AMELIORATIVE MEASURES & RISK REDUCTION or comment
FEATURE	LOW	MEDIUM	HIGH	LIMITING / UNSUITABLE	
Available land for LAA	Exceeds LAA and duplicate LAA requirements	Meets LAA and duplicate LAA requirements	Meets LAA and partial duplicate LAA requirements	Insufficient LAA area	
Aspect	North, north-east or north-west	East, west, or south-west	South or south-east	South – full shade	
Exposure	Full sun and / or high wind or minimal shading	Partial shade	Limited light, little wind, heavily shaded area	Perpetual shade	
Slope Form	Convex or divergent side slopes	Straight sided slopes	Concave or convergent side slopes	Locally depressed	
Slope Gradient Trenches & beds	< 5%	5 – 10%	10 – 15%	> 15%	Approx. 7-8% in the LCA test area
Slope Gradient Subsurface Irrigation	< 10%	10 – 30%	30 – 40%	> 40%	
Site drainage Run off / run on	LAA backs onto crest or ridge	Moderate likelihood	High likelihood	Cut off drain not possible	Upslope berm or spoon drain required
Landslip	Low	Potential	Potential	Existing	
Erosion Potential	Low	Moderate	High	No practical amelioration	
Flood / inundation	Never	< 1 AEP	5%AEP	> 5% AEP	
Distance to surface waters (m)	Buffer distances exceeds all Code requirements	Buffer distances complies with all Code requirements	Buffer distances do not comply with all/some Code requirements	< 40 metres	
Distance to groundwater bores (m)	No bores on site or within a significant distance	Buffer distances comply with the Code	Buffer distances do not comply with the Code	No suitable treatment method	1 bore within 500m
Vegetation	Plentiful / healthy vegetation	Moderate vegetation	Sparse or limited vegetation	Propagation not possible	
Depth to water table (potentiometric) (m)	> 2 m	2 – 1.5 m	1.5 m	1.5 m - Surface	20m+ according to VVG
Depth to water table (seasonal perched) (m)	> 1.5 m	< 0.5 m	0.5 – 1.5 m	0.5m - Surface	
Rainfall (mean rainfall) (mm)	< 500 mm	500 – 750 mm	750 – 1000 mm 952mm/year	> 1000 mm	Upslope diversion drain required to divert upslope run-on.
Pan evaporation (mean) (mm)	1250 – 1500 mm 1314mm/year	1000 – 1250 mm	750 – 1000 mm	< 750 mm	
SOIL PROFILE CHARACTERISTICS					
Structure	High or moderately structured	Weakly structured	Structureless, massive or hardpan		
Fill materials	Nil or mapped good quality topsoil	Mapped variable depth and quality materials	Variable quality and / or uncontrolled filling	Uncontrolled poor quality / unsuitable filling	
conductivity	<3dS <sup>-1</sup> 30-10yS <sup>-1</sup>		>3dS <sup>-1</sup>		
pH	pH5.5 - pH8 Measured pH was 5.6-5.8			<4.5 >8.0	No additions necessary
Colour and Mottling	No mottling	Some mottling			
Emerson Aggregate Class	Class 4-5 in top 1.8m				
Soil texture	4a-b for loading purposes				
THICKNESS OF SOIL (M) AT THE LOCATION OF:					
Trenches & beds	> 1.5 m	>1.4m	< 1.4 m	< 1.2 m	
Subsurface irrigation	> 1.5 m	1 – 1.5 m	0.75 m	< 0.75 m	
PERMEABILITY					
Permeability (limiting horizon) (m / day)	0.15 – 0.3	0.03 – 0.15 0.3 – 0.6	0.01 – 0.03 0.6 – 3.0	> 3.0 < 0.03	Suitable for trench disposal. K Sat of 0.236m/day 23cm/day K un-sat of 10% for clay loam soil = 13mm/day

AVERAGE  $K_{sat}$  VALUE (cm/min): 0.016405518  
AVERAGE  $K_{sat}$  VALUE (m/day): 0.236239454

$$K_{sat} = \frac{4.4Q \left[ 0.5 \sinh^{-1} \left( \frac{H}{2r} \right) - \sqrt{\left( \frac{r}{H^2} + 0.25 \right)} + \frac{r}{H} \right]}{2\pi H^2}$$

LAND	LAND CAPABILITY RISK RATING Attributes from DWMP				AMELIORATIVE MEASURES & RISK REDUCTION or comment
FEATURE	LOW	MEDIUM	HIGH	LIMITING / UNSUITABLE	
Soil risk	low				Stable and permeable
Potable uptake	Low				Over 15kms
Bores Density	Low				1 within 500m
Depth to Ground water	Low				Beneath between 20m+ based on VVG extra buffer from the hill height.
Overall risk	Low				
Slope risk	Low				Around 7% in LCA test area
Overall Density	Low				

#### Summary of table results

The 3.34 Ha property, as described and tested under EPA Code: 891.4, AS 1547: 2012 and the VLCAF guidelines is considered by Damien Porta of Porta Environmental Pty Ltd, a suitable site for onsite wastewater disposal with most parameters measured within minor and moderate risk range with no unmitigated parameters considered of major risk other than rainfall. The main constraint for the site is preventing sheet flows as run-on into the disposal field which is easily resolved with upslope diversion and the 7-8% slope on the preferred LCA test area. Porta Environmental rates the site as having mitigated risk and would describe the site's disposal area as constrained but a suitable setback from the nearby water way and suitable for primary treated effluent.

**Geotechnical Review note:** As part of the land capability assessment limited geotechnical features of the site were reviewed but not tested; such features included slope stability. However at the time of testing there were no indications of deep seated slope instability or landslip zones present within tested areas of the disposal area.

## 6.0 EFFLUENT DISPOSAL OPTIONS

Based on the outcomes of this assessment, and per the guidelines set out in the Victorian EPA publication 891.4 and new Onsite Wastewater Management May 2024 and AS/NZS1547 and MAV guidelines it is apparent that the study area is suitable for disposal of primary treated effluent by an EPA approved primary effluent treatment system (septic or similar) with trench disposal. Other options were considered and discounted for the site. Only 1 option for effluent disposal is recommended in this report. Appendix A shows the preferred disposal field location.

### 6.1 Approved Primary Treatment system with Trench Disposal

Porta Environmental recommends primary effluent treatment via a septic or other EPA approved system with disposal via conventional trenches to be located within the disposal envelope shown in Appendix A Site Plan. Porta Environmental has selected effluent daily loading rate of around 4mm/day with a combined effluent and deep infiltration rate of 6mm/day. These rates are based on the soil having texture Category 4a-b and suitable permeability measured onsite, (Table 9 EPA COP 891.4). Water balance calculations show a minimum 120m of linear trenching. Porta Environmental recommends 4 trenches x 30m trenches (120m), 1000mm wide by 550-600mm deep along the contour no closer than 2 metres apart. The LCA test area has a fall of around 7% and it is recommended the trenches be fed from a distribution pit feeding 1-2 trenches at a time. An upslope diversion spoon drain no deeper than 200mm is recommended to divert heavy rainfall around the disposal field from upslope. It is also recommended the effluent trenches be slightly mounded on top to reduce rainfall infiltration. The field should also be fenced off from grazing animals in wet conditions.

#### General information on septic treatment and absorption trenches

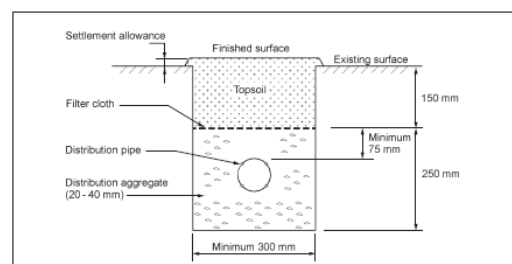
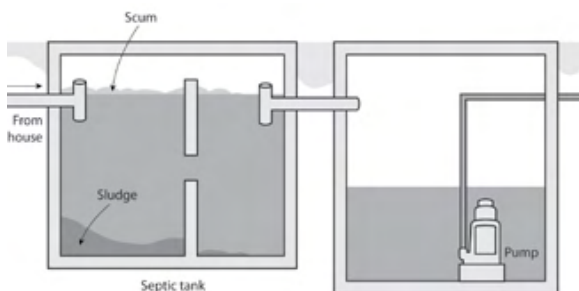
Traditionally, the most common method for domestic effluent disposal is through primary treatment using a standard septic tank and disposal of the primarily treated effluent via soil absorption trenches. The permeability rate at the tested site was suitable for absorption trench disposal. Where the application area is upslope or some distance away, the addition of the pump-well and pump is required. This application should work with a gravity fed system, however a pump-well may be an option. The soil within the proposed effluent disposal area was assessed as having sufficient depth and appropriate soil content to provide an adequate attenuation period for the breakdown of pathogens within the treated effluent. Septic tanks should be de-sludged every few years with an annual inspection of the tank to make sure it is working appropriately. Large surge flows from multiple laundry washings and showering at the same time to be avoided for wastewater in the septic to be digested before draining to the trenches.

Guidelines for the design of absorption trench systems are outlined in VIC EPA Document 451 section 7.1, or in AS/NZS 1547:2012. The method of determining the dimensions for the absorption trenches is using the formula set out in AS 1547:2012. The diagrams show typical construction.

The formula used to determine trench length:

$$L = \frac{Q}{DLR \times W}$$

Where L = Length in metres  
Q = Design daily flow in L/day  
DLR = Design Loading Rate in mm/day  
W = Width in metres



NOTE: LPED lines can be used to replace distribution pipes when dose loading effluent into trenches.

FIGURE L1 CONVENTIONAL PIPED TRENCH

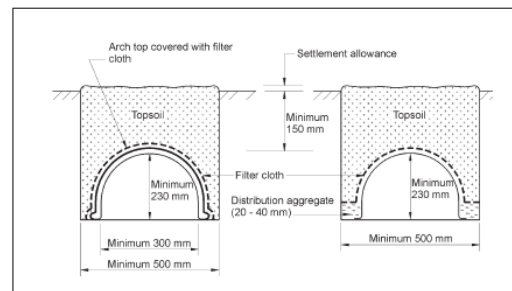


FIGURE L2 SELF-SUPPORTING ARCH TRENCH

## 7.0 CONCLUSION AND RECOMMENDATIONS

### 7.1 Land Capability Assessment Recommendations

Based on the outcomes of this assessment and in accordance with the guidelines set out in EPA Publication 891.4 and new Onsite Wastewater Management Guidelines (May 24), the site is considered suitable for primary treated effluent and disposal via conventional trenches. The sizing of the disposal area and trenches have been calculated using a full water balance and dimensions given in Australian Standard AS/NZS 1547:2012 "On-site domestic wastewater management" 2012 and EPA code of practise 891.4. Detailed calculations using loading rates and nutrient loading, rainfall and evaporation are shown in the water balance in Appendix C.

### 7.2 Recommended Option: Approved Primary Treatment with Trench Disposal

Porta Environmental recommends an approved primary treatment system not limited to but including a septic tank or other approved primary treatment with disposal to conventional trenches in the disposal field. The water balance has been calculated for a daily flow rate of 600L/day. The site has no access to reticulated water and will rely on tank water. The design and sizing from Section 6.1 of this report, shows minimum calculated area needed. The sizing of the disposal uses a water balance as best environmental practise with a small buffer in the sizing for additional flows.

#### Recommendations:

- Conventional septic tank of 3200L (or other EPA approved primary effluent treatment).
- A separate pump well and pump to dose (in approx. 200L aliquots) may be required. For this site it is likely the disposal field will be downslope and can be fed by gravity.
- The clients propose a 3 bedroom equivalent house.
- Location of the septic tank to be made in consultation with the builder, plumber and Environmental Health Officer at a time when the final location of the house and internal plumbing layout is determined.
- Effluent trenches constructed in compliance with this report and Australian Standards guidelines of 4 x 30m trenches along the contour, 1000mm wide by 550-600mm deep, fed from a distribution pit or fed sequentially. Trenches should be no closer than 2m apart. This area calculation was also used as a minimum applicable area for the water balance (120m of trenching) as shown in Appendix C.
- An upslope diversion drain or berm is required to divert heavy rainfall run-on around the disposal field.
- A reserve area equal to the suggested disposal field is to be maintained free of structures in the event additional trenches are required to enlarge or replace the current field at some future time (as shown on the site plan).
- Disposal field is not to be installed within 6m of any down slope or level boundary or building and not within 3m of any upslope boundary or building. There are no buildings planned for this area of the farm.
- Upslope spoon drain to divert heavy rainwater around the disposal field. (300mm wide 200mm deep).
- Land Application Area is over 100m+ from the nearest from the waterway or dam, and is well over the 60m setback for effluent field not located within a potable catchment.
- The disposal field should be marked out to prevent vehicular parking or ingress in the winter months.
- A small amount of gypsum or lime is also recommended to prevent future sodicity or dispersion and to improve permeability of effluent over time. .5kg/ liner metre.
- An amount of surface debris, rocks, concrete, soil pipes and logs needs to be removed from the proposed LAA. before the effluent field can be constructed.

#### Owners Information for system management and maintenance

A simple management plan should be created once approval for the development is given with any additional conditions set by Council, at the time of the septic permit application. Operation of the septic is explained in section 6. A septic should be regularly inspected for desludging at least once a year by the owner or by a plumber every 3 years to gauge the level of sludge. The distribution pits and trench lines should be inspected every three months by the owner to make sure the water is draining away and trenches are filling evenly and not overflowing. Do not plant any large tree species within 10m of the trenches as they can send large roots into the trenches and block the flow of water.

Please note: Designs for the construction and installation of effluent disposal trenches are discussed in detail within AS/NZS 1547:2012 and VIC EPA 891.4 It is important that any onsite disposal systems be constructed to comply with EPA guidelines with attention to site drainage, set back distances from water courses, boundaries, swimming pools etc.



### 7.3 Limitations

The findings contained within this report are the result of discrete/specific sampling methodologies used to meet accordance with normal practices and standards, with some variations as indicated in the report. To the best of our knowledge, they represent a reasonable interpretation of the general condition of the site. Under no circumstances, however, can it be considered that these findings represent the actual state of the site at all points.

### REFERENCES

- 1 Australian/ New Zealand Standard, "AS/NZS 1547:2012. On-site domestic wastewater management" (2012).
- 2 Australian Standard, "AS 1289.0- 1991. Methods of Testing Sites for Engineering Purposes" (1991)'.
- 3 Charman, P.E. and Murphy B.W., "Soils – Their Properties and Management, Second Edition" (2000).
- 4 EPA Victoria, "Publication 746.1. Land Capability Assessment for Onsite Domestic Wastewater Management" (March 2003).
- 5 EPA Victoria, "Publication 891.4 Code of Practice –Onsite Wastewater Management" ( July 2016).
- 6 Rayment and Higgansen, "Australian Laboratories Handbook – Soils and Water Chemical Method" (1992).
- 7 Municipal Association of Victoria, Department of Environment and Sustainability and EPA Victoria (2013) *Victorian Land Capability Assessment Framework*.
- 8 National Committee on Soil and Terrain, "Australian Soil and Land Survey field Handbook" Third Ed. (2009)
- 9 Lanfax Laboratoires, Armidale NSW [www.lanfaxlabs.com.au](http://www.lanfaxlabs.com.au)
- 10 Munsell Soil Colour Charts (2009). Revised Edition.
- 11 Environment Protection Authority Victoria <http://www.epa.vic.gov.au>
- 12 Planning Permit Applications in open, Potable Water Supply Catchment Guidelines form DSE, November 2012
- 13 Visualising Victoria's Ground Water <http://www.vvg.org.au>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

1  
APPENDIX A1: Suggested Site Plan showing Disposal Envelope and Suggested Trench Locations

### 243 Beechworth Wodonga Rd Beechworth: Wastewater Disposal Field Site Plan

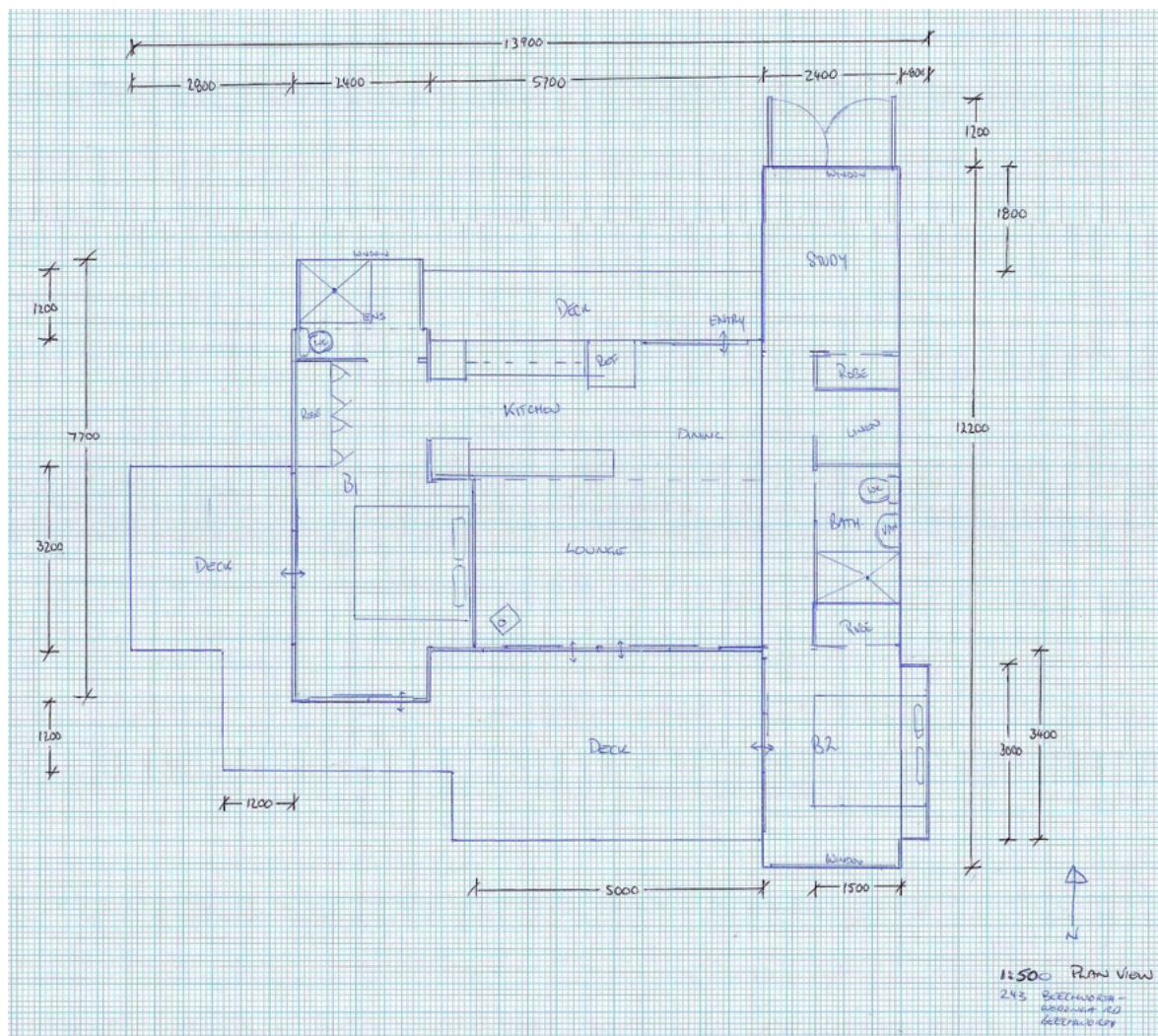




# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

2

## APPENDIX A<sup>2</sup>: Suggested Internal Layout



**Porta**  
Environmental

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### APPENDIX B: Rainfall and Evaporation Data: Rainfall data from Beechworth. Evaporation data from Edi Upper.

#### BEECHWORTH COMPOSITE

Station Number: 082001 · State: VIC · Opened: 1858 · Status: Open · Latitude: 36.37°S · Longitude: 146.71°E · Elevation: 580 m

Statistics for this station calculated over all years of data

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	49.5	51.4	60.6	66.2	91.4	109.0	110.0	106.7	91.2	89.0	68.3	61.0	957.3
Lowest	0.0	0.0	0.3	0.0	0.0	16.0	16.9	5.1	8.6	1.5	0.3	0.5	413.2
5th percentile	5.3	1.5	3.0	9.7	16.7	34.7	37.9	33.3	30.1	17.3	8.9	6.1	570.8
10th percentile	8.6	4.2	7.9	14.8	24.3	41.8	41.9	38.0	38.2	25.8	16.1	13.2	673.8
Median	34.8	39.8	47.1	51.6	75.0	100.3	100.8	101.8	86.8	85.8	61.4	48.2	964.2
90th percentile	112.0	106.7	133.5	142.8	181.8	177.1	184.2	172.0	152.0	160.2	129.8	119.2	1261.0
95th percentile	123.4	171.9	155.6	168.7	205.1	202.2	217.7	187.8	176.0	181.5	154.7	163.9	1392.5
Highest	199.6	284.6	249.4	265.3	294.1	297.5	295.4	244.8	229.2	263.4	209.5	212.0	1828.3

#### REDISTRIBUTION OF RAINFALL

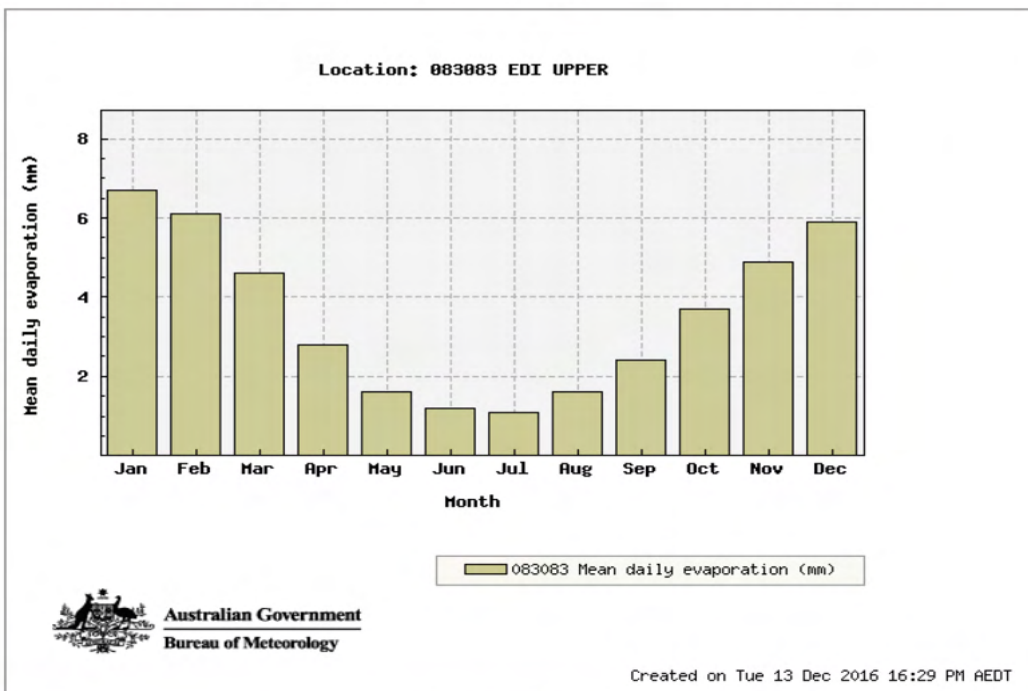
Rainfall to be redistributed (9th decile) = 1261 mm/yr  
 Minimum mean rainfall = 49.5 mm  
 9th decile (annual) - mean rainfall (annual) = 309.3 mm

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
	50	51	61	66	91	110	107	107	91	89	68	61	951.7
Deviation from minimum mean (mm)	0	2	11	17	42	61	57	57	42	40	19	12	358
Redistributed rainfall (mm) (1)	50	53	70	81	128	162	156	156	127	123	84	71	1261

#### EDI UPPER

##### Mean total evaporation (mm)

<b>Site details</b>	<b>Site name:</b> EDI UPPER	<b>Site number:</b> 083083	<b>Commenced:</b> 1985
<b>Latitude:</b> 36.74 °S	<b>Longitude:</b> 146.47 °E	<b>Elevation:</b> 365 m	<b>Operational status:</b> Still Open



Statistics	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	Years
Mean daily evaporation (mm) for years 1991 to 2016	6.7	6.1	4.6	2.8	1.6	1.2	1.1	1.6	2.4	3.7	4.9	5.9	3.6	26

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## APPENDIX C¹: Water Balance for new 3-bedroom equivalent home 600L/day with water saving fixtures

243 Beechworth Wodonga Rd Beechworth 3 be Evap.data Beechworth and Edi Cutting weather stations  
9th decile mean distributed as required by GMW average Pan evaporation  
Source: AS1547-1994 - Table G1 (Prepared by R.A. Patterson, Lanfax Labs, Armidale updated April 2006)

1			2	3	4	5	6	7	8	9
Month	Days per month	daily pan Eo (B Met)	Pan Eo	Et +C*Eo	Rainfall P	Retained Rainfall Re=(1-r)P	LTAR*N	Disposal rate/month (E/R)*N	Effluent applied per month	Size of area (B)/(7)
		mm	mm	mm	mm	mm	mm	mm	L	m2
Jan	31	8.7	207.7	156	50	39.5	196	302.3	18600	62
Feb	28	6.1	170.8	128	53	41.9	198	254.2	18600	66
Mar	31	4.6	142.6	107	70	55.3	196	237.7	18600	78
Apr	30	2.8	84.0	55	81	64.0	180	170.6	18000	106
May	31	1.6	49.6	32	128	101.1	196	117.1	18600	159
Jun	30	1.2	36.0	23	162	128.0	180	75.4	18000	239
Jul	31	1.1	34.1	22	156	123.2	196	84.9	18600	219
Aug	31	1.6	49.6	32	156	123.2	196	95.0	18600	196
Sep	30	2.4	72.0	47	127	100.3	180	126.5	18000	142
Oct	31	3.7	114.7	86	123	97.2	196	174.9	18600	106
Nov	30	4.8	144.0	108	84	66.4	180	221.6	18000	81
Dec	31	5.9	182.9	137	71	56.1	196	267.1	18600	70
Totals			1288	933	1261	996.2				

TABLE G2 - Depth of stored effluent First trial - choose from col.9 table above

1	2	3	4	5	6	7	8	9	10	11
month	first trial area (m2)	application rate (B)/(2) per month (mm)	disposal rate (above) (mm)	(3)-(4) (mm)	Increase depth of stored effluent (5)/porosity (mm)	Starting depth of stored effluent for month	increase depth of stored effluent + (6) (mm)	computed depth of stored effluent (X) (mm)	reset if Et deficit <0 (mm)	equivalent storage 10 x area (L)
Dec								0.0	0	0
Jan	240	78	302	-225	-749	0	-749	-749	0	0
Feb		70	254	-184	-614	0	-614	-614	0	0
Mar		78	238	-160	-534	0	-534	-534	0	0
Apr		75	171	-96	-319	0	-319	-319	0	0
May		78	117	-40	-132	0	-132	-132	0	0
Jun		75	75	0	-1	0	-1	-1	0	0
Jul		78	85	-7	-25	0	-25	-25	0	0
Aug		78	95	-18	-58	0	-58	-58	0	0
Sep		75	126	-51	-172	0	-172	-172	0	0
Oct		78	175	-97	-325	0	-325	-325	0	0
Nov		75	222	-147	-489	0	-489	-489	0	0
Dec		78	267	-190	-632	0	-632	-632	0	0
Jan		78	302	-225	-749	0	-749	-749	0	0
Feb		70	254	-184	-614	0	-614	-614	0	0
Mar		78	238	-160	-534	0	-534	-534	0	0
Apr		75	171	-96	-319	0	-319	-319	0	0
May		78	117	-40	-132	0	-132	-132	0	0

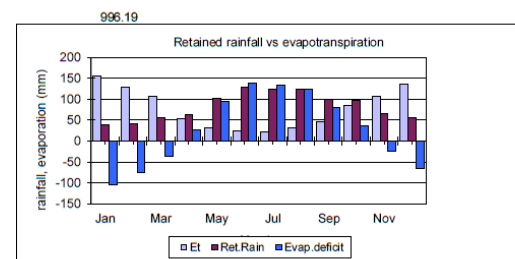
From calculations in tables above for optimised drainfield area, using Appendix G AS1547-1994

Variables Table  
Porosity in disposal area = 30%  
Runoff Coeff = 0.21 percentage runoff  
Summer Crop Factor = 0.75 crop transpiration rate Oct-Mar  
Winter Crop Factor = 0.65 crop transpiration rate Apr-Sep  
Change as required  
LTAR = 6 L/m2/day  
FLOWS = 600 L/day

Estimated area of effluent drainfield = 240 square metres  
Maximum depth of stored effluent = 0 mm depth  
Trench dimensions (mm) width = 1000 mm depth = 600 mm  
Length of trench required = 120 metres

These cells linked to main table

Et	Ret.Rain	Evap.deficit
155.775	39.5	-105.775
128.1	41.9	-75.1
106.95	55.3	-36.95
54.6	64.0	26.4
32.24	101.1	95.76
23.4	128.0	138.6
22.165	123.2	133.835
32.24	123.2	123.76
46.8	100.3	80.2
86.025	97.2	36.975
108	66.4	-24
137.175	56.1	-66.175



May need to adjust graph settings  
Retained rainfall is the measured rainfall minus the estimated runoff that is, the rainfall which may enter the soil.

### Instructions for variables table

select runoff coeff. (normal rain 0.25 to 0.3, storms 0.3 to 0.6)  
select crop factor

set LTAR based upon soil texture  
set wastewater flow rate

alter this number to get desired value of max. Depth

DO NOT ALTER RED CELL

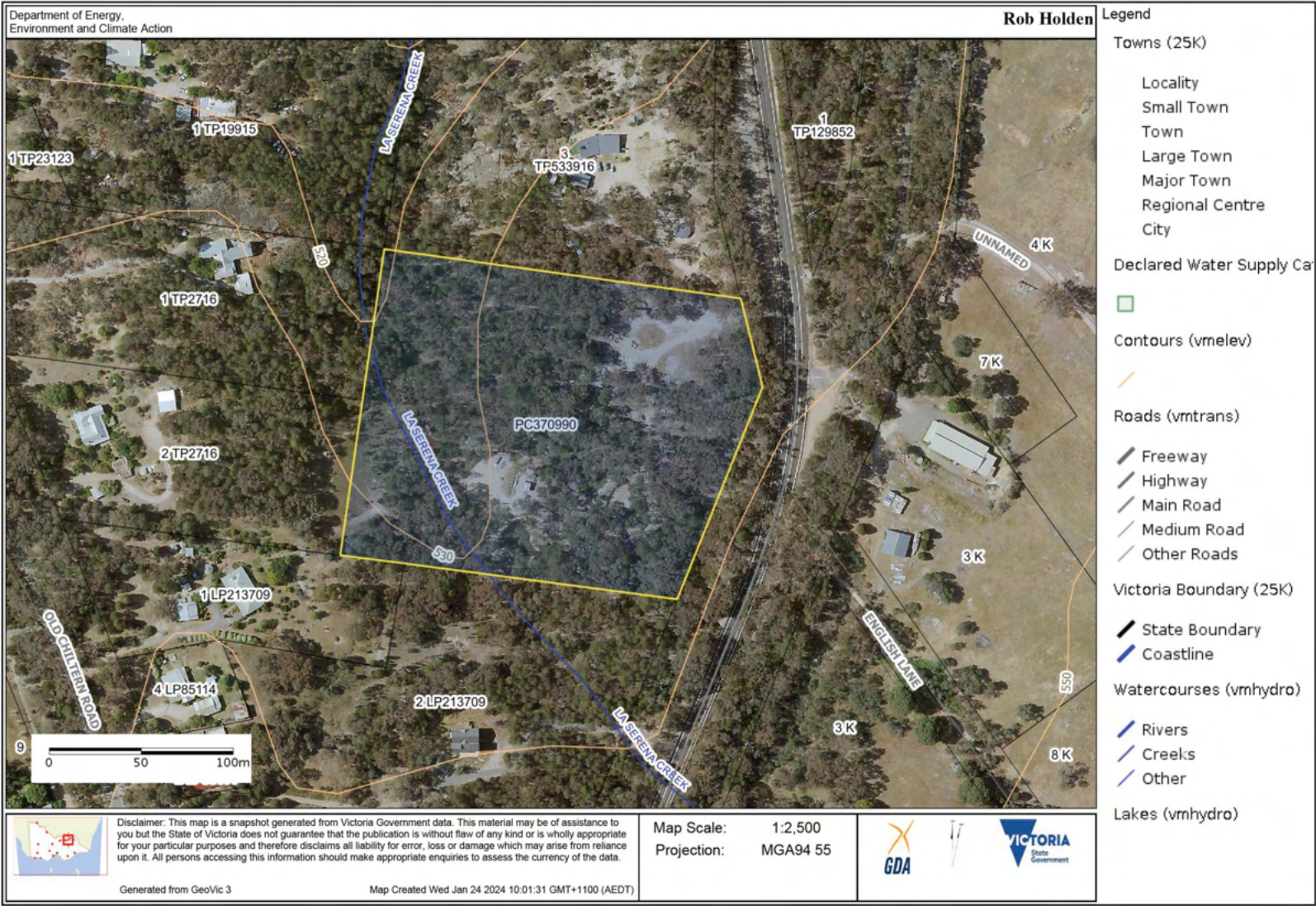
change width and depth to suit

DO NOT ALTER RED CELL



SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

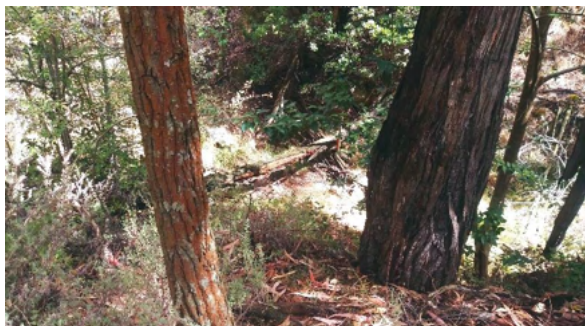
APPENDIX D: Geovic 3 map of property and surroundings water ways and farms





## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### APPENDIX E: Additional Site Photos



View of the creek onsite some distance from the test area, well over 60m, closer to 100, refer to site plan.



Another view of the LCA test area. Some surface debris, concrete wood pile and some soil piles need to be removed before installation.



View west, downslope from the proposed effluent field, creek is approx. 100m away.



View of some of the rocky outcrops near the creek, some distance from the test area.



View of a permeameter insitu in LCA test area. The land application area has a slope of approximately 8% with fair solar and wind exposure, soil had reasonable permeability



View of the reserve area on the other side of the drive way. A reasonable size area if required



# 243 Beechworth Wodonga Rd Beechworth: Wastewater Disposal Field Site Plan



Farming Zone, BMO, SLO

3.34 Ha

16/9/2024

DRAWN BY: DP  
based on advice from the  
applicant

Version 3



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Human Habitats  
424 / 838 Collins Street  
Docklands VIC 3008  
www.humanhabitats.com.au  
ABN 48 115 201 356  
03 9909 2202

29 October 2024

Danieel Mathews  
Planning Officer  
Indigo Shire Council  
PO Box 28  
Beechworth, VIC 3747

Dear Danieel

### **RESPONSE TO REQUEST FOR FURTHER INFORMATION**

**PLANNING PERMIT NO.: PP24-0100**

**ADDRESS: 243 BEECHWORTH-WODONGA ROAD, BEECHWORTH**

#### **1 ☐ Introduction**

Human Habitats continues to act on behalf of our client [REDACTED] in relation to the above referenced planning permit application for the proposed use, buildings and works for a dwelling at 243 Beechworth-Wodonga Road, Beechworth (the subject site).

As outlined in this letter and our previously submitted Town Planning Report, we submit that the proposed development constitutes a positive response to the relevant provisions of the Indigo Planning Scheme and should be supported.

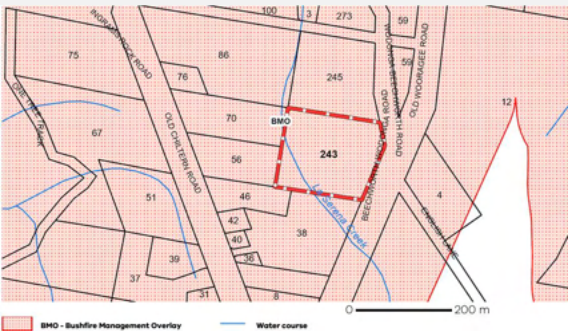


Human Habitats  
424 / 838 Collins Street  
Docklands VIC 3008  
www.humanhabitats.com.au  
ABN 48 115 201 356  
03 9909 2202


2 Information Requested

All the information requested by Council in their letter dated 21 October 2024 has been addressed in the table below and should be considered in conjunction with the enclosed material listed above in Section 1.

#	Item	Prepared by:
1.	An NVR (including offset calculations) undertaken by a suitably qualified person in accordance with the Guidelines for the removal, destruction or lopping of native vegetation (Department of Environment, Land, Water and Planning, 2017)). NVIM – Homepage (delwp.vic.gov.au).	<p>The removal of Native Vegetation is purely for the creation of Defendable Space for the proposed dwelling.</p> <p>The previously submitted Arboricultural Report prepared by High Country Arborist has confirmed that Clause 52.12-5 of the Indigo Planning Scheme sets out 'exemption to create defendable space for a dwelling under Clause 44.06'.</p> <p>An assessment against the requirements of Clause 52.12-5 is detailed in the table below confirming why an NVR and associated offsets is not required for this application.</p>

Clause 52.12-5	Response
Any requirement of a planning permit, including any condition, which has the effect of prohibiting the removal, destruction or lopping of vegetation, or any requirement of this planning scheme to obtain a planning permit, or any provision of this planning scheme that prohibits the removal, destruction or lopping of vegetation or requires the removal, destruction or lopping of vegetation to be carried out in a particular manner, does not apply to the removal, destruction or lopping of vegetation to enable the construction of a dwelling, or the alteration or extension of an existing dwelling, and create its defendable space if all of the following requirements are met:	<p>As demonstrated in the figure below, the site is wholly affected by the BMO:</p>  <p>Figure 1 – Subject site located within the BMO (Source: VicPlan).</p>
Land is in the General Residential Zone, Residential Growth Zone, Neighbourhood Residential Zone, Urban Growth Zone, Low Density Residential Zone, Township Zone,	We can confirm the site is located within the Farming Zone (FZ):



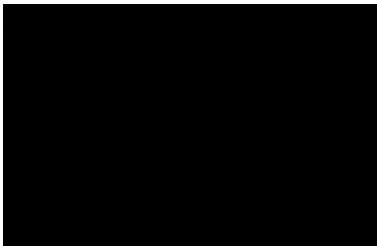
Clause 52.12-5	Response
Rural Living Zone, <b>Farming Zone</b> and Rural Activity Zone.	 <p>Figure 2 – Subject site located within the Farming Zone (FZ)(Source: VicPlan).</p>
<p>The removal, destruction or lopping of vegetation:</p> <ul style="list-style-type: none"><li>Does not exceed the distance specified in Table 1 to Clause 53.02-3 of this planning scheme, based on the bushfire attack level determined by a relevant building surveyor in deciding an application for a building permit under the Building Act 1993 for a dwelling or alteration or extension to the dwelling; or</li><li>Is required to be undertaken by a condition in a planning permit issued after 31 July 2014 under Clause 44.06 of this scheme for a dwelling or an alteration or extension to the dwelling.</li></ul>	<p>A Bushfire Assessment has been prepared by Mountain Planning and was enclosed in our previous submission. Following a Bushfire Site Assessment in accordance with the requirements of Clause 44.06 (BMO), Clause 13.02 (Bushfire) Clause 53.02 (Bushfire Planning), the proposal requires a BAL 29 construction standard and a 39m defendable space.</p> <p>All of the vegetation proposed to be removed or lopped is contained within the proposed 39m defendable space area (and is proposed to be removed and/or lopped to create defendable space) for a proposed dwelling.</p> <p>As the proposed removal and lopping of vegetation is contained within the defendable space for a proposed dwelling and the proposed defendable space is in accordance with the Table contained in Clause 53.02-5, no NVR or offsets are required.</p>

3 Conclusion

We trust that the above and enclosed material provides a full and complete response to Council’s request for further information. However, should Council form the view that this is not the case, we kindly request a one (1) month extension of time to ensure that we can provide a full and complete response to Council’s RFI.

Should you have any queries, please don’t hesitate to contact the undersigned on 03 9909 2202 or by email to [karl@humanhabitats.com.au](mailto:karl@humanhabitats.com.au).

Yours sincerely

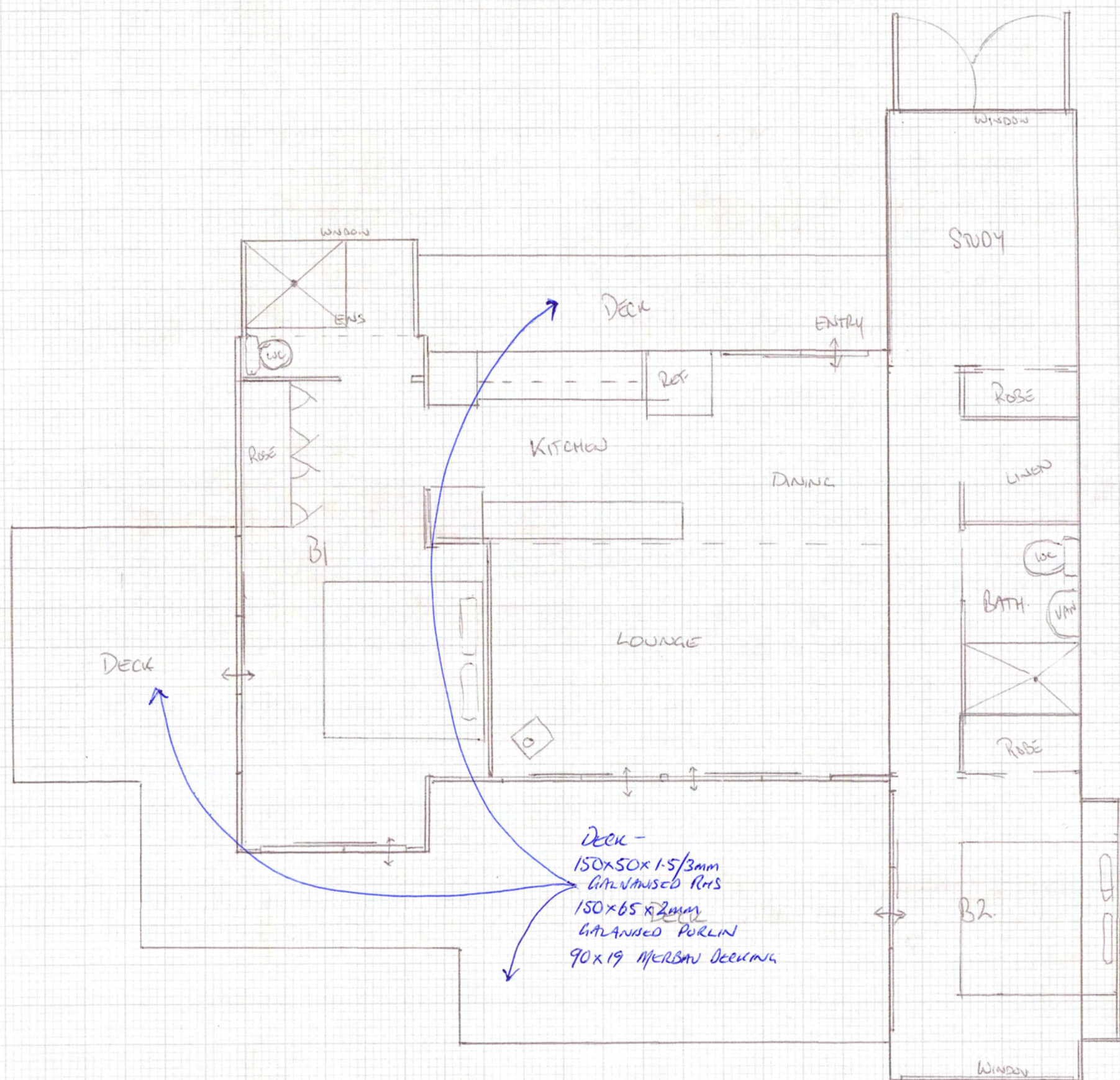


Town Planner



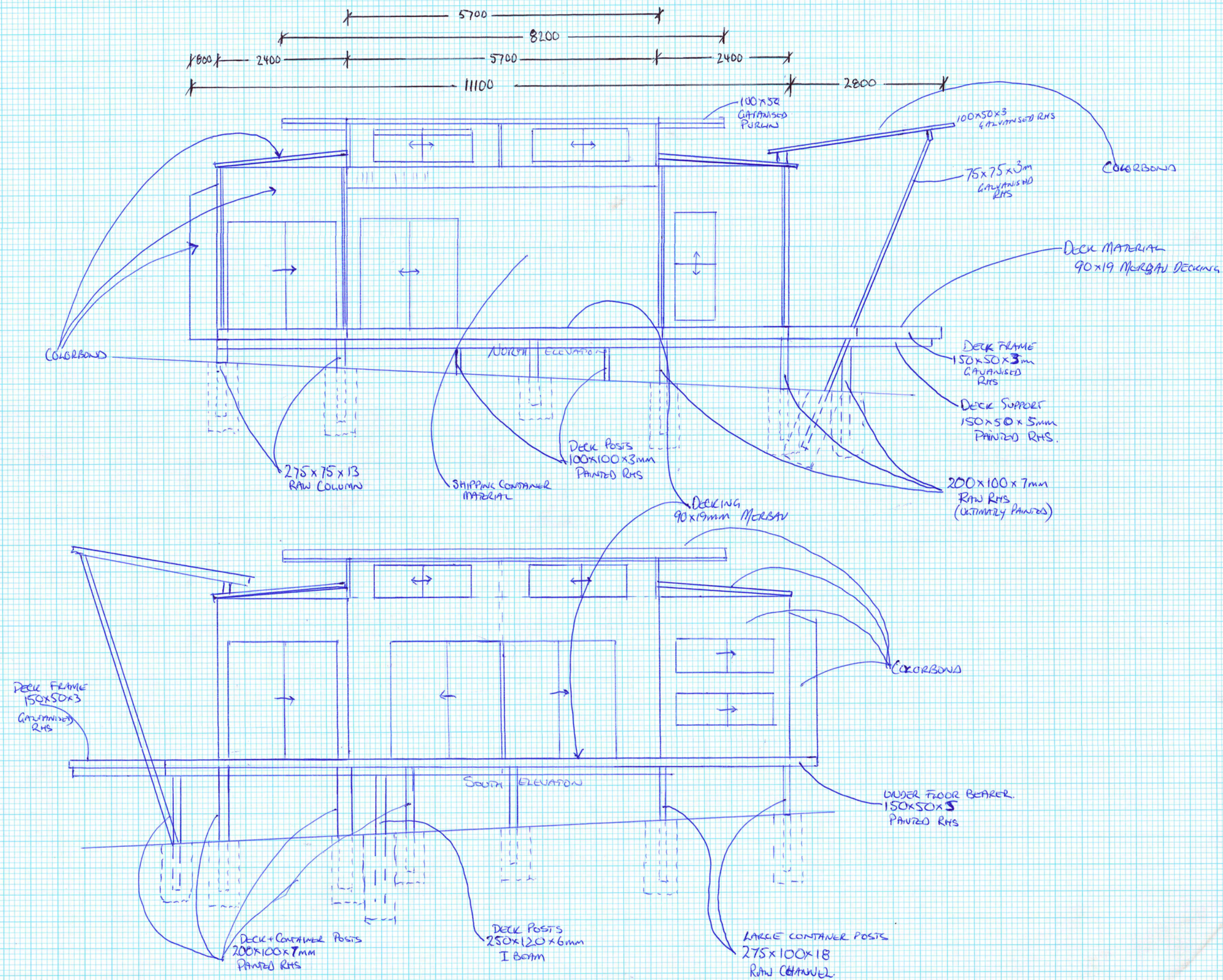




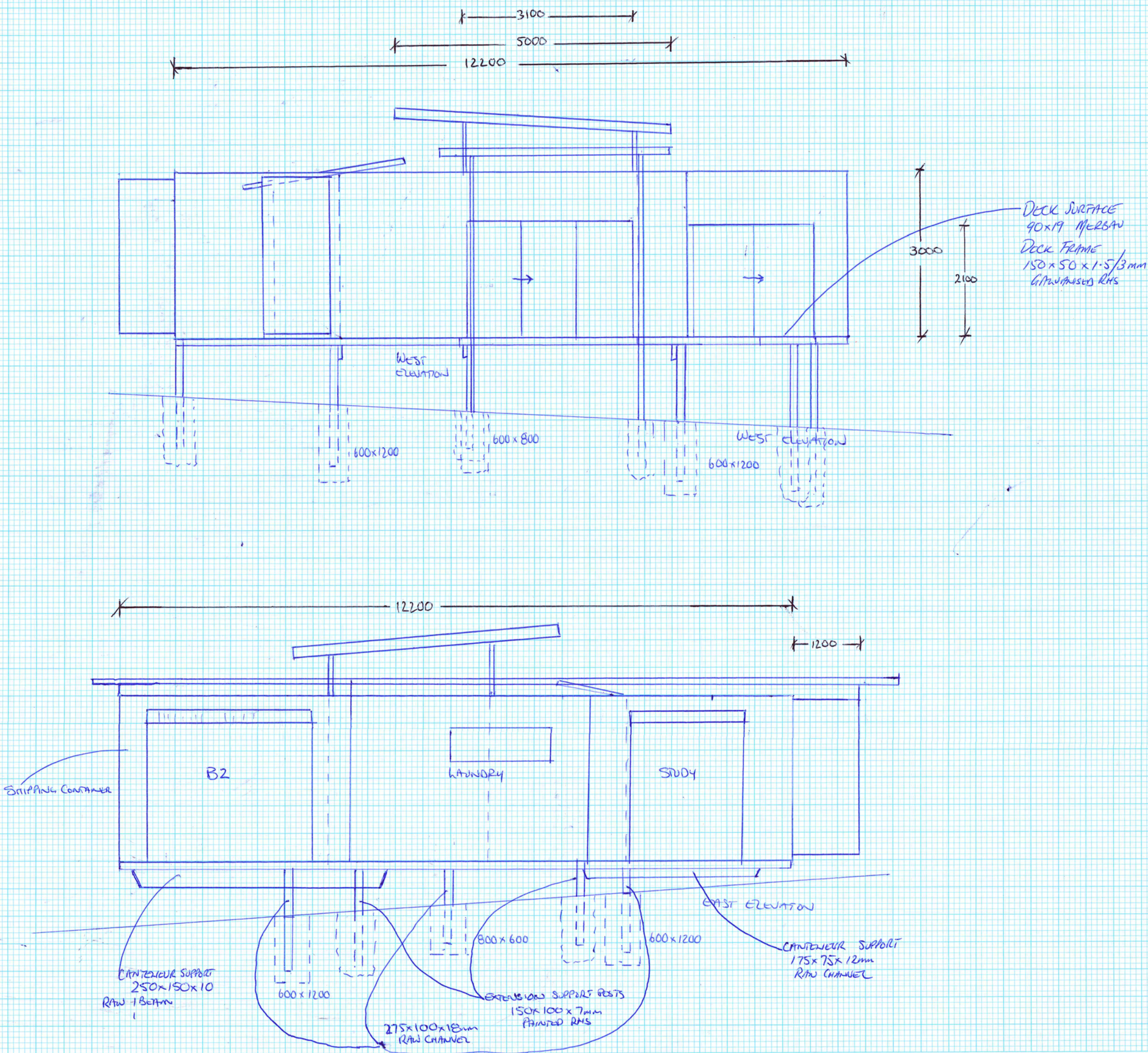


1:500  
243 BEECHWOOD -  
WEDGEMAN RD  
BEECHWOOD











# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



cfa.vic.gov.au

Patron: Her Excellency Professor the Honourable Margaret Gardner AC, Governor of Victoria

CFA Fire Risk, Research and Community Preparedness  
8 Lakeside Drive Burwood East Vic 3151  
Email: [firesafetyreferrals@cfa.vic.gov.au](mailto:firesafetyreferrals@cfa.vic.gov.au)

CFA Ref: 24000-83315-142141  
Council Ref: PP240100

27<sup>th</sup> January 2025

Town Planner  
Indigo Shire Council  
[info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

Dear Town Planner,

## FURTHER INFORMATION REQUIRED

**Application No:** PP240100  
**Site Address:** 243 Beechworth Wodonga Road, Beechworth  
**Proposal:** CONSTRUCT DWELLING & OUTBUILDING IN THE BMO

I refer to correspondence dated 22 January 2025 seeking comments on the above application.

CFA, as a Referral Authority pursuant to Section 55 of the *Planning and Environment Act 1987* (Act) requires the following further information from Council and the applicant before being able to consider the proposal.

## FURTHER INFORMATION REQUIRED FROM COUNCIL

### 1. Is this a retrospective permit application?

Aerial photography indicates that the “proposed” dwelling may in fact be substantially complete. Advice from Council is required to indicate how advanced the construction is. Advice is also required as to whether Council is treating this application as a retrospective application.

### 2. Is this a second dwelling?

Aerial photography indicates that there may be an existing dwelling on the subject land to the southwest of the “proposed” dwelling. Advice is required from Council as to whether it is treating this application as a second dwelling on the subject land.

## FURTHER INFORMATION REQUIRED FROM THE APPLICANT

### 3. A revised response to Approved Measure 2.3 is required

The plans do not show sufficient detail to demonstrate compliance with AM 2.3. Complete plans are required showing all materials to be used including the decking (deck and support).



#### 4. What construction has already taken place?

Aerial photography indicates that the “proposed” dwelling may in fact be substantially complete. Advice from the applicant is required to indicate how advanced the construction is. If the dwelling is substantially complete, confirmation from a building surveyor that it meets the nominated BAL rating and complies with the NCC Class 1A requirements is required.

If you wish to discuss this matter in more detail, please do not hesitate to contact David Parker on 0457 092 453.

Yours sincerely,



**Bushfire Planning Coordinator  
CFA Fire Risk, Research & Community Preparedness**

cc: C/- Human Habitats



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



cfa.vic.gov.au

Patron: Her Excellency Professor the Honourable Margaret Gardner AC, Governor of Victoria

CFA Fire Risk, Research and Community Preparedness  
8 Lakeside Drive Burwood East Vic 3151  
Email: firesafetyreferrals@cfa.vic.gov.au

CFA Ref: 24000-83315-144402  
Council Ref: PP240100

12<sup>th</sup> May 2025

Statutory Planning Team  
Indigo Shire Council  
PO BOX 28  
**BEECHWORTH VIC 3747**

Dear Statutory Planning Team,

### CONDITIONAL CONSENT TO THE GRANT OF A PERMIT

**Application No:** PP240100  
**Site Address:** 243 Beechworth Wodonga Road, Beechworth  
**Proposal:** CONSTRUCTION OF DWELLING & OUTBUILDINGS IN BMO

I refer to correspondence dated 7<sup>th</sup> May 2025 seeking comments on the above application.

CFA, as a Referral Authority pursuant to Section 55 of the *Planning and Environment Act 1987* (Act) has considered and does not object to the grant of a permit for the above proposal subject to –

- Any mandatory conditions specified within the planning scheme; and
- The following conditions being included on any planning permit that may be issued.

#### – Start of Conditions –

##### 1. Endorsement of Bushfire Management Plan

Before the development starts, the Bushfire Management Plan prepared by Mountain Planning (Revision B, dated 7<sup>th</sup> October 2024) must be submitted to the Responsible Authority for endorsement. Once endorsed the plan must not be altered unless agreed to in writing by CFA and the Responsible Authority.

##### 2. Building Surveyor to Certify Compliance

When the dwelling is complete, a qualified Building Surveyor must be engaged to certify that the construction complies with the required construction standard (BAL-29).

#### – End of Conditions –

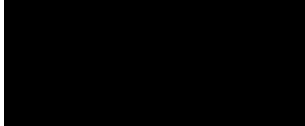
OUR COMMUNITY • OUR CFA

### Further Comments

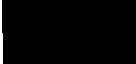
CFA requests that a copy of any permit and a copy of any notice given under section 64 or 65 of the Act be sent to CFA pursuant to section 66 of the Act.

If you wish to discuss this matter in more detail, please do not hesitate to contact David Parker on 0457 092 453.

Yours sincerely,



**Bushfire Planning Coordinator  
CFA Fire Risk, Research & Community Preparedness**

cc:  C/- Human Habitats

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Department of Transport  
and Planning

GPO Box 2392  
Melbourne, VIC 3001 Australia  
[www.transport.vic.gov.au](http://www.transport.vic.gov.au)

Ref: PPR 48554/25

Indigo Shire Council  
2 Kurrajong Way  
Beechworth VIC 3747

Dear Sir/Madam,




**D**  **R** **M**  **R**  **R** 

 **R**  **R**  **DDR** 




 **R**  **R**  **D**  **R**  **D**  **R** 




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Thank you for your referral dated 2 April 2025 of the above application to the Head, Transport for Victoria under Section 55 of the Planning and Environment Act 1987.

The Head, Transport for Victoria has considered this application and does not object if the permit is subject to the following conditions:

1. Unless otherwise agreed in writing with the Head, Transport for Victoria, prior to the commencement of the use, the crossover and associated accessway to the subject land is to be constructed to the satisfaction of and at no cost to the Head, Transport for Victoria. The crossover and associated works must be constructed and sealed generally in accordance with VicRoads guideline GD4010A (Typical Access to Rural Properties), and designed for the largest design vehicle that could reasonably be anticipated to access the site.
2. Only one (1) access point is permitted from the subject land to the Beechworth-Wodonga Road as shown on the plan appended to application.
3. The driveway must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (e.g., by spilling gravel onto the roadway).

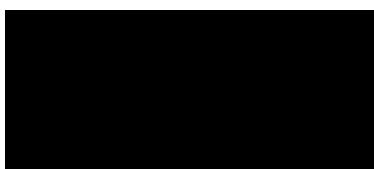
Please forward a copy of any decision to this office as required under the *Planning and Environment Act 1987*.

Should you have any enquiries regarding this matter, please contact Abeny Mayol on [Lmh.statutory.planning@transport.vic.gov.au](mailto:Lmh.statutory.planning@transport.vic.gov.au).



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Yours sincerely



Team Leader Statutory Planning  
Under delegation from the Head, Transport for Victoria  
30/4/2025





Department of Energy, Environment  
and Climate Action

15 Hume & Hovell Road  
PO Box 879, Seymour  
Victoria 3660  
Telephone: 03 86243004  
[pe.assessment@deeca.vic.gov.au](mailto:pe.assessment@deeca.vic.gov.au)

Our Ref: 00008717  
Your Ref: PP240100  
Contact: [REDACTED]  
Date: 28/04/2025

Indigo Shire Council  
Planning Department  
Via email: [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

Dear Sir/Madam,

1. 在 `main` 函数中，定义一个 `int` 类型的变量 `a`，并赋值为 10。
   
2. 在 `main` 函数中，调用 `swap` 函数，将 `a` 和 5 交换。
   
3. 在 `main` 函数中，输出 `a` 的值。
   
4. 在 `swap` 函数中，定义两个 `int` 类型的变量 `x` 和 `y`，分别接收传入的 `a` 和 5。
   
5. 在 `swap` 函数中，使用临时变量 `temp` 交换 `x` 和 `y` 的值。
   
6. 在 `swap` 函数中，输出 `x` 和 `y` 的值。
   
7. 在 `swap` 函数中，返回 `x` 和 `y` 的值。
   
8. 在 `main` 函数中，接收 `swap` 函数返回的值，并输出。

I refer to the above described proposal received by the Department of Energy, Environment and Climate Action (DEECA) on the 2 April 2025 pursuant to Section 52(1)(d) of the *Planning & Environment Act 1987*.

The proposal is for the construction of a single storey dwelling to be located on freehold land described as PC370990. The eastern boundary of the subject site abuts the Beechworth-Wodonga Road.

The land is zoned Farming (FZ) and is affected by the Significant Landscape Overlay (SLO2) and the Bushfire Management Overlay (BMO) Controls of the Indigo Planning Scheme. The proposed dwelling will be required to be constructed to a BAL 29 construction standard required under Clause 53.02. Defendable space is shown in *Figure 1* below : *Bushfire Management Statement – Mountain Planning Oct 2024*.

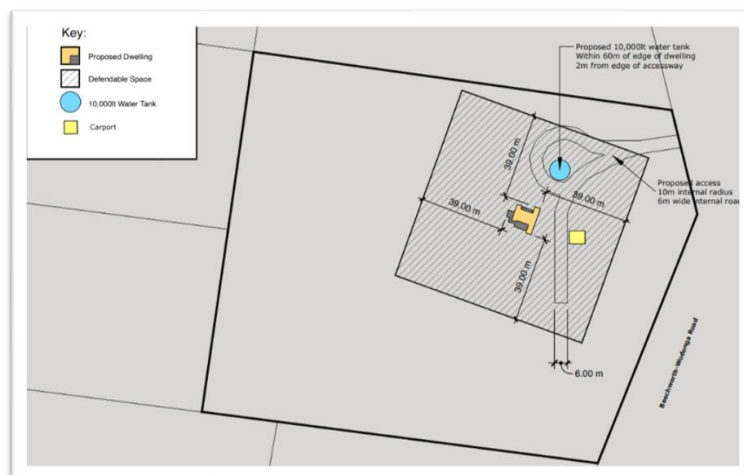


Figure 1

Any personal information about you or a third party in your correspondence will be protected under the provisions of the *Privacy and Data Protection Act 2014*. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorized by law. Enquiries about access to information about you held by the Department should be directed to [foi.unit@delwp.vic.gov.au](mailto:foi.unit@delwp.vic.gov.au) or FOI Unit, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002.

Box 500, East  
**OFFICIAL**



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.7 PA240180 - 261 OLD STANLEY ROAD, STANLEY

James Turner - Manager Planning & Statutory Services

Planning and Corporate Services

For Decision

#### **RECOMMENDATION**

That Council resolves to issue a notice of decision to refuse a planning permit for use and development of land for a dwelling at 261 Old Stanley Road, Beechworth for the following reasons:

- The proposal is inconsistent with purpose, objectives and strategies with within Clause 13.04-1S (Contaminated and potentially Contaminated Land).
- The proposal is inconsistent with purpose, objectives and strategies with within Clause 14.01-1S (Protection of Agricultural Land).
- The proposal is inconsistent with purpose, objectives and strategies with within Clause 14.01-1L-03 (Land Use in the Rural Zones).
- The proposal is inconsistent with purpose and decision guidelines within Farming Zone.
- The proposal is inconsistent with purpose and decision guidelines within Environmental Significance (ESO-1 High Quality Agricultural Land).

#### EXECUTIVE SUMMARY

This application seeks consent for the use and development of the land for a dwelling within the Farming Zone (FZ) on a lot less than 40 hectares, buildings within 100 metres of a prescribed set back within a schedule to the Farming Zone, buildings and works for a dwelling within the Bushfire Management Overlay (BMO) and buildings and works within the Environmental Significance Overlay (ESO1).

This application is brought to Council as officers are not delegated to refuse an application for a planning permit, and because the proposal received one objection in the Farming Zone, which is also not delegated.

The proposal is considered inappropriate as the lot is under 40 hectares and the applicant provides no substantial justification regarding the necessity to live on the land with the proposed agricultural use. Both the Farming Zone and the Environmental Significance Overlay (ESO1) discourage the loss of productive agricultural land to inappropriate use and development. Further, parts of the land are known to be contaminated. This report seeks a resolution from Council to refuse the application, which is considered inappropriate when assessed against the relevant planning policy, zone and overlay purposes and decision guidelines.

PROPERTY ADDRESS	261 Old Stanely Road – Stanley
EXISTING USE OF LAND	Agriculture
NUMBER OF OBJECTIONS	One (1)

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

ZONING	Farming Zone (FZ)
OVERLAY	Environmental Significance Overlay (ESO1 - High Quality Agricultural Land) Bushfire Management Overlay (BMO)
RELEVANT CLAUSES	Clause 35.07-1 Clause 35.07-4 Clause 42.01-2 Clause 44.06-2
STATUTORY DAYS	105
DATE APPLICANT NOTIFIED OF COUNCIL MEETING	02/06/2025

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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### BACKGROUND

#### Site and surrounds

The site is an irregular parcel of 13.204 hectares that is intersected by Stanley Road and a water race. Stanley Road divides the parcel into two portions, with the proposed dwelling located on the western portion. The parcel has established native vegetation predominantly around edges of each portion, please note that some of vegetation pictured in the aerial (below) has been removed. The landowner is in the process of establishing a chestnut orchard on the western portion of the land.



#### Relevant Site History

The site is associated with the following planning applications and matters:

- The site was identified by the National Organochlorine Residue Management Program as containing areas of contamination with Organochlorines (DDT). The property is subject to Property Management Plan from the Department of Primary Industries. This department has since become the Agriculture Victoria.
- PP190240, Use and development of dwelling within the Farming Zone, Environmental Significance Overlay and Bushfire Management Overlay. This application was refused by Council on the 14/05/2020.
- An allegation of unlawful vegetation removal was made on 02/01/2024. Due to limited enforcement resources, the limited investigation did not progress beyond noting the allegation.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### PROPOSAL

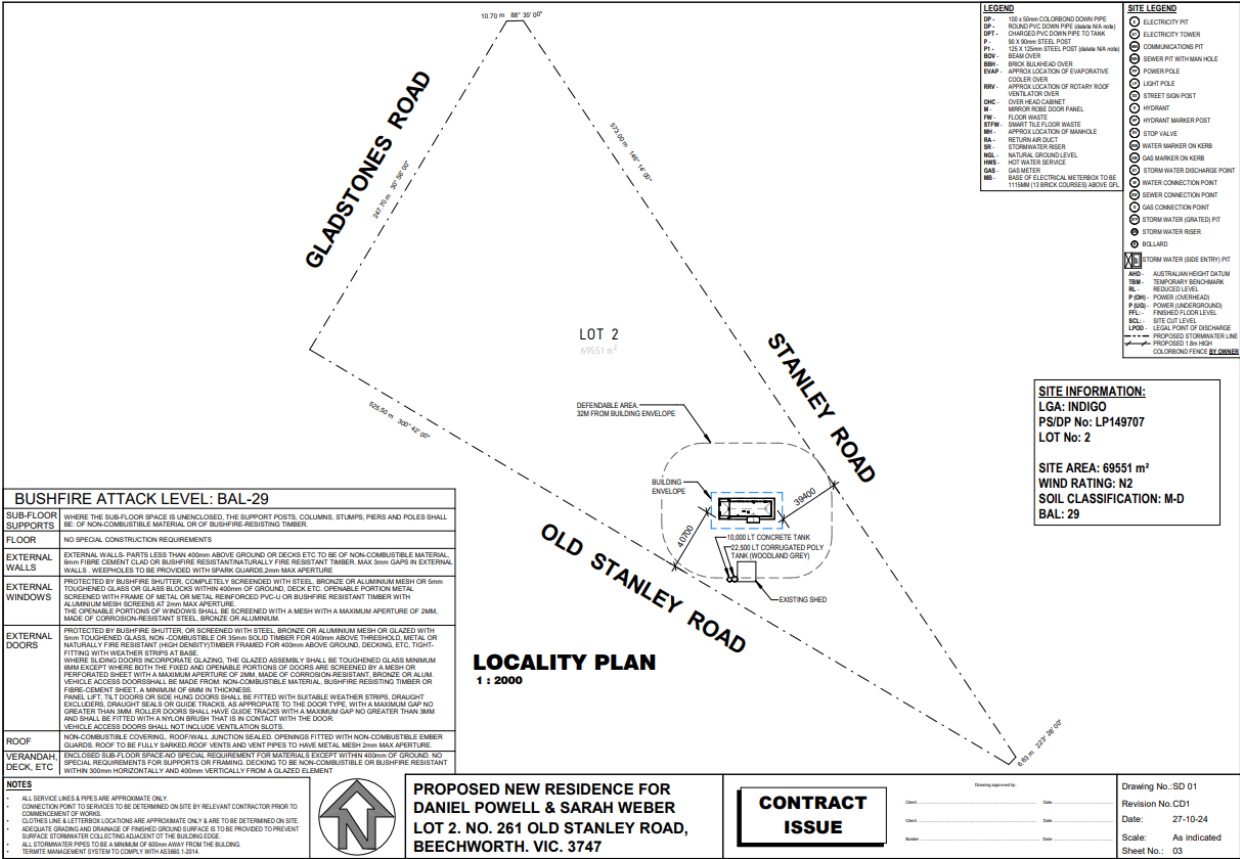
The application seeks consent for the use and development of the land for a dwelling within the Farming Zone (FZ) on a lot less than 40 hectares, use and development of the land for a dwelling within the Bushfire Management Overlay (BMO), development within the Environmental Significance Overlay (ESO1 - High Quality Agricultural Land), and development within 100 metres of a Transport Zone 2 (TRZ2). The proposed dwelling will be situated adjacent to an existing outbuilding on the western portion of the parcel. The proposed dwelling is a single storey structure with a floor area of 500 square metres. The external materials proposed are muted and earthy tones.



SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

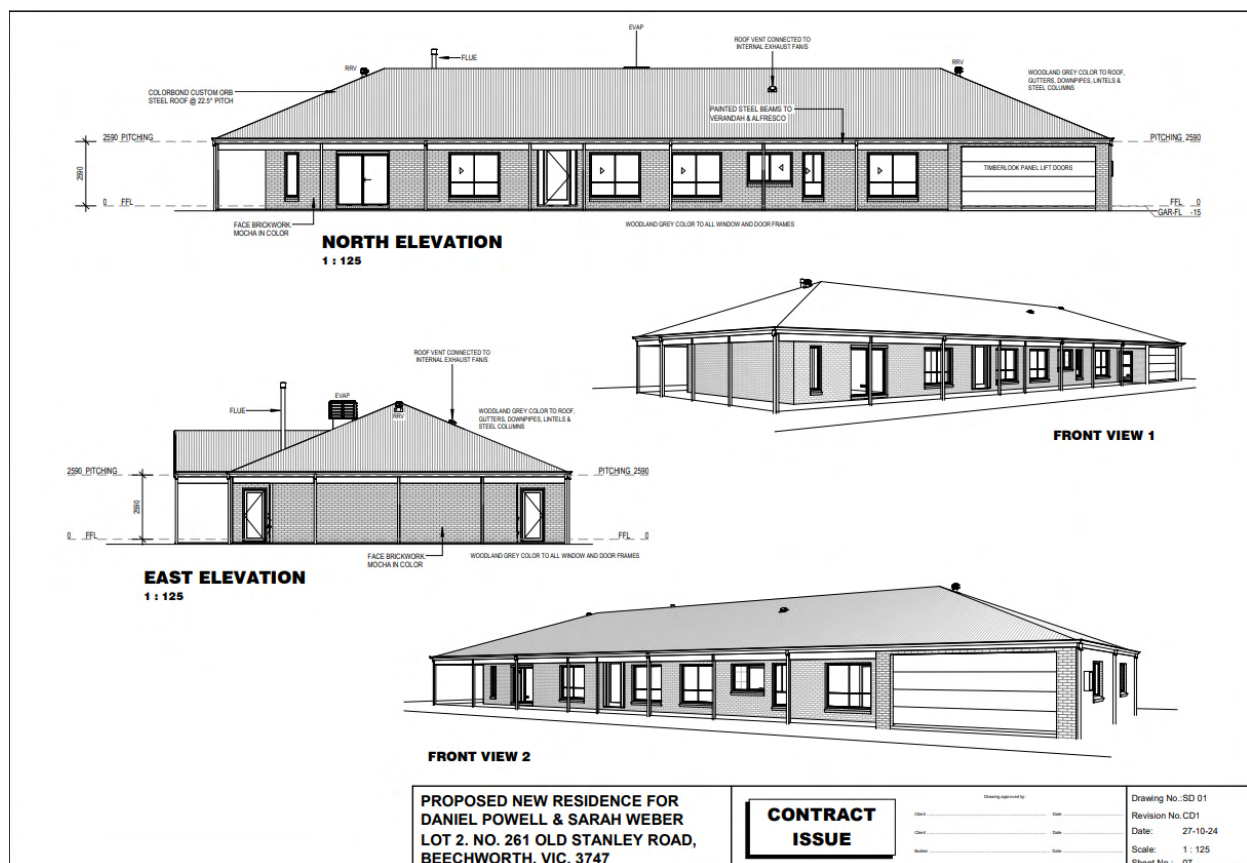
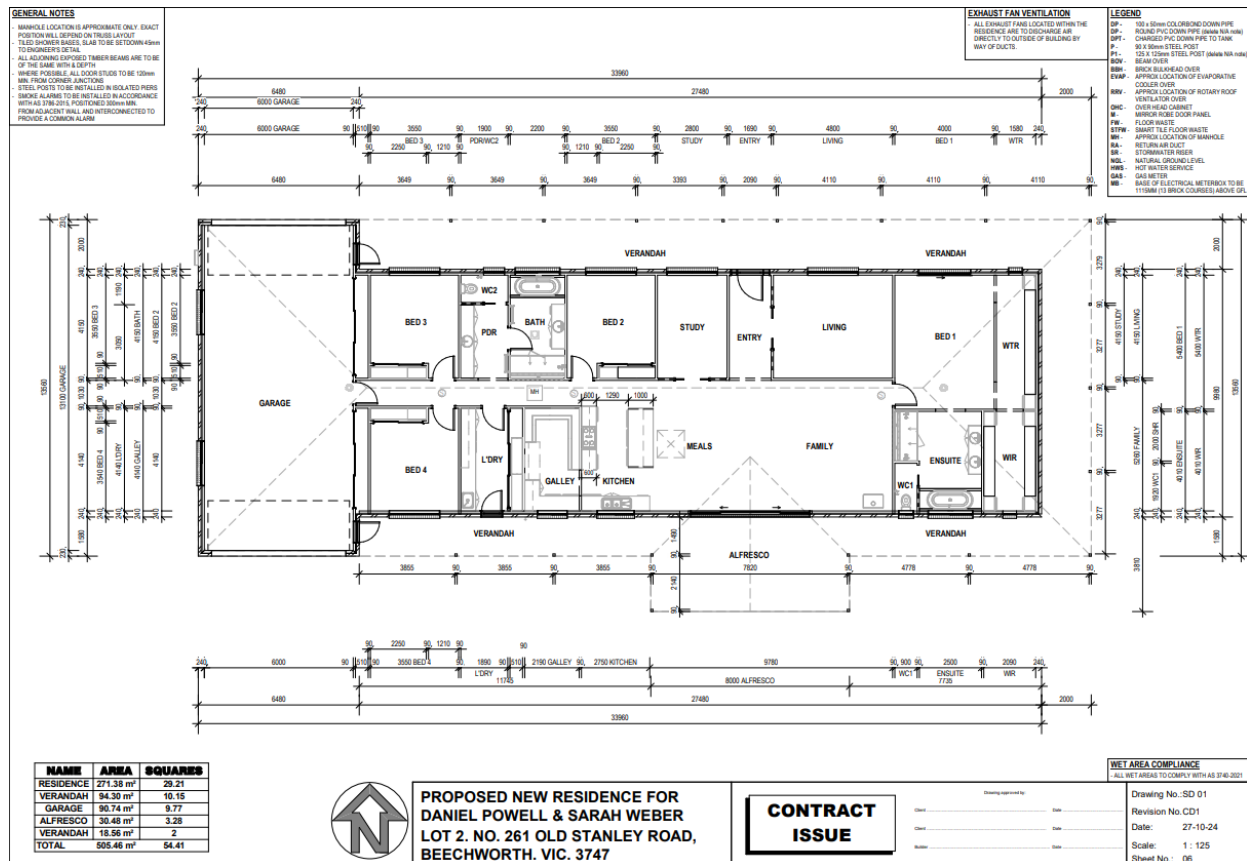
PLANS

The submitted plans are legible and clearly articulated the proposal.

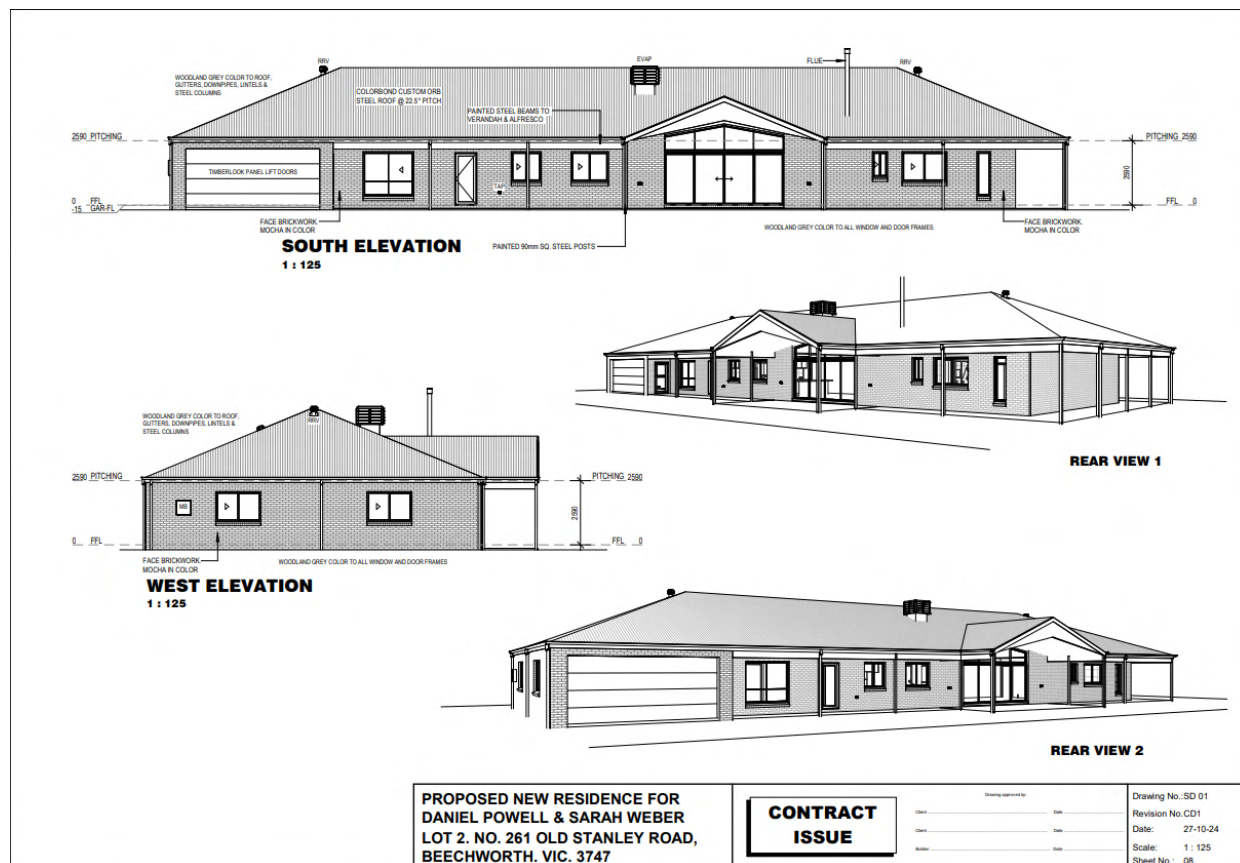




## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INDIGO PLANNING SCHEME

#### Zoning

The subject site is located within the Farming Zone (FZ). The primary purpose of the Farming Zone is to retain productive land for agricultural uses. The purpose and decision guidelines of the Farming Zone strongly discourage uses and development that can adversely impact the current or future use of the land for agricultural purposes. The proposal does not align well with the purpose or decision guidelines of the Farming Zone.

#### Overlays

The site is subject to a Bushfire Management Overlay (BMO). The primary purpose of the Bushfire Management Overlay is to identify areas of elevated bushfire risk, and to prevent inappropriate activities and development in high-risk areas. The proposal can comply with the requirements of the Bushfire Management Overlay and has received conditional consent from the Country Fire Authority (CFA), as determining authority.

The site is subject to an Environmental Significance Overlay (ESO1 – High Quality Agricultural Land). The primary purpose of the Environmental Significance Overlay is to recognise and protect the high quality of the agricultural land within Stanley and to prevent the loss of agricultural land. The proposal does not align well with the purpose and decision guidelines of Environmental Significance Overlay.

#### Particular Provisions

Nil.



## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

### **General Provisions**

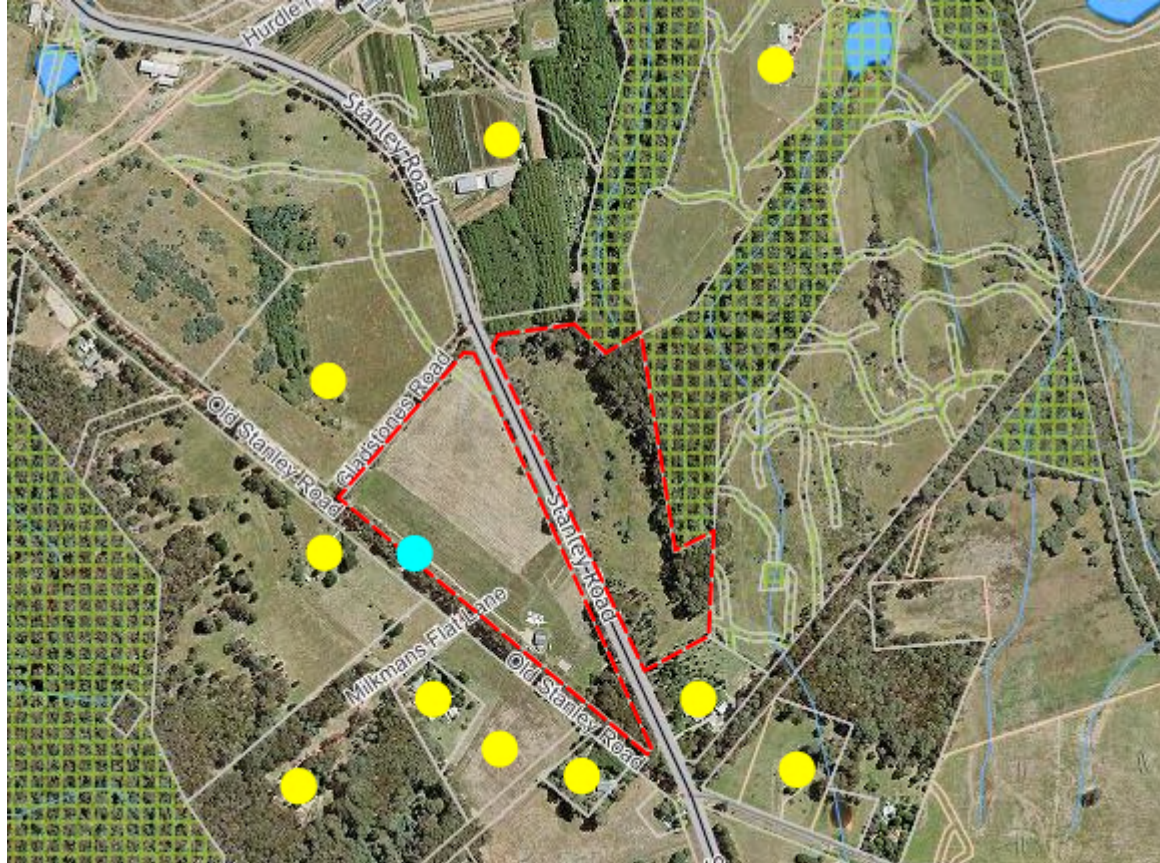
Clause 65.01 (Approval of an application or plan)

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### CONSULTATION

#### **Public Notice**

The application was sent to public notice in accordance with Section 52 of the Planning & Environment Act (1987). Letters were sent to the properties shown on the aerial image below:



A public notice sign was also placed adjacent to the entry gate, denoted by the blue dot above.

#### **Submissions**

The application received one (1) objection, which raised the following issues pertinent to the assessment of the application:

- The viability of the proposed farming operation, the objector notes that growing trees does not require the landowner to live on-site.
- The addition of a dwelling increasing the price of zoned agricultural land.

Planner comments:

The issues raised within the objection are valid concerns in the Farming Zone and within the Environmental Significance Overlay (ESO1 – High Quality Agricultural Land), particularly as the concerns raise issues discussed within decision guidelines of both zone and overlay.

The objector raised the following issues which cannot be considered as part of this assessment:

- The (alleged) removal of native vegetation at the site, without planning permission.
- The previous refusal of a planning application for a dwelling at the site.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- The taking of bore water for the chestnut orchard and tree nursery, potentially leading to ground water levels dropping.

### Planner comments:

These issues could not be considered as part of this assessment as they do not directly relate to the proposed dwelling (which triggered the planning permit) or are regulated by other authorities. The full objection is attached as an appendix to this report, including the comments regarding the alleged illegal removal of native vegetation.

### Referrals

The application was referred to the Country Fire Authority (CFA) as a determining authority, Goulburn Murray Water as a determining authority, and the Environmental Health Team as an internal referral. The CFA provided conditional consent for the proposal, with the applicant required to submit an amended Bushfire Management Plan.

The application was referred to Goulburn Murray Water (GMW) as a determining authority. GWM did not object to the proposal subject to conditions.

Environmental Health did not object to the proposal provided that the septic tank system is installed in accordance with the LCA conducted by LCAS (24110) dated October 2024.

### DISCUSSION

#### Planning Policy Framework

The following the State and Local policies are relevant to the application:

- 13.02-1S Bushfire Planning
- 13.02-1L Bushfire Planning (local)
- 13.04-1S Contaminated and Potentially Contaminated Land
- 14.01-1S Protection of Agricultural Land
- 14.01-1L-03 Land Use in Rural Zones
- 15.01-6S Design for Rural Areas
- 16.01-3L-01 Rural Building Siting and Design
- of existing small lots.

### Planner comments:

The proposal was inconsistent with 13.04-1S for the following reasons:

- Approval of the application would introduce a sensitive use (residential use) to the site.

The proposal was inconsistent with 14.01-1S for the following reasons:

- Approval of the application would result in the loss of productive agricultural land.
- The proposal is contrary to the policy strategy of directing housing growth into existing settlements.
- The impact of the proposal on the value of zoned agricultural land.

The proposal was inconsistent with 14.01-1L-03 for the following reasons:

- The residential use of the land is not required to support the agricultural use of the land.
- The site is unlikely to consolidated into larger holdings with a dwelling.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Zone

The proposal is inconsistent with the purpose of the Farming Zone, particularly regarding the retention of productive agricultural land. The proposal is also inconsistent with the decision guidelines of the zone including:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Whether the use or development will support and enhance agricultural production.*

#### Planner comment:

The proposal is inconsistent with the following clauses 13.04-1S, 14.01-1S, 14.01-1L-03, which are within the Planning Policy Framework. The proposed dwelling is not crucial to the agricultural use of the land. The proposed dwelling may support agricultural production, but it does not enhance it, and is not necessary for the proposed agricultural use. The proposed dwelling removes a physical portion of land from the site that can no longer be used for agricultural production.

Further, the addition of a dwelling to site burdens the site and surrounding land with higher land values, resulting in the land being too expensive to consolidate into larger holdings contrary to the purpose of Farming Zone. The Farming Zone is primarily a working zone with limited regard given to amenity impacts. There are often conflicts between agricultural and residential uses within the Farming Zone.

The addition of a dwelling to the site will preclude future consolidation of the land into a larger holding. Further, once the dwelling is established there is no ongoing assurance that the agricultural use of the land will continue. The surrounding area contains several legacy dwellings on small lots, many constructed prior to the current planning scheme. The addition of a dwelling to this site further proliferates the area with dwellings and increases the land value of productive agricultural land.

### Overlays

The proposal is inconsistent with the Environmental Significance Overlay (ESO1), which has the following Statement of Environmental Significance:

*The Kiewa Valley and Stanley horticultural areas are recognised agricultural areas for the production of high quality dairy and horticultural produce respectively. The Kiewa River valley is a fertile area that*

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

*produces \$18 million of agricultural produce, comprising 30 per cent of the value of all agricultural produce from the Indigo Shire.*

*Stanley has unique characteristics of well drained and fertile red soils, high rainfall and a high altitude location. This combination produces high quality horticultural products such as apples, nuts and berries.*

Further, the environmental objectives to be achieved in the overlay include:

- *To recognise the finite nature of high quality agricultural land.*
- *To protect high quality agricultural land because of its versatility, productivity and ability to sustain a wide range of agricultural uses without degradation.*
- *To protect the potential production from high quality agricultural land.*
- *To prevent the unsustainable use of high quality agricultural land which results in the loss of the quantity or quality of the land and limits the realisation of its full productive potential.*
- *To prevent the conversion of high quality agricultural land to non-soil based use and development.*

The proposal would remove a physical portion of the land to accommodate the development. Future sale of the property with a dwelling could result in the land being used as a lifestyle property, resulting in the loss of the land in its entirety for productive agricultural purposes.

### **Relevant VCAT cases:**

The application does not include sufficient justification for the need for the dwelling in conjunction with the agricultural use of the land. There has been a tightening of control over the use of land within the farming zone being used for dwellings as demonstrated by the following VCAT matters.

In the matter of *Andrews v Hepburn Shire Council & Anor* [2013] VCAT 408, the applicant sought consent for a dwelling on a lot of 8 hectares to support a chestnut orchard, market garden and animal husbandry. The Member upheld the decision of the Hepburn Shire Council to refuse the planning permit for proposal, noting the following reasons:

- The dwellings size and presence will signal a substantive change in land use within the context of a modestly sized lot, with a risk that the dwelling could become the dominant use of the land (35).
- The clustering of dwellings is to be avoided in accordance with the Farming Zone decision guidelines. This proposal would incrementally add to the clustering of dwellings in this area (37).
- The management activities used to justify the fulltime occupation of the land, such as tending to stock, bush fire responses, mending of fences, weeding, etc. were dismissed as insufficient. Noting that many grazing and other cottage scale activities can be undertaken on an absentee basis (40).
- Greater weight should be given to achieving the one in 40ha density in rural areas to compensate for water quality risks arising from un-sewered dwellings in water supply catchments.

This matter is relevant because the matter addresses the nexus required between the agricultural use of the land and the need for a dwelling in conjunction with use of the land for a chestnut orchard. Particularly that a dwelling can become dominant use of the land if the agricultural use is discontinued. The matter also notes that it is not unreasonable for the management activities associated with agricultural use of the land to be undertaken on an absentee basis.

In the matter of *Houben v South Gippsland Shire Council* [2024] VCAT 1219, the applicant sought consent for a dwelling on a lot of 22 hectares to support a horse stud and cattle-grazing operation. The Member upheld the decision of the South Gippsland Shire Council to refuse the planning permit for the following reasons:



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- The matter should not be solely determined on whether the agricultural use is economically sustainable or how much infrastructure has been installed, rather the matter must be decided on whether the agricultural use of the land requires a dwelling (33).
- The dwelling use is unlikely to be secondary to the agricultural use of the land, and that the scale of the operation does not warrant the ongoing need to be on land with the agricultural use to the extent that a dwelling is necessary (41).
- The installation and investment in infrastructure is likely to be less than the development value a dwelling would add to the land.

This matter is relevant because it demonstrates the strength of the nexus required between the agricultural use of the land and the dwelling, required within the Farming Zone. Pertinent to this matter is the type of agricultural operation proposed, the landowner submits that the care of chestnut trees requires them to live at the site. As demonstrated in VCAT matter above, even the care of livestock and horses was not considered a strong enough justification for dwelling.

In the matter of *Shetland Heights West Pty Ltd V Bass Coast Shire Council* [2024] VCAT 1, the applicant sought consent for a dwelling on a lot of 36.65 hectares to support an animal husbandry and cattle-grazing operation. The Member upheld the decision of the Bass Coast Shire Council to refuse the planning permit for proposal, noting the following reasons:

- The location of the property is not so remote as to make travel to and from the property unreasonably burdensome, nor are accommodation options in adjacent towns scarce.
- There are other legitimate management techniques that enable remote monitoring of stock and the site without reliance upon the establishment of a dwelling on the site, and that the amount of time required for effective day to day management does not otherwise warrant a 24-hour presence on the review site by a farm manager (168).
- The benefits in terms of convenience gained by allowing the use of the land for a dwelling would be outweighed by the dwelling's broad ranging and longer lasting disbenefits – in terms of its visual impacts on the landscape and on agricultural values (173).

This matter is relevant because it further demonstrates the strength of the nexus required between the agricultural use of the land and the dwelling, required within the Farming Zone. In particular, the argument around whether burden of travel to and from the site is unreasonably burdensome. The site at 261 Old Stanley Road is located between Beechworth and Stanley, the site is serviced by reasonable roads. The region has a number of towns that offer suitable accommodation options. The proposal is contrary to planning policy 14.01-1S (Protection of agricultural land) which seeks to limit new housing development in rural areas by directing housing growth into existing settlements.

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### CONCLUSION

The planning permit application for a dwelling at 261 Old Stanley Road should be refused as the proposal is inconsistent with 13.04-1S Contaminated and Potentially Contaminated Land, 14.01-1S Protection of Agricultural Land, 14.01-1L-03 Land Use in Rural Zones and the purpose and decision guidelines of the Farming Zone. This position is supported by recent VCAT decisions, which strengthen the nexus required between the agricultural use of the land and the agricultural need for a dwelling.

The confidential attachment(s) is confidential under Section 3(1)(f) of the Local Government Act 2020, because it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The reason this section applies is because the information is personal information of objectors who

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

submitted their information in confidence as part of the planning process. Disclosure of this information would be unreasonable as it is not required in order to consider the planning permit.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- James Turner - Manager Planning & Statutory Services
- Steven Hawkins - Planning Coordinator
- Joshua Bellette - Town Planner

### CONFIDENTIAL ATTACHMENTS



A confidential attachment has been provided to Councillors under separate cover. Section 197A of the Planning and Environment Act 1997 determines the way Councils are able to make certain planning documents available to the public. The Act provides that the confidential document listed below can only be made available for public inspection:

- at Council offices during business hours, or
- electronically via Council's website subject to strict public availability requirements, requiring significant editing of individual documents.

### **Attachments**

1. PA 240180 - Application material [**11.7.1** - 91 pages]
2. CONFIDENTIAL REDACTED - P A 240180 - Objection [**11.7.2** - 1 page]

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

  Planning Enquiries Phone: 1300 365 003 Web: <a href="http://www.indigoshire.vic.gov.au">www.indigoshire.vic.gov.au</a>	Office Use Only	
	VicSmart:	No
	Specify class of VicSmart application:	-
	Application No:	Date Lodged: 28/11/2024
<h3>Application for Planning Permit</h3> <p>If you need help to complete this form, read <a href="#">How to complete the Application for Planning Permit form</a>.</p> <p> Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the <i>Planning and Environment Act 1987</i>. If you have any concerns, please contact Council's planning department.</p> <p> Questions marked with an asterisk (*) are mandatory and must be completed.</p> <p> If the space provided on the form is insufficient, attach a separate sheet.</p>		

### Application type

Is this a VicSmart Application?\*

No

If yes, please specify which VicSmart class or classes:



If the application falls into one of the classes listed under Clause 92 or the schedule to Clause 94, it is a VicSmart application

### Pre-application meeting

Has there been a pre-application meeting with a Council planning officer?

If 'yes', with whom?:

Date:

day / month / year

## The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address\*

Unit No:

St. No: 261

St. Name: Old Stanley ROAD

Suburb/Locality: Beechworth

Postcode: 3747

Formal Land Description\*

Complete either A or B



This information can be found on the certificate of title.

A

Lot No: 2



Lodged Plan



Title Plan



Plan of Subdivision

No: 149707

OR

B

Crown Allotment No:


Section No:

Parish/Township Name:

If this application relates to more than one address, please attach details.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### The Proposal

 You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

① For what use, development or other matter do you require a permit?\*

Construction of a single storey dwelling



Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

① Estimated cost of development for which the permit is required\*

Cost \$490,000.00



You may be required to verify this estimate  
Insert '0' if no development is proposed

Insert '0' if no development is proposed (eg. change of use, subdivision, removal of covenant, liquor licence)

### Existing Conditions ①

Describe how the land is used and developed now\*

Eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Some agricultural improvements, sheds. Largely been used to grow and cut hay. Current owner has recently planted tree's to be grown and sold in a nearby nursery.



Provide a plan of the existing conditions. Photos are also helpful.

### Title Information ①

Encumbrances on title\*

If you need help about the title, read: [How to complete the Application for Planning Permit form](#)

Does the proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- ☐ Yes. (if 'yes' contact Council for advice on how to proceed before continuing with this application.)
- ☐ No
- ☐ Not applicable (no such encumbrance applies).



Provide a full, current copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments' eg restrictive covenants.)

### Applicant and Owner Details ①

Provide details of the applicant and the owner of the land.

**Applicant \***

The person who wants the permit

Name:

Postal Address

If it is a PO Box, enter the details here:

Please provide at least one contact phone number \*

Contact Information



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Owner \*

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

Fax:

Name:

### Information Requirements

Is the required information provided?

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist.

- ☐ Yes  
☐ No

### Declaration ⓘ

This form must be signed by the applicant\*

⚠ Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit

I declare that I am the applicant; and that all the information in this application is true and correct and the owner (if not myself) has been notified of the permit application.

Signature:  
*Electronically Signed.*



Date: 28 November 2024

day / month / year

This application has been lodged online. The declaration has been electronically signed.

### Checklist ⓘ

Have you:

<input type="checkbox"/>	Filled in the form completely?	 Most applications require a fee to be paid. Contact Council to determine the appropriate fee.
<input type="checkbox"/>	Paid or included the application fee?	
	Provided all necessary supporting information and document?	
<input type="checkbox"/>	A full and current copy of the information for each individual parcel of land forming the subject site.	
<input type="checkbox"/>	A plan of existing conditions.	
<input type="checkbox"/>	Plans showing the layout and details of the proposal.	
<input type="checkbox"/>	Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.	

Page 3

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



If required, a description of the likely effect of the proposal (eg traffic, noise, environmental impacts).

---

### Lodgement ⓘ

Lodge the completed and signed form and all documents with:

Indigo Shire Council  
PO Box 28 Beechworth VIC 3747  
Telephone: 1300 365 003

**Contact information:**  
Telephone: 1300 365 003  
Email: [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 09616 FOLIO 859

Security no : 124120218534J  
Produced 28/11/2024 11:08 AM

### LAND DESCRIPTION

Lot 2 on Plan of Subdivision 149707P.  
PARENT TITLES :  
Volume 05430 Folio 902      Volume 06627 Folio 387  
Created by instrument LP149707P 25/06/1985

### REGISTERED PROPRIETOR

Estate Fee Simple  
Joint

AX240392S 08/09/2023

### ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan or imaged folio set out under DIAGRAM LOCATION below.

### DIAGRAM LOCATION

SEE LP149707P FOR FURTHER DETAILS AND BOUNDARIES

### ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 261 OLD STANLEY ROAD BEECHWORTH VIC 3747

### ADMINISTRATIVE NOTICES

NIL

eCT Control      19219M PURCELL PARTNERS  
Effective from 08/09/2023

DOCUMENT END

Delivered from the LANDATA® System by Landchecker Pty Ltd

3D VIEWS ARE SYMBOLIC ONLY  
AND DO NOT REPRESENT  
ACTUAL FITTINGS AND FIXTURES



SHEET LIST	
01	COVER SHEET / SCHEDULES
02	SITE PLAN
03	LOCALITY PLAN
04	SETOUT PLAN
05	FLOOR PLAN
06	FLOOR PLAN DIMENSIONED
07	ELEVATIONS 1
08	ELEVATIONS 2
09	FLOORING PLAN
10	ELECTRICAL PLAN
11	SECTIONS
12	KITCHEN INTERNALS
13	LAUNDRY / ROBE INTERNALS
14	BATHROOM INTERNALS
15	ENSUITE / WIR INTERNALS

WINDOW SCHEDULE					
NUMBER	CODE	STYLE	HEIGHT	WIDTH	GLASS
W1	SW1821	SLIDING	1800	2050	SG/DG
W2	SW1809	SLIDING	1800	850	OBS/SG/DG
W3	SW1218	SLIDING	1200	1810	OBS/SG/DG
W4	SW1821	SLIDING	1800	2050	SG/DG
W5	SW1821	SLIDING	1800	2050	SG/DG
W6	SW1821	SLIDING	1800	2050	SG/DG
W7	SD2121-2	SLIDING DOOR	2100	2110	SG/DG
W8	FX1806	FIXED	1800	550	SG/DG
W9	FX1806	FIXED	1800	550	SG/DG
W10	SW1218	SLIDING	1200	1810	OBS/SG/DG
W11	SW1006	SLIDING	1029	610	OBS/SG/DG
W12	DSD2148-4	SLIDING DOOR	2100	4810	SG/DG
W13	SW1215	SLIDING	1200	1510	DG
W14	SW1212	SLIDING	1200	1210	DG
W15	SW1821	SLIDING	1800	2050	SG/DG
W16	SW1218	SLIDING	1200	1810	DG
W17	SW1218	SLIDING	1200	1810	DG
W18	CUSTOM HILITE	FIXED	1000	4810	DG

WINDOW LEGEND:  
AW = AWNING WINDOW  
FW = FIXED WINDOW  
MT = MULTI TRANSOM WINDOW  
SW = SLIDING WINDOW  
DH = DOUBLE HUNG WINDOW  
BW = BI-FOLD WINDOW  
CW = CASEMENT WINDOW  
SL = SKYLIGHT WINDOW  
SD = SLIDING DOOR  
ST = STACKING DOOR / WINDOW  
HD = HINGED DOOR  
BD = BI-FOLD DOOR

GLAZING NOTE:  
ALL GLAZING TO COMPLY WITH THE  
REQUIREMENTS OF AS1288 & AS2047,  
AND NCC CLAUSES IN PART 3.6.

DOOR SCHEDULE			
NUMBER	HEIGHT	WIDTH	DESCRIPTION
D1	2340	1020	ENTRY DOOR WITH SIDELIGHTS AS SPECIFIED
D2	2040	820	CAVITY SLIDING DOOR - AS SPECIFIED
D3	2040	820	CAVITY SLIDING DOOR - AS SPECIFIED
D4	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D5	2040	820	CAVITY SLIDING DOOR - AS SPECIFIED
D6	2040	670	CAVITY SLIDING DOOR - AS SPECIFIED
D7	2040	670	CAVITY SLIDING DOOR - AS SPECIFIED
D8	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D9	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D10	2040	870	CAVITY SLIDING DOOR - AS SPECIFIED
D11	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D12	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D13	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D14	2040	870	INTERNAL HINGED DOOR - AS SPECIFIED
D15	2040	820	EXTERNAL DOOR AS SPECIFIED
GD1	2400	5400	SECTIONAL GARAGE DOOR
GD2	2400	5400	SECTIONAL GARAGE DOOR
GD3	2040	820	EXTERNAL DOOR AS SPECIFIED
GD4	2040	820	EXTERNAL DOOR AS SPECIFIED
R1	2400	2000	SLIDING ROBE DOORS - 2 PANEL
R2	2400	2000	SLIDING ROBE DOORS - 2 PANEL
R3	2400	3900	SLIDING ROBE DOORS - 3 PANEL
R4	2400	3900	SLIDING ROBE DOORS - 3 PANEL
R5	2400	2000	SLIDING ROBE DOORS - 2 PANEL
R6	2400	3900	SLIDING ROBE DOORS - 3 PANEL

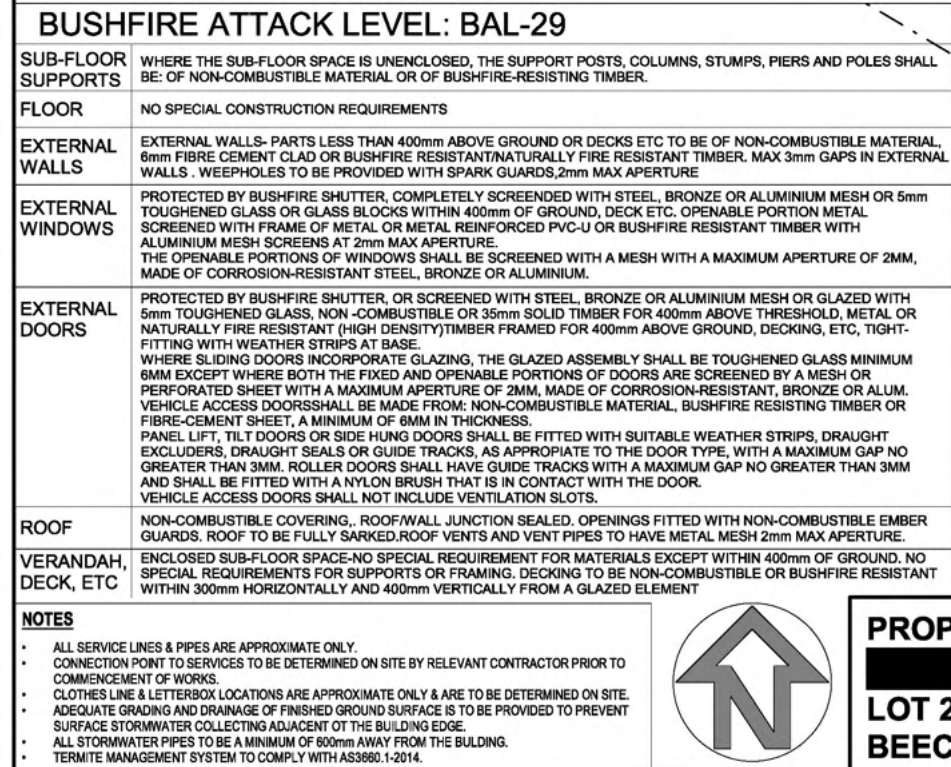
GLAZING LEGEND:  
DG = DOUBLE GLAZED  
TB = THERMALLY BROKEN FRAME  
OBS = OBSCURE GLASS  
SG = SAFETY GLAZING IN ACCORDANCE WITH NCC  
PART 3.6.4 FOR HUMAN IMPACT SAFETY REQUIREMENTS.

PROPOSED NEW RESIDENCE FOR  
[REDACTED]  
LOT 2. NO. 261 OLD STANLEY ROAD,  
BEECHWORTH. VIC. 3747

CONTRACT  
ISSUE

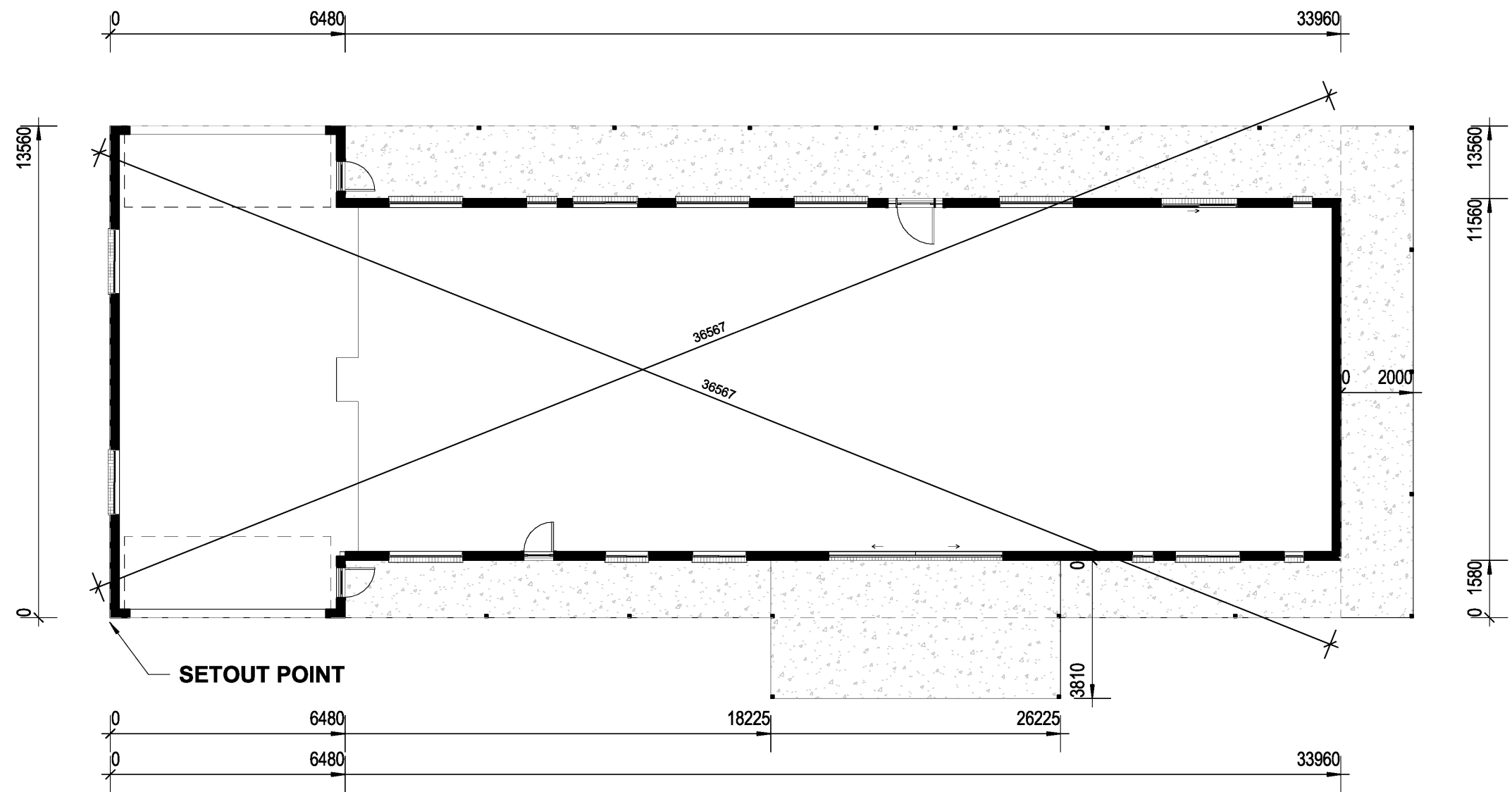
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Client \_\_\_\_\_ Date \_\_\_\_\_  
Client \_\_\_\_\_ Date \_\_\_\_\_  
Builder \_\_\_\_\_ Date \_\_\_\_\_  
Drawing No.:SD 01  
Revision No.CD1  
Date: 27-10-24  
Scale:  
Sheet No.: 01











<div>PROPOSED NEW RESIDENCE FOR</div> <div></div> <div>LOT 2. NO. 261 OLD STANLEY ROAD, BEECHWORTH. VIC. 3747</div>	<div>CONTRACT</div> <div>ISSUE</div>	Drawing approved by:		Drawing No.:SD 01
		Client .....	Date .....	Revision No.CD1
		Client .....	Date .....	Date: 27-10-24
		Builder .....	Date .....	Scale: 1 : 125
				Sheet No.: 04

GENERAL NOTES

- MANHOLE LOCATION IS APPROXIMATE ONLY. EXACT POSITION WILL DEPEND ON TRUSS LAYOUT
- TILED SHOWER BASES, SLAB TO BE SETDOWN 45mm TO ENGINEER'S DETAIL
- ALL ADJOINING EXPOSED TIMBER BEAMS ARE TO BE OF THE SAME WITH & DEPTH
- WHERE POSSIBLE, ALL DOOR STUDS TO BE 120mm MIN. FROM CORNER JUNCTIONS
- STEEL POSTS TO BE INSTALLED IN ISOLATED PIERS
- SMOKE ALARMS TO BE INSTALLED IN ACCORDANCE WITH AS 3786-2015, POSITIONED 300mm MIN. FROM ADJACENT WALL AND INTERCONNECTED TO PROVIDE A COMMON ALARM

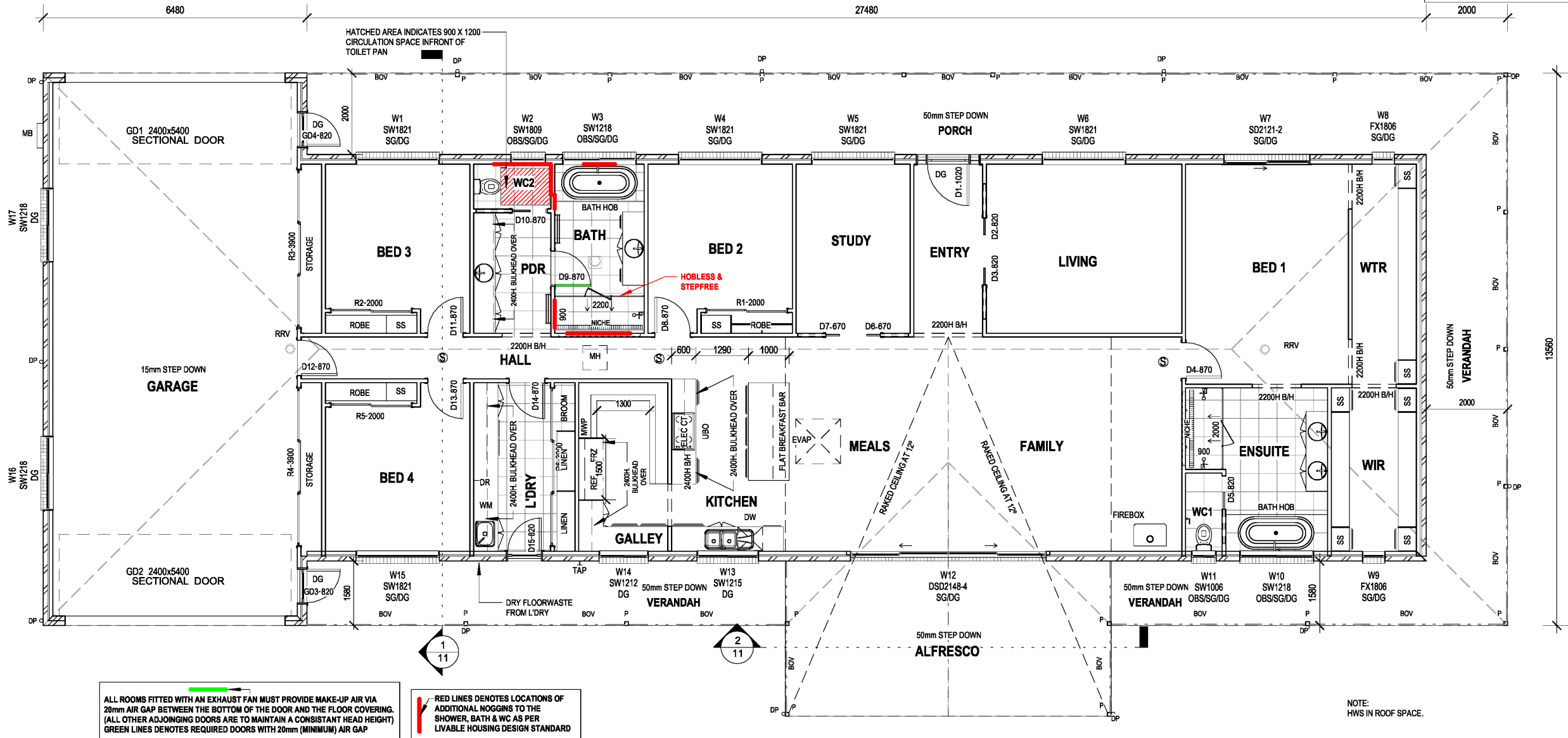
NAME	AREA	SQUARES
RESIDENCE	271.38 m <sup>2</sup>	29.21
VERANDAH	94.30 m <sup>2</sup>	10.15
GARAGE	90.74 m <sup>2</sup>	9.77
ALFRESCO	30.48 m <sup>2</sup>	3.28
VERANDAH	18.56 m <sup>2</sup>	2
TOTAL	505.46 m <sup>2</sup>	54.41

EXHAUST FAN VENTILATION

- ALL EXHAUST FANS LOCATED WITHIN THE RESIDENCE ARE TO DISCHARGE AIR DIRECTLY TO OUTSIDE OF BUILDING BY WAY OF DUCTS.

LEGEND

- DP - 100 x 50mm COLORBOND DOWN PIPE
- DP - ROUND PVC DOWN PIPE (delete N/A note)
- DPT - CHARGED PVC DOWN PIPE TO TANK
- P - 90 X 90mm STEEL POST
- P1 - 125 X 125mm STEEL POST (delete N/A note)
- BOV - BEAM OVER
- BBH - BRICK BULKHEAD OVER
- EVAP - APPROX LOCATION OF EVAPORATIVE COOLER OVER
- RRV - APPROX LOCATION OF ROTARY ROOF VENTILATOR OVER
- OHC - OVER HEAD CABINET
- M - MIRROR ROBE DOOR PANEL
- FW - FLOOR WASTE
- STFW - SMART TILE FLOOR WASTE
- MH - APPROX LOCATION OF MANHOLE
- RA - RETURN AIR DUCT
- SR - STORMWATER RISER
- NGL - NATURAL GROUND LEVEL
- HWS - HOT WATER SERVICE
- GAS - GAS METER
- MB - BASE OF ELECTRICAL METERBOX TO BE 1115MM (13 BRICK COURSES) ABOVE GFL.



FLOOR PLAN  
1 : 100



PROPOSED NEW RESIDENCE FOR  
LOT 2. NO. 261 OLD STANLEY ROAD,  
BEECHWORTH. VIC. 3747

CONTRACT  
ISSUE

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Client ..... Date .....  
Client ..... Date .....  
Builder ..... Date .....

WET AREA COMPLIANCE

- ALL WET AREAS TO COMPLY WITH AS 3740-2021

Drawing No.:SD 01  
Revision No.CD1  
Date: 27-10-24  
Scale: 1 : 100  
Sheet No.: 05

GENERAL NOTES

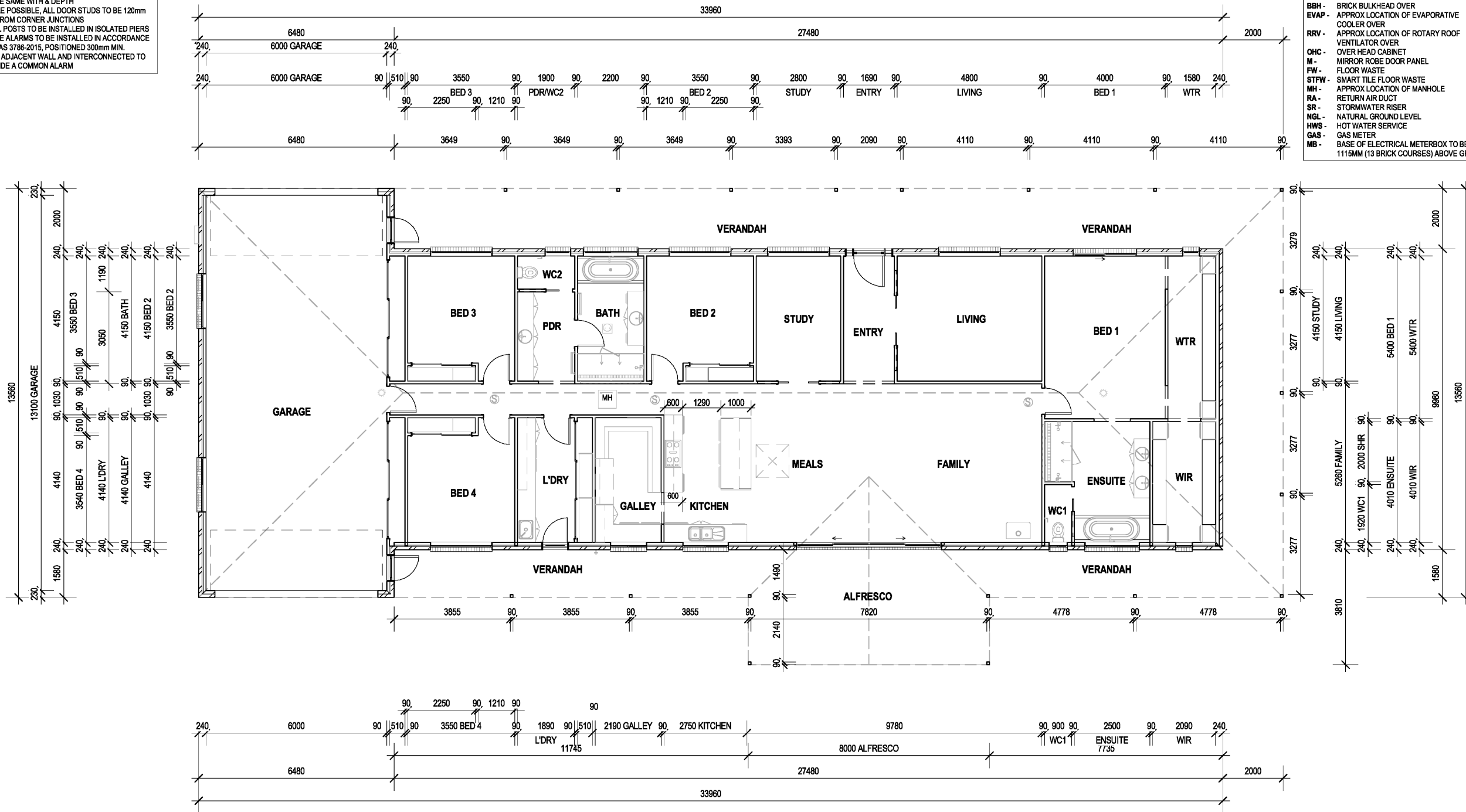
- MANHOLE LOCATION IS APPROXIMATE ONLY. EXACT POSITION WILL DEPEND ON TRUSS LAYOUT
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NAME	AREA	SQUARES
RESIDENCE	271.38 m <sup>2</sup>	29.21
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**PROPOSED NEW RESIDENCE FOR**  
**LOT 2. NO. 261 OLD STANLEY ROAD,**  
**BEECHWORTH. VIC. 3747**

**CONTRACT**  
**ISSUE**

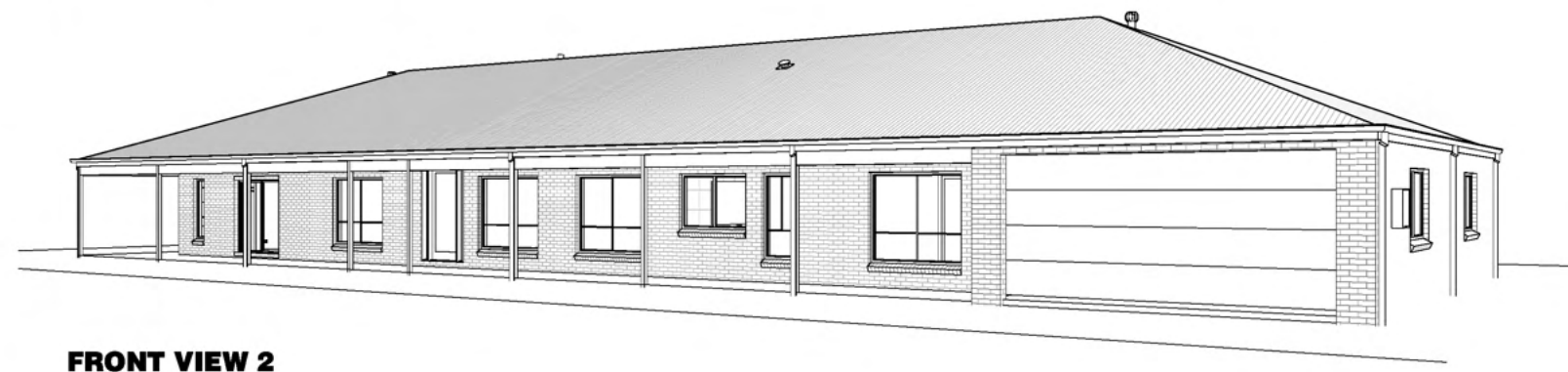
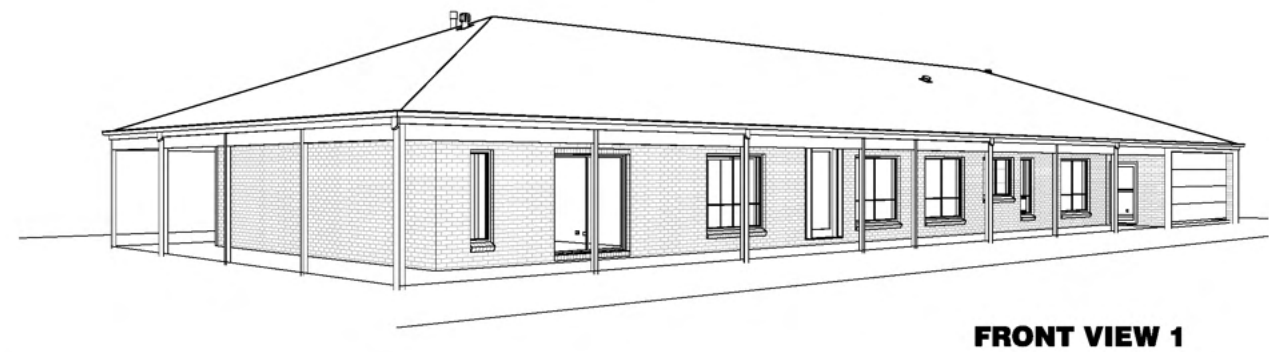
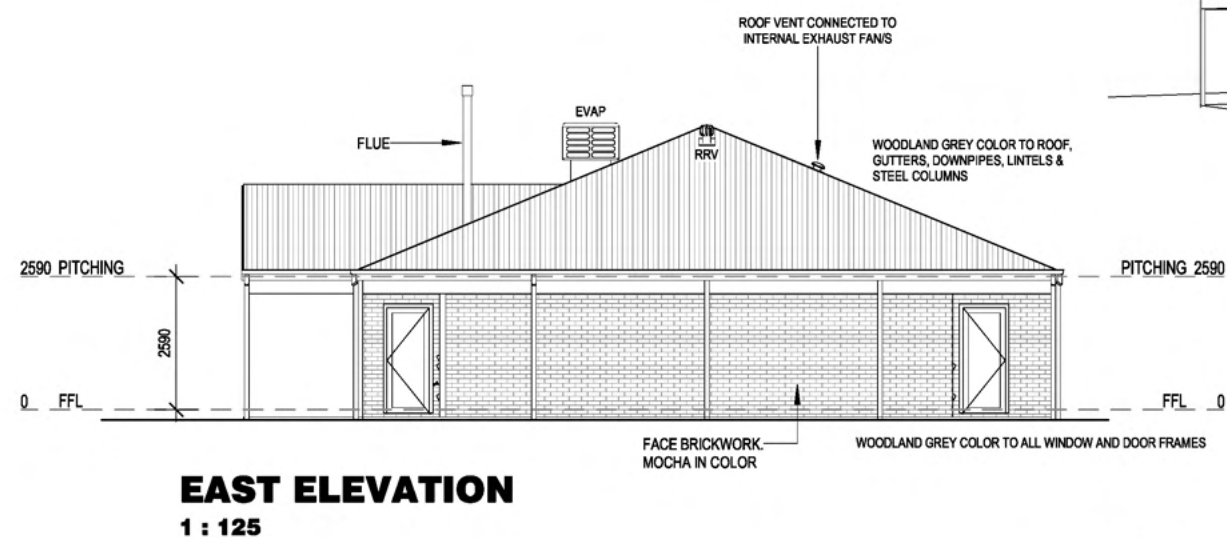
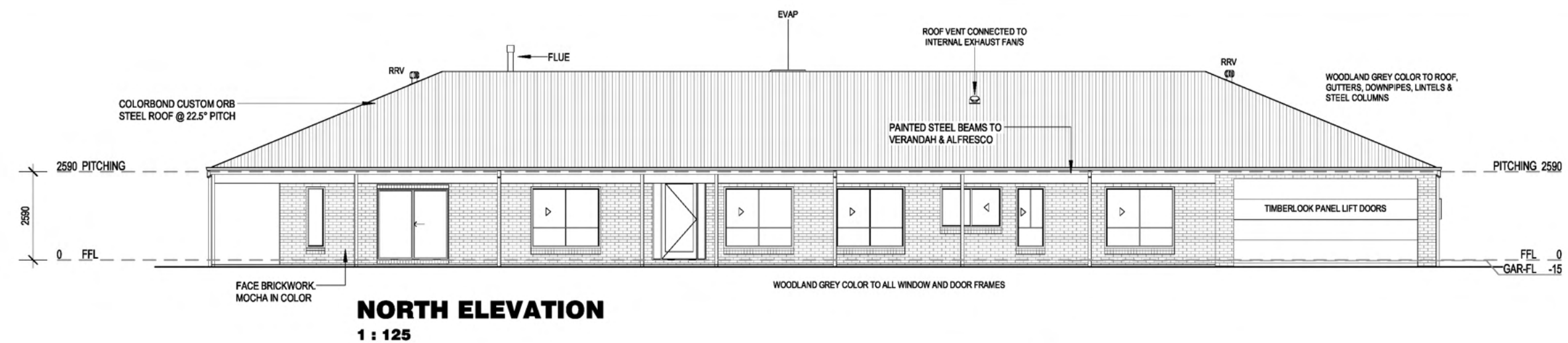
Drawing approved by:  
Client ..... Date .....  
Client ..... Date .....  
Builder ..... Date .....

WET AREA COMPLIANCE

- ALL WET AREAS TO COMPLY WITH AS 3740-2021

Drawing No.:SD 01  
Revision No.CD1  
Date: 27-10-24  
Scale: 1 : 125  
Sheet No.: 06





**PROPOSED NEW RESIDENCE FOR**  
**LOT 2. NO. 261 OLD STANLEY ROAD,**  
**BEECHWORTH. VIC. 3747**

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Client \_\_\_\_\_ Date \_\_\_\_\_  
Builder \_\_\_\_\_ Date \_\_\_\_\_

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Date: 27-10-24  
Scale: 1 : 125  
Sheet No.: 07





WOODLAND GREY COLOR TO ROOF,  
GUTTERS, DOWNPIPES, LINTELS &  
STEEL COLUMNS

RRV

2590 PITCHING

MB

0 FFL

FACE BRICKWORK.  
MOCHO IN COLOR

WOODLAND GREY COLOR TO ALL WINDOW AND DOOR FRAMES

WEST ELEVATION

1 : 125

PITCHING 2590

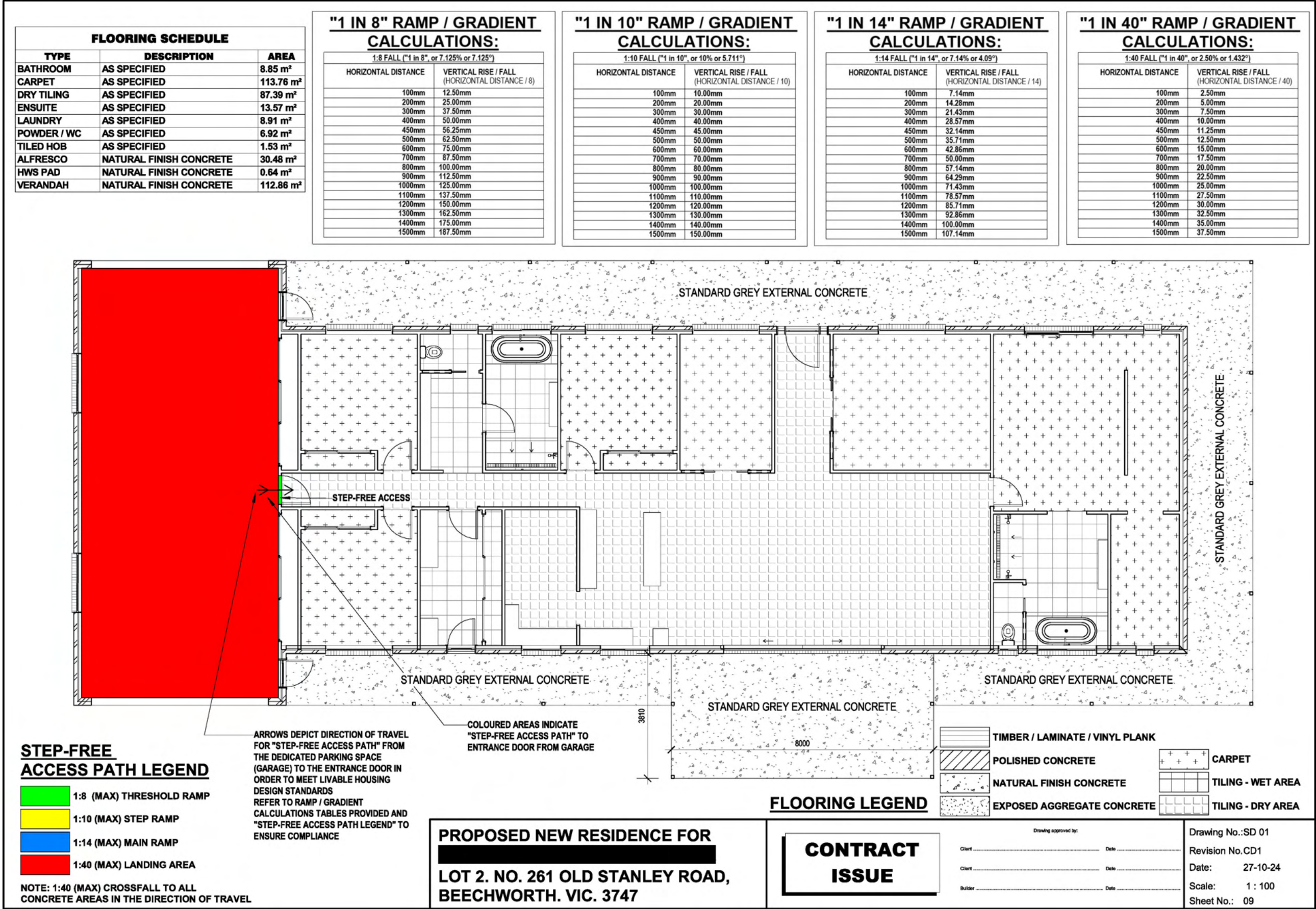
2590

FFL 0

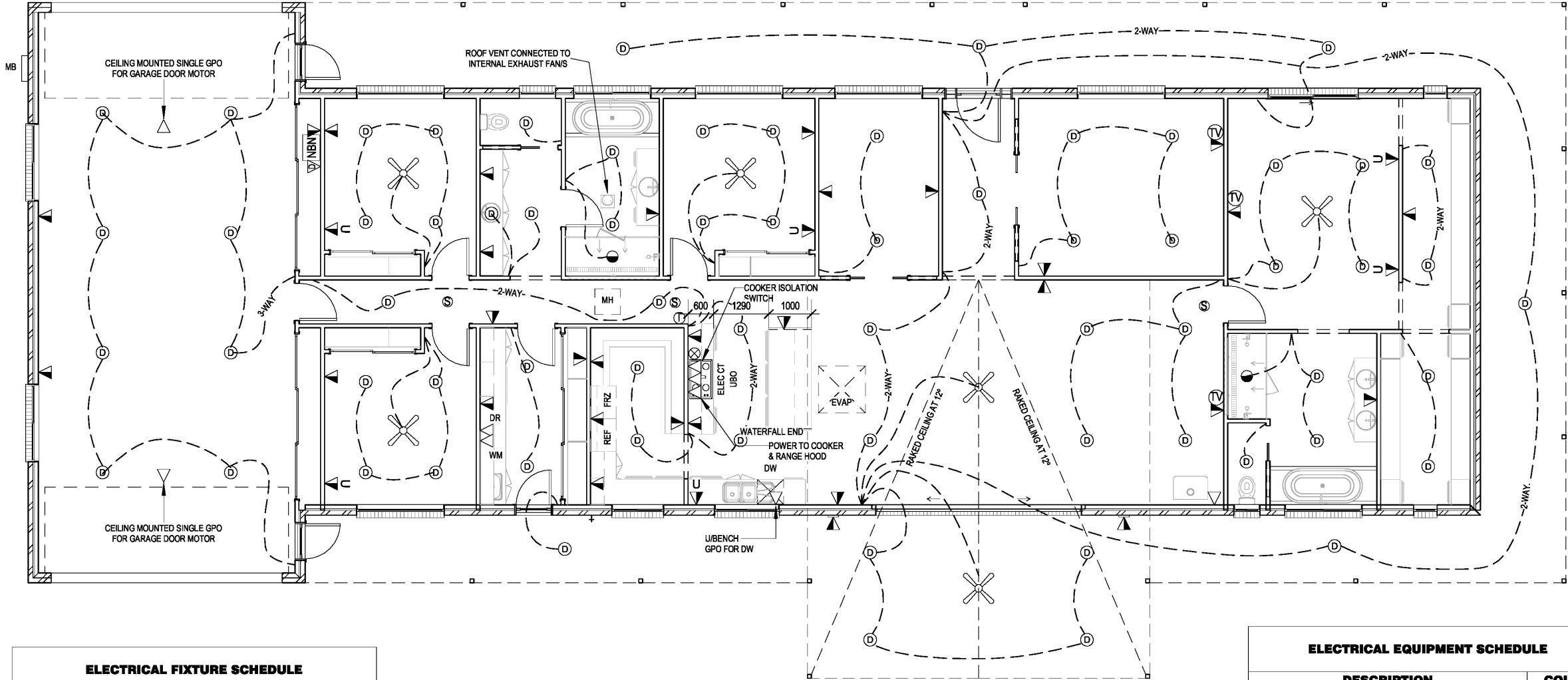


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Client .....	Date .....	Date: 27-10-24
Builder .....	Date .....	Scale: 1 : 125
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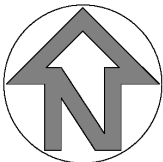
●	LED DOWN LIGHT 90mm (SEALED & IC-RATED)	1200mm LED BATTEN LIGHT	Ⓢ	SMOKE ALARM - INTERCONNECTED	▼	DOUBLE GPO	TV	TELEVISION POINT	AC	EXTERNAL AIRCON UNIT
●	LED DOWN LIGHT 160mm (SEALED & IC-RATED)	SINGLE FLOOD LIGHT	●	EXHAUST FAN (SHUTTERED)	▽	SINGLE GPO	▽	DATA POINT	AC	INTERNAL AIRCON UNIT
○ PL	PENDANT LIGHT	DOUBLE FLOOD LIGHT	● L	EXHAUST FAN WITH LIGHT (SHUTTERED)	▼	DOUBLE EXTERNAL GPO	+	DUCTED AC OUTLET	NBN	NBN BOX LOCATION
BL	BUNKER LIGHT - WALL MOUNT	2 GLOBE HEATED LIGHT	EVAP	EVAPORATIVE AIR CONDITIONER	▽	SINGLE EXTERNAL GPO	○	DUCTED HEATING OUTLET	MB	ELECTRICITY METER BOX
BL	BUNKER LIGHT - CEILING MOUNT	4 GLOBE HEATED LIGHT	ⓧ	CEILING FAN	U	DOUBLE GPO WITH USB	RA	RETURN AIR DUCT	GAS	GAS METER
D	FEATURE LIGHT - WALL MOUNT	MOTION SENSOR	ⓧ	CEILING FAN WITH LIGHT	ⓧ	ISOLATION SWITCH	⌚	THERMOSTAT	HWS	HOT WATER SERVICE



ELECTRICAL FIXTURE SCHEDULE	
DESCRIPTION	COUNT
DATA POINT	1
DOWNLIGHT - 90mm	67
SHUTTERED EXHAUST FAN	2
DOUBLE GPO	29
EXTERNAL DOUBLE GPO	2
DOUBLE GPO WITH USB	6
SINGLE GPO	9
TELEVISION POINT	3
CEILING FAN	6
ISOLATION SWITCH	1
THERMOSTAT	1
NBN PROVISION	1

NOTES

- MANHOLE LOCATION IS APPROXIMATE ONLY. EXACT POSITION WILL DEPEND ON TRUSS LAYOUT.
- PROVIDE ONE SINGLE GPO FOR EVAP COOLER, ONE DOUBLE GPO FOR DUCTED HEATING UNIT.
- PROVIDE ONE BATTEN HOLDER LIGHT ABOVE MANHOLE, SWITCH TO BE LOCATED NEAR MANHOLE.
- SMOKE ALARMS TO BE INSTALLED IN ACCORDANCE WITH AS 3786-2015, POSITIONED 300mm MINIMUM FROM ADJACENT WALL AND INTERCONNECTED TO PROVIDE A COMMON ALARM.



PROPOSED NEW RESIDENCE FOR  
[REDACTED]  
LOT 2. NO. 261 OLD STANLEY ROAD,  
BEECHWORTH. VIC. 3747

CONTRACT  
ISSUE

ELECTRICAL EQUIPMENT SCHEDULE	
DESCRIPTION	COUNT
ELECTRIC OVEN	2
INDUCTION COOKTOP	1
ELECTRICITY METER	1
EVAPORATIVE AIR CONDITIONER	1
SMOKE DETECTOR	3
DISHWASHER	1

Drawing approved by:		Drawing No.:SD 01
Client .....	Date .....	Revision No.CD1
Client .....	Date .....	Date: 27-10-24
Builder .....	Date .....	Scale: 1 : 100
		Sheet No.: 10



**WALL CONSTRUCTION:**

- \* 240mm FACE BRICK VENEER FOR ALL EXTERNAL WALLS WITH ROLLED JOINTS
- \* WEEP HOLES EVERY 4th PERP
- \* EXPOSED BRICKWORK ABOVE UNPROTECTED WINDOWS AND DOORWAYS GREATER THAN 1200mm WIDE TO BE PROTECTED WITH HEAD FLASHING AND WEEPHOLES IN ACCORDANCE WITH AS4773.2-2015
- \* DAMP-PROOF COURSE AND WEEPHOLES TO BE INSTALLED IN ACCORDANCE WITH AS4773.2-2015
- \* PREFABRICATED WALLS TO BE USED. REFER TO MANUFACTURERS FOR DESIGN, SPECIFICATIONS AND LAYOUT - 2590mm EXTERNAL WALL PITCHING HEIGHT
- \* R2.5 BATT INSULATION
- \* R0.9 SISALATION. ALL OPENINGS AND PENETRATIONS TO BE TAPED
- \* 10mm PLASTERBOARD INTERNAL LINING
- \* SELECTED PLASTER CORNICE
- \* GALVANISED STEEL LINTELS TO SUPPORT BRICKWORK OVER WINDOWS/EXTERNAL DOORS

**ROOF CONSTRUCTION:**

- \* COLORBOND STEEL ROOFING @ 22.5° PITCH
- \* COLORBOND GUTTERING FALL @ 1:400 TO SELECTED DOWNPIPES
- \* COLORBOND FASCIA
- \* METAL TOP HAT BATTENS @ 900 c/c MAX
- \* INSTALL SARKING UNDER ALL COLORBOND ROOFS WITH CEILINGS
- \* ROOF TRUSSES @ 900 c/c. REFER TO MANUFACTURERS SPECIFICATIONS FOR DESIGN, LAYOUT AND DETAILS
- \* R6.0 BATT INSULATION TO CEILINGS NOT INCLUDING GARAGE
- \* METAL CEILING BATTENS @ 450 c/c
- \* 10mm PLASTERBOARD LINING TO CEILINGS

# STEEL FRAME & TRUSS CONSTRUCTION

**FLOOR CONSTRUCTION:**

- \* CONCRETE SLAB AS PER ENGINEERS DESIGN & SPECIFICATIONS
- \* FOUNDATION AS PER ENGINEERS SOIL REPORT
- \* TERMITE PROTECTION AS PER A.S.3660.1-2014



## Building Element Summary Table

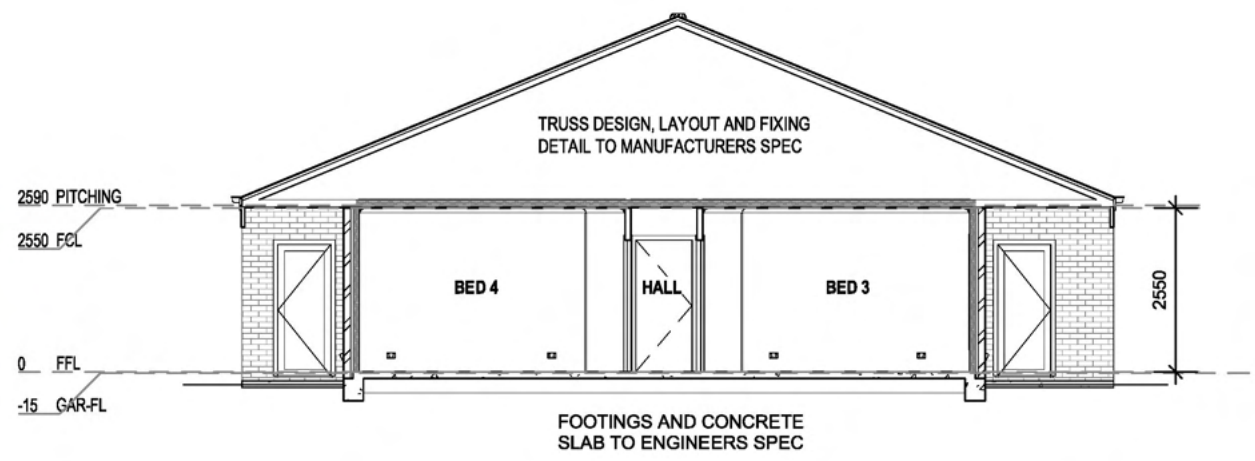
**Insulation & Colour Details**

- Ceiling under roof (excludes garage) - R6.0
- Roof - R1.3 Blanket
- Roof colour - medium
- External walls (excludes garage) - R2.5 - Wall Wrap (E = 0.9/0.9)
- Internal walls residence/garage - R2.5
- Internal walls (as noted on plans) - R2.5
- Slab on ground - 100mm EPS

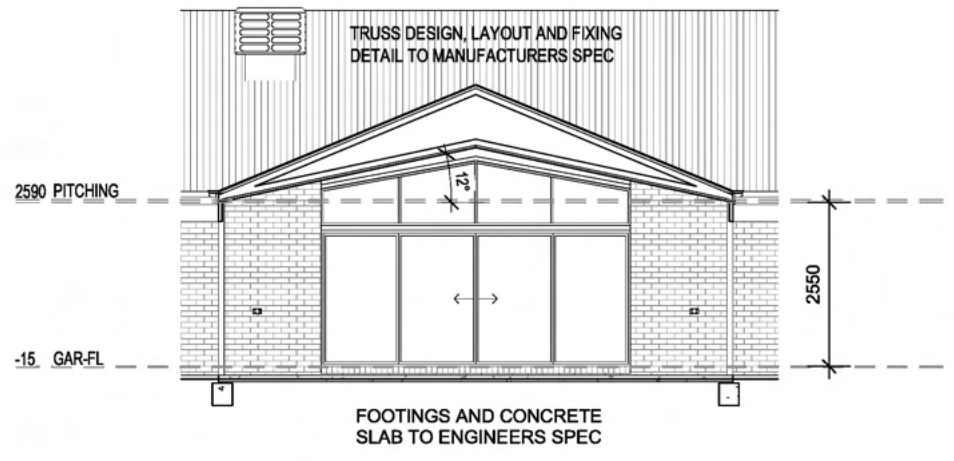
Window Details	WERS code	Max U-value	SHGC +-5%
ALS-043-003 AI	ntre Pocket Doub	2.9	0.47
ALS-016-001 AI	6mm Centre Poc	3.5	0.64
STG-037-001 Wo	dar Hinged Door	4.3	0.55
ALS-007-001 AI	: Sliding Window	4.4	0.58

**Building sealing**

- Downlights are IC rated & sealed (insulated over)
- Exhaust fans - sealed (max 160mm rangehood exhaust)
- Air infiltration seals to external residence and garage internal doors



**Section 1**  
1 : 100



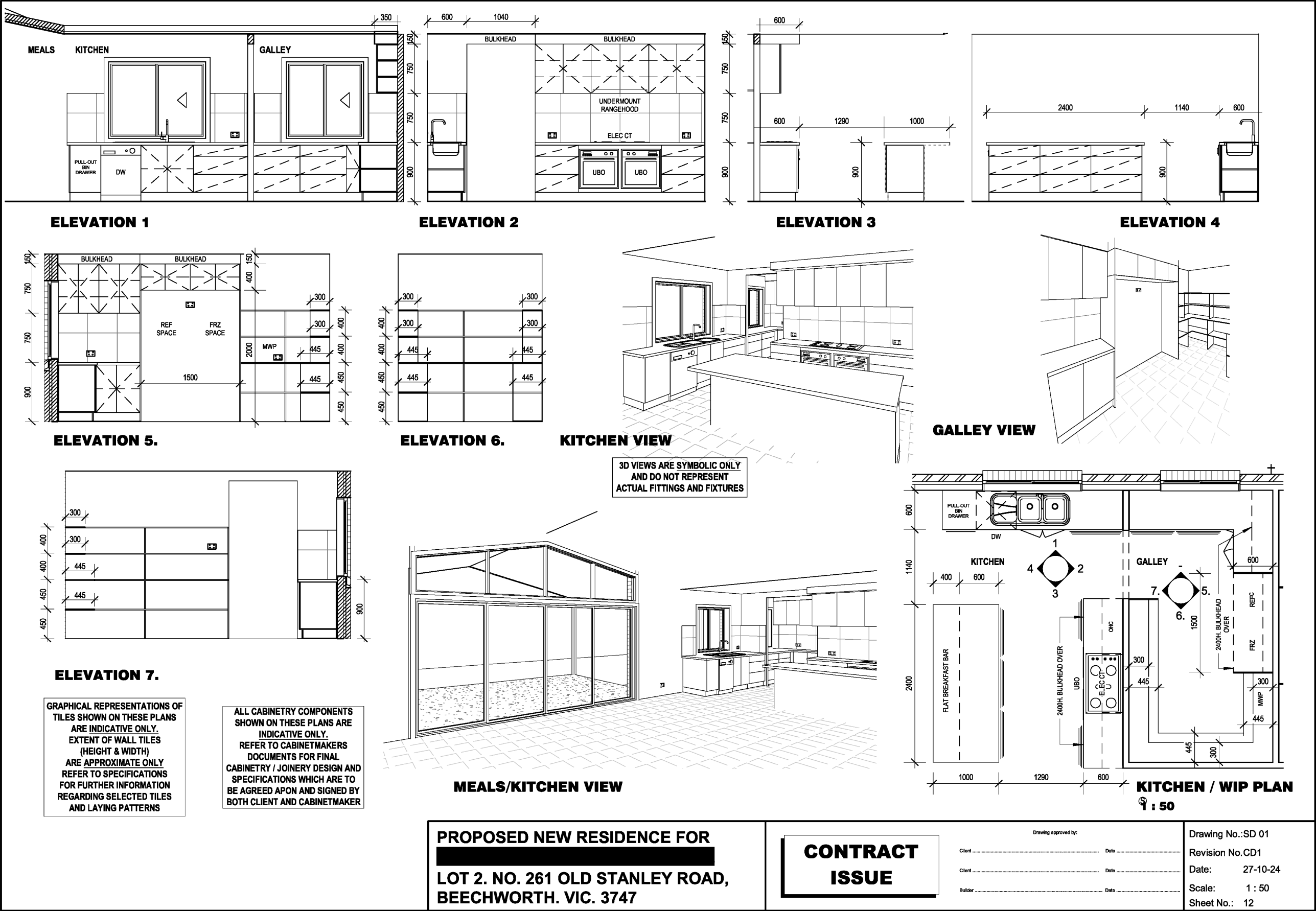
**Section 2**  
1 : 100

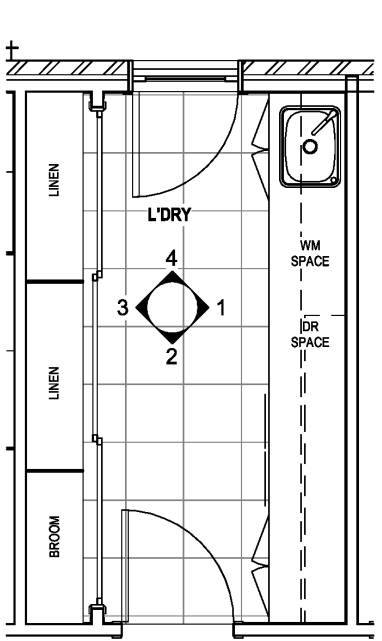
**PROPOSED NEW RESIDENCE FOR**  
**LOT 2. NO. 261 OLD STANLEY ROAD,**  
**BEECHWORTH. VIC. 3747**

**CONTRACT**  
**ISSUE**

Drawing approved by: \_\_\_\_\_  
Client: \_\_\_\_\_ Date: \_\_\_\_\_  
Client: \_\_\_\_\_ Date: \_\_\_\_\_  
Builder: \_\_\_\_\_ Date: \_\_\_\_\_  
Drawing No.:SD 01  
Revision No.CD1  
Date: 27-10-24  
Scale: 1 : 100  
Sheet No.: 11





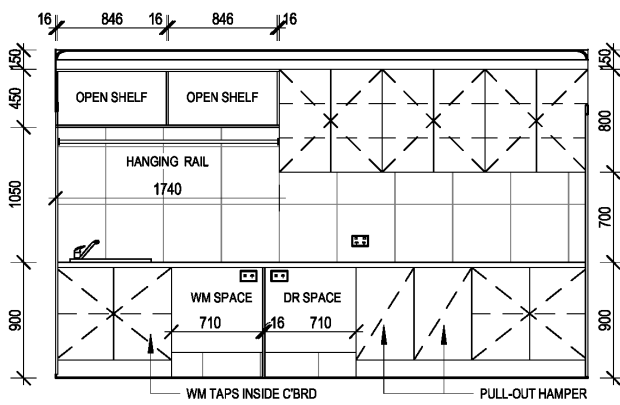


**LAUNDRY PLAN**  
1 : 50

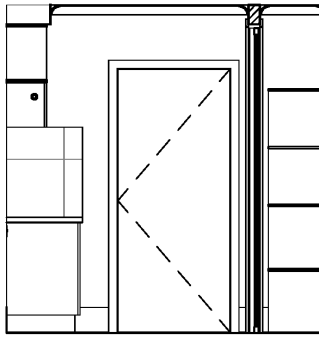
3D VIEWS ARE SYMBOLIC ONLY  
AND DO NOT REPRESENT  
ACTUAL FITTINGS AND FIXTURES



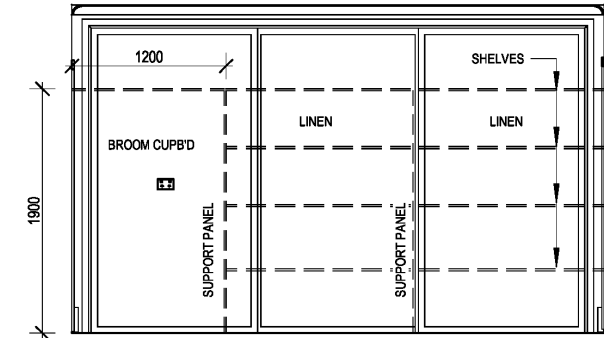
**LAUNDRY VIEW**



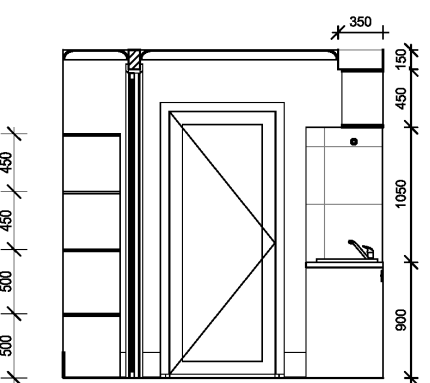
**ELEVATION 1**



**ELEVATION 2**



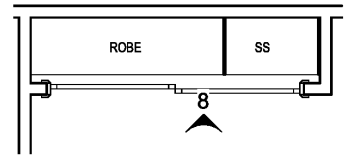
**ELEVATION 3**



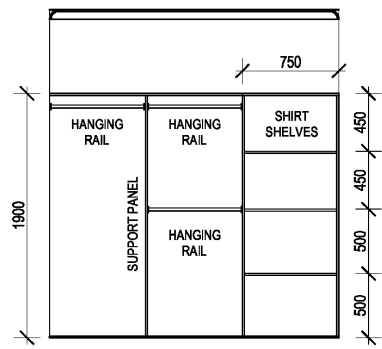
**ELEVATION 4**

GRAPHICAL REPRESENTATIONS OF  
TILES SHOWN ON THESE PLANS  
ARE INDICATIVE ONLY.  
EXTENT OF WALL TILES  
(HEIGHT & WIDTH)  
ARE APPROXIMATE ONLY  
REFER TO SPECIFICATIONS  
FOR FURTHER INFORMATION  
REGARDING SELECTED TILES  
AND LAYING PATTERNS

ALL CABINETRY COMPONENTS  
SHOWN ON THESE PLANS ARE  
INDICATIVE ONLY.  
REFER TO CABINETMAKERS  
DOCUMENTS FOR FINAL  
CABINETRY / JOINERY DESIGN AND  
SPECIFICATIONS WHICH ARE TO  
BE AGREED UPON AND SIGNED BY  
BOTH CLIENT AND CABINETMAKER



**BED 2 , 3 & 4 ROBE PLAN**  
1 : 50



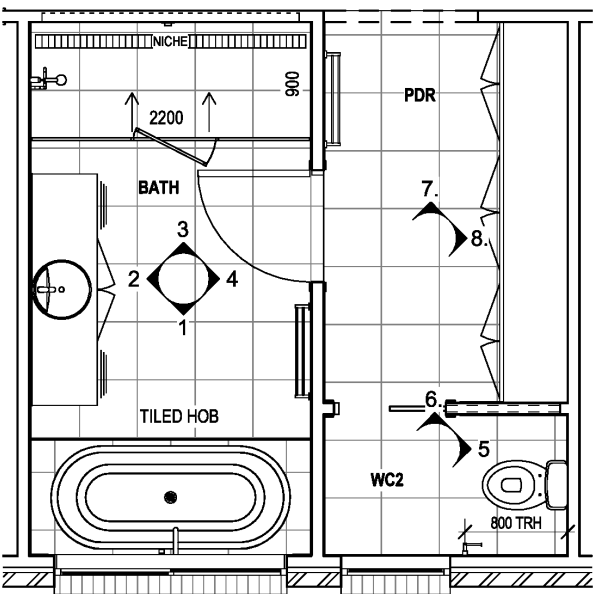
**ELEVATION 8**

**PROPOSED NEW RESIDENCE FOR**  
**LOT 2. NO. 261 OLD STANLEY ROAD,**  
**BEECHWORTH. VIC. 3747**

**CONTRACT**  
**ISSUE**

Drawing approved by:  
Client ..... Date .....  
Client ..... Date .....  
Builder ..... Date .....

Drawing No.:SD 01  
Revision No.CD1  
Date: 27-10-24  
Scale: 1 : 50  
Sheet No.: 13



**BATHROOM/PDR PLAN**

**1 : 50**

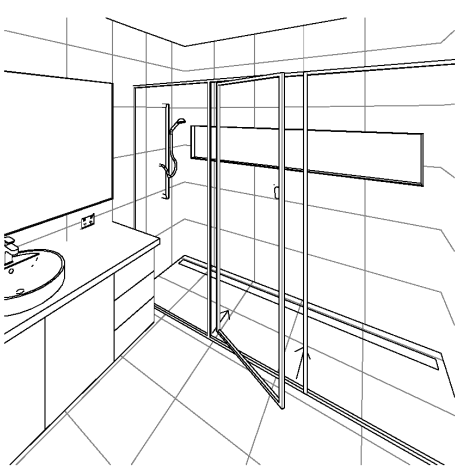
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ARE INDICATIVE ONLY.  
EXTENT OF WALL TILES  
(HEIGHT & WIDTH)  
ARE APPROXIMATE ONLY  
REFER TO SPECIFICATIONS  
FOR FURTHER INFORMATION  
REGARDING SELECTED TILES  
AND LAYING PATTERNS

ALL CABINETRY COMPONENTS  
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REFER TO CABINETMAKERS  
DOCUMENTS FOR FINAL  
CABINETRY / JOINERY DESIGN AND  
SPECIFICATIONS WHICH ARE TO  
BE AGREED APOON AND SIGNED BY  
BOTH CLIENT AND CABINETMAKER

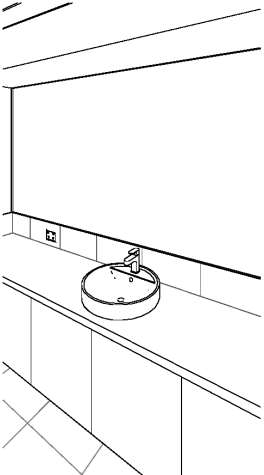
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FINISHED TILE OPENING (NOM): 350mm HIGH x 600mm WIDE



**BATHROOM VIEW**



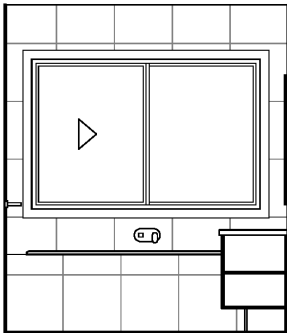
**BATHROOM VIEW.**



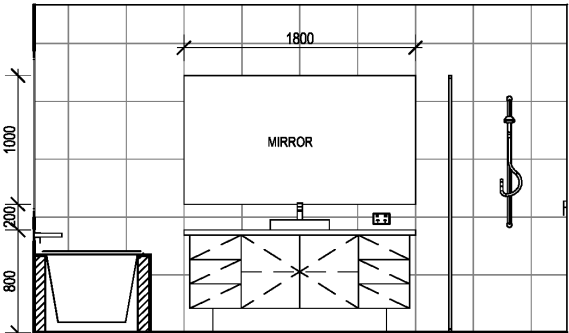
**POWDER VIEW**

**WET AREA COMPLIANCE**  
- ALL WET AREAS TO COMPLY WITH AS 3740-2021

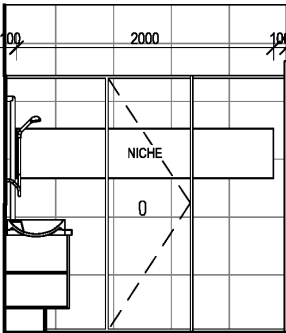
**3D VIEWS ARE SYMBOLIC ONLY  
AND DO NOT REPRESENT  
ACTUAL FITTINGS AND FIXTURES**



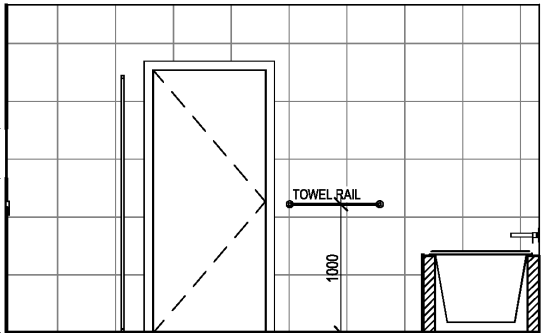
**ELEVATION 1**



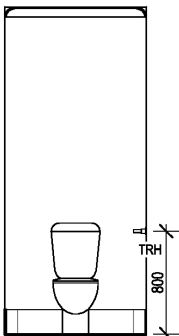
**ELEVATION 2**



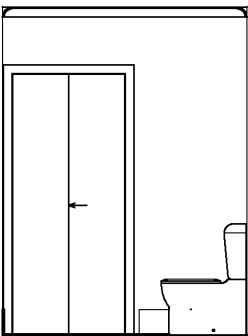
**ELEVATION 3**



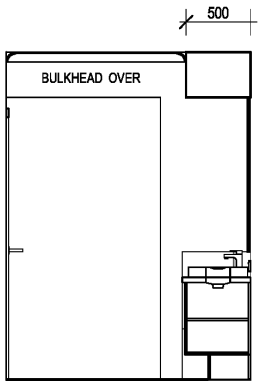
**ELEVATION 4**



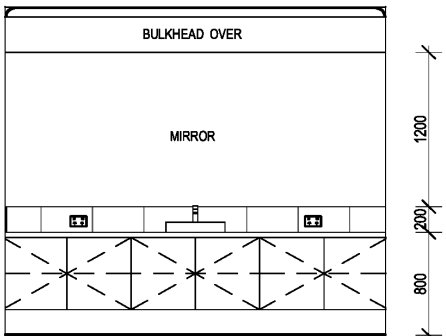
**ELEVATION 5**



**ELEVATION 6.**



**ELEVATION 7.**



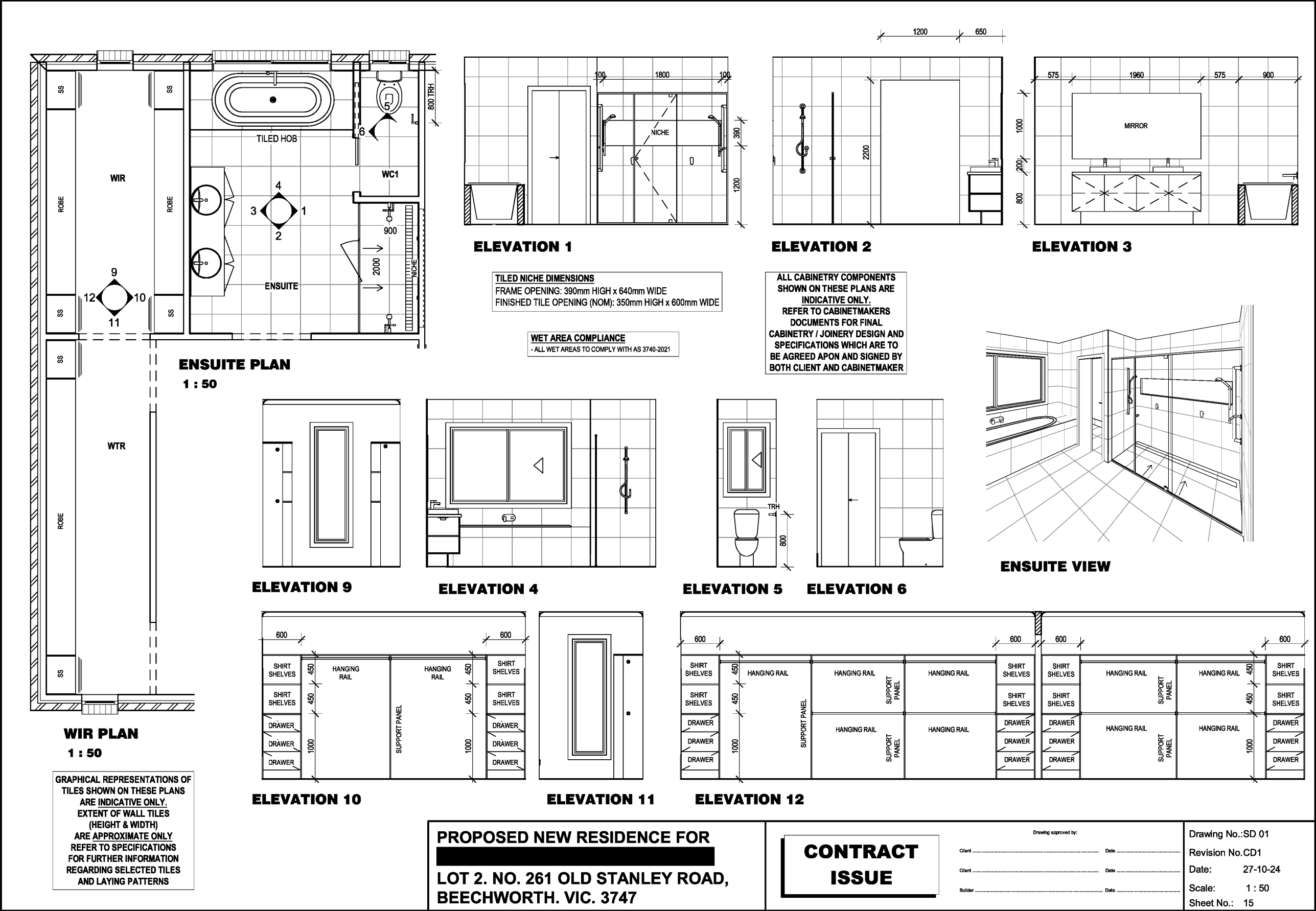
**ELEVATION 8.**

**PROPOSED NEW RESIDENCE FOR**  
**LOT 2. NO. 261 OLD STANLEY ROAD,**  
**BEECHWORTH. VIC. 3747**

**CONTRACT  
ISSUE**

Drawing approved by:  
Client ..... Date .....  
Client ..... Date .....  
Builder ..... Date .....

Drawing No.:SD 01  
Revision No.CD1  
Date: 27-10-24  
Scale: 1 : 50  
Sheet No.: 14





**BUSHFIRE MANAGEMENT STATEMENT**

**For a new dwelling**

**intersected by a**

**Bushfire Management Overlay**

**261 Old Stanley Road, Beechworth VIC**

**Revision 2 ( Sept 2024)**

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

DJC Environmental Consulting



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<b>PREPARED FOR:</b>	
Client name	
Address	n/a

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## 1 Introduction

This Bushfire Management Statement has been prepared to respond to the requirements of Clause 44.06 Bushfire Management Overlay, and associated Clause 53.02 Bushfire Protection: Planning Requirements. The statement is for the construction of a dwelling on a single lot, which does not currently have a planning permit for approval. This report contains two components:

- **A locality and site description** is used to identify the existing conditions of the subject land and surrounds, in accordance with the application requirements of Clause 44.06-2.
- **A bushfire management statement**, that is used to calculate the defendable space and construction requirements and show how the application meets the relevant objectives, standards, mandatory standards and decision guidelines of Clause 44.06 - Bushfire Management Overlay and Clause 53.02-2.

### 1.1 Relevant standards

The checklist below identifies which standards are applicable to this bushfire management statement.

Standard	Applicable	Provide justification for any standards which are considered not applicable.
AM 1.1	No	Proposal meets pathway One (Clause 53.02 -2)
AM 1.2	No	Proposal meets pathway One (Clause 53.02 -2)
AM 1.3	No	Proposal meets pathway One (Clause 53.02 -2)
AM 2.1	Yes	
AM 2.2	Yes	
AM 2.3	Yes	
AM 3.1	Yes	
AM 3.2	No	Proposal meets AM 2.2 & 3.1
AltM 3.3	No	Proposal meets AM 2.2 & 3.1
AltM 3.4	No	Proposal meets AM 2.2 & 3.1
AltM 3.5	No	Proposal meets AM 2.2 & 3.1
AltM 3.6	No	Proposal meets AM 2.2 & 3.1
AM 4.1	Yes	
AM 4.2	Yes	
AM 5.1	No	Proposal relates to a single new dwelling
AM 5.2	No	Proposal relates to a single new dwelling
AM 5.3	No	Proposal relates to a single new dwelling
AM 5.4	No	Proposal relates to a single new dwelling
AltM 5.5	No	Proposal relates to a single new dwelling

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 2.1 Locality and site description

#### 2.1.1 Application requirements

This application includes a locality and site description in accordance with the relevant planning scheme requirement (Clause 44.06-2). Mapping and field assessment have been conducted to accurately describe the site and land within 150 metres of the subject land boundary (**Attachment 8 Bushfire Hazard Site Assessment**) and further assessment of the Bushfire risk for the surrounding area (**Attachment 9 Bushfire Hazard Landscape Assessment**), including the following information:

- In relation to the subject land, an accurate description of:
  - Subject land shape, dimensions, size, orientation and contours.
  - The existing use and siting of buildings or works on the land.
  - Existing access arrangements.
  - Existing vegetation types, condition and coverage.
  - Any other features and constraints of the site relevant to bushfire hazard.
- In relation to the surrounding area, an accurate description of:
  - Existing land uses.
  - Access to infrastructure.
  - Existing road networks.
  - The landscape, including any major landscape features, significant vegetation and topography.
  - Any other features or characteristics in the area relevant to bushfire hazard.
  - Refer to Attachments for relevant plans.

#### 2.2 The subject land

2.2.1	Subject land shape, dimensions, size and planning controls
The shape of the subject land is:	Irregular
The dimensions of the subject land are:	Refer to <b>Attachment 1</b> and <b>Attachment 5</b> for the dimensions of the subject land.
The subject land has a total area of:	The parcel encumbered with the BMO (Lot 2 LP149707) is approximately <b>6.95ha</b> .
The zoning of the subject land is:	The subject land is zoned FZ Farm Zone.
The overlays that apply to the site are:	BMO (Entire site)

2.2.2	Existing use and development on the site
The current use of the subject land is:	The site has an existing shed that will be removed and a new shed built, this new shed already has planning approval. The land will be intensively used for agricultural purposes. The site is currently heavily grazed and being set up for partly growing Nursery Trees as part of the family business (located down the road).
The buildings or works located on the subject land are:	As per above.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

2.2.3	Existing access arrangements
The main vehicle access to the subject land is provided from:	The current formal access to the subject land is in the form of a public all weather road known as Old Stanley Road. Internally property access/driveway will be facilitated by a new all-weather road comprising of gravel in accordance with CFA, Council requirements, meeting <b>AM 4.1</b> and <b>Table 5 Clause 53.02-5</b> . <b>No passing bays will be required.</b>
Roads and access within the subject land are currently constructed from the following materials:	Not applicable. Refer to the above description, a turn-around and access to the tank/s will be provided to comply with CFA requirements. There will be a new all-weather driveway constructed as part of the development of the site.
2.2.4	Existing vegetation
Describe the vegetation on the subject land, including the type, location, extent and any other relevant information:	<p>The subject land surrounding the site is best described as a mixture of open grassland grazing paddocks, highly managed orchards, nursery, with scattered dwellings, both larger and smaller holdings with dwellings. The site is situated between Beechworth and Stanley. The area is however, surrounded by heavily timbered hills in all directions, these timbered areas are large and considered to be the bushfire risk to the site.</p> <p>The site itself is largely covered by a Grassland vegetation and will be intensively used for agriculture. There are some trees along the western boundary and a small patch in the corner of the south eastern corner of the site.</p> <p>The land surrounding the site has been classified as “Forest” in the east south and west within 150m of the site, this is considered the highest bushfire risk to the site under section 2.2.3, Table 2.3 including Figures 2.4 (A) to 2.4 (G) of AS3959-2009, with grassland in the north (See <b>Attachment 8 Bushfire Hazard Site Assessment</b>). Also please refer to the photos in <b>Attachments 7</b>, which we consider validate our assessment of the classifiable vegetation and the resulting assigned BAL.</p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

2.2.5	Other
Describe other features and constraints on the site that may be relevant to bushfire hazard, which may influence future use and development of the site:	<p>The proposed site is as mentioned largely Grassland vegetation, with the site being used intensively for grazing and agricultural purposes. The site is flat to slightly sloping down to the east north-east. The layout is found in <b>Attachment 5</b>.</p> <p>The current vegetation surrounding the site is a mix of Grassland and Forest in all directions. As mentioned, the surrounding the site has been classified as "Forest" in the east south and west within 150m of the site. There are also heavily timbered hills that are also 'Forest' vegetation surrounding the site in all directions.</p> <p>The highest risk classifiable vegetation to the proposed dwelling is 'Forest' downslope. There will be no overstory or understory touching the building and no native vegetation required for removal, in order to comply with defendable space requirements, set by the BAL rating. All vegetation proposed to be located within the defendable space area can be managed as per requirements (is already highly managed and heavily grazed) under <b>AM3.1</b> and in accordance with Table 2 to Clause 53.02-5.</p> <p>The site is currently used for agricultural purposes and will continue to be used for this purpose (Part of the site is being set up to grow nursery trees as part of the family business). The house has been located to cluster the shed and dwelling within one end of the site to ensure as much as possible of the site can be used for agricultural purposes, while still providing defendable space and easy access. Defendable space will be managed to the property boundary or for 32m surrounding the dwelling</p> <p>Refer to <b>Attachments 1, 2, 8 and 9</b> for further details.</p>

### 2.3 The locality and surrounding land

2.3.1	Existing use and development on adjacent sites
Describe the land and existing land uses in all directions around the subject land:	<p>See <b>Attachment 2, 8 and 9</b> for further details. As mentioned, the site has been highly used for grazing and will be used for intensive agricultural purposes as part of the site is currently being set up to grow nursery trees as part of the family business, these will be heavily watered and highly maintained. The area has a mixture of open grassland grazing paddocks, highly managed orchards, with scattered dwellings, both larger and smaller holdings with dwellings and some plantations. The surrounding hills in all directions are covered by Forest vegetation, meaning the area is a high fire risk.</p>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<b>2.3.2</b>	<b>Access to infrastructure and existing road networks</b>
Describe the infrastructure and constraints on the site and in the surrounding area (where relevant) including the roads, town water and power supply to the site:	<p>Currently the subject land does have access to some town infrastructure. The site will have power, telecommunications and also a tank water supply. Onsite septic will be provided.</p> <p>A static 10,000ltr water supply for Firefighting purposes will be provided via a water tank (over and above any household water provided) as per <b>AM 4.2</b> with direct access for CFA vehicles and the correct fittings and fixtures.</p> <p>There site has direct access to Old Stanley Road.</p>
<b>2.3.3</b>	<b>Landscape</b>
Describe the surrounding landscape (refer to tables at Attachment 4 and Attachments 8 & 9):	<p>The subject site sits between Beechworth and Stanley. The site is best described as a mixture of open grassland grazing paddocks, some highly managed orchards, nursery, scattered dwellings, both larger and smaller holding with dwellings. Further in all directions consists of a mix of hobby farms, larger farming and timbered forests.</p> <p>The highest risk vegetation surrounding the site has been classified as "Forest" downslope to the east, south and west under section 2.2.3, Table 2.3 including Figures 2.4 (A) to 2.4 (G) of AS3959-2009.</p> <p>Further away from the site it is surrounded by forested Vegetation on all the hills. The forest vegetation consists of an overstorey dominated by a medium height 25 m tall forest with a small tree layer over a sparse to dense shrub layer. A high cover and diversity of herbs is also present within these areas. This vegetation is listed as a mix of EVC 22: Grassy Dry Forest, EVC 23 Herb Rich Foothill Forest, EVC 21 Shrubby Dry Forest and has been classified as "Forest" under section 2.2.3, Table 2.3 including Figures 2.4 (A) to 2.4 (G) of AS3959-2009.</p> <p>The land surrounding the site is largely zoned FZ (Farm Zone) and large areas of PCRZ (Public Conservation and Resource Zone).</p>
<b>2.3.4</b>	<b>Other characteristics</b>
Are there other features or characteristics in the area relevant to bushfire hazard?	<p>There are five forested areas located within the surrounding landscape (see <b>Attachment 9 Bushfire Hazard Landscape Assessment</b>). These areas include the Chiltern Mt Pilot National Park (17km from the site), three State Forest areas (500m, 2km and 3km from the site) and plantation around Stanley (1km). With all these reserves surrounded by grazed farm land, rural residential lands and the townships of Beechworth, Stanly, Eldorado, Wooragee and Yackandandah.</p>

3.1 Bushfire Management Statement

3.1.1 Application requirements

This application includes a bushfire management statement as per (Clause 44.06-2), that:

- Contains a bushfire site assessment prepared to calculate defensible space and construction requirements in accordance with the Objectives and Approved Measures (as relevant) of Clause 53.02-: Planning for Bushfire Requirements.
- Demonstrates the way in which the application meets the relevant objectives, approved measures, alternative measures and decision guidelines of Clause 44.06 - Bushfire Management Overlay, a schedule to this overlay and associated Clause 53.02.

3.2 Bushfire Management Statement

DWELLINGS IN EXISTING SETTLEMENTS- BUSHFIRE PROTECTION OBJECTIVE	
REQUIREMENT	RESPONSE / COMMENTS
<p><b>53.02-3</b></p> <p>To specify bushfire design and construction measures for a single dwelling or alteration and extension to an existing dwelling that reduces the risk to life and property to an acceptable level.</p> <p><b>Approved Measure (AM) 1.1</b></p> <p>A building is sited to ensure the site best achieves the following:</p> <ul style="list-style-type: none"><li>• The maximum separation distance between the building and the bushfire hazard.</li><li>• The building is in close proximity to a public road.</li><li>• Access can be provided to the building for emergency service vehicles.</li></ul>	<div><input type="checkbox"/> Meets objective</div> <div><input type="checkbox"/> Meets approved measure</div> <div><input type="checkbox"/> Meets approved measure in part</div> <div><input type="checkbox"/> Meets alternative measure</div> <div><input checked="" type="checkbox"/> Does not comply</div> <div>Justification:</div> <div>Not Applicable – New development</div>

<p><b>53.02-3 Dwellings in existing settlements – Bushfire protection objective</b></p> <p><b>Approved Measure (AM) 1.2</b></p> <p>A building provides the defendable space in accordance with Column A,B, C, D or E of Table 1 to and Table 6 to Clause 53.02-5. Adjoining land may be included as defendable space where there is a reasonable assurance that the land will remain or continue to be managed in that condition as part of the defendable space.</p> <p>A building is constructed to the bushfire attack level:</p> <ul style="list-style-type: none"><li>• That corresponds to the defendable space provided in accordance with Table 1 to Clause 53.02-5, or</li><li>• The next lower bushfire attack level that corresponds to the defendable space provided in accordance with Table 1 to Clause 53.02-5 where all of the following apply:</li></ul> <ul style="list-style-type: none"><li>❖ A private bushfire shelter (a Class 10c building within the meaning of the Building Regulations 2006) is constructed on the same land as the dwelling.</li><li>❖ A minimum bushfire attack level of BAL12.5 is provided in all circumstances.</li></ul>	<div><div><input type="checkbox"/> Meets objective</div><div><input type="checkbox"/> Meets approved measure</div><div><input type="checkbox"/> Meets approved measure in part</div><div><input type="checkbox"/> Meets alternative measure</div><div><input checked="" type="checkbox"/> Does not comply</div></div> <div>Not Applicable – New development</div>
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<p><b>53.02-3 Dwellings in existing settlements – Bushfire protection objective</b></p> <p><b>Approved Measure (AM) 1.3</b></p> <p>A building is provided with:</p> <ul style="list-style-type: none"> <li>• A static water supply for fire fighting and property protection purposes specified in Table 4 to Clause 53.02-5. The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for fire fighting water supplies.</li> <li>• Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-5.</li> </ul>	<div data-bbox="802 499 1147 638"> <input type="checkbox"/> Meets objective  <input type="checkbox"/> Meets approved measure  <input type="checkbox"/> Meets approved measure in part  <input type="checkbox"/> Meets alternative measure  <input checked="" type="checkbox"/> Does not comply         </div> <div data-bbox="802 696 1133 719"> <p>Not Applicable – New development</p> </div>
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

BUSHFIRE PROTECTION OBJECTIVE – Landscape, siting and design objectives	
REQUIREMENT	RESPONSE / COMMENTS
<p><b>53.02-4.1 Landscape, siting and design objectives</b></p> <p><b>Approved Measure (AM) 2.1</b></p> <p>The bushfire risk to the development from the landscape beyond the site can be mitigated to an acceptable level.</p>	<div> <input checked="" type="checkbox"/> Meets objective  <input checked="" type="checkbox"/> Meets approved measure  <input type="checkbox"/> Meets approved measure in part  <input type="checkbox"/> Meets alternative measure  <input type="checkbox"/> Does not comply         </div> <p><b>Justification:</b></p> <p>The proposed dwelling will be located:</p> <ul style="list-style-type: none"> <li>• With a BAL 29 assigned to the new dwelling</li> <li>• The dwelling will have to be designed to ensure ember and radiant heat protection as per BAL 29 requirements.</li> <li>• Accessible via emergency vehicles</li> <li>• In close proximity to the public road Old Stanley Road</li> <li>• With the ability to provide defensible space as per requirements for the proposed BAL rating for 32m or to the property boundary whichever is greater.</li> <li>• Within access of a secondary water supply solely for firefighting purposes.</li> <li>• Located on a flat area and where the dwelling and shed are clustered.</li> </ul>

<p><b>53.02-4.1 Landscape, siting and design objectives</b></p> <p><b>Approved Measure (AM) 2.2</b></p> <p>A building is sited to ensure the site best achieves the following:</p> <ul style="list-style-type: none"><li>• The maximum separation distance between the building and the bushfire hazard.</li><li>• The building is in close proximity to a public road.</li><li>• Access can be provided to the building for emergency service vehicles.</li></ul>	<div><div><div><input checked="" type="checkbox"/> Meets objective</div><div><input checked="" type="checkbox"/> Meets approved measure</div><div><input type="checkbox"/> Meets approved measure in part</div><div><input type="checkbox"/> Meets alternative measure</div><div><input type="checkbox"/> Does not comply</div></div></div> <p>As mentioned, the proposed dwelling will be located:</p> <ul style="list-style-type: none"><li>• With a BAL 29 assigned to the new dwelling</li><li>• The dwelling will have to be designed to ensure ember and radiant heat protection as per BAL 29 requirements.</li><li>• Accessible via emergency vehicles</li><li>• In close proximity to the public road Old Stanley Road</li><li>• With the ability to provide defensible space as per requirements for the proposed BAL rating for 32m or to the property boundary whichever is greater.</li><li>• Within access of a secondary water supply solely for firefighting purposes.</li><li>• Located on a flat area and where the dwelling and shed are clustered.</li></ul> <p>The lot is flat to slightly sloping to Old Stanley Road. The site is heavily grazed and will be intensively used for agricultural purposes. There is forest vegetation located to the east, south and west (within 150m). This site is surrounded at a landscape scale in all directions by Forest vegetation. This vegetation is considered a high bushfire risk to the site and has been assessed as the classifiable vegetation “Forest” under section 2.2.3, Table 2.3 including Figures 2.4 (A) to 2.4 (G) of AS3959-2019.</p> <p>The site will continue to be a intensively used for agricultural purposes and can easily be managed as defensible space as per the BMO requirements See <b>Attachments 2, 4, 5, 6, 7, 8 &amp;9</b></p> <p><b>The site has direct access to Old Stanley Road, can provide the 32m of defensible space required and will be easily accessible by emergency service vehicles.</b></p>
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<p><b>53.02-4.1 Landscape, siting and design objectives</b></p> <p><b>Approved Measure (AM) 2.3</b></p> <p>A building is designed to reduce the accumulation of debris and entry of embers.</p>	<div><div><input checked="" type="checkbox"/> Meets objective</div><div><input checked="" type="checkbox"/> Meets approved measure</div><div><input type="checkbox"/> Meets approved measure in part</div><div><input type="checkbox"/> Meets alternative measure</div><div><input type="checkbox"/> Does not comply</div></div> <div><p>The new dwelling will be designed to minimise ember hazard such as:</p><ul style="list-style-type: none"><li>• The dwelling will have to be designed to ensure ember and radiant heat protection as per BAL 29 requirements.</li><li>• Re-entrant corners</li><li>• Complex roof lines</li><li>• Gaps between building materials (walls and roof)</li><li>• Unenclosed underfloor space</li><li>• No vegetation is proposed to exist in close proximity to the dwelling.</li><li>• Built to BAL 29 as per the requirements within AS3959:2018: AMD1 :2019 Section 7, 7.1 to 7.8. The house design and elevations are yet to be completed.</li></ul></div>
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

BUSHFIRE PROTECTION OBJECTIVE – Defendable space and construction objective																																						
REQUIREMENT	RESPONSE / COMMENTS																																					
<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Approved Measure (AM) 3.1</b></p> <p>A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or retail premises is provided with defendable space in accordance with:</p> <ul style="list-style-type: none"> <li>Column A, B or C of Table 2 to Clause 53.02-5 wholly within the title boundaries of the land; or</li> <li>If there are significant siting constraints, Column D of Table 2 and Table 6 to Clause 53.02-5.</li> </ul> <p>The building is constructed to the bushfire attack level that corresponds to the defendable space provided in accordance with Table 2 to Clause 53.02-5.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Note: A Bushfire Attack Level (BAL)</b> corresponds to a modelled level of bushfire exposure considering factors such as embers, flying debris, radiant heat, wind and exposure to flames. As the BAL increases so does level of exposure of the development to bushfire. Unless there are significant siting constraints, defendable space is to achieve a BAL-29 or less.</p> </div>	<div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Meets objective  <input checked="" type="checkbox"/> Meets approved measure  <input checked="" type="checkbox"/> Meets approved measure in part  <input type="checkbox"/> Meets alternative measure  <input type="checkbox"/> Does not comply                 </div> <p><b>Justification:</b></p> <table border="1" style="width: 100%;"> <tbody> <tr> <td><b>Type:</b></td> <td><b>Grassland</b></td> <td>Downslope 5° (North)</td> </tr> <tr> <td><b>BAL:</b></td> <td><b>29</b></td> <td></td> </tr> <tr> <td><b>Defendable space:</b></td> <td><b>10m</b></td> <td>.</td> </tr> <tr> <td><b>Type:</b></td> <td><b>Forest</b></td> <td>Upslope (South)</td> </tr> <tr> <td><b>BAL:</b></td> <td><b>29</b></td> <td></td> </tr> <tr> <td><b>Defendable space:</b></td> <td><b>25m</b></td> <td>Managed to the property boundary.</td> </tr> <tr> <td><b>Type:</b></td> <td><b>Forest</b></td> <td>Downslope (East 5°)</td> </tr> <tr> <td><b>BAL:</b></td> <td><b>29</b></td> <td></td> </tr> <tr> <td><b>Defendable space:</b></td> <td><b>32 m</b></td> <td>Managed to the property boundary.</td> </tr> <tr> <td><b>Type:</b></td> <td><b>Forest</b></td> <td>Upslope (west)</td> </tr> <tr> <td><b>BAL:</b></td> <td><b>29</b></td> <td></td> </tr> <tr> <td><b>Defendable space:</b></td> <td><b>25m</b></td> <td>Managed to the property boundary.</td> </tr> </tbody> </table> <p><b>Justification:</b></p> <p>The dwelling has been located to cluster it with the shed, while providing as much room as possible on site for agricultural uses. The site is largely covered by grassland that can be easily managed and is currently being set up to grow nursery trees as part of the family business, these will be heavily watered and highly maintained.</p> <p>The proposal is to build the dwelling to BAL 29, as the dwelling will be located as close as possible to the public road and the already approved shed, while still providing for defendable space within the boundary of the site. Additional protection measures should be considered when designing the dwelling such as Well-designed and installed roof sprinkler systems that can protect the home from ember attacks for hours, unmanned.</p>		<b>Type:</b>	<b>Grassland</b>	Downslope 5° (North)	<b>BAL:</b>	<b>29</b>		<b>Defendable space:</b>	<b>10m</b>	.	<b>Type:</b>	<b>Forest</b>	Upslope (South)	<b>BAL:</b>	<b>29</b>		<b>Defendable space:</b>	<b>25m</b>	Managed to the property boundary.	<b>Type:</b>	<b>Forest</b>	Downslope (East 5°)	<b>BAL:</b>	<b>29</b>		<b>Defendable space:</b>	<b>32 m</b>	Managed to the property boundary.	<b>Type:</b>	<b>Forest</b>	Upslope (west)	<b>BAL:</b>	<b>29</b>		<b>Defendable space:</b>	<b>25m</b>	Managed to the property boundary.
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	<p>A BAL 29 will see the management of a min of 32m in all directions around the proposed dwelling. Approved Measure (AM) 3.1 can be met by achieving a BAL 29, by separation from the classifiable vegetation and location close to the public road as shown in <b>Attachment 5</b>. Management of the site will be required by the owners to ensure that the requirements of the defendable space are met and are continued to be met (refer to <b>Attachment 6</b>).</p>
<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Approved Measure (AM) 3.2</b></p> <p>A building used for accommodation (other than a dwelling or dependent person’s unit), a child care centre, an education centre, a hospital, leisure and recreation or a place of assembly is:</p> <ul style="list-style-type: none"><li>• Provided with defendable space in accordance with Table 3 and Table 6 to Clause 53.02-5 wholly within the title boundaries of the land.</li><li>• Constructed to a bushfire attack level of BAL12.5.</li></ul> <div><p><b>Note: A Bushfire Attack Level (BAL)</b> corresponds to a modelled level of bushfire exposure considering factors such as embers, flying debris, radiant heat, wind and exposure to flames. As the BAL increases so does level of exposure of the development to bushfire. Unless there are significant siting constraints, defendable space is to achieve a BAL-29 or less.</p></div>	<div><div><input type="checkbox"/> Meets objective</div><div><input type="checkbox"/> Meets approved measure</div><div><input type="checkbox"/> Meets approved measure in part</div><div><input type="checkbox"/> Meets alternative measure</div><div><input checked="" type="checkbox"/> Does not comply</div></div> <div><p>Not Applicable – Meets <b>AM 3.1</b> for a BAL 29..</p></div>

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<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Alternative Measure (AltM) 3.3</b></p> <p>Adjoining land may be included as defendable space where there is a reasonable assurance that the land will remain or continue to be managed in that condition as part of the defendable space.</p>	<div data-bbox="802 521 1147 660"> <input checked="" type="checkbox"/> Meets objective  <input type="checkbox"/> Meets approved measure  <input type="checkbox"/> Meets approved measure in part  <input type="checkbox"/> Meets alternative measure  <input type="checkbox"/> Does not comply         </div> <div data-bbox="802 689 1093 714">           Not Applicable – Meets <b>AM 3.1</b> </div>
<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Alternative Measure (AltM) 3.4</b></p> <p>Defendable space and the bushfire attack level is determined using Method 2 of AS3959:2009 Construction of buildings in bushfire prone areas (Standards Australia) subject to any guidance published by the relevant fire authority</p>	<div data-bbox="802 1043 1147 1182"> <input type="checkbox"/> Meets objective  <input type="checkbox"/> Meets approved measure  <input type="checkbox"/> Meets approved measure in part  <input type="checkbox"/> Meets alternative measure  <input checked="" type="checkbox"/> Does not comply         </div> <div data-bbox="802 1294 1093 1319">           Not Applicable – Meets <b>AM 3.1</b> </div>

<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Alternative Measure (AltM) 3.5</b></p> <p>A building used for a dwelling (including an extension or alteration to a dwelling) may provide defendable space to the property boundary where it can be demonstrated that:</p> <ul style="list-style-type: none"><li>• The lot has access to urban, township or other areas where:<ul style="list-style-type: none"><li>❖ Protection can be provided from the impact of extreme bushfire behaviour.</li><li>❖ Fuel is managed in a minimum fuel condition.</li><li>❖ There is sufficient distance or shielding to protect people from direct flame contact or harmful levels of radiant heat.</li></ul></li><li>• Less defendable space and a higher construction standard is appropriate having regard to the bushfire hazard landscape assessment.</li><li>• The dwelling is constructed to a bushfire attack level of BAL FZ.</li></ul> <p>This alternative measure only applies where the requirements of AM 3.1 cannot be met.</p>	<div><input type="checkbox"/> Meets objective</div> <div><input checked="" type="checkbox"/> Meets approved measure</div> <div><input type="checkbox"/> Meets approved measure in part</div> <div><input type="checkbox"/> Meets alternative measure</div> <div><input type="checkbox"/> Does not comply</div> <div>Not Applicable – Meets <b>AM 3.1</b>.</div>
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<p><b>53.02-4.2 Defendable space and construction objective</b></p> <p><b>Alternative Measure (AltM) 3.6</b></p> <p>A building used for accommodation (other than a dwelling or dependent person’s unit), child care centre, education centre, hospital, leisure and recreation or place of assembly may provide defendable space in accordance with Column A, B or C of Table 2 and Table 6 to Clause 53.02-5 where it can be demonstrated that:</p> <ul style="list-style-type: none"><li>• An integrated approach to risk management has been adopted that considers:<ul style="list-style-type: none"><li>❖ The characteristics of the likely future occupants including their age, mobility and capacity to evacuate during a bushfire emergency.</li><li>❖ The intended frequency and nature of occupation.</li><li>❖ The effectiveness of proposed emergency management arrangements, including a mechanism to secure implementation.</li></ul></li><li>• Less defendable space and a higher construction standard is appropriate having regard to the bushfire hazard landscape assessment.</li></ul>	<div><input checked="" type="checkbox"/> Meets objective</div> <div><input checked="" type="checkbox"/> Meets approved measure</div> <div><input type="checkbox"/> Meets approved measure in part</div> <div><input type="checkbox"/> Meets alternative measure</div> <div><input type="checkbox"/> Does not comply</div> <div>Not Applicable – Meets <b>AM 3.1</b></div>
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

BUSHFIRE PROTECTION OBJECTIVE –Water supply and access objective	
REQUIREMENT	RESPONSE / COMMENTS
<p><b>53.02-4.3 Water supply and access objective</b></p> <p><b>Approved Measure (AM) 4.1</b></p> <p>A building used for a dwelling (including an extension or alteration to a dwelling), a dependant person's unit, industry, office or retail premises is provided with:</p> <ul style="list-style-type: none"> <li>A static water supply for fire fighting and property protection purposes specified in Table 4 to Clause 53.02-5.</li> <li>Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-5.</li> </ul> <p>The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for fire fighting water supplies</p>	<p> <input checked="" type="checkbox"/> Meets objective  <input checked="" type="checkbox"/> Meets approved measure  <input type="checkbox"/> Meets approved measure in part  <input type="checkbox"/> Meets alternative measure  <input type="checkbox"/> Does not comply         </p> <p><b>Justification:</b></p> <p>The subject land has been designed and will be constructed in accordance with the relevant authority requirements, to include an adequate static water supply for firefighting and associated safe emergency vehicle access in accordance with CFA requirements.</p> <p>Secondary access to water can be provided via a 10,000ltr non-combustible water tank. The purpose of this water storage is to be available solely for firefighting purposes. The tank/s will be positioned within a distance from the proposed new dwelling in accordance with CFA requirements and as marked on the plans attached.</p> <p>The tank/s will:</p> <ul style="list-style-type: none"> <li>Be readily identifiable from the building or appropriate identification signs to the satisfaction of the relevant fire authority.</li> <li>Be located within 60 meters of the outer edge of the approved building.</li> <li>The outlet/s of the water tank must be within 4 metres of the accessway and unobstructed.</li> <li>Incorporate a separate ball or gate valve (British Standard Pipe (BSP 65 millimetre) and coupling (64 millimetre CFA 3 thread per inch male fitting).</li> <li>Any pipework and fittings must be a minimum of 65 millimetres (excluding the CFA coupling).</li> </ul> <p>Access to the lot will be provided via an all-weather driveway that meets CFA requirements. The dwelling has been located as close to Old Stanley Road as possible while still providing for defensible space entirely within the lot., Refer to notes on <b>Attachment 5</b>.</p>



<div>53.02-4.3 Water supply and access objective</div> <div>Approved Measure (AM) 4.2</div> <div>A building used for accommodation (other than a dwelling or dependent person’s unit), child care centre, education centre, hospital, leisure and recreation or place of assembly is provided with:<ul style="list-style-type: none"><li>A static water supply for fire fighting and property protection purposes of 10,000 litres per 1,500 square metres of floor space up to 40,000 litres.</li><li>Vehicle access that is designed and constructed as specified in Table 5 to Clause 53.02-5.</li><li>An integrated approach to risk management that ensures the water supply and access arrangements will be effective based on the characteristics of the likely future occupants including their age, mobility and capacity to evacuate during a bushfire emergency.</li></ul>The water supply may be in the same tank as other water supplies provided that a separate outlet is reserved for fire fighting water supplies.</div>	<div><div><input type="checkbox"/> Meets objective</div><div><input type="checkbox"/> Meets approved measure</div><div><input type="checkbox"/> Meets approved measure in part</div><div><input type="checkbox"/> Meets alternative measure</div><div><input checked="" type="checkbox"/> Does not comply</div></div>
	<div>Not Applicable – Meets AM 4.1</div>

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### 4 Other relevant planning provisions

The State Planning Policy Framework (SPPF) provides the broad framework for bushfire protection policy and provisions in the planning scheme. This includes policy seeking to 'assist to strengthen community resilience to bushfire'. The proposal has been designed having regard to the overarching policy objectives of the SPPF.

Clause 44.06 Bushfire Management Overlay (BMO) has been applied to the identified area of bushfire hazard, including the subject land and surrounds. The Bushfire management statement has been prepared in response to the requirements of the BMO, and Clause 53.02- Bushfire Protection: Planning Requirements.

Clause 52.17 Native Vegetation seeks to protect native vegetation by utilising the three step approach (Avoid, Minimise, Offset) as identified in Victoria's Native Vegetation Management – A Framework for Action (Department of Natural Resources and Environment 2002). For the identified subject land assessed, the proposed meets the provision by avoiding losses of native vegetation on the subject land.

Clause 65 – Decision guidelines requires that before deciding on an application or approval of a plan, the responsible authority must consider, among other things, whether the proposal will 'produce acceptable outcomes' in relation to the degree of fire hazard associated with the location of the land and the use, development or management of the land so as to minimize any such hazard. The Bushfire Management Statement has made an assessment of fire hazard, resulting in a design response which is responsive to the opportunities and constraints presented by the site and its surrounds.

It is noted that the site does not have planning approval; the client is seeking approval in order to build a new dwelling at 261 Old Stanley Road, Beechworth. For this reason, we have prepared this bushfire management statement in accordance with BMO requirements, to arrive at a BAL to be attached along with other adequate information in order to receive construction approval for this site.

### 5 Key Assumptions

In assessing this site to prepare a bushfire management statement, it is necessary to make some assumptions. Below is a summary of key assumptions, relevant to our assessment. It is noted that some of our assumptions relate to ongoing land management and proposed design elements. Although DJC Environmental considers that these assumptions are reasonable, the assessed BAL and this bushfire management statement may become invalid should subsequent construction and/or land management not be carried out in accordance with the assumptions identified in this bushfire management statement.

- Land on the lot surrounding the proposed new dwelling will be managed, consistent with CFA requirements for the defendable space;
- Construction will be completed in accordance with the relevant assumptions related to access, water supply and **AM 2.3** made in this statement.

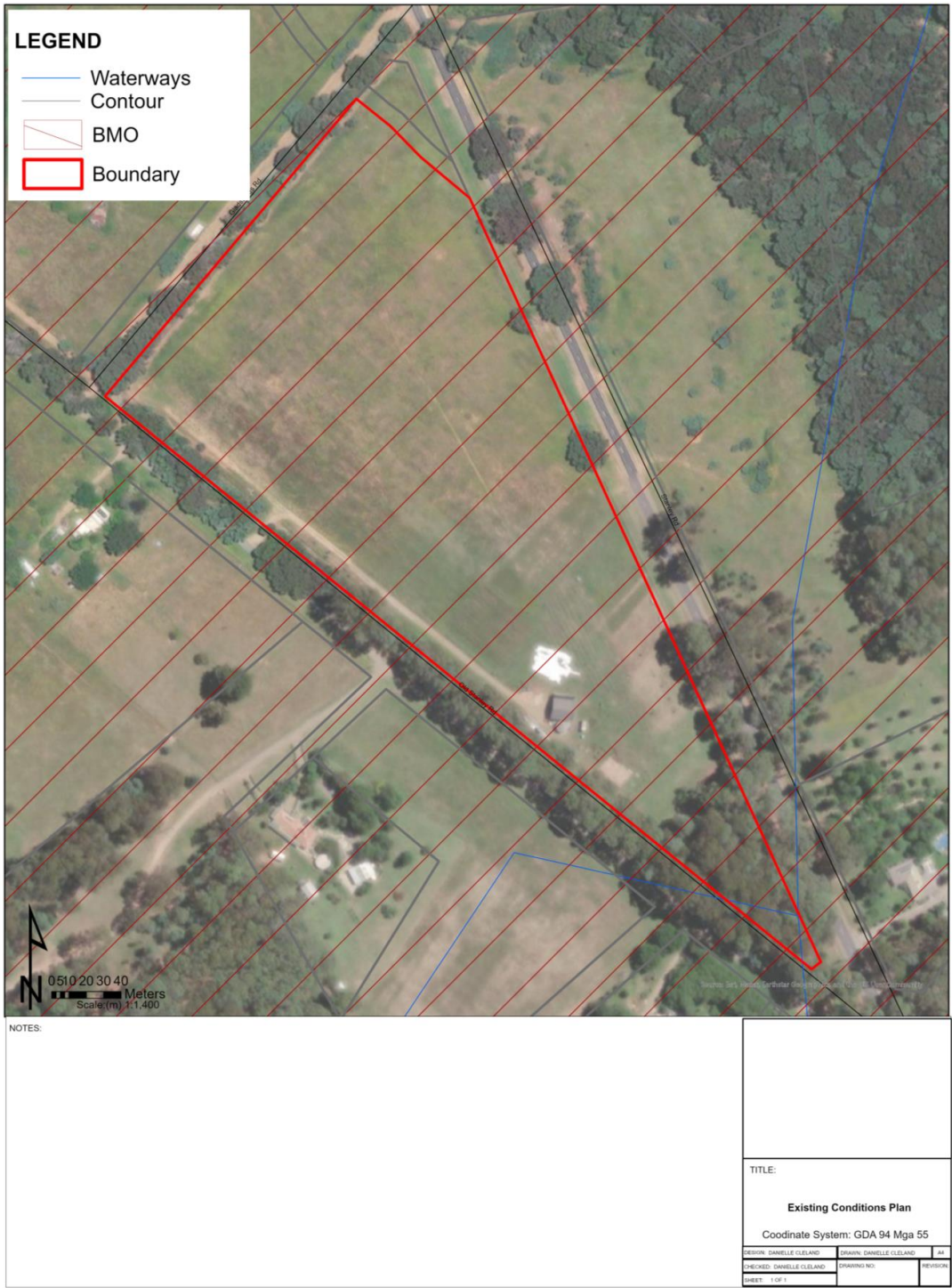
### 6 Overall conclusion

For the proposed new dwelling on 261 Old Stanley Road, Beechworth, the requirements of the BMO have been assessed with regard to bushfire hazard and the necessary area of defendable space 32m (to the property boundary in most directions) required for achieving a **BAL-29** on the site.

A BAL of **29** can be achieved through the application and ongoing maintenance of the required defendable space for this development as shown on **Attachment 5**.

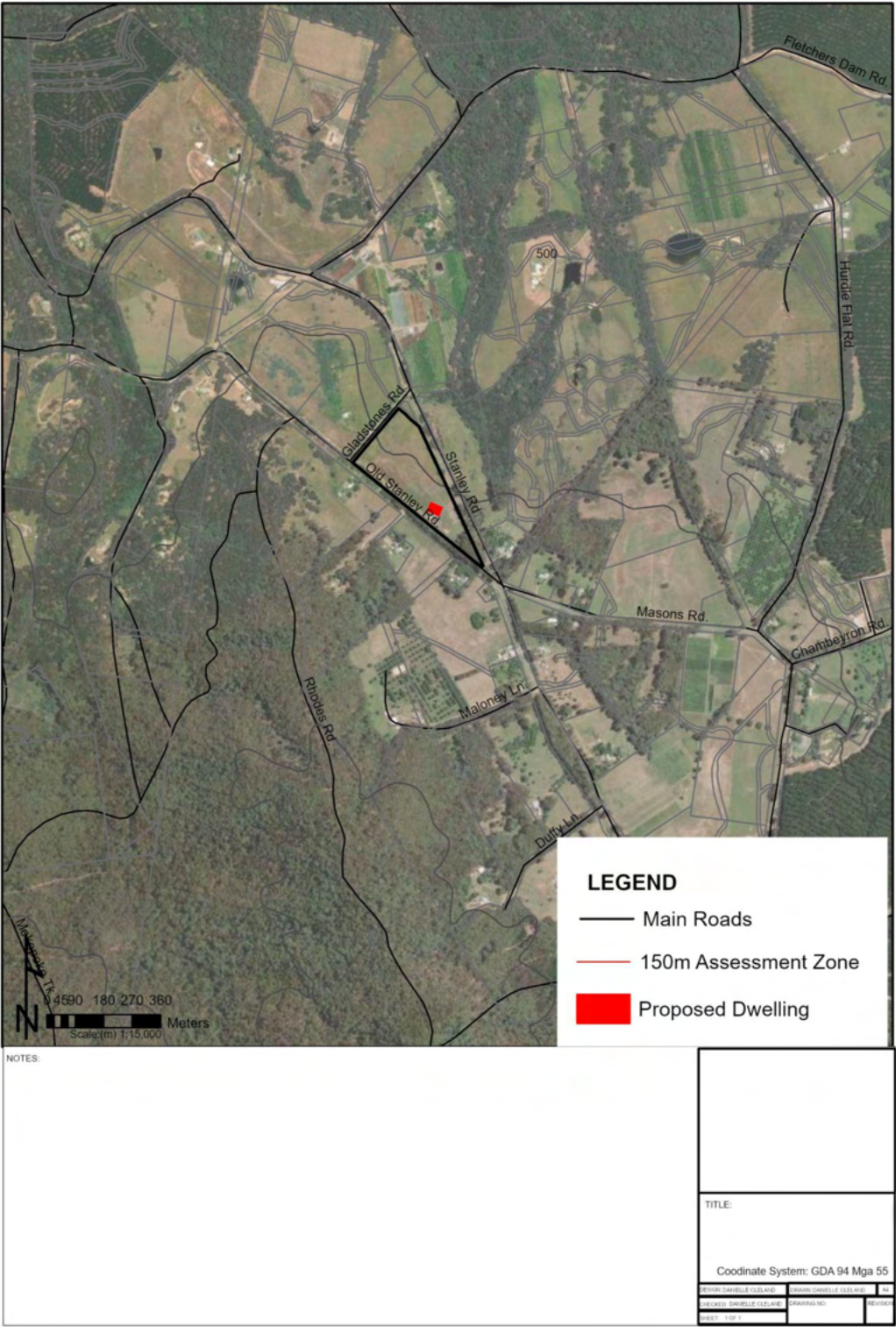
Overall, provided the assumptions made in this assessment are correct, the proposed works meet the requirements of the BMO, Clause 53.02– Bushfire Protection: Planning requirements and AS3959-2009 for a **BAL 29**.

Attachment 1 – Existing site plan





Attachment 2 – Locality and surrounding land plan



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### **Attachment 3 – Reasonable siting options plan**

The site will be intensively used for agricultural purposes (Nursery plantings as part of a family business) , therefore the dwelling and shed have been clustered together to allow as much space on site as possible to farm. The she has existing planning approval (Attachment 10)



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Attachment 4 – Bushfire site assessment

#### Step 1. Determine the assessment area.

(Note: The assessment area comprises an area of 150 metres around the selected site.)

#### Step 2. Classify the vegetation and slope.

Step 2 uses the AS 3959 assessment methodology to:

2a. Determine the classifiable vegetation: (circle one from each column).

	North	South	East	West
<b>Vegetation Type</b>	Forest	Forest	Forest	Forest
	Woodland	Woodland	Woodland	Woodland
	Shrubland	Shrubland	Shrubland	Shrubland
	Scrub	Scrub	Scrub	Scrub
	Mallee/Mulga	Mallee/Mulga	Mallee/Mulga	Mallee/Mulga
	Rainforest	Rainforest	Rainforest	Rainforest
	Grassland	Grassland	Grassland	Grassland
	Excludable	Excludable	Excludable	Excludable

2b. Determine the distance of the site from the classifiable vegetation: (enter in metres).

	North	South	East	West
<b>Distance from the subject land to classified vegetation, taking into consideration appropriate management of proposed inner &amp; outer zones</b>	100+m	25m	32m	25m

2c. Determine the effective slope under the vegetation: (circle one for each column).

	North	South	East	West
<b>Flat/Upslope</b>	Yes	Yes	Yes	Yes
<b>Downslope</b>	>0-5°	>0-5°	>0-5°	>0-5°
	>5-10°	>5-10°	>5-10°	>5-10°
	>10-15°	>10-15°	>10-15°	>10-15°
	>15-20°	>15-20°	>15-20°	>15-20°

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### Step 3. Determine your defensible space and corresponding BAL.

Using the inputs from Step 2, the defensible space requirements set out in Tables 1 and 2 (as appropriate) of Clause 53.02 and corresponding BAL can be determined.

Record the highest BAL and associated defensible space below.

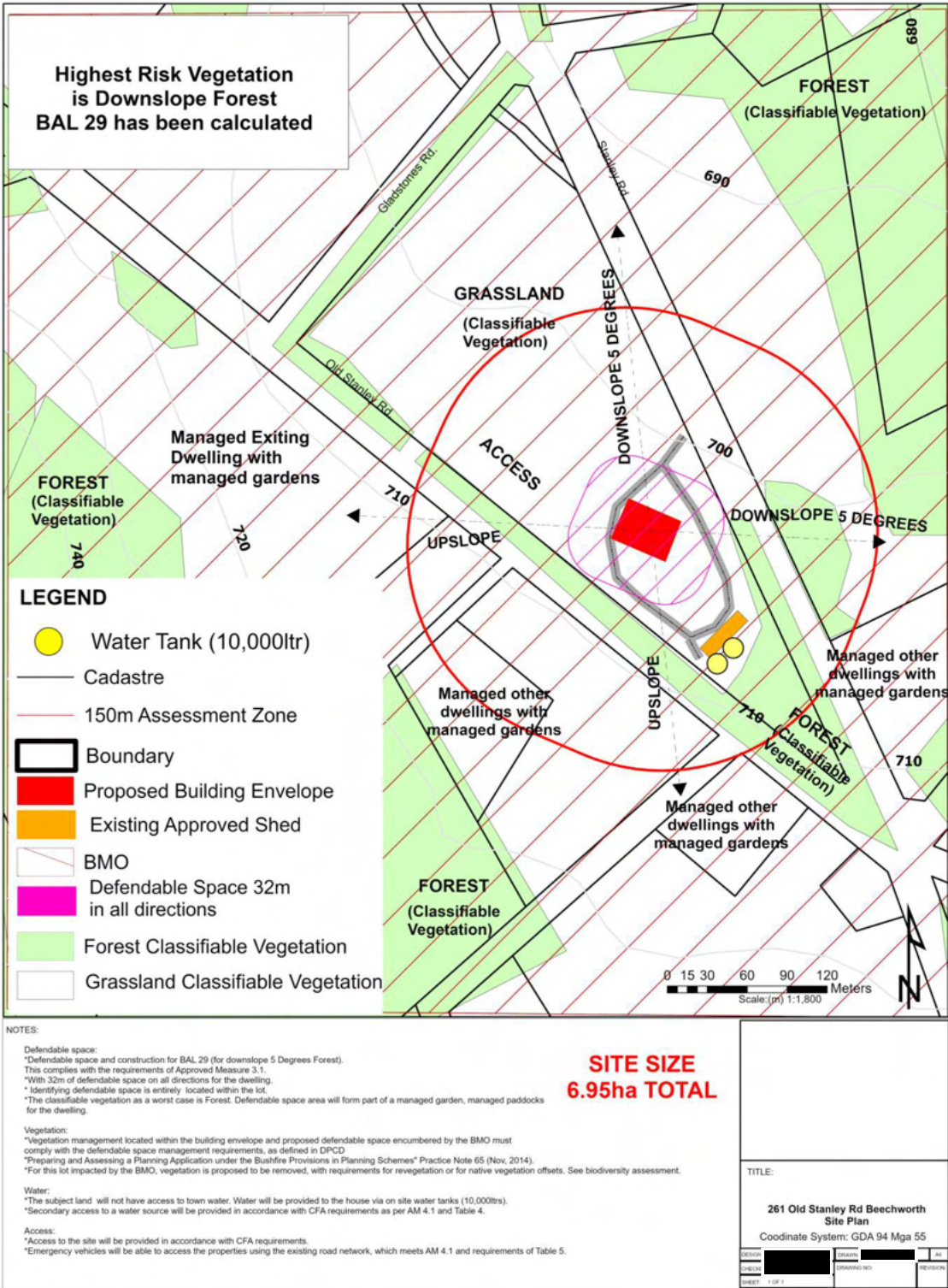
Direction from subject land	North (Grassland) Downslope 5°	
BAL:	29	
Defendable Space:	10	Metres to the property boundary.

Direction from subject land	East (Forest) Downslope 5°	
BAL:	29	
Defendable Space:	32	Metres to the property boundary.

Direction from subject land	South (Forest) Upslope	
BAL:	29	
Defendable Space:	25	Metres to the property boundary.

Direction	West (Forest) Upslope	
BAL:	29	
Defendable Space:	25	Metres to the property boundary.

Attachment 5 – Detailed plan of proposal



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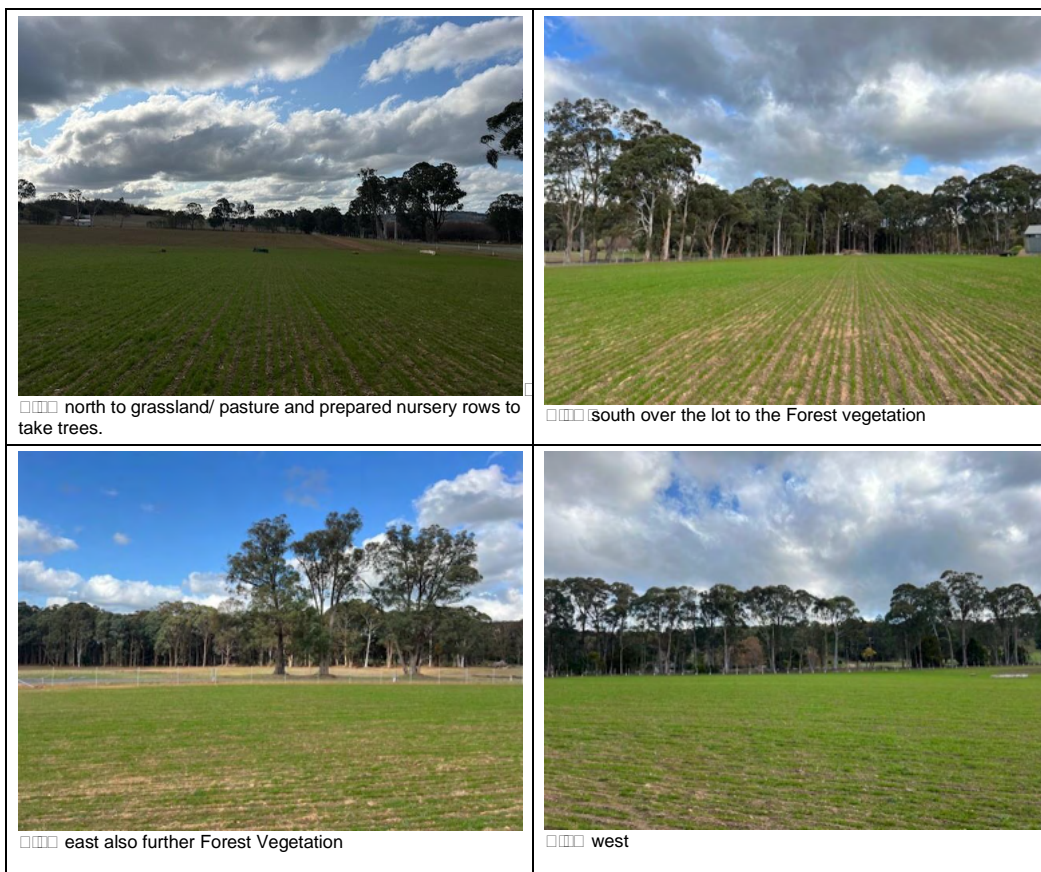
### Attachment 6 – Defendable space checklist for preferred building envelopes

Refer to Approved Measure 3.1 and Planning Practice Note 46 (July 2014)

	Requirement	Compliance	Comment	Is a permit required for vegetation removal?
<b>Defendable Space</b>	Within 10 metres of a building, flammable objects such as plants, mulches and fences must not be located close to the vulnerable parts of the building such as windows, decks and eaves.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>
	Trees must not overhang the roofline of the building, touch walls or other elements of a building.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>
	Grass must be no more than 5 centimetres or less in height. All leaves and vegetation debris must be removed at regular intervals.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>
	Shrubs should not be planted under trees.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>
	Plants greater than 10 centimetres in height at maturity must not be placed in front of a window or other glass feature.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>
	Tree canopy separation of 2 metres and overall canopy cover of no more than 15% at maturity.	<b>Yes</b>	Refer to commentary in report	<b>No</b>
	Non-flammable features such as tennis courts, swimming pools, dams, patios, driveways or paths should be incorporated into the proposal, especially on the northern and western sides of the proposed building.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>
	Features with high flammability such as doormats and firewood stacks should not be located near the structure.	<b>Yes</b>	Subject to implementation by future landowner(s)	<b>No</b>

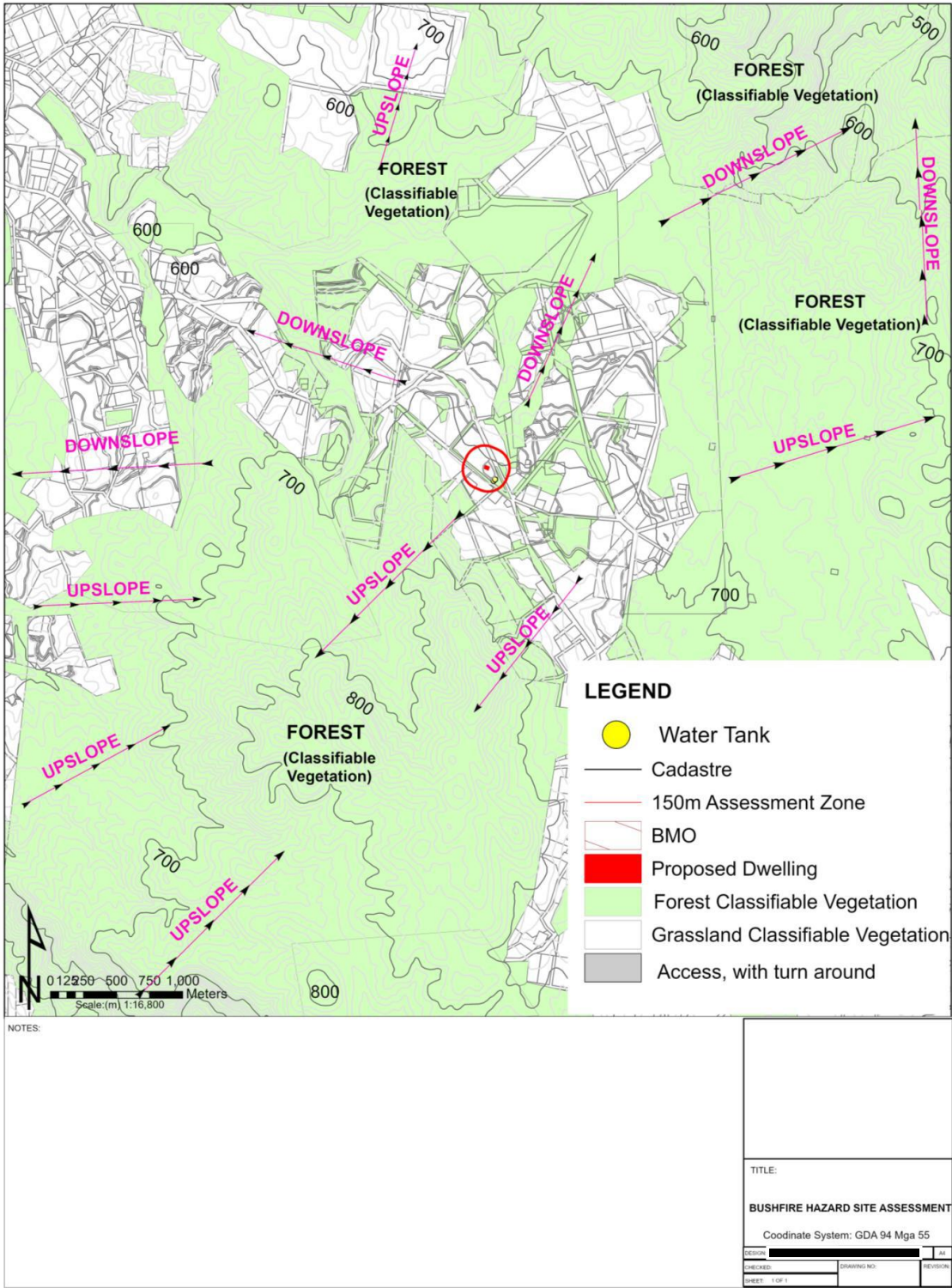
## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Attachment 7 – Photos

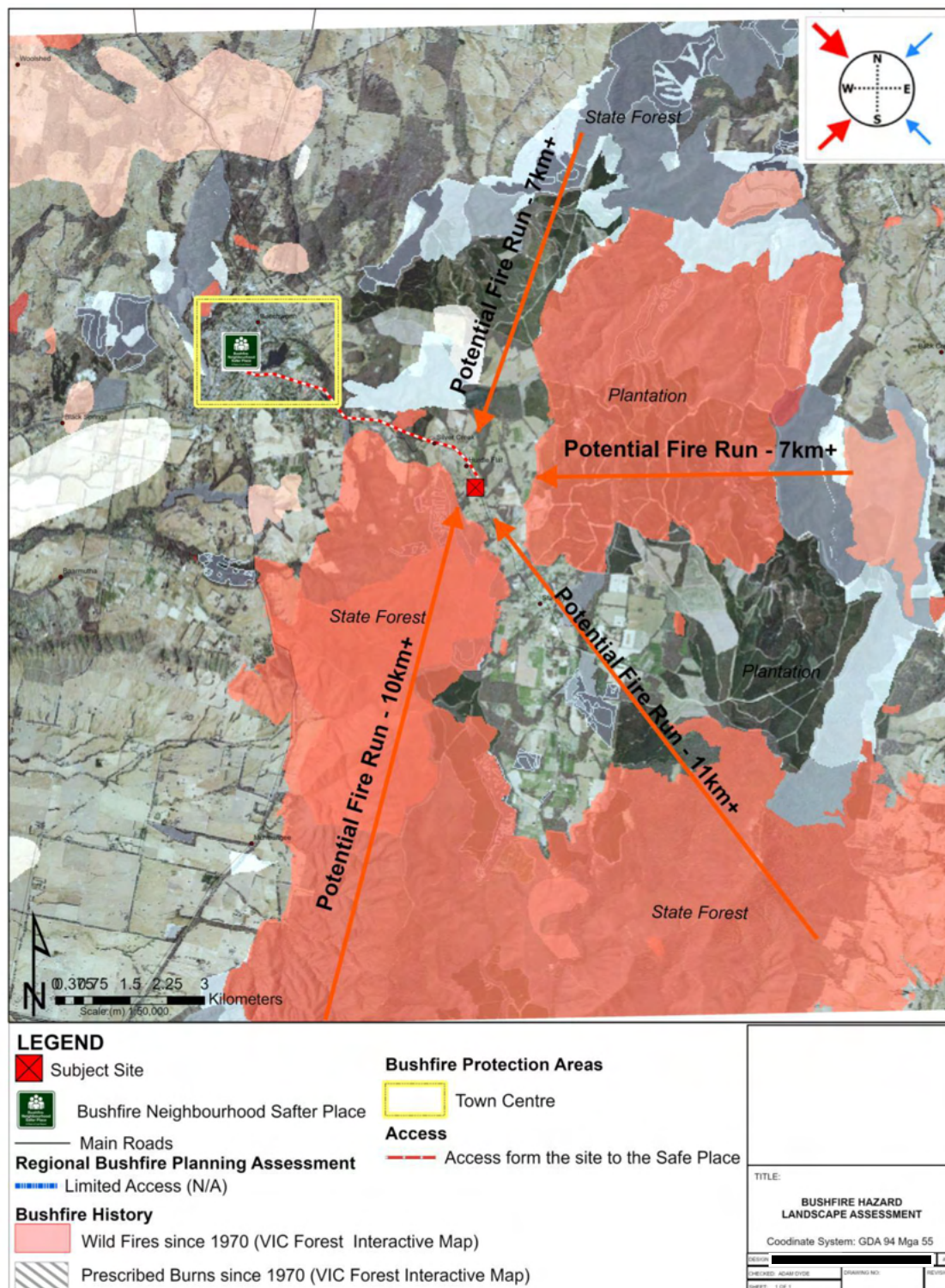




Attachment 8 – Bushfire Hazard Site Assessment



## Attachment 9 – Bushfire Hazard Landscape Assessment





## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

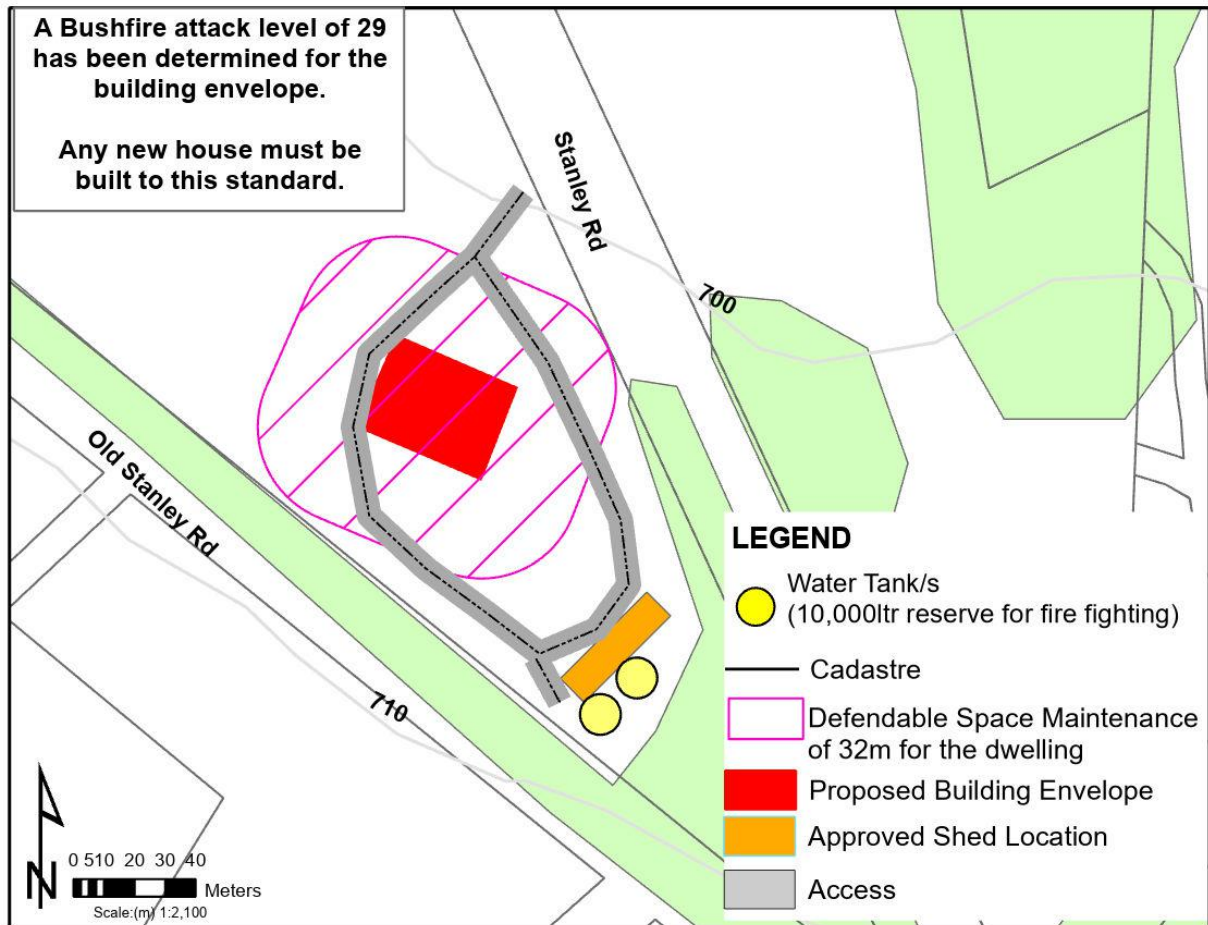
### **Attachment 10 – Existing Planning approval for the shed**

Attached as a separate document

### **Attachment 11 – Bushfire Management Plan BMP**

This plan is a separate plan and must be looked at along with this Bushfire Management Statement.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### a) Defendable Space

Defendable space for a distance of 32 metres around the new dwelling must be provided where vegetation (and other flammable materials) will be modified and managed in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

**SITE SIZE  
6.95 ha**

### b) Construction Standard

Nominate a minimum Bushfire Attack Level of BAL – 29 that the building will be designed to.

### c) Water Supply

Show 10,000 litres of effective water supply for fire fighting purposes which meets the following requirements:

- Is stored in an above ground water tank constructed of concrete or metal.
- All fixed above-ground water pipes and fittings required for firefighting purposes must be made of corrosive resistant metal.
- Include a separate outlet for occupant use.
- Incorporate a ball or gate valve (British Standard Pipe (BSP) 65mm) and coupling (64 mm CFA 3 thread per inch male fitting).
- Be located within 60 metres of the outer edge of the approved building.
- The outlet/s of the water tank must be within 4m of the accessway and be unobstructed.
- Be readily identifiable from the building or appropriate identification signage to the satisfaction of CFA must be provided.
- Any pipework and fittings must be a minimum of 65 mm (excluding the CFA coupling).

### d) Access

Show the access for fire fighting purposes which meets the following requirements:

- Curves must have a minimum inner radius of 10m.
- The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50m.
- Have a minimum trafficable width of 3.5m of all-weather construction.
- Be clear of encroachments for at least 0.5m on each side and 4m above the accessway.
- Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle.
- Incorporate a turning area for fire fighting vehicles close to the building by one of the following:
  - A turning circle with a minimum radius of eight metres.
  - A driveway encircling the dwelling.
  - The provision of other vehicle turning heads – such as a T or Y head – which meet the specification of Austroad Design for an 8.8 metre Service Vehicle

TITLE:

**261 Old Stanley Road  
BUSHFIRE MANAGEMENT PLAN**

Coordinate System: GDA 94 Mga 55

DESIGN		A4
CHECKED: DANIELLE OULAND	DRAWING NO.	REVISION
SHEET: 1 OF 1		B



LAND CAPABILITY  
ASSESSMENT SERVICES

# LAND CAPABILITY ASSESSMENT AND MANAGEMENT PLAN

## PERMEABILITY TESTING (*TALSMA-HALLAM METHOD*) AND SOIL PROPERTIES

PROPOSED DWELLING  
AT 261 OLD STANLEY ROAD  
(LOT 2 LP149707)  
BEECHWORTH VIC 3747

(Project. 24110)

Revision 0 – October 2024

LAND CAPABILITY ASSESSMENT SERVICES Pty Ltd as trustee for LCAS Family Trust

ABN NUMBER: 35 571 272 608

ACN: 655 498 392

22 Dempster Place Leneva VIC 3691

✉ [REDACTED]

www.lcas.com.au

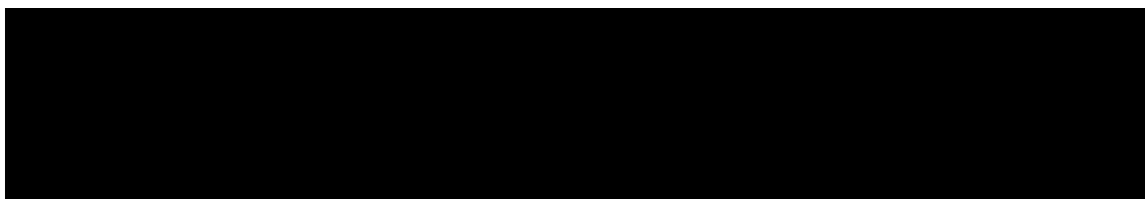


## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

LCAS\_CONSTANT HEAD PERMEAMETER TEST AND SOIL PROPERTIES\_24110\_REV 0

**LAND CAPABILITY ASSESSMENT FOR ONSITE EFFLUENT REUSE/DISPOSAL  
FOR THE PROPOSED DWELLING  
AT 261 OLD STANLEY ROAD, BEECHWORTH VIC 3747**

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LCAS\_24110\_261 OLD STANLEY ROAD, BEECHWORTH VIC 3747  
FOR THE PROPOSED DWELLING

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2

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

LCAS\_CONSTANT HEAD PERMEAMETER TEST AND SOIL PROPERTIES\_24110\_REV 0

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FOR THE PROPOSED DWELLING

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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### (i) Assessor's Academic & Professional Qualifications

Neil Van Der Geest is the Managing Director of Land Capability Assessment Services. He has a Diploma of Agriculture (awarded 2002) and has undertaken a range of studies in horticulture, project management and civil construction design. He has successfully completed a three-day course, specialising in Land Capability Assessments for On-site Wastewater Management, put on by cet - Centre for Environmental Training 197 Main Road, Cardiff NSW 2285. Neil has experience in civil drafting, construction supervision, agricultural management, strategic farm planning and surveying. All field work, reporting and site plans have been carried out by Neil Van Der Geest.

### (ii) Assessors Professional Indemnity Insurance

Policy Number:	PI-001013-2023
Period of Cover:	01/12/2023 TO 01/12/2024
Geographical coverage:	Worldwide (Excluding USA and Canada)
Limit of indemnity:	\$2 million any one claim and \$4 million in the aggregate for the period of insurance.
Underwriting company:	Professional Risk Underwriting Pty Limited Trading as ProRisk For and on behalf of Swiss Re International SW Australia Branch (ABN 38 138 873 211)

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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### (iii) Executive Summary

The proposed dwelling at 261 Old Stanley Road, Beechworth VIC 3747, is suitable for sustainable on-site effluent disposal. The assessment has been made in the context of prioritising public and environmental health with a design compromise between rational wastewater reuse and sustainable wastewater disposal.

**Table 1**  
**Description of Development**

Parameter	Site specific element
Standard Parcel Identifier	Lot 2 LP149707
Property Address	261 Old Stanley Road, Beechworth VIC 3747
Owner	
Contact	
Local Government Area	Indigo Shire Council
Zoning and Overlays	Farming Zone (FZ), is restricted by the BMO – Bushfire Management Overlay, the ESO – Environmental Significant Overlay and it falls within a Designated Bushfire Prone Area
Area	<b>6.9689ha - part</b>
Usable Lot Area	At least <b>5100m<sup>2</sup></b> can be used for land application purposes
Soil Texture	Type 4a (clay loams)
Soil Depth	1.4m+
Soil Structure	Well structured
Soil Constraints	Free Swell
Permeability / DLR	<b>0.0075m/day</b> after renovation
Slope	Restricted to areas with slope of <b>≤10%</b>
Distance to Surface Waters	<b>100m</b> (min) upslope to any waterway
Water Supply	Mains equivalent (assumed for design purposes)
Designated Water Supply Catchment	Yes – Lake Kerferd (Beechworth-Yackandandah WWT)
Wastewater Load	<b>750 litres</b> (4 bedroom dwelling equivalent)
Availability of Sewer	Not available

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Our field testing, which included soil profile logging, sampling, and in-situ hydraulic conductivity testing, a differential level survey, laboratory testing, and subsequent reporting, including a water and nutrient balance modelling, has revealed that on-site effluent disposal is rational and sustainable. The capability assessment has shown that the generated waste from the proposed dwelling, be treated to Septic (Primary) Standard, with disposal via a trench network, is possible.

Regarding dwelling density and cumulative risk of the proposed development, the assessment has considered risk associated with subsurface and surface flows. The site has constraints for onsite waste disposal, although it can be mitigated against by placing the Land Application Area (LAA), a minimum of **100m** to the any waterway / stock dam. The site risk number is **4.9<sup>1</sup>** and is summarised within **Appendix D** (Risk Assessment). The proposed disposal area achieves the **full** buffers required (i.e., normal to the contours) by the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024*.

The LCA recommends a conservative, scientifically based, well founded wastewater management system with inherent multiple barriers of safety. Provided the recommendations of this report are implemented, all requirements of the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024*, *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER EFFLUENT DISPERSAL AND RECYCLING SYSTEMS MAY 2024* and the *GUIDE TO THE ENVIRONMENT REFERENCE STANDARD, E.P.A. PUBLICATION 1992, JUNE, 2021* along with using *SEPPS* and *WMPS IN THE NEW ENVIRONMENT PROTECTION FRAMEWORK E.P.A. PUBLICATION 1994, JUNE, 2021*, can be met. For the proposed dwelling, the available area is **not limiting**, with ample available area for expansion of the effluent areas should this be required.

It is recommended that effluent shall be treated to Septic (Primary) Standard and the required area for disposal is listed below: -

EFFLUENT	SYSTEM	REQUIRED AREA – FOR A FOUR BEDROOM DWELLING WITH AN ESTIMATED DAILY EFFLUENT FLOWS OF UP TO <b>750l</b> /DAY AND A DLR OF <b>7.5mm</b>	REQUIRED AREA – FOR A FIVE BEDROOM DWELLING WITH AN ESTIMATED DAILY EFFLUENT FLOWS OF UP TO <b>900l</b> /DAY AND A DLR OF <b>7.5mm</b>
TREATED TO SEPTIC (PRIMARY) STANDARD	SEPTIC TANK WITH DISPOSAL VIA A TRENCH NETWORK	<b><u>706m<sup>2</sup></u></b> 5 by <b>29.5m</b> LONG BY <b>0.6m</b> TOTTALLING <b>147m</b> WIDE TRENCH WITH <b>2m</b> SEPARTAION	<b><u>856m<sup>2</sup></u></b> 6 by <b>29.3m</b> LONG BY <b>0.6m</b> TOTTALLING <b>176m</b> WIDE TRENCH WITH <b>2m</b> SEPARTAION

The area in **red** text equals the minimum required area **with** reserve. There is available area for a full reserve if required. Litres relate to volume of effluent per day as per *AS/NZS 1547:2012* and clients' estimates.

<sup>1</sup> APPROACHES FOR RISK ANALYSIS OF DEVELOPMENT WITH ON-SITE WASTEWATER DISPOSAL IN OPEN, POTABLE WATER CATCHMENTS (DR ROBERT EDIS APRIL 2014).



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## 1. Site Investigation

### 1.1 Introduction

On instruction from the land user, an investigation was undertaken to assess the lands' capability for on-site waste disposal for the proposed dwelling at 261 Old Stanley Road, Beechworth VIC 3747, as shown in **Appendix E** (Site Plans).

The site falls within Farming Zone (FZ), is restricted by the BMO – Bushfire Management Overlay, the ESO – Environmental Significant Overlay and it falls within a Designated Bushfire Prone Area. It lies within the Ovens River basin and under the control of the North East Catchment Management Authority and Goulburn-Murray Water. The proposed Land Application Area forms part of the Lake Kerferd (Beech'th - Yack'dah WWT) catchment, which is a Domestic Water Supply Catchment as proclaimed under the *SOIL CONSERVATION AND LAND UTILIZATION ACT* and in conjunction with the *LAND CONSERVATION ACT*. It is assumed water supply is mains water, for design purposes and there are no plans for connection to sewer in the foreseeable future.

The effluent disposal area lies on a waxing divergent slope like formation and has been identified to be at least **100m** to any waterway and surface waters – storage / stock dam. The proposed land application area **can** avoid both the Flood Overlay and Land Subject to Inundation Overlay. The proposed lot in question fronts both Stanley Road and Old Stanley Road, which is approximately **6.9689ha part** (approximately) in size, (see **Appendix E**).

The assessment has been made in the context of prioritising public and environmental health with a design compromise between rational wastewater reuse and sustainable wastewater disposal.

### 1.2 Investigation Method

The site investigation was carried out in accordance with the requirements of the Indigo Shire Council and guidelines outlined in the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024*, *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER EFFLUENT DISPERSAL AND RECYCLING SYSTEMS MAY 2024* and *GUIDE TO THE ENVIRONMENT REFERENCE STANDARD, E.P.A. PUBLICATION 1992, JUNE, 2021* along with using *SEPPS* and *WMPS IN THE NEW ENVIRONMENT PROTECTION FRAMEWORK E.P.A. PUBLICATION 1994, JUNE, 2021*.

Reference documents include the *AS/NZS 1547:2012, GUIDELINES FOR WASTEWATER IRRIGATION, E.P.A. PUBLICATION 168, APRIL 1991, WASTEWATER SUBSURFACE DRIP DISTRIBUTION, TENNESSEE VALLEY AUTHORITY, MARCH, 2004, AS 2223, AS 1726, AS 1289, AS 2870, AUSTRALIAN LABORATORY HANDBOOK OF SOIL AND WATER CHEMICAL METHODS* and *THE MIKHAIL SYSTEM – UNDERSTANDING AND ACHIEVING OPTIMUM SOIL BALANCE*.

Our capability assessment involved the mapping of unique land-soil unit(s) which were defined in terms of significant attributes including climate, slope, aspect, vegetation, soil profile characteristics (including soil reaction trend and electrical conductivity), depth to rock, proximity to water courses and escarpments, transient soil moisture characteristics and hydraulic conductivity.

Exploratory auger drilling was undertaken in conjunction with a series of constant head tests, which were prepared in accordance with *AS/NZS 1547:2012 (TALSMA-HALLAM METHOD)*. The results of the testing are given in Section **1.3.9** Soil Permeability, below, and in **Appendix A**.

Representative samples of soil material were taken for the laboratory determination of pH, EC, free swell, Emerson Class (using SAR 5 water) and dispersion Index. Phosphorus Sorption Index was obtained from the literature (adopting the lowest typical value for Australian residual clays). The results of the testing are given in Section **1.3.6** Subsurface Profile, below, and in **Appendix B**.

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Water and nutrient balance analyses were based on the mean annual rainfall for **Beechworth Composite** and mean evaporation data for **Rutherglen Research** and were undertaken in accordance with *GUIDELINES FOR WASTEWATER IRRIGATION, VIC E.P.A. PUBLICATION 168, APRIL 1991 (PART), AS/NZS 1547:2012* and in-house methods. The rainfall and evaporation data were obtained from the National Climate Centre, Bureau of Meteorology. The data was subsequently analysed and applied to our water and nutrient balance analyses.

The results of the water and nutrient balance analyses are given in **Appendix C**, to this report.

1.3 Capability Assessment

We have used the attributes determined by the investigation to define one (1) land-soil units as follows:

1.3.1 Land-Soil Unit A

The land-soil unit, where the proposed effluent field is located, consists of a waxing divergent slope like formation, as shown in as shown in **Appendix E** (Site Plans) and **Appendix F** (Site Photos) which was confirmed by **Figure 1. RESOURCES – GEOVIC – EXPLORE VICTORIA ONLINE**, online web sites. The proposed lot fronts Stanley Road and Old Stanley Road.

The salient land soil attributes and constraints are summarised in **Appendix D**.

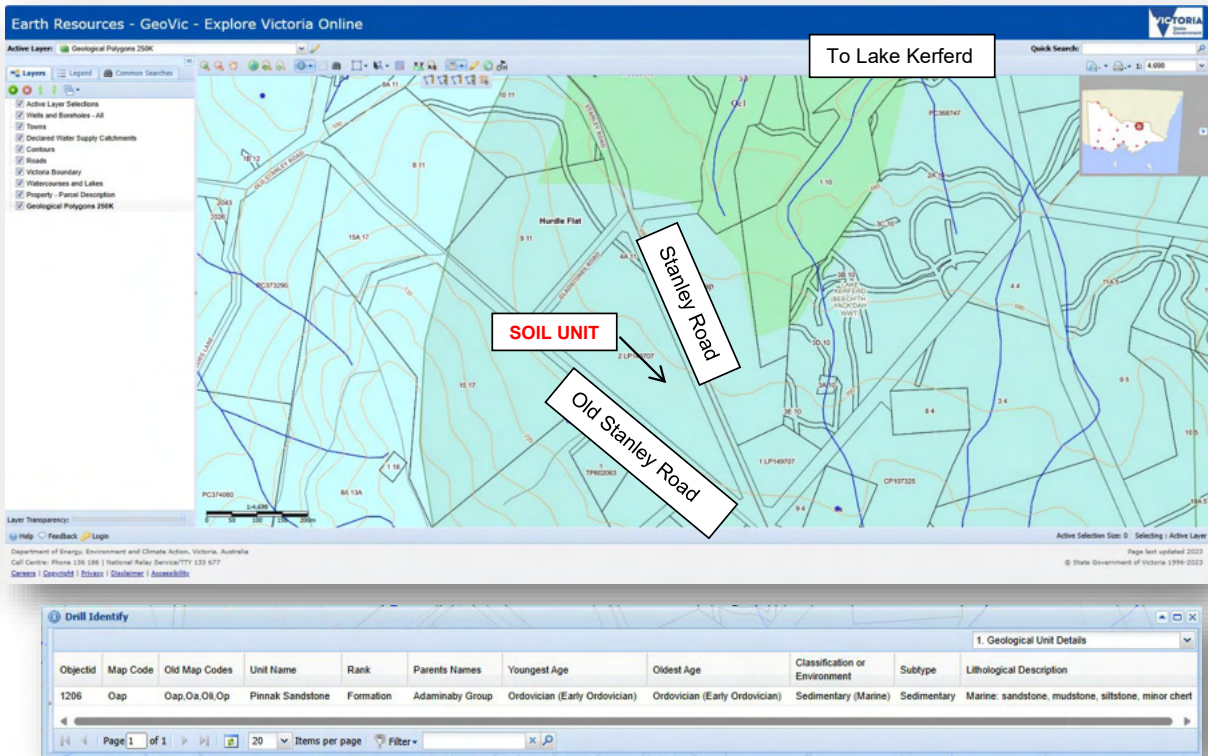


Figure 1 – RESOURCES – GEOVIC – EXPLORE VICTORIA ONLINE

1.3.2 Climate

The general area receives a mean annual rainfall of 962.2mm, 90<sup>th</sup> decile annual rainfall of 1282.5mm and a mean annual evaporation of 1348.4mm. Mean monthly evaporation exceed the mean monthly rainfall from October through to April.

Rainfall and evaporation data are presented in **Appendix C**, to this report.

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## 1.3.3 Slope and Aspect

The unit occupies a waxing divergent slope area. The effluent disposal field ground slopes approximately 3-4 degrees (6%) and in a north easterly direction. Contours were sourced from online and were confirmed via site assessment.

The unit is exposed to the prevailing winds and is exposed to partial sun, as shown in Site Plan (**Appendix E**).

## 1.3.4 Vegetation and Land Use

The unit is densely vegetated with grass – pasture/lawn.

For use in the water and nutrient balance we have used water, nitrogen and phosphorus uptake estimates representative of dense grass equivalent to a rye/clover/native grass mix.

## 1.3.5 Slope Stability and Erosion Potential

For the encountered subsurface conditions, slope degree and geometry and for the proposed range of hydraulic loadings, the stability of the natural ground slopes is unlikely to be compromised.

No instances of soil degradation were observed within this land-soil unit and for normal development, construction, and operation, none is expected to manifest.

## 1.3.6 Subsurface Profile

The following interpretation of the general subsurface profile assumes conditions like those encountered in the test pits and boreholes are typical of the investigation area. The interpretations were based on soil colour, soil pH, soil texture, structure, stability and free swell.

- Soil colour can provide an indication of the soil's drainage characteristics.
  - Red – Suggests the presence of un-hydrated iron oxides that indicates good drainage and aeration. Generally, water can drain quite quickly through the profile of red soil and oxygen can therefore be stored in the macropores.
  - Yellow - Suggests inadequate drainage. The yellow colour indicates the soil remains saturated and is therefore starved of oxygen for several weeks after rainfall.
  - Black - Indicate high organic matter content or high clay content. Black soils can have variable drainage characteristics ranging from moderately well drained to poorly drained.
  - Brown - Suggests reasonable drainage. The brown colour often (but not always) indicates high amounts of organic matter.
  - Grey - Soils with grey subsoils are poorly drained, generally remain wet, and are starved of oxygen for many months, usually all winter.
  - Pale - Pale or light-coloured soils (particularly topsoils) are an indication that soil has been strongly leached of nutrients (iron oxides, aluminium and organic matter) which have been moved by water to a lower layer. They are commonly referred to as a 'bleached' layer as they usually occur when there is a problem soil layer below, which stops water moving through the subsoil (e.g. clayey subsoil). The saturated soil results in no oxygen which changes the chemistry of the soil. This change allows the chemicals that give the soil its colour to become soluble and leach out of the soil layer.
- Soil pH - The water component of soil is where pH is measured, where dissolved chemicals cause the soil to be acidic or alkaline. The pH of a soil will change over time that is influenced by factors including parent material, weathering and current agricultural practices. pH levels will fluctuate through the year and affect how plants grow.
- Soil texture - Soil texture, the feel, is a measure of sand, silt and clay proportions in soil. It is an indicator of capability rather than soil health. Clay particles are the smallest, have a flat surface and have a negative charge (which allow them to bind to water and other nutrients). Sand particles are the largest, often coarse and very resistant to weathering. Silt particles are sized in-between clay and sand. Soil texture influences other soil properties such as water holding capacity, porosity, permeability and the soils behaviour in water.

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- Soil structure - Soil structure is the arrangement of soil particles in the soil. The spaces between the aggregates/particles allow for adequate aeration and good drainage, as plants need air and water near their roots to grow well. Soil requires pores and channels large enough to be readily seen by the eye – e.g. worm burrows or old root channels. These pores are called macropores and allow the ready movement of air, water and roots through the soil and are therefore very important for drainage. Pores within the aggregates/particles are called micropores and are important for water storage.
- Soil stability - Soil stability relates to soil reactions when it becomes inundated with water. Soil aggregates can either be stable, fall apart (slake) or completely disintegrate (dispersion). Slaking occurs when weak soil aggregates break down into smaller fragments because of rapid wetting (clays swell). This results in the blocking of macropores, which in turn reduces the movement of water and air into and through the soil. Dispersion is a chemical process whereby clay particles separate from soil aggregates when the soil is wet. Clay particles carry a negative electrical charge and repel each other. Dispersive soils are usually sodic, structurally unstable, and require special consideration for development. This is controlled by exchangeable cations, soil texture, clay type, organic matter and the salinity of the soil. It's important not to till dispersive soils which can further impact their stability.
- Free swell - Free swell index of soil is a fundamental characteristic that determines the behaviour of soil during wetting and drying cycles. It is an essential parameter in the field of geotechnical engineering as it provides valuable insights into the swelling potential and stability of different soil types. The FSI is typically expressed as a percentage. A higher FSI indicates a higher potential for soil swelling, while a lower FSI indicates a lower potential for swelling. The FSI can also be used to classify soils into different categories based on their swelling potential. Soils with an FSI of less than 25% are classified as non-swelling soils, while those with an FSI between 25% and 50% are classified as slightly swelling soils. Soils with an FSI between 50% and 100% are considered moderately swelling, while those with an FSI greater than 100% are classified as highly swelling soils.

Note: If subsurface conditions substantially different from those encountered in the investigation are encountered during effluent distribution system excavations, all work should cease, and this office notified immediately. The unit is underlain by Pinnak Sandstone of Ordovician (Early Ordovician) age. The general subsurface profile consists of:

### Soil Unit A

- A topsoil (A1 horizon) layer of dark brown clay loam, with a soil reaction trend of 5.2pH, electrical conductivity<sup>2</sup> of 0.51dS/m (medium salinity rating), a free swell<sup>3</sup> of 5%, has an Emerson's Class of 7, which does not disperse, to a depth of 0.15m, overlying,
- A soil (A2 horizon) layer of dark orange clay loam, with a soil reaction trend of 4.9pH, electrical conductivity of 0.525dS/m (medium salinity rating), a free swell of 20%, has an Emerson's Class of 3 - 6 {3,3}, which does not disperse, to depths of 0.32m overlying,
- A soil (B1 horizon) layer of orange / red clay loam, with a soil reaction trend of 5.2pH, electrical conductivity of 0.435dS/m (low to medium salinity rating), a free swell of 25%, has an Emerson's Class of 3 - 6 {3,3}, which does not disperse, to depths of 1.3m overlying,
- A soil (B2 horizon) layer of red clay loam, with a soil reaction trend of 5.3pH, electrical conductivity of 0.36dS/m (low salinity rating), a free swell of 25-30%, has an Emerson's Class of 3 - 6 {3,3} which does not disperse, to depths of 1.5m overlying. (Nearby road cuttings / dam wall / creek wall provided detail of required 2m depth profile).

<sup>2</sup> pH/EC were derived by using the HANNA HI991300 pH/EC/TDS meter (S/N 3160003991) & HI1288 probe (S/N 0511045N) which was calibrated on the 09/01/24 Certificate No.: HCC00435/2024.

<sup>3</sup> After Holtz (measures swell potential of fraction passing 450-micron sieve)

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### 1.3.7 Colloid Stability

The results of the Emerson Crumb and Dispersion Index tests and observations of any discolouration of water in the boreholes suggest that the materials **do not disperse**.

The residual materials have an Emerson Class of 7 to 3 - 6 {3,3} and a Dispersion Index of 0.

The residual soils show a rapid slaking potential and have a **medium** shrink-swell potential.

The salting potential has been assessed by inspection of the ground surface for salt tolerant and/or salt affected vegetation, and the electrical conductivity determined for the A and B horizons using a 1:5 soil/water extract and converted to EC (saturation extract).

The determined electrical conductivity ( $EC_{SE}$ ) ranged from 0.525dS/m (topsoils) to 0.36dS/m (B-horizon) for all materials. Assuming design, construction, operation, and maintenance of the on-site effluent systems are in accordance with the recommendations contained in this report, we can conclude that there is a medium salting potential.

### 1.3.8 AS1547:2012 Soil Classification

In accordance with AS/NZS1547:2012 the materials can be classified as **Type 4a** soils (**clay loams**) that do not **dispersive**, requiring renovation.

### 1.3.9 Soil Permeability

The in-situ permeability tests were attempted on 9<sup>th</sup> October 2024. The occurrence of transient near-surface return flow and seasonally occurring free water in the limiting clays and/or the dispersive nature of the soil prevented the acquisition of sufficient hydraulic data for determination of the geometric mean of saturated hydraulic conductivity. Note: the relatively high soil moisture content at the time of testing was due to residual seepage from the slope wash into the test holes and high moisture content from recent heavy and persistent rainfalls. This transient high soil moisture impacts on the test method only and does not reflect in any way on the suitability of the site for sustainable onsite attenuation of wastewater – See AS/NZS 1547:2012, APPENDIX G. A conservative estimate of permeability has been deduced as follows:-

- Profile analysis in accordance with AS/NZS 1547:2012 and our laboratory determined swell potential shows the clay B-horizon soils to be clay loams with saturated hydraulic conductivities in the range of **0.5 to 1.5m/day**,
- We have adopted a conservative daily peak water balance seepage rate of **7.5mm** for treatment of effluent to Septic (Primary) standard.

### 1.3.10 Surface Drainage

The proposed effluent area occupies a waxing divergent slope area. The effluent field ground slopes approximately 3-4 degrees (6%) and in a north easterly direction, as shown in **Appendix E** (Site Plan).

### 1.3.11 Groundwater

No seepage was encountered in any of the boreholes and any seasonally occurring perched groundwater is not expected to be significant. Based on site observations, the groundwater level is expected to be well below the surface (i.e., at least 2m below the proposed effluent disposal areas).

There are four bores (potable or non-potable) within a 350m radius (source: *VISUALISING VICTORIA'S GROUNDWATER*). The proposed effluent field is placed at least **200m** (10 times the required buffer) to the any bore. On-site effluent disposal systems designed, constructed, operated, and maintained in accordance with the following recommendations cannot adversely impact on the beneficial use of surface waters and groundwater in the area.



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## 1.3.12 Nutrient Attenuation

Clayey soils (as found on this site) can fix large amounts of phosphorous. Phosphate-rich effluent seeping through these soils will lose most of the phosphorous within a few metres. No phosphorous balance is required.

Nitrogen, contained in organic compounds and ammonia, forms nitrate-N and small amounts of nitrite-N when processed in an aerated treatment plant. Several processes affect nitrogen levels within soil after irrigation. Alternate periods of wetting and drying, with the presence of organic matter promotes reduction in the groundwater (reported to nitrogen gas (denitrification)). Plant roots absorb nitrates at varying rates depending on the plant species, however nitrate is highly mobile, readily leached, and can enter groundwater via deep seepage and surface waters via overland flow and near-surface lateral flow.

Based on the water and nutrient balance, and assuming 30mg/litre N in the effluent, a denitrification rate of 20%, with N uptake of 220 kg/ha/year for the existing grasses (and assuming a grass cover is developed and harvested), a conservative estimate can be made of the nitrogen content in the deep seepage and lateral flow.

Without considering further expected denitrification below the root zone and in the groundwater (reported to be in the vicinity of 80%), denitrification in the lateral flow external to the irrigation areas but within the curtilage of the allotment) and plant uptake in the lateral flow,

- For a proposed four-bedroom dwelling – the trench wetted area would need to be **162m<sup>2</sup>** for **750** litres/day flows of effluent for treatment to Septic standard.

## 1.4 Risk Management & Mitigation

*GUIDE TO THE ENVIRONMENT REFERENCE STANDARD, E.P.A. PUBLICATION 1992, JUNE, 2021* along with using *SEPPS* and *WMPS IN THE NEW ENVIRONMENT PROTECTION FRAMEWORK E.P.A. PUBLICATION 1994, JUNE, 2021* and the Indigo Shire Council requires that the proposal be assessed on a risk-weighted basis and cumulative effects<sup>4</sup> be considered. Insertion of properly designed, constructed and (reasonably) maintained<sup>5</sup> treatment plant with treatment to Septic Standard with disposal via a trench network, cannot measurably increase the risk to the integrity of surface water quality or groundwater quality. In accordance with the risk assessment analysis contained in **Appendix D**, to this report.

A multiple barrier approach is used in assessing this development, with components listed below;

### 1.4.1 Water Usage

With respect to daily effluent production, the system(s) are overdesigned. Current best practice allows for a (continuous) peak daily waste flows of **750 litres** for a four-bedroom dwelling (equivalent). The design flow is unlikely to be continuous.

### 1.4.2 Treatment (Septic Standard)

For this site, effluent treated to Septic (Primary) standard with disposal via a trench network is appropriate and sustainable.

### 1.4.3 Block Size

Many under-performing effluent fields are placed on blocks where area is limited. Limited area can lead to inadequately sized or inappropriately placed effluent fields and a lack of options should the daily effluent volumes increase. In the subject site, size **is not** a constraining factor with ample area for disposal and for an extension if required.

<sup>4</sup> We would contend that there can be no significant cumulative effect if the provisions of *GUIDE TO THE ENVIRONMENT REFERENCE STANDARD, E.P.A. PUBLICATION 1992, JUNE, 2021* along with *USING SEPPS AND WMPS IN THE NEW ENVIRONMENT PROTECTION FRAMEWORK E.P.A. PUBLICATION 1994, JUNE, 2021* are met (i.e., all wastes contained onsite).

<sup>5</sup> For individual systems, and except for gross negligence, rudimentary maintenance would ensure that "failure" would be restricted to transient reductions in quality of effluent which would continue to be transferred to the subsoil. Potentially "dangerous" contaminated surface flow cannot occur while amelioration of contaminants will continue over the extraordinarily large flow paths and travel times controlled by the regional/local hydraulic gradients (see 1.4.9, below).

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### 1.4.4 Flood / Inundation

For this site, the proposed land application area is placed above the localised flood level. In the subject site, flood and or inundation are **not** a constraining factor.

### 1.4.5 Management

Historically, inadequate maintenance has played a major part in the failure of onsite effluent disposal systems. There is a management plan within this LCA (**Section 2.6 Inspections / Management**). It gives guidance on the implementation of mandatory operation, maintenance, and inspection procedures.

### 1.4.6 Sizing of the Treatment Systems

No specific proprietary treatment plant is recommended; however, treatment system brands must be certified by an accredited conformity assessment body (CAB) as conforming to the relevant Australian Standard. This accreditation is given by [JAS-ANZ](#) (THE JOINT ACCREDITATION SYSTEM OF AUSTRALIA AND NEW ZEALAND). Plant is required to store 3 days of effluent as a minimum.

### 1.4.7 Oversized Effluent Areas

Design effluent areas are oversized and are based on conservative estimates of renovation and complete attenuation of nitrogen. The peak deep seepage rate is lower than the hydraulic conductivity of the limiting layer and it is highly unlikely that a four-bedroom dwelling (equivalent), will generate **750** litres every day.

### 1.4.8 Reserve Areas

Reserve areas are stipulated in the recommendations and constitute an additional barrier of safety. The reserve area is a spare effluent field, left undeveloped, but can be commissioned in the case of an increase in daily effluent production due to contingencies through the change of ownership and/or thanks to an additional bedroom or an increased in patronage/usage. There is **ample** area for a reserve.

### 1.4.9 Buffer Distances

Buffer distances are set out in the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024* to allow for attenuation of pathogens and nutrients, should an effluent surcharge occur, either overland or subsurface. The proposed effluent disposal area is located at least a minimum of **150m** to any surface waters – waterway, meeting the requirement – See *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024– TABLE 4-10 SETBACK DISTANCES & TABLE 4-11 SITE CONSTRAINT RISK FACTORS*.

The nearest surface water on site is a minimum **150m**. An intermittent waterway feeding Lake Kerferd, 1.6km downslope. Surface runoff of the proposed application area flows in a north westerly direction. The time taken for groundwater to reach the nearest surface waters can be estimated by using the Darcy equation (which states that velocity is the product of the hydraulic conductivity and the hydraulic gradient). From the literature, the regional gradient is less than 0.001. Flow times can be estimated for groundwater to flow the **150m** (minimum) to the nearest surface waters at this site (as the bird fly's).

For a conservative basement hydraulic conductivity of 3m/day<sup>6</sup> with a hydraulic gradient of 0.001, the time taken for groundwater to flow a minimum distance of **150m** is about **136** years approximately. The stipulated buffer distances meet the requirements of the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024*. The effluent field is placed at least **150m** to any surface waters – an intermittent waterway. The proposed placement of the application area allows for the maximum distance to any waterway i.e., normal to the contours.

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<sup>6</sup> This is a conservatively figure to demonstrate maximum possible flow rates. A conservatively low figure was used for calculation of effluent application rates (see recommendations) to demonstrate irrigation sustainability.

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## 1.4.10 System Failure

A properly designed and constructed onsite effluent system consisting of the treatment plant, storage and distribution to the irrigation field/trenches can suffer degrees of failure. Failure can take the form of mechanical (plant), accidental (toilet blockages, damaged trench lines, high BOD influent), operational (power outage, overloading) and maintenance (failure to check filters, failure to participate in maintenance programme).

## 1.4.11 Accidents

Accidentally damaged irrigation areas could allow localised surface surcharge of treated effluent. Therefore, minimum buffers to surface waters have been maintained. High BOD influent (e.g., dairy, or orange juice) can realise a lesser quality for some weeks. Provided the high BOD influent is not continuous; the soils will continue to satisfactorily renovate the effluent.

## 1.4.12 Operational Breakdown

Operational failures including power outages and transient hydraulic overloading are accommodated by the plant capacities.

## 1.4.13 Risk Summary

Regarding dwelling density of the development and cumulative risk the assessment has considered risk associated with subsurface flows and surface flows.

Regarding subsurface flows, provided the on-site system is adequately designed, constructed, operated, and maintained (see items 1.4.1 through to 1.4.12), the risk to surface and ground waters is negligible. Once the effluent is placed underground, the extraordinary long travel times via ground water to surface waters ensures adequate nutrient attenuation.

The necessary items 1.4.1 through to 1.4.12 will require a high standard of quality assurance through all stages of system development (design, construction, operation, maintenance, and monitoring).

The LCA recommends a conservative, scientifically based, well founded wastewater management system with inherent multiple barriers of safety. Cumulative risk from the proposed development is also extremely low. The risk of serious or irreversible damage is extremely low.

All requirements of the *GUIDE TO THE ENVIRONMENT REFERENCE STANDARD, E.P.A. PUBLICATION 1992, JUNE, 2021* along with using *SEPPS* and *WMPS IN THE NEW ENVIRONMENT PROTECTION FRAMEWORK E.P.A. PUBLICATION 1994, JUNE, 2021*, have been met.

## 2. Recommendations

### 2.1 Application

The following recommendations are based on the results of our assessment and are made in accordance with the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024, AS 1726*, and *AS/NZS 1547:2012*, (as required by the Indigo Shire Council).

They are based on the mean saturated hydraulic conductivity of the limiting clay materials and are designed to demonstrate the viability of on-site effluent disposal for the proposed development with a peak daily waste production of up to **750** litres for a 4-bedroom dwelling, considered being conservative. Our recommendations can be used by a person approved by the relevant authority as a guide to the design and siting of rational on-site effluent disposal systems for land-soil unit as described below.

### 2.2 General

#### 2.2.1 Disposal Strategy

Based on the results of the water balance and nutrient balance analyses and considering the prevailing surficial and subsurface conditions including soil profile thickness and slope and on condition that adequate site drainage is provided (as described in Section **2.4.4 Cut-off Drains**, below), on-site systems using a treatment plant (septic tank) and a trench network, is appropriate for effluent disposal for the land-soil unit found on site.

For treatment to Septic (Primary) Standard with disposal via a trench network, it is assumed that the design, construction, operation, and maintenance are carried out in accordance with both

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AS/NZS1547:2012 and AS/NZS 1546.1 – SEPTIC TANKS. No specific proprietary brand is recommended; however, treatment system brands and models must be certified by an accredited conformity assessment body (CAB) as conforming to the relevant AUSTRALIAN STANDARD. This accreditation is given by [JAS-ANZ](#) (THE JOINT ACCREDITATION SYSTEM OF AUSTRALIA AND NEW ZEALAND).

## 2.2.2 Effluent / Waste

Effluent will be generated from the proposed development and will include black and grey water (all wastes).

## 2.2.3 Effluent Quantity

The daily effluent volume has been estimated from the E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024 - TABLE 4 TYPICAL DOMESTIC WASTEWATER DESIGN FLOW ALLOWANCES, AS/NZS 1547:2012 and client estimates.

A 4-bedroom dwelling, has a potential of realising a daily effluent production of **750 litres/day** based on the following assumptions: -

- A dwelling (where the number of people within residence equals one person per bed)
- 150l/person/day when the proposed development is fitted with WELS-rated water-reduction fixtures and fittings (minimum 4 stars rating)
- The proposed upgrade includes WELS-rated water-reduction fixtures and fittings (minimum 4 stars rating)

Therefore;

A 4-bedroom dwelling (equivalent)		
No. of people	l/person/day @ 150	Total (l)
5		
	Total (l/day)	150 x 5=750
Total average (l/day)		<b>750l/day</b>

Therefore, conservatively design volume is **750 litres each day**.

## 2.2.4 Trench Bottom Area & Trench length

A trench bottom area has been determined from the results of the water and nutrient balance analyses and AS/NZS 1547:2012 (see **Appendix C 2\_2**. Water Balance Analysis).

Trenches are to be designed and constructed in accordance with AS/NZS 1547:2012. Critical dimensions include a maximum width of **0.6m**, a maximum effluent depth of **0.25m** with **2m** trench separation and a maximum length of **30m**.

## 2.3 Application Rates and Disposal Area Treatment to Septic Standard

### 2.3.1 Hydraulic Loading

To satisfy the requirement for no surface (rainwater) flows in the 90<sup>th</sup> decile annual wet year, effective daily flows of;

- **750 litres** of treated effluent for the proposed four-bedroom dwelling, a trench wetted bed area of **162m<sup>2</sup>** would be required. This equates to a trench length of **147m** (**5 trenches @ 29.5m** in length, **0.6m** wide with a DLR of **7.5mm**).

### 2.3.2 Nitrogen Loading

The requirements of *GUIDE TO THE ENVIRONMENT REFERENCE STANDARD, E.P.A. PUBLICATION 1992, JUNE, 2021* along with using *SEPPS* and *WMPS IN THE NEW ENVIRONMENT PROTECTION FRAMEWORK E.P.A. PUBLICATION 1994, JUNE, 2021* would be satisfied with effluent applied to a trench wetted bed area of;

- for a four-bedroom dwelling, a trench wetted bed area of **162m<sup>2</sup>** would be required.

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## 2.4 Associated Infrastructure

The following items are an integral part of the onsite effluent system.

### 2.4.1 Treatment Plant / Septic Tank

The treatment plant should be serviced at least once a year (or as recommended in the Certificate of Approval) and the effluent should be sampled and analysed as required by the EPA requirements. The local authority is to ensure compliance.

The manufacturer's recommendations are to be followed. Generally, low phosphorous and low sodium (liquid) detergents should be used. Plastics and other non-degradable items should not be placed into the tanks. Paints, hydrocarbons, poisons etc. should not be disposed of in sinks or toilets. Advice from a plumber should be obtained prior to using drain cleaners, chemicals, and conditioners. It is important to ensure that grease does not accumulate in the tanks or pipes. Grease and similar products should be disposed of by methods other than via the on-site effluent system.

### 2.4.2 Distribution System

For a trench network is to be designed and constructed in accordance with *AS/NZS 1547:2012 FIGURE L1 CONVENTIONAL PIPED TRENCH* (see **Appendix H**) & *FIGURE L2 SELF-SUPPORTING ARCH TRENCH* (see **Appendix I**) with a distribution box to evenly dose all trenches.

### 2.4.3 Vegetation

The system design for on-site disposal includes the planting and maintenance of suitable vegetation, as specified within this document in document.

Specifically, this irrigation area has been sized (in part) utilising crop factors and annual nitrogen uptake for a rye/clover mix.

The grass needs to be periodically harvested (mown and removed from the irrigation area).

Where a variation to recommended grass species is proposed, it must be demonstrated that the nutrient uptake and crop factors, as specified within **Appendix C** – water balance is met or exceeded.

### 2.4.4 Cut-off Drains

Cut-off drains are designed to prevent surface and near-surface water flows from entering the effluent area. They should be constructed and placed upslope of the effluent/waste disposal area, as detailed in the standard cut off drain details (**Appendix G**). Our recommendations for on-site effluent disposal have allowed for incident rainfall (not surface flow or lateral subsurface flow) and are conditional on the installation of a cut-off drain, which should be placed upslope of the disposal area. Care should be taken to ensure that the intercepted and diverted waters and any perched groundwater is discharged well away and down slope of the disposal field. This diverted water should also be discharged in a manner to avoid scouring and/or erosion. It may be appropriate to discharge the water onto a stone/rubble dissipation area. The owner should also ensure that any upslope land-soil unit works do not divert and/or concentrate surface water flows onto the disposal area.

### 2.4.5 Outfall Areas

All pipe outfalls should be at grade and designed to eliminate scour and erosion. A grassed outfall would normally be adequate. However, should monitoring and inspections reveal rill or scour formation, the outfall will need to be constructed so that energy is satisfactorily dissipated.

Should this situation occur, professional advice is to be sought.

### 2.4.6 Fencing

The disposal area is to be a dedicated area. Adequate 'fencing' must be provided to prevent stock, excessive pedestrian movements, and vehicular movements over the area. Fencing may take any of the traditional forms or can be incorporated into landscape features such as dense plantings.

### 2.4.7 Buffer Plantings

All down slope (Title inclusive) buffers may be required to filter and renovate occasional surface discharges. Hence, they are to be maintained with existing or equivalent groundcover vegetation.



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## 2.4.8 Buffer Trafficking

On all disposal areas, buffer trafficking should be minimised to avoid damage to vegetation and/or rutting of the surface soils. Traffic should be restricted to 'turf' wheeled mowing equipment and to maintenance, monitoring and inspections by pedestrians, where possible.

## 2.5 Soil Renovation

To maintain water-stable peds (under irrigation with saline effluent) soil renovation is required. To improve the subsoil permeability and to maintain stable soil peds, the exchangeable Calcium needs to be increased while the exchangeable Magnesium, Hydrogen and Sodium need to be decreased. To achieve a suitable balance, gypsum and lime need to be added to the soil. The water required to dissolve 1 kilogram of gypsum is about 400 litres. Lime is essentially insoluble and must be worked into the soil to achieve lime/soil contact. A suitable amelioration technique is to initially broadcast **gypsum** and **lime** over the land application area at a rate of **0.2kg/m<sup>2</sup>** and **0.5kg/m<sup>2</sup>**, respectively, followed by ripping (to at least 600mm deep). After smoothing of the surface by redistribution of topsoil the irrigation network can be constructed. As a minimum, at the time of installation gypsum should be applied to area at a rate of **0.2kg/m<sup>2</sup>** and can be re-applied from time-to-time (generally every 3 years). Gypsum is to be fine ground "Grade 1" agricultural quality and lime must be extremely fine ground with high Effective Neutralising Value (EBV).

## 2.6 Inspections / Management

We recommend that the mandatory testing and reporting as required in the 'system specific' *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024*, include an annual report (post spring) as well as reporting as required post periods of heavy and/or prolonged rainfall. The report shall address the function and integrity of the distribution system, and the function and integrity of the cut-off drains, outfall areas and soil media. The effluent areas should be regularly inspected for excessively wet areas and vegetation integrity.

To ensure for the most effective use of any effluent system the following measures are recommended:

- All trenches to be monitored for signs of any surcharge or seepage.
- A sink strainer to be used to catch food particles.
- A front-loading washing machine be used when possible.
- Surge loads be avoided (letting out large volumes of water at the same time).
- Use biodegradable soaps.
- Environmentally friendly, low phosphate laundry products to be used.
- Scrape all dishes to remove grease and fats before washing.
- Do not install a garbage grinder waste disposal system.
- Do not allow sanitary napkins or hygiene products to enter the system.
- Do not dispose of aggressive toxic cleaning agents in the system.
- Do not dispose of any solvents or paints in the system.
- Do not allow bleach, whiteners, nappy soakers, spot removers or disinfectants to enter the system.
- Water saving devices should be used where practicable.
- Under no circumstances should backwash water of a spa or pool be discharged into the septic tank and or treatment plant.
- The licenced plumber installing the system shall lodge a Plumbing Industry compliance certificate an as-laid drainage plan to the local Council on completion of works.

## 2.7 Reserve Areas

Due to construction and maintenance vagaries and possible waste/effluent volume increases through the chain of ownership, there is **ample** available area for extension of the effluent areas if required, as shown in **Appendix E E01**.

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2.8 Buffer Distances

The water balance analysis has shown that potential surcharges from the effluent area would be restricted to episodic events. Our analysis and evaluation have shown that the default setback distances given in the *E.P.A. VICTORIAN GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024*, are conservative and can be applied without amendment given effluent is treated to Septic (Primary) standard with disposal via a trench network. **Note: Allocation of buffer distances has not considered any potential impact on foundation material integrity. Your design engineer should take into consideration the proximity of the irrigation area to footings.**

2.9 Summary of Recommendations

Our capability assessment has shown that at least one rational and sustainable on-site effluent disposal method (effluent treated at Septic (Primary) standard with disposed via a trench network) is appropriate for the proposed development, subject to specific design criteria, described in this report.

EFFLUENT	SYSTEM	REQUIRED AREA – FOR A FOUR BEDROOM DWELLING WITH AN ESTIMATED DAILY EFFLUENT FLOWS OF UP TO 750l/DAY AND A DLR OF 7.5mm	REQUIRED AREA – FOR A FIVE BEDROOM DWELLING WITH AN ESTIMATED DAILY EFFLUENT FLOWS OF UP TO 900l/DAY AND A DLR OF 7.5mm
TREATED TO SEPTIC (PRIMARY) STANDARD	SEPTIC TANK WITH DISPOSAL VIA A TRENCH NETWORK	<b>706m<sup>2</sup></b> 5 by 29.5m LONG BY 0.6m TOTTALLING 147m WIDE TRENCH WITH 2m SEPARTAION	<b>856m<sup>2</sup></b> 6 by 29.3m LONG BY 0.6m TOTTALLING 176m WIDE TRENCH WITH 2m SEPARTAION

(A spare effluent field (reserve area) which is left undeveloped but can be commissioned in case of increase in daily effluent production due to contingences through the chain of ownership.) The area in **red** text equals the minimum required area with reserve. There is sufficient area for a full reserve if required. Litres relate to volume of effluent per day as per AS/NZS 1547:2012 and clients' estimates. The dimensions of disposal field may be modified to suit client's needs provided the **total trench length** is adhered to.

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## APPENDIX A.

### HYDRAULIC CONDUCTIVITY TEST RESULTS






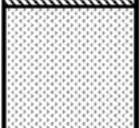
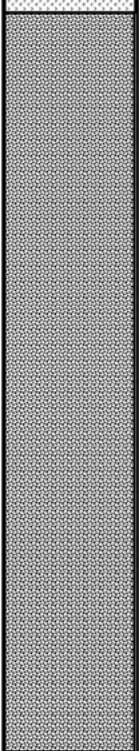

The in situ permeability tests were attempted on 9th October 2024. The occurrence of transient near-surface return flow and seasonally occurring free water in the limiting clays and/or the dispersive nature of the soil prevented the acquisition of sufficient hydraulic data for determination of the geometric mean of saturated hydraulic conductivity. Note: the relatively high soil moisture content at the time of testing was due to residual seepage from the slope wash into the test holes and high moisture content from recent heavy and persistent rainfalls. This transient high soil moisture impacts on the test method only and does not reflect in any way on the suitability of the site for sustainable onsite attenuation of wastewater – See AS/NZS 1547:2012, APPENDIX G. A conservative estimate of permeability has been deduced as follows:-

- Profile analysis in accordance with AS/NZS 1547:2012 and our laboratory determined swell potential shows the clay B-horizon soils to be **clay loams** with saturated hydraulic conductivities in the range of **0.5 to 1.5m/day**.
- I have adopted a conservative daily peak water balance seepage rate of **7.5mm** for treatment of effluent to Septic (Primary) standard with disposal via a trench network.



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APPENDIX B. 1_2 SOIL LOG			  22 DEMPSTER PLACE LENEVA VIC 3691 <a href="http://www.lcas.com.au">www.lcas.com.au</a>	
LOCATION: 261 OLD STANLEY ROAD BEECHWORTH VIC 3747 PROPOSED DWELLING				
Client: <span style="background-color: black; color: black;">XXXXXXXXXX</span>				
DATE: 23/10/2024				
Depth (cm)	Graphic Log	Soil Description		
5		Dark brown clay loam		
10				
15				
20				Dark orange clay loam
25				
30				
35				
40				
45				
50				
55				
60				
65				
70				
75				
80				
85				
90				
95				
100				
105				
110				
115				
120				
125				
130				
135				
140		Red clay loam		

- Nearby road cuttings / dam wall / creek wall provided detail of required 2m depth profile.



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### APPENDIX B. 2\_2 LABORATORY RESULTS

#### LAND SOIL UNIT A

LOCATION: 261 OLD STANLEY ROAD BEECHWORTH  
VIC 3747

PROPOSED DWELLING

DATE: 23/10/2024

Client: [REDACTED]



22 DEMSTER PLACE

LENEVA VIC 3691

[www.lcas.com.au](http://www.lcas.com.au)

DEPTH (cm)	0 - 15	15 - 32	32 - 130	130 - 150
HORIZON	A1	A2	B1	B2
DESCRIPTION	Dark brown clay loam	Dark orange clay loam	Orange / red clay loam	Red clay loam
FREE SWELL (%) [1.]	5%	20%	25%	25-30%
pH [2.]	5.2pH	4.9pH	5.2pH	5.3pH
ELECTRICAL CONDUCTIVITY 1:5 [3.]	34	35	29	24
EC <sub>EC</sub>	0.51dS/m	0.525dS/m	0.435dS/m	0.36dS/m
SALINITY RATING	MEDIUM	MEDIUM	LOW TO MEDIUM	LOW
DISPERSION INDEX	0	0	0	0
DID IT SLAKE?	NO	YES	YES	YES
EMERSON'S CLASS [4.]	CLASS 7	CLASS 3 - 6 {3,3}	CLASS 3 - 6 {3,3}	CLASS 3 - 6 {3,3}
AS/NZS 1547 CLASSIFICATION	CLAY LOAM	CLAY LOAM	CLAY LOAM	CLAY LOAM
AS/NZS 1547 SOIL CATEGORY	4a	4a	4a	4a
HYDRAULIC CONDUCTIVITY (m/day) [5.]	0.5 - 1.5	0.0075 [6.]	0.5 - 1.5	0.5 - 1.5

[1.] After Holtz (measures swell potential of fraction passing 450-micron sieve)

[2.] pH/EC were derived by using the HANNA HI 991300 pH/EC/TDS meter & HI 1288 probe

[3.] Electrical Conductivity was determined for the using a 1:5 soil/water extract and converted to EC (saturation extract).

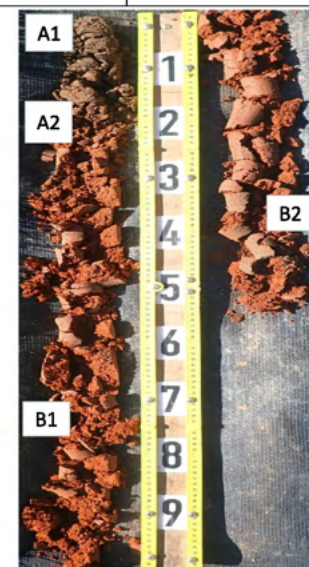
[4.] After renovation including gypsum application. Estimated by visual tactile methods, AS/NZS 1547 and data base

[5.] Refer to site test results Appendix A

[6.] Refer to site test results Appendix A

pH Guide		
	< 4.5	Extremely acid
	4.5 to 4.9	Very strongly acid
	5.0 to 5.5	Strongly acid
	5.6 to 6.0	Moderately acid
	6.1 to 6.9	Slightly acid
	7	Neutral
	7.1 to 7.9	Slightly alkaline
	8.0 to 8.5	Moderately alkaline
	8.6 to 9.0	Strongly alkaline
	9.1 to 9.5	Very strongly alkaline
	> 9.5	Extremely alkaline

Understanding the Dispersion Index	
0 - 1	Very stable soil. No action needs to be taken.
2 - 8	Soils could be compacted and could be dispersed if cultivated wet.
9 - 14	Possible need for gypsum
15 - 16	Soil is strongly dispersive. Gypsum needs to be applied





## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

LCAS\_24110\_REV 0

### APPENDIX C 1\_2 - RAINFALL DATA & EVAPORATION DATA



#### REDISTRIBUTION OF RAINFALL

Rainfall to be redistributed (9th decile) = **1283** mm/yr  
 Minimum mean rainfall = **50.6** mm  
 9th decile (annual) - mean rainfall (annual) = **323.9** mm

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Mean rainfall (mm)	52	51	61	66	91	109	109	106	91	89	70	63	958.6
Deviation from minimum mean (mm)	1	0	11	16	41	59	59	56	40	39	19	12	351
Redistributed rainfall (mm) (1)	<b>53</b>	<b>51</b>	<b>71</b>	<b>81</b>	<b>129</b>	<b>163</b>	<b>164</b>	<b>157</b>	<b>127</b>	<b>125</b>	<b>87</b>	<b>74</b>	<b>1283</b>

1. The distribution is adjusted in proportion to the deviation of means from the minimum mean.

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	51.9	50.6	61.4	66.2	91.4	109.2	109.4	106.2	90.6	89.2	69.7	62.8	962.2
Lowest	0	0	0.3	0	0	16	16.9	5.1	8.6	1.5	0.3	0.5	413.2
5th %ile	5.4	1.6	3.3	10.1	16.8	34.8	38.1	33.6	28.8	17.6	9.3	6.4	578.1
10th %ile	9	4.4	8.1	14.6	24.5	43.4	43	38.5	37.7	26.5	16.6	13.8	681.9
Median	36	38.6	49.5	51.2	75.4	101	100.7	99.8	86	85.8	62.7	52.5	965.4
90th %ile	114.3	100.6	135.4	143.1	181.1	176.3	184.6	173.2	151.9	160.2	135.8	120.4	1282.5
95th %ile	138.9	165.8	157.6	173.3	204.3	200.2	217.2	187	172.4	185.8	160.1	167	1415.7
Highest	243.4	284.6	249.4	265.3	294.1	297.5	295.4	244.8	229.2	263.4	221.2	212	1828.3

#### EVAPORATION DATA

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean daily evaporation (mm)	7.7	6.7	5	2.8	1.5	1	0.9	1.4	2.2	3.4	5	6.9	3.7
Mean monthly evaporation (mm)	<b>238.7</b>	<b>187.6</b>	<b>155</b>	<b>84</b>	46.5	30	27.9	43.4	66	<b>105.4</b>	<b>150</b>	<b>213.9</b>	1348.4



Months in which the monthly mean evaporation exceeds monthly rainfall totals  
 Months in which the monthly mean rainfall exceeds monthly evaporation totals

Station: BEECHWORTH COMPOSITE

Station Number: 82001

Latitude: 36.37° S

Longitude: 146.71° E

Elevation: 580m

Commenced: 1858

Operational Status: Open

Station: RUTHERGLEN RESEARCH

Station Number: 82039

Latitude: 36.10° S

Longitude: 146.51° E

Elevation: 175m

Commenced: 1913

Operational Status: Open

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## APPENDIX C 2\_2 - WATER BALANCE

LCAS\_24110\_REV 0

### TREATMENT TO SEPTIC (PRIMARY) STANDARD

TRENCH LENGTH (absorption-transpiration assisted trench system): With storage depth less than 250mm.

RAINFALL STATION: BEECHWORTH COMPOSITE

EVAPORATION STATION: RUTHERGLEN RESEARCH

LOCATION: 261 OLD STANLEY ROAD BEECHWORTH VIC 3747

PROPOSED DWELLING

DATE: 23/10/2024

Client: [REDACTED]



ITEM	UNIT	#	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEAR
Evaporation (mean)	mm	A	239	188	155	84	47	30	28	43	66	105	150	214	1348
Rainfall (90th decile)	mm	B1	53	51	71	81	129	163	164	157	127	125	87	74	1283
Effective rainfall	mm	B2	40	38	54	60	97	122	123	118	96	94	65	56	962
Peak Seepage Loss1	mm	B3	233	210	233	225	233	225	233	233	225	233	225	233	2738
Evapotranspiration(IXA)	mm	C1	95	75	62	34	19	12	11	17	26	42	60	86	539
Waste Loading(C1+B3-B2)	mm	C2	288	247	241	198	154	115	121	132	156	181	220	263	2315
Net evaporation from lagoons (10(0.8A-B1xlagoon area(ha)))	L	D	0	0	0	0	0	0	0	0	0	0	0	0	0
Volume of Wastewater	L	E	23250	21000	23250	22500	23250	22500	23250	23250	22500	23250	22500	23250	273750
Total Irrigation Water(E-D)/G	mm	F	144	130	144	139	144	139	144	144	139	144	139	144	1690
Wetted Area(E/C2)	m²	G	81	85	96	114	151	196	192	176	144	128	102	89	162
Storage	mm	H	-145	-117	-97	-59	-11	24	23	12	-17	-38	-81	-119	
Increase in depth of stored effluent(H/0.3)	mm	K	-482	-392	-325	-198	-36	81	75	39	-56	-125	-269	-397	
Depth of effluent for month	mm	L	0	0	0	0	0	81	75	39	0	0	0	0	
Increase in depth of effluent	mm	M	-482	-392	-325	-198	-36	162	150	78	-56	-125	-269	-397	
Computed depth of effluent	mm	N	0	0	0	0	0	243	226	117	0	0	0	0	
Actual seepage loss:	mm	SL	-49	-42	-35	-26	8	36	34	29	9	5	-21	-33	121
Direct Crop Coefficient		I	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	Shade:

1. Seepage loss (peak) equals deep seepage plus lateral flow: 7.5mm / day (<measured Ksat of similar soils from data base)

Rainfall retention:	75%	J	CROP FACTOR												
Lagoon Area:	0 ha	O	0.7	0.7	0.7	0.6	0.5	0.45	0.4	0.45	0.55	0.65	0.7	0.7	Pasture:
Wastewater(daily):	750 L	P	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	Shade:
DLR (AS/NZS 1547:2012)	7.5 mm	Y	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	Fescue:
Wetted Area:	162 m²	Z	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	Buffalo:
Length (0.6m wide) trench:	147 m	NE													
Average daily seepage loss:	0.3 mm	X													

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## LCAS\_24110\_261 OLD STANLEY ROAD BEECHWORTH VIC 3747 PROPOSED FOUR BEDROOM DWELLING

### APPENDIX D. 1 of 3 LAND CAPABILITY ASSESSMENT TABLE

LAND FEATURE	LAND CAPABILITY RISK RATING				AMELIORATIVE MEASURES & RISK REDUCTION
	LOW	MEDIUM	HIGH	LIMITING	
Available land for LAA					
Treatment to Septic Standard with Trenches and beds	Exceeds LAA and duplicate LAA requirements	Meets LAA and duplicate LAA requirements	Meets LAA and partial duplicate LAA requirements	Insufficient LAA area	Non-limiting for treatment to septic standard:- Can meet LAA and duplicate of LAA requirements
Treatment to 20/30 Standard	Exceeds LAA and duplicate of LAA requirements	Meets LAA and duplicate of LAA requirements	Meets LAA and partial duplicate of LAA requirements	Insufficient LAA area	Non-limiting for treatment to 20/30 standard:- Meets LAA and duplicate of LAA requirements
Treatment to ≤10/10/10 Standard with subsurface irrigation	Exceeds LAA and duplicate of LAA requirements	Meets LAA and duplicate of LAA requirements	Meets LAA and partial duplicate of LAA requirements	Insufficient LAA area	Non-limiting for treatment to ≤10/10/10:- Meets LAA and duplicate of LAA requirements
Aspect	North, north-east and north-west	East, west, south-east, south-west	South	South, full shade	North easterly aspect - design by water balance
Exposure	Full sun and/or high wind or minimal shading	Dappled light (partial shade)	Limited light, little wind to heavily shaded all day	Perpetual shade	Full sun and/or high wind or minimal shading - design by water balance.
Slope form	Convex or divergent side slopes	Straight sided slopes	Concave or convergent side slopes	Locally depressed	Well drained, however finished LAA surface requires smoothing and redistribution of topsoil & cutoff drains placed upslope of effluent field.
Slope gradient:					
Trenches and beds	<6%	6% to 15%	15% to 20%	>20%	3-4 degrees (6%): Low risk for trenches
Subsurface irrigation	<10%	10% to 20%	20% to 30%	>30%	3-4 degrees (6%): Low risk for subsurface irrigation
Site drainage:	No visible signs or likelihood of dampness	Some signs or likelihood of dampness	Moisture-loving plants & water ponding on surface	Cut-off drain not possible	Cut-off drain required upslope of effluent field.
Runoff/run-on:	Low likelihood of stormwater run-on		High likelihood of inundation by stormwater run-on	Cut-off drain not possible	Cut-off drain required upslope of effluent field.
Landslip [1]	Nil	Moderate	High	Existing	All slopes stabilised by vegetation.
Erosion potential	Low	Moderate	High	Severe	Low grades but all runoff to be dispersed without concentrating flows.
Rock outcrops (% of surface)	<10%	10% to 20%	>20%	Severe	Some visible rock outcrops - good soil profile.
Flood/inundation					
Treatment to Septic Standard with Trenches and beds	Never			Falls within Land Subject to Inundation Overlay	Non limiting for treatment to septic standard with trenches: LAA can be placed out of LSI/O
Treatment to 20/30 Standard with subsurface irrigation	Never		Falls within Land Subject to Inundation Overlay	>5% AEP	LAA is placed well above localised flood level.
Treatment to ≤10/10/10 Standard with subsurface irrigation	Never		Falls within Land Subject to Inundation Overlay	>5% AEP	LAA is placed well above localised flood level.
Distance to surface waters (m)					
Treatment to Septic Standard with Trenches and beds	Buffer distance complies		Buffer distance does not comply	Reduce buffer distance not acceptable	LAA is a minimum of 150m to any waterway (the proposed disposal area placement <b>can</b> meet the required buffers - nominal to the contours)
Treatment to 20/30 Standard with subsurface irrigation	Buffer distance complies		Buffer distance does not comply	Reduce buffer distance not acceptable	LAA is a minimum of 150m to any waterway (the proposed disposal area placement <b>can</b> meet the required buffers - nominal to the contours)
Treatment to ≤10/10/10 Standard with subsurface irrigation	Buffer distance complies		Buffer distance does not comply	Reduce buffer distance not acceptable	LAA is a minimum of 150m to any waterway (the proposed disposal area placement <b>can</b> meet the required buffers - nominal to the contours)
Distance to groundwater bores (m)	No bores on site or within a significant distance	Buffer distances comply	Buffer distances do not comply	No suitable treatment method	LAA is a minimum 200m to any ground water bore.
Vegetation	Plentiful/healthy vegetation	Moderate vegetation	Sparse or no vegetation	Propagation not possible	Dense grasses suitable for LAA..
Depth to water table (potentiometric) (m)	>2	2 to 1.5	<1.5	Surface	Water table deeper than 3m.
Depth to water table (seasonal perched)(m)	>1.5	<0.5	0.5 to 1.5	Surface	Perching possible (Install cut-off drain)
Rainfall [2] (mean annual rainfall) (mm)					
Treatment to Septic Standard with Trenches and beds	<550	550-850	850-1150	>1150	962.2mm - High risk for treatment to Septic standard with disposal via a trench network - Design by water balance.
Treatment to 20/30 Standard with subsurface irrigation	<750	750-1200	1200-1500	>1500	962.2mm - Non-limiting for treatment to 20/30 Standard - Design by water balance.
Treatment to ≤10/10/10 Standard with subsurface irrigation	<750	750-1200	1200-1500	>1500	962.2mm - Non-limiting for treatment to ≤10/10/10 Standard - Design by water balance.
Pan evaporation (mean) (mm)	>1400	1400 to 1100	1100 to 800	<800	1348.4mm - Design by water balance.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### LCAS\_24110\_261 OLD STANLEY ROAD BEECHWORTH VIC 3747 PROPOSED FOUR BEDROOM DWELLING

#### APPENDIX D. 2 of 3

SOIL PROFILE CHARACTERISTICS	LAND CAPABILITY RISK RATING				AMELIORATIVE MEASURES & RISK REDUCTION
	LOW	MEDIUM	HIGH	LIMITING	
Structure, (pedality)	High or moderately structured	Weakly structured	Structureless, massive or hardpan		Improve structure by gypsum application
Fill materials	Nil or mapped good quality topsoil	Mapped variable depth and quality materials	Variable quality and/or uncontrolled filling	Uncontrolled poor quality/unsuitable filling	Any existing fill to be removed during regrading.
Thickness: (m)					
Trenches and beds	>1.4		<1.4	<1	1.4m thick profile: Non-limiting, low for trenches and beds
Subsurface irrigation	1.5+	1.0 to 1.5	0.75 to 1.0	<0.75	1.4m thick profile: Non-limiting for irrigation
Permeability [3] (limiting horizon) (m/day)	0.15-0.3	0.03-0.15	0.01-0.03	>3.0	Design by water balance
		0.3-0.6	0.6-3.0	<0.03	
Permeability [4] (buffer evaluation) (m/day)	2b 3a 3b 4a	4b 4c 5a	1 2a 5b 5c 6		Design by water balance
Stoniness (%)	<10	10 to 20	>20		Unremarkable
Emerson number	7, 8	3, 4, 5, 6	1, 2		Soils do not disperse. Apply gypsum (at least 0.2-0.5kg/m <sup>2</sup> ) to maintain stable peds under saline irrigation.
Dispersion Index	0	1 to 8	9 to 14	15 to 16	Soils do not disperse. Apply gypsum (at least 0.2-0.5kg/m <sup>2</sup> ) to maintain stable peds under saline irrigation.
Reaction trend (pH) favoured range for plants	5.5 - 8 is the optimum range for a wide range of plants; 4.5 - 5.5 suitable for many acid-loving plants		<4.5 & >8		Improve pH by gypsum application
E.C. (dS/m)	<0.8	0.8 to 2	>2	>2.0	Non-restrictive.
Sodicity (ESP) (%)	<6	6 to 8	>8	>14	Non-sodic (Inf. from Em, DI, FS, pH & EC) – Apply gypsum (at least 0.2-0.5kg/m <sup>2</sup> ) to maintain stable peds under saline irrigation.
Free swell (%)	<30	30-80	80-120	>120	Low swelling clays

[1] Landslip assessment based on proposed hydraulic loading, slope, profile characteristics and past and present land use.

[2] 90th decile annual rainfall totals used in water balance analyses.

[3] Saturated hydraulic conductivity estimated from in-situ testing & data base.

[4] Saturated hydraulic conductivity estimated from AS/NZS1547:2012.

#### NOTES

1. Estimated, tested or measured values lie within the ranges highlighted/coloured.
2. This Appendix is applicable to disposal of effluent to Septic Standard disposed via a trench network..
3. There are no limiting factors for effluent treated to Septic Standard disposed via a trench network.
4. There are no limiting risk factors for waste treated to 20/30 Standard disposed via subsurface irrigation.
5. Possible perched groundwater can be managed by installation of cut-off drains.
6. Evaluation of buffer distances via Darcy's Law shows EPA default buffer distances to be adequate.
7. Hence, in terms of the definitions provided in Onsite Domestic Wastewater Management, E.P.A. Publication 746.1, March, 2003, (pages 14 and 15), the design, engineering and management inputs required for sustainable on-site effluent disposal are rational and easily achieved without significant impost on the landowner.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## LCAS\_24110\_261 OLD STANLEY ROAD BEECHWORTH VIC 3747 PROPOSED FOUR BEDROOM DWELLING

### APPENDIX D. 3 of 3

### PART 2 - MAJOR FACTORS INFLUENCING THE LIKELIHOOD OF CONSEQUENTIAL IMPACTS OF ON-SITE WASTEWATER MANAGEMENT SYSTEM[a]

LAND FEATURE	LAND CAPABILITY RISK RATING				REMARKS
	LOW	MEDIUM	HIGH	RISK RATING	
Distance to reservoir (km)	>15km	2 to 15km	<2km	3	1.6km plus to Lake Kerferd full supply level - nominal to the contours
Soil type rating (from Part 1)	1	2	3	2	Emerson number
Distance to river (m)	>80	40 to 80	<40	1	N/A
Distance to stream (m)	>80	40 to 80	<40	1	150m to unnamed tributaries
Distance to drain (m)	>40	10 to 40	<10	1	N/A
Lot size (ha)	>10	2 to 10	0.2-2	2	6.9689ha part (approximately)
Density (houses/km <sup>2</sup> )	<20	20-40	>40	2	Approximately 35 possible allotments in adjacent km <sup>2</sup> .
LCA rating (from Part 1)	1 (LOW)	2 (MEDIUM)	3 (HIGH)	3	Rainfall
System fail rate (%)	<5	5 to 10	>10	3	Assumed conservative value

### PART 3 - CALCULATED COMBINED RISK NUMBER

As part of the development of the Mansfield Shire WWMP Pilot Study, Dr Robert Edis identified major factors which influence the level of risk posed by an on-site system. These factors have a differing level of importance, or weighting, when considered relative to other factors and that the interaction between factors must also be considered.

The individual factors can be rated as low risk (Rn<2.5) which reflects the range in which there is no expected consequential impact on water quality, medium risk (Rn2.5-5) which reflects the range in which the factor may influence the risk to water quality, though as a minor component of the overall risk, and high risk (Rn>5) which represents a significant influence on the risk to water quality.

The Edis risk algorithm weights the major factors appropriately in the context of protecting the integrity of the potable water supply, as shown below:

$$R_n = ((R_{Res} + R_{Soil}) \times (R_{Riv} + R_{Str} + R_{Drain} + R_{Lot}) + (2 \times R_{LCA}) + (3 \times R_{Fall} \times R_{Dens}))/10$$

where

R<sub>n</sub> = Combined Risk Number,

R<sub>Dres</sub> = Distance to reservoir risk rating

R<sub>Soil</sub> = Soil (or Land-Soil) risk rating

R<sub>Driv</sub> = Distance to river risk rating

R<sub>Dstr</sub> = Distance to stream risk rating

R<sub>Drain</sub> = Distance to drain risk rating

R<sub>Lot</sub> = Lot size risk rating

R<sub>LCA</sub> = Land capability assessment risk rating (from Part 1)

R<sub>Fall</sub> = System fail rate risk rating

R<sub>Dens</sub> = Density of development risk rating

The combined risk number for this site is **4.9 (Medium Risk)**.

The results of the land capability assessment and risk analysis indicate that treatment to Septic (Primary) standard with disposal via a trench network is appropriate for this site.

The risk can be reduced to negligible levels if effluent is treated to at least Septic (Primary) Standard, as described in the Land Capability Assessment at 261 Old Stanley Road, Beechworth VIC 3747 for the proposed dwelling LCAS\_24110\_Rev 0 report.

[\[a\] Source: Approaches for Risk Analysis of Development with On-site Wastewater Disposal in Open, Potable Water Catchments \(Dr Robert Edis April 2014\)](#)



LCAS\_24110\_REV 0\_APPENDIX E

**BWARE OF UNDERGROUND SERVICES.** THE LOCATIONS, TYPE AND DEPTH OF UNDERGROUND SERVICES SHOWN ARE APPROXIMATE ONLY AND ARE BASED ON AUTHORITY RECORDS. THE EXACT POSITION OF THESE SERVICES IS TO BE PROVEN ON SITE AND SITE LOCATIONS OBTAINED FROM THE RELEVANT AUTHORITIES BEFORE COMMENCEMENT OF ANY WORKS. NO GUARANTEE IS GIVEN THAT ALL EXISTING UNDERGROUND SERVICES ARE SHOWN

AREA WHERE EFFLUENT DISPOSAL AREA CAN BE PLACED MEETING ALL REQUIRED SETBACK DISTANCES SET WITHIN EPA VICTORIA PUBLICATION GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024

**LOT 2 LP149707**  
6.9689ha (Part)

100m (min) to any waterway

6m (min) to building edge and or title boundary

5100m<sup>2</sup> (LAA)

6m (min) to building edge and or title boundary

**REQUIRED SETBACK / BUFFERS**

- \* 100m (min) to any waterway
- \* 60m (min) to any surface waters – stock dam
- \* 6m (min) to building edge and or title boundary

0 25 50 75 100 125 150 175 200 225 250(m)

SCALE: 1:2500 @A4

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CLIENT			
[Redacted Client Information]			
<b>TITLE:</b> <b>LAND CAPABILITY ASSESSMENT</b> <b>PROPOSED DWELLING</b> <b>261 OLD STANLEY ROAD</b> <b>BEECHWORTH VIC 3747</b>			
DESIGN: N. VAN DER GEEST		DRAWN: N. VAN DER GEEST	
CHECKED: NWV		DRAWING NO.	
SHEET: 1 OF 3		24110-E01	
PROJECT REFERENCE: 24110		REVISION	
		A	












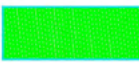
22 DEMPSTER PLACE LENEVA VIC 3691  
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LCAS\_24110\_REV 0\_APPENDIX E

LEGEND

EXISTING	PROPOSED
 DIRECTION OF RUNOFF	 6m REQUIRED SETBACK (in metres)
 APPROX. BOUNDARY	 DISPOSAL AREA {TRENCH NETWORK} INCLUDING RESERVE
 CONTOUR (1m INTERVALS)	 REQUIRED TRENCH WITH DISTRIBUTION BOX
 WATERWAY	 PROPOSED RESERVE TRENCH
 INTERMITTENT WATERWAY &/OR DRAINAGE LINE	
 DEEP SOIL PROFILE AUGUR LOCATION	
 LOCATION OF PERCOLATION TESTS	 NOMINAL DWELLING & SHED FOOTPRINT

ALL SERVICES AND BOUNDARIES ARE APPROXIMATE ONLY. REFER TO PLAN OF SUBDIVISION.

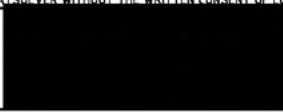

### NOTES ON SETBACK DISTANCES

FOR REQUIRED SETBACK DISTANCES, REFER TO WITHIN EPA VICTORIA PUBLICATION GUIDELINE FOR ONSITE WASTEWATER MANAGEMENT MAY 2024, UNLESS OTHERWISE STATED IN THE RELEVANT EPA PUBLICATION (OR IN THE ACCOMPANYING REPORT), THE PROPOSED EFFLUENT DISPOSAL AREA MUST BE PLACED WITHIN THE AREA SHOWN ON THE DETAILED PLAN

### GENERAL NOTES

- DETAILED BOUNDARY SURVEY NOT UNDERTAKEN. FENCE LINE ASSUMED IN CORRECT POSITION ALONG TITLE BOUNDARY.
- PROPOSED EFFLUENT AREA HAS BEEN ASSESSED AS ALL WITHIN ONE LAND SOIL UNIT, UNLESS OTHERWISE NOTED.
- TO MAINTAIN WATER-STABLE PEDS (UNDER IRRIGATION WITH SALINE EFFLUENT) SOIL RENOVATION IS REQUIRED. DEEP RIPPING OF THE DISPOSAL AREA ALONG WITH GYPSUM APPLICATION IS DESIRABLE 6 TO 12 MONTHS PRIOR TO INSTALLATION. GYPSUM SHALL BE BROADCAST OVER THE RIPPED/WORKED EFFLUENT AREA AT THE RATE OF  $0.2-0.5\text{kg/m}^2$ . THE GROUND SURFACE IS TO BE SMOOTHED BY REDISTRIBUTION OF TOPSOIL.
- AS A MINIMUM, AT THE TIME OF INSTALLATION GYPSUM SHOULD BE BROADCAST TO THE TRENCH BOTTOM AREA AND OR LLA AT A RATE OF  $0.2-0.5\text{kg/m}^2$  AND CAN BE REAPPLIED FROM TIME-TO-TIME (GENERALLY EVERY 3 YEARS AT THE RATE OF  $0.2-0.5\text{kg/m}^2$ ).
- THE REQUIRED LLA DIMENSIONS MAY BE MODIFIED TO CLIENT'S NEEDS PROVIDED THE TOTAL AREA IS ADHERED TO. LLA IS SUBJECTED TO FOOTPRINT & LOCATION OF PROPOSED DWELLING/DEVELOPMENT. BUILDING BUFFERS; 12m UP-SLOPE & 6m DOWN-SLOPE FOR PRIMARY (SEPTIC) STANDARD AND 6m UP-SLOPE & 3m DOWN-SLOPE FOR SECONDARY (20/30) STANDARD.
- FOR A TRENCH NETWORK, IS TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH AS/NZS 1547:2012 FIGURE L1 CONVENTIONAL PIPED TRENCH, FIGURE L2 SELF-SUPPORTING ARCH TRENCH WITH A DISTRIBUTION BOX TO EVENLY DOSE ALL TRENCHES AS IN FIGURE M3 SHALLOW SUBSURFACE LPED IRRIGATION - EXAMPLE SYSTEM.

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				TITLE: <b>LAND CAPABILITY ASSESSMENT PROPOSED DWELLING 261 OLD STANLEY ROAD BEECHWORTH VIC 3747</b>	
A PRELIMINARY DESIGN		23/10/24	NWV	DESIGN: N. VAN DER GEEST DRAWN: N. VAN DER GEEST	
REV.	AMENDMENTS	DATE	INIT.	A4	
PRINTED : 23/10/2024 BY: NEIL VAN DER GEEST					
PROJECT REFERENCE: 24110					
 22 DEMPSTER PLACE LENEVA VIC 3691 WWW.LCAS.COM.AU				DRAWING NO. 24110 - E03 SHEET: 3 OF 3	
				REVISION A	



GENERAL NOTES

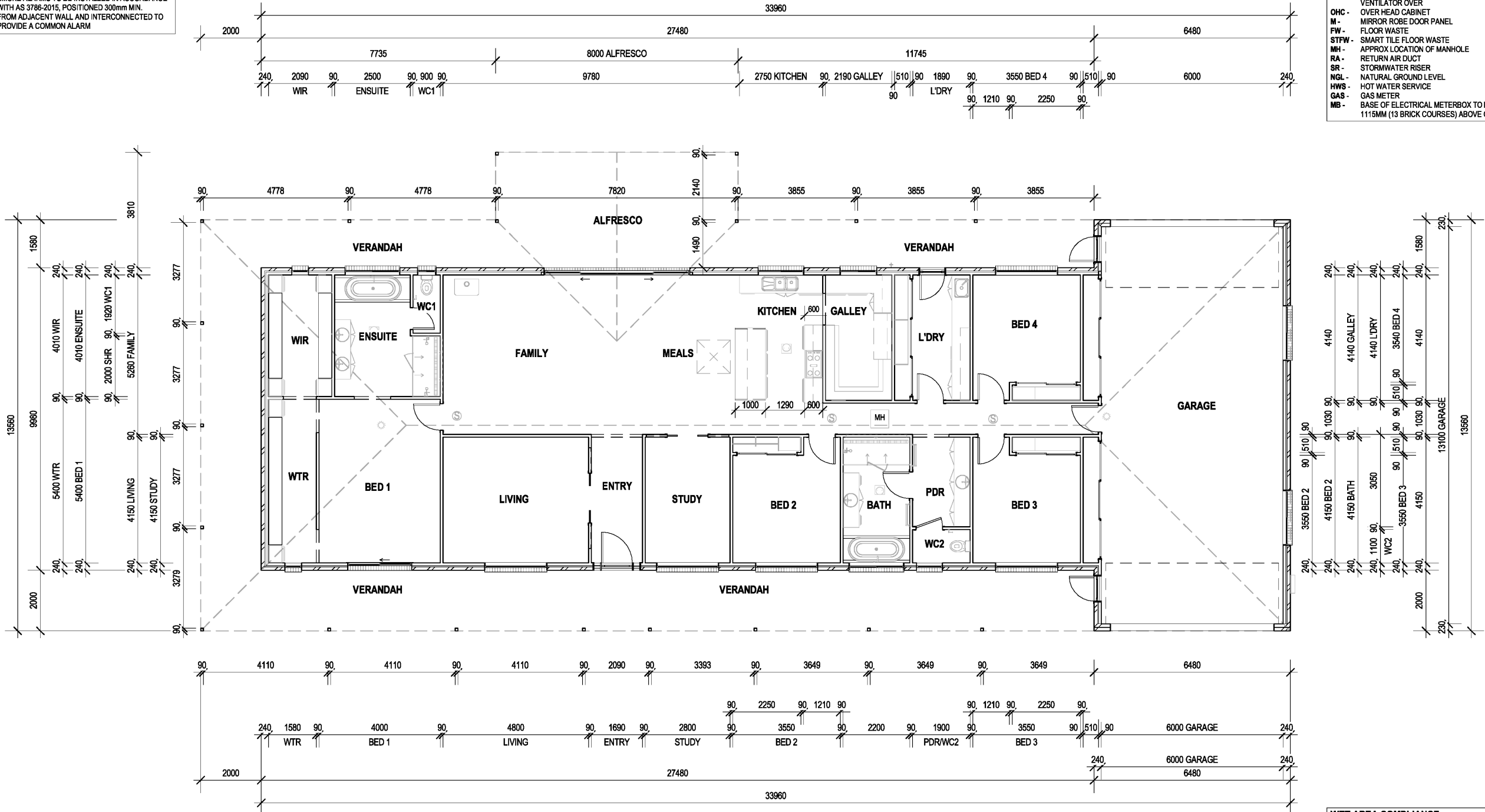
- MANHOLE LOCATION IS APPROXIMATE ONLY. EXACT POSITION WILL DEPEND ON TRUSS LAYOUT.
- TILED SHOWER BASES, SLAB TO BE SETDOWN 45mm TO ENGINEER'S DETAIL.
- ALL ADJOINING EXPOSED TIMBER BEAMS ARE TO BE OF THE SAME WITH & DEPTH.
- WHERE POSSIBLE, ALL DOOR STUDS TO BE 120mm MIN. FROM CORNER JUNCTIONS.
- STEEL POSTS TO BE INSTALLED IN ISOLATED PIERS.
- SMOKE ALARMS TO BE INSTALLED IN ACCORDANCE WITH AS 3786-2015, POSITIONED 300mm MIN. FROM ADJACENT WALL AND INTERCONNECTED TO PROVIDE A COMMON ALARM.

EXHAUST FAN VENTILATION

- ALL EXHAUST FANS LOCATED WITHIN THE RESIDENCE ARE TO DISCHARGE AIR DIRECTLY TO OUTSIDE OF BUILDING BY WAY OF DUCTS.

LEGEND

- DP - 100 x 50mm COLORBOND DOWN PIPE
- DP - ROUND PVC DOWN PIPE (delete N/A note)
- DPT - CHARGED PVC DOWN PIPE TO TANK
- P - 90 X 90mm STEEL POST
- P1 - 125 X 125mm STEEL POST (delete N/A note)
- BOV - BEAM OVER
- BBH - BRICK BULKHEAD OVER
- EVAP - APPROX LOCATION OF EVAPORATIVE COOLER OVER
- RRV - APPROX LOCATION OF ROTARY ROOF VENTILATOR OVER
- OHC - OVER HEAD CABINET
- M - MIRROR ROBE DOOR PANEL
- FW - FLOOR WASTE
- STFW - SMART TILE FLOOR WASTE
- MH - APPROX LOCATION OF MANHOLE
- RA - RETURN AIR DUCT
- SR - STORMWATER RISER
- NGL - NATURAL GROUND LEVEL
- HWS - HOT WATER SERVICE
- GAS - GAS METER
- MB - BASE OF ELECTRICAL METERBOX TO BE 1115MM (13 BRICK COURSES) ABOVE GFL.



NAME	AREA	SQUARES
RESIDENCE	271.38 m²	29.21
VERANDAH	94.30 m²	10.15
GARAGE	90.74 m²	9.77
ALFRESCO	30.48 m²	3.28
VERANDAH	18.56 m²	2
TOTAL	505.46 m²	54.41



PROPOSED NEW RESIDENCE

**PRELIMINARY  
ISSUE**

Drawing approved by: \_\_\_\_\_  
Client: \_\_\_\_\_ Date: \_\_\_\_\_  
Client: \_\_\_\_\_ Date: \_\_\_\_\_  
Builder: \_\_\_\_\_ Date: \_\_\_\_\_

WET AREA COMPLIANCE

- ALL WET AREAS TO COMPLY WITH AS 3740-2021

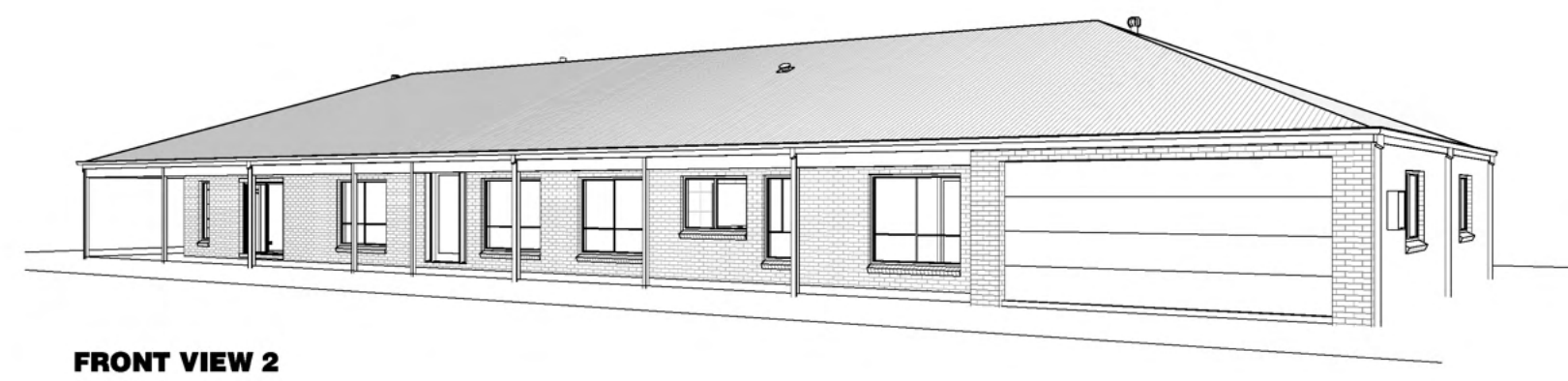
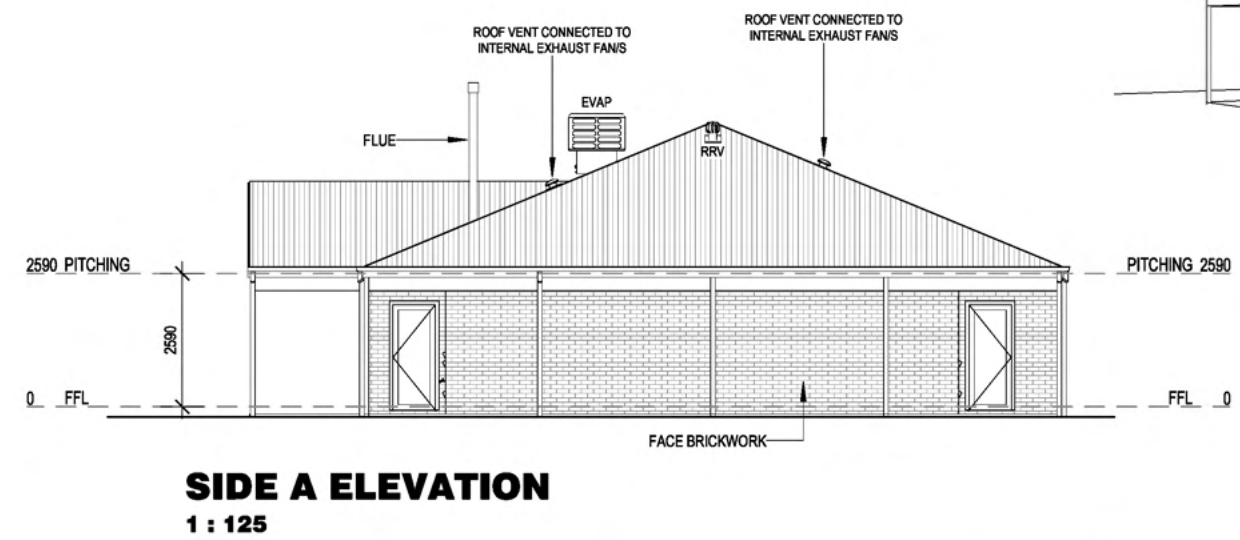
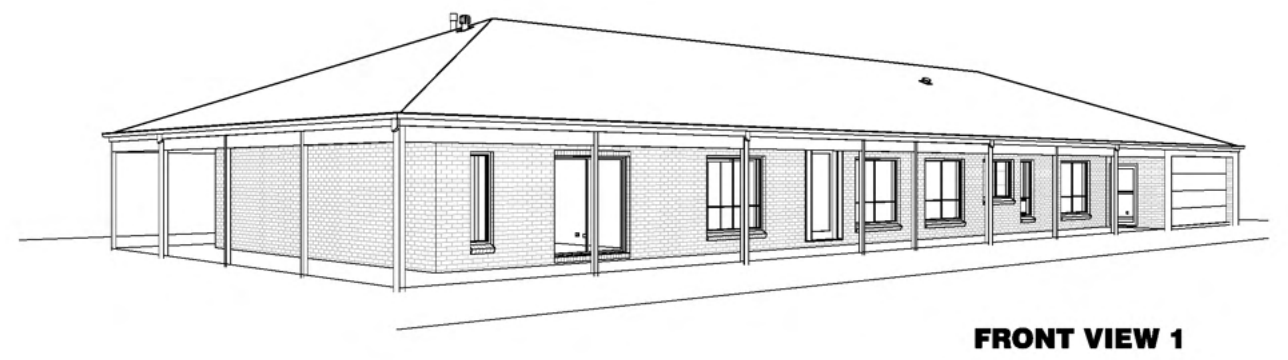
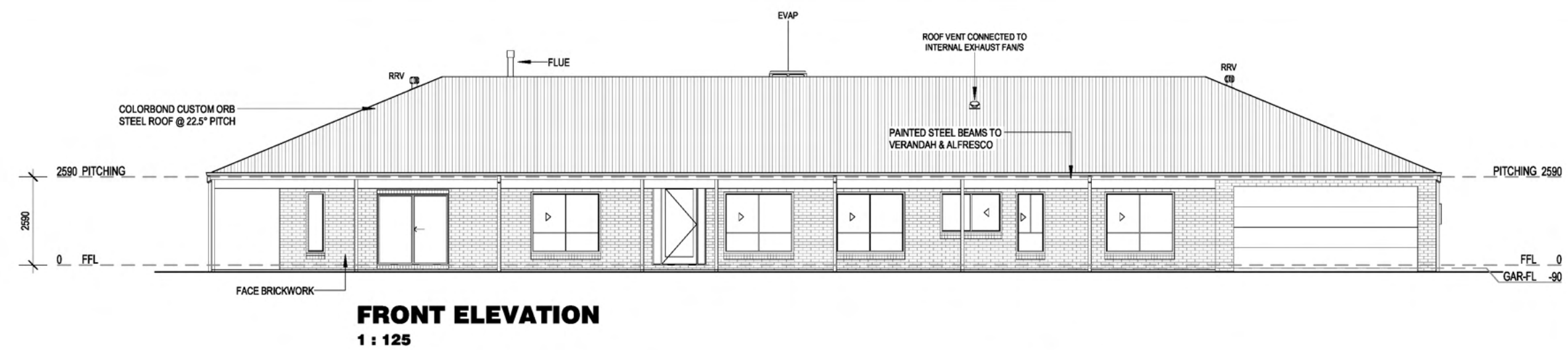
Drawing No.:SD 01

Revision No.PD2

Date: 22-08-24

Scale: 1 : 125

Sheet No.: 04



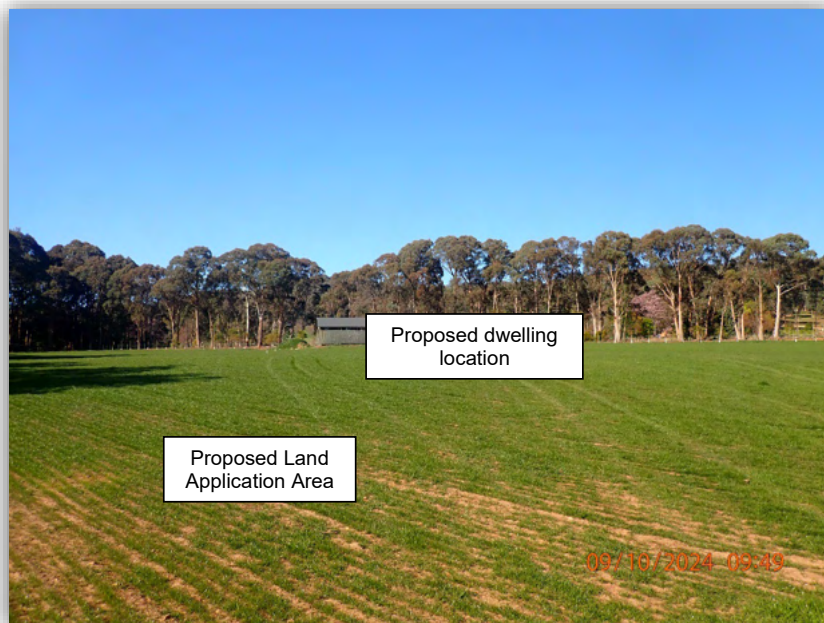
<b>PROPOSED NEW RESIDENCE</b> [REDACTED]	<b>PRELIMINARY ISSUE</b>	Drawing approved by:		Drawing No.:SD 01
		Client _____ Date _____	Client _____ Date _____	Revision No.PD2
		Builder _____ Date _____		Date: 22-08-24
				Scale: 1 : 125
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

LCAS\_CONSTANT HEAD PERMEAMETER TEST AND SOIL PROPERTIES\_24110\_REV 0

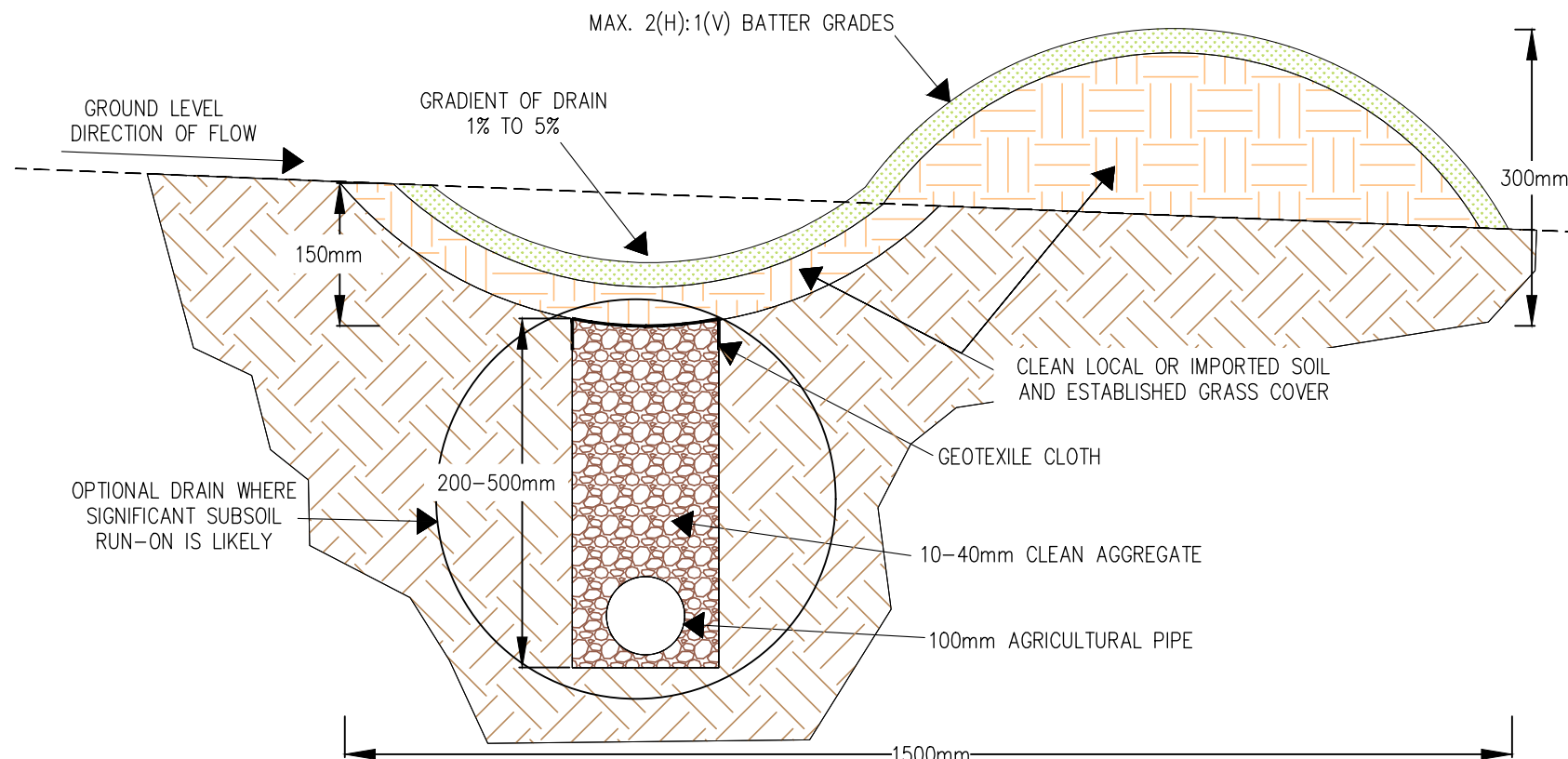
### Appendix F. Site Photos



LCAS\_24110\_261 OLD STANLEY ROAD, BEECHWORTH VIC 3747  
FOR THE PROPOSED DWELLING

32

# LCAS\_24110\_REV 0 APPENDIX G UPSLOPE DIVERSION DRAIN



## NOTES:

1. DRAIN TO BE DESIGNED, CONSTRUCTED AND MAINTAINED TO ENSURE THAT NO SURFACE AND PERCHED GROUNDWATER FLOWS ENTER THE IRRIGATION AREA.
  2. DRAIN TO BE LOCATED ON ALL UPSLOPE SIDES OF OF THE LAND APPLICATION AREA.
  3. MINIMUM SOCKET DEPTH 100MM INTO CLAY SUBSOIL.
  4. DRAIN CROSS-SECTIONAL AREA RELATED TO DESIGN FLOWS AS DETERMINED BY A SUITABLY QUALIFIED AND EXPERIENCED ENGINEER.
  5. OFF-SITE DRAIN OUTFALL TO LEGAL POINT OF DISCHARGE SUBJECT TO LOCAL AUTHORITY REQUIREMENTS.
  6. ON SITE DRAIN OUTFALL TO INCLUDE APPROPRIATE ENERGY DISSIPATION TO AVOID EROSION.
- THESE DRAWINGS ARE THE INTELLECTUAL PROPERTY OF LAND CAPABILITY ASSESSMENT SERVICES. NO PORTION OF THESE DRAWINGS MAY BE REPRODUCED BY ANY PROCESS WHATSOEVER WITHOUT THE WRITTEN CONSENT OF LCAS.



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## LCAS\_24110\_REV 0 APPENDIX H CONVENTIONAL PIPED TRENCH

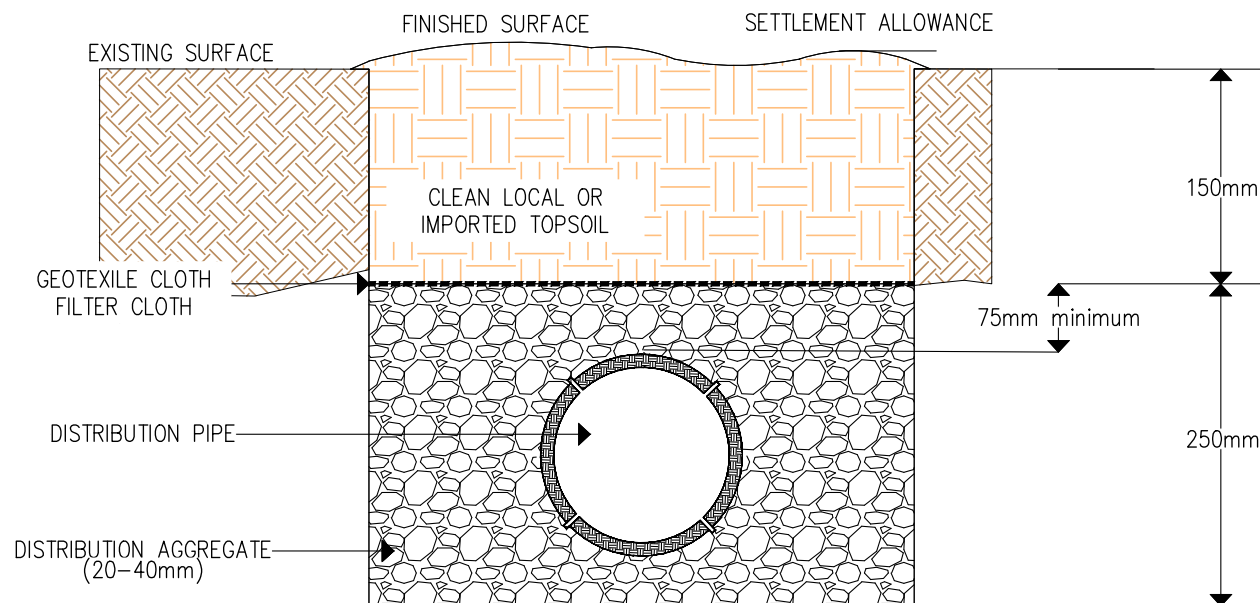


FIGURE 1 CONVENTIONAL PIPED TRENCH AS/NZS 1547:2012

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# LCAS\_24110\_REV 0 APPENDIX I SELF-SUPPORTING ARCH TRENCH

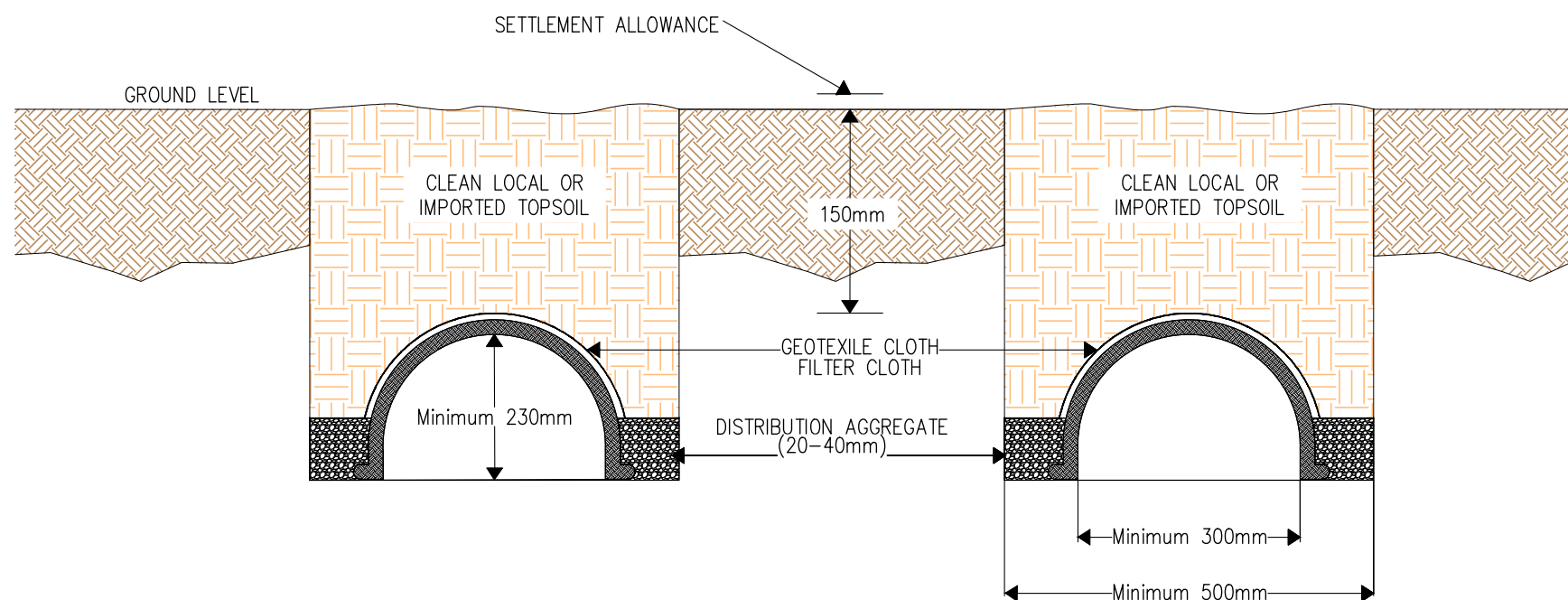


FIGURE L2 SELF-SUPPORTING ARCH TRENCH AS/NZS 1547:2012

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

LCAS\_CONSTANT HEAD PERMEAMETER TEST AND SOIL PROPERTIES\_24110\_REV 0

### Appendix J. LCAS General Disclaimer

The findings contained in this LCA result from methodologies used in accordance with normal practices and standards. The soil analysis is based on visual-tactile logging of the soil exposed at the test sites along with lab testing of the physical properties. To our knowledge, they represent a reasonable interpretation of the general condition of the site.

The conclusions and recommendations made are based upon data derived from examination of records in the public domain, interviews with officers of various Authorities and site conditions observed at the time of writing this report and are considered to comply with the relevant requirements at the time of publication.

LCAS has relied upon available information to form its recommendations and conclusions, however, time and impacts of future events may require further examination and data analysis and may change the conclusions in this report.

Under no circumstances, however, can it be considered that these findings represent the actual state of the site at all points. The testing may not locate any unnatural features (e.g. wells, mine subsidence, filled areas etc), effects of land use (e.g. contaminated land, waste disposal), or other features of the area (e.g. landslip, springs etc).

The information contained in this document has been produced by LCA Services solely for the use of the person or organisation for which it has been prepared. LCA Services undertakes no duty to or accepts any responsibility to any third party who may rely upon this document.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.8 PP20-0060 & PP22-0030 - GOORAMADDA ROAD, RUTHERGLEN

**James Turner - Manager Planning & Statutory Services**

**Planning and Corporate Services**

#### **For Decision**

##### **RECOMMENDATION**

1. That, in accordance with clause 43.04-4 of the *Indigo Planning Scheme*, Council approve Development Plan PP22-0030.
2. That, having considered the matters in section 60 of the *Planning and Environment Act 1987*, Council grant planning permit PP20-0060 for subdivision of the land into 5 lots in the Low Density Residential Zone and Environmental Significance Overlay, subject to the conditions attached as attachment A to this report.

#### EXECUTIVE SUMMARY

This application proposes to subdivide land on Gooramadda Road on the eastern edge of the existing Rutherglen township. The ultimate proposed subdivision is 12 lots, with a first stage of 4 lots.

To allow the subdivision, a planning permit is required, and a development plan is required prior to approving a planning permit. The current application seeks approval for both the development plan and the planning permit to allow this subdivision.

The proposed development involves creating 4 lots directly addressing Campbell Street as a first stage and a new court of Gooramadda Road to allow a further 8 lots at a later stage.

The site is subject to an Environmental Significance Overlay relating to drainage issues in the Black Dog Creek area. The proposed development has responded to these issues appropriately. The subdivision otherwise complies with the relevant sections for the Development Plan Overlay and Low Density Residential Zone.

The reason(s) for presenting this report to Council is the subdivision ultimately allows more than 10 lots and is of public interest.

After this matter was discussed by Councillors in a briefing, planning officers discussed the feedback from Councillors with the applicants. They have indicated they do not wish to make any changes, and that the matter should proceed to a decision. While the proposal is not ideal, the proposal meets the requirements of the planning scheme in its current form.

The development is an acceptable response to its planning context, and the development plan should be approved, along with the planning permit subject to conditions.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

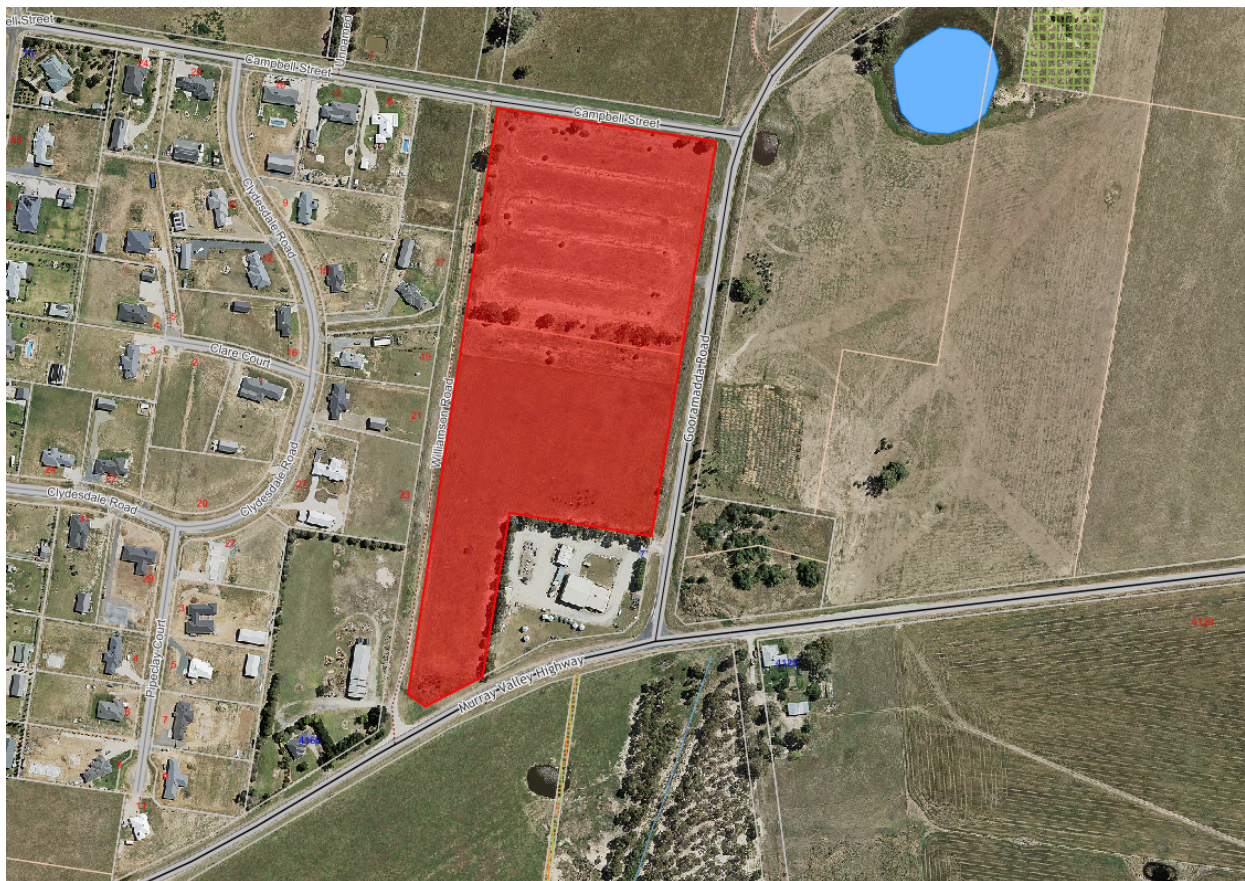
PROPERTY ADDRESS	Gooramadda Road, Rutherglen Lot 2, PS 416479 and Crown Allot. 25B Section 45 Parish of Carlyle
EXISTING USE OF LAND	Vacant
NUMBER OF OBJECTIONS	1
ZONING	Low Density Residential Zone
OVERLAY	Development Plan Overlay – Schedule 3 Environmental Significance Overlay – Schedule 3
RELEVANT CLAUSES	52.29-2 Land adjacent to the principal road network.
STATUTORY DAYS	
DATE APPLICANT NOTIFIED OF COUNCIL MEETING	17/4/2025

### BACKGROUND

#### **Site and surrounds**

The subject site is comprised of two lots on the eastern fringes of Rutherglen.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



*Figure 1 - Subject site*

The subject site is vacant, having been used recently for grazing and other low intensity agricultural activities. The site shows evidence of this, with old irrigation infrastructure and fencing visible.

On the southern boundary, between the two lots, a row of trees has been retained. The remainder of the northern site include some scattered trees. The southern lot contains no vegetation.

Access to the lots is provided by gravel two crossovers and gates.

The site is bounded on the east by Clydesdale Road, a single lane road with no shoulders. Notably, this road contains a large swale drain on the western side, and there is some anecdotal evidence of this area being subject to flooding.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



*Figure 2 - Gooramadda Road*

The site is bounded on the north by Campbell Street, a single lane sealed road without any line markings. To the west is an unmade road, nominally named Williamson Road, which also contains a drainage channel.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



*Figure 3 - Williamson Road Reserve*

The site is bounded to the south by the Murray Valley Highway.

To the west is the Clydesdale Estate, the last stage of which was completed in 2020. This is a low density residential estate, similar to the current proposed development.

To the north is a presently undeveloped area, used for broad acre farming. Council has not received any applications for development of this area, and subdivision is not imminent.

To the east and north-east the land is currently Farming Zone, with no dwellings within 1km. The configuration of the land in a number of relatively small lots in single ownership.

To the immediate south is an agricultural supplies business, which includes large areas of outdoor storage. Beyond this, a dwelling occurs on the opposite side of the Murray Valley Highway, before the area reverts to broad scale agriculture. A number of vegetated belts occur in this area, with the Rutherglen racecourse reserve being located 500m south of the site

In the context of the larger Rutherglen area, the site is located:

- 1.5km from the Rutherglen town centre;
- 1.2 km from St Marys Primary School, 1.6km from Rutherglen Primary School, and 2.5km from Rutherglen High School; and
- 1.7km from Barkly Park and 1.9km from the Rutherglen Recreation Reserve.

Larger town with more facilities include Wodonga, 40km east, and Wangaratta, 46.5km south.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Relevant Site History

The subject site has no planning history. The land was originally part of the parcels that made up the earlier stages of the Clydesdale Estate.

### PROPOSAL

The development plan is for the ultimate 13 lot subdivision of the land, including 12 residential lots and a residual lot.

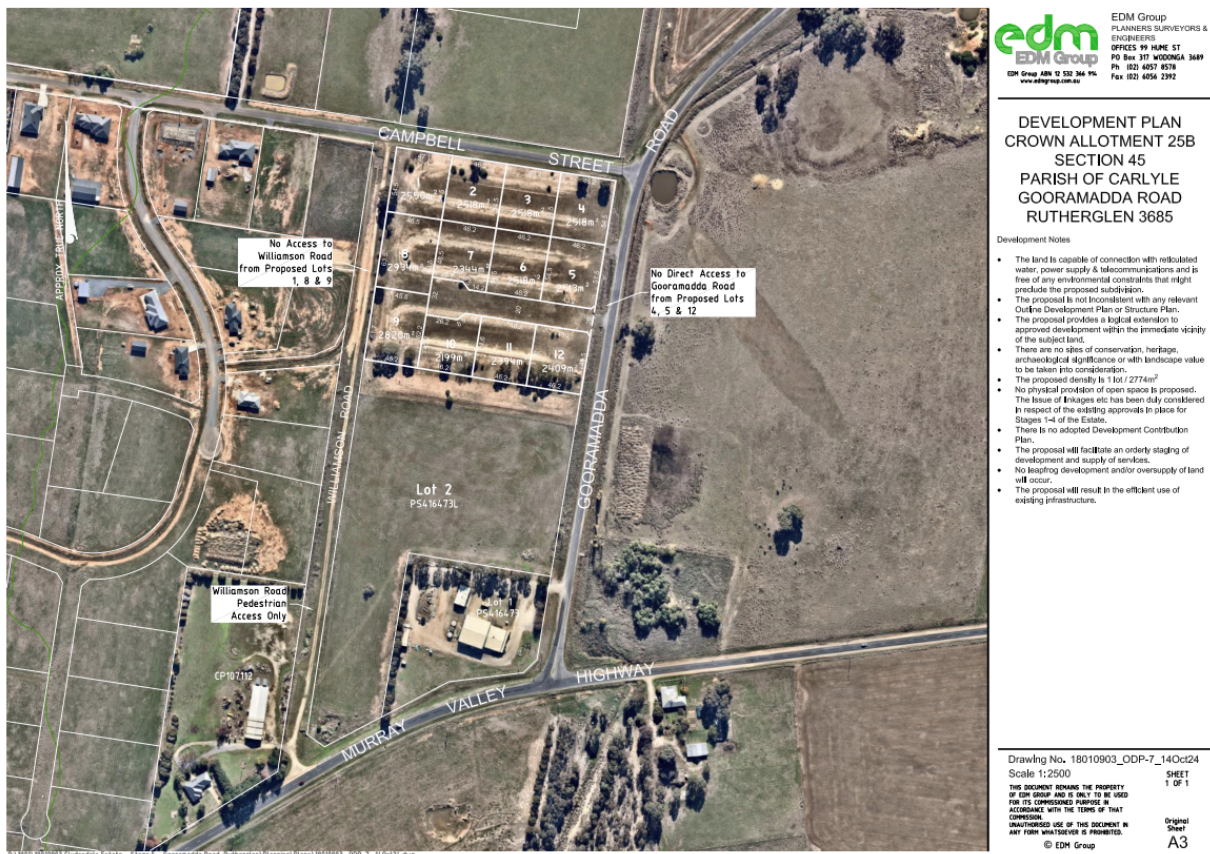


Figure 4 - Proposed Development Plan

This layout has been chosen to allow for access issues relating to Murray Valley Highway and Gooramadda Road to be delayed until a later stage.

This is a change from the application as first lodged which showed a different, lower density proposal.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

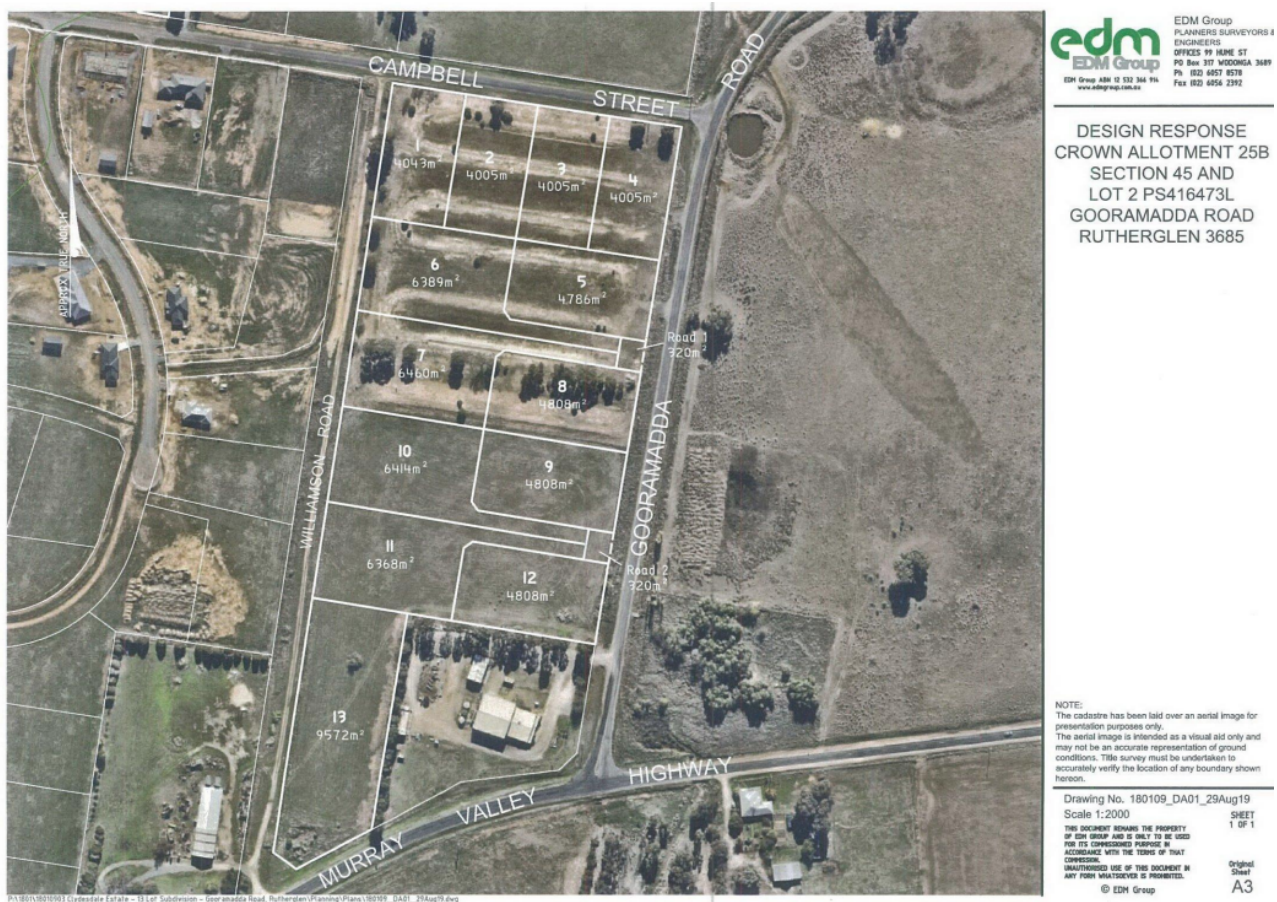


Figure 5 - Original proposed layout

This previous design was considered by Council in its meeting of the 23<sup>rd</sup> February 2021, where Council resolved:

*That the attached draft Development plan (attachment 2) be endorsed as an approved Development Plan for the purposes of Section 43.04 of the Indigo Planning Scheme, subject to the following amendments:*

1. Lots 6, 7, 10 and 11 reconfigured to have frontage and access to Williamson Road only.
2. Inclusion of building envelopes on Lots 11 and 12 to provide for habitable buildings to be setback a minimum of 20 metres from the southern boundary.
3. Inclusion of a building envelope on Lot 13 to provide for habitable buildings to be setback a minimum of with a minimum setback of 20 metres from the eastern boundary.
4. Inclusion of a notation requiring the provision of pedestrian links along Williamson Road, Campbell Street, Gooramadda Road and Murray Valley Highway to connect with existing pedestrian links to the west.
5. Inclusion of a notation requiring Williamson Road to be constructed, with the costs borne by the developer, to the standard and satisfaction of the Responsible Authority.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

6. Inclusion of a notation restricting all buildings to be setback a minimum of 5 metres from the boundary lines, where no other setback restrictions apply.

These changes were not acceptable to the applicant.

This design as gone through several further iterations before the current design was settled on.

The proposed subdivision is only for the northernmost four lots and a residual lot.



Figure 6 - Proposed subdivision

This subdivision layout is a result of North East Water's ongoing restriction in Rutherglen, and in particular their reluctance to support developments larger than 5 lots. The 4 lots have been chosen to minimise costs and free up capital for develop.

### INDIGO PLANNING SCHEME

#### Zoning

The subject site is located within the Low Density Residential Zone (LDRZ).

Clause 32.03-3 requires a permit to subdivide land.

#### Overlays

The subject site is located within the Development Plan Overlay Schedule 3 (DPO) and Environmental Significance Overlay Schedule 3 (ESO).

Clause 42.01-2 requires a permit to subdivide land.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Clause 43.04-2 states:

*A permit must not be granted to use or subdivide land, construct a building or construct or carry out works until a development plan has been prepared to the satisfaction of the responsible authority.*

The current application includes a request for this approval.

### **Particular Provisions**

There are no relevant permit triggers amongst the particular provisions.

Notably, the subdivision does not include a land adjoining a road in a Transport Zone 2, so clause 52.29 does not apply in this case.

### **General Provisions**

Clause 65.01 – Approval of an application or plan

Clause 66.01 – Subdivision referrals

### CONSULTATION

#### **Public Notice**

This proposal has been with Council for a number of years and has been modified and evolved several times.

The planning permit for the subdivision is exempt from notice and review at Clause 43.04-3, so all public notice relates on to the development plan. Unlike public notice for planning permits, Council is not required to advertise development plans, and any objectors do not have rights of appeal to VCAT. Council chooses to notify these applications in the interest of transparency and to encourage public participation.

The development plan has been advertised twice, firstly in May 2020, and again in February 2025.

An objection from the rural supplies business was received in response to the first round of advertising. This was comprised of two letters and highlighted concerns relating to setback requirements for their own chemical storage and requesting that Council require a buffer area around the site.

A further objection was received regarding access arrangements to a lot on the opposite corner of Williamson Road, and more broadly to traffic matters in general.

When re-advertised, these objections were not renewed.

#### Planner Response

A review of the publicly available EPA records for the site do not show any permits, licenses or permissions applying to the adjoining site. The proposed development plan, in any event, does not allow any lots in close proximity to the potentially hazardous site.

Traffic issue, including access, have been considered by Council's assets team throughout, and no issue raised.

Given the changes to the layout since this application was made, and that the objections were not renewed in response to the current design, Council officers are satisfied that any related issues could be

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

addressed if and when the development plan is amended to allow any further development of the southern lot, and through the proposed permit conditions.

### Referrals

Only the response to the current plans is discussed here, as earlier responses refer to designs that are no longer current.

#### Development Plan – PP22-0030

##### *Department of Transport and Planning*

No objection, subject to access to Murray Valley Highway being prevented.

##### *North East Water*

No objection.

##### *North East Catchment Management Authority*

##### *AusNet*

No objection, subject to conditions.

##### *Indigo Shire Assets Team*

No objection, subject to conditions.

#### Planning Permit – PP20-0060

##### *Department of Transport and Planning*

No objection, subject to conditions.

##### *North East Water*

No response. Standard North East Water permit conditions will be imposed.

No objection.

##### *North East Catchment Management Authority*

No objection.

##### *AusNet*

No objection, subject to conditions.

##### *Indigo Shire Assets Team*

No objection, subject to conditions.

#### DISCUSSION – BOTH DEVELOPMENT PLAN & PLANNING PERMIT

The following sections of the planning scheme apply to both the Development Plan and the Planning Permit.

### Planning Policy Framework

#### 02.03-1 Settlement

The relevant strategic directions are:

- *Direct the majority of population growth to townships serviced by reticulated infrastructure and good social infrastructure.*



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *Direct population growth to serviced and zoned land to make efficient use of infrastructure and land.*
- *Consolidate development in towns by encouraging infill development*

Planner comments:

The proposed development plan complies with these requirements, by supporting development and growth in an appropriately zoned area. The planning permit similarly facilitates the growth envisaged by the directions.

The same clause has a section on Rutherglen, however this does not contain any relevant guidance to the approval of the development plan or planning permit.

### 02.03-2 Environmental and landscape values

This clause contains the following relevant strategic directions:

- *Minimise vegetation loss.*
- *Minimise adverse environmental impacts arising from development.*

Planner comments:

In this case, both the development plan and the planning permit respond appropriately, showing no vegetation loss and using a lot layout which prevents impacts on nearby overland drainage paths.

### 02.03-5 Built environment and heritage

The first section of this clause relates to the built environment, and has the following relevant strategic direction:

- Encourage sensitive design and siting of buildings and development within historic towns and rural landscapes.

Planner comments:

The proposed subdivision layout as shown in the development plan and planning permit achieves this goal.

The second section of this clause relates to environmentally sustainable design:

- *Encourage the use of solar passive design in development.*
- *Encourage development design to be adaptable to climate change.*

Planner comments:

The proposed lot layout as shown in the development plan and planning permit supports these directions, as the lots are aligned north-south, allowing solar passive designs. The proposed road layout and serving strategy will ensure the land can deal with the increased rainfall intensity expected as part of climate change.

### 02.03-6 Housing

This clause contains guidance on medium density and rural residential development, and as a result has no relevant guidance for the current proposal.

### 02.03-9 Infrastructure

This policy contains one relevant direction:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- *Minimise the impacts of development on stormwater pollution and encourage Water Sensitive Urban Design.*

Planner comments:

The information submitted with the applications demonstrates this can be achieved.

### 11.01-1S Settlement

This clause has the following objective:

- *To facilitate the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.*

Planner comments:

The proposed development plan and planning permit support this objective by facilitating the development of a wider variety of land types in Rutherglen.

### 11.01-1R Settlement – Hume

This clause contains the following addition relevant strategy:

- *Support growth and development in other existing urban settlements and foster the sustainability of small rural settlements.*

Planner comments:

While the clause identifies specific towns for growth, not including Rutherglen, the above strategy makes it clear that growth in other towns should be supported. The proposed development plan and planning permit support this growth.

### 11.01-1L-02 Rutherglen

While this policy applies, it provides no guidance to the proposed development plan or planning permit.

### 11.02-3S Sequencing of development

This clause has the following objective:

- *To manage the sequence of development in areas of growth so that services are available from early in the life of new communities.*

Relevant strategies include:

- *Ensure that new land is released in areas of growth in a timely fashion to facilitate coordinated and cost-efficient provision of local and regional infrastructure.*
- *Require new development to make a financial contribution to the provision of infrastructure such as community facilities, public transport and roads.*
- *Improve the coordination and timing of infrastructure and service delivery in areas of growth.*

Planner comments:

While this policy mostly provides strategic directions to Council, it does contain some relevance guidance. The proposed development is next in sequence after the Clydesdale estate to the east and is a logical next step. The development plan envisages development of a later stage, as well the permit facilitating the new development.

Where legally able, Council is collecting contributions, including a 5% open space contribution to support new parks in Rutherglen, as well as requiring construction of road and drainage infrastructure.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 11.03-6S Regional and local places

This clause has the objective *to facilitate integrated place-based planning.*

There is one relevant strategy:

- *Consider the distinctive characteristics and needs of regional and local places in planning for future land use and development.*

Planner comments:

The proposed development has responded appropriately to the context of the site and its surrounds, and this is reflected in the development plan and the planning permit.

### 12.01-2S Native vegetation management

The proposal does not propose native vegetation removal, and none is anticipated.

### 12.03-1S River and riparian corridors, waterways, lakes, wetlands and billabongs

This clause includes the following objective:

- *To protect and enhance waterway systems including river and riparian corridors, waterways, lakes, wetlands and billabongs.*

The following relevant strategies apply:

- *Protect the environmental, cultural, landscape values of all waterway systems as significant economic, environmental and cultural assets.*
- *Conserve waterway systems and the landscapes and environmental values surrounding them by protecting ecological values, indigenous vegetation, terrestrial and aquatic habitats and encouraging biodiversity.*
- *Sensitively design and site development to maintain and enhance the waterway system and the surrounding landscape setting, environmental assets, and ecological and hydrological systems.*
- *Address the impacts of use and development on drought and flooding events at a catchment and site scale to protect the health and natural function of waterway systems and their surrounding landscape and environment.*

Planner comments:

This clause applies due to the ESO3 applying to the site, which relates to waterways and flooding.

The applicant has demonstrated that the generation of stormwater can be adequately reduced to predevelopment flows, and water quality can be managed by appropriate permit conditions.

NECMA have indicated that the flooding risk to the site is acceptable.

### 12.05-1S Environmentally sensitive areas

The clause has the following objective:

- *To protect and conserve environmentally sensitive areas.*

Planner comments:

This clause applies due to the ESO that applies to the land.

The proposed development plan and planning permit have properly considered the requirements of the ESO and are consistent with this objective.

### 13.02-1S Bushfire planning

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

This policy applies as the development plan includes more than 10 lots and the site is within a designated bushfire prone area.

The objective of this policy is *to strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.*

Planner comments:

In a wider landscape sense, the land is not excessively risk with grass fires the main fire threat to the land. The subject site is surrounded on all sides by roads or previously developed areas. These interfaces help to minimise the risk to the site. Each lot will be able to achieve the required BAL 12.5 construction standards, as enforced at building permit stage. The overall risk to life and property on this site is acceptable.

### 13.02-1L Bushfire Planning

This local planning policy includes the following objective:

- *To ensure that use and development reduces the level of fire risk and includes adequate fire protection measures.*

The following strategies are relevant:

- *Site buildings, access roads and subdivisions to minimise the impact of fire.*
- *Support residential or public use development only where acceptable fire prevention and management measures can be implemented and maintained.*
- *Support development only where it appropriately responds to slope, access, aspect, orientation and nearby vegetation.*
- *Support development that includes landscaping featuring open areas with non-flammable ground cover and deciduous or low flammable species in planted areas.*

The policy also includes the following guidelines:

- *Provision of water storage (in tanks or dams):*
  - *Of at least 90,000 litres (depending on vegetation cover of the site) of which 20,000 litres should be permanently set aside for firefighting purposes.*
  - *Located to maximise access to firefighting vehicles and services.*
- *Fitting water tanks with a gate valve and a 64 millimetres, 3 thread round male coupling to CFA specifications.*
- *Dams with an adjacent hard-standing area capable of accommodating water tankers.*

Planner comments:

The layout of the proposed subdivision is a reasonable response to the fire risk to the site. In this case, the installation of water tanks, especially as large as those recommended, would be excessive for single dwellings on low density residential lots.

### 13.07-1S Land use compatibility

This clause has the following objective:

- *To protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.*



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### Planner comments:

There are two nearby risks to the land. The first is the rural supplies shop to the south. This land potentially contains dangerous chemicals and other supplies that could impact on human health. The development plan, as proposed, provides sufficient buffer to ensure that the risks and impacts are acceptable.

The second is the broader interaction of the nearby Farming Zone and amenity impacts. There are a long line of VCAT decisions that emphasise that amenity expectation on the edges of zones are different, and that those living on the edge of Farming Zones need to expect occasional amenity impacts. In a broader sense, none of the agriculture occurring nearby is notably impactful, being limited to either low intensity grazing or grain cropping.

Overall, the proposed development is compatible with surrounding land use.

### 14.02-1S Catchment planning and management

This clause has an objective *to assist the protection and restoration of catchments, waterways, estuaries, bays, water bodies, groundwater, and the marine environment.*

Relevant strategies include:

- *Undertake measures to minimise the quantity and retard the flow of stormwater from developed areas.*
- *Require appropriate measures to filter sediment and wastes from stormwater prior to its discharge into waterways, including the preservation of floodplain or other land for wetlands and retention basins.*
- *Require appropriate measures to restrict sediment discharges from construction sites.*

### Planner comments:

Detailed plans addressing these issues should be a requirement of the planning permit. The submitted documents indicate that these requirements can be met, however the exact details will need to be resolved prior to works commencing on site.

### 14.02-2L-02 Effluent disposal and water quality

This clause is not applicable as no lots propose to use on site effluent treatment.

### 15.01-1S Urban design

This clause has the following objective:

- *To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.*

Relevant strategies include:

- *Require development to respond to its context in terms of character, cultural identity, natural features, surrounding landscape and climate.*
- *Ensure development contributes to community and cultural life by improving the quality of living and working environments, facilitating accessibility and providing for inclusiveness.*
- *Ensure the interface between the private and public realm protects and enhances personal safety.*
- *Ensure development supports public realm amenity and safe access to walking and cycling environments and public transport.*

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- *Ensure that the design and location of publicly accessible private spaces, including car parking areas, forecourts and walkways, is of a high standard, creates a safe environment for users and enables easy and efficient use.*
- *Ensure that development provides landscaping that supports the amenity, attractiveness and safety of the public realm.*
- *Ensure that development, including signs, minimises detrimental impacts on amenity, on the natural and built environment and on the safety and efficiency of roads.*
- *Promote good urban design along and abutting transport corridors.*

### Planner comments:

Both the development plan and planning permit proposal have considered the site and its surrounds in its ultimate design. The planning process, including various iterations of the design, have resulted in a design that is reflective of the area and its constraints and opportunities.

### 15.01-3S Subdivision design

The objective of this cause is *to ensure the design of subdivisions achieves attractive, safe, accessible, diverse and sustainable neighbourhoods.*

### Planner comments:

The specific design requirements for subdivision are discussed later in this report, however, at a high level:

- The layout is suitable give the constraints of the site;
- Lot sizes vary appropriately;
- No parks or other open spaces are suitable, it is better in this case to take a cash contribution;
- The details of landscaping for the streets can be address at detailed design stage;
- The site is not suitable for public transport, give the relative size of Rutherglen;
- The subjects sites are adequately serviced; and
- Environmentally sustainable design principles have been included.

### 16.01-1L Residential subdivision and development

AS the proposal is a subdivision of residential land, this policy applies.

This clause has the following objectives:

- *To ensure that residential development is connected to reticulated sewerage, water, power, and stormwater facilities and has access to fully constructed roads.*
- *To ensure that urban development does not adversely impact the environment and downstream water quality.*
- *To locate medium density development adjacent to community services and facilities and in proximity to commercial centres.*
- *To ensure that the design of medium density housing considers the scale, mass, form and height of other buildings particularly in heritage towns.*

The following strategies are relevant:

- *Ensure residential development is provided with reticulated services.*
- *Encourage low density residential development that adequately treats and disposes of effluent where reticulated sewerage is not available.*

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- *Support development that is well connected to the neighbourhood, including:*
  - *Dwellings facing existing and proposed streets.*
  - *Design and landscaping which relates to the surrounding neighbourhood character.*
  - *Provision of adequate vehicle and pedestrian links.*

Planner comments:

The proposal will be connected to all reticulated services and will not adversely affect the environment. No on-site detention is proposed. No medium density development is proposed.

### 18.02-1S Walking

No details of the proposed footpath network have been provided and will need to be provided by permit condition.

### 18.02-3S Public transport

No public transport services are available within Rutherglen, and as a result there is no requirement for the subdivision to facilitate public transport.

### 18.02-4S Roads

This clause has the objective *to facilitate an efficient and safe road network that integrates all movement networks and makes best use of existing infrastructure.*

Planner comments:

The proposed road network will adequately serve the land and integrates appropriately with the surrounding land.

### 19.02-6S Open space

This clause has the following objective:

- *To establish, manage and improve a diverse and integrated network of public open space that meets the needs of the community.*

Planner comments:

In this case, creating on site open space would not be practical, as it would be limited in both size and catchment area. Requiring a contribution and using it to improve the overall Rutherglen open space network would be a better outcome, and as such a contribution will be required by condition.

### 19.03-2S Infrastructure design and provision

This clause has the following objective:

- *To provide timely, efficient and cost-effective development infrastructure that meets the needs of the community.*

Planner comments:

The proposal includes indicative designs for suitable infrastructure. Appropriate conditions on the planning permit will ensure that the infrastructure will meet the servicing authorities and Council's requirements.

### 19.03-3S Integrated water management

This clause has the objective *to sustainably manage water supply and demand, water resources, wastewater, drainage and stormwater through an integrated water management approach.*

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### Planner comments:

The included stormwater management plan demonstrates compliance with the relevant IWM requirements. Other outstanding matters water matters can be addressed by permit conditions.

### 19.03-3L Stormwater Management

This local policy has the following additional objectives:

- *To improve the rate of on-site retention and treatment of stormwater.*
- *To improve the quality of stormwater by reducing pollutants entering the stormwater system, particularly from construction sites.*
- *To increase the use of water sensitive urban design in new development.*

The clause has the following strategies:

- *Discourage development that re-directs stormwater flows.*
- *Encourage water sensitive urban design, including on-site infiltration, water tanks and settling ponds.*
- *Support development that sets aside land for stormwater detention and treatment, in addition to any requirement for the provision of open space.*
- *Support development that includes measures to minimise off-site stormwater run-off.*

The clause also includes these policy guidelines:

*Consider as relevant:*

- *Encourage dwellings that incorporate a rainwater tank, plumbed to toilets and garden taps, with only the overflow from the rainwater tank to be directly discharged to each lot's stormwater point.*
- *Encourage water saving measures such as AAA rated fixtures and a pressure reduction valve.*
- *Encourage subdivision to include stormwater detention and filtration through use of grassed swales, wetlands and infiltration trenches.*
- *Buildings and subdivision to provide a 30 metre vegetated buffer strip from a waterway.*

### Planner comments:

The applicant has demonstrated the development can adequately deal detain and treat the generated stormwater. The development is not on the leading edge of this issue, however the proposed measures are adequate, and will be reinforced by relevant permit conditions.

### **Clause 56**

The following clause 56 standards are relevant to subdivisions in the LDRZ, and apply to both the development plan and the planning permit.

Clause and standard	Objective & Standard	Comments
56.07-1 Drinking water supply objectives C22	Objective: <i>To reduce the use of drinking water.</i> <i>To provide an adequate, cost-effective supply of drinking water.</i>	Complies. North East Water has consented to the development subject to conditions which ensure

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	<p>Standard C22:</p> <p><i>The supply of drinking water must be:</i></p> <ul style="list-style-type: none"> <li>• <i>Designed and constructed in accordance with the requirements and to the satisfaction of the relevant water authority.</i></li> <li>• <i>Provided to the boundary of all lots in the subdivision to the satisfaction of the relevant water authority.</i></li> </ul>	adequate drinking water is provided.
56.07-2 Reused and recycled water objective C23	<p>Objective:</p> <p><i>To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.</i></p> <p>Standard C23:</p> <p><i>Reused and recycled water supply systems must be:</i></p> <ul style="list-style-type: none"> <li>• <i>Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority, Environment Protection Authority and Department of Health.</i></li> <li>• <i>Provided to the boundary of all lots in the subdivision where required by the relevant water authority.</i></li> </ul>	<p>N/A.</p> <p>Recycled water is not available in this area.</p>
56.07-3 Waste water management objective C24	<p>Objective:</p> <p><i>To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.</i></p> <p>Standard C24:</p> <p><i>Waste water systems must be:</i></p> <ul style="list-style-type: none"> <li>• <i>Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority and the Environment Protection Authority.</i></li> </ul>	<p>Complies.</p> <p>North East Water has consented to the development subject to conditions which ensure adequate sewerage system is provided.</p>



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	<ul style="list-style-type: none"> <li>• <i>Consistent with a domestic waste water management plan adopted by the relevant council.</i></li> </ul> <p><i>Reticulated waste water systems must be provided to the boundary of all lots in the subdivision where required by the relevant water authority.</i></p>	
56.07-4 Stormwater management objectives C25	<p><b>Objectives</b></p> <p><i>To minimise damage to properties and inconvenience to residents from stormwater.</i></p> <p><i>To ensure that the street operates adequately during major storm events and provides for public safety.</i></p> <p><i>To minimise increases in stormwater and protect the environmental values and physical characteristics of receiving waters from degradation by stormwater.</i></p> <p><i>To encourage stormwater management that maximises the retention and reuse of stormwater.</i></p> <p><i>To encourage stormwater management that contributes to cooling, local habitat improvements and provision of attractive and enjoyable spaces.</i></p> <p><b>Standard C25</b></p> <p><i>The stormwater management system must be:</i></p> <ul style="list-style-type: none"> <li>• <i>Designed and managed in accordance with the requirements and to the satisfaction of the relevant drainage authority.</i></li> <li>• <i>Designed and managed in accordance with the requirements and to the satisfaction of the water authority where reuse of stormwater is proposed.</i></li> <li>• <i>Designed to meet the current best practice performance objectives for stormwater quality as contained in the Urban Stormwater - Best</i></li> </ul>	<p>Complies by conditions.</p> <p>A stormwater management report demonstrates that the land can meet these requirements, however more detailed design work is required. This will form part of the conditions applying to the planning permit.</p>

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	<p><i>Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).</i></p> <ul style="list-style-type: none"> <li>• <i>Designed to ensure that flows downstream of the subdivision site are restricted to pre-development levels unless increased flows are approved by the relevant drainage authority and there are no detrimental downstream impacts.</i></li> <li>• <i>Designed to contribute to cooling, improving local habitat and providing attractive and enjoyable spaces.</i></li> </ul> <p><i>The stormwater management system should be integrated with the overall development plan including the street and public open space networks and landscape design.</i></p> <p><i>For all storm events up to and including the 20% Average Exceedence Probability (AEP) standard:</i></p> <ul style="list-style-type: none"> <li>• <i>Stormwater flows should be contained within the drainage system to the requirements of the relevant authority.</i></li> <li>• <i>Ponding on roads should not occur for longer than 1 hour after the cessation of rainfall.</i></li> </ul> <p><i>For storm events greater than 20% AEP and up to and including 1% AEP standard:</i></p> <ul style="list-style-type: none"> <li>• <i>Provision must be made for the safe and effective passage of stormwater flows.</i></li> <li>• <i>All new lots should be free from inundation or to a lesser standard of flood protection where agreed by the relevant floodplain management authority.</i></li> <li>• <i>Ensure that streets, footpaths and cycle paths that are subject to</i></li> </ul>	
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	<p><i>flooding meet the safety criteria <math>d_a V_{ave} &lt; 0.35 \text{ m}^2/\text{s}</math> (where, <math>d_a</math> = average depth in metres and <math>V_{ave}</math> = average velocity in metres per second).</i></p> <p><i>The design of the local drainage network should:</i></p> <ul style="list-style-type: none"> <li><i>• Ensure stormwater is retarded to a standard required by the responsible drainage authority.</i></li> <li><i>• Ensure every lot is provided with drainage to a standard acceptable to the relevant drainage authority. Wherever possible, stormwater should be directed to the front of the lot and discharged into the street drainage system or legal point of discharge.</i></li> <li><i>• Ensure that inlet and outlet structures take into account the effects of obstructions and debris build up. Any surcharge drainage pit should discharge into an overland flow in a safe and predetermined manner.</i></li> <li><i>• Include water sensitive urban design features to manage stormwater in streets and public open space. Where such features are provided, an application must describe maintenance responsibilities, requirements and costs.</i></li> </ul> <p><i>Any flood mitigation works must be designed and constructed in accordance with the requirements of the relevant floodplain management authority.</i></p>	
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### Clause 65

#### Clause 65.01 Approval of an application or plan

The following decision guidelines are required to be considered:

Guideline	Comments
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The matters set out in section 60 of the Act.	Considered and found supportive.
Any significant effects the environment, including the contamination of land, may have on the use or development.	The flooding issues identified in the ESO3 have been considered, and the development responds to these issues.
The Municipal Planning Strategy and the Planning Policy Framework.	Considered and generally supportive.
The purpose of the zone, overlay or other provision.	The relevant purposes have been considered.
Any matter required to be considered in the zone, overlay or other provision.	All relevant matters have been considered.
The orderly planning of the area.	The proposal represents orderly planning.
The effect on the environment, human health and amenity of the area.	The proposed development will not have any unacceptable impacts.
The proximity of the land to any public land.	No nearby public land will be adversely affected.
Factors likely to cause or contribute to land degradation, salinity or reduce water quality.	No relevant factors have been identified.
Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.	The proposal adequately addresses stormwater.
The extent and character of native vegetation and the likelihood of its destruction.	No native vegetation loss proposed or anticipated.
Whether native vegetation is to be or can be protected, planted or allowed to regenerate.	Not proposed or required.
The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.	The risks of flood and fire have been considered, and the risk of erosion is low.
The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.	N/A.
The impact the use or development will have on the current and future development and operation of the transport system.	The proposal will not have any unacceptable impacts on the transport system.

### DEVELOPMENT PLAN ONLY CONSIDERATIONS

In assessing the development plan, the only relevant considerations are the relevant Development Plan Overlay, State and Local Planning Policy, and the decision guidelines at clause 65.01.

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### Overlay

The development plan overlay has the following purpose:



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Purpose	Response
<i>To implement the Municipal Planning Strategy and the Planning Policy Framework.</i>	Discussed later in this section of the report.
<i>To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.</i>	Strategic direction.
<i>To exempt an application from notice and review if a development plan has been prepared to the satisfaction of the responsible authority.</i>	Strategic direction, and implemented by clause 43.04-3.

Clause 43.04-4 lists the requirements of a development plan. In particular:

Requirement	Response
<i>The development plan may consist of plans or other documents and may, with the agreement of the responsible authority, be prepared and implemented in stages.</i>	Complies.
<i>A development plan that provides for residential subdivision in the Neighbourhood Residential Zone, General Residential Zone, Housing Choice and Transport Zone, Residential Growth Zone, Mixed Use Zone, Township Zone, Comprehensive Development Zone and Priority Development Zone must meet the requirements of Clause 56 as specified in the zone.</i>	N/A. The subject site is not in one of the listed zones.
<i>The development plan must describe:</i> <ul style="list-style-type: none"> <li><i>The land to which the plan applies.</i></li> <li><i>The proposed use and development of each part of the land.</i></li> <li><i>Any other requirements specified for the plan in a schedule to this overlay.</i></li> </ul>	Complies.  Schedule requirements discussed below.

Schedule 3 is the relevant schedule to the overlay. The schedule lists no objective or requirements before a permit is granted.

Subclause 3 contains the conditions and requirements for permits. This is relevant for permit assessment, not in approving the development plan.

Subclause 4.0 contains the requirements for development plans:

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<i>Be generally in accordance with any relevant Outline Development Plan or Structure Plan.</i>	No structure plan or outline development applies to this land.
<i>Describe the relationship of proposed development on the land to existing and proposed developments on adjoining land.</i>	Complies, to the extent relevant. As the development plan shows a cul-de-sac, no connections to adjoining land are required or proposed.
<i>Identify proposed buffer areas separating land.</i>	None identified or required.
<i>Identify any sites of conservation, heritage, archaeological significance or with landscape value and how they will be proposed to be managed and/or protected.</i>	No relevant sites identified on the land.
<i>Identify potential residential densities.</i>	Specific lot layout shown.
<i>Show the conceptual layout of future internal roads and proposed external road access to the land.</i>	Complies.
<i>Where appropriate, include the provision of adequate and functional open space networks and recreational areas and linkages to nearby existing and proposed open space/recreational areas.</i>	No public open space network proposed. In this case, a public open space contribution to support a larger reserve would be a better outcome.
<i>Provide appropriate arrangements for the provision and funding of necessary physical infrastructure (including adequate potable water supply) and social infrastructure unless otherwise required by an adopted Development Contribution Plan.</i>	At the scale of the proposal, these are better captured by the planning permit process (which is discussed later in this report).
<i>In cases where a reticulated sewerage system cannot be provided, demonstrate that the proposed density of the development responds to the water catchment in the area and makes provision, where appropriate, that lots created cannot be further subdivided unless reticulated sewerage is provided.</i>	N/A, reticulated sewerage proposed.

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<i>In cases where a reticulated water system cannot be provided, identify proposed water supply systems to service residential development on site, by either tanks or community supply from storages. Where bore water is proposed, a report demonstrating that the water is potable and that supply can be assured is required. Such a report also needs to address potential risks due to residential density in the locality and onsite effluent disposal.</i>	N/A, reticulated sewerage proposed.
<i>Provide for the orderly staging of development and supply of services. In order to prevent leapfrog development and the oversupply of land, staging must be determined having regard to:</i> <ul style="list-style-type: none"> <li>• Existing land supply in the locality.</li> <li>• Efficient use of existing and future infrastructure.</li> </ul>	No staging is proposed, however the permit application only implements part of the proposed development plan.
<i>Where practical, list the anticipated timing of development.</i>	No provided and not required.
<i>Provide an overall scheme of landscaping and any necessary arrangements for the preservation or regeneration of vegetation.</i>	No required at this stage.
<i>Provide for suitable linkages and where necessary the funding or provision of suitable infrastructure between the site, adjacent areas, and public facilities and nearby urban areas for road, pedestrian, bicycle and public transport facilities.</i>	No linkage proposed or required.
<i>Identify proposed water supplies, storage and systems required for fire fighting purposes.</i>	As the area has town water, these are provided by requiring connection.
<i>Require the provision of soil and water reports to accompany all applications demonstrating the capacity of infrastructure to service the development, treat and retard stormwater and reduce any downstream soil and water impacts of the development.</i>	A stormwater management plans has been prepared and submitted.
<i>Demonstrate how Water Sensitive Urban Design (WSUD) principles will be used in managing stormwater and drainage.</i>	Complies, shown in stormwater report.

Subclause 5.0 relates to Nash's Road Rutherglen. This relates to the subdivision on the adjoining land, and not this proposal.

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The development plan meets the relevant requirements, and should be approved.

### PLANNING PERMIT ONLY CONSIDERATIONS

#### **Zone**

#### Low Density Residential Zone

The LDRZ has the following purpose:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater.*

Planner comments:

The proposed development meets the relevant MPS and PPF requirements and provides sewerage service to all lots.

The subdivision requirements appear at clause 32.03-3, and impose a minimum lot size of 0.2ha if sewerage is provided. The proposed lots, of around 2500m<sup>2</sup>, comply with this requirement.

Clause 32.3-5 lists application requirements for subdivision. The applicant has provided information sufficient to meet this requirement.

Clause 32.03-6 contains decision guidelines:

Guideline	Comments
<b>General</b>	
The Municipal Planning Strategy and the Planning Policy Framework.	Considered and generally supportive of the application.
<b>Subdivision</b>	
The protection and enhancement of the natural environment and character of the area including the retention of vegetation and faunal habitat and the need to plant vegetation along waterways, gullies, ridgelines and property boundaries.	Complies, to the extent relevant.
The availability and provision of utility services, including sewerage, water, drainage, electricity and telecommunications.	All relevant services are available.
In the absence of reticulated sewerage: <ul style="list-style-type: none"> <li>• The capability and suitability of the lot to treat and retain all wastewater as determined by a Land Capability Assessment on the risks to human health and the environment of an on-site wastewater management system constructed, installed, or altered on the</li> </ul>	N/A, sewer connection proposed.

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<p>lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017.</p> <ul style="list-style-type: none"><li>• The benefits of restricting the size of lots to generally no more than 2 hectares to enable lots to be efficiently maintained without the need for agricultural techniques and equipment.</li></ul>	
The relevant standards of Clauses 56.07-1 to 56.07-4.	Considered, and generally supportive of the application.



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### Overlays

#### Development Plan Overlay

Clause 43.04-2 requires that a development plan be prepared prior to approving a permit. As both are being approved simultaneously, the current application meets this requirement.

The same clause requires that any permit be generally in accordance with the development plan. The plan for the permit meets this requirement and, again, both are being approved simultaneously, the current application meets this requirement.

#### Environmental Significance Overlay Schedule 3

The ESO has the following purpose:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To identify areas where the development of land may be affected by environmental constraints.*
- *To ensure that development is compatible with identified environmental values.*

Planner comments:

The proposal has been assessed against the MPS and PPF earlier in this report and found to be consistent with these requirements. As discussed in this section, the proposal is compatible with the relevant environmental values.

Clause 42.01-1 requires a statement of significance and environmental objectives to be specified in the schedule.

The relevant statement reads:

*The North Eastern section of the Ovens River Basin includes a number of smaller water courses which drain directly to the Murray upstream of Lake Mulwala including the Black Dog Creek. The Black Dog Creek Waterway Management District displays a number of significant drainage problems.*

The relevant objectives are:

- *To maintain the quality of water within the catchment.*
- *To prevent buildings and works from impeding the flows of water within the Black Dog Creek catchment and maintain its ability to carry natural flows including floods.*
- *To provide a framework to assist in decisions regarding drainage works within the catchment.*

Planner comments:

The proposed development will not adversely affect the drainage of the site. No waterways directly cross the site, and the relevant stormwater management report indicates that pre-development flows can be maintained.

Clause 42.01-5 contains the relevant decision guidelines:

Guideline	Comments
The Municipal Planning Strategy and Planning Policy Framework.	Discussed earlier in this report.

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The statement of environmental significance and the environmental objective contained in a schedule to this overlay.	Considered. The proposal is consistent with these requirements.
The need to remove, destroy or lop vegetation to create a defensible space to reduce the risk of bushfire to life and property.	Not proposed.
Any other matters specified in a schedule to this overlay.	Discussed below.

The schedule contains the following additional decision guidelines:

Guidelines	Comments
All applications must comply with the North East Catchment Management Authority <i>Guidelines for Drainage Approval Within the Black Dog Creek Improvement District</i> .	These guidelines have been superseded and no longer apply.
The following decision guidelines apply to an application for a permit to develop land under Clause 42.01, in addition to those specified in Clause 42.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:	
<ul style="list-style-type: none"> <li>Comments of the North East Catchment Management Authority.</li> </ul>	The relevant comments have been considered.
<ul style="list-style-type: none"> <li>Specified flood level pursuant to the Building Code of Australia.</li> </ul>	N/A, no buildings proposed.
<ul style="list-style-type: none"> <li>The need to design and construct buildings in accordance with the "Permissible works and structures" section of the report "Flood Plain Management in Victoria" prepared by the Australian Water Resources Council.</li> </ul>	N/A, no buildings proposed.
<ul style="list-style-type: none"> <li>The existing drainage pattern of the land and its effectiveness and suitability to cope with any development.</li> </ul>	The proposal responds appropriately to the existing conditions on the land.
<ul style="list-style-type: none"> <li>The need to retain natural vegetation in the vicinity of streams and watercourses.</li> </ul>	N/A. No nearby watercourses.
<ul style="list-style-type: none"> <li>The need to minimise the effects of increased run-off, erosion or siltation.</li> </ul>	Complies, including additional requirements by condition.



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Section 18 of the *Subdivision Act 1988* has the following requirements that Council must consider before making a demand under that section:

Requirement	Comment
The existing and proposed use or development of the land	The proposed use of the land for residential uses increase the demands for open space.
Any likelihood that existing open space will be more intensively used after than before the subdivision.	Existing open space within Rutherglen will be more heavily used.
Any existing or likely population density in the area of the subdivision and the effect of the subdivision on this.	The subdivision will increase population density in the area.
Whether there are existing places of public resort or recreation in the neighbourhood of the subdivision, and the adequacy of these.	There are few nearby public open space areas, however there are several large parks within Rutherglen.
How much of the land in the subdivision is likely to be used for places of resort and recreation for lot owners.	The lots are more than 2500m <sup>2</sup> , so simple activities can occur on site. The demand for facilities like football ovals and playgrounds can adequately be met on the lots.
Any policies of the Council concerning the provision of places of public resort and recreation.	No relevant policies have been identified.

After considering these requirements, a public open space requirement in the amount of 5% is necessary, and will be imposed by condition.

### Clause 56

Discussed earlier in this report.

### **Particular Provisions**

#### Clause 65.02 – Approval of an application to subdivide land

In addition to the clause 65.01 requirements, this clause imposes additional consideration for subdivision permits.

Guideline	Comments
The suitability of the land for subdivision.	The land is suitable for subdivision.
The existing use and possible future development of the land and nearby land.	Other land in the immediate vicinity is similarly zone and will eventually also be residentially developed.  The land to the east is Farming Zone, which is not proposed to change

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The availability of subdivided land in the locality, and the need for the creation of further lots.	There are few vacant LDRZ lots in Rutherglen, and the market demand for this land type remains strong.
The effect of development on the use or development of other land which has a common means of drainage.	Stormwater will be restricted to predevelopment flows.
The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.	The subdivision pattern is suitable.
The density of the proposed development.	The density is appropriate.
The area and dimensions of each lot in the subdivision.	The lot designs are suitable for the zone and the site context.
The layout of roads having regard to their function and relationship to existing roads.	The road layout is appropriate.
The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.	More detail required by conditions.
The provision and location of reserves for public open space and other community facilities.	Not proposed, as a contribution will be taken instead.
The staging of the subdivision.	Not proposed.
The design and siting of buildings having regard to safety and the risk of spread of fire.	N/A, no buildings proposed.
The provision of off-street parking.	N/A.
The provision and location of common property.	N/A, not proposed.
The functions of any owners corporation.	N/A, not proposed.
The availability and provision of utility services, including water, sewerage, drainage, electricity, and, where the subdivision is not a residential subdivision, gas.	Services are available and will be required to be connected.
If the land is not sewered and no provision has been made for the land to be sewered, the capacity of the land to treat and retain all sewage and sullage within the boundaries of each lot.	N/A, land will be sewered.
Whether, in relation to subdivision plans, native vegetation can be protected through subdivision and siting of open space areas.	N/A, no native vegetation loss proposed or anticipated.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The impact the development will have on the current and future development and operation of the transport system.	Considered, and no unacceptable impacts identified.
---	---

Overall, the proposed planning permit is acceptable.

### CONCLUSION

The proposed subdivision requires both a development plan and a planning permit to be approved before the development of the land commences. After considering the proposed development, the issues raised by the referral authorities, the relevant community comments, the surrounding land, and the wider context, the proposed subdivision is acceptable, and the development plan should be approved and the planning permit approved, subject to conditions.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Greg Pinkerton - Director Planning and Corporate Services
- James Turner - Manager Planning & Statutory Services
- Steven Hawkins - Planning Coordinator

### CONFIDENTIAL ATTACHMENTS

A confidential attachment has been provided to Councillors under separate cover. Section 197A of the Planning and Environment Act 1997 determines the way Councils are able to make certain planning documents available to the public. The Act provides that the confidential document listed below can only be made available for public inspection:

- at Council offices during business hours, or
- electronically via Council's website subject to strict public availability requirements, requiring significant editing of individual documents.

#### **Attachments**

1. PP220030 - Application [**11.8.1** - 133 pages]
2. PP 220030 - Draft Development Plan [**11.8.2** - 1 page]
3. PP220030 - Proposed Plan of Subdivision [**11.8.3** - 1 page]
4. PP220030 - Referral Responses [**11.8.4** - 2 pages]
5. CONFIDENTIAL REDACTED - PP200060 - Objections [**11.8.5** - 12 pages]

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Planning Enquiries  
Phone: (03) 5728 8000  
Local call: 1300 365 003  
Web: [www.indigoshire.vic.gov.au](http://www.indigoshire.vic.gov.au)

Office Use Only Application No.:

Date Lodged: / /

### Application to Amend a Current Planning Application

#### Is this the form for me?

This form is for making amendments to an application that has already been lodged with Council, but which has not yet been decided.

#### Please Note:

Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. The personal information being collected by Indigo Shire Council for the purposes of assessing planning permit applications, parts of which are set out in the *Planning and Environment Act 1987*.

Clear Form

### Planning Application Details

What permit application is being amended?

Reference no. of permit application being amended: PP20-0060 & PP22-0030

### The Land

Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

#### Street Address:

Unit No.:	St. No.:	St. Name: Gooramadda Road
Suburb/Locality: Rutherglen		Postcode: 3685
<b>Formal Land Description:</b> Complete either A or B.		
<b>A</b> Lot No.: <input type="radio"/> Lodged Plan <input type="radio"/> Title Plan <input type="radio"/> Plan of Subdivision No.:		
<b>OR</b>		
<b>B</b> Crown Allotment No.: 25B		Section No.: 45
Parish/Township Name: Carlyle		

**Formal Land Description:**  
Complete either A or B.  
 This information can be found on the certificate of title.

If this application relates to more than one address, attach a separate sheet setting out any additional property details.

### Applicant Details

Provide details of the applicant.

The person entitled to make this application is the applicant or their agent as identified on the original permit application.

Name:		
Title: Mr	First Name	
Organisation (if applicable): Co- EDM Group		
Postal Address:		
Unit No.:	St. No.:	St. Name: PO Box 317
Suburb/Locality: Wodonga		State: Vic Postcode: 3689
<b>Contact information for applicant</b>		
Home/Business phone		Mobile phone:
Email:		

Please provide at least one contact phone number \*

### The Amendment

Under what section of the *Planning and Environment Act 1987* is the amendment being made?

- ☒ Section 50 Amendment to the application before notice of the application has been given
- ☐ Section 57A Amendment to the application after notice of the application has been given

Application to AMEND a Current Planning Application

Page 1

## The Amended Proposal

What changes are being made to the application?

- Indicate the type of changes proposed to the permit application.
- List details of the proposed changes.

If the space provided is insufficient, attach a separate sheet.

### Proposed Changes:

You should attach a full schedule of changes, including all changes to the plans, if there is not room to describe these on this form. It is strongly suggested that you discuss any amendments with the officer processing the application.

### Details:

Reduce number of lots to be created from 21 to 5 (4 residential lots and one balance lot).

Development Plan reduced to 12 lots

## Title Information

Encumbrances on title

Does the amended proposal breach, in any way, an encumbrance on title such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- ☐ Yes (If 'yes' contact council for advice on how to proceed before continuing with this application.)
- ☐ No
- ☒ Not applicable (no such encumbrance applies).

If yes you should contact Council for advice as to how to proceed with the application.

## Development Cost

State the estimated cost of the development. This is the total cost of the proposal including amendments.

Insert 'NA' if no development is proposed by the permit.

Cost of proposed amended development:

\$

OR

Unchanged from original application



You may be required to verify this estimate.



## The Owner

Complete either A, B or C.

**A.** I/We, the applicant, own the land.

Signature: \_\_\_\_\_

**B.** I am the owner of the land. I have seen this application.

Signature: \_\_\_\_\_

**C.** I/We, the applicant, declare that I/We have notified the owner about this application.

Signature: \_\_\_\_\_

## Declaration

This form must be signed by the applicant

I declare that I am the applicant; that all the information in this application is true and correct; that all changes to the application including plans have been listed as part of the amended proposal and that the owner (if not myself) has been notified of the permit application.

Signature: \_\_\_\_\_

Date: 15/10/2024

day / month / year

## Lodgement

Lodge the completed and signed form and all documents with:

### Mailing address:

Indigo Shire Council  
PO Box 28  
Beechworth VIC 3747

### Planning Office location:

34 High Street  
Yackandandah

### Contact information:

Phone: 1300 365 003  
(03) 5728 8000  
Email: [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

Deliver application in person, by post or by electronic lodgement.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Our Ref: 18010903Le.08p

14<sup>TH</sup> October 2024

The Planning Manager  
Indigo Shire Council  
Po Box 28  
Beechworth VIC 3747

Email: [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

Dear Planning Team

**RE: AMENDED APPLICATIONS - CLYDESDALE ESTATE STAGE 5, CAMPBELL STREET AND GOORAMADDA ROAD, RUTHERGLEN**

**YOUR REF: PP 22-0030 / PP 20-0060**

I refer to our recent meeting on 8<sup>th</sup> October 2024 in respect to the above and attach the following:

**Amended Development Plan Application:**

1. Planning Report
2. Proposed Plans
3. Property Report
4. Title and Plan of Subdivision
5. Stormwater Management Plan Ref:18010903 Ver: 4, October 2024
6. DoT Correspondence

**Amended Planning Permit Application:**

1. Planning Report
2. Proposed Plans
3. Property Report
4. Title and Plan of Subdivision
5. Stormwater Management Plan Ref:18010903 Ver: 4, October 2024
6. DoT Correspondence

With respect to both amended applications:

**Amended Applications**

Based on the advice provided by all referral authorities, the development applications are now for a 12-lot subdivision Development Plan Application and a 4-lot subdivision Planning Permit application. The development is over Crown Allotment 25B Sec 45 in TP401361. Due to the reduction in development, the application is no longer over Lot 2 PS416473.

**North East Water**

North East Water, EDM Group and the applicant meet in-person on 22<sup>nd</sup> September 2023 to discuss the applications. At the meeting North East Water advised on their limited ability to service the greater

**Environment Design Management**

Town Planning    Surveying    Engineering    Environmental Planning    Project Management

**Head Office**  
99 Hume Street Wodonga Vic 3690  
PO Box 317 Wodonga Vic 3689

**Phone: 02 6057 8578**  
**Facsimile: 02 6056 2392**  
**[www.edmgroup.com.au](http://www.edmgroup.com.au)**  
**ABN: 55 114 765 384**





Rutherglen network and that the development would need to be limited to four (4) lots able to connect the nearby reticulated network. The Planning Permit application has been amended to reflect the advice provided to enable continuation of the assessment. The Development Plan application shows the development over entirety of Lot for assessment purposes. Any further development beyond the 4 lot Planning Permit application will be subject to another Planning Permit application at which time North East Water will advise on the network capacity capabilities.

**Department of Transport**

Department of Transport, EDM Group and the applicant meet in-person on 27<sup>th</sup> August 2024 to discuss the applications. The previous, at-the-time current, and proposed amendment application were discussed at the meeting. Further correspondence post-meeting it was discussed that the Development Plan was similar to past proposals and that a Traffic Impact Assessment is no longer required as part of the application. The Department amended their requirements and no longer objected to the amended proposal. Department of Transport's correspondence is attached for reference.

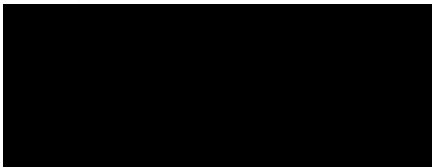
**North East Catchment Management Authority**

Addressed as part of EDM Group correspondence (18010903le.07p 15 June 2023). Minor changes to the Stormwater Management Plan to reflect the other above referral authorities' requirements. The Stormwater Management Plan assesses the greater development area requirements beyond the proposal.

The amended proposals/applications now reflect the advice provided by referral authorities.

I trust the above is in order and await your further advice. Should you require any additional information please contact the undersigned.

Yours faithfully,  
EDM Group



Senior Engineering Associate



**Development Plan &  
Planning Application Report**

**Proposed 12 Lot Development Plan Subdivision &  
4 Lot Planning Permit Subdivision  
Clydesdale Estate Stage 5**

**CA 25B Sec 45  
Campbell Street  
RUTHERGLEN**



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



This Report has been prepared for:

[REDACTED]  
C/- EDM Group  
PO Box 317 Wodonga 3690

This Report has been prepared by:

**EDM Group**  
99 Hume Street Wodonga VIC 3690  
P.O. Box 317 Wodonga 3689  
**Phone: (02) 6057 8578**  
[www.edmgroup.com.au](http://www.edmgroup.com.au)

**EDM Ref No: 18010903**  
**10 October 2024**

### Environment Design Management

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



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APPENDIX 1 – Proposed Plan of Subdivision  
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#### Environment Design Management

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## 1. INTRODUCTION

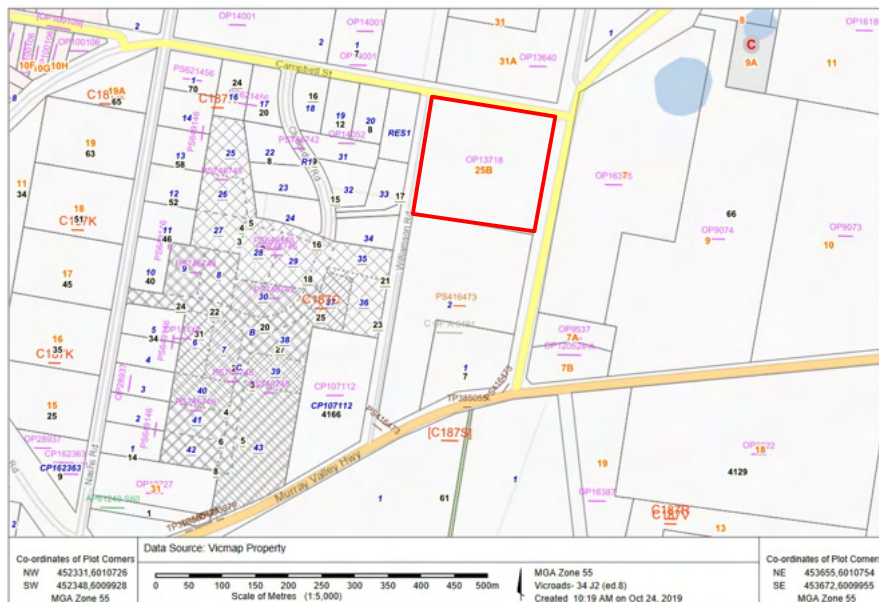
EDM Group has been engaged by the landowner to prepare applications that seeks approval for a 12-lot subdivision Development Plan Application and 4-lot subdivision Planning Permit application for the land situated along the southern side of Campbell Street, Rutherglen (Appendix 1 & 2).

As will be outlined within this report, the proposal facilitates orderly planning of the land and is consistent with the relevant provisions of the Indigo Planning Scheme as is discussed below.

## 2. SUBJECT LAND

The subject land comprises one parcels of vacant land that is zoned as Low-Density Residential Zone (LDRZ). The land is a vacant holding with a total area of approximately 3.32ha. It is identified as Crown Allotment 25B Sec 45 in TP401361 being 3.32ha (Vol.03111 Fol.173). There are no Section 173 Agreements or other restrictions affecting the land. (Title Particulars are provided at Appendix 3.)

As noted below in Figure 1 the subject land is square in shape and has legal and practical access to Campbell Street to the north, Gooramadda Road to the east. The land also has frontage along the western boundary to the Williamson Road reserve.



**Figure 1: Locality Plan (Source: LASSI)**

The land is capable of connection with reticulated water, sewer, power supply & telecommunications and is free of any environmental constraints that might preclude the proposed subdivision.

## Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

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Photo 1: Looking northerly along Gooramadda Road frontage.



Photo 2: Looking southerly along Gooramadda Road frontage.



Photo 3: Looking easterly along Campbell Street frontage.

### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

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### 3. PROPOSAL

The proposal before Council relates to the creation of twelve (12) low density residential lots with an average lot size of 2,459m<sup>2</sup> approximately (subject to final survey), with four (4) of low-density residential lots seeking planning permit approval that have an average lot size of 2,526m<sup>2</sup> approximately (subject to final survey). The proposed layout will rely upon access for Lots 1, 2, 3 and 4 from Campbell Street which is a fully constructed local road. One new court is proposed to be created for access to Lots 5 to 12 from Gooramadda Road. No access is permitted from Williamson Road to the proposed lots. Consistent with the adjoining Clydesdale Estate approved Development Plan, Williamson Road is not proposed to be constructed with the road reserve to be utilised for pedestrian access and stormwater drainage purposes.

In summary, it is submitted that the proposed subdivision will facilitate an orderly development outcome allowing for LDRZ residential development of the subject land. The outcome will be wholly consistent with nearby residential lot size and configuration within the Clydesdale Estate.

### 4. PLANNING PROVISIONS

#### 4.1 Indigo Planning Scheme

##### Low Density Residential Zone

The subject land is located within the LDRZ under the provisions of the Indigo Planning Scheme (see Property Report Attached in Appendix 4).

Relevant purposes of this zone include:

- *To provide for low density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all water.*

Clause 32.03-3 provides that a permit is required to subdivide land.

Each lot must be at least the area specified for the land in a schedule to this zone. Any area specified must be at least:

- *0.2 hectare for each lot with connected reticulated sewerage. If no area is specified each lot must be at least 0.2 hectare.*

Clause 32.03-5 provides application requirements for subdivision and details what must accompany the application.

Clause 32.03-6 provides the decision guidelines, in addition to the guidelines in Clause 65, the comments are provided below.

*COMMENT: Although the proposed subdivision will be fully serviced including connection to the towns reticulated sewerage system, the proposed subdivision will result in lots more than the minimum 2,000m<sup>2</sup>. This Report details how the proposal relates to the existing use and development of adjoining land as well as details the site in terms of landform and vegetation coverage.*

*In addition to the above the Decision Guidelines also require consideration of relevant standards of Clauses 56.07-1 to 56.07-4. The following Table provides some commentary in response to these particular provisions which relate to integrated water management.*

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#### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Provision	Standard	Proposal/Response
<b>56.07 INTEGRATED WATER MANAGEMENT</b>		
<b>Drinking water supply objectives</b> To reduce the use of drinking water and to provide an adequate, cost-effective supply of drinking water.	<b>Standard C22</b> The supply of drinking water must be designed, constructed and provided to the boundary of all lots in the subdivision to the satisfaction of the relevant water authority.	<i>Complies. The subject land is connected to reticulated water supplies.</i>
<b>Reused and recycled water objective</b> To provide for the substitution of drinking water for non-drinking purposes with reused and recycled water.	<b>Standard C23</b> Reused and recycled water supply systems must be: <ul style="list-style-type: none"> <li>designed &amp; constructed in accordance with the requirements and to the satisfaction of the relevant water authority, EPA, and Dept. Human Services.</li> <li>provided to the boundary of all lots in the subdivision where required by the relevant water authority.</li> </ul>	<i>Not applicable. Not required by NEW.</i>
<b>Waste water management objective</b> To provide a waste water system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.	<b>Standard C24</b> Waste water systems must be: <ul style="list-style-type: none"> <li>designed, constructed, and maintained in accordance with the requirements and to the satisfaction of the relevant water authority and the EPA.</li> <li>consistent with any relevant approved domestic waste water management plan.</li> </ul> Reticulated waste water systems must be provided where required by the relevant water authority.	<i>Complies. The twelve lots proposed can be connected to reticulated sewerage services. Based on water authorities' advice, capacity is limited to four lots until further network increases are completed.</i>
<b>Urban run-off management objectives</b> To minimise damage to properties and inconvenience to residents from urban run-off and to ensure that the street operates adequately during major storm events and provides for public safety.  To minimise increases in stormwater run-off and protect the environmental values and physical characteristics of receiving waters from degradation by urban run-off.	<b>Standard C25</b> The urban stormwater management system must be designed and managed in accordance with the requirements and to the satisfaction of the relevant drainage authority and water authority where run off is proposed.  The stormwater management system should be integrated with the overall development plan including the street and public open space networks and landscape design.  Specific requirements to be met are outlined in Clause 56.07-4.	<i>Complies. The subdivision itself will not alter predevelopment flows. The design response that has been adopted will satisfy the Urban Stormwater Best Practise Environmental Management Guidelines. The proposed subdivision layout has been designed to ensure the water management regime adheres to the principles of WSUD. This will occur through:</i> <ul style="list-style-type: none"> <li><i>Reduction of peak flows by local retention measures such as gardens and lawn areas where rainwater can be directed from downpipe and paved areas.</i></li> <li><i>If deemed necessary on lot retention through use of rainwater tanks for each dwelling for rain water harvesting.</i></li> </ul>

### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

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### 4.2 Overlays

#### Development Plan Overlay

The subject land is affected by the Development Plan Overlay (DPO3). The DPO3 Overlay provides that a permit must not be granted to use or subdivide land, construct a building or construct or carry out works until a development plan has been prepared to the satisfaction of the Responsible Authority.

*COMMENT: A separate Development Plan consistent with this current proposal is appended to this report at Appendix 5 for approval.*

*In summary the response to the requirements of the DPO3 is outlined as follows:*

- *The proposal is not inconsistent with any relevant Outline Development Plan or Structure Plan.*
- *The proposal provides an excellent development opportunity for vacant LDRZ land situated within the Rutherglen Township boundary.*
- *No buffer areas are proposed and/or required to separate land uses.*
- *There are no sites of conservation, heritage, archaeological significance or with landscape value to be taken into consideration.*
- *The proposed density is 1 lot / 2,459m<sup>2</sup>.*
- *One new Court is proposed to service lots 5 – 12. The proposed Lots 1, 2, 3 and 4 will be serviced from the existing local road network (i.e. Campbell Street). (Note. A Section 173 Agreement and the associated approved Development Plan relevant to the adjacent Clydesdale Estate subdivision prohibits formalising Williamson Road for the purposes of providing road access to that part of the estate. The Williamson Road reserve instead serves to provide for stormwater runoff, draining northerly to Campbell Street. It is expected that a similar s.173 Agreement restriction on access to Williamson Road would be applied to lots 1, 8 and 9 of the proposed subdivision.)*
- *No physical provision of open space is proposed. As consistent with the current development of the nearby Clydesdale Estate it is expected that Council will instead require a cash contribution in lieu of the physical provision of land.*
- *There is no adopted Development Contribution Plan.*
- *The proposal will facilitate an orderly staging of development and supply of services.*
- *Reticulated water and sewer are available to service the land.*
- *No leapfrog development and/or oversupply of land will occur.*
- *The proposal will result in the efficient use of existing infrastructure.*
- *The development is proposed to occur in multiples stages, with stage 1 being four lots.*
- *A scheme of proposed landscaping within the public realm is as shown at Appendix 5.*

*The design response of the proposed subdivision layout is seen as responding to relevant site characteristics including the site constraints, topography, existing servicing arrangements. From the ensuing discussion it will be demonstrated that*

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#### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
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*such a proposal is not only consistent with relevant zone purposes but also the objectives and requirements of the Development Plan Overlay (DPO3).*

### **Environmental Significance Overlay (ESO)**

The whole of the subject land is affected within the Environmental Significance Overlay (ESO3 – Black Dog Creek).

*COMMENT: The Overlay provides a permit trigger for subdivision, however in this instance the proposal is a relatively minor matter in the context rural drainage and will not significantly alter the rural drainage system of the locality. Further, works associated with the proposal will be constructed in accordance with Council's IDM including matters related urban stormwater drainage.*

*In addition, it is to be noted that this particular overlay was originally introduced into the Indigo Planning Scheme in 1999 to provide some consistency with the Bylaws associated with the NECMA Guidelines for Drainage Approval within the Black Dog Creek Improvement District (1994). The Black Dog Creek Bylaws sunset in 2006 and today NECMA is guided in rural drainage matters by the Victorian Rural Drainage Strategy (2018). There is no longer any overarching regulation in place that impacts the Indigo Shire LGA.*

### **4.3 Planning Policy Framework**

The PPF seeks to ensure that the objectives of planning in Victoria are met and encouraged through land use and development. The following policies are deemed to be relevant to this proposal and have been taken into account when initially assessing the application.

### **Settlement - Hume – Cl.11.01R**

*COMMENT: The proposal is consistent with the relevant PPF objective of supporting growth and development in Rutherglen maximising the strength of an existing settlement that is in commuter distance to regional settlements of Wangaratta and Albury/Wodonga.*

### **Bushfire Planning – Cl.13.02S**

*COMMENT: The proposal relates to a subdivision of more than 10 lots related to land that is situated within a designated bushfire prone area. Consistent with CFA advice it is to be noted that the BAL12.5 requirements of Clause 13.02 relate to strategic planning decisions in respect of settlement (e.g. rezoning of land). As this land is already zoned LDRZ then all that is necessary is to undertake an assessment of the bushfire hazard on the basis of:*

- *Landscape conditions - meaning conditions in the landscape within 20 kilometres (and potentially up to 75 kilometres) of a site;*
- *Local conditions - meaning conditions in the area within approximately 1 kilometre of a site;*
- *Neighbourhood conditions - meaning conditions in the area within 400 metres of a site; and*
- *The site for the development.*

*In respect of the policy assessment requirements the following is of relevance:*

**Landscape conditions** – *Within a 20km radius of the subject land is located the Townships of Corowa, Wahgunyah, Howlong, Chiltern, Barnawartha, and*

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### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
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*Springhurst. Situated approximately 12km to the south east is the north western section of the forested Chiltern-Mt Pilot National Park.*

*In terms of this broader surrounding landscape, it is to be noted that the relevant factors that contribute to the existing moderate bushfire risk in respect of the Rutherglen Township include the extensive areas of pasture (grassland) within 5km of the township area.*

*The Indigo Shire Council Municipal Fire Management Plan (2013-15) notes in the Bushfire Risk Register in respect of Rutherglen:*

*"Risk of Rutherglen district being impacted by a grass fire during an Extreme or Code Red day."*

*The topography in this area relatively flat and the landscape itself poses a relatively lower bushfire risk having regard to consideration of possible ember attack and fire spotting risk to the township.*

**Local conditions** – *The subject land is situated within Broad Landscape Type One. That is, there is little vegetation beyond 150m of the site other than grasslands and low threat vegetation. In this instance "extreme" bushfire behaviour is not expected to occur. The type and extent of vegetation up to 1km of the site is also unlikely to result in neighbourhood scale destruction of property.*

*Further it is also to be noted however that there is no Township Protection Plan nor is bushfire risk raised as an issue within the Hume Regional Bushfire Planning Assessment.*

**Neighbourhood conditions** – *Within 400 metres of the site the vegetation classification varies between managed urban land (i.e. modified vegetation with limited understory, garden areas, low risk vegetation etc to the west) and farm land (e.g. grassland to the north, east and south).*

**The site for the development** – *It is noted that the development site itself is cleared land with a relatively lower risk profile compared with those parts of the broader locality with interface with vegetated private and public land.*

*In summary the development proposal is consistent with policy intent in that:*

- The subject land can be considered to be a relatively lower risk location in the overall context of the Rutherglen Township.*
- The property has excellent access to the Murray Valley Highway, Barkly Street and Gooramadda Road which provide convenient and safe access to those areas where human life can be better protected from the effects of bushfire.*
- The proposal will not result in any increased risk of the bushfire to existing and future residents, property, and community infrastructure.*
- There is no vegetation required to be removed as a consequence of need to implement bushfire protection measures.*
- The future development of the subject land could readily comply with a BAL-12.5 outcome for perimeter Lot 1, and Lots 3 - 9. All other lots would be assessed as BAL-Low.*

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### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

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### **Subdivision design – Cl15.01-3S**

*COMMENT: The proposed subdivision will be consistent with the overall lot size and layout of the nearby Clydesdale Estate situated to the west of Williamson Road.*

### **Heritage Conservation – Cl.15.03-1S**

*COMMENT: The development will not diminish any heritage values as the land is not within an identified heritage precinct nor does it contain any heritage places listed with the Heritage Overlay.*

### **Aboriginal Cultural Heritage – Cl.15.03-2S**

*COMMENT: The subject land is not identified as being located within an area of cultural heritage sensitivity under the provisions of the Aboriginal Heritage Act 2006. The proposed subdivision does not require preparation of a CHMP under the provisions of the Aboriginal Heritage Regulations 2007.*

## **4.4 Municipal Strategic Statement**

At Clause 21.04-1 Settlement states key issues and challenges, objectives and strategies facing Indigo Shire Council and relevant points include:

- *The orderly and serviced development of towns and encouraging population growth to take place within those areas.*
- *To ensure that the majority of population growth takes place within townships serviced by reticulated infrastructure and good social infrastructure.*
- *Consolidate development in towns by encouraging infill development and development of land for the purpose it is zoned.*

Clause 21.05-2 Rutherglen Township notes:

- *A number of large vacant parcels of land zoned for residential purposes and existing infill opportunities result in a sufficient amount of appropriately zoned land to accommodate residential growth in the short to medium term.*

*COMMENT: The proposed subdivision (Lots 1 – 12) provides a logical division of land offering large residential lot sizes that can be connected to reticulated services, provides defined access to each lot and is in close proximity to the facilities and infrastructure of the Rutherglen Township. The creation of the proposed new lots will also utilise the land for which it is appropriately zoned.*

## **4.5 Local Planning Policies**

The LPP provides the following relevant policy for consideration.

### **Residential subdivision and development – Cl 22.01-3**

The policy states that new residential subdivision is required to satisfy standards regarding service connections, road construction and development impact.

The clause provides the following objectives:

- *To ensure that all forms of residential development are connected to reticulated sewerage, water, power, and stormwater facilities.*
- *To ensure urban development does not adversely impact on environment and downstream water quality.*

---

### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

8 of 12

- To provide a variety of lot sizes to meet the requirements of all age groups, different lifestyles and in proximity to commercial centres.

*COMMENT: The subject land is to be connected to all reticulated services. Based on water authorities' advice, sewerage capacity is limited to four lots until further network increases are completed. There are no environmental constraints on the site. No significant vegetation will be removed as a result of this subdivision. The subdivision provides lot sizes that are consistent with the requirements of the LDRZ and are not indifferent to those existing and/or proposed in the immediate area. The proposed subdivision will also largely utilise the existing road network which fronts the property to the north, east and south.*

### 6. GENERAL PROVISIONS - CLAUSE 65 (DECISION GUIDELINES)

#### 6.1 Approval of an application or plan

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate, the decision guidelines provided for at clause 65.01. In response the following comments are provided:

- The orderly planning of the area.

*COMMENT: It is contended that the proposal represents a proper and orderly planning outcome for the subject land. The proposal will not prejudice nearby land uses nor will it impact upon the surrounding residential or public land.*

*The proposal is consistent with relevant Planning Policy of the Indigo Planning Scheme and will facilitate in providing a wider variety of land choice within the Rutherglen Township.*

- The effect on the amenity of the area.

*COMMENT: The proposal will not have an adverse impact on the amenity of the area. It will be wholly consistent with the anticipated future development of the overall LDRZ neighbourhood.*

- The proximity of the land to any public land.

*COMMENT: No issues exist in relation to public – private land interface that would preclude the development.*

- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.

*COMMENT: Refer to Stormwater Management Plan.*

- The extent and character of native vegetation and the likelihood of its destruction. Whether native vegetation is to be or can be protected, planted or allowed to regenerate.

*COMMENT: Not issues raised.*

- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

*COMMENT: The land is not the subject to fire or erosion. Refer to Stormwater management for flood mitigation (Minimum Floor Levels).*

---

#### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

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### 6.2 Approval of an application to subdivide land

Before deciding on an application to subdivide land, the responsible authority must also consider, as appropriate:

- The suitability of the land for subdivision.

*COMMENT: The subject land is regarded as being suitable for the proposed subdivision and represents an orderly outcome. The layout of the subdivision is not indifferent to residential subdivision in the wider area and provides good configuration considering the depth of the site and lot areas to cater for likely future development of the land.*

- The existing use and possible future development of the land and nearby land.

*COMMENT: The proposal relates to land that is zoned for LDRZ residential purposes. The creation of an additional nineteen lots will allow future dwelling development to take place on valuable vacant land capable of connection to reticulated services.*

- The availability of subdivided land in the locality, and the need for the creation of further lots.

*COMMENT: This proposal, whilst creating an additional 12 lots, will allow for a logical use of the subject land, which is connected to reticulated services and appropriately zoned for this type of LDRZ subdivision.*

- The effect of development on the use or development of other land which has a common means of drainage.

*COMMENT: Given the size of the proposed lots as well as the subdivision layout stormwater drainage will be adequately dealt with.*

- The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.

*COMMENT: The proposed subdivision pattern has particular regard to the physical characteristics and current use of the land.*

- The density of the proposed development.

*COMMENT: The density of the proposal results in an average lot size of approximately 2,459m<sup>2</sup> which is not only well above the minimum lot size within the LDRZ zone but is also generally consistent with the lot sizes within the vicinity of the site.*

- The area and dimensions of each lot in the subdivision.

*COMMENT: The subdivision will provide lots with adequate area and dimensions to cater for future development on site.*

- The layout of roads having regard to their function and relationship to existing roads.

*COMMENT: Access to the proposed lots will be provided via existing road frontages to Campbell Street (Lots 1, 2, 3 and 4), with the creation of one new court for access to proposed lots 5 to 12. The creation of this proposed court provides a similar roadway connection to Campbell Street to that of the surrounding approved Clydesdale Estate subdivision.*

- The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.

#### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

10 of 12

*COMMENT: The proposal will rely upon both the existing road / pedestrian network, and the creation of one internal court for vehicle and pedestrian access to Lots 5 to 12.*

- The provision and location of reserves for public open space and other community facilities.

*COMMENT: The subject land is located within close proximity to the Rutherglen Township that provides a range of open spaces and community facilities.*

- The staging of the subdivision.

*COMMENT: Due to the restricted capacity of reticulated services, the subdivision will be required to be staged, with stage one being Lots 1 – 4. A determination on future stages will be dependent on servicing capacity improvements by the water authority.*

- The design and siting of buildings having regard to safety and the risk of spread of fire.

*COMMENT: Not applicable. No development is proposed.*

- The provision of off-street parking.

*COMMENT: Not applicable. No development proposed.*

- The provision and location of common property.

*COMMENT: Not applicable.*

### 7. CONCLUDING COMMENTS

It is contended that the proposal is consistent with relevant purposes of the LDRZ as well as relevant provisions contained within the Municipal Strategic Statement and consequently the approval of the proposed subdivision of the land would be both appropriate and reasonable in the circumstances.

The subject land is connected to reticulated services, provides lot sizes that are consistent with the area and will not compromise the current landscape or perspective from the public realm.

Having regard to the above this proposal is put to Council for support not only because of the orderly planning outcome but also because it represents an opportunity to reflect current land use arrangements.

10 October 2024  
Ref: 18010903

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#### Environment Design Management

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

11 of 12



# **APPENDIX 1**

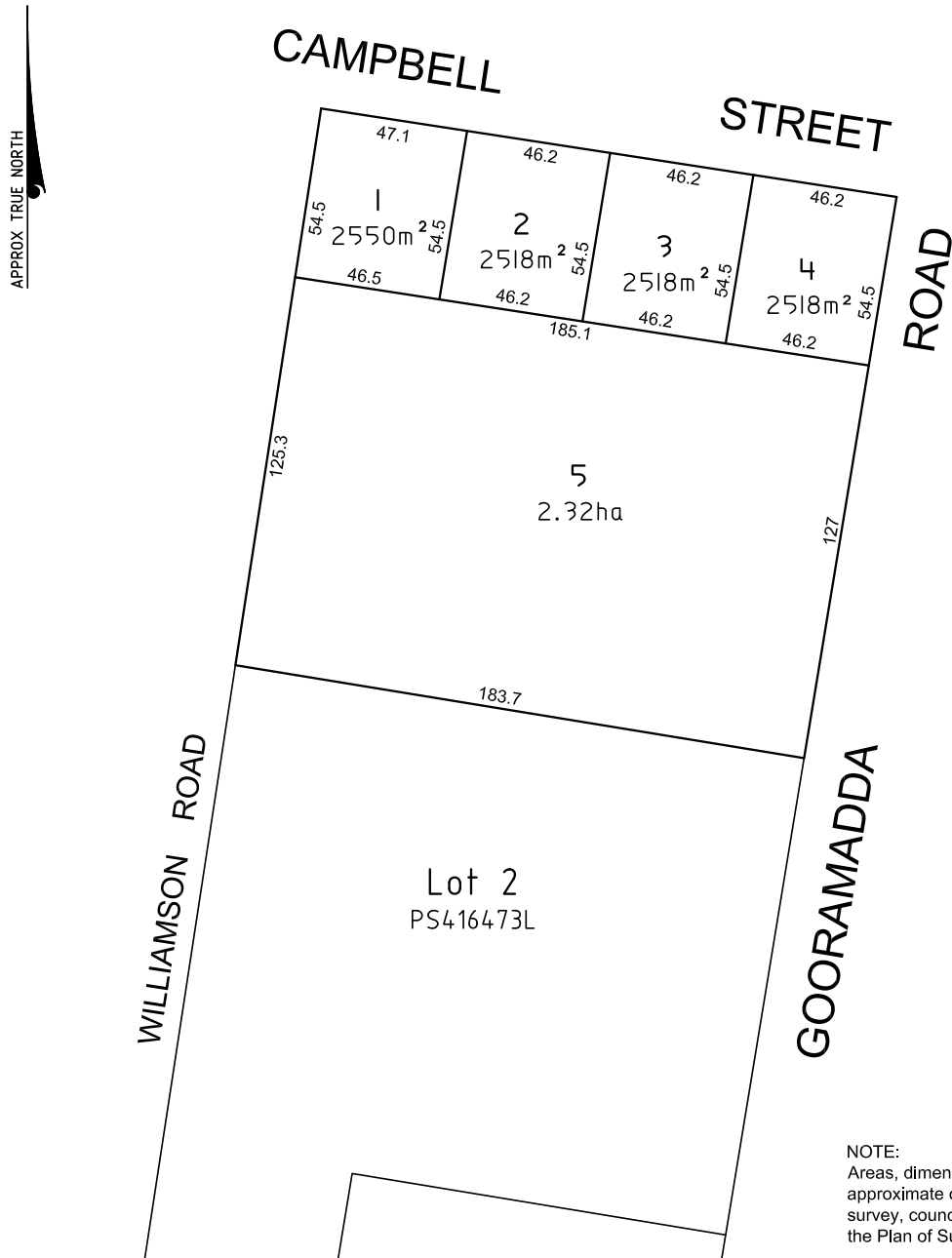
## **PROPOSED PLAN OF SUBDIVISION**

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### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

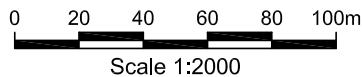
PROPOSED PLAN OF SUBDIVISION  
CROWN ALLOTMENT 25B  
SECTION 45 PARISH OF CARLYLE  
GOORAMADDA ROAD, RUTHERGLEN 3685



NOTE:  
Areas, dimensions and lot layout are approximate only and are subject to final survey, council approval and registration of the Plan of Subdivision at the Titles Office



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OFFICES 99 HUME ST  
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## **APPENDIX 2**

# **SITE CONTEXT & DESIGN RESPONSE**

---

### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen





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SITE CONTEXT PLAN  
CROWN ALLOTMENT 25B  
SECTION 45  
PARISH OF CARLYLE  
GOORAMADDA ROAD  
RUTHERGLEN 3685

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DESIGN RESPONSE  
CROWN ALLOTMENT 25B  
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## **APPENDIX 3**

# **TITLE PARTICULARS**

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### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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TITLE PLAN		EDITION 1	TP 401361T
<b>Location of Land</b> Parish: CARLYLE Township: 45 Section: 25B Crown Allotment: 25B Crown Portion:  Last Plan Reference: Derived From: VOL 3111 FOL 173 Depth Limitation: NIL		<b>Notations</b>  ANY REFERENCE TO MAP IN THE TEXT MEANS THE DIAGRAM SHOWN ON THIS TITLE PLAN	
<b>Description of Land / Easement Information</b>		THIS PLAN HAS BEEN PREPARED FOR THE LAND REGISTRY, LAND VICTORIA, FOR TITLE DIAGRAM PURPOSES AS PART OF THE LAND TITLES AUTOMATION PROJECT COMPILED: 13/04/2000 VERIFIED: HG	
LENGTHS ARE IN LINKS		Metres = 0.3048 x Feet Metres = 0.201168 x Links	Sheet 1 of 1 sheets

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 03111 FOLIO 173

Security no : 124079747144A

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### LAND DESCRIPTION

Crown Allotment 25B Section 45 Parish of Carlyle.  
PARENT TITLE Volume 02058 Folio 435  
Created by instrument 0520196 21/02/1906

### REGISTERED PROPRIETOR

Estate Fee Simple  
Sole Proprietor

J858040 17/03/1982

### ENCUMBRANCES, CAVEATS AND NOTICES

For details of any other encumbrances see the plan or imaged folio set out under DIAGRAM LOCATION below.

### DIAGRAM LOCATION

SEE TP401361T FOR FURTHER DETAILS AND BOUNDARIES

### ACTIVITY IN THE LAST 125 DAYS

NIL

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# **APPENDIX 4**

## **PROPERTY REPORTS**

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### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## PLANNING PROPERTY REPORT



Environment,  
Land, Water  
and Planning

From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 02 June 2021 03:33 PM

### PROPERTY DETAILS

Crown Description: **Allot. 25B Sec. 45 PARISH OF CARLYLE**  
Address: **GOORAMADDA ROAD RUTHERGLEN 3685**  
Standard Parcel Identifier (SPI): **25B-45\PP2349**  
Local Government Area (Council): **INDIGO**  
Council Property Number: **10159 (Part)**  
Planning Scheme: **Indigo**  
Directory Reference: **Vicroads 34 J2**

[www.indigoshire.vic.gov.au](http://www.indigoshire.vic.gov.au)

[Planning Scheme - Indigo](#)

This parcel is one of 2 parcels comprising the property. For full parcel details get the free Property report at [Property Reports](#)

### UTILITIES

Rural Water Corporation: **Goulburn-Murray Water**  
Urban Water Corporation: **North East Water**  
Melbourne Water: **Outside drainage boundary**  
Power Distributor: **AUSNET**

### STATE ELECTORATES

Legislative Council: **NORTHERN VICTORIA**  
Legislative Assembly: **BENAMBRA**

### OTHER

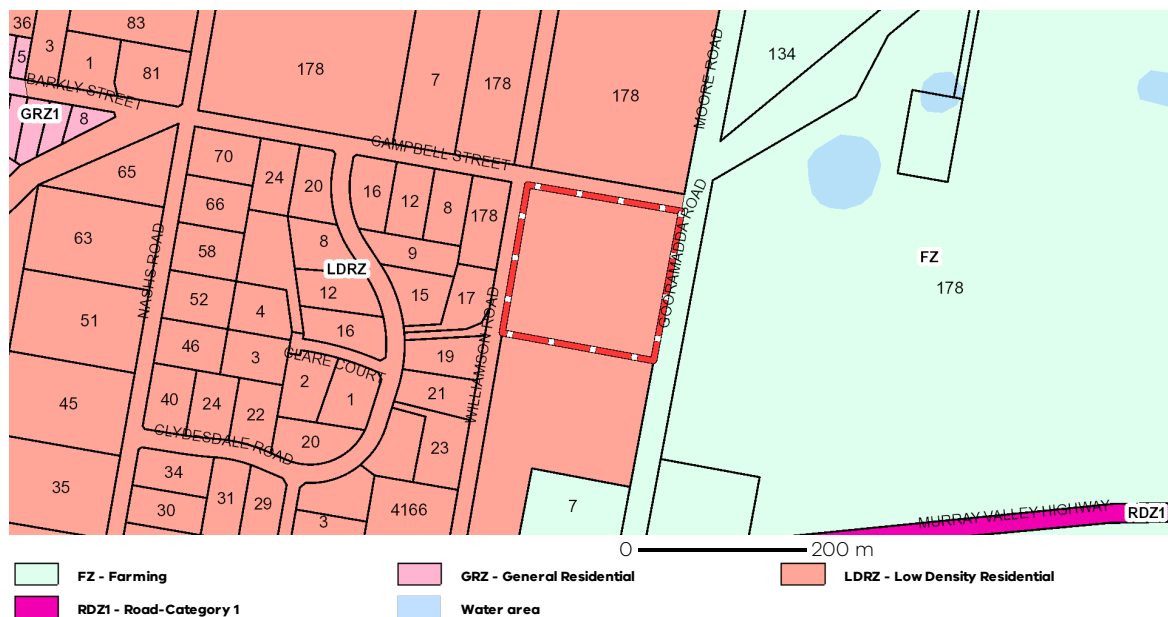
Registered Aboriginal Party: **Yorta Yorta Nation Aboriginal Corporation**

[View location in VicPlan](#)

### Planning Zones

[LOW DENSITY RESIDENTIAL ZONE \(LDRZ\)](#)

[SCHEDULE TO THE LOW DENSITY RESIDENTIAL ZONE \(LDRZ\)](#)



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PLANNING PROPERTY REPORT: Allot. 25B Sec. 45 PARISH OF CARLYLE

Page 1 of 4



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## PLANNING PROPERTY REPORT

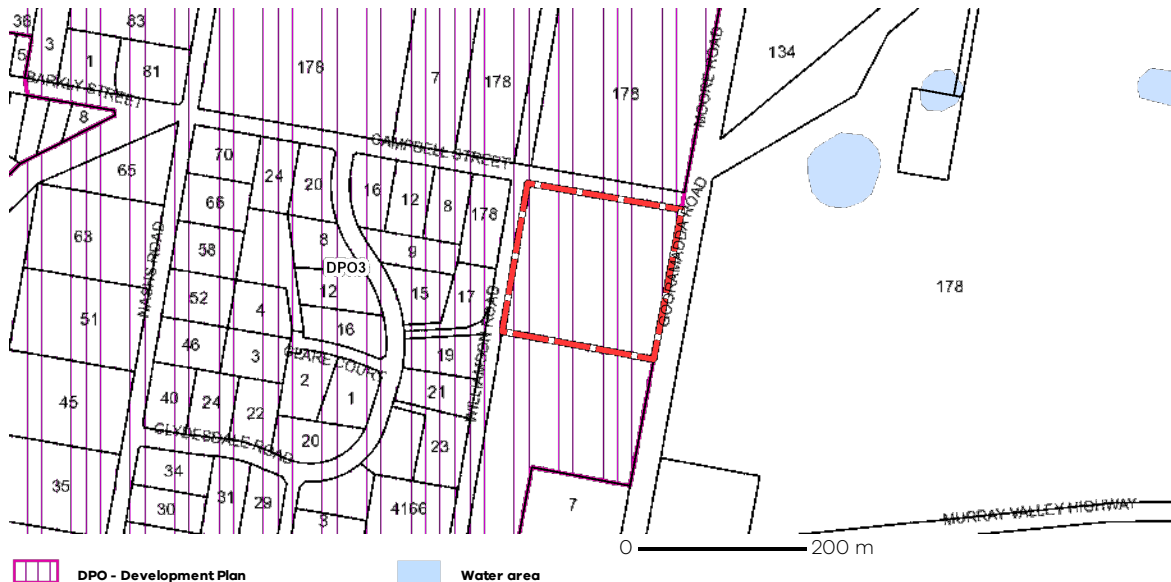


Environment,  
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### Planning Overlays

#### DEVELOPMENT PLAN OVERLAY (DPO)

#### DEVELOPMENT PLAN OVERLAY - SCHEDULE 3 (DPO3)



#### ENVIRONMENTAL SIGNIFICANCE OVERLAY (ESO)

#### ENVIRONMENTAL SIGNIFICANCE OVERLAY - SCHEDULE 3 (ESO3)



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PLANNING PROPERTY REPORT: Allot 25B Sec. 45 PARISH OF CARLYLE

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# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## PLANNING PROPERTY REPORT



Environment,  
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### Further Planning Information

Planning scheme data last updated on 27 May 2021.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the **Planning and Environment Act 1987**. It does not include information about exhibited planning scheme amendments, or zonings that may affect the land. To obtain a Planning Certificate go to Titles and Property Certificates at Landata - <https://www.landata.vic.gov.au>

For details of surrounding properties, use this service to get the Reports for properties of interest.

To view planning zones, overlay and heritage information in an interactive format visit <https://mapshare.maps.vic.gov.au/vicplan>

For other information about planning in Victoria visit <https://www.planning.vic.gov.au>

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**PLANNING PROPERTY REPORT:** Allot 25B Sec. 45 PARISH OF CARLYLE

Page 3 of 4

## PLANNING PROPERTY REPORT



Environment,  
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### Designated Bushfire Prone Areas

**This parcel is in a designated bushfire prone area.**  
**Special bushfire construction requirements apply. Planning provisions may apply.**



Designated bushfire prone areas as determined by the Minister for Planning are in effect from 8 September 2011 and amended from time to time.

The Building Regulations 2018 through application of the Building Code of Australia, apply bushfire protection standards for building works in designated bushfire prone areas.

Designated bushfire prone areas maps can be viewed on VicPlan at <https://mapshare.maps.vic.gov.au/vicplan> or at the relevant local council.

Note: prior to 8 September 2011, the whole of Victoria was designated as bushfire prone area for the purposes of the building control system.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>

Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>

For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>

### Native Vegetation

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#)

To help identify native vegetation on his property and the application of Clause 52.17 please visit the Native Vegetation Information Management system <https://nvm.delwp.vic.gov.au/> and [Native vegetation \(environment.vic.gov.au\)](#) or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](#)

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PLANNING PROPERTY REPORT: Allot. 25B Sec. 45 PARISH OF CARLYLE

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# **APPENDIX 5**

## **DRAFT DEVELOPMENT PLAN**

---

### **Environment Design Management**

Proposed 12 Lot Development Plan Subdivision & 4 Lot Planning Permit Subdivision,  
Campbell Street, Rutherglen





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OFFICES 99 HUME ST  
PO Box 317 WODONGA 3689  
Ph (02) 6057 8578  
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DEVELOPMENT PLAN  
CROWN ALLOTMENT 25B  
SECTION 45  
PARISH OF CARLYLE  
GOORAMADDA ROAD  
RUTHERGLEN 3685

- Development Notes
- The land is capable of connection with reticulated water, power supply & telecommunications and is free of any environmental constraints that might preclude the proposed subdivision.
  - The proposal is not inconsistent with any relevant Outline Development Plan or Structure Plan.
  - The proposal provides a logical extension to approved development within the immediate vicinity of the subject land.
  - There are no sites of conservation, heritage, archaeological significance or with landscape value to be taken into consideration.
  - The proposed density is 1 lot / 2774m<sup>2</sup>
  - No physical provision of open space is proposed. The issue of linkages etc has been duly considered in respect of the existing approvals in place for Stages 1-4 of the Estate.
  - There is no adopted Development Contribution Plan.
  - The proposal will facilitate an orderly staging of development and supply of services.
  - No leapfrog development and/or oversupply of land will occur.
  - The proposal will result in the efficient use of existing infrastructure.

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## Stormwater Management Plan

Clydesdale Estate – Stage 5  
Proposed 21 Lot Subdivision

Lot 2 PS 416473L, TP401361T  
Gooramadda Road  
Rutherglen VIC 3685



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



This Report has been prepared for:



This Report has been prepared by:

### **EDM Group**

99 Hume Street Wodonga VIC 3690  
P.O. Box 317 Wodonga 3689  
Phone: (02) 6024 2266  
[www.edmgroup.com.au](http://www.edmgroup.com.au)

**EDM Ref No 18010903 Version 4**  
**Date: October 2024**

### **Environment Design Management**

Town Planning    Surveying    Engineering    Environmental Planning    Building Design    Project Management

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3. OBJECTIVES .....	2
4. EXISTING CATCHMENTS .....	4
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6. DESIGN RESPONSE .....	9
7. SUMMARY & CONCLUSION.....	10

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APPENDIX 2 – SUB CATCHMENT FLOW CALCULATIONS (Catchment 2 to 5)  
APPENDIX 3 – RUTHERGLEN STORMWATER REVIEW STAGE 2 STUDY, GHD  
APPENDIX 4 – CLIENT PHOTO  
APPENDIX 5 – PROPOSED LAYOUT PLAN  
APPENDIX 6 – RETENTION VOLUME CALCULATIONS (Catchment 4 and 5)  
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APPENDIX 8 – CULVERT REPORTS  
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#### Environment Design Management

Town Planning    Surveying    Engineering    Environmental Planning    Building Design    Project Management

## 1. INTRODUCTION

This report accompanies the Planning Permit Application to Indigo Shire Council seeking consent for a 12 lot LDRZ Development Plan Application and 4-lot LDRZ subdivision Planning Permit application. The proposed development is located on Gooramadda Road and Bounded by Campbell Street, Williamson Road. The development is called Clydesdale Estate Stage 5.

This report has been prepared to document and make an assessment of the required works to provide an integrated major/minor stormwater conveyance system and proposed stormwater facilities associated with the development and intended to ameliorate the impact of catchment urbanisation.

## 2. SUBJECT LAND

The subject land (called Clydesdale Estate Stage 5 for the purpose of the report) is one title described as Crown Allotment 25B Sec 45 in TP401361 being 3.32ha. The estate is bounded by Gooramadda Road, Campbell Street, Williamson Road Rutherglen.

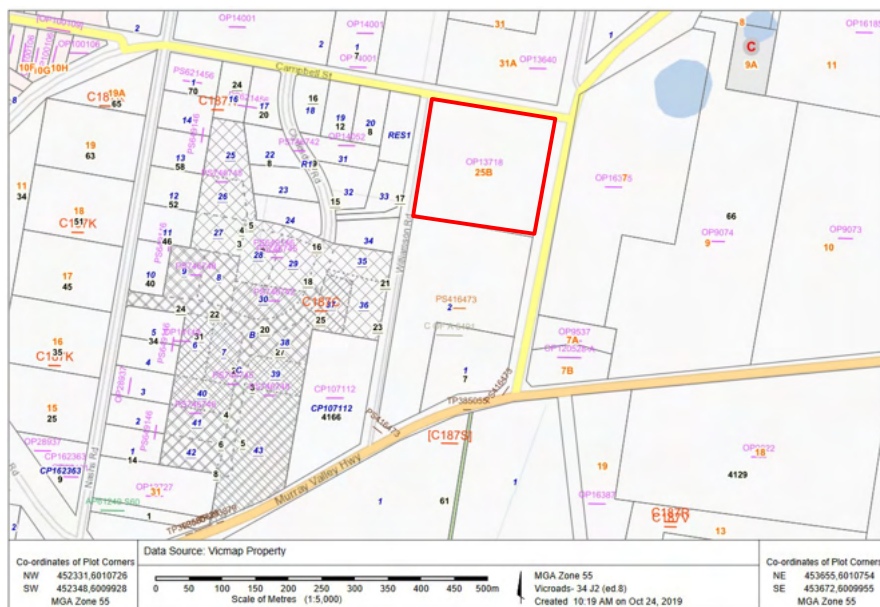


Figure 1: Locality Plan (Source: LASSI)

### 3. OBJECTIVES

#### 3.1 Major/Minor Stormwater Conveyance

The Indigo Council requires an approach consistent with Australian Rainfall and Runoff for the provision of major stormwater upto 1% AEP (100year ARI) conveyance paths that control flows and protect dwellings and assets from inundation.

This is generally achieved within the actual estate by providing sufficient area in the road cross sections and proposed retention basin to convey and control such flows within maximum velocity and depth constraints. A swale drain or underground stormwater system is required to prevent damage to property in smaller rainfall events and to contain nuisance flows underground to a level that is acceptable to the community. For Low density residential estates in the Indigo Shire Council this is designed for a 20% AEP (5year ARI) rainfall event as per the Infrastructure Design Manual.

Preliminary modelling of the Estate indicates detention would be required, to limit the discharge from the site to the predevelopment flows up to the 1% AEP (100year ARI) storm events. This is proposed to be accomplished with an onsite detention system.

#### 3.2 Water Quality Protection

The Indigo Shire Council's Development Standards require consideration and inclusion of the principles of Water Sensitive Urban Design (WSUD) in order to manage urban stormwater as both a resource and to protect the water quality parameters of receiving waters. Stormwater systems need to be designed and managed to minimise the impacts on surface waters.

Increased impervious areas associated with urbanisation of catchments result in increased stormwater peak flows and volumes and corresponding damage to in stream ecosystems from increased and more frequent flows and from pollutants delivered directly to the streams by piped stormwater systems.

Council requires WSUD to be undertaken in accordance with the general principles provided in *"The Urban Stormwater Best Practice Environmental Management Guidelines"* (BPEMG), (CSIRO 1999). The BPEMG are a toolbox designed to meet the needs of people involved in the planning, design and/or management of urban land uses or stormwater systems.

The principles articulated in the BPEMG require an integrated approach to managing the volume and rate of catchment runoff, the quality of the runoff and the protection of in-stream environmental values.

Flood protection and public safety remain as fundamental objectives of stormwater system planning and design.

Urban Stormwater, BPEMG suggests that stormwater management should be based on the following three principles:

- Preservation: preserve existing valuable elements of the stormwater system, such as natural channels, wetlands and streamside vegetation.
- Source Control: limit changes to the quantity and quality of stormwater at or near the source; and



- Structural Control: use structural measures, such as treatment techniques or detention basins to improve water quality and control stream flow discharges.

Table 2.1 of Urban Water BMPG documents the performance objectives for the environmental management of stormwater.

Pollutant	Current best practice objective
<b>Developed Site</b>	
Suspended solids (SS)	80% retention of typical urban load
Total phosphorus (TP)	45% retention of typical urban load
Total nitrogen (TN)	45% retention of typical urban load
Litter	70% reduction of typical urban load
<b>Construction Phase</b>	
Suspended Solids	Effective treatment of daily runoff events (eg. <4mths ARI). Effective treatment equates to a 50%tile SS concentration of 50mg/L.
Litter	Prevent litter from entering the stormwater system.
Other Pollutants	Limit the application, generation and migration of toxic substances to the maximum extent possible.

**Table 1: Urban Water BMPG objectives**

Measures proposed to meet WSUD requirements within the development are detailed as follows:

## Rainwater Tanks

Rainwater tanks have been mandated within Stage 5 of Clydesdale Estate. There has been a relatively large uptake of rainwater tank within stage 1 to stage 4 of the development even though rainwater tanks were not mandated in these stages. Rainwater tanks are a cost-effective and low maintenance way of collecting and treating rainwater. By harvesting and re-using the collected rainwater from the roofs it is a viable way to meet WSUD requirements.

## Treatment of Impervious Runoff

Treatment of impervious areas will be via. Grassed open swale drains within the proposed and existing road reserves.

## Tertiary Treatment of Runoff

Tertiary Treatment of impervious runoff will be via the existing wetlands system located approx. 780m downstream of the development.

## **Environment Design Management**

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#### 4. EXISTING CATCHMENTS

The total catchment area is approximately 54.59Ha and can be broken up into 5 sub catchments areas (Catchment Area Plan is attached in Appendix 1)

##### Sub catchment 1

Sub catchment 1 is the largest catchment of approx. 41.263Ha and contains Clydesdale Estate Stage 1 to Stage 4 as well as upstream catchment of approx. 15.5 Ha above Nashs Road.

As part of the previous stages of Clydesdale Estate a drainage report was prepared by North East Survey Design which addresses conditions placed on the development by planning permit PP07-4083 limiting the outfall from the site to 586L/sec. which is labelled as a 1 in 1.5-year ARI event. A retention basin was constructed with a capacity of approx. 3200m<sup>3</sup> to store the excess flows of the post development storm events.

There is an existing 600dia outlet pipe from the retention basin with a surcharge pit located within the Campbell Street nature strip. This discharges stormwater at the prescribed rate of 586L/sec.

Based on the current site conditions and retention basin the maximum discharge from the catchment area 1 is;

20%AEP (1 in 5-year ARI) = 0.586 m<sup>3</sup>/sec  
1% AEP (1 in 100-year ARI) = 0.586 m<sup>3</sup>/sec

##### Sub catchment 2

Sub catchment 2 has a catchment area of approx. 3.921Ha and it is located on the southern side of Campbell Street along with an area on the North West side of Campbell Street between Barkley Street & Glasgow Street as well as the eastern side of Williamson Road. This catchment discharges under Nashs Road in a 450dia pipe, then via an open swale drain and 300dia. driveway culverts, then via a 375dia. culvert under Clydesdale Road, then via an open swale drain and 300dia. driveway culverts to discharge to the Campbell Street, Gooramadda Road Intersection. With all of the restrictions within this system it is unlikely that it will ever run at the estimated capacity however we have used the calculated flows for this report.

Based on the total catchment area of approx. 3.921Ha, the runoff from the existing catchment is as follows;

20% AEP (1 in 5-year ARI) = 0.30 m<sup>3</sup>/sec  
1% AEP (1 in 100-year ARI) = 0.67 m<sup>3</sup>/sec

##### Sub catchment 3

Sub catchment 3 has a catchment area of approx. 2.291Ha and it is located Northern side of the Murray Valley Highway and includes the existing farm supplies store with the western side of the Gooramadda Road. This is catchment area discharges to the intersection of Campbell Street, Gooramadda Road.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Based on the total catchment area of approx. 2.291Ha, the runoff from the existing catchment is as follows;

20% AEP (1 in 5-year ARI) =  $0.20 \text{ m}^3/\text{sec}$   
1% AEP (1 in 100-year ARI) =  $0.44 \text{ m}^3/\text{sec}$

### Sub catchment 4

Sub catchment 4 has a catchment area of approx. 1.114Ha and is a part of Clydesdale Estate Stage 5. This catchment area discharges into the swale drain running along Campbell Street.

Based on the total catchment area of 1.114Ha, the runoff from the existing catchment is as follows;

20% AEP (1 in 5-year ARI) =  $0.06 \text{ m}^3/\text{sec}$   
1% AEP (1 in 100-year ARI) =  $0.13 \text{ m}^3/\text{sec}$

### Sub catchment Area 5

Sub catchment 6 has a catchment area of approx. 6.000Ha and is a part of Development Plan proposal of Clydesdale Estate and remainder of the zoned residential land not subject to the application. This Catchment area discharges in to swale drain running along the western side of Gooramadda Road.

Based on the total catchment area of approx. 6.000Ha, the runoff from the existing catchment is as follows;

20% AEP (1 in 5-year ARI) =  $0.23 \text{ m}^3/\text{sec}$   
1% AEP (1 in 100-year ARI) =  $0.51 \text{ m}^3/\text{sec}$

Sub catchment calculations have been attached in Appendix 2. (Catchments 2 to 5)

All of the above sub catchment areas converge at the intersection of Campbell Street and Gooramadda Road. Where the stormwater discharges under Campbell Street through a 300dia. and 375dia. culvert. We have estimated the capacity of these culverts at  $0.44 \text{ m}^3/\text{s}$ . This is less than 63.2% AEP (1 in 1 year ARI) event, then via an open swale drain along the north west side of Gooramadda Road for approx. 770m until it meets a cross culvert that diverts the water from the north west side of Gooramadda Road to the south east side of the Road and into a wetlands system. There is evidence that if the full flows are unable to cross Gooramadda Road some water continues along the north west side of the Gooramadda Road for a further 430m approx. until it discharges into a major depression.

### Gooramadda Road outfall Review

We have obtained a copy of the Rutherglen Stormwater Review completed by GHD in January 2017 (attached in appendix. 3) which provides details on the culvert and open swale drain capacities of the Gooramadda Road outfall drain. This report specifically

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#### Environment Design Management

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looks at the section of the drain from the Murray Valley Highway through the wetlands to the culverts that are approx. 1680m downstream of the Murray Valley Highway and provides details of possible upgrades. These include:

- Upgrading the existing 4 No. 1200x600 box culverts under the Murray Valley Highway with 7 No. 1500x900 box culverts.
- Upgrade the existing swale drain for approx. 550m downstream of the Murray Valley Highway culverts.

This would require negotiating with the owner of the land on the eastern side of Gooramadda Road to obtain an easement / land acquisition to provide the required width to allow the drain upgrade.

It should be noted that the Clydesdale Estate developer [REDACTED] owns the land on the eastern side of Gooramadda Road and we recommend that council start a dialog with the landowner to get an agreement in place to allow the recommended improvements to the drain be completed.

While the drainage system for the Clydesdale Estate stage 5 doesn't discharge directly into the Gooramadda Road main drain until approx. 770m downstream of the site the issues that arise from this drain being under sized is the localised flooding of the Gooramadda Road.

### Localised Flooding of Gooramadda Road.

The Rutherglen Stormwater Review prepared by GHD indicates that there are minor flooding issues along Gooramadda Road in front of Clydesdale estate stage 5 due to the current capacity of the existing swale drain located on the eastern side of the Road.

Based on the recent storm event of 13<sup>th</sup> November 2022. The owner of the property has advised that there was minor flooding along Gooramadda Road which overtopped the road centreline. We have attached photos provided by the owner in appendix 4. Based on the photos not being taken at the flood peak and the intensity of the storm we have adopted a flood level approx. 100mm above the level of the bridge deck shown in our clients photo.

EDM Group have completed an existing conditions survey of the site and the adjoining Campbell Street and Gooramadda Road. The survey and plan have been completed by a licenced surveyor and show surface levels to Australian Height Datum (AHD).

We have prepared a Proposed Layout Plan for the development that shows the following:

- The subdivision layout including proposed internal roads
- The extent of the flooding based on the adopted flood levels.
- The proposed areas of cut and fill on the site.
- The minimum floor heights show for each lot.
- The proposed upgrades to the existing swale drains and culverts.

This plan is attached in Appendix 5.

### 5. POST DEVELOPMENT CATCHMENTS

The proposal is to create 12 Low Density Residential Lots with areas ranging from 2199m<sup>2</sup> to 2934m<sup>2</sup> that will access Campbell Street, and via new internal road. With the existing fall of the land there are only 2 sub catchments that include Clydesdale Estate Stage 5, these are sub catchment 4 and sub catchment 5 as follows;

#### Sub Catchment 4

Low Density Residential Lots (>2000m<sup>2</sup> to 4000m<sup>2</sup>) = 1.114Ha (100% catchment area)

Total Catchment Area = 1.114 Ha

#### Sub Catchment 5

Low Density Residential Lots (>2000m<sup>2</sup> to 4000m<sup>2</sup>) = 4.418Ha (74% catchment area)

Development Lot (LDRZ >4000m<sup>2</sup> to 1Ha) = 0.957 Ha (16% of catchment area)

Internal Road Reserve = 0.629Ha (10% of catchment area)

Total Catchment Area = 6.000Ha

The IDM indicates that drainage from Low Density Residential land should be designed to 20% AEP (1 in 5-year ARI)

It is desirable that the 1% AEP (1 in 100-year ARI) event is contained within the Road Reserves and discharged to the current drainage lines. An estimate of the post-development 20% AEP and 1% AEP peak flows are depicted below;

Catchment	Tc (min)	20% AEP Peak (m3/s)	1%AEP Peak (m3/s)
Sub Catchment 4	9	0.12	0.23
Sub Catchment 5	16	0.47	1.04

We have estimated the storage volume required to limit the discharge to predevelopment flows from Clydesdale Estate Stage 5 up to the 20% AEP (1 in 5-year ARI) is as follows;

- Sub Catchment 4 – 17 m<sup>3</sup> Detention required
  - Sub Catchment 5 – 110 m<sup>3</sup> Detention required
- Total of 127 m<sup>3</sup>

We have also estimated the storage volume required to limit the discharge to predevelopment flows from Clydesdale Estate up to the 1 in 100-year ARI as follows;

- Sub Catchment 4 – 29 m<sup>3</sup> Detention required
  - Sub Catchment 5 – 254 m<sup>3</sup> Detention required
- Total of 283 m<sup>3</sup>

Retention volume calculations are attached in Appendix 6.

#### **Environment Design Management**

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### Retention Storage Requirements

Our proposal is to utilise rainwater tanks on every lot within the development and swale drains storage to restrict the flows up to the 1% AEP (1 in 100year ARI) event as follows:

#### Catchment 4

As all of the 4 LDRZ lots within Catchment Area 4 are of a similar size, each lot is required to have a minimum 15,000 litre rainwater tank with a retention storage volume of 7,250 litres. This gives a total storage volume of **29,000 litres (29m<sup>3</sup>)**

#### Catchment 5

This is a more complex catchment area and has 17 LDRZ lots (6 in proposed Development Plan, 11 concept lots), and 2 internal Road Reserves (one in proposed Development Plan, 1 concept road). The following retention is required:

Each of the 16 LDRZ Lots is required to have a minimum 15,000 litre rainwater tank with a retention storage volume of 10,000 litres

The concept Lot 21 will be required to have a retention storage volume of 40,000 litres which is equivalent to 4 LDRZ lots

Each of the internal Road reserves will be required to provide storage within the swale drain of a minimum of 27m<sup>3</sup>

This gives a total storage of:

Low Density Residential Lots (16 x 10,000 litres)	160,000 litres (160m <sup>3</sup> )
Concept Lot 21 (1 x 40,000 litres)	40,000 litres (40m <sup>3</sup> )
Internal Road Reserves (2 x 27,000 litres)	54,000 litres (54m <sup>3</sup> )
<b>Total</b>	<b>254,000 litres (254m<sup>3</sup>)</b>

A rainwater tank detail is attached in Appendix 7.

### Flood Flow Paths / Swale Drains

The proposed layout Plan attached in Appendix 5 depicts the flow path of the 1% AEP (1 in 100 year ARI) flow through and around the development site. It is proposed to upgrade the existing swale drains along Campbell Street and Gooramadda Road in front of the development to increase the capacity of the current drains and provide additional storage capacity above the required minimum required with the rainwater tanks.

The current 300dia. and 375dia. culverts under Campbell Street are proposed to be upgraded to allow the 20% AEP (1 in 5year AEP) design flow of 1.152 m<sup>3</sup>/s to discharge under Campbell Street without overtopping the roadway, this will substantially increase the current capacity of 0.44m<sup>3</sup>/s. Culvert reports have been included in appendix 8.

All of the above measures are proposed to be used to reduce the volume of stormwater and increase the quality of stormwater from Clydesdale Estate Stage 5 development.

### 6. DESIGN RESPONSE

#### Major/Minor Stormwater Conveyance

The objective of providing safe overland major storm flood flow paths has been considered in developing the roads and lot layouts documented in the Estate Plan.

In line with Council's requirements the minor stormwater system (swale drain culverts) is designed to convey the 20% AEP (1 in 5year ARI) design flows. The street network is also designed to provide overland flow paths of sufficient capacity to convey a 1% AEP 1 in 100year ARI design storm event without significant damage to property.

The post-development peak discharge from the site is to be retarded to the predevelopment peak discharges up to the 1% AEP (1 in 100year ARI) event by the rainwater tank system and swale drains as shown.

Preliminary storage calculations for the site are provided at Appendix 6.

Detailed Drainage Calculations will be supplied as part of engineering plan approval once a planning permit is issued.

#### Water Quality Protection

Urban Stormwater: Best Practice Environmental Management Guidelines (CSIRO 1999) lists five key objectives of WSUD for application to urban stormwater planning and design:

- i). Protect natural systems; *protect and enhance natural waterway systems within urban developments*
- ii). Integrate stormwater treatment into the landscape; *use stormwater in the landscape by incorporating multiple use corridors that maximise the visual and recreational amenity of developments*
- iii). Protect water quality; *protect the water quality draining from urban development*
- iv). Reduce runoff and peak flows; *reduce peak flows from urban developments by local detention measures and minimising impervious areas*
- v). Add value while minimising development costs; *minimise the drainage infrastructure cost of development*

WSUD is implemented through a *treatment train* of Best Management Practices (BMP) integrated into the streetscape and landscape. Techniques include rainwater tanks to lower peak flows, and grassed swales and vegetation to facilitate water infiltration and pollutant filtration.

Music modelling calculations have been included in Appendix 9 and all of the percentage reductions required by the Indigo Shire Council have been met.

#### Minimum Floor Levels

North East Catchment Management Authority have indicated that minimum floor levels should be adopted for Clydesdale estate Stage 5 based on 500mm above the adopted flood levels. Minimum floor levels have been shown on every lot within the development

## 7. SUMMARY & CONCLUSION

In conclusion, it is proposed to utilise an integrated stormwater system design to meet the stormwater requirement of council for both retention and water quality treatment.

### Catchment Retardation Lots 1 to 4 (catchment area 4)

Required Storage Volume 20%AEP	17 m <sup>3</sup>
Required Storage Volume 1%AEP	29 m <sup>3</sup>
Rainwater Tanks on each lot (7,250 litres)	<b>29,000 litres (29m<sup>3</sup>)</b>

### Catchment Retardation Lots 5 to 21 (catchment area 5)

Required Storage Volume 20%AEP	110 m <sup>3</sup>
Required Storage Volume 1%AEP	254 m <sup>3</sup>
Rainwater Tanks on each lot 5 to 20 (10,000 litres)	160,000 litres (160m <sup>3</sup> )
Rainwater Tanks on Lot 21	40,000 litres (40m <sup>3</sup> )
Internal road swale drain storage	54,000 litres (54m <sup>3</sup> )
<b>Total</b>	<b>254,000 litres (254m<sup>3</sup>)</b>

### Culvert Upgrade under Campbell Road

Upgrade the existing 300dia. and 375dia. pipes under Campbell Road to a 1500 x 300 Box Culvert to take the 20% AEP (1 in 5year ARI) flow for the current overall catchment area.

### External Swale Drain Upgrades

Upgrade the existing swale drains on the southern side of Campbell Street and the Western side of Gooramadda Road in front of the proposed development to allow the flows from the total catchment area of 54.59Ha to discharge along the western side of Gooramadda Road to the north of Campbell Street

### **Treatment Train Effectiveness (Music)**

<b>Water Treatment Requirements</b>	<b>Retention Objective</b>	<b>Reduction</b>
Total Suspended Solids	80%	96.9%
Total Phosphorus	45%	82.4%
Total Nitrogen	45%	61.8%
Litter	70%	100.0%

The proposed system exceeds the minimum requirements of Indigo Shire Council.

Refer to Appendix 9 for details

All the above measures meet or exceed the minimum standards required by Indigo Shire Council.

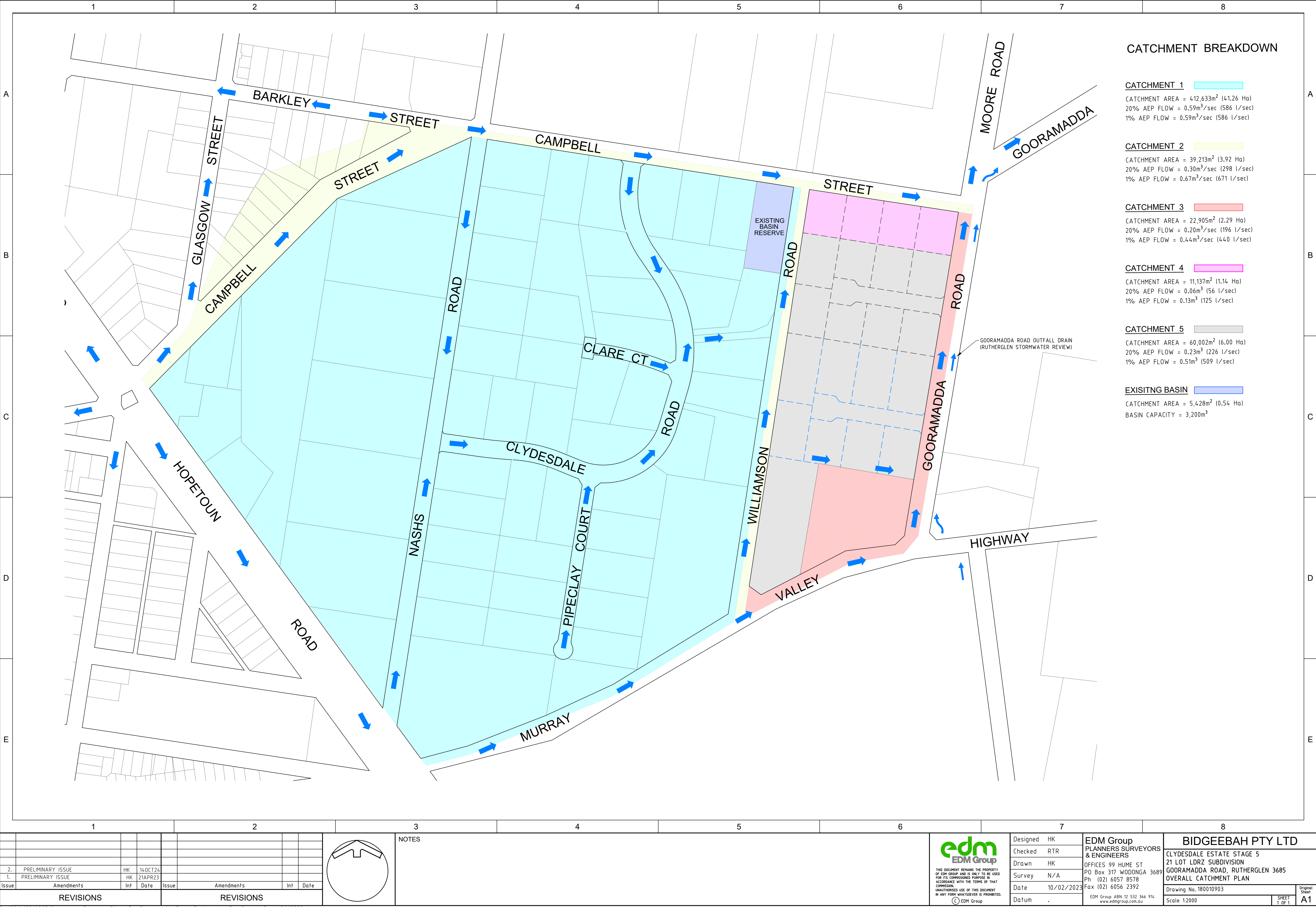
# **APPENDIX 1**

## **OVERALL CATCHMENT PLAN**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024





## **APPENDIX 2**

### **SUB CATCHMENT FLOW CALCULATIONS (CATCHMENT 2 TO 5)**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project Number: 18010903 Clydesdale Estate Stage 5, Rutherglen

EXISTING DEVELOPED AREA 2

Catchment Area	39213.0	m^2
	0.039	km^2
	3.921	Ha
Time of Concentration	0.222	hours
	13.3	mins
	14.0	mins (rounded up)

Go to BOM website and input the coordinates of the site. The website will compute the Annual Exceedance Probability (AEP). If the Time of Concentration is not on the Table, then add a Non-Standard Duration on the left hand side and Update. Change Unit to Intensity mm/h. Create a CSV file and image (top right hand corner) from the website. Copy CSV information into table below.

		Annual Exceedance Probability (AEP)						
Duration	Duration in min	63.2%	50%	20%	10%	5%	2%	1%
1 min	1	95.4	109	151	179	206	241	267
2 min	2	80.3	91.7	127	151	175	203	224
3 min	3	72.9	83.2	115	137	158	184	203
4 min	4	67.3	76.8	106	126	145	169	187
5 min	5	62.7	71.5	99	117	135	158	175
10 min	10	47.4	54.1	74.9	88.7	102	120	133
14 min	14	40.1	45.8	63.3	75	86.3	101	113
15 min	15	38.6	44.1	61	72.3	83.2	97.7	109
20 min	20	32.9	37.5	51.9	61.6	70.9	83.3	92.6
25 min	25	28.8	32.8	45.4	53.9	62.1	72.9	81.1
30 min	30	25.7	29.3	40.5	48.1	55.4	65	72.3
45 min	45	19.7	22.4	31	36.8	42.5	49.8	55.4
1 hour	60	16.2	18.4	25.5	30.2	34.8	40.8	45.4
1.5 hour	90	12.2	13.9	19.1	22.7	26.1	30.6	34
2 hour	120	9.98	11.3	15.6	18.4	21.2	24.9	27.7
3 hour	180	7.51	8.5	11.6	13.7	15.8	18.6	20.7
4.5 hour	270	5.66	6.39	8.7	10.3	11.8	13.9	15.5
6 hour	360	4.63	5.23	7.1	8.38	9.65	11.4	12.7
9 hour	540	3.5	3.94	5.35	6.32	7.29	8.64	9.71
12 hour	720	2.87	3.23	4.38	5.19	6	7.14	8.05
18 hour	1080	2.16	2.43	3.31	3.94	4.58	5.48	6.21
24 hour	1440	1.76	1.98	2.71	3.24	3.79	4.55	5.17
30 hour	1800	1.5	1.69	2.32	2.78	3.27	3.94	4.49
36 hour	2160	1.31	1.48	2.04	2.45	2.89	3.49	3.99
48 hour	2880	1.06	1.19	1.65	2	2.38	2.88	3.29
72 hour	4320	0.769	0.868	1.21	1.48	1.77	2.15	2.47
96 hour	5760	0.609	0.687	0.961	1.18	1.41	1.71	1.97
120 hour	7200	0.505	0.57	0.796	0.972	1.16	1.42	1.63
144 hour	8640	0.433	0.488	0.678	0.825	0.983	1.2	1.38
168 hour	10080	0.38	0.427	0.589	0.712	0.844	1.03	1.18

Once copied over, set 10I1 to 10% - 1 Hour Intensity in the AEP table

$10I_1$	30.2
Fraction Impervious	0.39
Coefficient of Runoff	0.45

Once copied over, set the below calculation to the correct time Tc. Set the AEP to the correct Intensity (mm/h), do this for the 63.2% AEP and then drag the formula across.

Tc	AEP for 63.2%	50%	20%	10%	5%	2%	1%
14.0	40.10	45.80	63.30	75.00	86.30	101.00	113.00

Q Flow	63.2%	50%	20%	10%	5%	2%	1%
Frequency Factor Fy	0.80	0.85	0.95	1.00	1.05	1.15	1.20
m3/s	0.16	0.19	0.30	0.37	0.45	0.57	0.67
L/s	158.71	192.60	297.50	371.04	448.29	574.62	670.85

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project Number: 18010903 Clydesdale Estate Stage 5, Rutherglen

EXISTING DEVELOPED AREA 3

Catchment Area	22905.0	m^2
	0.023	km^2
	2.291	Ha
Time of Concentration	0.181	hours
	10.9	mins
	11.0	mins (rounded up)

Go to BOM website and input the coordinates of the site. The website will compute the Annual Exceedance Probability (AEP). If the Time of Concentration is not on the Table, then add a Non-Standard Duration on the left hand side and Update. Change Unit to Intensity mm/h. Create a CSV file and image (top right hand corner) from the website. Copy CSV information into table below.

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4 min	4	67.3	76.8	106	126	145	169	187
5 min	5	62.7	71.5	99	117	135	158	175
10 min	10	47.4	54.1	74.9	88.7	102	120	133
11 min	11	45.3	51.7	71.5	84.7	97.5	114	127
15 min	15	38.6	44.1	61	72.3	83.2	97.7	109
20 min	20	32.9	37.5	51.9	61.6	70.9	83.3	92.6
25 min	25	28.8	32.8	45.4	53.9	62.1	72.9	81.1
30 min	30	25.7	29.3	40.5	48.1	55.4	65	72.3
45 min	45	19.7	22.4	31	36.8	42.5	49.8	55.4
1 hour	60	16.2	18.4	25.5	30.2	34.8	40.8	45.4
1.5 hour	90	12.2	13.9	19.1	22.7	26.1	30.6	34
2 hour	120	9.98	11.3	15.6	18.4	21.2	24.9	27.7
3 hour	180	7.51	8.5	11.6	13.7	15.8	18.6	20.7
4.5 hour	270	5.66	6.39	8.7	10.3	11.8	13.9	15.5
6 hour	360	4.63	5.23	7.1	8.38	9.65	11.4	12.7
9 hour	540	3.5	3.94	5.35	6.32	7.29	8.64	9.71
12 hour	720	2.87	3.23	4.38	5.19	6	7.14	8.05
18 hour	1080	2.16	2.43	3.31	3.94	4.58	5.48	6.21
24 hour	1440	1.76	1.98	2.71	3.24	3.79	4.55	5.17
30 hour	1800	1.5	1.69	2.32	2.78	3.27	3.94	4.49
36 hour	2160	1.31	1.48	2.04	2.45	2.89	3.49	3.99
48 hour	2880	1.06	1.19	1.65	2	2.38	2.88	3.29
72 hour	4320	0.769	0.868	1.21	1.48	1.77	2.15	2.47
96 hour	5760	0.609	0.687	0.961	1.18	1.41	1.71	1.97
120 hour	7200	0.505	0.57	0.796	0.972	1.16	1.42	1.63
144 hour	8640	0.433	0.488	0.678	0.825	0.983	1.2	1.38
168 hour	10080	0.38	0.427	0.589	0.712	0.844	1.03	1.18

Once copied over, set 10I1 to 10% - 1 Hour Intensity in the AEP table

$10I_1$	30.2
Fraction Impervious	0.39
Coefficient of Runoff	0.45

Once copied over, set the below calculation to the correct time Tc. Set the AEP to the correct Intensity (mm/h), do this for the 63.2% AEP and then drag the formula across.

Tc	AEP for 63.2%	50%	20%	10%	5%	2%	1%
11.0	45.30	51.70	71.50	84.70	97.50	114.00	127.00

Q Flow	63.2%	50%	20%	10%	5%	2%	1%
Frequency Factor Fy	0.80	0.85	0.95	1.00	1.05	1.15	1.20
m3/s	0.10	0.13	0.20	0.24	0.30	0.38	0.44
L/s	104.73	126.99	196.29	244.76	295.84	378.85	440.40

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project Number: 18010903 Clydesdale Estate Stage 5, Rutherglen

Predevelopment: AREA 4

Catchment Area	11137.0 m <sup>2</sup>
	0.011 km <sup>2</sup>
	1.114 Ha
Time of Concentration	0.138 hours
	8.3 mins
	9.0 mins (rounded up)

Go to BOM website and input the coordinates of the site. The website will compute the Annual Exceedance Probability (AEP). If the Time of Concentration is not on the Table, then add a Non-Standard Duration on the left hand side and Update. Change Unit to Intensity mm/h. Create a CSV file and image (top right hand corner) from the website. Copy CSV information into table below.

		Annual Exceedance Probability (AEP)						
Duration	Duration in min	63.2%	50%	20%	10%	5%	2%	1%
1 min	1	95.4	109	151	179	206	241	267
2 min	2	80.3	91.7	127	151	175	203	224
3 min	3	72.9	83.2	115	137	158	184	203
4 min	4	67.3	76.8	106	126	145	169	187
5 min	5	62.7	71.5	99	117	135	158	175
9 min	9	49.8	56.8	78.5	93	107	125	139
10 min	10	47.4	54.1	74.9	88.7	102	120	133
15 min	15	38.6	44.1	61	72.3	83.2	97.7	109
20 min	20	32.9	37.5	51.9	61.6	70.9	83.3	92.6
25 min	25	28.8	32.8	45.4	53.9	62.1	72.9	81.1
30 min	30	25.7	29.3	40.5	48.1	55.4	65	72.3
45 min	45	19.7	22.4	31	36.8	42.5	49.8	55.4
1 hour	60	16.2	18.4	25.5	30.2	34.8	40.8	45.4
1.5 hour	90	12.2	13.9	19.1	22.7	26.1	30.6	34
2 hour	120	9.98	11.3	15.6	18.4	21.2	24.9	27.7
3 hour	180	7.51	8.5	11.6	13.7	15.8	18.6	20.7
4.5 hour	270	5.66	6.39	8.7	10.3	11.8	13.9	15.5
6 hour	360	4.63	5.23	7.1	8.38	9.65	11.4	12.7
9 hour	540	3.5	3.94	5.35	6.32	7.29	8.64	9.71
12 hour	720	2.87	3.23	4.38	5.19	6	7.14	8.05
18 hour	1080	2.16	2.43	3.31	3.94	4.58	5.48	6.21
24 hour	1440	1.76	1.98	2.71	3.24	3.79	4.55	5.17
30 hour	1800	1.5	1.69	2.32	2.78	3.27	3.94	4.49
36 hour	2160	1.31	1.48	2.04	2.45	2.89	3.49	3.99
48 hour	2880	1.06	1.19	1.65	2	2.38	2.88	3.29
72 hour	4320	0.769	0.868	1.21	1.48	1.77	2.15	2.47
96 hour	5760	0.609	0.687	0.961	1.18	1.41	1.71	1.97
120 hour	7200	0.505	0.57	0.796	0.972	1.16	1.42	1.63
144 hour	8640	0.433	0.488	0.678	0.825	0.983	1.2	1.38
168 hour	10080	0.38	0.427	0.589	0.712	0.844	1.03	1.18

Once copied over, set 10I1 to 10% - 1 Hour Intensity in the AEP table

$10I_1$	30.2
Fraction Impervious	0.10 Undeveloped Land
Coefficient of Runoff	0.24

Once copied over, set the below calculation to the correct time Tc. Set the AEP to the correct Intensity (mm/h), do this for the 63.2% AEP and then drag the formula across.

Tc	AEP for 63.2%	50%	20%	10%	5%	2%	1%
9.0	49.80	56.80	78.50	93.00	107.00	125.00	139.00

Q Flow	63.2%	50%	20%	10%	5%	2%	1%
Frequency Factor Fy	0.80	0.85	0.95	1.00	1.05	1.15	1.20
m3/s	0.03	0.04	0.06	0.07	0.08	0.11	0.13
L/s	29.86	36.18	55.89	69.70	84.20	107.73	125.00

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project Number: 18010903 Clydesdale Estate Stage 5, Rutherglen

Predevelopment AREA 5

Catchment Area	60002.0	m^2
	0.060	km^2
	6.000	Ha
Time of Concentration	0.261	hours
	15.7	mins
	16.0	mins (rounded up)

Go to BOM website and input the coordinates of the site. The website will compute the Annual Exceedance Probability (AEP). If the Time of Concentration is not on the Table, then add a Non-Standard Duration on the left hand side and Update. Change Unit to Intensity mm/h. Create a CSV file and image (top right hand corner) from the website. Copy CSV information into table below.

		Annual Exceedance Probability (AEP)						
Duration	Duration in min	63.2%	50%	20%	10%	5%	2%	1%
1 min	1	95.4	109	151	179	206	241	267
2 min	2	80.3	91.7	127	151	175	203	224
3 min	3	72.9	83.2	115	137	158	184	203
4 min	4	67.3	76.8	106	126	145	169	187
5 min	5	62.7	71.5	99	117	135	158	175
10 min	10	47.4	54.1	74.9	88.7	102	120	133
15 min	15	38.6	44.1	61	72.3	83.2	97.7	109
16 min	16	37.3	42.6	58.9	69.8	80.4	94.4	105
20 min	20	32.9	37.5	51.9	61.6	70.9	83.3	92.6
25 min	25	28.8	32.8	45.4	53.9	62.1	72.9	81.1
30 min	30	25.7	29.3	40.5	48.1	55.4	65	72.3
45 min	45	19.7	22.4	31	36.8	42.5	49.8	55.4
1 hour	60	16.2	18.4	25.5	30.2	34.8	40.8	45.4
1.5 hour	90	12.2	13.9	19.1	22.7	26.1	30.6	34
2 hour	120	9.98	11.3	15.6	18.4	21.2	24.9	27.7
3 hour	180	7.51	8.5	11.6	13.7	15.8	18.6	20.7
4.5 hour	270	5.66	6.39	8.7	10.3	11.8	13.9	15.5
6 hour	360	4.63	5.23	7.1	8.38	9.65	11.4	12.7
9 hour	540	3.5	3.94	5.35	6.32	7.29	8.64	9.71
12 hour	720	2.87	3.23	4.38	5.19	6	7.14	8.05
18 hour	1080	2.16	2.43	3.31	3.94	4.58	5.48	6.21
24 hour	1440	1.76	1.98	2.71	3.24	3.79	4.55	5.17
30 hour	1800	1.5	1.69	2.32	2.78	3.27	3.94	4.49
36 hour	2160	1.31	1.48	2.04	2.45	2.89	3.49	3.99
48 hour	2880	1.06	1.19	1.65	2	2.38	2.88	3.29
72 hour	4320	0.769	0.868	1.21	1.48	1.77	2.15	2.47
96 hour	5760	0.609	0.687	0.961	1.18	1.41	1.71	1.97
120 hour	7200	0.505	0.57	0.796	0.972	1.16	1.42	1.63
144 hour	8640	0.433	0.488	0.678	0.825	0.983	1.2	1.38
168 hour	10080	0.38	0.427	0.589	0.712	0.844	1.03	1.18

Once copied over, set 10I1 to 10% - 1 Hour Intensity in the AEP table

$10I_1$	30.2
Fraction Impervious	0.10 Undeveloped Land
Coefficient of Runoff	0.24

Once copied over, set the below calculation to the correct time Tc. Set the AEP to the correct Intensity (mm/h), do this for the 63.2% AEP and then drag the formula across.

Tc	AEP for 63.2%	50%	20%	10%	5%	2%	1%
16.0	37.30	42.60	58.90	69.80	80.40	94.40	105.00

Q Flow	63.2%	50%	20%	10%	5%	2%	1%
Frequency Factor Fy	0.80	0.85	0.95	1.00	1.05	1.15	1.20
m3/s	0.12	0.15	0.23	0.28	0.34	0.44	0.51
L/s	120.48	146.20	225.92	281.82	340.85	438.31	508.73



# **APPENDIX 3**

## **RUTHERGLEN STORMWATER REVIEW STAGE 2 STUDY GHD**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024



**Indigo Shire Council**  
Rutherglen Stormwater Review  
Stage 2 Study  
Final Report  
January 2017

WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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*This report has been prepared by GHD for Indigo Shire Council and may only be used and relied on by Indigo Shire Council for the purpose agreed between GHD and the Indigo Shire Council as set out in Section 1 of this report.*

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*The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.*

*The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.*

*The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report. GHD disclaims liability arising from any of the assumptions being incorrect.*

Cover photograph – Flooding in Nott Street adjacent to Hunter Street.

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# 1. Introduction

Indigo Shire Council is progressively reviewing the adequacy of stormwater infrastructure at towns across the Shire. Recent stormwater studies have been carried out at Beechworth (2011), Wahgunyah (2012), Chiltern (2013) and the Stage 1 Rutherglen study (2015).

This report documents the results of the Stage 2 stormwater investigations at Rutherglen. Stormwater catchments for Rutherglen are shown on Figure 1. This report documents investigations for the following catchments:

- Eastern catchment
- Northern catchment
- Barkly Street catchment
- South Western catchment

The preceding Stage 1 stormwater investigations focused on the remaining catchments not covered by Stage 2 (i.e. Ready Street catchment, Lake King catchment, Western Catchment and Southern catchment).

This report also assesses the main outfall drain on the eastern side of Rutherglen (Gooramadda Road Drain). The stormwater systems for the Eastern, Northern, Ready Street and Southern catchments all drain into the Gooramadda Road Drain.

Rutherglen was settled in the mid 1800s initially as a gold mining town. Much of the stormwater infrastructure at Rutherglen is more than 50 years old. Similar to most country towns, the impact of stormwater flooding ranges from nuisance flooding (e.g. gutters and drains overflowing onto roads and property grounds) to more serious flooding impacts (e.g. above floor flooding of buildings).

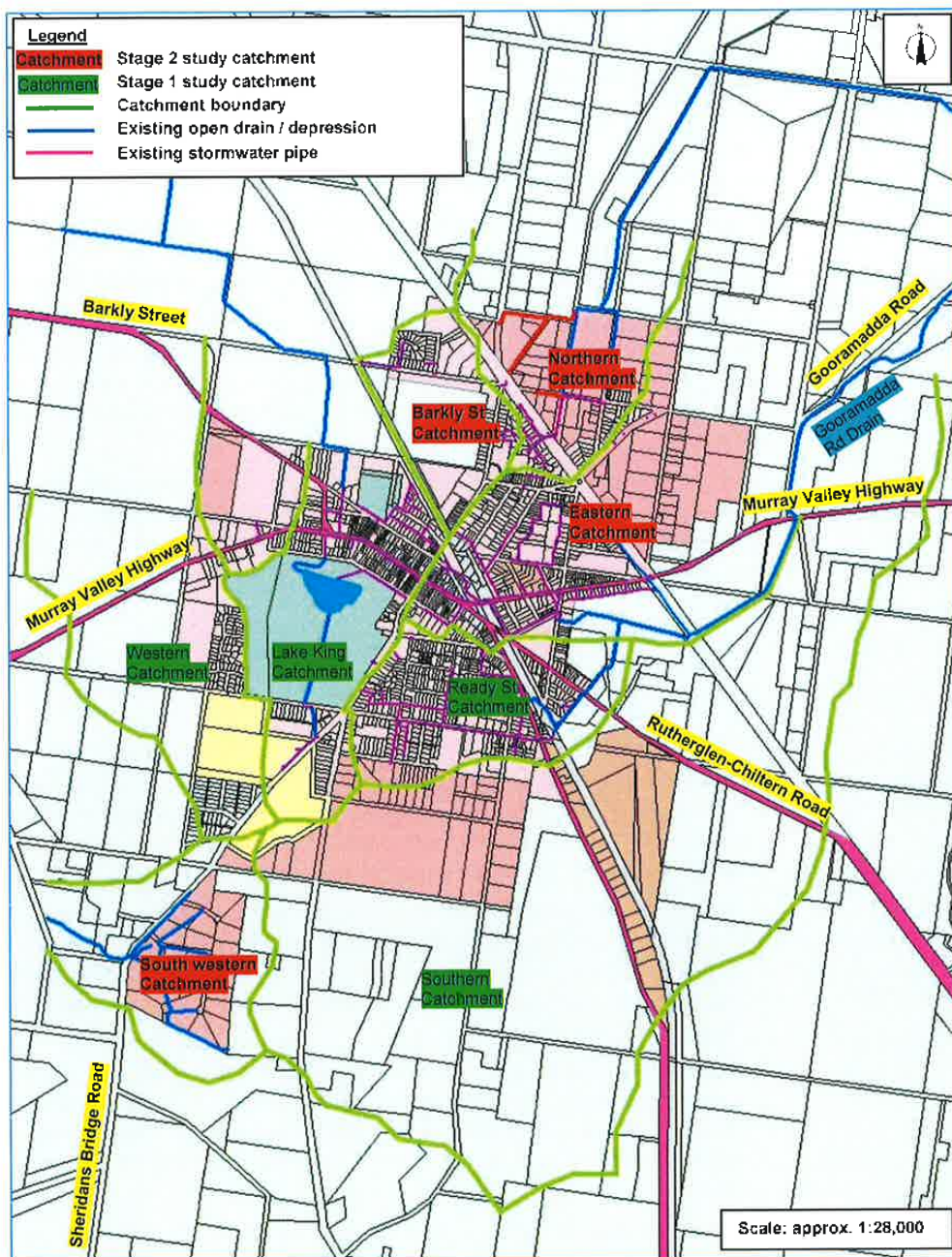
During the period 2010 to 2012, Rutherglen experienced a series of significant storm events which resulted in flooding problems. The recent period from July through October 2016 has also been notable for numerous rain events, although there has not been a standout high intensity event.

The preceding Stage 1 and the current Stage 2 stormwater investigations have focused on identifying improvement measures to alleviate future flooding impacts at known problem locations based on past observations and accounts by residents.

The report also examines stormwater infrastructure issues associated with future development.

The specific objectives of the investigation were as follows:

- Estimation of design flows within the catchments being assessed.
- Estimation of the discharge capacity of the existing stormwater drainage system at the assessment sites.
- Assessment of options to upgrade the capacity of the stormwater drainage system to reduce the frequency and severity of existing stormwater flooding problems.



**Figure 1 Rutherglen Catchments**

## 2. Background & Study Area Description

### 2.1 Rutherglen

Rutherglen is unusual in the sense that it is not located on a significant waterway. Most townships in Victoria and elsewhere tend to have grown from small settlements which nearly always are positioned adjacent to semi-permanent flowing waterways.

The terrain at Rutherglen is generally moderately undulating terrain. The overall land fall is to the north towards the Murray River, located 8 km north of the town. Some parts of the town are quite flat however, particularly the area around the southern end of Hunter Street.

The local drainage lines and catchments are shown on Figure 1. Stormwater runoff from the township drains into two main outfall drains. The Gooramadda Road Drain is located on the eastern side of town and receives runoff from the Southern, Ready Street, Eastern and Northern catchments. The Lake King, Western and Barkly Street catchments drain into the outfall drain located on the north west side of town.

In general, drainage conditions for the surrounding area around Rutherglen are poor. Rutherglen is located in what was once the Black Dog Creek Improvement District, an area renowned for drainage problems. Much of the rural area around Rutherglen has limited natural fall to aid the drainage of runoff, thereby resulting in relatively slow draining conditions.

### 2.2 Stormwater Catchments

The respective catchments at Rutherglen are shown on Figure 1. The catchments have been defined based on watershed boundaries.

The four catchments which form the Stage 2 study area are described as follows.

- **Eastern Catchment** – this 53 hectare catchment drains into the upstream reaches of the Gooramadda Main Drain. Development in this catchment is predominantly standard density residential (GRZ1). An extensive stormwater pipe collector network is present within the developed areas. This catchment is the subject of Section 5 of this report.
- **Northern Catchment** – this 48 hectare catchment falls northwards ultimately draining into the Gooramadda Road Drain. Development is a mixture of GRZ1 and low density residential (LDRZ). A collector pipe network servicing the GRZ1 areas discharges into roadside open drains within the downstream LDRZ areas. This catchment is the subject of Section 6 of this report.
- **Barkly Street Catchment** – this 43 hectare catchment is located on the north western fringe of Rutherglen. Development includes GRZ1 areas serviced by collector pipe networks. As yet undeveloped GRZ1 areas are also present. The catchment drains to the outfall drain on the north western side of town. This catchment is the subject of Section 7 of this report.
- **South Western catchment** – this 55 hectare catchment is located on the south eastern fringe of Rutherglen. The Sheridan Court LDRZ estate occupies most of this catchment. The catchment drains to a natural depression on the west side of Sheridan Bridge Road. This catchment is the subject of Section 8 of this report.

In addition to the above four catchments, this report includes an assessment of the Gooramadda Road Drain. Most of Rutherglen drains into this outfall drain including the Eastern and Northern catchments. The Gooramadda Road Drain is the subject of Section 9 of this report.

### 3. Study Data

#### 3.1 Council Supplied Data

Council supplied the following data for use during the study:

- GIS stormwater layer. The GIS layer included pipe sizes for most of the pipe network.
- Aerial photography.
- 2 metres ground surface contours.

#### 3.2 Rainfall Data

##### 3.2.1 Recent Storm Events

Recorded rainfall data at the Rutherglen Research pluviometer site was obtained for the Rutherglen Stage 1 study. A comparison of the recorded rainfall data for significant events with the Australian Rainfall and Runoff design rainfall intensity-frequency-duration (IFD) for Rutherglen indicates that:

- November 2005 event - this event was equivalent to a 15 year ARI event based on the 30 minute duration recorded rainfall
- November 2010 - this event was to a 2 year ARI event based on the 30 minute duration recorded rainfall
- December 2010 –this event was equivalent to a 2 year ARI based on the 30 minute duration recorded rainfall
- February 2011 – this event was equivalent to a 90 year ARI event based on the 30 minute duration recorded rainfall
- February / March 2012 – there were three significant storm bursts during this particular week of record rainfall. The first burst on the 26 February 2012 was equivalent to up to 35 years ARI. The second burst in the early hours of the 28 February 2012 was equivalent to up to a 5 year ARI event. The third burst in the early hours of the 1 March 2012 was equivalent to a 2 year ARI event.

The above equivalent ARI figures refer to the ARI of the recorded rainfall for durations of up to 3 hours. Flooding in the relatively small catchment areas of the local watercourses at Rutherglen will be most responsive to short duration high intensity rainfall.

The equivalent ARIs quoted do not take into account the antecedent moisture conditions prior to the flood inducing rainfall. For example the second and third rainfall bursts for the March 2012 event were less than the first burst, however the semi saturated conditions prior to the second and third bursts will have resulted in higher runoff as a proportion of rainfall.



Rainfall intensity frequency duration (IFD) data for Rutherglen based on Australian Rainfall and Runoff is given in the Stage 1 report. Notable 100 year ARI design storm rainfall totals are as follows:

- 15 minute duration – 28 mm
- 30 minute duration – 38 mm
- 1 hour duration – 49 mm
- 2 hour duration – 60 mm
- 24 hour duration – 118 mm

### **3.3 Reports**

#### **3.3.1 Rutherglen Stormwater Review Stage 1**

The Stage 1 study (GHD, 2015) covers the catchments which are not covered by the Stage 2 study. The respective Stage 1 and 2 study catchments are shown on Figure 1.

The Stage 1 study report recommends improvement measures to alleviate flooding impacts within the subject catchments. Most of the recommended measures involve modifications (upsizing) of existing piped and open drains.

#### **3.3.2 Nashs Road Estate – Stormwater Management Strategy**

This report (North East Survey Design, 2012) documents a proposed stormwater strategy for the Nashs Road residential estate. The strategy includes the provision of on-site detention (OSD) to retain the post development peak 1.5 year ARI flows at pre-development levels.

## 4. Assessment Approach

### 4.1 Hydrology

The approach for the Stage 2 study was consistent with the previous Stage 1 study (GHD, 2015).

Design flows for the study area catchment were estimated using the XP-RAFTS rainfall runoff model.

XP-RAFTS models of the study area catchments were assembled. Input data used was as follows:

- Design rainfall data in accordance with Australian Rainfall and Runoff
- Catchment / subcatchment boundaries derived using the available terrain data and supported by site inspections. Proportion of impervious surfaces within each subcatchment assigned based on ultimate land use conditions as per the Indigo Shire Council planning scheme zoning maps. In general residential (GRZ1) areas were assigned 40% impervious surfaces however this was varied to reflect the density of development present.
- Rainfall loss rates were assigned based on past experience with similar catchments as follows:
  - Pervious surfaces – initial loss 10 mm, continuing loss rate of 2.5 mm/hr; and
  - Impervious surfaces – initial loss 1 mm, zero continuing losses.

### 4.2 Hydraulics

Hydraulic analysis of the stormwater pipe system was undertaken using the available data. The following data and assumptions were adopted for the hydraulic analysis:

- Pipe lengths based on the GIS stormwater layer.
- Pit surface levels derived from the ground surface terrain data or where available design and survey plans.
- Pipe invert levels based on a minimum cover depth of 0.7 metres below the ground surface or where available design and survey plans.
- Pit losses assigned based on the orientation of incoming and outgoing pipes.
- Open channel drain Mannings roughness values adopted consistent with field assessed conditions.
- Design flows derived from the XP-RAFTS hydrology assessment.

Given the limited ground surface data (e.g. 2 metres contours) the open drain capacity estimates in this report are indicative only.

## 5. Eastern Catchment Assessment

### 5.1 Description

The Eastern catchment is shown on Figure 2.

The eastern half of this catchment drains to the Hunter Street outfall drain on the south side of Nott Street. There is good natural fall within most of this catchment. The western half of the catchment drains to Hopetoun Road and ultimately into the outfall drain at Jones Road.

The stormwater pipe collector network is shown on Figure 2. There are two pipe collector network arms as follows:

- Main Street – Hamilton Street – Nott Street system (catchment area 16 ha).
- Audley Street – King Street – Murray Valley Highway system (catchment area 26 ha).

Both the above pipe systems discharge to the Hunter Street outlet into the outfall drain on the south side of Nott Street.

Most of the area enclosed by Hunter Street, Hopetoun Road and the Murray Valley Highway is yet to be developed. This area is zoned GRZ1. There are also other areas where infill development is continuing (e.g. north side of the Lord Street / King Street intersection).

Overland flow in events which generate runoff exceeding the pipe system capacity will discharge mainly via the roadway network. Overland flow will notably discharge down:

- Harris Street and Murphy Street – catchment area is small and there should not be any serious problems.
- Audley Street – overland flow entering from Harris Street will partly spill onto the railway reserve area. Overland flow entering from Murphy Street will be confined down to the Murray Valley Highway.
- Booth Street and King Street – overland flow is able to be conveyed through to Murray Valley Highway.
- Murray Valley Highway (Howlong Road) – in large flood events, overland flow discharging down the north side streets will spill across the road and continue down the south side streets towards Nott Street.
- Hamilton Street, Reeve Street and Booth Street – overland flow is able to be conveyed through to Nott Street.
- Nott Street – overland flow will spill onto the vacant south side property and the north side residential properties.

### 5.2 Design Flows and Existing Drain Capacities

The XP-RAFTS computed design flows for the Eastern catchment are given in Table 1. The flows are the peak flow induced by the critical duration design storm which varies from location to location. The flows coincide with ultimate land use conditions (i.e. as per the Indigo Shire planning scheme land use zonings).

The pipe system capacity varies from approximately 2 year ARI to 10 year ARI. This is typical for stormwater pipe systems (Infrastructure Design Manual (Local Government Infrastructure Design Association, 2015) nominates 5 year ARI as the minor drainage system design standard for urban residential areas). The stormwater pipe system is not designed to capture and convey the 100 year ARI design flow.



Figure 2 Eastern Catchment Plan



**Table 1 Eastern Street Catchment – Design Flows and Pipe Capacities**

Location (refer to Figure 2)	Ac (ha)	Design Flow		Pipe drain size (diam – mm)	Capacity	
		5 year ARI	100 year ARI		Flow (m³/s)	ARI (years)
Harris St / Audley St - H8	4.2	0.4	0.8	375	0.2	2
Murphy St / Audley St - H7	11.9	0.9	1.9	525	0.5	2
Lord St / King St - H3	7.9	0.6	1.3	450	0.2	2
Audley St / MV Hway - H6	12.2	0.9	1.9	600	0.6	2
Booth St / MV Highway - H5	15.6	1.0	2.3	675	0.7	2
King St / MV Highway - H2	25.8	1.7	3.6	750	0.9	2
Hunter St north Nott St - H1	26.2	1.7	3.6	750	0.9	2
Douglas St / MV Highway - N5	3.4	0.3	0.7	450	0.3	5
Rail Trail / MV Highway - N8	2.3	0.1	0.3	na	na	na
Hamilton St / Nott St - N4	11.4	0.9	1.9	750	0.9	5
Reeve St / Nott St - N3	12.6	0.9	1.9	900	1.3	10
Booth St / Nott St - N2	14.3	1.0	2.1	900	1.3	10
East end of Nott St - N1	15.3	1.0	2.1	900	1.3	10
Hopetoun Rd – HT3	1.3	0.15	0.3	450	0.2	10
Hopetoun Rd – HT2	5.2	0.5	1.0	450	0.2	1
Hopetoun Rd – HT1	10.5	0.9	1.9	373	0.2	< 1

Note:

1. Above design flows assume complete catchment development based on the current land use zonings and result from the critical duration design storm.



### 5.3 Problems / Issues Warranting Further Investigation

Flooding problems within the Eastern Catchment are in general not expected to result in above floor flooding given the undulating terrain in most of this catchment. The street network is also aligned favourably with respect to the conveyance of overland flow. There are no roadway low points where the overflow route is through downstream properties.

Residents were door knocked in locations where significant quantities of overland flow are present, typically within the adjoining roadway. These door step discussions did not reveal any past instances of above floor flooding within this catchment.

Flooding risks appear to be highest towards the low end of the catchment where overland flow rates are highest and the terrain is relatively flat (e.g. Nott Street area).

The following stormwater drainage issues within the Eastern catchment have been further assessed:

- Drainage conditions for the Nott Street / Hunter Street intersection area.
- Drainage infrastructure needs for servicing future residential development in the area bounded by Hopetoun Road, Hunter Street and Lord Street.

### 5.4 Nott Street / Hunter Street Area

Nott Street is located at the downstream end of the Eastern Catchment. The main line pipe drain is aligned down the northern side of Nott Street (900 mm diameter). This pipe appears to cross under a 750 mm diameter pipe aligned down Hunter Street before terminating at the entry to the main outfall drain as shown on Figure 3.

The roadway at the eastern end of Nott Street was recently resurfaced and sealed. The road crown is now higher and the road camber a little steeper than prior to the road works. There have been some problems with the use of the eastern most driveways in Nott Street since the road works due to the steeper road camber. Council has installed half pipes in the road gutter at three driveways as a temporary measure to improve vehicle access.

The property on the south side of Nott Street is not currently developed. This property is zoned GRZ1. It is understood that this property is being considered for an aged care facility development.

A door knock of residents in Nott Street was conducted to ascertain the extent of past flood impacts on these properties. The four residents who were interviewed indicated that:

- The roadway carries quite large surface flows in significant rainfall events.
- Surface flows have not threatened to cause any serious impacts (i.e. above floor flooding of houses). In a small number of events, surface water has encroached into carports and garages leading to nuisance flooding.
- Surface flows tend to drain reasonably quickly following the rain events.

Two photographs of flooding in Nott Street taken by local residents are shown in Figure 4. The photographs coincide with pre roadwork conditions.

Possible improvement options are discussed as follows.



**Figure 3 Nott Street / Hunter Street – Existing Stormwater System**



**Figure 4 Nott Street Flooding**

### **5.4.1 Option 1 - Extend the Open Outfall Drain from Hunter Street to Hamilton Street**

The main outfall drain currently terminates at Hunter Street. Drainage upstream is via the pipe system and roadway gutters.

Given that the property on the south side of Nott Street has not been developed, it would be possible to acquire drainage reserve adjoining the south side of Nott Street from Hamilton Street through to the Hunter Street main drain (refer to Figure 5).

A 15 metre wide reserve would be sufficient for a 100 year ARI capacity open drain within the reserve (reserve area 0.35 hectares or 15% of the 2.3 hectares property). A narrower reserve is possible, however drain batter slopes may then be steeper than ideally sought.

Impacts on large mature native trees positioned close to the road reserve boundary are a complicating issue.

The extension of the open drain would eliminate significant flooding of the Nott Street roadway and nuisance flooding of the north side lots.

The benefits of this option are it ensures that the overland flow in Nott Street will not impact on either the Nott Street north side properties or the south side property earmarked for a potential aged care development.

The cost effectiveness of this option is questionable, given the apparent absence of above floor flooding impacts of the Nott Street properties. It may however be possible to integrate a future development proposal for the property on the south side of Nott Street with the establishment of an open drain along the Nott Street boundary (e.g. excavated drain material could potentially be used as fill for a building pad).

### **5.4.2 Option 2 – Extend the drain onto the west side of Hunter Street**

This option would involve (refer to Figure 5):

- Acquisition of a small area (less than 0.1 hectare) at the northern corner of the Hunter Street / Nott Street / Main Street triangle block.
- A swale drain down the south side of Nott Street discharging into an excavated basin / wetland positioned within the reserve area.
- Redirect the Nott Street stormwater pipe drain into the excavated basin.

### **5.4.3 Option 3 – No land acquisition – minimalist option**

This option is limited to providing new side entry pit outlets for stormwater runoff at the eastern end of Nott Street. New side entry pit outlets into the existing 900 mm diameter pipe would be positioned on the upstream (west) side of the three Nott Street driveways located between Booth Street and Hunter Street.

The new side entry pits will offset the effect of the marginally higher road crown since recent roadworks were completed. With the new side entry pits in place, there would be no need to continue the guttering across the three driveways thereby allowing for the driveway gutter inverts raised and the current temporary half pipe measures to be removed.





**Figure 5 Nott Street / Hunter Street Options**

## 5.4.1 Discussion

There does not appear to have been any serious flooding impacts (e.g. above floor flooding of houses) in Nott Street. Being at the base of the catchment, overland flows can be quite large as can be seen by the photographs in Figure 4.

The recent roadworks have caused some issues associated with the three eastern most driveways in Nott Street. Option 3 involving the installation of additional side entry pits on the upstream side of each of the three driveways would render the gutter at each driveway redundant thereby overcoming this problem. This would also assist in offsetting the potential for



higher flood levels due to the raised road crown in place since the recent roadworks were completed.

Longer term, however Council should give consideration to implementing Option 1 or Option 2. Option 1 is unlikely to be viewed as necessary, given the capacity for the Nott Street road reserve and an enhanced swale on the south side of the road to convey major flood flows without any serious impacts on the adjoining properties.

Option 1 would however provide a landscape buffer strip between a development such as an aged care facility on the Nott Street frontage. This may or may not fit in with development plans for the site, particular if the loss of the reserve land footprint compromises the development layout.

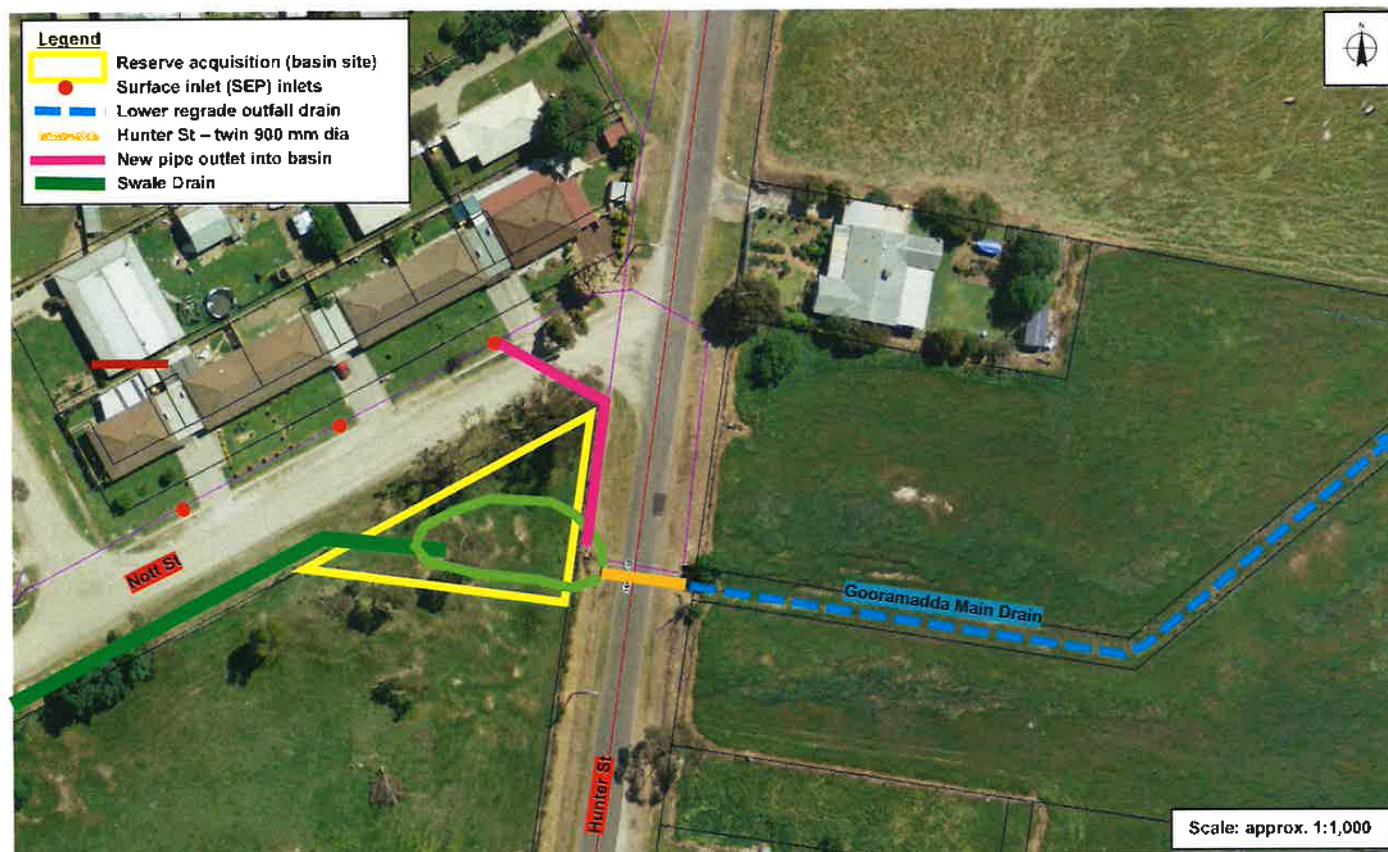
The need for acquiring the triangle shaped reserve area as part of Option 2 (refer to Figure 5) is partly driven by the presence of the large mature trees on the south side of Nott Street close to the Hunter Street intersection. A swale aligned down the south side of Nott Street could discharge into an excavated drain basin located within the triangle reserve. The small reserve area could be landscaped and possibly incorporate a small wetland feature with the base of the excavated basin.

### 5.4.2 Recommended Option

The recommended option is a combination of Options 2 and 3 as shown on Figure 6.

- Short term measures:
  - Acquisition of the small triangle shaped area subject to discussions with the owners of the property.
  - Installation of SEPs adjoining the three driveway crossings as part of works to rectify the problems associated with the driveways. SEPs connected to the existing 900 mm diameter stormwater pipe.
- Medium and longer term measures (require integrated feature survey and design process):
  - Construct a basin within the reserve area. Establish small wetland in base. Landscape the reserve.
  - Construct a grassed swale on the south side of Nott Street and direct into the basin within the triangle reserve area.
  - Regrading (lowering) of the initial 300 metres of open drain downstream of Hunter Street pending survey and detailed design outcomes.
  - New culvert structure across Hunter Street to replace the existing structure (twin 900 mm diameter pipes in place of twin 750 mm diameter existing pipes) ideally at a lower level which will require some regrading of the downstream outfall channel.
  - Direct the two stormwater pipe drains (900 mm diameter in Nott Street and the 750 mm diameter in Hunter Street) into the basin.

A 5 metres wide drainage reserve is aligned over the outfall drain downstream of Hunter Street. A drainage reserve width of ideally 20 metres would enable the drain to be positioned wholly within the reserve whilst allowing for drain batter slopes of 6:1 to be formed (refer to Section 9.3.3). Council should ensure that any development adjoining the drain route on the downstream side of Hunter Street is offset 7.5 metres from both sides of the existing 5 metres wide drainage reserve boundary.



**Figure 6 Nott Street / Hunter Street – Preferred Option**

### 5.5 Hopetoun Road / Jones Road

The GRZ1 zoned area bounded by Hopetoun Road, Lord Street and the Hunter Street east side properties may be developed in the short to medium term.

This area falls towards the Hopetoun Road. There is good fall along Hopetoun Road and to a lesser extent Jones Road towards the Gooramadda Main Drain.

Hopetoun Road has recently been upgraded between the Murray Valley Highway and Culbertson Street. Low flow roadside open drains and three low flow culvert crossings formed part of the recent road works.

A 300 mm diameter pipe drain from Iggsten Lane discharges to just inside the western boundary of Hopetoun Road. The pipe outlet is currently largely blocked with deposited sediment.

Given the GRZ1 zoning, a 5 year ARI pipe collector network is appropriate for the future residential estate west of Hopetoun Road. A pipe layout for servicing this future development area are shown on Figure 7.

In events more severe than a 5 year ARI flood, flows in excess of the pipe network capacity can be conveyed within the road reserves, given the limited catchment size (10 hectares at Murray Valley Highway).

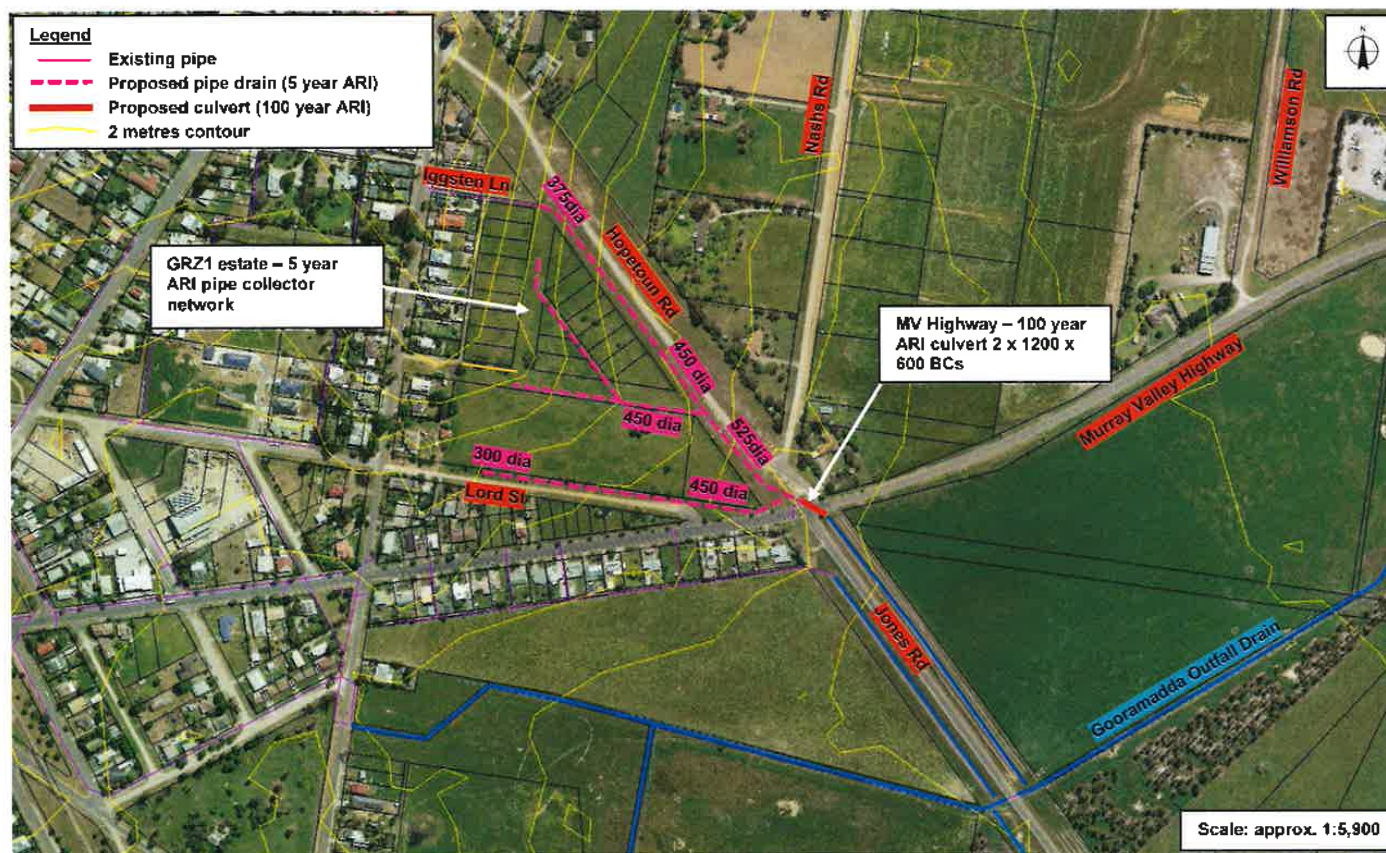
The 5 year ARI piped collector network would discharge within the Hopetoun Road reserve to the Murray Valley Highway. A 100 year ARI capacity cross drainage culvert would then transfer flows under the highway to the east side of Jones Road, within the road reserve. Flows would then be conveyed via the Jones Road roadside drain to the Gooramadda Road Drain.

The 5 and 100 year ARI design flows for this catchment are given in Table 1.

Preliminary design details are as follows:

- Hopetoun Road – pipe drain varies from 375 mm diameter to 750 mm diameter (5 year ARI design flow varies from 0.15 to 0.9 m<sup>3</sup>/s).
- Murray Valley High culvert – 2 No. 1200 x 600 box culverts (100 year ARI design flow 1.9 m<sup>3</sup>/s)
- Jones Road – existing open drain should suffice given the elevated height of the adjoining road, the existing road side drain and the adjoining rural land use.





**Figure 7 Hopetoun Road – Proposed Stormwater Infrastructure Works**

### 5.6 Nashs Road Estate

The first stage of the Nashs Road LDRZ development has consisted of development fronting onto Nashs Road. Development is continuing for the 20 hectares area between Nashs Road and Williamson Road on the south side of Campbell Street. The average lot size is approximately 0.5 hectare.

A stormwater management strategy is currently being prepared by design consultants SPIIRE for the site.

The north eastern corner of the Nashs Road estate is effectively the outlet for stormwater discharge from the estate. From this location, the Barkly Street roadside drain conveys flows to the Gooramadda Road and into the Gooramadda Main Drain on the eastern side of the road.

Based on the 2 m ground contour survey data, there are no well defined overland flow paths through the Nashs Road estate. Overland flow depths are therefore expected to generally not exceed 100 mm consistent with shallow sheet flow conditions. Providing building floor heights are elevated at least 150 mm above the low adjoining ground surface level, this will minimise the risk of any above floor flooding.

Given the low density nature of the Nashs Road estate, it is expected that the stormwater drainage system will consist of:

- Adequate width easement drain through downstream lots where lots fall to their rear boundary (make easement wide enough for a 5 year ARI capacity open drain).
- Low flow roadside drain network (e.g. pipe or open drain) draining to the north east corner of the estate.



## 6. Northern Catchment Assessment

### 6.1 Description

The Northern catchment covers the area shown on Figure 8.

The outfall drain for this catchment is a natural depression located north of Glencoe Road. The catchment ultimately drains to the Gooramadda Road outfall drain.

Existing development within the northern catchment includes GRZ1 residential around the upper most portions of the catchment (e.g. west of Hopetoun Road and the Glasgow Street / Campbell Street / Barkly Street triangle). Most of the catchment is zoned LDRZ with existing development typically located on large lots (e.g. 0.5 to 2 hectares).

The stormwater drainage system servicing the catchment is described as follows:

- Piped drains discharge westwards down Barkly Street and northwards down Humphreys Road into a large open drain located within the east side of the Humphreys Road reserve between Barkly Street and Glencoe Road.
- A smaller open drain is located on the east side of the Glasgow Street road reserve above Glencoe Road.
- Both the above drains discharge to roadside drains in Glencoe Road and then start of the natural depression north of Glencoe Road.

The total catchment area at the Glencoe Road low point is 48 hectares. This includes the 34 hectare Humphreys Road Drain catchment and the 10 hectares Glasgow Street Drain catchment

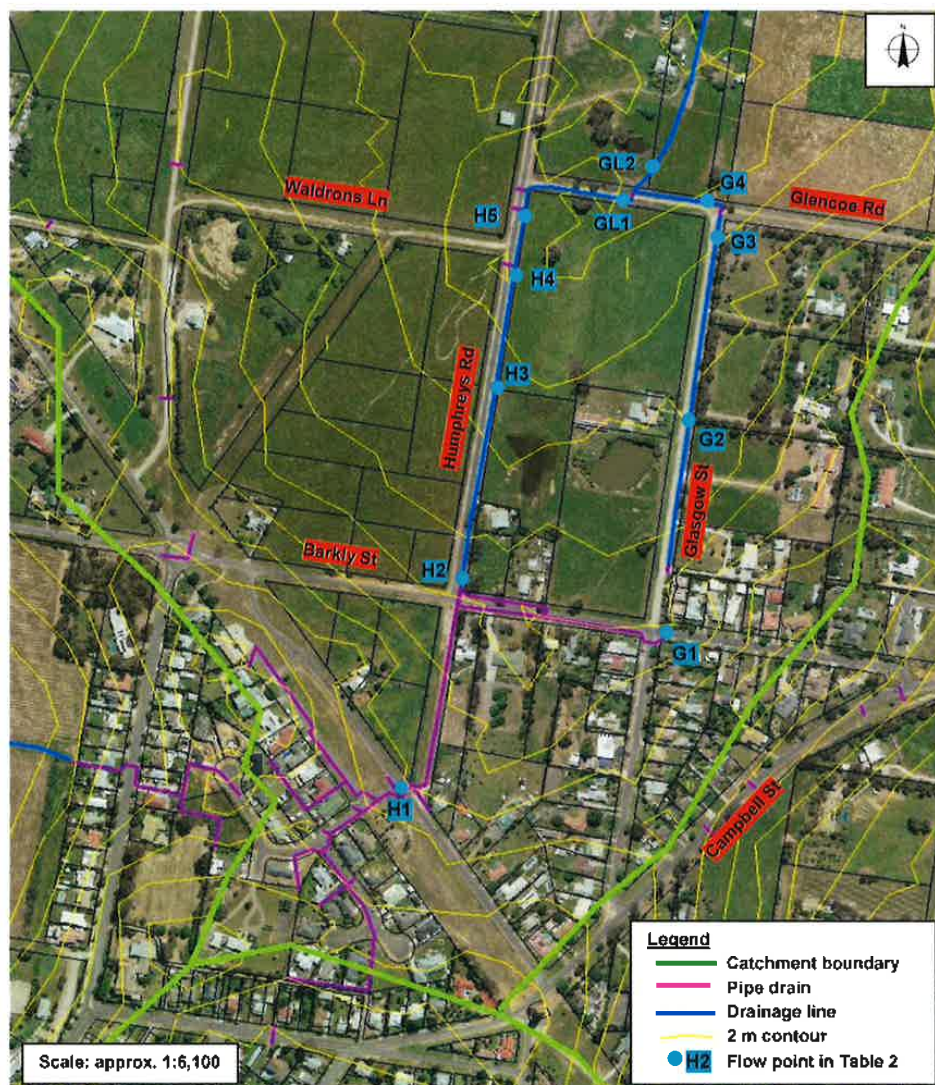
Based on current land use zonings, future development within this catchment will be limited to the LDRZ land which has not yet been developed which consists mainly of the area to the west of Humphreys Road.

There are no known serious flooding problems within this catchment (i.e. occurrences of above floor flooding). The terrain has good natural grade which allows surface runoff to drain relatively efficiently.

### 6.2 Design Flows and Existing Drain Capacities

The XP-RAFTS computed design flows for the Northern catchment are given in Table 2. The flows are the peak flow induced by the critical duration design storm which varies from location to location. The flows coincide with ultimate land use conditions (i.e. as per the Indigo Shire planning scheme land use zonings).

The pipe system capacity varies from approximately 2 year ARI to 10 year ARI. This is typical for stormwater pipe collector networks. The Infrastructure Design Manual nominates 5 year ARI as the design standard for the minor drainage system in urban residential areas.



**Figure 8 Northern Catchment Plan**

**Table 2 Northern Catchment – Design Flows and Drain Capacities**

Location (refer to Figure 8)	Ac (ha)	Design Flow		Pipe drain size (mm)	Capacity	
		5 year ARI	100 year ARI		Flow (m <sup>3</sup> /s)	ARI (years)
Glasgow St at Barkly St – G1	2.2	0.2	0.5	225 dia	0.1	<1
Glasgow St - G2	6.1	0.3	0.8	300 dia *	0.1	<1
Glasgow St - G3	8.7	0.4	1.1	300 dia *	0.1	<1
Glasgow St at Glencoe Rd – G4	10.0	0.5	1.3	375 dia *	0.2	<1
Humphreys Rd at Hopetoun Rd – H1	6.2	0.5	1.1	450 dia *	0.5	5
Humphrey's Rd at Barkly St – H2	15.4	0.9	2.0	OED	10	>100
Humphrey's Rd – H3	17.9	0.9	2.2	OED	4	>100
Humphrey's Rd – H4	21.3	1.0	2.6	OED	0.7	2
Humphrey's Rd at H8	29.7	1.2	3.5	OED	0.7	1-2
Glencoe Road – GL1	38	1.6	4.6	300 dia	0.1	< 1
Glencoe Road – GL2	48	2.0	5.8	OED	-	-

**Notes:**

1. Above design flows assume full catchment development based on the current land use zonings and result from the critical duration design storm.
2. \* indicates the driveway culverts present along the Glasgow Street open drain route.

### 6.3 Glasgow Street Drain

#### 6.3.1 Description

The Glasgow Street roadside drain is aligned down the east side of Glasgow Street between Barkly Street and Glencoe Road. The GRZ1 and LDRZ areas on the east side of Glasgow Street discharge to this drain. The indicative drain grade is 2%.

The existing drain is shown on Figure 9. Rock berms have been placed at intervals in the drain bed to slow velocities to reduce the risk of bed erosion.

The indicative capacity of the Glasgow Street 'open' drain is 1 m<sup>3</sup>/s. There are five driveway crossings between Barkly Street and Glencoe Road. Four of these are 300 mm diameter pipes which will discharge up to 0.15 m<sup>3</sup>/s assuming zero blockage.

The Glasgow Street drain is located in an LDRZ area. The drain is able to confine low and minor flood flows. Higher flows will spill over the driveway crossings but will not otherwise cause any significant adverse impacts. If the drain was located within a GRZ1 area, a 5 year ARI capacity piped drain would normally be expected to be provided (i.e. as per the IDM).





**Figure 9 Glasgow Street Drain**

The moderate longitudinal grade of the drain is not likely to cause erosion of the drain bed. As such the rock berms are arguably not necessary, however there is no pressing reason to remove them.

At the north end of Glasgow Street, the drain discharges via a low flow culvert under Glencoe Road into a small roadside drain which discharges westwards into the natural depression midway between Glasgow Street and Humphreys Road.

### **6.3.2 Recommendations**

Ideally the capacity of the Glasgow Street culvert crossings would match the capacity of the adjoining open drain segments. As is usually the case with road side open drains, the driveway culverts are the limiting capacity constraint.

Overflows either side of the Glasgow Street Drain are not a significant concern. The existing drain condition looks relatively stable.

Given the surrounding LDRZ conditions, no recommendations are made for changes to the Glasgow Street drain with the exception of the following:

- Glencoe Road culvert crossing (existing 375 mm diameter pipe) – upgrade to a 900 x 450 mm box culvert or equivalent to achieve 5 year ARI capacity.

The above is a low priority measure given the minor status of Glencoe Road (unsealed local road). Implementation could be deferred until Glencoe Road is upgraded to a sealed road.

### 6.4 Humphreys Road Drain

#### 6.4.1 Description

Three stormwater pipes discharge into the upstream limit of the Humphreys Road open drain at Barkley Street. The open drain down the east side of Humphreys Road is initially approximately 1.5 metres deep with a capacity well in excess of the incoming pipe flows (refer to Photograph 1 in Figure 10).

The Humphreys Road drain is connected to a dam / wetland complex located on crown land on the east side of the road 150 metres north of Barkly Street. When dam water levels are low, the roadside drain flows into the dam. When dam water levels are full, outflows from the dam flow back into the roadside drain.

The open drain reduces in depth with increasing distance downstream of Barkly Street. As the drain approaches Glencoe Road, the drain depth is approximately 0.3 metre (refer to Photograph 3 in Figure 10). Overflows from the drain discharge onto the adjoining east side property.

There are no driveway access road culvert crossings at any point along the Humphreys Road drain route. The downstream end of the drain discharges eastwards down Glencoe Road to a natural low point (refer to Photograph 4 in Figure 10). Council has recently installed a low flow culvert at the road low point (300 mm diameter pipe) and raised the road surface by approximately 300 mm to improve its level of service during wet periods.

The depth of the drain in Humphreys Road as it approaches Glencoe Road and then the low flow culvert is limited by the ground surface of the natural depression downstream of Glencoe Road.



**Figure 10 Humphreys Road Drain**



### 6.4.2 Recommendations

The Humphries Road Drain immediately downstream of the Barkley Street intersection is a safety risk. The drain depth at this point is approximately 1.5 metres, with the drain batter quite steep, positioning very close the edge of the road and actively eroding having outflanked the culvert headwall.

The recommended works to address this issue are:

- Extend the pipe drain 20 metres downstream of the existing pipe drain termination point (refer to Photograph 1 in Figure 10).
- Twin 600 mm diameter pipes are recommended in order to match the capacity of the incoming pipes and allow retention of sufficient pipe cover.
- Retain shallow swale above pipe.

### 6.5 Glencoe Road Drain

#### 6.5.1 Description

Drainage conditions at Glencoe Road are shown on Figure 11.

The large lot adjoining the south side of Glencoe Road between Humphreys Road and Glasgow Street has been developed in the past few years including a house and a dam. The dam is understood to have been licensed by Goulburn-Murray Water on the condition that flows in the roadside drains not be diverted into the dam.



**Figure 11 Glencoe Road Drain**

The owner of this property has indicated that he considers the low flow pipe under Glencoe Road to be under capacity, with the result that it prolongs the inundation time for water on his property, notably in the north western corner of the lot. A natural depression is however aligned through this property and consequently the lower portions of the property would naturally be subject to flooding.

The catchment area at Glencoe Road is 48 hectares. The road will overtop frequently given the limited capacity of the 300 mm diameter low flow pipe. This is not necessarily a serious problem given that no properties are accessed from Glencoe Road between Humphreys Road and Glasgow Street. The recent raising of the Glencoe Road surface will have caused prolonged inundation times on a small part of the adjoining upstream property.

### **6.5.2 Recommendations**

Options for Council are to install a significantly larger structure or alternatively lower the road back down to its previous level and remove the low flow culvert, effectively relegating the road to a dry weather road only. Culvert upgrade options are:

- 1 year ARI capacity culvert – single 1200 x 450 mm box culvert required
- 2 year ARI capacity culvert – two 1200 x 450 mm box culvert cells required (recommended)
- 5 year ARI capacity- four 1200 x 450 mm box culvert cells required

The 2 year ARI capacity option is viewed as a reasonable outcome if the intention is to retain the road as a semi-all seasons road.

## **6.6 Barkly Street Drain**

### **6.6.1 Description**

Barkly Street between Glasgow Street and Humphries Road is relatively flat. With ground surface survey data limited to two metres contours, it is difficult to definitively define what is the available fall and where the natural low point is located.

The natural low point does however appear to be positioned opposite the property at 27-29 Barkly Street. The owner has advised that in severe runoff events such as occurred between 2010 and 2012, a substantial amount of overland flow spilled down the driveway causing grounds flooding and also affecting shedding. The owner has indicated this has not been as much of a concern since 2012, possibly due to less severe rainfall events and possible due to some changes in the stormwater pipe drainage arrangements within Barkly Street. The house at 27-29 Barkly Street is not affected by flooding.

Two 450 mm diameter pipe drains in Barkly Street convey flow westwards to the Humphries Road Drain. The combined capacity of these two piped drains is equivalent to approximately a 5 year ARI flood.

There are no alternatives other than upgrading the existing drain in Barkly Street in order to prevent overflows through 27-29 Barkly Street. Replacing one of the 450 mm diameter pipes with a 750 mm diameter pipe would be sufficient.

Given however the limiting nature of the impacts (nuisance level flooding rather than more serious flooding) no works are proposed, particularly as concerns seemed to have eased in recent years including the recent wet period during the winter / spring of 2016.

### 6.7 LDRZ Area West of Humphreys Road

The area west of Humphreys Road is zoned LDRZ. There is currently quite limited development activity within this area.

The LDRZ zone allows for subdivision down to 4,000 m<sup>2</sup> where reticulated sewerage is not connected and 2,000 m<sup>2</sup> where each lot is connected to reticulated sewerage.

Existing undeveloped low density development within the Northern catchment include lots fronting onto Glasgow Street, Barkly Street east of Humphreys Road and Pascoe Road. Lots are mostly much larger than 0.4 hectare with some lots up to 3 hectares in size, although potentially able to be subdivided further in the future.

Most Council's do not have stormwater design standards specific to low density development zones. Low density development with average lot sizes less than 0.5 hectare in size generally do not warrant the provision of a minor 5 year ARI capacity pipe collector drainage system. Stormwater drainage infrastructure for this level of lot density typically consists of:

- Internal lot drainage – down pipes discharge into a pipe or open drain which discharges to an open roadside drain when the fall is toward the frontage road or into an open easement drain when the fall is towards the rear of the lot.
- Roadside open drains cater for minor event flows – open drain with ideally flat batters (6:1) conveying runoff to the receiving waterway outlet. Driveway culverts can be problematic, however in general driveway culvert capacity should match the open drain capacity.
- Major event flows – given the infrequent nature of major flooding, inundation encroaching onto adjoining lots can be tolerated for low density areas.

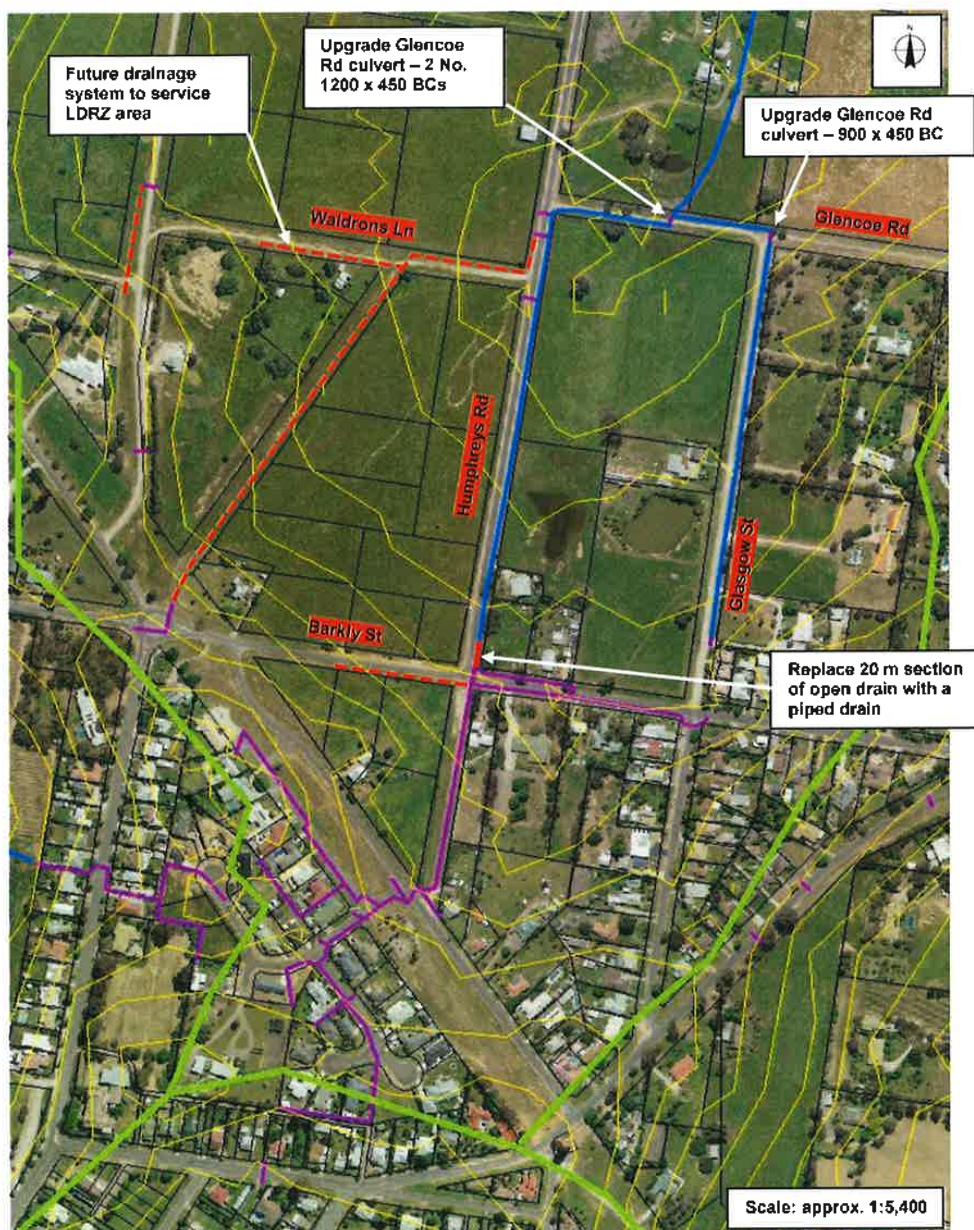
The Sheridan Court estate (average lot density 1.1 hectares) in south western Rutherglen is an example of a low density residential estate without a pipe collector network (refer to Section 8).

If the development density is closer to 0.2 hectare, consideration needs to be given to providing a stormwater system which is more closely aligned with that provided in standard residential development areas (i.e. 5 year ARI capacity pipe collector network).

The following recommendations are made for extensions to the roadside drainage system should the LDRZ area on the west side of Humphreys Road be developed.

- New roadside open drain to be established from the existing Humphreys Road 1200 x 600 mm box culvert via the Waldrons Lane route shown on Figure 12. Culvert crossing required at Waldrons Lane (1200 x 450 mm box culvert – 5 year ARI capacity).
- New roadside drain to be established on the west side of Barkly Street approach to Humphreys Road to service future LDRZ development to the south. Culvert crossing required at Humphreys Road (375 mm diameter – 5 year ARI capacity).





**Figure 12 Northern Catchment – Proposed Improvement Measures**

## 7. Barkly Street Catchment Assessment

### 7.1 Description

The 43 hectares Barkly Street catchment is shown on Figure 13.

The Barkly Street catchment drains into the outfall drain from the Lake King catchment west of the Rail Trail.

The Barkly Street catchment generally falls in a westerly direction towards the Rail Trail. Runoff then drains via an open drain parallel with the high (eastern) side of the Rail Trail through to Barkly Street. A culvert under the Rail Trail at Barkly Street discharges into the road side drain which in turn discharges into the Lake King catchment outfall drain 150 metres west of the Rail Trail.

A stormwater pipe collector drain crosses High Street at a distinct road low point midway between Culbertson Street and Barkly Street.

The other stormwater pipe collector drain within this catchment connects Muscat Court to the roadside drain on the west side of the Rail Trail.

### 7.2 Design Flows and Existing Drain Capacities

The XP-RAFTS computed design flows for the Barkly Street catchment are given in Table 3. The flows are the peak flow induced by the critical duration design storm which varies from location to location. The flows coincide with ultimate land use conditions (i.e. as per the Indigo Shire planning scheme land use zonings).

The pipe system capacity varies from approximately 2 year ARI to 5 year ARI.

**Table 3 Barkly Street Catchment – Design Flows and Drain Capacities**

Location (refer to Figure 13)	Ac (ha)	Design Flow		Pipe drain size (mm)	Capacity	
		5 year ARI	100 year ARI		Flow (m <sup>3</sup> /s)	ARI (years)
Railway Drain - R1	7.1	0.7	1.5	OED	1	20
Railway Drain - R2	28.5	1.3	3.3	OED	5	100
Railway Drain - R3	32.0	1.5	3.7	2 x 600 dia	1.0	2-5
High Street road low point – H1	3.7	0.4	0.7	450 dia	0.4	5
High St at rural outlet – H2	5.4	0.5	1.0	OED	-	-
Riesling Rd road low point – R11	4.5	0.4	0.9	OED	0.15	3
Muscat Ct – M1	1.5	0.2	0.4	300 dia	0.15	2-5
Barkly St at Muscat Ct – B1	10.3	0.9	1.9	600 dia	0.6	2

Note:

1. Above design flows assume complete catchment development based on the current land use zonings and result from the critical duration design storm.



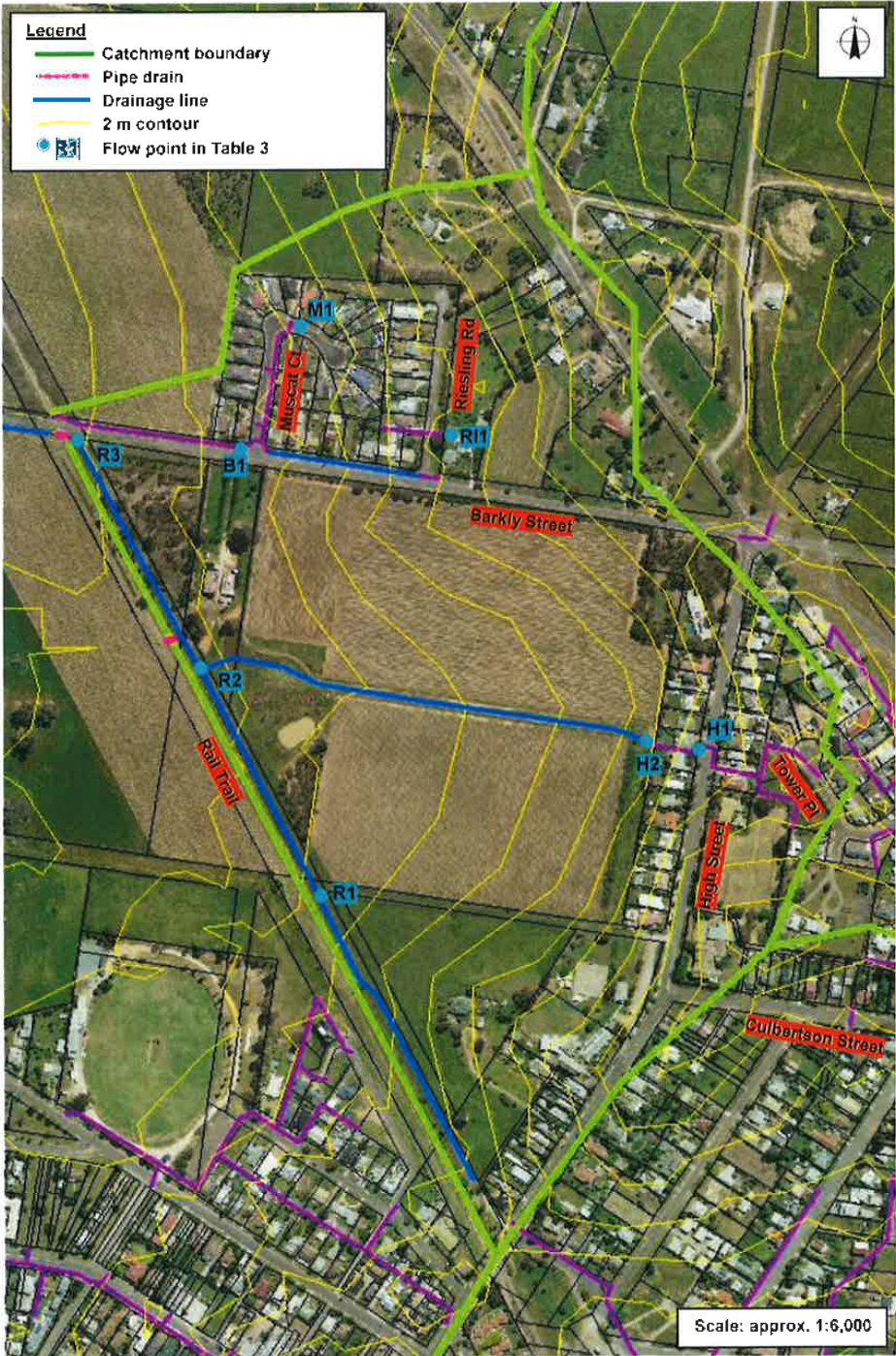


Figure 13 Northern Catchment Plan

The drain which parallels the Rail Trail is a relatively informal drain. It varies in depth and shape along the route. The following comments are made in relation to the Rail Trail drain:

- Drain is initially a cut off drain above the Rail Trail at the High Street end. The adjoining land is zoned GRZ1 (general residential), but is yet to be developed. The future developer of this area should be required to provide a formal 100 year ARI capacity drain along a similar alignment to the existing drain for the initial 400 metres drain segment downstream of High Street.
- The 500 metres remaining section of drain on route to Barkly Street is located adjacent to FZ (Farming Zone). There is not a lot to be gained by modifying this section of drain or for that matter upgrading the culvert crossing at Barkly Street. No changes to this section of drain are therefore proposed.

The area on the east and north sides of Riesling Road is zoned GRZ1. Development within this area is currently characteristic of low density residential. If future higher density development of these areas occurs, provision for managing stormwater runoff will need to be made. Most of this prospective development area drains to Riesling Road.

Past flooding problems have occurred within the Barkly Street catchment at the following locations:

- High Street – low point in road midway between Culbertson Street and Barkly Street.
- Riesling Road – low point in roadway 40 metres north of Barkly Street.

### 7.3 Improvement Options

#### 7.3.1 55 High Street

A roadway low point is positioned opposite 55 High Street (refer to Figure 14). The stormwater system servicing this low point consists of:

- 450 mm diameter pipe on the downstream side of the road low point. The capacity of the pipe is 0.4 m<sup>3</sup>/s, equivalent to a 5 year ARI event.
- Three side entry pits (double SEP on low side of the road and single SEP on high side). The indicative surface inlet capacity at the low point is 0.15 m<sup>3</sup>/s assuming the inlets are free of blockage

Once the capacity is exceeded, overflows spill down the driveway of 55 High Street and the adjoining properties on either side (refer to Photographs 3 and 4 in Figure 14). Above floor flooding has not resulted in past floods when this has occurred. The owner / occupier at 55 High Street has concerns that if the garage door is in the closed position during a flood, above floor flooding could result.

An upgrade of the pipe drain servicing the low point to 100 year ARI capacity would involve the following:

- Replacement of the existing 450 mm diameter pipe with a 675 mm diameter pipe
- Provision of additional high capacity SEP units to replace the existing double SEP on the west side of High Street and the single SEP on the east side of High Street.





**Figure 14 High Street Low Point**

The following recommendations are made:

- Replace the existing single SEP on the east side of High Street at the road low point with a high capacity double SEP unit.
- Replace the existing double SEP on the west side of High Street at the road low point with a high capacity double SEP unit.

The existing double SEP on the west side of High Street has an inlet opening (throat) depth of only 80 to 100 mm (120 mm is standard throat opening) and requires upgrading given the impacts on 55 High Street.

There will be significant disturbance associated with upgrading the pipe drain from the High Street road low point through to the rear of 55 High Street. It is suggested that the above surface inlet capacity improvements be firstly implemented. If subsequent to this, there are any further overland flow impacts on 55 High Street, then the upgrade of the 450 mm diameter pipe through the same property with a 750 mm diameter pipe should be implemented subject to the property owner being supportive of the pipe upgrade.

### 7.3.2 1 Riesling Road

A road low point is positioned opposite 1 Riesling Road (refer to Figure 15). The stormwater system servicing this low point consists of:

- 300 mm diameter pipe on the downstream side of the low point. The capacity of the pipe is 0.15 m<sup>3</sup>/s, equivalent to a 3 ARI event.
- One high capacity surface inlet is located at the upstream pipe entry point. The surface entry pit capacity, provided there is low blockage, should be sufficient to allow the pipe to flow at capacity.

The occupants at 1 Riesling Road indicated that the high capacity surface inlet pit (refer to Figure 15) was installed following damage to their loose gravel driveway resulting from road overflows at the low point. In the period since the upgrade, they have not experienced any further problems.



**Figure 15 Riesling Road Low Point**

There is very little risk, if any, of serious flooding problems at this location. In events exceeding the capacity of the pipe drain, a small amount of overland flow will spill through the low side properties. To avoid future infrequent minor grounds flooding, options are limited to:

- Upgrading the existing pipe drain downstream of the low point. This is not favoured given the major disturbance impacts along the pipe route.
- Constructing a new pipe (600 mm diameter) or open diversion drain from the low point through to Barkly Street. This may be problematic depending on the ground surface elevations along the route.

### **7.3.3 Other Issues**

There are no other known potential serious stormwater flooding impacts within the Barkly Street catchment.

The following road side drains should be maintained in a relatively clear condition:

- Both the north and south side Barkly Street drains between the Rail Trail and the Lake King outfall drain.
- The north side Barkly Street drain between Riesling Road and the Rail Trail.

There is a road low point at the cul de sac end of Tower Place. A single standard SEP services this low point. This area has recently been developed. A catchment area of approximately 0.6 hectares drains to the low point. Given the limited catchment area, it is not expected that there will be future problems at this location.



## 8. South Western Catchment Assessment

### 8.1 Description

The South Western catchment is shown on Figure 16.

The 55 hectare catchment drains to a natural depression located downstream of a culvert crossing under the Sheridans Bridge Road south of the Sheridan Court intersection. There is good natural fall within the catchment to assist with the drainage of surface runoff.

The Sheridan Court low density residential estate occupies most of this catchment. The average lot size of the estate is 1.1 hectares. The estate development is complete with all lots occupied.

The existing drains within the residential estate are shown on Figure 16. Road culvert crossings within the estate associated with these drainage lines are located at Holmes Court, Sheridan Court (two) and Grey Court.

There is no stormwater pipe collector network within the catchment consistent with common practice for low density estates. Surface flows discharge via the natural drainage lines to the roadside drains and cross drainage culverts.

### 8.2 Design Flows and Existing Drain Capacities

The XP-RAFTS computed design flows for the South Western catchment are given in Table 4. The flows are the peak flow induced by the critical duration design storm. The flows coincide with the existing land use conditions given the estate development is complete.

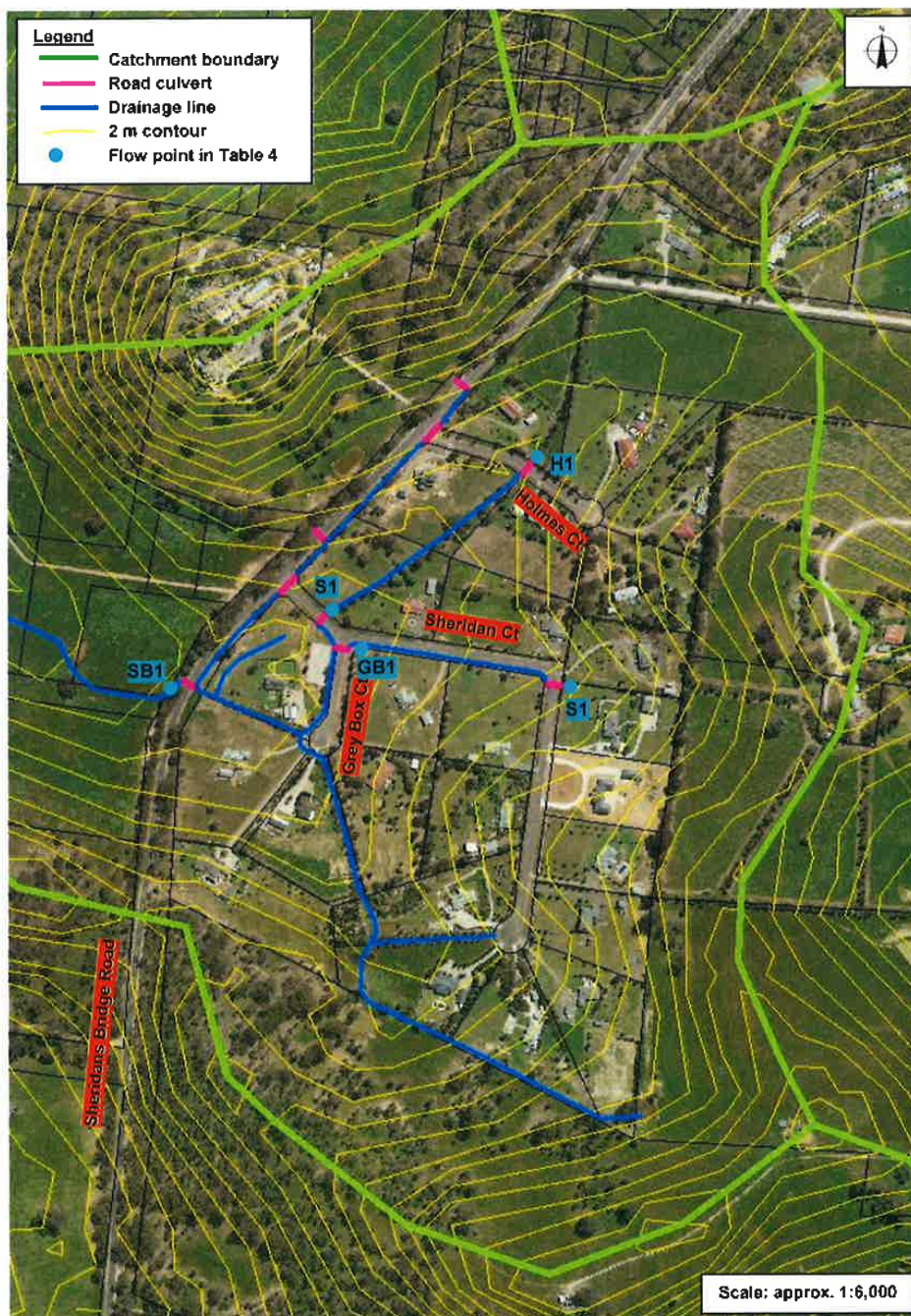
The road culvert crossing capacities vary from 1 to 10 year ARI.

**Table 4 South Western Catchment – Design Flows and Pipe Capacities**

Location (refer to Figure 16)	Ac (ha)	Design Flow		Pipe drain size (mm)	Capacity	
		5 year ARI	100 year ARI		Flow (m <sup>3</sup> /s)	ARI (years)
Holmes Court culvert – H1	11.3	0.6	1.8	450 dia.	0.3	2
Sheridan Court west culvert – S1	17.5	1.0	2.8	525 dia.	0.5	2
Sheridan Court east culvert – S2	7.9	0.5	1.5	450 dia.	0.3	2
Grey Box Court culvert – GB1	11.2	0.7	2.1	450 dia.	0.3	1-2
Sheridan Bridges Road culvert – SB1	54.7	2.9	8.2	3 x 1200 x 450 BC	3.6	5-10

Notes:

1. Above design flows assume complete catchment development based on the current land use zonings and result from the critical duration design storm.



**Figure 16 South Western Catchment**

### 8.3 Stormwater Issues

There are no known serious stormwater flooding problems within the South Western catchment.

An inspection of the catchment revealed the following minor issues:

- Minor erosion within the Sheridan Court south side road side drain east of the Grey Box Court road culvert (refer to Figure 17).
- Minor erosion within the Sheridans Bridge Road drain on the upstream (north) side of the road culvert at the entry point into Sheridan Court.
- Substantial sediment blockage of box culverts across Sheridans Bridge Road on the north side of the Holmes Court intersection and on the north side of the Sheridan Court intersection (refer to Figure 17).

The erosion issues are relatively benign and can be addressed by placing rock beaching in the base of the eroding sections of open drain or reshaping and establishing grass coverage. The culvert blockage simply requires clearing and some reshaping at the culvert inlet and outlet zones (i.e. standard maintenance activities).

The stormwater drainage arrangement within the Sheridan Court estate is a good example of appropriate drainage provisions for a low density residential estate, particularly an estate with an average lot size similar to the Sheridan Court estate (1.1. hectares).

The large lot size allows for positioning of the house and secondary buildings (shed, garage etc) such that they are not affected by overland flow within the natural drainage lines.

There is little to be gained by providing 100 year ARI capacity culverts at road crossings.

Infrequent short duration overtopping of the local estate roads is of little or no consequence.

The existing culvert capacity of approximately 1 to 5 year ARI is therefore adequate.

The Sheridans Bridge Road culvert crossing capacity has a capacity equivalent to 5 to 10 year ARI. The capacity of the culvert is considered adequate.



**Figure 17 South Western Catchment – Stormwater Issues**



## 9. Gooramadda Road Outfall Drain

### 9.1 Description

Almost all of the stormwater drains at Rutherglen ultimately discharge into two outfall drains. The two outfall drains are the:

- Lake King catchment outfall drain
- Gooramadda Road outfall drain (Gooramadda Road Drain)

The Ready Street, and Southern catchments assessed as part of the Stage 1 study both discharge into the Gooramadda Road Drain. The Eastern and Northern catchments assessed as part of the Stage 2 study also discharge into the Gooramadda Road Drain.

The Gooramadda Road Drain route is shown on Figure 18. The route is described as follows:

- Upstream limit of the drain is located at Hunter Street at the Eastern catchment stormwater culvert outlet (Chainage 00 metres)
- 650 metres open drain reach between Hunter Street and Jones Road
- Culvert structure at Jones Road (Chainage 650 metres)
- 770 metres open drain reach between Jones Road and Murray Valley Highway
- Culvert structure at Murray Valley Highway (1,420 metres)
- 900 metres reach between the Murray Valley Highway and an on-line wetland complex located on crown land on the east side of Gooramadda Road
- Downstream of the wetland system, the drain crosses the Gooramadda Road at Chainage 3,100 metres into a natural depression and then recrosses the Gooramadda Road at Chainage 3,900 metres (both culvert crossings)
- Drain discharges into the Murdering Hut Creek waterway 300 metres downstream of the final road culvert structure (Chainage 4,200 metres).

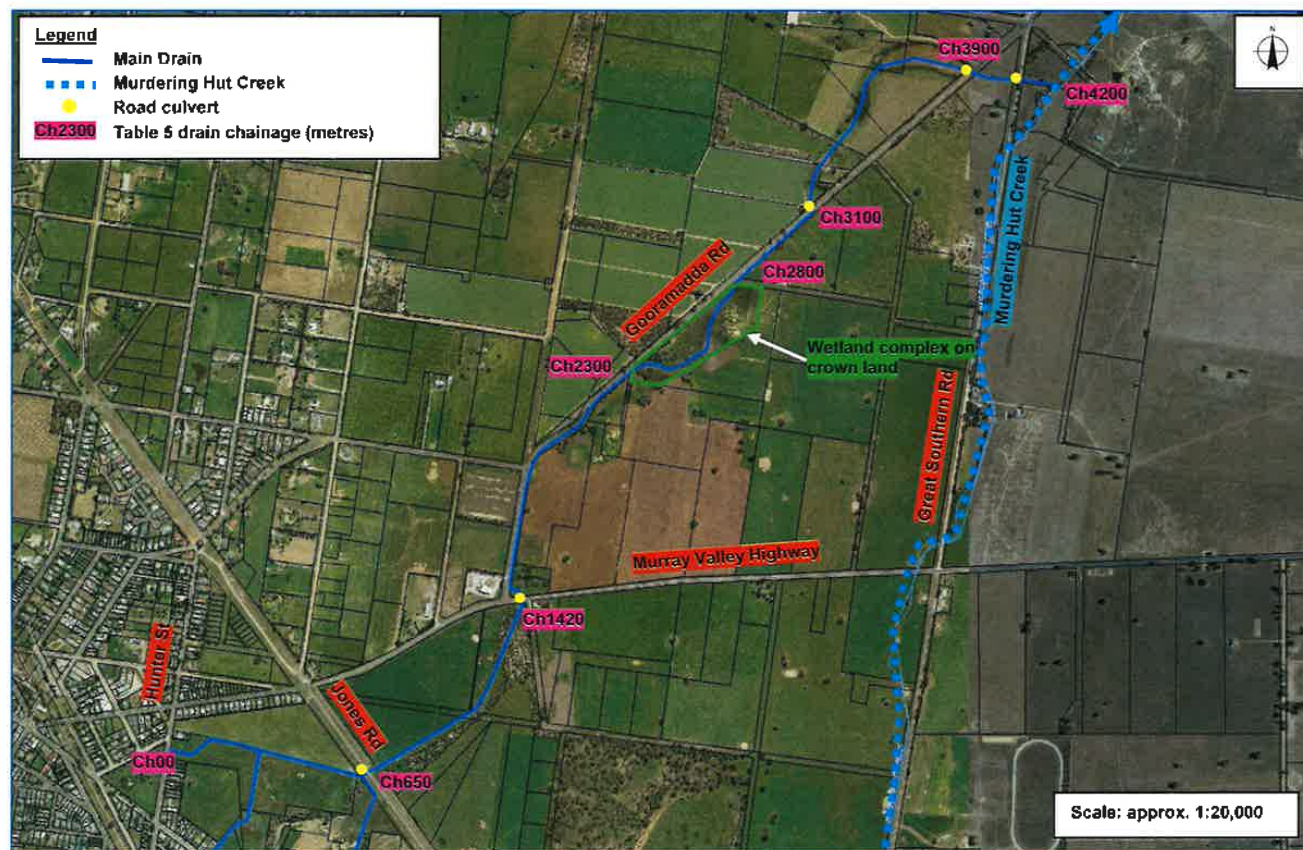
Murdering Hut Creek ultimately discharges into the Murray River floodplain 6 km north of where it receives Gooramadda Road Drain inflows.

Based on the available 2 metre contour data, the overall fall in elevation along the drain route is 16 metres which equates to an average grade of approximately 0.4%. The drain grade between Hunter Street and the Murray Valley Highway is 0.55%. The drain grade between the Murray Valley Highway and Murdering Hut Creek is 0.3%.

### 9.2 Design Flows and Existing Drain Capacities

Design flows and capacities for segments of the Gooramadda Road Outfall Drain are given in Table 5.

The design flow estimates are based on a simplified regional estimation process. Peak flows in the main drain, particularly in the lower reaches of the drain, will be subject to complex attenuation effects associated with the storage available along the drain route.



**Figure 18 Gooramadda Road Drain**



**Table 5 Gooramadda Road Outfall Drain – Peak Design Flows and Drain Capacities**

Location (refer to Figure 18 - chainages are in metres)	Ac (ha)	Design Flow		Drain size	Capacity assuming zero blockage	
		5 year ARI	100 year ARI		Flow (m <sup>3</sup> /s)	ARI (years)
Ch 00 – 300 Hunter St to drain junction	60	4	8	Open drain	4	5
CH 300 – 650 – Drain junction to Jones Rd	75	6	12	Open drain	6	5
CH 650 Jones Road culvert	570	7	18	5 x 1200 x 600 mm BCs	8	6
Ch 650 to 1,420 Jones Rd to MV Highway	670	7	20	Open drain	9	5-10
Ch 1,420 MV Highway culvert	670	7	20	4 x 1200 x 600 mm BCs	6	5
Ch 1420 to 2,300 Gooramadda Rd	790	8	23	Open drain	3	1-2
Ch 2,300 to 2,800 wetland reach	790	8	23	Wetland	-	-
Ch 2,800 to 3,100 Gooramadda Rd	880	9	25	Open drain	4	1-2
Ch 3100 Gooramadda Rd culvert 1	880	9	25	2 x 1200 x 300 BCs 3 x 1200 x 600 BCs 2 x 1200 x 430 BCs	8	4
Ch 3100 to 3,900	950	9	26	Open drain / wetland	-	-
Ch 3900 Gooramadda Rd culvert 2	950	9	26	3 x 1200 x 450 BCs	4	2
Ch 4050 Great Southern Rd culvert	970	9	27	2 x 375 mm dia.	< 1	< 1

Note:

The above locations are shown on Figure 18.

### 9.2.1 Hunter Street to Jones Road (Chainage 00 to 650)

This 650 metres section of the Gooramadda Main Drain appears to be centred on 5 metres wide drainage reserve. The drain extends outside the narrow drain reserve strip onto the adjoining south side rural property.

This section of the drain has an estimated grade of 0.6%. This grade is sufficient for the drain to function efficiently. The drain appeared in reasonable condition when inspected in early August 2016 following a particularly high two month rainfall runoff period (e.g. no excessive deposition of sediment, no erosion).

Jones Road is 4 metres lower in elevation relative to Hunter Street. The discharge capacity of the outfall drain at and downstream of Jones Road will therefore have no influence on the performance of the upstream stormwater system draining to Hunter Street.

The route for this section of the drain is through rural properties. With the exception of residential properties at Hunter Street, there are no risks to existing development posed by flooding either side of the drain route.

Survey data is not available to allow for a definitive drain capacity to be identified. Based on the drain grade and approximate geometry, the indicative drain capacity is 5 m<sup>3</sup>/s downstream of Hunter Street. The drain loses most of its waterway definition approximately half way between Hunter Street and Jones Road.

The Jones Road culvert structure has a capacity of 8 m<sup>3</sup>/s. This is equivalent to a 6 year ARI flood event. The roadway is elevated only marginally above ground surface either side of the drain. There is no development on the upstream side of the road at risk of flooding.

### 9.2.2 Jones Road to Murray Valley Highway (Chainage 650 to 1420)

Downstream of Jones Road, this 770 metres section of the Gooramadda Main Drain is initially located on a 5 metres wide drainage reserve for the first half of the route to the Murray Valley Highway. The drain deviates away from the 5 metres reserve for the second half of the route following the natural depression.

This section of drain has an estimated grade of 0.5%. This remains a relatively favourable grade for the drain to function efficiently.

The route for this section of the drain is through rural properties. With the exception of one residential property adjoining the upstream side of the Murray valley Highway, there are no risks to existing development posed by flooding either side of the drain route.

Survey data is not available to allow for a definitive drain capacity to be identified. Based on the drain grade and approximate geometry, the indicative drain capacity is 6 m<sup>3</sup>/s downstream of Jones Road. The drain loses definition as it approaches the Murray Valley Highway, reverting more to a broad depression.

The Murray Valley Highway culvert structure has a capacity of 6 m<sup>3</sup>/s. This is equivalent to a 5 year ARI flood event.

The owner of the house on the upstream side of the Highway was interviewed regarding past flooding impacts. He advised of the following:

- Highway was subject to major overtopping flows, possibly in the March 2012 flood. VicRoads closed the highway during this flood. It is possibly the only time in the past 20 years when the highway has been closed.
- House has been successfully sandbagged on multiple occasions to prevent above floor flooding.

- Most years, VicRoads desilts and removes any dense vegetation on either side of the highway culvert structure in response to requests.
- The drain overflows onto Gooramadda Road downstream of the Murray Valley Highway.

The house in question is shown on Figure 19. The floor level of the house is elevated only marginally above the ground level and partly as a result is vulnerable to flooding.



**Figure 19 Gooramadda Main Drain at Murray Valley Highway – Photographs**

## 9.2.3 Murray Valley Highway to Wetland System (Chainage 1420 to 2300)

This 900 m section of the Gooramadda Main Drain has an estimated grade of 0.35%. This grade is not as favourable as upstream of the Highway, however remains well above the minimum grade used for rural drainage design.

The drain route immediately downstream of the Murray Valley Highway passes through a small wetland located on private rural property at the north east corner of the Highway / Gooramadda Road intersection.

The drain is then aligned parallel with Gooramadda Road for 900 metres on the east side of the road, within the 30 metre wide road reserve. The drain overflows onto Gooramadda Road during high flow periods, notably in the vicinity of the Campbell Street intersection.

Survey data is not available to allow for a definitive drain capacity to be identified. Based on the drain grade and approximate geometry, this section of open drain has an indicative capacity of 3 m<sup>3</sup>/s. This is equivalent to a 1 to 2 year ARI flood event.

During flood events which exceed the drain discharge capacity, the Gooramadda Road will be inundated resulting in temporary road closures.

The owner of the business McNamara AGnVet Services at the north west corner of the Murray Valley Highway – Gooramadda Road intersection advised of the following when interviewed:

- McNamara site was filled approximately 1 metre above natural ground surface when the site was developed in the early 2000s.
- McNamara site itself is consequently not inundated by flooding, although access into the site can be affected by flooding.
- The rural zoned properties on the west side of the Gooramadda Road north of the McNamara site are affected by flooding from the drain during large floods such as March 2012.

A drain upgrade within this reach will be constrained by the probable need to retain the drain depth at the existing level. Deepening would require continuing the upgrade through the downstream wetland system and a continuation for some considerable distance downstream. This would potentially have an adverse environmental impact on the downstream wetland.

The existing drain is located very close to the edge of the road and represents a safety hazard to road users.

The road is also subject to frequent flooding given the proximity of the drain to the road and the limited discharge capacity of the drain.

There is limited room within the road reserve for a major upgrade. The drain would ideally be located on, or partly on the adjoining rural property, thereby requiring an acquisition easement or reserve strip.

#### **9.2.4 Crown Land Wetland Reach (Chainage 2300 to 2800)**

The wetland complex is located on a 5 hectares crown land reserve property as shown on Figure 18. The wetland is likely to be of some environmental significance.

During large floods it is expected that flooding will extend outside the crown land reserve onto the Gooramadda Road and the adjoining rural property.

There is no existing development in the vicinity of the wetland complex at risk of flooding.

Upstream and downstream drain deepening is problematic from the perspective of the likely adverse environmental impact on the wetland due to altering the flooding regime within the wetland.

#### **9.2.5 Crown Land Wetland to Murdering Hut Creek (Chainage 2800 to 4200)**

This final 1,400 metres of the route varies significantly in from.

Between the wetland system and the first Gooramadda Road culvert (Chainage 2800 to 3100 – refer to Figure 18), the drain is located within the road reserve.

The drain is then essentially a natural depression between the two Gooramadda Road culverts (Chainage 3100 to 3900), with a large wetland / dam present on the upstream and downstream sides of the northern most culvert.

The drain crosses under a local unsealed road (Great Southern Road) before its junction with the Murdering Hut Creek (Chainage 3900 to 4200).

There are no known serious flooding impacts along the drain route. There is no existing development within the vicinity of the drain at risk of flooding. The drain is located within a rural land use area with roadway flooding the main impact.

The two Gooramadda Road culverts within this reach have 2 to 4 year ARI equivalent capacity. Upgrading the road culverts is not considered warranted.

### 9.3 Discussion – Drain Upgrade Considerations

The following considerations are relevant to either localised or extensive upgrades to the Gooramadda Main Drain:

- Rutherglen is located within what was once the Black Dog Creek Improvement Trust Area (BDCIT). One of the reasons the BDCIT was set up was to manage drainage problems within the poorly draining Trust area. The approach adopted by the BDCIT was to limit any new rural drain capacities to 2 year ARI in order to avoid situations where high capacity new drains exacerbate flooding on downstream properties. The existing Gooramadda Road Drain capacity is approximately consistent with the intent of the BDCIT strategy. The North East CMA would most likely require additional flood detention storage to be provided if the drain capacity was to be substantially increased.
- The Gooramadda Main Drain generally has a capacity equivalent to 1 to 5 years ARI. When the drain capacity is exceeded, this results in inundation of the adjoining roads and rural properties. With the exception of one house on the upstream side of the Murray Valley Highway, no other development is at risk of flooding along the drains route.
- The Gooramadda Main Drain impacts are therefore mostly on the adjoining roadways. The most important of these is the Murray Valley Highway. Anecdotal accounts suggest that the Highway may have only been closed due to flooding from the Gooramadda Main Drain once in the past 20 years.
- The discharge capacity of the Gooramadda Main Drain downstream of Jones Road has no impact on the performance of the stormwater system servicing the town.
- The Gooramadda Road Drain is located outside the future urban development zone based on the current planning scheme land use zonings with the exception of GRZ1 zoned land on the east side of Hunter Street at the drains upstream limit. The GRZ1 zoned blocks either side of the 5 metre wide drainage reserve have not been developed.
- Deepening the drain upstream of the Crown Reserve wetland complex will likely necessitate deepening through the downstream wetland system and a continuation for some considerable distance downstream.

Given the above, a major upgrade of the Gooramadda Road Drain is not favoured for the following reasons:

- An upgrade would more efficiently transfer flows to Murdering Hut Creek, thereby potentially increasing peak flows and exacerbating downstream flooding conditions on route to the Murray River.
- Flooding impacts on existing development along the drain route are minor.
- Negative impacts to the on-line wetland system would potentially result if the main drain invert was deepened.
- With the possible exception of the drain reach immediately downstream of Hunter Street, an upgrade would not alter the performance of the town stormwater system.

There are however potential improvement works which could alleviate the impacts which are of most concern. These works are nominated as follows:

- Upgrade the Murray Valley Highway culvert structure. This will reduce the risk of road overflows and also alleviate flooding risks to the one house positioned on the upstream side of the road.



- Upgrade the drain downstream of Hunter Street for a distance of up to 310 metres (to the junction with the Ready Street drain arm). This will ensure the stormwater system draining to Hunter Street is able to function efficiently.
- Upgrade / repositioning of the 600 metres drain reach between the Murray Valley Highway and the commencement of the wetland reach. This will reduce the frequency and severity of flooding along the adjoining section of the Gooramadda Road.

### 9.3.1 Murray Valley Highway Culvert Upgrade

An upgrade of the existing aging culvert structure would most likely need to be funded and implemented by VicRoads.

The floor level of the house at risk of above floor flooding on the upstream side of the Highway appears to be elevated only marginally above the road crown level if at all.

It is noted that the culvert headwalls are located 3 metres from the edge of the highway laneways and as such may represent a safety hazard.

It is desirable that the culvert structure be upgraded to reduce the flood risk of the adjoining house. The existing culvert capacity is equivalent to 5 year ARI.

If the culvert capacity was to be upgraded to 100 year ARI, the existing structure (four box culvert cells 1200 x 600 mm) would need to be replaced with seven 1500 x 900 mm box culvert cells or equivalent.

It is suggested that detailed design commence with a feature survey including obtaining the floor level of the adjoining house. The subsequent culvert upgrade design should be tailored to keep the 100 year ARI flood level below the house floor level.

If this proves problematic, a low level levee around the house site could be considered.

### 9.3.2 Upgrade drain reach between Murray Valley Highway and wetland

An upgrade of this 550 metres section of drain would most likely need to be funded and implemented by Indigo Shire Council.

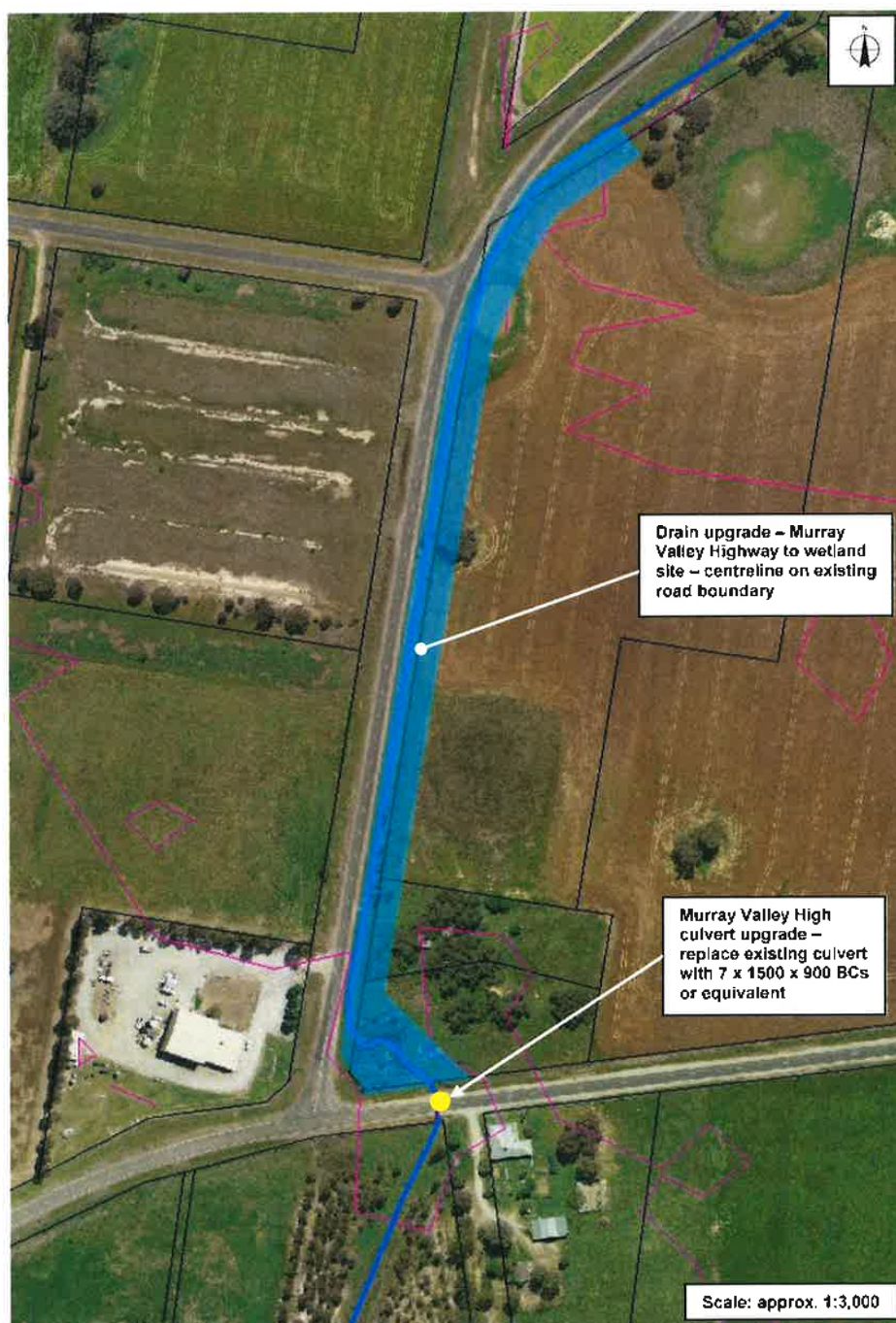
The rationale for the drain upgrade is to reposition the drain away from the roadway given it currently represents an excessive safety hazard to road users and to also reduce the frequency of road flooding. The existing drain batter typically starts 1.5 metres from the laneway edge.

Preliminary design details are provided as follows (refer to Figure 20):

- Design flow – 5 m<sup>3</sup>/s (2 year ARI)
- Preliminary design possible size assuming longitudinal gradient 0.30 % - depth 0.8 metres, bed width 3 metres, batters 6:1, overall drain width 13 metres).
- Drain design immediately downstream of the Murray Valley Highway to take into account the potential future upgrade of the highway culvert structure.
- Centreline – position on the road reserve boundary. This will then require the acquisition of a 10 metres wide easement or reserve on the adjoining property.

A 2 year ARI design flow will reduce the frequency of roadway flooding considerably compared to existing conditions. A berm say 0.1 metre high on the road side of the drain would be desirable to direct overflows to the other side of the drain.

Detailed design should review the above based on site constraints when a feature survey of the site becomes available.



**Figure 20 Gooramadda Main Drain – Recommended Improvements**

### **9.3.3 Upgrade drain downstream of Hunter Street**

An upgrade of this 310 metres section of drain would most likely need to be funded and implemented by Indigo Shire Council.

The section of drain adjoins the stormwater pipe drainage system outlet at Hunter Street. Issues associated with the stormwater system at Hunter Street are discussed in Section 5 of this report.

Preliminary design details are provided as follows:

- Acquire 20 metre wide drainage easement or reserve over the route.
- Design flow – 8 m<sup>3</sup>/s (100 year ARI).
- Lowering of the drain invert at Hunter Street may be required depending on the outcome of the design of the upstream stormwater pipe system.
- Preliminary design possible size assuming longitudinal gradient 0.55 % - depth 0.7 metres, bed width 6 metres, batters 6:1, overall drain width 15 metres).

## 10. Summary and Conclusions

### 10.1 Summary

This Rutherglen Stormwater Review Stage 2 report follows the completion of the earlier Stage 1 investigation report (GHD, 2015). The catchments which are the subject of this report are the (refer to Figure 1):

- Eastern catchment
- Northern catchment
- Barkly Street catchment
- South Western catchment

The other issue which is covered by this report is investigations into the Gooramadda Main Drain.

In general, there are few serious known flooding problems within the Stage 2 study catchments. No confirmed instances of above floor flooding have been identified, although sand bagging may have been the only reason why one particular house was not flooded.

Many properties within the study area will however be subject to varying degrees of nuisance flooding where minor buildings (e.g. sheds, garages, carports) and property grounds flood from shallow local overland flow. The stormwater pipe system is not designed to capture and confine runoff in very large floods such as notably occurred on multiple occasions during the period 2011 to 2012.

In large flood events, where possible, overland flow exceeding the pipe network capacity is conveyed by either the road network or open space reserve. This is not always possible, particularly in older areas such as parts of the Eastern catchment.

The preferred stormwater improvement measures are summarised in Table 6. The location of the preferred measures is shown on Figure 21.

Improvement measures listed in Table 6 are assigned either a high, medium or low priority. High priority measures are nominated where the existing level of service is below the minimum typically provided. Pending funding constraints, Council could endeavour to implement the high priority measures within the short term outlook (e.g. within 3 years). Medium priority measures could be assigned a 3 to 10 year implementation target period, with the low priority measures to follow.

A summary of the study outcomes is provided as follows.

### 10.2 Eastern Catchment

The Eastern catchment is the subject of Section 5 of this report. It includes older areas of Rutherglen as well as more recent development and as yet undeveloped areas.

The existing condition design flow estimates and stormwater drain capacities for the Eastern catchments are given in Table 2.

There are few serious known flooding problems within the Eastern catchment. No confirmed instances of above floor flooding have been identified.

The flattest terrain within the Eastern catchment is located at Nott Street, upstream of where the pipe network discharges into the upstream limit of the Gooramadda Main Drain at Hunter Street. Large amounts of overland flow in Nott Street has caused nuisance problems in the past (e.g. grounds flooding, some infrequent garage / carport inundation). The adjoining currently vacant

south side property to Nott Street is being considered for an aged care development. Recent roadworks in Nott Street have possibly increased the risk of higher flood levels on the north side of the street adjacent to Hunter Street due to the recent raising of the road crown levels. There are also problems with the three eastern most driveways due to the steeper road camber.

The following stormwater improvement measures are proposed for Nott Street Hunter Street (refer to Figure 6 and 21):

- Drainage reserve acquisition (approximately 500 m<sup>2</sup>) at corner of Nott and Hunter Street.
- Installation of side entry pit inlets into the existing stormwater pipe on the upstream side of the three problem driveways.
- Formation of a landscaped basin / wetland within the acquired reserve.
- Formation of a swale down the south side of Nott Street and an outlet for the swale into the basin / wetland.
- Construction of a new pipe outlet for the two existing stormwater pipes to discharge into the basin / wetland (900 mm diameter pipe in Nott Street and 750 mm diameter pipe in Hunter Street)
- Regrading and reshaping of the main outfall drain (Gooramadda Main Drain) downstream of Hunter Street including acquisition of drainage reserve to increase the width of the reserve to 20 metres.

The other focus of the Eastern catchment looked at identifying stormwater infrastructure to service future development in the area bounded by Hopetoun Road, Hunter Street and Lord Street. The following measures are proposed (refer to Figure 7 and 21)

- Provision of a 5 year ARI stormwater pipe collector network for servicing the future GRZ1 development area.
- Upgrade of the road culvert at the Murray Valley Highway for conveying flows to Jones Road.

### 10.3 Northern Catchment

The Northern catchment is the subject of Section 6 of this report. It includes a mixture of standard density, low density and as yet undeveloped areas.

The existing condition design flow estimates and stormwater drain capacities for the Northern catchments are given in Table 3.

As for the other Stage 2 study catchments, there are no confirmed past instances of above floor flooding.

The following measures are proposed for the Northern catchment (refer to Figure 12 and 21):

- Piping of the initial 20 metres section of open drain downstream of the existing multiple culvert outlet at the Barkley Street / Humphreys Road intersection.
- Upgrade of the Glencoe Road culvert midway between Hopetoun Road and Glasgow Street.
- Upgrade of the Glencoe Road culvert at the northern end of Glasgow Street.
- Upgrade of the roadside drain network servicing the as yet undeveloped LDRZ area west of Hopetoun Road.



### 10.4 Barkly Street Catchment

The Barkly Street catchment is the subject of Section 7 of this report. It includes a mixture of standard density, low density and as yet undeveloped areas.

The existing condition design flow estimates and stormwater drain capacities for the Barkly Street catchment are given in Table 4.

As for the other Stage 2 study catchments, there are no confirmed past instances of above floor flooding within the Barkly Street catchment.

The following measures are proposed for the Barkly Street catchment (refer to Figure 14 and 21)

- Upgrade of the road surface inlet capacity at the road low point opposite 55 High Street
- Upgrade of the pipe drain downstream of the above surface inlet pit in High Street

### 10.5 South Western Catchment

The South Western catchment is the subject of Section 8 of this report. Most of the catchment is occupied by the fully developed Sheridans Court low density residential estate.

The existing condition design flow estimates and stormwater drain capacities for the South Western catchment are given in Table 4.

There are no known serious flooding issues within the South Western catchment. Issues are confined to:

- Road side culverts blocked with a build-up of sediment.
- Minor erosion within the base of road side open drains at a few location.

The above are maintenance related issues. Open drain erosion can be address through the placement of road breaching in the base of drains. The blockage issues can be addressed through removal of the sediment and reshaping the entrance and exit culvert areas.

### 10.6 Gooramadda Main Drain

The Gooramadda Main Drain is the subject of Section 9 of this report. The 4 km drain extends from the Eastern Street catchment outlet at Hunter Street to its junction with Murdering Hut Creek as shown on Figure 18.

The existing condition design flow estimates and stormwater drain capacities for the Gooramadda Road Drain are given in Table 5.

A major upgrade of the Gooramadda Drain along most of its length is not recommended given the limited impacts of flooding (mostly roadway inundation), environmentally sensitive reaches (Gooramadda Road wetlands) and potential adverse impacts on flooding within the downstream Murdering Hut Creek system.

The following measures are proposed for the Gooramadda Main Drain (refer to Figure 20 and 21):

- Upgrade of the existing culvert structure at the Murray Valley Highway on the east side of the Gooramadda Road intersection. This will alleviate flooding risks to one house located close to the culvert structure on the upstream (south) side of the highway.

- Upgrade of the initial 550 metres of drain on the downstream side of the Murray Valley Highway. This will involve repositioning the drain such that the new drain centreline is over the east side road reserve boundary. This will alleviate flooding impacts on the Gooramadda Road and also address the safety hazard posed by the drain in its current position.
- Upgrade of the initial 310 metres of drain on the downstream side of Hunter Street (regrading to achieve a lower bed level at Hunter Street). This will potentially allow for lowering of the drain bed invert at Hunter Street which in turn will allow for lowering of the upstream stormwater pipe drains.

**Table 6 Preferred Improvement Measures**

Catchment	Item	Measure Description	Indicative Cost (\$ excl GST)	Priority Ranking
Eastern Catchment	E1	Install SEP adjoining the three problem driveways in Nott Street <ul style="list-style-type: none"> <li>3 x SEP units – connect to 900 mm diam. stormwater pipe (Figure 6)</li> </ul>	10,000	High
	E2	Reserve acquisition at corner of Hunter and Nott Streets <ul style="list-style-type: none"> <li>Acquire 0.05 ha reserve (Figure 6)</li> </ul>	50,000	High
	E3	Nott Street swale and basin / wetland formation <ul style="list-style-type: none"> <li>Excavate and vegetate swale and basin features (Figure 6)</li> </ul>	80,000	Medium
	E4	Hunter Street culvert upgrade <ul style="list-style-type: none"> <li>Install 2 x 900 mm diam. plus end walls (Figure 6)</li> </ul>	40,000	Medium
	E5	Stormwater pipe inlet into reserve basin <ul style="list-style-type: none"> <li>Install 1200 mm dia. (Figure 6)</li> </ul>	40,000	Medium
	E6	5 year ARI pipe collector network for GRZ1 area west of Hopetoun Road <ul style="list-style-type: none"> <li>Refer to Figure 7</li> </ul>	320,000	Medium
	E7	100 year ARI capacity culvert at Hopetoun Road / MV Highway <ul style="list-style-type: none"> <li>2 x 1200 x 600 box culverts (Figure 7)</li> </ul>	110,000	Medium
Northern Catchment	N1	Pipe 20 m section of open drain within Humphreys Road <ul style="list-style-type: none"> <li>Twin 600 mm diameter pipe or equivalent (Figure 12)</li> </ul>	50,000	High
	N2	Upgrade the existing culvert structure in Glencoe Road <ul style="list-style-type: none"> <li>Twin 1200 x 450 mm box culverts or equivalent (Figure 12)</li> </ul>	50,000	Medium
	N3	Road side drain upgrade to service the LDRZ area on the west side of Humphreys Road <ul style="list-style-type: none"> <li>Refer to Figure 12</li> </ul>	100,000	Medium
	N4	Upgrade the existing culvert structure at the north end of Glasgow Street <ul style="list-style-type: none"> <li>900 x 450 mm box culvert or equivalent (Figure 12)</li> </ul>	30,000	Low

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Catchment	Item	Measure Description	Indicative Cost (\$ excl GST)	Priority Ranking
Barkly Street Catchment	B1	Upgrade surface inlet capacity opposite 55 High Street: <ul style="list-style-type: none"> <li>Replace existing SEP units on both sides of the road with high capacity double SEP units (Figure 14)</li> </ul>	10,000	High
	B2	Pending the performance of the SEP upgrade units, upgrade the pipe drain through 55 High Street <ul style="list-style-type: none"> <li>Replace 450 mm diameter pipe with 750 mm diameter pipe (Figure 14)</li> </ul>	40,000	Low
Gooramadda Road Drain	G1	Upgrade the 550 m section of the Gooramadda Road Drain on the downstream side of the Murray Valley High <ul style="list-style-type: none"> <li>Consult with landholder, design for 2 to 5 year ARI capacity (Figure 20)</li> </ul>	300,000	High
	G2	Upgrade the Murray Valley Highway culvert structure <ul style="list-style-type: none"> <li>Consult with VicRoads, VicRoads responsible for implementation, replace existing culverts with 7 x 1500 x 900 or equivalent (Figure 20)</li> </ul>	430,000	Medium
	G3	Upgrade the drain for 310 m downstream of Hunter Street <ul style="list-style-type: none"> <li>Consult with landholder, consult with CMA, prepare detailed design, acquire easement or reserve, construct (Figure 6)</li> </ul>	190,000	Medium

### Notes:

- Item locations are shown on an overall plan in Figure 21.
- Nominated drain sizes should be reviewed at the time of detailed design.
- Cost estimates in Table 6 are indicative only. Council should review the cost estimates following detailed design for works budgeting purposes.



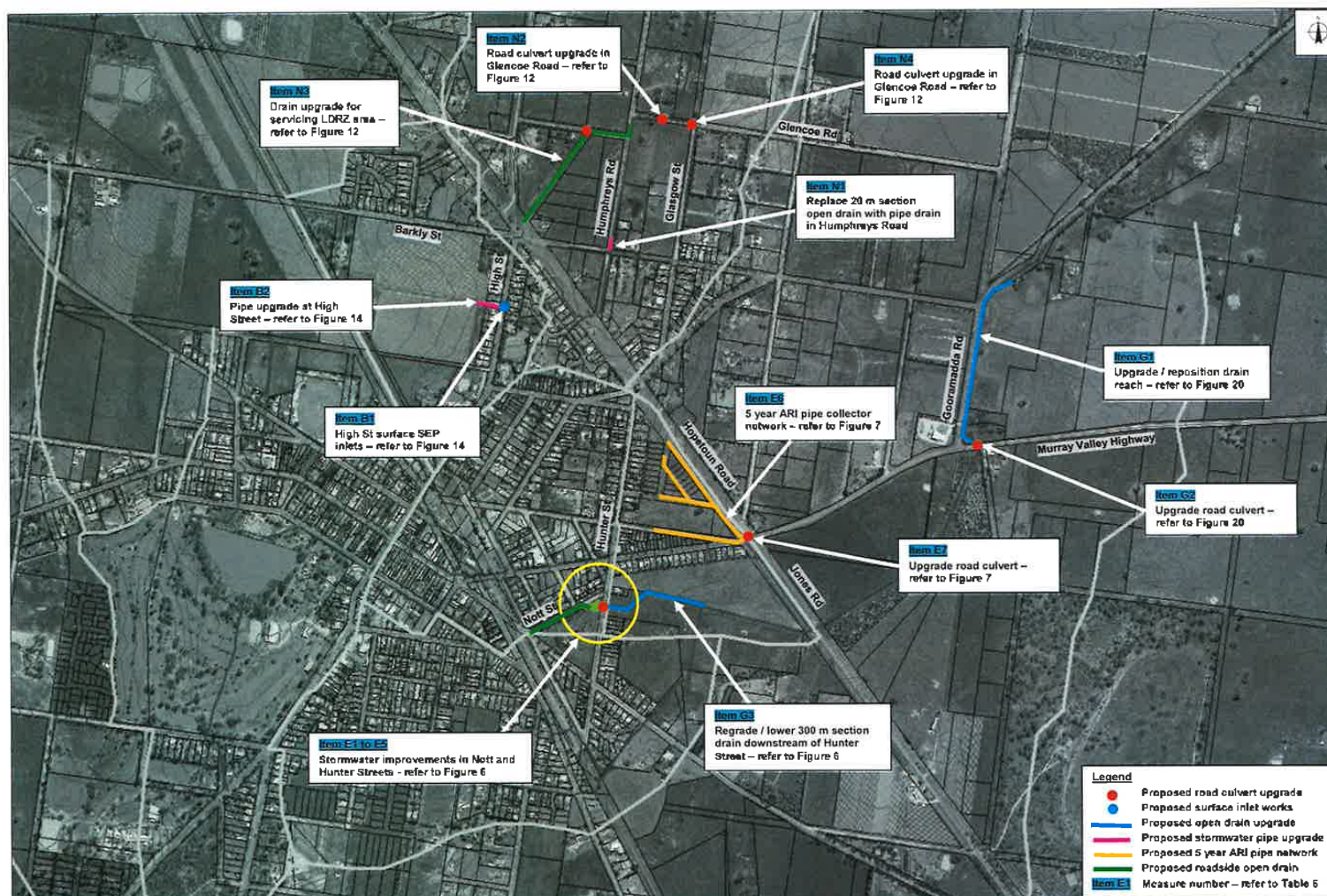


Figure 21 Preferred Improvement Measures - Overall Plan



## 11. References

GHD (March 2015). *Rutherglen Stormwater Review – Stage 1 Study*. Prepared for Indigo Shire Council.

Ian Drummond & Associates (1994). *Development of a Drainage Management Plan*. Prepared for the Black Dog Creek Improvement Trust.

Local Government Infrastructure Design Association (October 2015). *Infrastructure Design Manual* (Version 4.4.2).

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

GHD

105 Hume Street  
T: 61 2 6043 8700 F: 61 2 6043 8711 E: abxmail@ghd.com

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64581/<https://projects.ghd.com/oc/Victoria/rutherglenstormwater/Delivery/Documents/3134343-REP-RutherglenStage2-Study.docx>

Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
A						15/12/2016
0						12/1/2017
			✓		✓	

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# **APPENDIX 4**

## **CLIENT PHOTO**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Looking north along Gooramadda Road from the entrance gate to the farm supply business  
Note the level of the water at wooden bridge next to the road sign.  
Clydesdale Estate Stage 5 is on the left.

### **Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024



# **APPENDIX 5**

## **PROPOSED LAYOUT PLAN**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024







# **APPENDIX 6**

## **RETENTION VOLUME CALCULATIONS (CATCHMENT 4 AND 5)**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project No: 18010903

Project Name: Clydesdale Estate Stage 5, Rutherglen

## AREA 4 (20% AEP)

### Pre Development Flow

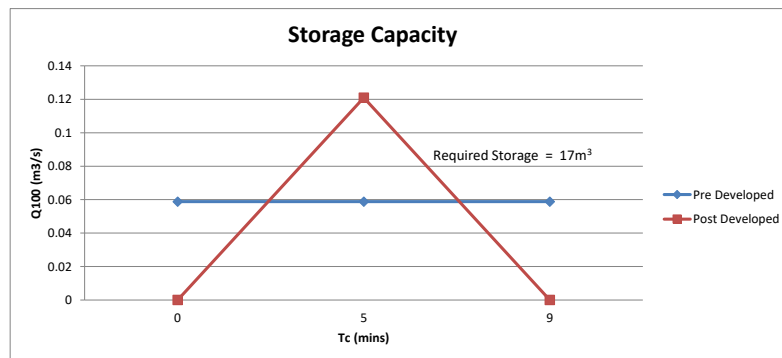
Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10</sub> xA	ΣCA	Q <sub>20%</sub> (m3/s)
11137	UNDEVELOPED LAND	1	0.1	0.24	0.01	9.0	9	78.50	0.003	0.00	0.06
											0.06

### Post Development Flow

Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10</sub> xA	ΣCA	Q <sub>20%</sub> (m3/s)
0	ROAD	3	0.75	0.72	0.00	0.0			0.000		
11137	LDRZ LOTS	2	0.45	0.50	0.01	8.3	9	78.50	0.006	0.01	0.12
0	OPEN	1	0.1	0.24	0.00	0.0			0.000		
											0.12

Update the Intensity to the corresponding Tc (20% AEP), Update table on BOM website if necessary

ROAD Road and Reserve  
P/O Open Space  
LDRZ LOTS Low Density Residential Lots (< 2000m2 to 4000m2)



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project No: 18010903

Project Name: Clydesdale Estate Stage 5, Rutherglen

## AREA 4 ( 1% AEP )

### Pre Development Flow

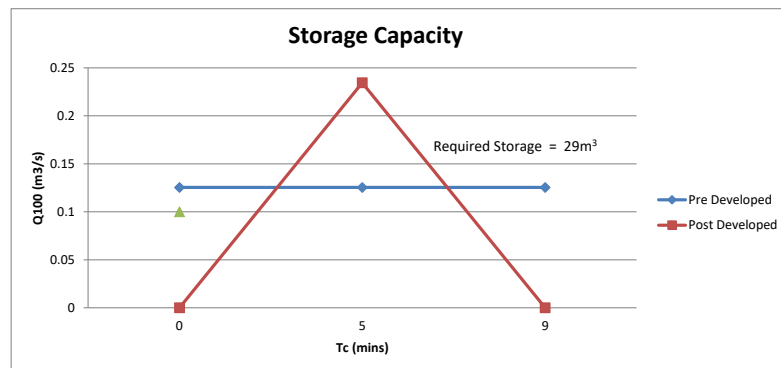
Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10</sub> xA	ΣCA	Q <sub>1%</sub> (m3/s)
11120	UNDEVELOPED LAND	1	0.1	0.24	0.01	9.0	9	139.00	0.003	0.00	0.13
											0.13

### Post Development Flow

Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10</sub> xA	ΣCA	Q <sub>1%</sub> (m3/s)
0	Road	3	0.75	0.72	0.00	0.0			0.000		
11120	LDRZ LOTS	2	0.39	0.45	0.01	8.3	9	139.00	0.005	0.01	0.23
0	UD	1	0.1	0.24	0.00	0.0			0.000		
											0.23

Update the Intensity to the corresponding Tc (1% AEP), Update table on BOM website if necessary

UD Undeveloped Land  
LDRZ LOTS Low Density Residential Lots (< 2000m2 to 4000m2)  
ROAD Road and Reserve





# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project No: 18010903

Project Name: Clydesdale Estate Stage 5, Rutherglen

## AREA 5 (20% AEP)

### Pre Development Flow

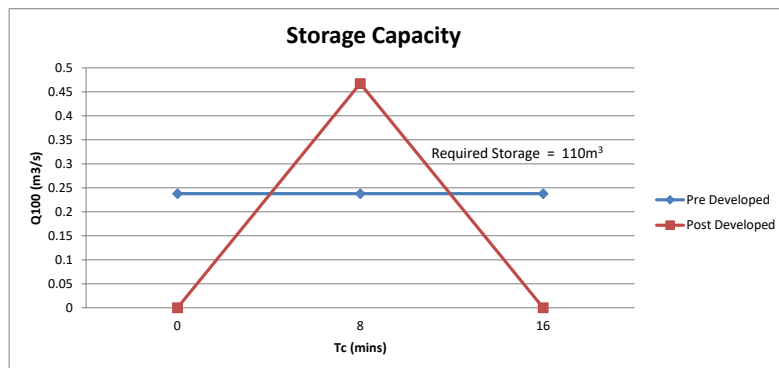
Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10%</sub> A	ΣCA	Q <sub>10%</sub> (m3/s)
60002	UNDEVELOPED LAND	1	0.1	0.24	0.06	16.0	16	58.90	0.015	0.01	0.24
											0.24

### Post Development Flow

Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10%</sub> A	ΣCA	Q <sub>10%</sub> (m3/s)
6258	ROAD	3	0.8	0.75	0.01	7.0			0.005		
44175	LDRZ (Type 1 )	2	0.39	0.45	0.04	13.9	16	58.90	0.020	0.03	0.47
9569	LDRZ (Type 2)	4	0.31	0.40	0.01	7.8			0.004		
											0.47

Update the Intensity to the corresponding Tc (20% AEP), Update table on BOM website if necessary

- UD Undeveloped Land
- LDRZ (type 1) Low Density Residential Lots (> 2000m2 to 4000m2)
- ROAD Road and Reserve
- LDRZ (type 2) Low Density Residential Lots (> 4000m2 to 1 ha)



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Project No: 18010903

Project Name: Clydesdale Estate Stage 5, Rutherglen

## AREA 5 ( 1% AEP)

### Pre Development Flow

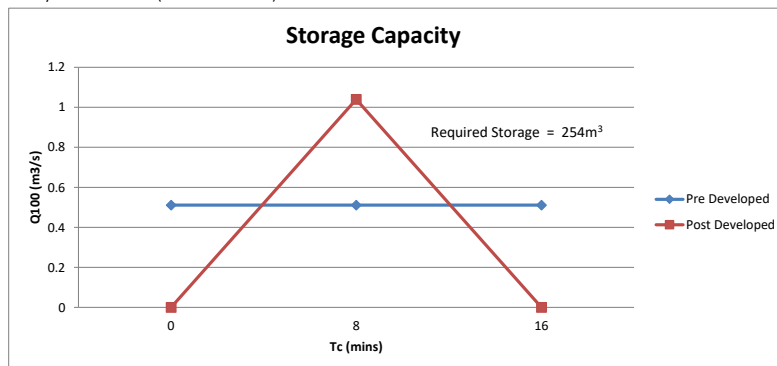
Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10</sub> xA	ΣCA	Q <sub>1%</sub> (m3/s)
60002	UNDEVELOPED LAND	1	0.1	0.24	0.06	16.0	16	105.00	0.015	0.01	0.51
											0.51

### Post Development Flow

Area(m2)	Area Description	Type	f	C <sub>10%</sub>	Area (km <sup>2</sup> )	Tc (min)	Total Time (min)	I(mm/h)	C <sub>10</sub> xA	ΣCA	Q <sub>1%</sub> (m3/s)
6258	Road	3	0.8	0.75	0.01	7.0	16	109.00	0.005	0.03	1.04
44175	LDRZ (Type 1 )	2	0.39	0.45	0.04	13.9			0.020		
9569	LDRZ (type 2)	4	0.31	0.40	0.01	7.8			0.004		
											1.04

Update the Intensity to the corresponding Tc (1% AEP), Update table on BOM website if necessary

- UD Undeveloped Land
- LDRZ (type 1) Low Density Residential Lots (> 2000m2 to 4000m2)
- ROAD Road and Reserve
- LDRZ (type 2) Low Density Residential Lots (> 4000m2 to 1 ha)



# **APPENDIX 7**

## **RAINWATER TANK DETAILS**

**Environment Design Management**

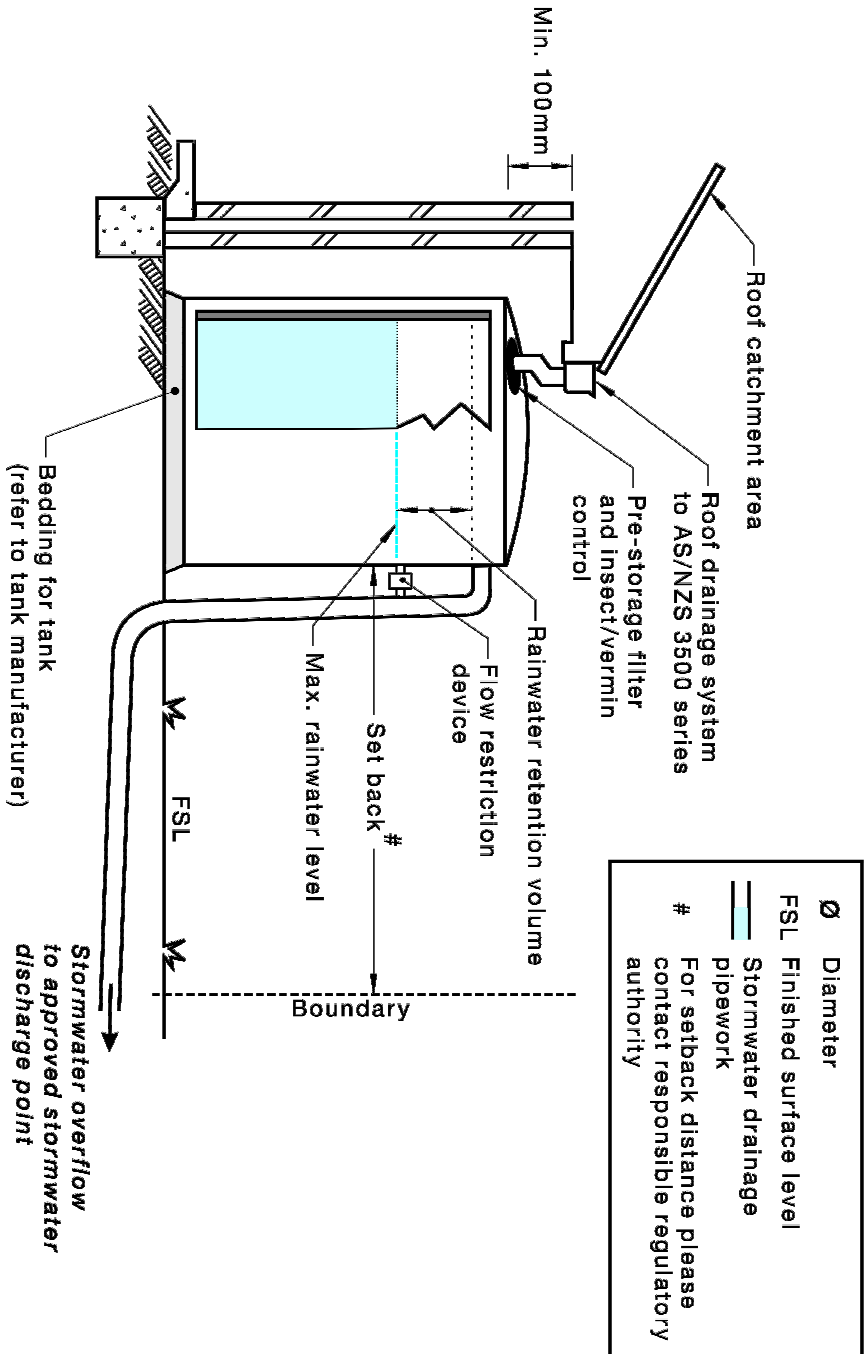
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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024

RAINWATER TANK DETAIL

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FIGURE 2.2 INDICATION OF HOW RAINWATER CAN BE PART OF A STORMWATER<sub>®</sub> SYSTEM<sub>®</sub>



# **APPENDIX 8**

## **CULVERT REPORTS**

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024



## Culvert Report

Hydraflow Express Extension for Autodesk® Civil 3D® by Autodesk, Inc.

Friday, Mar 10 2023

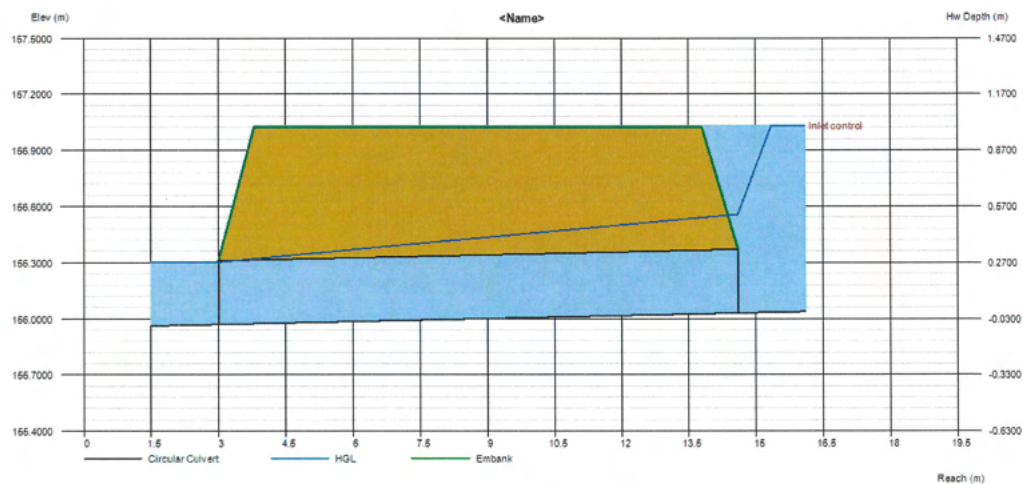
### Circular Culvert

Invert Elev Dn (m) = 155.9700  
 Pipe Length (m) = 11.6000  
 Slope (%) = 0.5172  
 Invert Elev Up (m) = 156.0300  
 Rise (mm) = 340.0  
 Shape = Circular  
 Span (mm) = 340.0  
 No. Barrels = 2  
 n-Value = 0.012  
 Culvert Type = Circular Concrete  
 Culvert Entrance = Square edge w/headwall (C)  
 Coeff. K,M,c,Y,k = 0.0098, 2, 0.0398, 0.67, 0.5

**Embankment**  
 Top Elevation (m) = 157.0200  
 Top Width (m) = 10.0000  
 Crest Width (m) = 6.6000

**Calculations**  
 Qmin (cms) = 0.4000  
 Qmax (cms) = 0.5000  
 Tailwater Elev (m) = (dc+D)/2

**Highlighted**  
 Qtotal (cms) = 0.4500  
 Qpipe (cms) = 0.4421  
 Qovertop (cms) = 0.0079  
 Veloc Dn (m/s) = 2.4494  
 Veloc Up (m/s) = 2.4347  
 HGL Dn (m) = 156.3021  
 HGL Up (m) = 156.5562  
 Hw Elev (m) = 157.0309  
 Hw/D (m) = 2.9440  
 Flow Regime = Inlet Control



## Culvert Report

Hydraflow Express Extension for Autodesk® Civil 3D® by Autodesk, Inc.

Monday, Jun 5 2023

### BOXCULVERT 1500X300

Invert Elev Dn (m) = 155.9700  
 Pipe Length (m) = 11.6000  
 Slope (%) = 0.5172  
 Invert Elev Up (m) = 156.0300  
 Rise (mm) = 300.0  
 Shape = Box  
 Span (mm) = 1500.0  
 No. Barrels = 1  
 n-Value = 0.012  
 Culvert Type = Flared Wingwalls  
 Culvert Entrance = 30D to 75D wingwall flares  
 Coeff. K,M,c,Y,k = 0.026, 1, 0.0347, 0.81, 0.4

#### Embankment

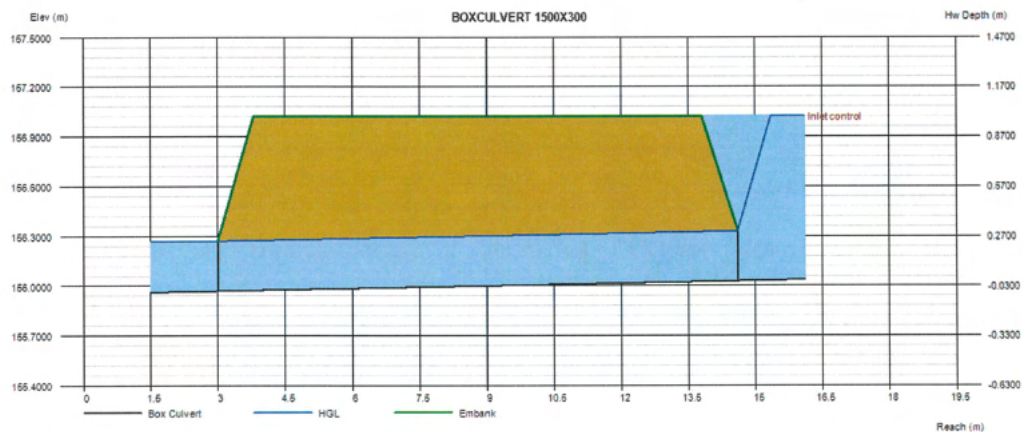
Top Elevation (m) = 157.0200  
 Top Width (m) = 10.0000  
 Crest Width (m) = 6.6000

#### Calculations

Qmin (cms) = 1.1500  
 Qmax (cms) = 1.2000  
 Tailwater Elev (m) = (dc+D)/2

#### Highlighted

Qtotal (cms) = 1.1550  
 Qpipe (cms) = 1.1550  
 Qovertop (cms) = 0.0000  
 Veloc Dn (m/s) = 2.5667  
 Veloc Up (m/s) = 2.5667  
 HGL Dn (m) = 156.2700  
 HGL Up (m) = 156.3300  
 Hw Elev (m) = 157.0222  
 Hw/D (m) = 3.3073  
 Flow Regime = Inlet Control



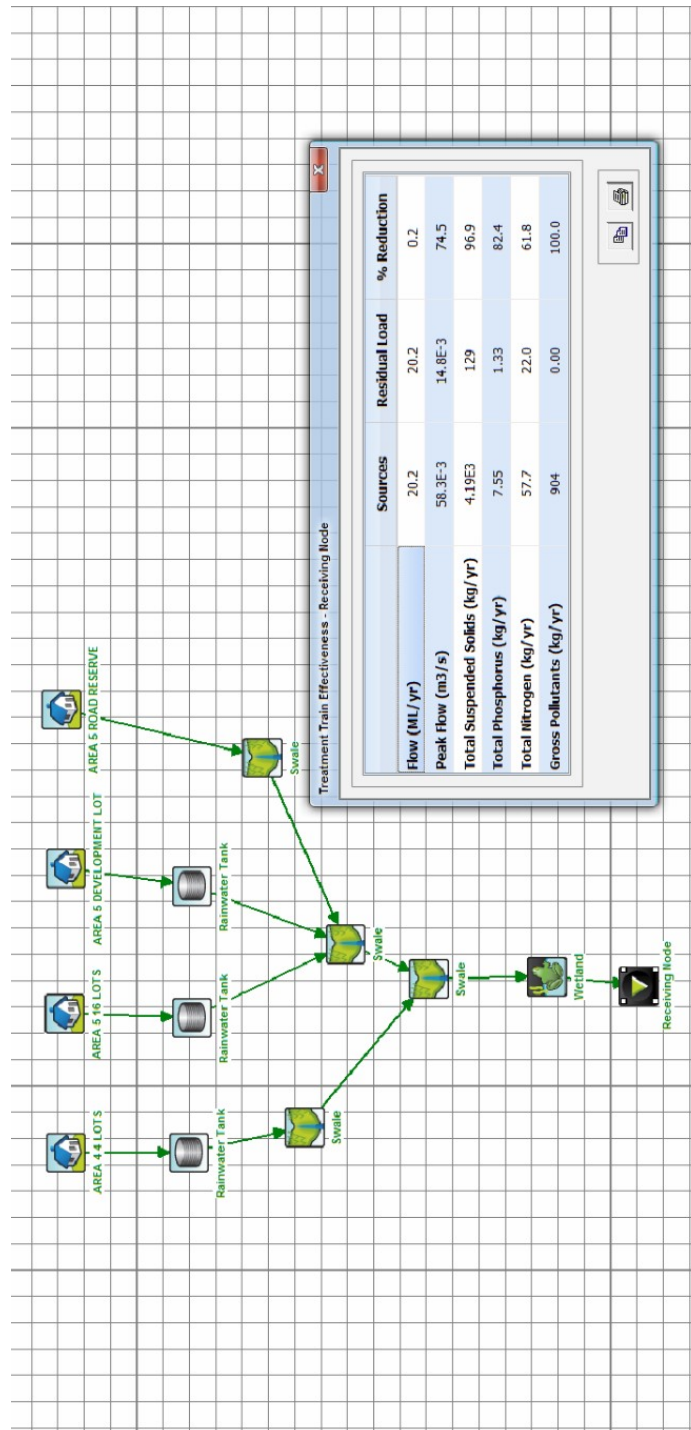
# APPENDIX 9

## MUSIC MODELLING DETAILS

**Environment Design Management**

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Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024



Environment Design Management

Clydesdale Estate- Stage 5, Rutherglen Rev 4 - October 2024





EDM Group  
PLANNERS SURVEYORS &  
ENGINEERS  
OFFICES 99 HUME ST  
PO Box 317 WODONGA 3689  
Ph (02) 6057 8578  
Fax (02) 6056 2392

DEVELOPMENT PLAN  
CROWN ALLOTMENT 25B  
SECTION 45  
PARISH OF CARLYLE  
GOORAMADDA ROAD  
RUTHERGLEN 3685

- Development Notes
- The land is capable of connection with reticulated water, power supply & telecommunications and is free of any environmental constraints that might preclude the proposed subdivision.
  - The proposal is not inconsistent with any relevant Outline Development Plan or Structure Plan.
  - The proposal provides a logical extension to approved development within the immediate vicinity of the subject land.
  - There are no sites of conservation, heritage, archaeological significance or with landscape value to be taken into consideration.
  - The proposed density is 1 lot / 2774m<sup>2</sup>
  - No physical provision of open space is proposed. The issue of linkages etc has been duly considered in respect of the existing approvals in place for Stages 1-4 of the Estate.
  - There is no adopted Development Contribution Plan.
  - The proposal will facilitate an orderly staging of development and supply of services.
  - No leapfrog development and/or oversupply of land will occur.
  - The proposal will result in the efficient use of existing infrastructure.

Drawing No. 18010903\_ODP-7\_14Oct24  
Scale 1:2500  
SHEET  
1 OF 1

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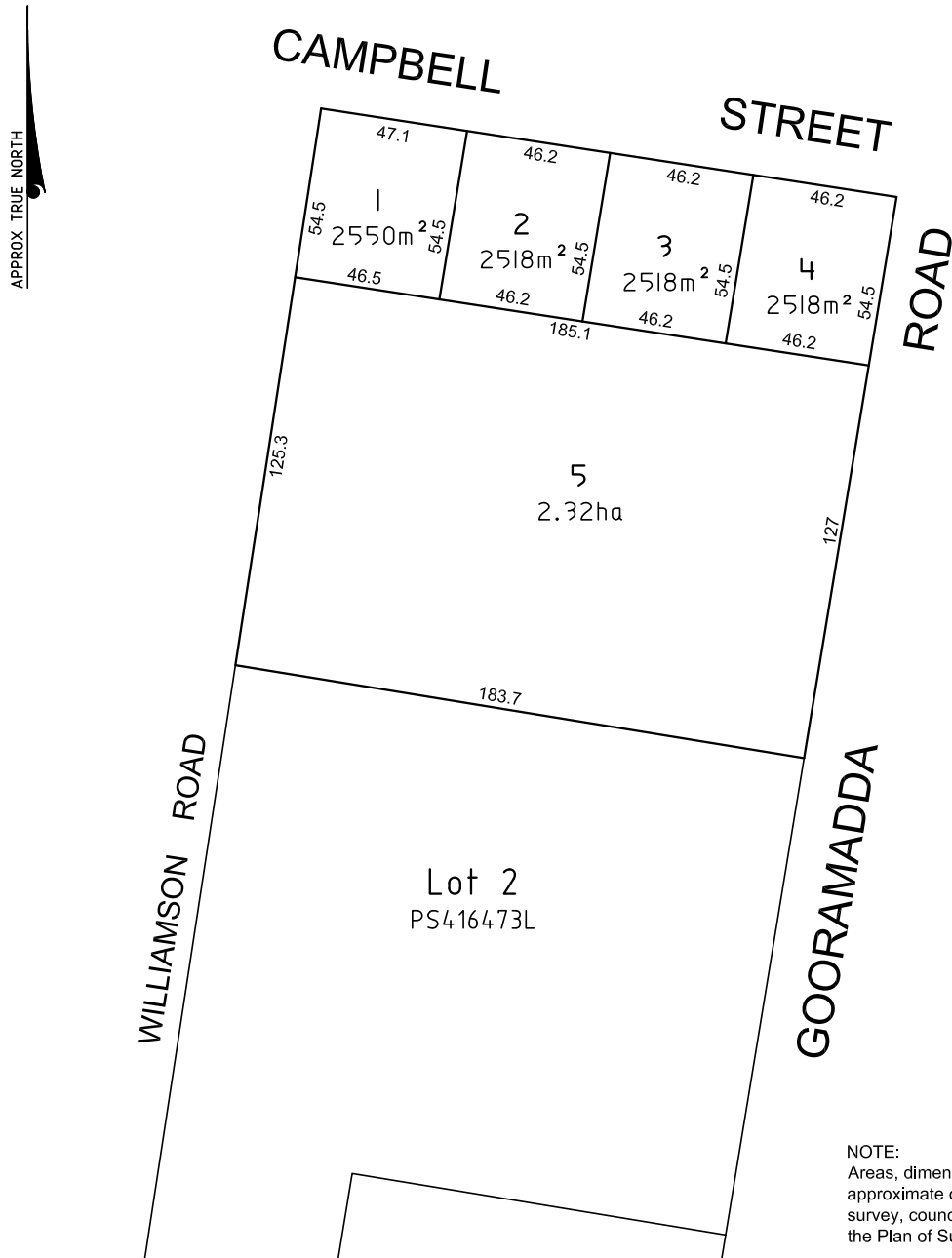
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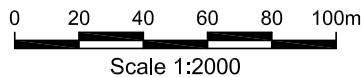
PROPOSED PLAN OF SUBDIVISION  
CROWN ALLOTMENT 25B  
SECTION 45 PARISH OF CARLYLE  
GOORAMADDA ROAD, RUTHERGLEN 3685



NOTE:  
Areas, dimensions and lot layout are approximate only and are subject to final survey, council approval and registration of the Plan of Subdivision at the Titles Office



EDM Group  
PLANNERS SURVEYORS  
& ENGINEERS  
OFFICES 99 HUME ST  
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Ph (02) 6057 8578  
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Department of Transport  
and Planning

GPO Box 2392  
Melbourne, VIC 3001 Australia  
[www.transport.vic.gov.au](http://www.transport.vic.gov.au)

Ref: PPR 44263/23-A

[REDACTED]  
Indigo Shire Council  
2 Kurrajong Way  
Beechworth VIC 3747

Dear [REDACTED]

**PLANNING APPLICATION NO.:** PP20-0060 & PP22-0030  
**DEPARTMENT REFERENCE NO:** PPR 44263/23-A  
**PROPERTY ADDRESS:** GOORAMADDA ROAD, RUTHERGLEN VIC 3685

### Section 55 – No objection subject to conditions

Thank you for your referral dated 5 September 2024 of the above application to the Head, Transport for Victoria under Section 55 of the *Planning and Environment Act 1987*.

The Head, Transport for Victoria has considered this application and does not object if the permit is subject to the following conditions:

1. Unless otherwise agreed in writing by Head, Transport for Victoria, no direct access to any proposed lots to be provided from the subject land to the Murray Valley Highway.
2. The notation of 'proposed mixed use zone' must be removed from the Development Plan.
3. Prior to consent to Statement of Compliance, Williamson Road must be constructed and sealed from Murray Valley Highway to the proposed access for Lot 2 to the satisfaction of and to no cost to the Head, Transport for Victoria.

### Accompanying note:

To assist in the approvals process required for the construction of the access works and associated roadworks, the following guidance is provided:

- Any planning permit approval received in accordance with a municipal planning scheme does not constitute consent to conduct the works under the *Road Management Act 2004*. Any works in the arterial road reserve designated as Transport Zone 2 (TRZ2) require a Works Within Road Reserve Permit from the Department of Transport and Planning. Section 63 and clause 16 of Schedule 7 of the *Road Management Act 2004* require any person proposing to carry out works in, on, under or over an arterial road in Transport Zone 2, to obtain the consent of the Department of Transport and Planning, except where exemptions under the Act, or its Regulations (Road Management (Works and



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

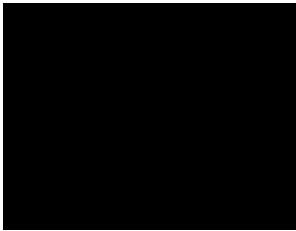
Infrastructure) Regulations 2005), apply. For the purposes of this application, the works will include the provision of:

- (i) Access works
- For more information regarding working within the road reserve please visit the VicRoads website:
  - <https://www.vicroads.vic.gov.au/business-and-industry/design-and-management/working-within-the-road-reserve>, and
  - <https://www.vicroads.vic.gov.au/traffic-and-road-use/road-access-permits-portal>

Please forward a copy of any decision to this office as required under the *Planning and Environment Act 1987*.

Should you have any enquiries regarding this matter, please contact [REDACTED] at [statutory.planning@roads.vic.gov.au](mailto:statutory.planning@roads.vic.gov.au).

Yours sincerely



A/Team Leader Statutory Planning  
Under delegation from the Head, Transport for Victoria  
10/09/2024

Cc: Permit applicant

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 12 COMMUNITY AND ECONOMIC DEVELOPMENT

#### 12.1 PUBLIC ART ADVISORY PANEL

Jess Reid - Manager Community Development  
Community and Economic Development

For Decision

#### **RECOMMENDATION**

That Council:

1. Endorse the establishment of the Indigo Shire Public Art Advisory Panel;
2. Adopt the Terms of Reference for the Public Arts Advisory Panel; and
3. Appoint Councillor **XX** to the Chair of the Panel.

#### PURPOSE OF REPORT

To seek Council endorsement for the establishment of the Indigo Shire Public Art Advisory Panel (PAAP) and the approval of its Terms of Reference (TOR), and the appointment of a Councillor to the Panel. The Panel will provide expert and community-informed advice on public art commissions valued at over \$25,000 as outlined in the recently adopted Public Art Policy (April 2024).

#### BACKGROUND

In April 2024, Council adopted a revised Public Art Policy (attached) that reinforces Indigo Shire's commitment to fostering a vibrant and creative region. The Policy sets the foundation for a strategic, transparent, and inclusive approach to public art commissioning, implementation, and maintenance.

This work is underpinned by the **Creative Indigo Strategy 2022–2027**, which positions Indigo Shire as one of Victoria's critical creative hubs. The Strategy outlines a vision where arts and creativity are embedded in everyday life, used to strengthen communities, activate public spaces, and enhance liveability. It promotes investment in creative infrastructure and professional pathways for artists, while ensuring cultural expression is inclusive, place-based, and informed by First Nations perspectives.

The formation of the PAAP is a key action flowing from both the Creative Indigo Strategy and the Public Art Policy. The PAAP is intended to strengthen the governance and quality assurance processes for major public art commissions and ensure alignment with the community's creative aspirations.

Public interest in place-based creativity continues to grow across the Shire, with residents and artists advocating for more visible, accessible, and meaningful public artworks. The establishment of the PAAP supports this momentum and provides a formal mechanism for expert and community input into Council's public art program.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### DISCUSSION

The PAAP will play a pivotal role in delivering high-quality public art outcomes by offering strategic, curatorial, financial, and technical advice to Council. Its establishment ensures that public art commissions valued at over \$25,000 are guided by a panel of professionals and community representatives with deep knowledge of contemporary art practice, cultural safety, heritage, accessibility, and community values.

#### **The PAAP's key functions include:**

- Reviewing and advising on artist briefs and expressions of interest for major public art commissions
- Recommending artist selections based on artistic merit, relevance to site and community, cultural appropriateness, and technical feasibility
- Providing advice to Council on value for money and long-term cost implications of public art proposals, including materials, design robustness, and ongoing maintenance needs
- Recommending future budget considerations to ensure adequate provision is made for maintenance, conservation, and lifecycle planning of artworks
- Assessing gifts, donations, and community-initiated projects for alignment with Council policy, site suitability, and public benefit
- Providing guidance on deaccessioning and maintenance of artworks, ensuring sustainability and consistency with the Public Art Policy
- Supporting transparent, fair and inclusive commissioning processes that align with Council's Procurement Policy and the National Association for the Visual Arts (NAVA) Code of Practice.

The PAAP operates at the intersection of artistic excellence, public policy, financial stewardship, and community identity. While it does not make final decisions, it holds substantial influence by shaping recommendations on the selection, placement, budget impact, and management of public artworks. This independent and cross-disciplinary advice strengthens Council's capacity to make informed, culturally respectful, and strategically aligned decisions.

The PAAP's role is particularly critical in ensuring that public art projects align with the **Creative Indigo Strategy 2022–2027**, which articulates a vision for Indigo Shire as a place where:

- Creativity is central to community wellbeing and economic development
- The unique cultural identity of the Shire is reflected and celebrated through creative expression
- Artists and creatives are supported to thrive through access to opportunities, infrastructure, and networks, and
- Public spaces are activated through meaningful, inclusive and high-quality artistic interventions.

Further, through its inclusion of First Nations, access and inclusion, and professional arts representatives, the PAAP ensures that projects meet the values and strategic principles outlined in the Public Art Policy, including:

- Engagement with Traditional Custodians
- Sustainability
- Respect for community identity and heritage
- Artistic merit and innovation



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Equitable distribution of cultural investment
- Financial sustainability through responsible planning and maintenance forecasting.

Ultimately, the PAAP strengthens Indigo Shire’s position as a leading creative region and ensures that public art reflects and respects the stories, people, and places that define the Shire’s distinct character, while also ensuring sound financial management and stewardship of cultural assets.

The draft TOR for the Indigo Shire Public Art Advisory Panel were developed in alignment with the adopted Public Art Policy (April 2024), which outlines the principles, governance structure, and curatorial intent for public art across the Shire. The TOR reflect key policy values including inclusivity and diversity, with provisions such as a four-year panel term (\*) to ensure the curatorial direction remains dynamic and not shaped by a fixed group over time.

(\*) - the initial term will be a combination of two people for six years and two people for four years. Beyond this initial term all memberships will be for a four-year term. This approach aims to have staggered membership terms to create both the opportunity to refresh memberships while maintaining some continuity on the PAAP.

### Essential Skills for the PAAP

The PAAP, as described in the Terms of Reference (ToR) (attached) requires a minimum of four (4) community members who can guide selection processes for significant artworks, make informed recommendations on acquisitions and placements, and represent the community's diverse perspectives while maintaining professional standards. These skills enable the PAAP to effectively shape Indigo Shire's cultural landscape through thoughtful public art development.

As outlined in the Public Art Policy, public art has a significant impact on the community and carries a high reputational risk for Council. The PAAP plays a vital role in ensuring community representation and transparent, accountable decision-making. As part of its responsibilities, the PAAP will review all required documentation to ensure each project aligns with the policy’s standards, including planning, copyright, moral rights, Indigenous Cultural and Intellectual Property (ICIP) rights, technical and maintenance considerations, deaccession plans, and meaningful community engagement.

### OPTIONS

- Establish the PAAP and adopt the TOR (Recommended) - aligns with the Public Art Policy and supports consistent and informed public art decisions and follows a transparent and robust process for selecting community membership.
- Do not establish the PAAP - this would limit Council's ability to implement the Public Art Policy effectively.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	1. Communities
Strategic Objective	1.5 Our communities are enriched by a thriving and diverse arts and creative sector.
Strategic Action	1.5.4 Explore and support public art opportunities throughout the Shire.

### SOCIAL/COMMUNITY IMPLICATIONS

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Public art enhances local identity, supports social inclusion, and provides opportunities for community engagement. Establishing the PAAP ensures that community voices are embedded in decision-making processes and reinforces equity and access in the arts. Council is committed to a transparent and accountable approach to public art that considers not only artistic and cultural value but also responsible budget forecasting and the long-term operational impacts of acquiring and maintaining public artworks.

### ENVIRONMENTAL IMPLICATIONS

The PAAP will consider the environmental implications of any proposed public artworks. These considerations will inform the recommendations of the PAAP.

### FINANCIAL IMPLICATIONS

	Approved Budget \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue	0	0	0	
Expense	0	0	0	
Net Result	0	0	0	

Staffing and administration will be absorbed by existing roles within the Creative Communities team and artist fees, commissioning, and maintenance are addressed through individual project budgets.

### LEGISLATIVE IMPLICATIONS

- Local Government Act 2020 – particularly Section 130 regarding conflict of interest.
- Council's Procurement Policy and Arts Law guidance for contracting artists.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Final Risk Rating	Controls, treatments
Committee members don't comply with the confidential nature of some of the discussions or understand the governance responsibilities of an advisory panel.	Unlikely	Minor	Low	Appropriate training and induction for new members.

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

- A consultation and deliberation session was conducted with the Creative Indigo Strategy Steering Group to review and refine the draft TOR for the PAAP.
- Engagement with relevant council departments to ensure TOR compliance with governance requirements and operational feasibility.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Engagement outcomes

- The Steering Group brought diverse community and sector expertise to inform the development of the TOR.

### Engagement proposed

- Dedicated Engage Indigo page for Indigo Shire's Public Art, which includes
  - Comprehensive information portal: A dedicated project page on the Engage Indigo platform will provide complete access to the TOR document
  - Supporting documentation: Links to related Public Art Policy and strategic documents will be provided for context
  - Contact information: Direct contact details for project inquiries and feedback will be prominently displayed
  - Timeline communication: Clear communication of review periods and key milestones

### CONCLUSION

The establishment of the PAAP represents a significant step in Council's commitment to nurturing a culturally vibrant, inclusive, and strategically aligned approach to public art. The PAAP will provide expert, community-informed, and cross-disciplinary advice that strengthens the quality, relevance, and sustainability of public art outcomes across the Shire. By embedding the values and objectives of the Creative Indigo Strategy and the Public Art Policy, the PAAP ensures that major public art commissions reflect local identity, honour First Nations perspectives, and deliver long-term public benefit.

The TOR support this by clearly defining the PAAP's structure, purpose, objectives, and membership, embedding principles of diversity, accountability, and cultural integrity into its operations.

The PAAP will play a key role in assessing the cultural, technical, and financial viability of proposed artworks, including value for money, artistic merit, and future maintenance needs. Importantly, the PAAP reinforces Council's commitment to transparent and accountable processes.

Through its structured governance, the PAAP will ensure that public art decisions are informed by a broad mix of voices, including artists, cultural practitioners, community representatives, and Council staff. This collaborative model supports equity, access, and innovation in the way art is commissioned and experienced. Public art enhances the cultural fabric of our towns, strengthens civic pride, and invites community participation in shaping the built and natural environment.

The PAAP will serve as a vital mechanism for guiding investment in creative infrastructure, ensuring that artworks are not only inspiring and meaningful but also responsibly planned and sustainably maintained.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Sally Rice - Director Community and Economic Development
- Jess Reid - Manager Community Development
- Penelope McGufficke - Creative Communities Coordinator
- Kellie Sutherland - Creative Communities Officer - Arts and Culture

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Attachments

1. Terms of Reference Public Art Advisory Panel - DRAFT [12.1.1 - 8 pages]

# DRAFT TERMS OF REFERENCE



## Indigo Shire Public Art Advisory Panel

Version No:	1
Trim File No:	
Adopted Date:	
Adopted By:	Council
Department:	Community Development
Responsible Officer:	Manager Community Development
Next Review Date:	April 2028
Advent Obligation No:	
Circulation	Councillors, Panel Members, website

## PART A – applies to all Council appointed advisory Committees

### 1.0 ESTABLISHMENT

1.1 This panel is established by Council resolution passed on [date to be inserted].

### 2.0 RESPONSIBLE COUNCIL OFFICER

2.1 The Creative Communities Coordinator of Indigo Shire Council shall be a non-voting member of the Panel and will not count towards the quorum. In addition, they shall act as the Secretary of the Panel or may delegate this function to another Council officer.

### 3.0 APPOINTMENT OF THE PANEL

3.1 All Panel members will be appointed by resolution of Council.

3.2 The Council will advertise the vacancy, consider applications and will recommend preferred applications via an officer report.

3.3 Council reserves the right to review the membership of an Advisory Panel at any time.

3.4 Council will consult with the Advisory Panel before considering a recommendation to change the membership of an Advisory Panel.



## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

### **4.0 MEMBERSHIP**

4.1 Council aims to achieve membership that is:

4.1.1 representative of the local community and is inclusive of age, gender and geographical location; and / or

4.1.2 is representative of the required skills as specified in Part B.

4.2 The Panel shall maintain a minimum of four (4) community members.

4.3 The Panel may include a First Nations representative/s for specific projects in consideration of location and project scope.

4.4 The Panel will advertise membership vacancies, consider applications and will recommend preferred applications to Council via an officer report

4.5 The Council upon recommendation by the Panel, or at its own instigation, may consider changes to the composition or membership of the Panel as detailed in section 17.

4.6 Relating to specific agenda topics, the Panel will be empowered to invite unpaid attendance of guest speakers. These guests will not have voting rights.

4.7 The term of membership is four (4) or six (6) years from date of appointment.

### **5.0 ROLE OF THE COUNCILLOR**

5.1 Councillor Representatives will be appointed to the panel by Council at the annual Statutory Meeting.

5.1.1 Appointed councillors are not entitled to vote.

5.2 Appointed Councillors will provide a strong connection between the Council and the Panel, and will fulfil the following functions:

5.2.1 provide advice to the panel or to Council on either party's work.

5.2.2 assist with governance questions and Council's meeting procedures (with staff).

### **6.0 ROLE OF THE CHAIR**

6.1 The role of Chair shall be held by an appointed Councillor.

6.2 The Chair is responsible for:

6.2.1 development of agenda, in conjunction with the Responsible Council Officer and/or Secretary;

6.2.2 ratifying the meeting minutes prior to submission at Council meeting, including any recommendations for Council;

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- 6.2.3 managing meeting processes, including the management of any conflicts of interest, ensuring discussion remains on topic and all views of the panel are heard.

### 8.0 ROLE OF THE RESPONSIBLE COUNCIL OFFICER

- 8.1 To input into meeting agendas where required, in conjunction with the Chair and Secretary;
- 8.2 To provide knowledge on internal Council processes and inner workings;
- 8.3 To provide subject matter expertise;
- 8.4 To facilitate the production of relevant Council reports.

### 10.0 MEETINGS

- 10.1 Advisory Panel meetings will be, as a default, open to the public, unless otherwise stated in Section 17.

- 10.2 Meetings that are open to the public may be closed, at the discretion of the Chair, to consider matters which relate to information defined as confidential under the Local Government Act 2020, or which are contrary to the public interest, in accordance with Council's Public Transparency Policy (clause 11.2).

- 10.3 The Council may resolve that an Advisory Panel will hold all meetings closed to the public, where it determines it is in the public interest to do so, or where having open meetings would hamper the ability of the Advisory Panel to fulfil its purpose. Refer to section 16.

- 10.4 Meetings open to the public will be advertised on Council's website to enable public attendance.

- 10.5 Members of the public and non-appointed Councillors who attend an Advisory Panel meeting are not permitted to:

- 10.5.1 vote;

- 10.5.2 participate in the discussion unless the panel specifically resolves to invite individuals' participation on a particular item.

- 10.6 A quorum will be a majority of the Panel membership including:

- 10.6.1 Appointed community members (minimum three (3));

- 10.6.2 Appointed Councillor members (minimum one (1));

- 10.7 Meeting attendance may be by physical attendance, or by video call or phone conference. The mode of attendance is to be recorded in the meeting minutes.

- 10.8 Should a panel member not attend three consecutive Panel meetings, without seeking prior approval for a leave of absence from the Panel the member will automatically relinquish their position as a member of the Panel. The Panel shall then fill the vacancy in accordance with section 3.2.

## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

10.9 The following Conflicts of Interest procedures must be followed:

10.9.1 Conflicts of Interest must be declared by all Panel members (including Councillors and Council officers) and recorded in the minutes;

10.9.2 Conflict of Interest procedures for Councillors and Council officers must be followed in accordance with Council's Governance Rules;

10.9.3 A Panel member who has a conflict of interest in a matter being considered in an Advisory Panel meeting at which he or she is present must:

(i) disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered;

(ii) absent himself or herself from any discussion of the matter; and

(iii) as soon as practicable after the meeting concludes provide to the CEO a written notice recording that the disclosure was made and accurately summarising the explanation given to those present at the meeting.

10.10 The Chair of the Panel shall ratify the minutes of the meeting prior to Council receiving the minutes. Formal endorsement of the minutes will occur at the subsequent Panel meeting.

10.11 An advisory panel meeting of Council is defined as an Informal Meeting of Councillors under Council's Governance Rules (R 72). This applies only to meetings that are closed to the public, providing at least one Councillor is in attendance. The Secretary is responsible for ensuring that a record of the meeting is provided to Governance for reporting to the next Council meeting.

### **11.0 DELEGATIONS**

11.1 The Advisory Panel has no delegated authority to borrow or expend monies or enter into contracts.

11.2 The Panel has no other delegated authority.

11.3 The Panel and individual panel members cannot speak on behalf of Council.

### **12.0 REPORTING**

12.1 The Secretary of the Panel will forward the minutes, recommendations for Council decision officer comments and an Informal Meeting of Councillors record (if applicable) to Governance for reporting to the next practicable Ordinary Meeting of Council.

### **13.0 REVIEW**

13.1 Council will, in the first half of each Council term, review the terms of reference for each advisory panel, including consideration of Council's need for each panel and the specific purpose and advice it is seeking.

13.2 In the first meeting following the Council's annual Statutory Meeting, the Panel should review the terms of reference. Any proposed changes are to be recommended to Council.

### **PART B – is specific to each advisory Committee**

#### **14.0 PURPOSE**

The Public Art Advisory Panel exists to support Council in achieving the Public Art objectives outlined in the Public Art Policy and Creative Indigo Strategy. By providing expert strategic, curatorial, financial, and technical advice, the PAAP ensures the delivery of high-quality, culturally appropriate, and impactful public art outcomes. The Panel plays a vital role in representing community values and promoting transparent, accountable decision-making. As part of its responsibilities, the PAAP will review all required project documentation to ensure alignment with policy standards, including planning, copyright and moral rights, Indigenous Cultural and Intellectual Property (ICIP) rights, technical feasibility, maintenance planning, deaccessioning, and meaningful community engagement.

#### **15.0 DEFINITIONS**

15.1 Public Art refers to all types of artworks in public spaces that is freely accessible to all. It can be made using various materials, sizes, and forms, including sculptures, murals, installations, and light projections. It may also involve performance or multimedia elements and can be integrated into architectural structures. Public art constitutes a deliberate and creative initiative, intentionally integrated into the public sphere with the aim of conveying narratives or ideas.

15.2 Public art typology refers to the shapes and form a public artwork can take. Public art can be a Sculpture, Urban Elements, Creative Lighting, Street Art, Nature Art, Digital Art, Integrated Artworks, Activations, Performance and Soundscape.

15.3 Commission, in the context of public art, is the creation of an original work of art by a qualified artist or group of artists in response to a defined brief. The commission is proposed by an organisation or individual willing to cover the costs and be responsible for the care and presentation of the artwork.

15.4 Public realm refers to the collective space that is accessible to and shared by the public. This includes various outdoor and publicly accessible areas within a community, such as streets, sidewalks, parks, plazas, squares, and other open spaces. The public realm is essential for community life, social interaction, and cultural activities.

15.5 Deaccessioning is the formal process of removal of an object from the collection register, catalogue or database.

15.6 Disposal is the physical removal of the object from the organisation by the process decided upon by the Indigo Shire Public Art Advisory Panel.

#### **16.0 OBJECTIVES**

**16.1** To provide advice and recommendations to Council on policy, strategic direction, and benchmark standards relating to Public Art practice.

**16.2** To oversee and advise on the commissioning, acquisition, promotion, conservation, and deaccessioning of public art, ensuring alignment with Council policy and the Public Art Policy.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

**16.3** To support transparent, fair, and inclusive commissioning processes in line with Council's Procurement Policy and the National Association for the Visual Arts (NAVA) Code of Practice, including:

- Reviewing artist briefs and expressions of interest for major commissions
- Recommending artist selections based on artistic merit, cultural appropriateness, community relevance, and technical feasibility
- Advising on value for money and lifecycle considerations such as materials, design robustness, and maintenance needs
- Recommending future budget provisions for maintenance, conservation, and sustainability

**16.4** To assess gifts, donations, and community-initiated public art proposals for their alignment with Council priorities, site suitability, and public benefit.

**16.5** To provide expert advice to councillors, the CEO, Directors, and staff on the development, management, and long-term stewardship of public art projects.

**16.6** To advise Council on strategic opportunities to advance the development and integration of public art across the Shire.

### **17.0 GOVERNANCE MATTERS**

17.1 Meetings shall be held as required for specific public art commission and acquisition processes.

### **18.0 PANEL MEMBERSHIP**

18.1 The Panel shall comprise of voting and non-voting members including:

18.1.1 One Councillor appointed by Council as non-voting member who will be the Chairperson.

18.1.2 A minimum of four (4) voting community representatives will be appointed by Council.

These members will demonstrate strong skills and experience in contemporary art practice, cultural safety, heritage, accessibility, and community values. They will contribute to the selection of significant artworks, provide informed recommendations on acquisitions and placements, and represent the community's diverse perspectives while maintaining professional standards.

Representatives will be assessed on the following criteria:

- Community connection and understanding
- Professional expertise and contribution
- Collaborative problem-solving
- Technical advisory capability

Members must hold relevant qualifications or have demonstrated experience in one or more of the following areas:

- Professional arts practice (across various mediums)
- Education



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Access and inclusion
- Involvement with industry bodies (e.g., Creative Victoria, Regional Arts Victoria, Murray Arts)
- First Nations representation (appointed on a project-by-project basis; refer to section 18.1.5)

18.1.3 The Panel will also comprise of the following non-voting members:

- Creative Communities Coordinator or delegate
- Burke Museum and Heritage representative
- Infrastructure/Assets representative

18.1.4 And, as required, include other non-voting members:

- Manager of Planning and Statutory Services (or delegate)
- Manager Tourism (or delegate)

18.1.5 First Nations representation will be sort for all public art projects:

- First Nations representative(s) may be appointed as voting members of the Panel, depending on the scope and location of the project.
- Representatives may nominate a proxy if unable to attend a meeting.
- The representative may also serve in an advisory capacity, offering cultural and technical advice to support the Panel's deliberations.
- The Panel will review and consider the required evidence of First Nations engagement as part of the assessment of public art proposals.

### 19.0 CONDUCT REQUIREMENTS FOR MEMBERS

19.1 Attend Advisory Panel meetings and provide apologies in advance when attendance is not possible;

19.2 Act in an advisory capacity by disseminating authorised information within the community and provide insight and advice into community perspectives of the project;

19.3 Seek at all times to obtain and represent the views of the broader community;

19.4 Respect the ideas and beliefs of all members and provide an atmosphere where all members feel comfortable to participate;

19.5 Contribute in a positive way to finding solutions to issues or concerns;

19.6 At all times act in good faith, with honesty and integrity and apply skills and expertise with diligence and care;

19.7 Represent the views of the relevant organisation, interest group or community and not individual views at odds with the organisation or group being represented;

## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

19.8 Notify Council of any potential conflict of interest that may rise with respect to participation on the Advisory Panel;

19.9 Allow Council to promote participation in the Advisory Panel to facilitate community feedback and participation;

19.10 Not disseminate confidential information that is discussed at the Advisory Panel meetings as advised by the Advisory Panel Chair; and

19.11 Not make any media comment on behalf of the Advisory Panel in relation to the project unless approved by the Advisory Panel Chair.

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### 12.2 COUNTRY FOOTBALL NETBALL PROGRAM 2025

**Jess Reid - Manager Community Development  
Community and Economic Development**

**For Decision**

#### **RECOMMENDATION**

That Council:

1. Endorses the following projects for a funding application to Sport and Recreation Victoria's Country Football and Netball Program 2025:
  - a) Coulston Park Tangambalanga Sports Lighting;
  - b) Wahgunyah Recreation Reserve Sports Lighting;
2. Notes that if funding application/s are successful, Councils financial contribution, stated below, to these projects will be included in the 26/27 budget:
  - a) \$10,000 - Coulston Park Tangambalanga Sports Lighting;
  - b) \$20,000 - Wahgunyah Recreation Reserve Sports Lighting.

#### PURPOSE OF REPORT

This report provides an overview of Sport and Recreation Victoria's (SRV) Country Football and Netball (CFN) Program 2025 and a summary of the projects recommended for funding applications.

#### BACKGROUND

The CFN Program is delivered by SRV in partnership with the AFL, AFL Victoria and Netball Victoria. The program provides funding to Local Governments to help regional football and netball clubs, associations and umpiring organisations upgrade and develop facilities in rural, regional and outer metropolitan locations.

Applications for the CFN Program opened on 27 February 2025 and will close on 7 July 2025. Projects eligible for funding include:

- Developing new, or redeveloping existing change rooms and pavilions to increase capacity, inclusion and safety.
- Developing new, or redeveloping existing sports ovals and courts to increase capacity, inclusion and safety.
- Sports lighting that improves capacity, inclusion and safety. Lighting projects may include installing new LED lighting infrastructure or replacing non-LED lighting with LED lamps to meet lighting standards.
- Projects that result in energy or water efficiency, with a direct impact on participation, such as warm-season grass conversions.
- Projects that benefit multi-use outcomes where football or netball is the primary beneficiary.

Details of the CFN Program fund are provided below:

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Stream	Funding Available	Applications per LGA	Funding Ratio	Eligible Projects
<b>Country Football and Netball Program</b>	Up to \$250,000	Unlimited up to a total request of \$250,000	SRV = \$3 LGA = \$1	Described above

### DISCUSSION

The CFN Program is a valuable opportunity for Council to leverage State Government funding to deliver important recreation improvements across the Shire. Council has previously received funding for the following projects through the CFN Program:

- 2024 Barnawartha Recreation Reserve Sports Lighting
- 2021 Butson Park Recreation Reserve Sports Lighting
- 2020 Barkly Park Recreation Reserve Sports Lighting
- 2016 Coulston Park Recreation Reserve Sports Lighting

The following projects are recommended for funding applications in the 2025 round:

Potential Project	Project cost estimate	Contributions	Comment
Coulston Park (Tangambalanga) Sports Lighting	\$200,000	ISC \$10,000 SRV \$ 150,000 Club \$40,000	Upgrade the lighting to 200 lux which is compliant with AFL guidelines for night competition and would allow the club to host what has become an extremely popular night fixture.
Wahgunyah Recreation Reserve Sports Lighting	\$80,000	ISC \$20,000 SRV \$60,000 Club \$0	Replace the non-compliant lighting to a training standard of 50 lux which is compliant with AFL guidelines for training to improve safety and enjoyment.

The Kiewa Sandy Creek Football and Netball Club (Coulston Park, Tangambalanga) received funding through the 2016 Country Football and Netball Program to upgrade their lighting to 100 lux. In the ten years since the project was delivered, the lighting quality has deteriorated to a point where it is unsafe for the club to host night matches which has become a popular fixture for the club, community and league. Although this project is not included on Councils Infrastructure Assessment Tool or in the Coulston Park Master Plan, the club is committed to making a significant financial contribution of \$40,000 which reduces the contribution Council is required to make to the project.

The Wahgunyah Recreation Reserve project is included in the draft Wahgunyah Recreation Reserve Master Plan and has been a longstanding priority project for the Wahgunyah Football and Netball Club and Committee of Management. Positive Electrical has completed a lighting investigation and suggested that 50 lux can be achieved with the existing poles and cabling by installing 1500w luminaires. AFL Victoria has endorsed this proposal against its Preferred Facility Guidelines. Whilst the existing lighting recorded an average of 71.15 lux, the uniformity is 0.04 when it should be 0.3. Some sections of the reserve

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recorded average scores of 3.1 lux which proves that the current lighting doesn't meet standard. The advantage of the proposed 50 lux is that the uniformity would comply with the required standard.

The aforementioned projects have been identified and recommended for funding applications based on the conditions of the grants program, alignment with Council plans and strategies and guided by Councils Infrastructure Assessment Tool. Furthermore, these projects have been reviewed by Councils Capital Works team to ensure project scope and cost estimates are accurate.

### OPTIONS

- Submit applications for the recommended projects – recommended.
- Do not submit applications for the recommended projects.
- Submit alternative applications that do not follow the Infrastructure Assessment Tools priority list.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	1. Communities
Strategic Objective	1.2 Our community members have access to the services, activities and infrastructure that make it easy for them to stay connected and get involved in community life.
Strategic Action	1.1.3 Progress the key priorities of the Active Indigo Plan.

### SOCIAL/COMMUNITY IMPLICATIONS

Upgrading lighting at sports grounds significantly improves safety and enjoyment for users and in doing so increases participation which is how SRV assess their grant applications.

### ENVIRONMENTAL IMPLICATIONS

The aforementioned projects will use LED lights which offer significant advantages over halogen lights, including greater energy efficiency, longer lifespan, and lower heat output, making them a more practical and environmentally friendly choice.

### FINANCIAL IMPLICATIONS

If successful, the financial contributions from Council will need to be included in the 2026/27 budget. Pending a successful grant application/s Councils contribution will be:

- \$10,000 – Coulston Park Tangambalanga Sports Lighting
- \$20,000 – Wahgunyah Recreation Reserve Sports Lighting

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Disappointment from clubs who have projects requiring funding	Unlikely	Minor	Low	Accurate and timely communication to clubs



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description	Likelihood	Consequence	Current Risk Rating	Controls
Unsuccessful grant applications	Unlikely	Minor	Low	Thorough grant applications submitted

### COMMUNITY ENGAGEMENT

The Wahgunyah Football and Netball Club (Wahgunyah Recreation Reserve) and the Kiewa Sandy Creek Football and Netball Club (Coulston Park Tangambalanga) have worked closely with Council to get their projects grant ready. Regular communication has taken place and continues with key stakeholders to ensure projects are accurately scoped and costed. The application process, written and supporting documentation, is shared between Council and the clubs. The Wahgunyah Project is included in their draft Wahgunyah Recreation Reserve Master Plan and the Coulston Park Project has been endorsed by the Committee of Management.

### CONCLUSION

The CFN Program is a valuable opportunity for Council to receive funding at a favourable ratio for much needed recreation infrastructure improvements. The recommended projects have scored well through the Infrastructure Assessment Tool, or in the case of Kiewa Sandy Creek Football and Netball Club, have shown initiative and a willingness to contribute financially to the project. Both projects have been well supported by the respective clubs and local community.

Upgrading lighting at Coulston Park Tangambalanga and Wahgunyah Recreation Reserves will significantly improve safety and enjoyment for users and provide increase opportunity for participation in sporting activities for the members of these communities.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Sally Rice - Director Community and Economic Development
- Jess Reid - Manager Community Development
- Mark De Campo - Community Development Coordinator

### **Attachments**

Nil

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### **12.3 COMMUNITY DEVELOPMENT GRANTS - GUIDELINES AND ASSESSMENT CRITERIA ANNUAL REVIEW**

**Jess Reid - Manager Community Development  
Community and Economic Development**

**For Decision**

#### **RECOMMENDATION**

That Council adopts the Guidelines and Assessment Criteria as attached to this report for the following grant streams for 2025/2026:

1. Indigo Shire Community Grants Program
2. Indigo Shire Get Active Indigo Grants Program
3. Indigo Shire Events Grants Program

#### **PURPOSE OF REPORT**

This report presents the Community Development Grants (Community Grants, Events Grants and Get Active Indigo Grants) Guidelines and Assessment Criteria review and recommendations to Council for final review and adoption in line with the Grants Governance Policy (Attached).

This report proposes minor changes to the Community Grants, Active Indigo Grants and Events Grants.

#### **BACKGROUND**

Indigo Shire recognises the value and importance of the role community groups and organisations play in building vibrant, inclusive and healthy communities. Grant programs help support local organisations to meet a demonstrated need in our community. Council is committed to providing a range of community grants efficiently, fairly and ethically. In the interest of fairness, transparency and maintaining community confidence in the integrity of the assessment process, formal assessment processes exist for all competitive grant categories.

Council adopted a Grants Governance Policy on 23 July 2023. This policy committed Council to annually reviewing the guidelines for Community Grants, Event Grants, Active Indigo Grants and Community Sustainability Grants.

The Grants Governance Policy provides consistent governance arrangements for the application, acquittal and management of different grants issued by Council. It also ensures management accountabilities are understood and applied.

This report presents the guidelines and assessment criteria for each stream.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### DISCUSSION

In line with the Policy commitment a review of grant guidelines has recently been completed.

The scope of the review, as detailed in the tables below focused on the objectives, assessment criteria, eligibility, funding available and panel composition as per the requirements of the Grants Governance Policy.

The Community Sustainability Grants stream is managed by the Environment Sustainability team who have conducted a review of that grant's guidelines and assessment criteria.

The following tables outline each grant stream, its objective and any proposed changes. Substantial changes were made for the 2023/24 financial year; these changes worked well for two rounds which has resulted in very little change required for this year.

Council representatives for the Indigo Shire Community Grants and Awards Advisory Committee, Events Grants Assessment Panel and Active Indigo Grants Assessment Panel were appointed at the 2024 Statutory Council meeting.

#### 1. Community Grants

Indigo Shire Council Community Grants are assessed by the Indigo Shire Community Grants and Awards Advisory Committee (ISCGAAC). There is an annual amount of \$50,000 allocated for this grant stream. The annual guidelines and assessment criteria have been assessed in collaboration with ISCGAAC.

The following table captures any proposed amendments:

COMMUNITY GRANTS	CURRENT	PROPOSED & EXPLANATION
<b>OBJECTIVES</b>	<p>The objective of the Community Grants Program is to provide an opportunity for community groups and organisations to seek funds for projects and initiatives which align with Council Plan objectives and Municipal Public Health and Wellbeing objectives.</p> <p>These grants aim to support community connections, improve community health and wellbeing and social inclusion opportunities across the Shire.</p>	<p>Include statements to clarify grant objective and grant aims and what kinds of project outcomes will be supported.</p>
<b>ELIGIBILITY</b>	<ul style="list-style-type: none"> <li>Applications will be considered only from locally based groups and organisations or those meeting a demonstrated need within the Shire</li> <li>One application per group</li> <li>Preference will be given to applications for projects where funding is not available from other sources (ie. State or Federal funding)</li> <li>The group or organisation must be not for profit and membership must be open to, or accessible by Indigo Shire residents</li> </ul>	<p>Reformatted the eligibility criteria however, content is the same.</p> <p>Added eligibility requirement clarifying that applications must align with at least one Council Plan strategic goal or one Municipal Public Health and Wellbeing Plan priority.</p>

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COMMUNITY GRANTS	CURRENT	PROPOSED & EXPLANATION
	<ul style="list-style-type: none"> <li>All applicant organisations must either be incorporated, be auspiced by another group or become incorporated as a condition of funding</li> <li>Groups must demonstrate a significant contribution in the form of cash, voluntary service or in-kind support</li> <li>Only one application per group can apply</li> <li>The applicant must have appropriate public liability insurance.</li> <li>Applications will not be considered within the following categories: <ul style="list-style-type: none"> <li>Individuals</li> <li>Groups already in receipt of significant support from Council</li> <li>Programs considered the major responsibility of State or Federal Government</li> <li>Applications by commercial or private organisations</li> <li>Retrospective funding i.e. projects that have already been started or have been completed</li> </ul> </li> <li>All funded projects must obtain relevant permits and approvals prior to project commencement;</li> <li>Applications received from organisations with outstanding acquittals from previous grant rounds will not be considered.</li> </ul>	Added tables of who can apply and what will and won't be funded.
<b>ASSESSMENT</b>	<ul style="list-style-type: none"> <li>The project / initiative aligns with Council Plan Priority (Score 0-3).</li> <li>The project / initiative aligns with Municipal Public Health &amp; Wellbeing Plan (Score 0-3).</li> <li>The project / initiative benefits the local community (Score 0-3).</li> </ul>	No change
<b>ACQUITTAL &amp; REPORTING REQUIREMENTS</b>	<p>Successful grant recipients will be required:</p> <ul style="list-style-type: none"> <li>to fill out and submit an acquittal form to Council by June 30 2026, failing to do this may impact a group's ability to obtain grants in the future.</li> </ul>	No change

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

COMMUNITY GRANTS	CURRENT	PROPOSED & EXPLANATION
	<ul style="list-style-type: none"> <li>to submit appropriate invoice/proof of expenditure documentation and photos to demonstrate project delivery.</li> <li>to advise of any changes to the grant or funded project and submit in writing for approval by the discretion of the Director Community and Economic Development.</li> </ul>	
<b>FUNDS</b>	\$50,000	No change
<b>PANEL</b>	Indigo Shire Community Grants and Awards Advisory Committee	No change

### 2. Get Active Indigo Grants

The Get Active Indigo Grants are assessed by an external panel which includes one Councillor, one Council Manager, health promotion representatives from Indigo North Health and Beechworth Health Services and a representative from the Regional Sports Assembly Sport North East.

\$30,000 is allocated to this grant stream each year. The annual guidelines and assessment criteria have been assessment in collaboration with the assessment panel. The following table captures the proposed amendments:

GET ACTIVE INDIGO GRANTS	CURRENT	PROPOSED & EXPLANATION
<b>OBJECTIVES</b>	<ul style="list-style-type: none"> <li>Get More People active more often</li> <li>Responds to action in the Indigo Council Plan, Municipal Health and Wellbeing Plan and Active Indigo Recreation Plan</li> <li>Provide access to funding for groups who may be unable to secure funding through other grants streams and sources</li> <li>Increase Indigo Shire residents' participation in physical activity</li> <li>Improve Indigo Shire residents' access to physical activity opportunities</li> <li>Support local clubs, groups, committees and service providers in their efforts to get the community more physically active</li> <li>Trial local physical activity project ideas by responding to place-based needs</li> <li>Fund a diverse range of physical activity project ideas across the Shire</li> </ul>	No change



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GET ACTIVE INDIGO GRANTS	CURRENT	PROPOSED & EXPLANATION
	<ul style="list-style-type: none"> <li>• Increase awareness of opportunities to be physically active via targeted communication and promotion</li> </ul>	
<b>ELIGIBILITY</b>	<p>Your project is eligible if:</p> <ul style="list-style-type: none"> <li>• It can respond to one or more of the aforementioned program objectives, specifically to increase physical activity of the residents of Indigo Shire</li> <li>• Your funding request supports the delivery of an activity. Minor equipment purchases that supports the activity are eligible</li> </ul> <p>To apply you need to:</p> <ul style="list-style-type: none"> <li>• Discuss the proposed project with relevant Council staff</li> <li>• Be an Indigo Shire-based incorporated body or be auspiced by an Indigo Shire-based incorporated body. Organisations from outside Indigo Shire need to be auspiced by an Indigo Shire based body</li> <li>• Have appropriate public liability insurance.</li> <li>• Demonstrate a contribution to the project in the form of cash, voluntary service or other in-kind support</li> <li>• For projects that include a coaching element you will need to include supporting documentation of the coaching credentials</li> <li>• Projects that have received funding in previous Indigo Shire Active Indigo grant round</li> </ul> <p>Projects that won't be funded:</p> <ul style="list-style-type: none"> <li>• Projects that have already started or been completed</li> <li>• Projects that are only available to existing sporting club members</li> <li>• Infrastructure or capital works</li> <li>• Designs or master plans</li> <li>• Groups already in receipt of significant Council support</li> <li>• Applications from commercial or private organisations</li> <li>• Application from educational institutions</li> <li>• Recurring funding for projects awarded in previous Indigo Shire grant rounds.</li> </ul>	<p>Reformatted the eligibility criteria however, content is the same.</p> <p>Added tables of who can apply and what will and won't be funded.</p>

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GET ACTIVE INDIGO GRANTS	CURRENT	PROPOSED & EXPLANATION
<b>ASSESSMENT</b>	<ul style="list-style-type: none"> <li>Does your project get more people moving more often</li> <li>Age demographics targeted for your project</li> <li>Financial contribution to the project</li> <li>Community access and inclusion</li> </ul>	No change
<b>FUNDS</b>	\$30,000	No change
<b>PANEL</b>	One Councillor, one Council Manager, health promotion representatives from Indigo North Health and Beechworth Health Services, a representative from the Regional Sports Assembly Sport North East and community representative/s.	<p>One Councillor, one Council Manager, health promotion representatives from Indigo North Health and Beechworth Health Services, and a representative from the Regional Sports Assembly Sport North East.</p> <p>The panel consists of community organisation representatives with specialised knowledge of recreation and health project outcomes. General community representation has been removed to strengthen governance and improve assessment quality while maintaining strong community focus.</p>

### 3. Event Grants

In 2023, the Community Event Grants and Tourism Events Grant streams were combined to create one Events Grant stream with a total pool of \$60,000 available for events across Indigo Shire.

The Council's Events Grants Program supports event organisers to ensure all residents and visitors have access to a range of recreational, social and cultural activities and events. The program drives economic growth and tourism through authentic local events while strengthening community connections. By celebrating township identity and encouraging volunteerism, funded events are designed to be inclusive, accessible, and environmentally sustainable. This comprehensive approach delivers both immediate economic benefits and long-term social and environmental outcomes across the Shire. The following table captures the proposed amendments:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

EVENTS	CURRENT	PROPOSED & EXPLANATION
<b>OBJECTIVES</b>	<p>To support event organisations to ensure all residents and visitors have access to a range of recreational, social and cultural activities and events.</p> <p>Events held in Indigo Shire will be a celebration of place and foster town vibrancy. Events will be inclusive, accessible and be open to local community members and visitors alike.</p> <p>Indigo Shire Council is committed to working in partnership with local clubs, community groups, committees, service providers and businesses to deliver place-based projects that consider:</p> <ul style="list-style-type: none"> <li>• Volunteerism and opportunities for participation</li> <li>• Economic yield</li> <li>• Township vibrancy – celebration of place</li> <li>• Resilience through connectivity</li> <li>• Building place profile</li> <li>• Creativity and innovation</li> <li>• Inclusion and accessibility</li> <li>• Environmental sustainability</li> </ul>	No change
<b>ELIGIBILITY</b>	<p>The eligibility criteria for Indigo Shire’s Event Grants Program are:</p> <ul style="list-style-type: none"> <li>• Discuss the proposed project with relevant council staff</li> <li>• The event is to take place within Indigo Shire</li> <li>• <i>The event must take place in the 2024-25 financial year</i></li> <li>• One application per organisation</li> <li>• Preference will be given to applications for events where funding is not available from other sources (ie. State or Federal funding)</li> <li>• The group or organisation must be open to or accessible by Indigo Shire residents</li> <li>• All applicant organisations must either be incorporated, a registered business, be auspiced by another group or become incorporated as a condition of funding</li> </ul>	<p>Reformatted the eligibility criteria however, content is the same.</p> <p>Added tables of who can apply and what will and won’t be funded.</p>

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

	<ul style="list-style-type: none"> <li>Groups must demonstrate a significant contribution in the form of cash, voluntary service or in-kind support</li> <li>The applicant must have appropriate public liability insurance</li> <li>Applications will not be considered within the following categories: <ul style="list-style-type: none"> <li>Individuals</li> <li>Groups already in receipt of significant support from Council</li> <li>Programs considered the major responsibility of State or Federal Government</li> <li>Events supporting causes not aligning with Council values</li> <li>Events from commercial entities in the fourth year of receiving event grant funding</li> </ul> </li> <li>All funded projects must obtain relevant permits and approvals prior to project commencement</li> <li>Event must be held in the same financial year as the grant round</li> <li>Applications received from organisations with outstanding acquittals from previous grant rounds will not be considered</li> </ul>	
<b>ASSESSMENT</b>	<ul style="list-style-type: none"> <li>Alignment with Council Plan Themes of Community, Liveability, Prosperity and Environment (score 0-3 per theme)</li> <li>The capacity to deliver the event by the applicant (score 0-3).</li> <li>Evidence of a logical and well supported budget (score 0-5)</li> </ul>	No change
<b>ACQUITTAL &amp; REPORTING REQUIREMENTS</b>	<p>Successful grant recipients will be required:</p> <ul style="list-style-type: none"> <li>To fill out and submit an acquittal form to Council by June 30 2025, failing to do this may impact the applicants ability to obtain grants in the future.</li> <li>To submit appropriate invoice/proof of expenditure documentation and photos to demonstrate project delivery.</li> <li>Any changes to your grant or project need to be in writing and will be approved at the discretion of the Director Community and Economic Development.</li> </ul>	No change

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

<b>FUNDS</b>	\$60,000	No change
<b>PANEL</b>	Murray Arts, Beechworth Health Service, Indigo North Health, Yackandandah Health, Sports North East, Tourism North East, Community Representative/s and a Councillor (and substitute Councillor) and an Indigo Shire Officer.	<p>Murray Arts, Beechworth Health Service, Indigo North Health, Yackandandah Health, Sports North East, Tourism North East and a Councillor (and substitute Councillor) and an Indigo Shire Officer.</p> <p>This composition ensures representatives from community organisations and government bodies possess specialised knowledge of event and tourism project outcomes. General community representation has been removed to strengthen governance and improve assessment quality while maintaining strong community focus</p>

### OPTIONS

Council could choose to amend any of the guidelines presented here in an alternative way contrary to officer recommendations. This is not the preferred option.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
<b>Theme</b>	1. Communities
<b>Strategic Objective</b>	1.2 Our community members have access to the services, activities and infrastructure that make it easy for them to stay connected and get involved in community life.
<b>Strategic Action</b>	<p>1.1.10 Implement the Indigo Shire Municipal Public Health and Wellbeing Action Plan (MPHWP Action Plan).</p> <p>1.2.4 Progress the key priorities of and review and update Council's Ageing Well Strategy, Youth Strategy, Tourism Strategy, Economic Development Strategy, Library Strategy and Early Years Strategy.</p>



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### SOCIAL/COMMUNITY IMPLICATIONS

The various Council grant streams are highly valued by the community as they enable projects and events to be delivered. These projects and events are tailored to each community and meet local community needs.

Previous grant recipient outcomes highlight the benefit these small funding opportunities have for Indigo shire communities including increasing opportunities for social connection, celebrating place, skill development and capacity building.

### ENVIRONMENTAL IMPLICATIONS

The Grants request applicants demonstrate alignment with the Council Plan theme of Environment. All projects and events must align with Council's Waste Wise toolkit, Plastic Wise and Local Food Policy to minimise the environmental impact of these funded initiatives.

### FINANCIAL IMPLICATIONS

	Approved Budget \$	This Proposal \$	Variance to Approved Budget \$	Comments
Revenue				
Expense	\$140,000	\$140,000	\$0	\$50,000 – Community Grants \$60,000 – Event Grants \$30,000 – Get Active Indigo
Net Result	(\$140,000)	(\$140,000)	\$0	

The above is subject to the adoption of the 2025/26 Council Budget.

### LEGISLATIVE IMPLICATIONS

Council has financial management, governance and transparency obligations set out in the Local Government Act to ensure best practice oversight of grant distribution to the community.

A Conflict of Interest induction is delivered to each panel prior to the assessment meetings and is outlined below:

#### **Conflict of Interest**

For the protection of grant applicants and those involved in the assessment process, including Council officers, community members and other external parties involved in the grant assessment process are required to identify and declare their interest prior to assessing any grant applications or reviewing project evaluations and reports. A panel member who declares a conflict of interest in a matter being considered in a meeting must absent themselves from any discussion of the matter. All declared interests will be recorded in the meeting Minutes and provided to Council in writing.

Terms of Reference have been developed for the Advisory committee.

### RISK & OPPORTUNITY MANAGEMENT

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description	Likelihood	Consequence	Current Risk Rating	Controls
Community dissatisfaction with eligibility, scope of grants, application process, timelines, assessment etc.	Rare	Minor	Low	The guidelines presented are similar to previous grant rounds with the exception of the events grants and a minor recommended revision. Community are familiar with the scope and objectives of the various grant streams. Guidelines will be published and broadly promoted to ensure strong community awareness prior to grant closures. Council staff will work closely with applicants to ensure any changes are understood.
Assessment panel members don't comply with the confidential nature of some of the discussions or understand the conflict or interest disclosure requirements.	Rare	Minor	Low	<p>Appropriate training and induction for new selection panel members.</p> <p>Training and understanding for Council staff in managing compliance at meetings.</p> <p>Those with a conflict of interest are removed from the discussion and assessment of grants specific to their declared conflict.</p>

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

Previous grant rounds have included strong community engagement via online and face-to-face workshop delivery for prospective applicants. Promotion of the grants have included website and social media content. One-on-one conversations take place with the majority of applicants to support them with their application and to refine their project and event ideas.

#### **Engagement outcomes**

Over the years, the grant application process, procedure and guidelines have been refined in response to community feedback. This has resulted recently in an online Smarty Grants application process.

#### **Engagement proposed**

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

For the 2025/26 grant round, Council officers will work with community members to refine grant applications. A community engagement plan will be developed to ensure well planned communications to the community. Promotion of the grants will continue via local media channels, email distribution, word of mouth and social media

The timelines for the 2025/26 Community Grants and Event Grants are listed below:

<u>SUNDAY 1 JULY 2025</u>	<u>APPLICATIONS OPEN</u>
<u>THURSDAY 21 AUGUST 2025 AT 4PM</u>	<u>APPLICATIONS CLOSE</u>
<u>SEPTEMBER COUNCIL MEETING 2025</u>	<u>RECOMMENDATION CONSIDERED BY COUNCIL</u>
<u>LATE SEPTEMBER 2025</u>	<u>APPLICANTS NOTIFIED</u>
<u>EARLY OCTOBER 2025</u>	<u>PAYMENTS MADE VIA DIRECT DEBIT OR CHEQUE</u>
<u>JUNE 30 2026</u>	<u>ACQUITTAL FORMS DUE TO COUNCIL</u>

The timelines for the 2026/27 Get Active Indigo Grants are listed below:

<b>Monday 2 March 2026</b>	Applications Open
<b>Monday 30 March 2026</b>	Applications Close
<b>Week of 13 April 2026</b>	Applications Assessed by Panel
<b>May Meeting 2026</b>	Recommendation considered by Council
<b>June 2026</b>	Applicants Notified
<b>June 2026</b>	Payments made via direct debit or cheque
<b>June 2027</b>	Acquittal forms due to Council

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### CONCLUSION

This report recommends revised guidelines to ensure all grant programs offered by Indigo Shire Council align with the Grants Governance Policy and are tailored to meet the community's need. The proposed guidelines attached detail how the grant streams adhere to this policy to ensure appropriate transparency and oversight of all grants across Council.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Sally Rice - Director Community and Economic Development
- Jess Reid - Manager Community Development
- Penelope McGufficke - Creative Communities Coordinator
- Mark De Campo – Community Development Coordinator
- Annie Brien – Community Development Officer

### **Attachments**

1. Indigo Shire Council Grants Governance Policy
2. Community Grants Guidelines and Assessment Criteria
3. Event Grants Guidelines and Assessment Criteria
4. Get Active Indigo Guidelines and Assessment Criteria

# POLICY



## Grants Governance Policy

Version No:	1
Trim File No:	T2/16
Approval Date:	25 July 2023
Approved By:	Resolution of Council
Department:	Community & Economic Development
Responsible Officer:	Manager Community Development
Next Review Date:	September 2024
RelianSys No:	4287
Circulation	Website

### DEFINITIONS

N/A

### INTRODUCTION

This policy outlines Council's commitments and responsibilities in providing grants to the community and provides guidelines for consistent management of grant programs across Council.

### REFERENCE TO CURRENT OR PREVIOUS LEGAL /COUNCIL PLAN / POLICY

This policy will assist in the delivery of Theme 5 of the Indigo Shire Council Plan:

- Accountability: We are committed to the highest level of governance, transparent decision making, sound financial management and keeping the community engaged and well informed. We have a high-performing workforce committed to customer service excellence and continuous improvement.

### SCOPE

This Policy applies to grants to the community that are considered and approved by Council for specific agreed purposes.

It applies to all Council departments involved in the promotion, assessment and management of grant programs where Council is providing a funding contribution directly to an organisation, auspice organisation or individual.

The grant programs this policy applies includes:

- Community Sustainability Grants.
- Community Grants.
- Community Event Grants.
- Active Indigo Grants.
- Others as determined.



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Grants Governance Policy

This policy does not apply to community facilities which is covered by the Asset Maintenance Grants, and outside of the scope of this policy.

### **PURPOSE**

The purpose of this policy is to set out Council's framework for delivering grant funding.

This policy aligns grants with Council's strategic objectives; establishes clear expectations around Council and community roles; and sets out an accessible yet rigorous and robust approach to governance and accountability.

This ensures the process of allocating and monitoring grants will be fair, transparent and inclusive. This policy is supported by grant guidelines administered for each relevant grant fund.

### **POLICY DETAILS**

Indigo Shire recognises the value and importance of the role community groups and organisations play in building vibrant, inclusive and healthy communities. To that end Council will seek to support projects that reflect demonstrated community need, address priority themes of the Council Plan and Community Vision; and fulfil identified service gaps.

The Shire is committed to providing a range of community grants efficiently, fairly and ethically. In the interest of fairness, transparency and maintaining community confidence in the integrity of the assessment process, formal assessment processes exist for all competitive grant categories.

This policy will provide consistent governance arrangements for the application, acquittal and management of different grants issued by Council, and ensure management accountabilities are understood and applied.

In providing funding, Council aims to:

- Support activities that align with the Indigo Shire Council vision: *We will work with our communities to secure a healthy, sustainable and progressive future for all.*
- Support activities that align with Council's Guiding Principles:
  - We champion sustainable action.
  - We are community-centred.
  - We are strategic and proactive.
  - We are responsible and accountable.
  - We are future-fit.
- Support activities that align with the Council Plan themes and objectives including:
  - Community: Our communities are strong, resilient, diverse, and inclusive and our people feel safe, valued and connected, both physically and socially.
  - Liveability: Our townships and places are connected, inviting and attractive and we adopt a balanced multi-generational approach to growth across the Shire, supported by infrastructure, planning and development that is sensitive to our unique character and changing climate.

### Grants Governance Policy

- Prosperity: Our economy is strong and diverse, attracting new investment and job opportunities. Renowned as a must visit destination offering a range of experiences that showcase our rich history and culture and breathtaking natural landscapes, the Shire is also a much sought after location for new residents.
- Environment: Our climate emergency declaration reflects a strong commitment to protecting, maintaining and enhancing our natural and built environment and to promoting sustainable living. Our communities are well prepared to adapt to and mitigate against the impacts of climate change.
- Accountability: We are committed to the highest level of governance, transparent decision making, sound financial management and keeping the community engaged and well informed. We have a high-performing workforce committed to customer service excellence and continuous improvement.
- Build the capacity of local organisations and strengthen partnerships within the community.

#### Management of grants programs

In line with good governance and best practice in grant making, Council is committed to delivering grant programs that are:

- Ethical and accountable – grant processes are robust and stand up to scrutiny, governance is clear and strong and appropriate policies and procedures are followed.
- Strategic and needs based – a range of grants that align with Council’s strategic priorities, respond to community needs and provide outcomes that benefit the community.
- Customer focused and efficient – grant programs that are consistent across Council, grant information is accessible and processes for applicants are well organised and streamlined.

#### Application process

- Councillors will set the grant assessment criteria and make the final decision on all grant allocations at Council Meetings.
- Grant opportunities will be widely promoted across the municipality in line with Council’s Community Engagement Policy, to provide the access and opportunity to apply to any one eligible to do so.
- Grants will be advertised with adequate notice for applicants, and will be open for applications for a minimum period of one-month, preferably two.
- The amount of detail required from the applicant will be proportional to the maximum cash amount that can be applied for under each funding stream.
- Each grant program will have its own set of Guidelines and conditions, specific to the funding purpose. Guidelines specific to each program will include:
  - Objectives of the grant fund.
  - Application process.
  - Eligibility and assessment criteria.
  - Acquittal and reporting requirements.
  - Specific funding conditions including:
    - All funded projects attain relevant permits and approvals prior to project commencement.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Grants Governance Policy

- Indigo Shire grant program will generally not fund activities ordinarily funded by State or Federal governments.
- Timelines.
- Assessment panel composition.
- Conflict of Interest reporting and requirements.
- Reference to Council's Grants Governance Policy available on our website or via Customer Service Centres.
- The Guidelines for each program will be reviewed annually and considered at the June Council Meeting ahead of the forthcoming financial year.
- Council will use an online grants administration portal to ensure a consistent, efficient and user-friendly customer experience.
- Applicant complaints about the grant procedure will be managed according to Indigo Shire's Complaint Handling Policy.
- Personal information about individuals collected during the grant process will be treated in accordance with the *Privacy and Data Protection Act 2014* and Council's Privacy Policy.

#### Grant Assessment

- Applications will be assessed against the criteria predetermined by Council as stated in the program Guidelines.
- Applications will be assessed by an independent panel
- Applications will then be ranked accordingly, based on defined scoring protocols, before a report is forwarded to Council regarding the recommended distribution of grants funding. The report to Council will include a summary matrix of all applications received for the program, that includes: -
  - Applicant
  - Project description
  - Scoring/ranking applied to the project
  - Grant amount sought
  - Grant amount recommended
  - An assessment summary including rationale for scores given, conclusions drawn, and explanation of rationale for any difference between amount sought and amount recommended.
- All applicants can get feedback on their application.
- Minutes to be kept of all grant panel assessment meetings.

#### Grant Assessment Panels

- A panel will be established for each grant program. Panel members will remain independent from the grant approval process.
- The role of the panel is to assess each application to the program against the criteria established by Council and provide a report to Council with a summary of each applications' relevant scoring against that criteria.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Grants Governance Policy

- Each panel will include a mix of Council Staff, Councillor representation, community members, and/or external members. The external members would generally be sought to contribute a specialised skill. External members may be sourced through an invitation to a relevant organisation to nominate a suitable representative.
- Council may appoint a councillor representative (and substitute) to Chair a panel in a non-voting capacity.
- Council is responsible for appointing councillor (including the substitute), community representatives and external member representatives. The CEO will be responsible for appointing Council staff members.
- All panel members must have received basic training in Conflicts of Interest.

### Conflict of Interest

A 'conflict of interest' is defined as a conflict between a person's private interests and their public obligations.

For the protection of grant applicants and those involved in the assessment process, including Council officers, community members and other external parties involved in the grant assessment process are required to declare their interest prior to assessing any grant applications or reviewing project evaluations and reports.

This process ensures that any potential, actual or perceived conflict of interest is promptly identified and addressed, as follows: -

- Conflicts of interest must be declared by all Committee members and recorded in the Minutes.
- The nature of conflicts of interest may be disclosed confidentially to the CEO.
- Any staff Conflicts of Interest will be managed according to the Conflict of Interest Procedure.
- Any Grants Committee or Panel member who has a conflict of interest in a matter being considered in a meeting in which he or she is present must:
  - Disclose that conflict of interest and its nature before the matter is considered.
  - Absent themselves from the any discussion of the matter.
  - Provide to the CEO via the Governance Team a written record of the disclosure.
  - The declaration is to be noted in the relevant report to Council.
  - To ensure impartiality, Council officers who have assisted with an application, will not be part of the assessment process.

### **COMMUNICATION**

This policy will be made available on Council's website and via Customer Service Centres. It will be referenced in the individual grant program guidelines.

# INDIGO SHIRE EVENTS GRANTS



## Guidelines and Assessment

### 1. GRANT OBJECTIVE

To support event organisations to ensure all residents and visitors have access to a range of recreational, social and cultural activities and events.

Events held in Indigo Shire will be a celebration of place and foster town vibrancy. Events will be inclusive, accessible and be open to local community members and visitors alike. Commercial or not for profit organisations can host events which are available either free or through ticket purchases.

Indigo Shire Council is committed to working in partnership with local clubs, community groups, committees, service providers and businesses to deliver place-based events that consider:

- Volunteerism and opportunities for participation
- Economic yield
- Township vibrancy – celebration of place
- Resilience through connectivity
- Building place profile
- Creativity and innovation
- Inclusion and accessibility
- Environmental sustainability

### 2. GRANT AIMS

- To ensure fair and transparent access to Council funding for groups meeting the grant eligibility criteria.
- To ensure grant funding is used to support Council Plan objectives, with a particular emphasis on disadvantaged and specific need groups and organisations.
- To ensure all grant applications are considered in a consistent and objective manner.
- To provide access to funding for groups who may be unable to secure funding through alternative grants streams.

### 3. APPLICATION PROCESS

**Before you get started:**

1. Read these Guidelines and check your eligibility.
2. Attend drop in session to ask any questions about your application



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL EVENTS GRANTS – GUIDELINES AND ASSESSMENT

#### How To apply:

Applications must be submitted online at [www.indigoshire.vic.gov.au/Community/Grants](http://www.indigoshire.vic.gov.au/Community/Grants)

Please contact our Event Grants Team on 1300 365 003 if you require assistance to apply.

#### Key dates:

- Applications are open 1 July
- **Applications close 21 August at 4.00pm: Late applications will not be considered**
- Applicants will be notified of assessment outcome in September

#### 4. GRANT ELIGIBILITY

Discuss the proposed project with relevant council staff. • The event is to take place within Indigo Shire. • The event must take place in the 2025-2026 financial year

#### Must Haves:

- ☐ Groups must demonstrate a significant contribution in the form of cash, voluntary service or in-kind support.
- ☐ Groups must have an ABN or be willing to complete an ATO Statement by Supplier Form.
- ☐ The applicant must have appropriate public liability insurance.
- ☐ All funded projects must obtain relevant permits and approvals prior to project commencement.

#### WHO CAN APPLY:

Can Apply	
✓	All applicant organisations must either be incorporated, a registered business, be auspiced by another group or become incorporated as a condition of funding.
✓	Group or organisation open to or accessible by Indigo Shire residents.
Cannot Apply	
✗	Events from commercial entities in the 4th year of receiving event grant funding

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL EVENTS GRANTS – GUIDELINES AND ASSESSMENT

×	Groups already in receipt of significant Council support.
×	Individuals
×	Applications from organisations with outstanding acquittals from previous Council grant rounds will not be considered.

#### WHAT WILL AND WON'T BE FUNDED:

Yes		No	
✓	Events which respond to one or more of the aforementioned program objectives	×	Events supporting causes not aligning with Council values
✓	An event which is to take place within Indigo Shire	×	Events which take place outside of Indigo Shire
✓	An event which is to take place in the 2025-2026 financial year	×	An event which does not take place in 2025-2026
✓	Road closures	×	Programs and projects considered the major responsibility of State or Federal Government.
✓	Municipal reserve hire	×	Unreasonable event coordinator salary or project management fees beyond industry rates
✓	Permit from council	×	Prize money and charitable donations
✓	Cleaning and Toilet/Bin hire	×	Assets and equipment
✓	Town signage		

#### Additional Information:

- Only ONE application per group can be submitted

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL EVENTS GRANTS – GUIDELINES AND ASSESSMENT

#### 5. GENERAL CONDITIONS

##### **Volunteers**

Volunteers may be required to obtain Police Checks and Working with Children Check for certain events. These checks are free and are mandatory if there are young people attending your event.

##### **Funding acknowledgement requirements**

Where appropriate, Indigo Shire Council must be acknowledged as a sponsor and the Indigo Shire Council logo must be included in marketing and event collateral including but not limited to printed promotional material (brochures, signage, flyers), newspaper and television advertising and digital media. Councillors may be invited to events where relevant. A funding acknowledgement plan will be agreed to by Council and noted on the funding agreement.

##### **Funding agreement**

All grant recipients will be required to sign a funding agreement with Council. Non-compliance with the funding agreement conditions, may result in Council requiring the return of Council funding.

##### **Other costs**

Unless agreed otherwise through the grant provision, all other costs associated with the event are the responsibility of the organising committee.

#### 6. AVAILABLE FUNDING 2025/2026

A total of \$60,000 is available for events in 2025-2026.

Successful grants will range from **\$1000 to \$10,000**.

**If your event requires a financial investment that is less than \$1000 please speak to a Council Officer.**

Council is unable to provide further financial support for any event costs. Applications from commercial businesses will be able to apply for financial investment for up to 3 years. Past this, an event will need to demonstrate significant innovation that satisfies the objectives of the grant program to be eligible.

#### 7. GRANT ASSESSMENT

The assessment of Indigo Event Grants applications is the responsibility of the Indigo Event Grants Assessment Panel who is made up of representatives from the following organisations:

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL EVENTS GRANTS – GUIDELINES AND ASSESSMENT

- Indigo Shire - Councillor
- Indigo Shire Council – Community Development Manager
- Sports North East
- Local health services
- Tourism North East
- Murray Arts

Each question in the application will be scored against the following criteria:

- Alignment with Council Plan Themes of Community, Liveability, Prosperity and Environment.(score 0-3 per theme).
- The capacity to deliver the event by the applicant (score 0-3).
- Evidence of a logical and well supported budget (score 0-5).

Applicants must provide a demonstrated need for Council's investment and support.

The Panel will make a recommendation to Council on the distribution of the grant fund

#### **Conflict of Interest**

For the protection of grant applicants and those involved in the assessment process, including Council officers, community members and other external parties involved in the grant assessment process are required to identify and declare their interest prior to assessing any grant applications or reviewing project evaluations and reports. A panel member who declares a conflict of interest in a matter being considered in a meeting must absent themselves from any discussion of the matter. All declared interests will be recorded in the meeting Minutes and provided to Council in writing.

#### **8. GRANTS GOVERNANCE POLICY**

These grant guidelines align with Indigo Shire Council's Grants Governance Policy <https://www.indigoshire.vic.gov.au/Council/Council-documents/Policies/Grants-Governance-Policy>

Alternatively, the policy can be accessed in hard copy at our customer service centres.

#### **9. ACQUITTAL AND REPORTING REQUIREMENTS**

Successful grant recipients will be required:

- To fill out and submit an acquittal form to Council by June 30 2026, failing to do this may impact your ability to obtain grants in the future.
- To submit appropriate invoice/proof of expenditure documentation and photos to demonstrate project delivery.
- Any changes to your grant or project need to be in writing and will be approved at the discretion of the Director Community and Economic Development.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL EVENTS GRANTS – GUIDELINES AND ASSESSMENT

#### **10. APPLICATION CHECKLIST**

	Review application guidelines and ensure project aligns to assessment criteria
	Attend grant drop in session if need assistance or want advice on grant application
	Compile all relevant documents and information
	Apply online via council website through Smarty Grants
	Submit application 21 <sup>st</sup> August 2025

#### **11.TIMELINE**

<b>Sunday 1 July 2025</b>	Applications open
<b>During the Applications Open period</b>	If you need assistance with your application you can contact Customer Service on 1300 365 003 and ask for the Community Development Team.
<b>Wednesday 9<sup>th</sup> July</b>	Grant Drop in Session - Chiltern Library
<b>Thursday 10<sup>th</sup> July</b>	Grant Drop in Session – Rutherglen Library
<b>Monday 14<sup>th</sup> July</b>	Grant Drop in Session – Yackandandah Library
<b>Tuesday 15<sup>th</sup> July</b>	Grant Drop in Session – Beechworth Library
<b>Wednesday 16<sup>th</sup> July</b>	Grant Drop in Session – Tangambalanga Lions Den
<b>Thursday 21st August 2025 at 4pm</b>	Applications close
<b>Late September 2025</b>	Applicants notified if successful or unsuccessful
<b>Early October 2025</b>	Payments made via direct debit or cheque
<b>June 30 2026</b>	Acquittal forms due to Council



GET ACTIVE INDIGO GRANTS – GUIDELINES AND ASSESSMENT

# GET ACTIVE INDIGO GRANTS



## Guidelines and Assessment

### 1. GRANT OBJECTIVE

As part of the implementation of Indigo Shire Councils Active Indigo Recreation Plan 2018 – 2026 a community focused grants program was created to encourage and enable residents of Indigo Shire to be more active more often!

The Get Active Indigo Grants Program is back again and aims to:

- Get more people moving more often;
- Provide access to funding for groups who may be unable to secure funding through other grants streams and sources;
- Increase Indigo Shire residents' participation in physical activity;
- Improve Indigo Shire residents' access to physical activity opportunities;
- Support local clubs, groups, committees and service providers in their efforts to get the community more physically active;
- Trial local physical activity project ideas by responding to place-based needs;
- Fund a diverse range of physical activity project ideas across the Shire;
- Increase awareness of opportunities to be physically active via targeted communication and promotion.

### 2. APPLICATION PROCESS

Before you get started:

1. Read these guidelines and check your eligibility

#### **How To apply:**

Applications must be submitted online at [www.indigoshire.vic.gov.au/Community/Grants](http://www.indigoshire.vic.gov.au/Community/Grants)

Please contact our Active Indigo Grants Team on 03 5728 8000 if you require assistance to apply.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### GET ACTIVE INDIGO GRANTS – GUIDELINES AND ASSESSMENT

#### Key dates:

- Applications are open Monday 2 March 2026
- **Applications close Monday 30 March 4.00pm: Late applications will not be considered**
- Applicants will be notified of assessment outcome in June 2026

#### 3. ☐ GRANT ELIGIBILITY

##### Must Haves:

- ☐ Groups must demonstrate a significant contribution in the form of cash, voluntary service or in-kind support.
- ☐ Groups must have an ABN or be willing to complete an ATO Statement by Supplier Form.
- ☐ The applicant must have appropriate public liability insurance.
- ☐ For projects that include a coaching element you will need to include supporting documentation of the coaching credentials.

#### WHO CAN APPLY:

Can Apply	
✓	Be an Indigo Shire-based incorporated body or be auspiced by an Indigo Shire-based incorporated body.
✓	Organisations from outside Indigo Shire need to be auspiced by an Indigo Shire based body.
Cannot Apply	
✗	Education Institutions
✗	Commercial or Private Organisations
✗	Groups already in receipt of significant Council support.
✗	Individuals

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### GET ACTIVE INDIGO GRANTS – GUIDELINES AND ASSESSMENT

#### WHAT WILL AND WON'T BE FUNDED:

Yes		No	
✓	Projects which respond to one or more of the aforementioned program objectives, specifically to increase physical activity of the residents of Indigo Shire	✗	Projects that have already started or been completed.
✓	Your funding request supports the delivery of an activity.	✗	Projects that are only available to existing sporting club members.
✓	Minor equipment purchases that supports an activity are eligible.	✗	Recurring funding for projects awarded in previous Indigo Shire grant rounds.

#### 4. ☐ FUNDING AVAILABLE

A total program funding pool of \$30,000 is available. Grants of up to \$5,000 will be awarded.

#### 5. ☐ ACQUITTAL AND REPORTING REQUIREMENTS

Successful grant recipients will be required:

- To fill out and submit an acquittal form to Council by June 2027, failing to do this may impact your ability to obtain grants in the future.
- To produce a brief report that demonstrates project outcomes, including invoice of grant expenditure and photos. A template will be issued to applicants at the conclusion of their project.
- Any changes to the grant or funded project need to be in writing and will be approved at the discretion of the Director Community and Economic Development.
- Please keep all receipts and document participation and engagement. Failure to complete the acquittal may impact ability to obtain future grants.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### GET ACTIVE INDIGO GRANTS – GUIDELINES AND ASSESSMENT

- Indigo Shire Council will not exceed the maximum funding amount. Any extra project costs incurred will be the responsibility of the applicant responsible for the project.

#### 6. GUIDING PRINCIPLES

Indigo Shire Council is committed to working in partnership with local clubs, community groups, committees, service providers and individuals to deliver projects that consider:

- Broad community access and inclusion;
- Child safety;
- Gender equity;
- Cultural awareness

This practice ensures the broad engagement, participation, enjoyment and safety of community members in the program.

#### 7. GRANT ASSESSMENT

The assessment of Get Active Indigo Grant applications is the responsibility of the Get Active Indigo Grants Assessment Panel who is made up of representatives from the following organisations:

- Indigo Shire Council – Councillor (Non voting)
- Indigo Shire Council – Community Development Manager
- Sport North East
- Beechworth Health Service
- Indigo North Health
- Up to two community members (appointed by Council annually)

The Panel will use the following criteria to assess applications:

- Does your project get more people moving more often (0-3)
- Age demographics targeted for your project (0-3)
- Financial contribution to the project (0-3)
- Community access and inclusion (0-3)

The Panel will make a recommendation to Council on the distribution of the grant fund.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### GET ACTIVE INDIGO GRANTS – GUIDELINES AND ASSESSMENT

#### Conflict of Interest

For the protection of grant applicants and those involved in the assessment process, including Council officers, community members and other external parties involved in the grant assessment process are required to identify and declare their interest prior to assessing any grant applications or reviewing project evaluations and reports. A panel member who declares a conflict of interest in a matter being considered in a meeting must absent themselves from any discussion of the matter. All declared interests will be recorded in the meeting Minutes and provided to Council in writing.

#### 8. ☐ APPLICATION CHECKLIST

	Review application guidelines and ensure project aligns to assessment criteria
	Compile all relevant documents and information
	Call Active Indigo Grants team if you require assistance or want to discuss your grant application
	Apply online via council website through Smarty Grants
	Submit application Monday 2 March 2026

#### 9. ☐ TIMELINE

Applications Open	<b>Monday 2 March 2026</b>
Applications Close	<b>Monday 30 March 2026</b>
Applications Assessed by Panel	<b>Week of 13 April 2026</b>
Recommendation considered by Council	<b>May Meeting 2026</b>
Applicants Notified	<b>June 2026</b>
Payments	<b>June 2026</b>
Acquittal	<b>June 2027</b>



## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

### **GET ACTIVE INDIGO GRANTS – GUIDELINES AND ASSESSMENT**

# INDIGO SHIRE - COMMUNITY GRANTS



## Guidelines and Assessment

### 1. GRANT OBJECTIVE

The objective of the Community Grants Program is to provide an opportunity for community groups and organisations to seek funds for projects and initiatives which align with Council Plan objectives and Municipal Public Health and Wellbeing objectives. These grants aim to support community connections, improve community health and wellbeing and social inclusion opportunities across the Indigo Shire. Council supports community groups with knowledge, skills and motivation to create positive change by funding projects that bring people together to upskill, share resources, and implement community solutions.

### 2. GRANT AIMS

- To provide an opportunity for community groups and organisations to seek funds for projects and initiatives which align with Council Plan objectives and Municipal Public Health and Wellbeing objectives highlighted below.
- Support community connections, improve community health and wellbeing and social inclusion opportunities across the Shire.
- Projects may include activities and resources which support positive social connection, inclusion, health, community arts, knowledge and skills sharing and cultural and environmental outcomes.

### 3. APPLICATION PROCESS

#### Before you get started:

1. Read these Guidelines and check your eligibility.
2. Attend drop in session to ask any questions about your application

#### How To apply:

Applications must be submitted online at [www.indigoshire.vic.gov.au/Community/Grants](http://www.indigoshire.vic.gov.au/Community/Grants)

Please contact our Community Development Grants Team on 1300 365 003 if you require assistance to apply.

#### Key dates:

- Applications are open 1 July
- **Applications close 21 August at 4.00pm: Late applications will not be considered**
- Applicants will be notified of assessment outcome in September

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL COMMUNITY GRANTS – GUIDELINES AND ASSESSMENT

#### 4. ELIGIBILITY REQUIREMENTS

**All applications must demonstrate alignment with: at least ONE Council Plan Strategic Objective or Municipal Public Health and Wellbeing Plan priority.**

**Council Plan 2025-2029 strategic objectives:**

- ☐ 1.1. **Community infrastructure and facilities:** Develop and maintain inclusive, accessible infrastructure and facilities that enhance liveability, encourage physical activity, and strengthen community connections.
- ☐ 1.2 **Community wellbeing, inclusion and social connection:** Foster inclusive communities where all people feel valued, connected, and have opportunities to participate in community life, access services, and enjoy positive health and wellbeing regardless of age, ability, or background.
- ☐ 1.4 **Safety and resilience:** Build community resilience and enhance safety through place-based approaches, environmental design, and emergency preparedness.
- ☐ 1.5 **Creative Communities:** Foster vibrant arts and cultural experiences that enhance community identity, promote creative expression, and contribute to the region's cultural vitality.

**Municipal Public Health and Wellbeing Plan priorities:**

- ☐ Preventing family violence
- ☐ Reducing climate change's impact on community health
- ☐ Improving healthy eating
- ☐ Championing active living
- ☐ Tobacco and alcohol harm reduction
- ☐ Improving mental health

**Additional Must Haves:**

- ☐ Groups must demonstrate a significant contribution in the form of cash, voluntary service or in-kind support.
- ☐ Groups must have an ABN or be willing to complete an ATO Statement by Supplier Form.
- ☐ The applicant must have appropriate public liability insurance.
- ☐ All funded projects must obtain relevant permits and approvals prior to project commencement.

#### 5. WHO CAN APPLY

Can Apply	
✓	Groups from locally based groups and organisations who operate in the Indigo Shire or meet a demonstrated need within the Shire
✓	The group or organisation must be not for profit and open to or accessible by Indigo Shire residents

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL COMMUNITY GRANTS – GUIDELINES AND ASSESSMENT

✓	Organisations must either be incorporated, be Auspiced by another group or become incorporated as a condition of funding.
<b>Cannot Apply</b>	
✗	Individuals
✗	Groups already in receipt of significant support from Council
✗	Programs considered the major responsibility of State or Federal Government
✗	Applications by commercial or private organisations
✗	Retrospective funding i.e. projects that have already been started or have been completed
✗	Groups with an overdue Acquittal Report for previous funding received from Council

#### 6. WHAT WILL AND WON'T BE FUNDED:

Yes		No	
✓	Projects that align with and support this Grant Programs purpose as found at the top of these guidelines.	✗	Projects that do not align with this Grant Programs purpose.
✓	Activities and projects that support gender inclusion and equality and/or prevent family violence	✗	Activities and projects that do not support gender inclusion and equality or reinforce gender stereotypes.
✓	Activities or resources that support positive outcomes for the environment, sustainability and/or climate action	✗	Activities which do not support sustainable practices or which have negative environmental outcomes
✓	Activities or resources that champion active living, healthy eating and/or support tobacco and alcohol harm reduction	✗	Defibrillators
✓	Activities that make positively recognise and celebrate First Nations culture, history and knowledge	✗	Projects that have already commenced or equipment that has already been purchased.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL COMMUNITY GRANTS – GUIDELINES AND ASSESSMENT

✓	Activities or resources that celebrate and promote diversity and inclusion.	✗	Projects outside of Indigo Shire boundaries
✓	Activities and resources which improve mental health and have positive social outcomes	✗	Wages, contracts, registrations and general administration. One-off facilitator/trainer fees are accepted.
✓	Activities or resources which promote a thriving and diverse arts and creative sector	✗	Projects that do not align with the Council's Municipal health and Wellbeing Plan
✓	Activities or resources that bring people together and/or enable participation and upskilling and skill sharing.	✗	Projects that provide direct benefit to a commercial business, individual or landholder.
✓	Capital projects that have positive community or environmental outcomes	✗	Prizes, awards, fundraising items or trophies
✓	Activities or resources which support community to prepare, respond and recover from natural disasters	✗	Projects that support political or lobbying activities.
✓	Activities or resources which support young people to thrive and contribute to their communities	✗	Operational costs or items purchased on a frequent basis, e.g. telephone, electricity, cleaning/maintenance, utility bills, ongoing insurance, stationary items.

#### Additional Information:

- Only one application per group can be submitted
- Preference will be given to applications for projects where funding is not available from other sources (i.e State or Federal Funding)
- Each application is based on this years current application and not on previous applications

#### 7. AVAILABLE FUNDING 2025/2026



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL COMMUNITY GRANTS – GUIDELINES AND ASSESSMENT

A total of \$50,000 is available for community Grants in 2025-2026. This can include Arts and Culture projects and Youth Initiatives. It is recommended you discuss your project with Council staff prior to commencing your application.

Successful grants for all categories will range from **\$200 to \$4,000**.

#### **8. ACQUITTAL AND REPORTING REQUIREMENTS**

Successful grant recipients will be required:

- to fill out and submit an acquittal form to Council by June 30 2026, failing to do this may impact your ability to obtain grants in the future.
- to submit appropriate invoice/proof of expenditure documentation and photos to demonstrate project delivery.
- to advise of any changes to the grant or funded project and submit in writing for approval by the discretion of the Director Community and Economic Development.

#### **9. GRANT ASSESSMENT**

The assessment of all Grant Applications is the responsibility of the Indigo Shire Community Grants and Awards Advisory Committee (ISCGAAC).

ISCGAAC will use the following list of criteria to assess applications to Indigo Shire's 2025-2026 Community Grants Program.

- The project aligns with Council Plan Priority (Score 0-3).
- The project aligns with Municipal Public Health & Wellbeing Plan (Score 0-3).
- The project benefits the local community (Score 0-3).

The recommendations from this assessment are then submitted to Council for consideration. Council makes the ultimate determination via the report prepared by Council officers.

ISCGAAC adheres to the Guidelines Conflicts of Interest – Advisory Committees and follows the report requirements outlined.

#### **10. APPLICATION CHECKLIST**

	Review application guidelines and ensure project aligns to assessment criteria
	Attend grant drop in session if need assistance or want advice on grant application
	Compile all relevant documents and information
	Apply online via council website through Smarty Grants

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### INDIGO SHIRE COUNCIL COMMUNITY GRANTS – GUIDELINES AND ASSESSMENT

	Submit application 21 <sup>st</sup> August 2025
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#### **11. TIMELINE**

<b>Sunday 1 July 2025</b>	Applications open
<b>During the Applications Open period</b>	If you need assistance with your application you can contact Customer Service on 1300 365 003 and ask for the Community Development Team.
<b>Wednesday 9<sup>th</sup> July</b>	Grant Drop in Session - Chiltern Library
<b>Thursday 10<sup>th</sup> July</b>	Grant Drop in Session – Rutherglen Library
<b>Monday 14<sup>th</sup> July</b>	Grant Drop in Session – Yackandandah Library
<b>Tuesday 15<sup>th</sup> July</b>	Grant Drop in Session – Beechworth Library
<b>Wednesday 16<sup>th</sup> July</b>	Grant Drop in Session – Tangambalanga Lions Den
<b>Thursday 21st August 2025 at 4pm</b>	Applications close
<b>Late September 2025</b>	Applicants notified if successful or unsuccessful
<b>Early October 2025</b>	Payments made via direct debit or cheque
<b>June 30 2026</b>	Acquittal forms due to Council

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 13 INFRASTRUCTURE SERVICES

#### **13.1 COMMUNITY SUSTAINABILITY GRANT PROGRAM - PROGRAM GUIDELINES ANNUAL REVIEW 2025/26**

**Ian Ellett – Director Infrastructure Services**  
**Infrastructure Services**

**For Decision**

#### **RECOMMENDATION**

That Council:

1. Adopts the Guidelines for the Community Sustainability Grants Program for 2025/26 (attached); and
2. Delegates to the Chief executive Officer to appoint two representatives from the Indigo Environment Advisory Committee to be on the Community Sustainability Grants Program assessment panel.

#### **PURPOSE OF REPORT**

Council's Grants Governance Policy (2023) requires an annual review of the guidelines associated with Council's grant programs (including the '*Community Sustainability Grants Program*'), and appointment of any non-staff members to the assessment panel for each program.

The purpose of this report is to confirm that a review of the Community Sustainability Grants Program guidelines has recently been completed and that only administrative changes are recommended from the current guidelines (refer to Discussion section below).

This report presents the guidelines for the Community Sustainability Grants Program 2025/26 (attached) and also proposes that two eligible community members of the Indigo Environment Advisory Committee (IEAC) be appointed to the assessment panel by the CEO, alongside appointed officers.

#### **BACKGROUND**

Indigo Shire Council recognises the value and importance of the role community groups and organisations play in building vibrant, inclusive and healthy communities. To that end Council will seek to support projects that reflect demonstrated community need, address priority themes of the Council Plan and Community Vision; and fulfil identified service gaps. Council is committed to providing a range of community grants efficiently, fairly and ethically. In the interest of fairness, transparency and maintaining community confidence in the integrity of the assessment process, formal assessment processes exist for all competitive grant categories.

The Grants Governance Policy provides consistent governance arrangements for the application, acquittal and management of different grants issued by Council, and ensure management accountabilities are understood and applied.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

This report presents the Community Sustainability Grants Program guidelines and assessment criteria for Council consideration.

The following is a summary of the Community Sustainability Grants Program:

- Council has included \$21,320 for the Community Sustainability Grants Program in the draft 2025/26 budget.
- The Program has been running since 2018/19 (originally called *Community Facilities Energy Upgrade Grants*), and over time has adapted delivery to community response and environmental priorities.
- Since 2018/19, the program has supported 28 individual projects across the shire, which include:
  - Solar PV and/or battery systems (e.g. Yackandandah Sports Park, Yackandandah SES, Stanley Soldiers Memorial Hall, Rutherglen Gold Battery, Osbornes Flat Community Centre)
  - Energy efficiency projects (e.g. Yackandandah Netball Courts, Yackandandah Tennis Club, Yackandandah Cemetery Trust, Beechworth U3A Incorporated),
  - Sustainability events, and
  - A biodiversity project.

All funded projects are detailed on Council's *Our Climate Action* platform at <https://climateaction.indigoshire.vic.gov.au/actions/37>.

The Program provides financial assistance to community groups and organisations to implement and build capacity for renewable energy, energy efficiency, biodiversity and climate change related projects. The Program is eligible to projects within Indigo Shire and applicants must be incorporated community organisations, or auspiced.

In 2025/26, the program will again be administered completely on-line using the 'Smarty-grants' platform, which is consistent with Council's other grant programs. This has significantly increased efficiencies across the whole grant process, not only for the guideline documentation and application process, but also the evaluation and administration.

The assessment panel is again proposed to consist of Council staff and two community members from the Indigo Environment Advisory Committee (IEAC) who would be nominated by the Committee and whose appointments would be confirmed by the CEO.

### DISCUSSION

In line with the Policy commitment a review of the grant guidelines has recently been completed. The scope of the review, as detailed in the tables below focused on the objectives, assessment criteria, eligibility, funding available and panel composition as per the requirements of the Grants Policy.

The following table outlines the program's objectives and any proposed changes. The only changes proposed in this year's program are administrative.

	Current	Proposed Change
<b>OBJECTIVES</b>	The community Sustainability Grants Program aims to support eligible not-for-profit community groups and organisations to:	No change

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

	<ul style="list-style-type: none"><li>• Reduce greenhouse emissions in our collective efforts to achieve a net zero emissions future;</li><li>• Build community capacity to adapt to changing climatic conditions;</li><li>• Strengthen the capacity and long-term financial sustainability of community organisations.</li></ul>	
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

	Current	Proposed Change
<b>ELEGIBILITY</b>	<p>Organisations or community groups must meet <b><u>ALL</u></b> of the <u>following criteria</u>.</p> <p><u>The Applicant:</u></p> <ul style="list-style-type: none"> <li>• is a registered not-for-profit organisation or community group;</li> <li>• is located within Indigo Shire;</li> <li>• is incorporated or auspiced by an incorporated organisation for the purpose of this application;</li> <li>• can demonstrate project support by relevant Committees of Management, user groups and/or building owners;</li> <li>• can demonstrate financial viability (return on investment) of the project;</li> <li>• has NO outstanding payments or reports to Indigo Shire Council.</li> </ul> <p><b><u>Regarding requests for funding to support capital upgrades to facilities/buildings/assets, the applicant must confirm that the organisation or community group:</u></b></p> <ul style="list-style-type: none"> <li>• is a user group of the facility, building or asset;</li> <li>• can demonstrate broad community use and benefit;</li> <li>• owns or leases the community facility (e.g. Council, DEECA, VicTrack);</li> <li>• pays the electricity or relevant utility account.</li> </ul>	No Change

Eligible Facilities for Capital Improvements				
	Council Owned Buildings	DECCA Owned Buildings	Other Community Building on Public Land	Private building on Private Land
<b>Council Pays Electricity Account</b>	Ineligible	Ineligible	Ineligible	Ineligible
<b>Committee of Management/Community user group pays electricity account</b>	Eligible	Eligible	Eligible	Ineligible

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

	Current	Proposed Change
<b>ASSESSMENT</b>	<p>All submitted applications are subject to a transparent evaluation process adhering to Council's Grants Policy.</p> <p><b>Step 1</b> - The Environment and Sustainability team will:</p> <ul style="list-style-type: none"> <li>• Confirm eligibility and completeness of each application</li> <li>• Compile a summary of applications, including initial assessment of application alignment with the Grant Assessment Criteria. This summary is forwarded to the Assessment Panel. The Grant Assessment Criteria is endorsed by Council.</li> </ul> <p><b>Step 2</b> - The Assessment Panel (<i>comprising Council staff and two representatives of the Indigo Environment Advisory Committee</i>) will meet to evaluate applications against the Grant Assessment Criteria. Assessment Panel membership is endorsed by Council.</p> <p><b>Step 3</b> - The Assessment Panel recommendations are submitted to Council at the next available meeting. Councillors vote on the recommendation.</p> <p><b>Step 4</b> – All applicants are then notified of the outcome.</p> <ul style="list-style-type: none"> <li>• Successful applicants will receive a <i>Funding Agreement</i> for completion and return to Council.</li> <li>• Unsuccessful applicants are welcome to seek feedback from the Environment and Sustainability team and are encouraged to reapply in the future.</li> </ul>	No change
<b>ACQUITTAL &amp; REPORTING REQUIREMENTS</b>	<p>The grant Acquittal Form is accessed via SmartyGrants, and will include:</p> <ul style="list-style-type: none"> <li>• A financial statement of total expenditures equaling the grant amount.</li> <li>• All associated receipts.</li> <li>• A project summary including feedback on what worked and any identified learnings.</li> <li>• An update on the monitoring process and the energy efficiency outcomes of the project.</li> <li>• <u>Good quality photographs (and/or video)</u> and any supportive statements to be used in promoting the</li> </ul>	Changed "will" to "may" in last sentence.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

	Current	Proposed Change
	<p>Community Sustainability Grants program via Council's <a href="#">Our climate action</a> website.</p> <p>All projects should be completed and acquitted by 30 June 2026.</p> <p>Failure to acquit grant funding may render an applicant ineligible for future funding from Council's grants programs.</p>	
<b>FUNDS</b>	<b>\$21,745</b>	Minor Increase Previously (\$21,320)
<b>PANEL</b>	Council staff and 2 community members of the Indigo Environment Advisory Committee	No Change

### OPTIONS

Council could choose to discontinue or delay this grant program for 2025/26. This is not recommended.

Alternatively, the guidelines presented with this report could be adopted with amendments.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.

### SOCIAL/COMMUNITY IMPLICATIONS

The various Council grant streams are highly valued by the community as they enable small projects and events to be delivered primarily by community run not-for-profit volunteer organisations. These projects and events are tailored to each community and meet local community needs.

### ENVIRONMENTAL IMPLICATIONS

The Community Sustainability Grants Program supports the following strategies / policies / plans:

- Council Plan 2021-2025
- Climate Change Policy 2024
- Environment Strategy 2019
- Climate Change Strategic Action Plan 2020
- Emissions Reduction Plan 2021

### FINANCIAL IMPLICATIONS

There are no significant financial implications associated with the recommendations in this report.

Council has included an allocation of \$21,745 in the draft 2025/26 budget for the Community Sustainability Grants program. Within the guidelines a co-contribution is necessary for consideration of any grant allocations of more than \$5,000. Co-contributions are encouraged but not mandatory for grants of \$5,000 or less.

## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

### LEGISLATIVE IMPLICATIONS

Council has financial management, governance and transparency obligations set out in the Local Government Act to ensure best practice oversight of grant distribution to the community.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Community dissatisfaction with eligibility, scope of grants, application process, timelines, assessment etc.	Unlikely	Minor	Low	The guidelines presented are similar to previous grant rounds and community are familiar with the scope and objectives of the various grant streams. Guidelines will be published and broadly promoted to ensure strong community awareness prior to grant closures.
Selection panel members don't comply with the confidential nature of some of the discussions or understand the conflict or interest disclosure requirements.	Unlikely	Minor	Low	Appropriate training and induction for new selection panel members.

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

Previous grant rounds have been promoted via Council's website and social media content. Program information has been emailed directly to Council's database of community / environmental groups. One-on-one conversations take place with the majority of applicants to support them with their application and to refine their project and event ideas.

#### **Engagement outcomes**

The Community Sustainability Grants Program's application process, procedure and guidelines have been refined in response to community feedback. The grant process is undertaken completely on-line through the SmartyGrants platform.

#### **Engagement proposed**

For the 2025/26 round of the Community Sustainability Grants Program, Council officers will continue to work with community members to refine their grant applications. Promotion of the grants will continue via local media channels, email distribution, social media and word of mouth.

### CONCLUSION

The attached guidelines represent only very minor change from the 2024/25 Community Sustainability Grants Guidelines and align with the Grants Governance Policy.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- Ian Ellett - Director Infrastructure Services
- Isla Fitridge - Acting Coordinator Environment and Sustainability

### Attachments

1. Guidelines- Community Sustainability Grants 2025-2026 [**13.1.1** - 8 pages]

# GUIDELINES



## COMMUNITY SUSTAINABILITY GRANTS PROGRAM (2025/26)

Indigo Shire Council is committed to protecting, maintaining and enhancing our natural and built environment and to promoting sustainable living. Our commitment is demonstrated through our Council Plan (2021-25), Environment Strategy (2024), Climate Emergency declaration (2019), Climate Emergency Strategic Action Plan (2020), and Net Zero by 2035 target for our greenhouse gas emissions.

The Community Sustainability Grants Program aims to support eligible not-for-profit community groups and organisations to:

- Reduce greenhouse gas emissions in our collective efforts to achieve a net zero emissions future;
- Build community capacity to adapt to changing climatic conditions;
- Strengthen the capacity and long-term financial sustainability of community organisations. In 2025/26, the program has been allocated \$21,745 (excluding GST) to eligible projects.

For examples of past funded projects, visit council's **Our climate action** platform by clicking the following link <https://climateaction.indigoshire.vic.gov.au/actions/37>.

### Important Dates

Applications Open: 1 July 2025
Applications Close: Monday 4 August 2025
Funding Announcements: Anticipated for late September 2025
Funding Acquittal: Before 30 June 2026

### Program Funding

In 2025/26, \$21,745 (excluding GST) will be allocated to the program, for the following projects:

#### Up to \$10,000 per applicant

- Capital improvement projects such as Solar PV, Battery storage, Solar hot water installations etc.
- Typically, such projects require additional funding.
- Evidence of co-contribution funding will need to be provided at the time of application.
- Such cases should be discussed with council officers early in the process to determine suitability and to enable further enhancement of the proposal.

#### Up to \$5,000 per applicant

- Less costly projects that improve energy efficiency or build community capacity to implement greenhouse gas emissions reductions technologies. For example, energy efficiency assessments/audits, LED upgrades, insulation, draught proofing, window treatments, shading (built and vegetative) and training for organisation members on energy efficiency measures.
- Co-contributions are not mandatory, but are strongly encouraged.
- All applicants should discuss project proposals with council officers early in the process

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

CHECK OUT council's **Climate Action** website for examples of eligible projects.

<https://climateaction.indigoshire.vic.gov.au/actions/37>

**Note:** Each grant application **must be complete** with all relevant documentation (e.g. quotes, permits and approvals, co-funding agreements etc) at the time of submission. **No additional information** will be accepted after the closing date.

### Eligibility Criteria

Organisations or community groups must meet **ALL** of the following criteria.

#### The Applicant:

- is a registered not-for-profit organisation or community group;
- is located within Indigo Shire;
- is incorporated or auspiced by an incorporated organisation for the purpose of this application;
- can demonstrate project support by relevant Committees of Management, user groups and/or building owners;
- can demonstrate financial viability (return on investment) of the project;
- has NO outstanding payments or reports to Indigo Shire Council.

**Regarding requests for funding to support capital upgrades to facilities/buildings/assets, the applicant must confirm that the organisation or community group:**

- is a user group of the facility, building or asset;
- can demonstrate broad community use and benefit;
- Owns or leases the community facility (e.g. Council, DECCA, VicTrack)
- Pays the electricity or relevant utility account.

#### Eligible Facilities for Capital Improvements:

	Council owned building	DEECA owned building	Other community building on public land	Private building on private land
Council pays electricity account	Ineligible	Ineligible	Ineligible	Ineligible
Committee of management /community user group pays electricity account	ELIGIBLE	ELIGIBLE	ELIGIBLE	Ineligible

#### Ineligible Projects and/or Applicants:

- Commercial organisations, political parties, discriminatory group or organisation
- Schools, Universities or TAFE colleges
- Retrospective funding requests
- Private and/or commercial ventures
- General on-going operating expenses (e.g. electricity, lease/rent payments, telephone bills)
- Staff costs or salaries associated with project delivery (this is considered in-kind support)
- Projects requiring on-going funding (unless funding is secured externally to council)
- Installation of technologies that result in additional greenhouse gas emissions
- Involving fundraising activities, prize money or awards
- Applications received after the closing date.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

#### Assessment Criteria

Criteria Number	Assessment Criteria
1	<p><b>Does the Applicant meet <u>all</u> of the eligibility criteria?</b></p> <p>The Applicant:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> is a registered not-for-profit organisation or community group.</li> <li><input type="checkbox"/> is located within Indigo Shire.</li> <li><input type="checkbox"/> is incorporated or auspiced by an incorporated organisation for the purpose of this application.</li> <li><input type="checkbox"/> has NO outstanding payments or reports to Indigo Shire Council.</li> </ul>
2	<p><b>Does the Project meet <u>some or all</u> of the objectives of the grant program?</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> reduce greenhouse gas emissions.</li> <li><input type="checkbox"/> build community capacity to adapt to climatic change.</li> <li><input type="checkbox"/> strengthen capacity and long-term financial sustainability of community organisations.</li> </ul>
3	<p><b>Is the project supported by relevant Committees of Management, User Groups and/or building owners?</b></p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p>
4	<p><b>Are all relevant permits and approvals provided?</b></p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p>
5	<p><b>Is it clear how project outcomes will be measured, assessed and reported to Council?</b></p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p>
6	<p><b>Is the project budget realistic and evidence based?</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Does the project offer long-term financial sustainability of the facility or organisation?</li> <li><input type="checkbox"/> Are quotes from accredited contractors (e.g. possess relevant insurances, qualifications, licences and accreditations)?</li> <li><input type="checkbox"/> Do quotes include service/product warranty information?</li> <li><input type="checkbox"/> Do quotes include accurate <i>Return on Investment (ROI)</i> information based on data?</li> </ul> <p><i><b>Note:</b> For energy efficiency/renewable energy projects applications should attempt to quantify the usage/emissions reductions to be achieved by the project.</i></p>
7	<p><b>Is there a confirmed co-contribution?</b></p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><i><b>Note:</b> <u>Co-contributions are mandatory for applications over \$5,000, and encouraged for all other applications.</u></i></p>
8	<p><b>Does the project raise awareness, educate, and/or enable action on greenhouse gas emissions reductions? (If applicable)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Is it clear who in the community will be engaged?</li> <li><input type="checkbox"/> Does the project identify clear objectives?</li> <li><input type="checkbox"/> Does the application identify measurable outcomes?</li> </ul>

3

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

### Assessment Process

All submitted applications are subject to a transparent evaluation process adhering to Council's Grants Policy.

**Step 1** - The Environment and Sustainability team will:

- Confirm eligibility and completeness of each application
- Compile a summary of applications, including initial assessment of application alignment with the Grant Assessment Criteria. This summary is forwarded to the Assessment Panel. The Grant Assessment Criteria is endorsed by Council.

**Step 2** - The Assessment Panel (*comprising Council staff and two representatives of the Indigo Environment Advisory Committee*) will meet to evaluate applications against the Grant Assessment Criteria. Assessment Panel membership is endorsed by Council.

**Step 3** - The Assessment Panel recommendations are submitted to Council at the next available meeting. Councilors vote on the recommendation.

**Step 4** – All applicants are then notified of the outcome.

- **Successful applicants** will receive a *Funding Agreement* for completion and return to Council.
- **Unsuccessful applicants** are welcome to seek feedback from the Environment and Sustainability team and are encouraged to reapply in the future.

### Payments

Successful applicants will receive a *Funding Agreement* to be completed and returned to Council before funding is provided. Any conditions outlined in the *Letter of Offer* must be fulfilled prior to release of funds.

### Goods and Services Tax (GST)

Treatment of GST will be based on the advice provided by the Australian Taxation Office (ATO).

### Acquittal

The grant Acquittal Form is accessed via SmartyGrants, and will include:

- A financial statement of total expenditures equaling the grant amount.
- All associated receipts.
- A project summary including feedback on what worked and any identified learnings
- An update on the monitoring process and the energy efficiency outcomes of the project.
- Good quality photographs (and/or video) and any supportive statements to be used in promoting the Community Sustainability Grants program via Council's [Our climate action](#) website.

**All projects should be completed and acquitted by 30 June 2026.**

Failure to acquit grant funding may render an applicant ineligible for future funding from Council's grants programs.

**Note:** It is recommended that facility owners of any upgrade works be notified at completion for inclusion in insurance policies for the site.



# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

### Co-contributions

Co-contributions are mandatory for applications over \$5,000 and strongly encouraged for all other applications.

Co-contributions may be sought from additional partners or sponsors, and in such cases the applicant must be able to demonstrate that such funds are confirmed in writing.

If a co-contribution is not possible, a rationale must be provided in the application form. This is a competitive grant process, where co-funding will be given priority, unless there are extenuating circumstances clearly described in the application form.

### Terms and Conditions

The awarding of a grant gives no warranties, express or implied, by the Council as to the suitability or calibre of the works quoted. The Council will not carry out any specific enquiries in relation to the quality or standard of any business, organisation or individual engaged or contracted by the Applicant other than those it deems necessary in its absolute discretion.

The Applicant must make all enquiries they think necessary to ensure that the intended contracted/engaged organisation or individual is suitably qualified and experienced to undertake the works, and the Council takes no responsibility whatsoever for any works or conduct by the contracted/engaged organisation or individual which may not meet the Applicant's expectations, including without limitation works that are of unacceptable standard, quality or workmanship. Further, the Council takes no responsibility for any damage or loss of any kind accruing to the Applicant in the event that the contracted/engaged organisation or individual fails to complete the work by the cut off dates (or at all), including loss of benefit and use of the grant.

By making an application for a grant, the Applicant declares and warrants to the Council that it has read, understood and fully accepts these Terms and Conditions and fully releases and indemnifies the Indigo Shire Council against any loss or damage he / she / they may suffer of any nature whatsoever (including without limitation personal injury or death) whether in relation to the goods and materials supplied and / or conduct of the works (or lack thereof).

### Funding agreement

Successful applicants must enter into a funding agreement with Indigo Shire Council. Funding agreements establish the parties and outline their commitments and obligations to each other, as well as setting out the general funding terms and conditions. It is recommended that applicants review the terms and conditions in these guidelines before applying. No funding will be released until Council and the applicant have executed the funding agreement and the appropriate acquittal evidence identified in the funding agreement has been met.

### Project monitoring and delivery

Funding recipients are required to comply with project reporting requirements outlined in the funding agreement. Proponents are responsible for project delivery, including any project cost overruns should they occur. In cases where a project is delayed for an unreasonable length of time, where substantive changes to scope are made after funding has been approved, or where a project fails to be delivered, Council reserves the right to cancel the grant and, if applicable, recoup any payment that has already been provided.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

#### Acknowledgement

Successful applicants are required to acknowledge Council's support in any promotional activities.

An example acknowledgement is '*this project is funded through Indigo Shire Council's Community Sustainability Grants Program*'.

A media kit (including Council logos) will be provided by Council to successful applicants. Successful applicants will be required to contribute monitoring and evaluation information on activity outcomes which may be used in program appraisal or in Council's communication materials.

#### Cost

Council is not liable for any costs, expenses, losses, claims or damages that may be incurred by Applicants in connection with the Application Process, including in preparing or submitting an application, providing further information to the Department, or participating in negotiations with Council.

#### Probity for Application Procedures

The Applicant and any of its associates must not offer any incentive to, or otherwise attempt to influence any of the persons who are either directly or indirectly involved in the Application Process, or in awarding any subsequent contract. If Council determines that the Applicant or any of its associates have violated this condition, the Applicant may be disqualified from further consideration, in Council's absolute discretion.

By submitting an Application the Applicant consents to Council performing probity and financial investigations and procedures in relation to the Applicant or any of its associates. The Applicant agrees, if requested by Council, to seek consents from individuals to allow such probity checks.

#### Confidentiality

Council will, to the extent permitted by law, treat all information as strictly confidential and commercial-in-confidence where relevant. Any personal information will be managed in accordance with the published Privacy Policy.

#### Disputes and complaints

The Council is not responsible for resolving any disputes between Applicants and Contractors. The Applicant must conduct their own due diligence with regards to their contract to carry out Eligible Works on the Community Facility (see Approvals below).

If the Council at any time during the construction/building at the Community facility determine the work is not to an acceptable standard the Council, after a notification in writing to undertake corrective action, retain the option to exercise a right of refusal to allow work to continue, and all costs will rest with the Applicant for any corrective action the Council needs to take.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

#### Guidance Note - Obtaining interval data

If you are considering a solar PV system for your site, you may care to know a little more about how the potential investment will impact your electricity bills. Interval data can prove very helpful in understanding how much electricity you use and when. This type of data can filter consumption to better understand how use and potential generation align with those hours of the day that are relevant to solar energy. Also, for businesses or sites with intermittent patterns of use, it can exclude “off-day(s)” of the week when averaging out for the daily consumption to model and size your solar system. Interval data provides energy consumption information in thirty-minute intervals. It is captured 24 hours a day, 7 days a week, 365 days a year. Energy is measured in kilowatt-hour, kWh, so interval data is a numerical value in kWh. Your smart power meter records this information and automatically transmits that to your energy provider (retailer who supplies your bills) where it is stored and made available to you at your request. You can also download this data yourself by logging into your distributor’s (e.g. AusNet Services) website.

Generally, interval data can be obtained for free from your electricity retailer, or the network distributor in this region, for example AusNet Services.

Instructions for how to access your electricity interval data are available on AusNet Services website.

<https://www.ausnetservices.com.au/Business/Electricity/Access-Your-Meter-Data>

<https://meterdata.ausnetservices.com.au/webui/#/welcome>

**Note:** If applying for funds to install solar panels please submit a copy of your interval data (if available) and a recent electricity bill as an attachment to your application. Council may assess data for proposed projects to verify best fit and return on investment assumptions.

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Indigo Shire Council Community Sustainability Grant Guidelines 2025/26

### How To Apply

Applications MUST be submitted via SmartyGrants:

<https://indigoshire.smartygrants.com.au/communitysustainabilitygrants25-26>

Smartygrants is an on-line platform designed to manage and streamline Council's grant application and acquittal process. Applications that are not submitted via SmartyGrants will NOT be considered for funding.

#### Tips on using SmartyGrants

- Set up a login
- Choose the grant round for which you are applying
- Follow the instructions to answer questions
- Registration is a secure access to your application allowing editing/additions over time
- Use navigation buttons within the SmartyGrants portal rather than those in your browser navigation bar
- Save often, especially before closing your browser or navigating away from SmartyGrants.

Need assistance with your online application? Contact Council's Sustainability and Environment team.

**Council contact:** Isla Fitridge (Acting Coordinator Environment & Sustainability )  
Phone: 1300 365 003 or email [info@indigoshire.vic.gov.au](mailto:info@indigoshire.vic.gov.au)

### Before you begin your application

It is useful to:

- Ensure your organisation is eligible
- Ensure that the project and its components are eligible
- Consider how the project meets the assessment criteria
- Discuss the proposed project with relevant council staff (e.g. Environment & Sustainability, Assets & Property, Planning)

#### Understand the documentary evidence you will need to provide:

- Details of incorporation or auspicing body
- Evidence of community/organisational support for the project
- Quotations for goods and services totalling \$2,500 or more, inclusive of GST (2 quotes required)
- Evidence of economic benefit (Return on investment via billing and interval data – refer to Guidance Note on page 9)
- Relevant permits and/or approvals (e.g. Heritage approval, structural capability to support solar)
- Letters of support from the building owner, Committees of Management, user group(s)
- Co-contribution agreement for projects over \$5,000 and up to \$10,000.

**Note:** Approval costs are the applicant's responsibility and should be included in the project cost assessment. A funding offer will be conditional upon all relevant regulatory and owner approvals having been obtained. All approvals/permits must be obtained within 6 weeks of a funding offer being made, or an extension approved.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 13.2 ASSET PLAN 2025

**Adam Kimball - Manager Assets & Property  
Infrastructure Services**

#### **For Decision**

#### **RECOMMENDATION**

That Council:

1. Endorses the Draft Asset Plan 2025 and places it on public exhibition for 21 days; and
2. Notes that a further report will be presented to Council following the public exhibition period for a final decision on the Asset Plan.

#### PURPOSE OF REPORT

The purpose of this report is to present the Asset Plan 2025 for endorsement prior to it being placed on public exhibition for public submissions. Following consideration of any public submissions, it will be presented to the August 2025 Council meeting for adoption.

#### BACKGROUND

The Asset Plan is a legislated requirement introduced in the Local Government Act 2020. It is a document that communicates the importance and magnitude of the infrastructure assets for which council is the custodian. It is intended to be a strategic public facing document that informs the community on how the council-controlled (infrastructure) assets are to be managed to achieve the Community Vision and supporting Council Plan objectives.

Council has worked with other North-East Regional Councils and their Asset Management teams on a consistent approach to preparing the Asset Plan with reference to the Asset Plan Guidance document, prepared by Local Government Victoria in 2022. To support the implementation of the Asset Plan, some principles were identified in the pursuit of better practice. As such, the Asset Plan should:

1. Be community focussed and non-technical:
  - clear in scope and definition
  - simple to understand
  - accessible to all members of the community
2. Use reliable inputs:
  - a reliable and robust asset register
  - up-to-date annual forecasts and analytics
  - informed maintenance programs
  - an informed understanding of service requirements
  - employ a continuous improvement process



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- draw on learnings from the deliberative engagement process
3. Be integrated and strategic:
- make a positive contribution to the pursuit of the Community Vision and the delivery of the Council Plan, Financial Plan and Annual budget process
  - successfully address the strategic planning principles in the *Local Government Act 2020*.

The Asset Plan 2025 has been developed concurrently alongside the Community Vision, Council Plan and Financial Plan.

### State of the Assets

Indigo Shire Council manages a diverse and valuable infrastructure portfolio critical to delivering community services and supporting long-term sustainability. The Asset Plan 2025 provides a summary assessment of the current condition, risks, and future funding needs across all major asset classes.

As of June 2024, Council's assets are generally in good condition, reflecting long-standing investment in renewal and maintenance. Roads and pathways are performing particularly well against industry benchmarks. However, significant challenges are emerging with aging infrastructure, climate change impacts, and limited financial capacity for new or upgraded assets.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	2. Liveability
Strategic Objective	2.3 Our infrastructure is renewed using sound asset management practices and expanded to meet the changing needs of our communities and the impact of climate change.
Strategic Action	2.3.3 Progress the key priorities of the Asset Management Strategy and Asset Management Plans.

### SOCIAL/COMMUNITY IMPLICATIONS

The Asset Plan outlines the key challenges and priorities Council faces in managing and expanding its infrastructure assets while maintaining long-term sustainability. It aims to explain these issues to the community in clear, simple terms. Section E, Challenges and Choices – Key Asset Risks / Opportunities, sets out the main areas where the community can influence Council decisions and where actions will lead to real, measurable outcomes.

### ENVIRONMENTAL IMPLICATIONS

The Asset Plan is influenced by Environmental Sustainability plans and strategies of Council, and the longer-term impacts of Climate change will influence how Council plans and delivers on Asset construction and replacements

### FINANCIAL IMPLICATIONS

The adoption of the Asset Plan does not have any consequential financial implications, as delivery of Council's Asset Management practices is covered by existing operational and planned capital budgets. The decisions made in any asset management document will influence the preparation of the 10 Year Capital Works Program and annual capital and operating budgets.

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### LEGISLATIVE IMPLICATIONS

The Local Government Act 2020 requires that Council adopt an Asset Plan every four years following the election of a new Council. This Plan is to be adopted by 31 October 2025.

### RISK & OPPORTUNITY MANAGEMENT

Council faces a range of emerging risks that will challenge the sustainability of its infrastructure network over the next decade. Climate change impacts, including intensified storms and flooding, are exposing vulnerabilities in drainage and township resilience, while aging historic and cultural assets require significant investment to meet modern standards. As new infrastructure is delivered, operational and maintenance demands will increase, stretching resources further. Reliance on external grants adds to financial uncertainty, reinforcing the need for strong integration between asset planning and long-term financial forecasting to manage renewal gaps and protect service levels.

At the same time, opportunities for growth and community benefit must be carefully balanced against long-term costs. Increasing tourism and community expectations drive the need for accessible, adaptable infrastructure, but each new asset brings additional operational and renewal liabilities. Major reinvestments, particularly in swimming pools and community-managed facilities, will require sustainable funding models. Strategic decisions will be critical to ensuring that Council supports economic development, community resilience, and infrastructure longevity without compromising financial sustainability.

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

Deliberative engagement undertaken for the Council Plan 2026–2029, including targeted asset management consultation, has directly informed the preparation of the new Asset Plan. Feedback from community sessions and stakeholder input has been incorporated to ensure the Asset Plan reflects community priorities and strategic objectives.

#### **Engagement outcomes**

Overall, the highest priority assets in the community's eyes are roads, bridges, footpaths, and transport infrastructure, followed by drainage assets and buildings. There's a strong support for recreational assets and swimming pools, but pathways and cycleways have a slightly higher level of uncertainty and less perceived importance by some.

Asset	Very Important	Important	Unsure	Not important
Roads, bridges, footpaths & transport infrastructure	73.4%	24.6%	1.5%	0.5%
Drainage assets	62.3%	33.4%	3.0%	1.1%
Buildings (offices, libraries, public toilets, community halls, recreation buildings etc.)	52.6%	42.6%	3.0%	1.5%
Pathways and cycleways	41.1%	42.6%	7.6%	8.4%
Recreation assets	40.7%	52.6%	3.36%	3.0%
Swimming pools	38.8%	49.6%	7.6%	3.8%

- Buildings (offices, libraries, public toilets, community halls, recreation buildings, etc): Majority find it important or very important (95.2%), with a small portion unsure or not important (4.5%).

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- Drainage assets are highly valued with 95.7% considering them important or very important, and only 4.1% unsure or not important.
- Mixed views on pathways and cycleways with 83.7% finding them important or very important, while 16% are unsure or find them not important. Evidence suggests this sentiment is more directed at cycle paths rather than footpaths.
- 93.3% rate recreational assets as important or very important, with a minimal 6.4% unsure or not important.
- Roads, bridges, footpaths and transport infrastructure are rated most important with 98% considering them important or very important, and just 1.8% unsure or not important.
- Swimming pools – 88.4% find them important or very important, with 11.4% unsure or not important.

### Engagement proposed

Following endorsement of the plan by Council, it is proposed to place the draft plan out for exhibition and to consider any submissions prior to formal adoption at the August 2025 meeting.

### CONCLUSION

The Asset Plan is a document that communicates the importance and magnitude of the infrastructure assets for which council is the custodian. This will result in more informed community engagement and a mutual understanding of the best use of Council assets in the interest of the community, to ensure that the community's long-term objectives are met, and Council can maintain financial sustainability, and maintain and replace the assets we have.

### DECLARATION OF CONFLICT OF INTEREST

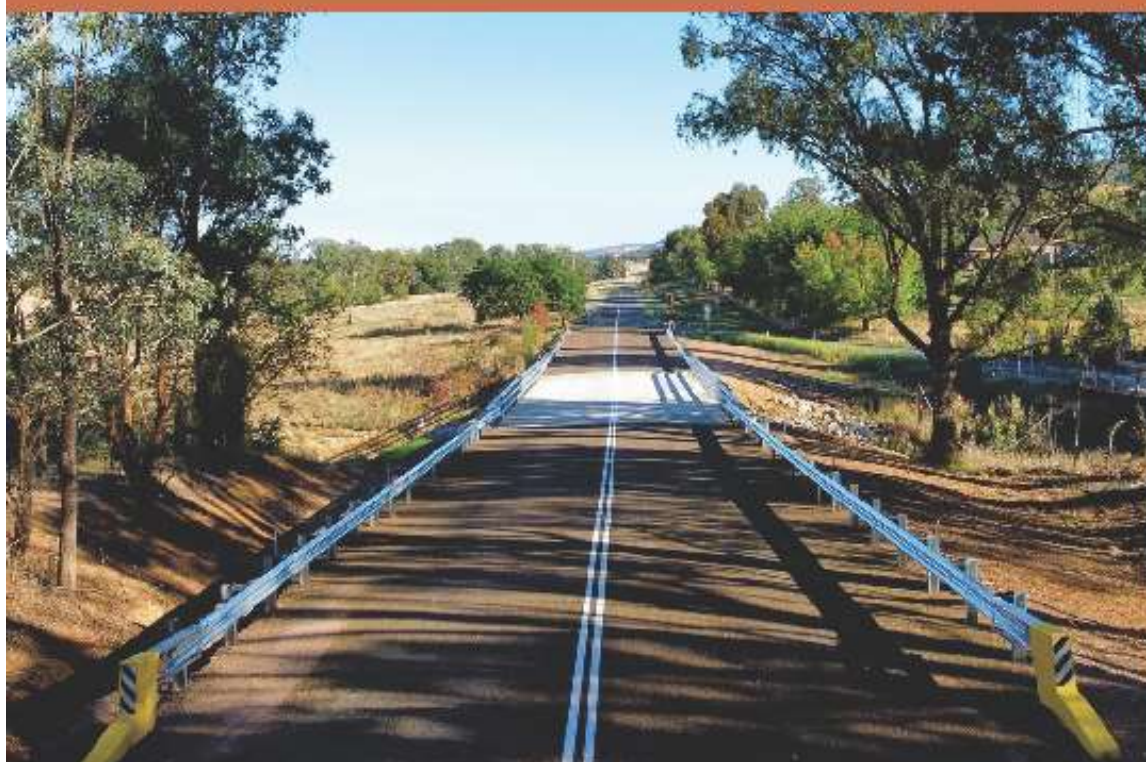
Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Ian Ellett - Director Infrastructure Services
- Adam Kimball - Manager Assets & Property

### Attachments

1. Asset Plan 2025 [13.2.1 - 19 pages]

# ASSET PLAN 2025



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Rev No	Date	Revision Details	Author	Approval
Draft V1.0	March 2022	AMSG Meeting – for review	Manager Assets & Property	Asset Management Steering Group
Draft V1.1	May 2022	For Endorsement by Council	Manager Assets & Property	Council
2025	May 2025	For Endorsement by Council	Manager Assets & Property	Council

### Introduction

#### Purpose of the Asset Plan

Asset management planning is a comprehensive process to ensure delivery of services from infrastructure is provided in a financially sustainable manner.

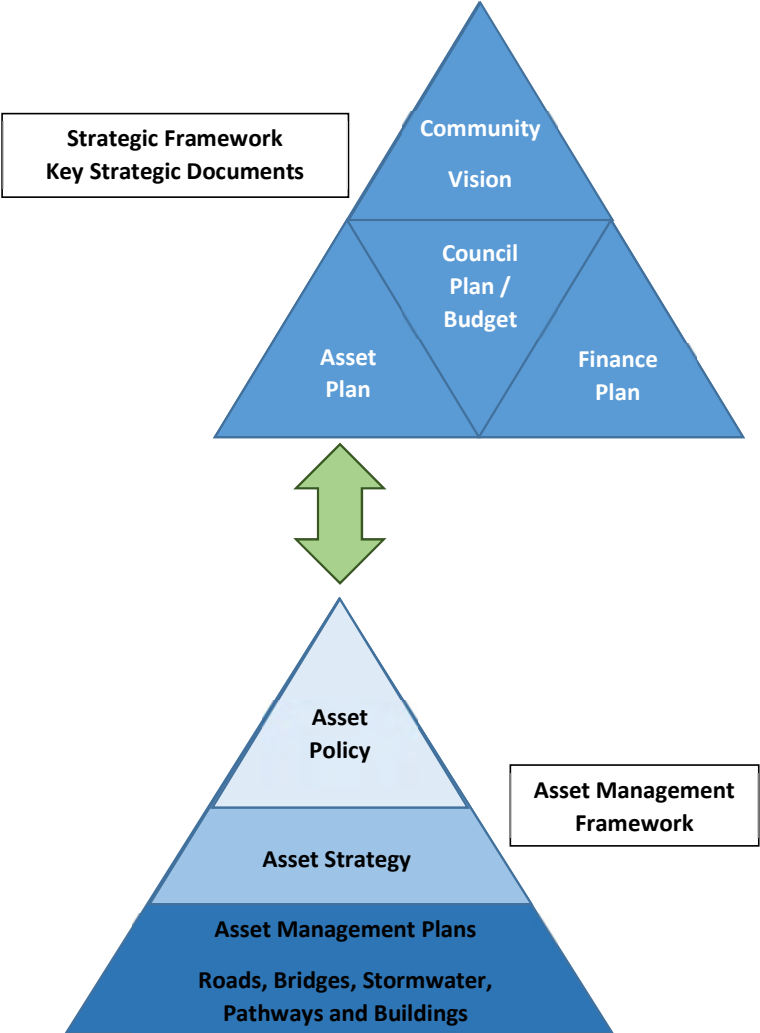
The Asset Plan is a document that communicates the importance and magnitude of the infrastructure assets for which council is the custodian. This will result in more informed community engagement and a mutual understanding of the best use of council assets in the interest of the community.

The document has been prepared using technical information from Council's Asset Management System, as well as community input from recent deliberative engagement processes and Long-Term Financial Plan information. The structure and content have been informed by the key components as defined by the Asset Plan Guidance (2022) document. The guide was produced by Local Government Victoria (LGV), in collaboration with representatives of the sector, to assist councils with the development of an Asset Plan, a requirement under the Local Government Act 2020 (the Act). Collaboration with other Council's in the North East has also occurred.

The Plan references existing documentation in Indigo Shire Council's Strategic Framework and Asset Management Framework:

- Community Vision (2025)
- Long Term Financial Plan (2025)
- Council Plan (2025 – 2029)
- Asset Management Policy (2022)
- Asset Management Strategy (2019)
- Asset Management Plans for Roads, Bridges, Buildings, Drainage and Pathways





Source: Asset Plan Guidance 2022 LGV

**Focus in Developing Asset Plan:**

The Asset Plan has a focus of ten years, and sets out how Council’s stewardship of the community’s assets will respond to the Community Vision and Financial Plan in the context of climate change, demographic change, asset condition, and other drivers.

To ensure that Council’s investment in infrastructure assets aligns with the needs and aspirations of the community, the engagement process undertaken during the development of the 2024 Community Vision and Council Plan has directly informed the focus and structure of the Asset Plan. Specific asset management questions were incorporated into this engagement to ensure community feedback was meaningfully captured and integrated. This approach has provided a clear foundation

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for the Asset Plan and will continue to guide asset management practices across Indigo Shire into the future.

### **Betterment of Assets**

In Indigo Shire's Asset Management System, betterment of assets—defined as improving infrastructure beyond its original condition or service level—is considered where it supports broader community outcomes, addresses known service gaps, or improves asset resilience, particularly in response to climate change and increased usage. Betterment may be incorporated into renewal projects where there is a clear strategic justification, such as enhanced safety, accessibility, or alignment with Council's sustainability and liveability goals. These decisions are guided by whole-of-life asset management practices, community engagement, and long-term financial planning to ensure they are sustainable and deliver value. Any betterment proposals are assessed against the principles of the Local Government Act 2020, ensuring that investment decisions are transparent, aligned with community needs, and prioritised within Council's 10-year capital works and financial strategies.

### **Gender Impact Assessments**

Gender impact assessments will be embedded as a critical component of Council's asset planning and management processes. Assessments will be conducted during the development of Asset Management Plans for specific asset classes, as well as during the planning and design of new infrastructure projects where appropriate. This approach ensures that the diverse needs, experiences, and outcomes for all genders are systematically considered, supporting the delivery of infrastructure that promotes equity, accessibility, and inclusive community outcomes in line with Council's legislative obligations and strategic commitments.

### **A – Council Plan Community Vision:**

The Council Plan and Community Vision 2025-2029 can be read here:

<https://www.indigoshire.vic.gov.au/Council/Council-documents/Council-Plan>

These documents were prepared following extensive consultation involving surveys, strategic workshops, community drop-in sessions, online discussion forums and public exhibition on the draft plan.

The Indigo Shire Council Plan outlines clear commitments to priority initiatives and outcomes aligned with our long-term vision of a connected, sustainable, and vibrant community. Developed through extensive community engagement and localised planning processes, the Plan reflects the aspirations, needs, and values of our residents.

Council's role extends beyond the delivery of essential services — we also act as a leader, advocate, and enabler to support community wellbeing and prosperity. Our infrastructure and assets play a critical role in enabling these services and maintaining the quality of life across the Shire.

Strong asset management practices are essential to achieving the objectives of the Council Plan. By managing our assets effectively, we can ensure they continue to meet community needs now and into the future.

The Community Vision is a high-level document aimed at defining the aspirations and values of the Community of Indigo Shire and it states the following;

*By 2035, Indigo Shire will be home to strong, resilient communities that embrace sustainable practices, foster meaningful connections, and honour our rich heritage. Residents across all ages and life stages will experience a deep sense of belonging through balanced growth, responsible environmental stewardship, improved infrastructure, effective climate action, and enhanced wellbeing.*

The Community Vision informed the Asset Plan through providing details of the Community Priorities with respect to assets. At a high level, key Infrastructure themes of the Indigo Shire Community Vision are:

- Deliver inclusive, accessible infrastructure, upgrade amenities, and expand pedestrian networks.
- Prioritise preventative maintenance and asset renewal to ensure long-term sustainability.
- Preserve and activate historic sites while enhancing accessibility and township character.
- Improve footpaths, trails, and roads, and advocate for better public transport links.
- Strengthen infrastructure resilience to climate change and improve emergency preparedness.
- Enhance visitor facilities and event spaces to support tourism and community vibrancy.

### **B – Community Engagement**

The purpose of the Asset Plan is to provide a clear framework through which Council and the community can communicate and understand how critical infrastructure assets will be renewed, upgraded, or newly constructed to support the delivery of services, aligned with community priorities and underpinned by the principles of long-term financial sustainability. The Plan establishes a transparent basis for decision-making, ensuring that infrastructure investment is strategic, equitable, and responsive to the long-term needs of the Shire.

A significant challenge facing Council in the management of its infrastructure assets is the requirement to allocate substantial funding towards the maintenance and renewal of existing assets—including buildings, bridges, roads, pathways, drainage, and recreational facilities—to ensure they continue to meet defined service standards. While there is broad recognition from both Council and the community of the benefits associated with the provision of new and upgraded infrastructure, financial resources remain limited. Council must therefore carefully balance the need to operate, maintain, and renew its existing asset base with the aspiration to deliver new infrastructure, ensuring that investment decisions are made within a financially sustainable framework and support the long-term interests of the community.

In preparing this Asset Plan, Indigo Shire Council engaged extensively with the community throughout 2024 to inform the development of the Council Plan 2025–2029, including specific asset-

related questions designed to shape the Asset Plan. This following summarises key community feedback and emerging priorities relating to infrastructure, facilities, heritage, environment, governance, and community needs across Indigo Shire.

### **Infrastructure and Facilities:**

Strong community interest was expressed in improving the condition and accessibility of public infrastructure. Priorities include extending swimming pool access hours, upgrading change rooms, and considering alternative swimming facilities such as splash parks. Significant concerns were raised regarding road safety, particularly along the Yackandandah–Wodonga Road, as well as the need for improved pedestrian crossings and additional car parking in Rutherglen. The community also called for an expanded and better-connected network of walking and cycling paths, improved drainage infrastructure (particularly in Chiltern), enhanced public toilet facilities, and greater investment in water infrastructure to support housing development.

### **Heritage and Cultural Considerations:**

There is strong support for preserving heritage buildings while ensuring they meet modern accessibility standards. The community advocated for more inclusive heritage practices, including better acknowledgment of Indigenous heritage and the adaptation of heritage protections to allow for sustainable upgrades such as solar panel installation.

### **Environmental and Climate Considerations:**

Residents strongly support the integration of climate resilience measures into infrastructure planning. Key suggestions include adaptive lighting to reduce light pollution, the application of passive house standards in new developments, and the expansion of green spaces. Balancing practical needs with climate action emerged as a common theme.

### **Governance and Management:**

Concerns were raised about financial management, particularly the equitable distribution of resources across towns and the need for stronger financial support from the State Government. The community emphasised the importance of proactive, planned maintenance of infrastructure, timely project completion, and recognition of volunteer contributions. There were also calls to streamline planning processes and ensure infrastructure keeps pace with residential growth.

### **Community Needs:**

Community members highlighted the need to strengthen community connectivity through improved youth activities, better public health services, and infrastructure that supports social interaction and inclusion.

The community was invited to rank the importance of different asset categories, with the results presented in D.1 table below.

Table D.1 – Community Asset Importance Rankings

Asset	Very important	Important	Unsure	Not important
Roads, bridges, footpaths & transport infrastructure	73.4%	24.6%	1.5%	0.5%
Drainage assets	62.3%	33.4%	3.0%	1.1%
Buildings (offices, libraries, public toilets, community halls, recreation buildings etc)	52.6%	42.6%	3.0%	1.5%
Pathways and cycleways	41.1%	42.6%	7.6%	8.4%
Recreation assets	40.7%	52.6%	3.4%	3.0%
Swimming pools	38.8%	49.6%	7.6%	3.8%

Overall, the results confirm that maintaining and renewing core transport, drainage, and community infrastructure remains the highest priority for the community, with strong support also evident for continued investment in recreational facilities and swimming pools. This feedback highlights the importance of balancing the renewal of critical infrastructure with ongoing investment in assets that support health, wellbeing, and community connectivity across the Shire

### C – Climate Emergency

In July 2019, Indigo Shire became one of the first local government organisations in Victoria to declare a climate emergency.

As part of Council's response, we worked with key stakeholders to develop a Climate Emergency Strategic Action Plan, which outlines six priority areas for action.

Adopted by Council in September 2020, the key actions are:

1. Embed climate emergency in the Council Plan
2. Reduce Council's carbon footprint
3. Cultivate a climate change culture
4. Promote environmentally sustainable development (ESD)
5. Mobilise and enable the community to act on climate change
6. Collaborate and advocate

Indigo Shire Council continues to take strong action in response to the declared climate emergency, embedding environmental sustainability and resilience across its asset planning and infrastructure development. In line with the Climate Emergency Strategic Action Plan, Council ensures that new stormwater infrastructure is designed to accommodate increased rainfall intensity and the impacts of climate change, helping to protect our communities against more frequent and severe weather events. Council is also prioritising energy-efficient building designs, including the use of natural lighting, passive heating and cooling techniques, and sustainable materials, to reduce energy consumption and lower the carbon footprint of new and upgraded facilities. These initiatives directly



support the Council Plan objectives, promote environmentally sustainable development (ESD), and demonstrate Council's commitment to building a more climate-resilient and sustainable future for Indigo Shire.

## D – State of the Assets

While the Council Plan and Community Vision detail community aspiration and direction for the shire, the technical understanding of the value, condition and future funding demand of Indigo Shire's infrastructure is generated through Council's Asset Management System. This system is used by Infrastructure Services Staff to record, value, assess and analyse Council's assets base and to model long term funding requirements to ensure that adequate funds are provided for the timely maintenance and renewal of infrastructure assets. While the Asset Plan recognises the aspirations and values of the community, a significant component of Infrastructure spending needs to be set aside for renewal of existing assets at their current service level based on this technical input.

Table D.2 displays the total asset values and expenditure for the budget year 2023/24. It demonstrates that for most asset classes, Council spends the vast majority of its funding on maintenance and renewal of existing infrastructure.

Table D.2 – Major Asset Classes – Valuation and Expenditure as at June 2024.

Major Asset Class	Replacement Value (\$,000)	Renewal Demand Average Over Next 10 Year	Capital Renewal (Expenditure in Budget)	Capital New & Upgrade (Expenditure in Budget)	Annual Capital Expenditure
Roads (Sealed)	188,183	976,000	1,344,000	184,000	1,528,000
Roads (Unsealed)	27,694	660,000	680,000		680,000
Buildings	95,307	650,000	365,000	295,000	660,000
Bridges	37,990	265,000	665,000		665,000
Stormwater Drainage	26,470	310,000	412,000		412,000
Pathways / Cycleways	20,046	120,000	130,000	25,000	155,000
Pools	1,980	TBC	75,000		75,000
<b>Total</b>	<b>395,690</b>	<b>2,981,000</b>	<b>3,596,000</b>	<b>504,000</b>	<b>4,100,000</b>

In the coming pages, each of the major asset classes is presented with commentary and key data presenting their current value, asset condition ratings and key risks or considerations for each asset class.

Asset condition ratings provide a standardised way to assess the physical state of Council's assets. Assets are rated on a scale from 1 to 10, where 1 represents a brand-new asset in excellent condition, and 10 indicates an asset that is at the end of its useful life and requires full replacement. Renewal intervention typically occurs when assets reach a condition rating between 6 and 9, which allows for timely renewal before the asset fails or service levels are significantly impacted. This approach ensures that Council maintains its infrastructure efficiently, balances cost-effectiveness, and supports service continuity for the community.

### Roads

Indigo Shire has 491km of sealed roads and 1,032km of unsealed roads. The total replacement value for roads is \$216 million. In 2021 Council engaged Moloneys Asset Management Systems to carry

out a condition assessment of all sealed roads within the shire. The key findings of the report were as follows:

- The sealed road assets within Indigo Shire (2021) were found to be in Very Good overall condition when benchmarked against all 57 councils assessed by Moloney Asset Management Systems (MAMS). There was a Strong condition improvement across both the sealed road pavements and sealed surface sub-classes.
- The total present renewal shortfall or backlog of over-intervention assets (OIA's) for the whole sealed roads group is estimated at \$630,512 representing 0.46% of the total road asset valuation. This equates to 28% of one full year's annual liability for the renewal of the assets and as such is considered to be within the "Exceptionally good" Condition range.
- It is recommended that council sets its total renewal funding level on the road network to \$976,000 pa for the next 10 years subject to any CPI increases as required and review it again following the next condition survey.

With 25 years of Moloney's condition assessment data, together with the current condition data recorded in the asset management database (including all asset renewals from 2021 to 2025), we now have a robust and consistent dataset to support long-term analysis of the road network. Moloney's assessments rate each road segment on a scale from 0 (brand new) to 10 (unserviceable), based on indicators such as surface roughness, rutting, bitumen condition, and other technical criteria.

The following graphs illustrate the positive impact of Indigo Shire Council's sustained investment in its road network over the past 28 years. Roads rated in the higher condition range (i.e. scores of 7–8) are considered to be in poor to unserviceable condition. The data clearly shows a significant reduction in the number of roads falling into this category.

Figure D.1 – Sealed road pavement condition 1997 to 2025

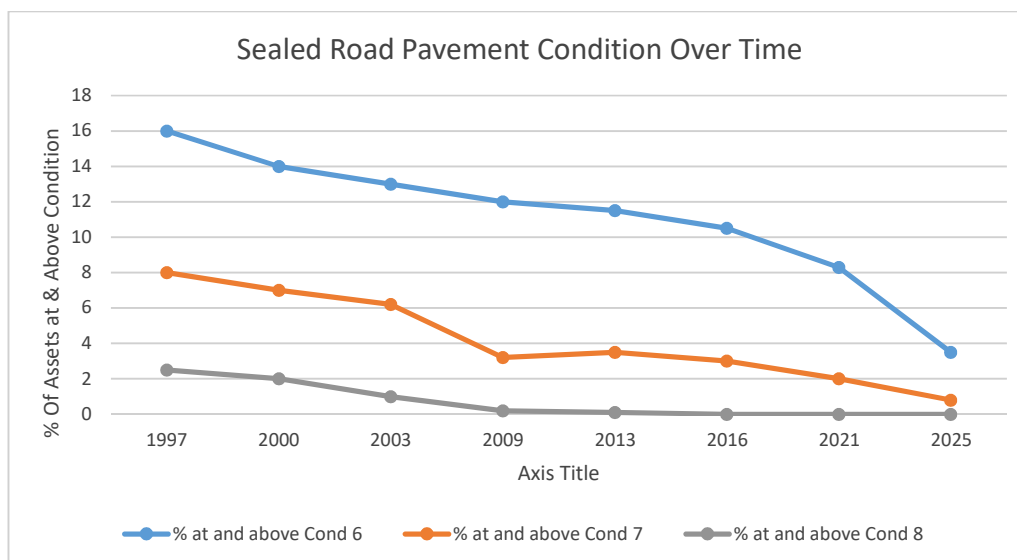
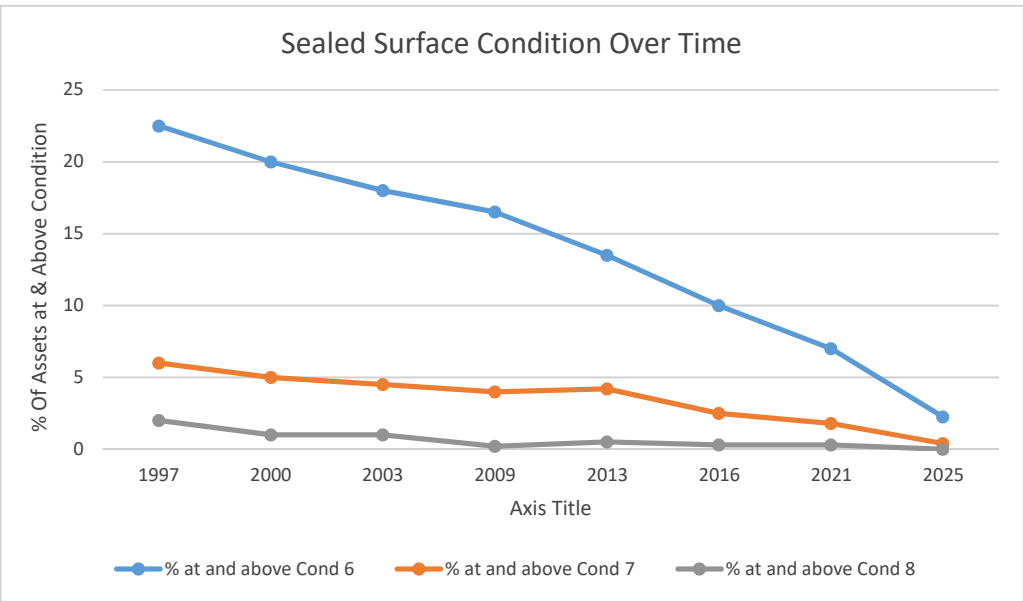


Figure D.2 – Sealed road surface (bitumen/asphalt surface) condition 1997 to 2025



For unsealed gravel roads, condition assessments were last undertaken in Autumn 2023 and found that unsealed road assets within Indigo Shire were found to be in "Very Good" overall condition when benchmarked against all other councils assessed by Moloney Asset Management Systems. The current planned future renewal funding level of \$660,000 pa. for the unsealed road assets is considered to be at an appropriate total level for the next 5 - 15 years subject to normal CPI increases.

Indigo Shire Council’s Roads to Recovery funding will increase from \$1.39 to \$2.14 million for the 2024–2029 program period. This additional funding will assist in maintaining and renewing the local road network, ensuring continued investment in road safety and infrastructure across the Shire.

The Road Asset Management Plan review will be completed in 2025, considering the recent condition assessments and asset renewal data.

Council will continue to actively pursue the use of sustainable materials and construction methods, complementing existing practices such as the incorporation of crumbed rubber bitumen in road works. In addition to current approaches, Council will seek opportunities to adopt recycled, low-carbon, and environmentally certified materials, alongside construction techniques that minimise environmental impacts. Through embedding sustainability principles across asset planning, design, and delivery, Council is committed to enhancing the long-term resilience of infrastructure, reducing lifecycle emissions, and supporting the objectives outlined in its Climate Emergency Strategic Action Plan.

**Buildings**

Council owns or manages 216 buildings, with the total replacement value of \$97.3 million. The Building Asset Management Plan (located here: <https://www.indigoshire.vic.gov.au/Council/Council-documents/Plans-and-strategies/Asset-Management-Plan-Buildings>) was adopted in December 2021, and contains details of all the assets, as well as the lifecycle management plan. Council’s building assets generally have the capacity to meet or exceed current demand and defined levels of

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service. This is largely the result of historic service development within smaller pre-amalgamation Shire boundaries and Indigo's steady population growth. The table below shows the list and values of community and Council buildings.

Table D.3 – Buildings – Inventory and Replacement Value as at June 2024

Building Function Description	Replacement Value (\$)	
	Inventory	Council Buildings
Beechworth Historic Precinct Buildings	10	\$ 6,487,000
Caravan Park Buildings	19	\$ 3,253,000
Community Halls/Community Centres/Senior Citizens	28	\$ 31,677,000
Council Administration Buildings/ offices	4	\$ 9,942,000
Council Depots and Operations Buildings	24	\$ 2,300,000
Kindergartens/ Preschools and Child Care Centres	7	\$ 4,068,000
Maternal and Child Health Care Centres	1	\$ 188,000
Museums and Athenaeums (includes historic buildings)	5	\$ 5,133,000
Other Buildings	10	\$ 5,057,000
Parks & Gardens structures - shade and shelter	25	\$ 1,293,068
Public Toilets and Amenities	24	\$ 3,017,000
Sporting and Recreational Pavilions/Buildings	24	\$ 14,157,000
Swimming Pool Buildings	27	\$ 8,509,000
Visitor Centres *	3	\$ 1,483,500
Waste Management Buildings	4	\$ 417,000
Youth Centres	1	\$ 305,000
<b>TOTAL</b>	<b>216</b>	<b>\$ 97,286,568</b>
* Rutherglen Wine Experience Building - 50% Owned		

The overall average condition rating for Building assets is 5. Key buildings that are considered in poorer condition are depot structures and public toilets. High value assets that required attention based on the assessment for the Asset Management Plan include heritage buildings. Specific projects to carry out detailed assessment on heritage buildings, as well as depot structures, and a new public toilet strategy, have all been completed to meet this demand. Based on the technical assessments, but also on community engagement input.

### *Heritage Buildings*

Indigo townships and precincts contain a rich heritage of historic buildings that tell a story of pioneering communities built on wealth from gold and agriculture. Many of these buildings have been wonderfully preserved and continue to dominate much of Indigo's urban landscape. A number of historic buildings are owned or managed by Council and will require appropriate maintenance and renewal in perpetuity.

### *Community Facilities*

Many community facilities are managed by volunteer or non-profit community organisations. There are also many facilities that are outside the management or control of Council (DEECA committees).

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The services provided by these facilities are highly valued, regardless of their management structure, and Council aims to support the management and enhancement of all these buildings.

When undertaking building upgrades and constructing new facilities, Council can significantly improve sustainability outcomes by incorporating energy-efficient design principles, such as maximising natural light and ventilation, installing high-performance insulation, and utilising renewable energy sources like solar panels. The selection of sustainable and low-embodied-carbon materials, the use of rainwater harvesting systems, and the installation of energy- and water-efficient fixtures further reduce environmental impact.

### **Bridges**

Council owns or manages 179 bridges, with a replacement value of \$37.9 million. The Bridge Asset Management Plan (located here: <https://www.indigoshire.vic.gov.au/Council/Council-documents/Plans-and-strategies/Asset-Management-Plan-Bridges>) was adopted in December 2021, and contains details of all the assets, as well as the lifecycle management plan.

Table D.4 – Bridge Inventory and Value as at June 2024.

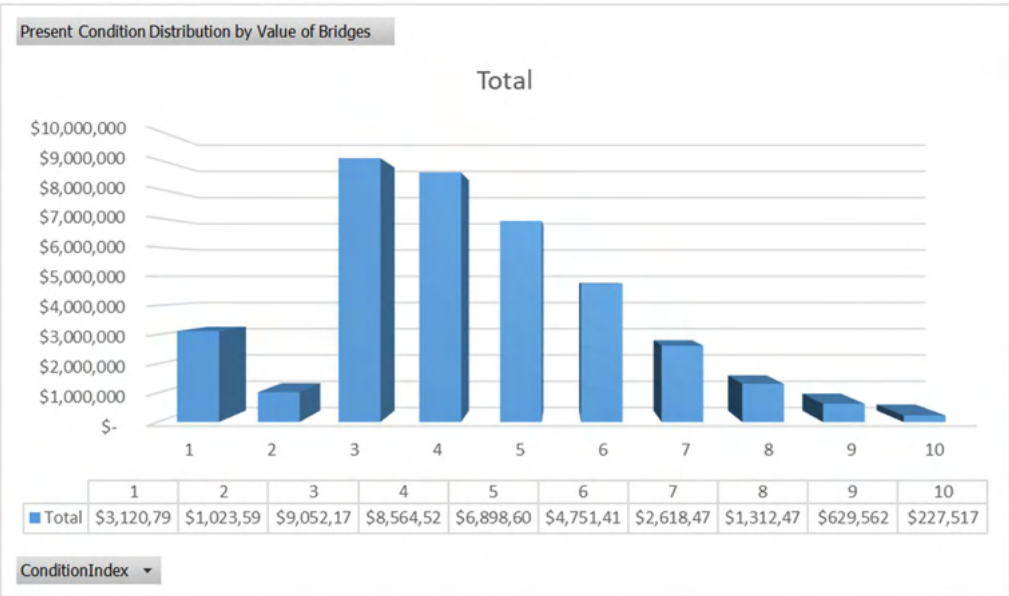
Bridge Function - by Traffic Type	Inventory	Replacement Value 2020 (\$M)
<b>Vehicle Bridges on the Road Network</b>		
Bridges	75	\$27.59
Culverts- major	42	\$6.67
Stock underpasses	5	\$0.73
<b>Vehicle Bridges on the Pathway Network</b>		
Pedestrian bridges	43	\$1.77
Pedestrian/ Cycle Bridges	14	\$1.22
<b>Total</b>	<b>179</b>	<b>\$37.99</b>

Following the flood events in January and October 2022, Council commissioned bridge audits for all bridges across the network. The audits identified damage and erosion to bridge infrastructure as a result of the flooding, with several bridges receiving condition ratings of very poor (8–10). The necessary repairs to address this damage will be undertaken through disaster recovery funding from the Federal Government, ensuring the bridges are restored to their pre-flood condition.

The following graph shows Council's bridge condition by bridge value. Key risks with Council bridge stock include that many bridges built 40-50 years ago which are showing signs of deterioration so detailed engineering assessments of many of these bridges will be required, and ongoing strengthening or component replacement works are budgeted for.



Figure D3 – Condition distribution of Bridges by Value



When delivering new bridges or upgrading existing ones, Council can enhance sustainability by using recycled and locally sourced materials, low-carbon concrete alternatives, and designing for longer asset life cycles. Bridge designs can also incorporate measures to protect waterways and ecosystems, such as improved stormwater management and erosion control. By applying energy-efficient construction methods and factoring climate change projections into designs, Council can deliver more resilient, environmentally responsible bridge infrastructure.

**Stormwater Drainage**

Council’s currently manages 79.1km of stormwater pipes, 2.2km of open channel and 2,747 drainage structures. These stormwater drainage assets have a replacement value of \$26.5 million. The Drainage Asset Management Plan will be updated in 2025 and is available here: <https://www.indigoshire.vic.gov.au/Residents/Infrastructure/Asset-Management>) The plan is currently under review.

It is noted that the key challenge of stormwater asset management is not primarily replacement of existing pipes and pits that are failing due to age, but rather due to significant flooding events that identified deficiencies in Council’s stormwater network capacity, so there has been a high level of drainage expenditure to upgrade deficient stormwater infrastructure and increase capacities.

In order to identify solutions to stormwater capacity issues, there has been Stormwater Masterplan work done for Beechworth, Barnawartha and Rutherglen to identify strategic network scale priorities. A key challenge in developing the Drainage Asset Management Plan was addressing the impacts of Climate Change, particularly the changing rainfall patterns and intensities. These shifts are affecting our communities.

The Australian Rainfall and Runoff (AR&R) 2019 guidelines require designers to account for the impacts of climate change, including increased rainfall intensity and more extreme weather events. Council is applying these updated standards to ensure new stormwater and drainage infrastructure is more resilient, future-proofed, and able to protect the community over the long term.

An updated flood study was carried out for Chiltern in 2021 to determine if improvements implemented has achieved the desired effect, and to review flooding and inundation overlays. The Flood Study shows that recent flood protection works have significantly reduced flood risks across the town. Updated flood maps will help guide future planning and ensure Chiltern is better prepared for major storms.

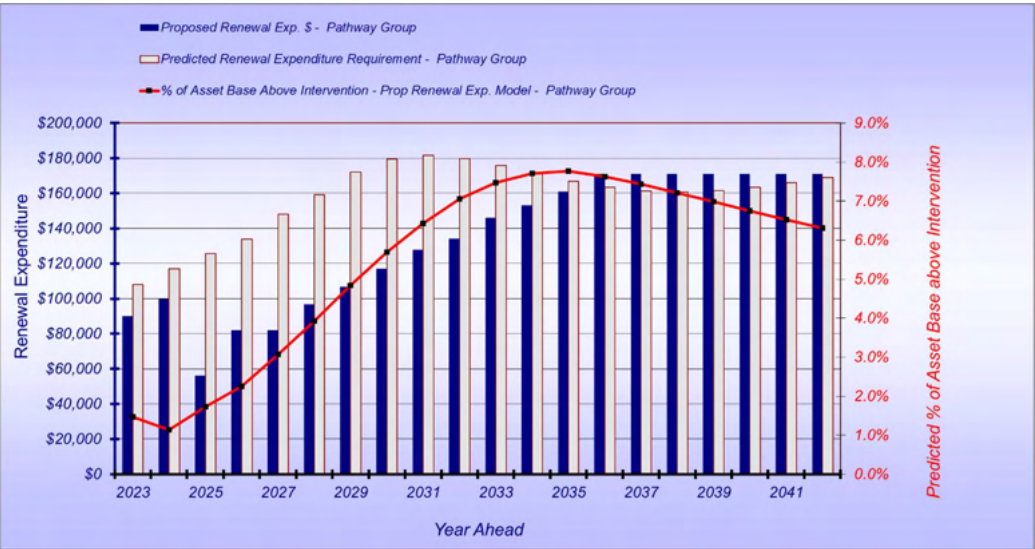
**Pathways/Cycleways**

The total replacement value of Pathways and Cycleways in Indigo Shire as at 31 December 2024 is \$20.1 million. Currently Council has 87.5km of pathways and 94.5km of shared trails. The Pathways Asset Management Plan will be updated in 2025 and is available here:  
<https://www.indigoshire.vic.gov.au/Residents/Infrastructure/Asset-Management>

Concrete pathways within towns are generally well maintained and in good condition.

Over the last 5 years, Council has constructed more new pathways, including urban pathways and Rutherglen Loops with less focus on pathway renewals. Significant renewal funding will be required in the upcoming 10-year period based on the modelled renewal requirement. The following graph shows the anticipated increase in renewal expenditure required (in white) and Council’s planned expenditure (in blue).

Figure D.5 – Pathway Renewal Requirement and Planned Expenditure



When constructing new pathways or upgrading existing ones, Council can enhance sustainability by using recycled materials, low-impact construction methods, and incorporating permeable surfaces to

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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support natural stormwater management. Pathways designed to encourage walking and cycling also contribute to reducing vehicle emissions and promoting healthier, more sustainable communities.

### ***Swimming Pools***

Indigo Shire maintains five outdoor swimming pools located in Beechworth, Chiltern, Rutherglen, Tangambalanga, and Yackandandah. Currently, data relating to replacement values and condition ratings for these facilities is captured within the Buildings asset class. In the 2025/26 financial year, Council will commission an updated condition audit and develop a dedicated Swimming Pools Asset Management Plan to ensure the long-term management of these important community assets.

Council is actively exploring more sustainable ways to manage its outdoor swimming pools, including the use of renewable energy sources such as solar power to operate pool pumps and associated infrastructure. By reducing reliance on conventional energy and improving overall energy efficiency, these initiatives aim to lower operational costs, decrease carbon emissions, and support Council's broader climate action and sustainability goals.

## E – Long Term Financial Plan:

The third critical component, after the community aspiration / community vision, and the technical asset management information, is the financial constraints under which Council is operating.

Council has a Long-Term Financial Plan which details all the operational and capital expenditure for Council over the next 10 years. This provides the basis for Council's Capital Investment budget.

The Council funds available for Capital Expenditure are shown in table E.1.

Table E.1 – Council funds (Net Cost to Council) available for Capital Expenditure

Long Term Financial Plan Targets (NCTC (incl Non-ISC)):		
Year 1	2025-2026	\$2,883,254
Year 2	2026-2027	\$2,818,024
Year 3	2027-2028	\$2,902,565
Year 4	2028-2029	\$2,989,642
Year 5	2029-2030	\$3,079,331
Year 6	2030-2031	\$3,171,711
Year 7	2031-2032	\$3,266,862
Year 8	2032-2033	\$3,364,868
Year 9	2033-2034	\$3,465,814
Year 10	2034-2035	\$3,569,788

### 10 Year Capital Works Program

Based on the available capital funding established through the Long-Term Financial Plan, Council prepares a rolling 10-Year Capital Works Program. The development of the Capital Works Program is closely integrated with the Long-Term Financial Plan, with both documents being developed and reviewed in a coordinated manner. This integrated approach ensures that Council meets key financial reporting and asset management targets and that the capital and financial planning remains aligned with Council's overall strategic objectives. Both the Capital Works Program and the Long-Term Financial Plan are updated annually to incorporate the latest financial forecasts, project planning information, and evolving community priorities.

To maintain existing levels of service across Council's infrastructure network, a portion of the available capital funding must be allocated specifically to renewal projects. This renewal expenditure is essential to preserving the functionality and condition of existing assets and cannot be redirected towards new or upgraded infrastructure. The funding that remains after allocating for renewal needs is referred to as discretionary funding. This discretionary funding provides Council and the community with the opportunity to determine where investment should be made in new infrastructure or the upgrading of existing assets. However, because overall funding is capped, any increase in one program area requires a corresponding reduction elsewhere to maintain a balanced financial position. The identification of specific projects within both renewal and discretionary

categories is generally guided by Council-adopted strategies, asset management plans, master plans, and other endorsed documents to ensure strategic alignment and prioritisation of investment.

### F – Challenges and Choices: Key Asset Risks and Opportunities

The Asset Plan is a guiding document for the next 10 years. As Council plans for the renewal, maintenance, and expansion of infrastructure assets, there are critical risks and opportunities that must be considered. These key factors require careful deliberation by Council and the community to ensure major investment decisions have clear authority, community support, and long-term viability.

**Historic and Cultural Asset Management** - Council remains the custodian of significant historic and cultural assets across Indigo Shire. Protecting, maintaining, and adapting these assets is essential to preserving the Shire's rich heritage while meeting contemporary standards for accessibility, sustainability, and activation.

**Long-Term Financial Sustainability** - Maintaining the long-term financial sustainability of Council's asset base is a significant challenge. Investment decisions must be underpinned by rigorous financial planning to avoid the development of an unsustainable renewal gap between asset needs and available funding.

**Asset Expansion and Maintenance Demand** - As new infrastructure is delivered through Council projects and private development, operational and maintenance demands will increase. Future budgets must accommodate growth in assets such as parks, gardens, pathways, and recreational facilities, ensuring that expanded networks can be effectively maintained and renewed.

**Swimming Pool Renewal** - Council's outdoor swimming pool assets are aging and will require major reinvestment over the coming years. Beechworth Pool has been identified as a near-term priority, and strategic planning across all facilities will be essential to manage renewal needs, secure external funding, and maintain long-term service viability.

**Reliance on External Funding** - Indigo Shire, like many small rural councils, remains heavily reliant on securing state and federal government grants to fund major infrastructure renewal and development. This reliance presents an ongoing risk due to uncertainty in future grant availability, reinforcing the need for proactive advocacy and strategic funding approaches.

**Community Facility Management** - Many valued community facilities, including those managed by volunteer committees and partner organisations, present significant long-term maintenance and renewal challenges. Council and the community must work together to develop sustainable operational models that support the future viability of these important assets.

**Climate Change Impacts** - Climate change is expected to intensify extreme weather events such as storms, heatwaves, and flooding. Council must embed climate resilience and adaptation strategies across all asset classes to safeguard infrastructure, reduce long-term costs, and support community safety. To manage these risks effectively, future climate scenarios should be considered to identify how different asset types will be impacted—not just by single events, but by the cumulative effects of ongoing extreme weather.

**Integration with Long-Term Financial Planning** - Close integration between asset management planning and Council's Long-Term Financial Plan is critical to ensure maintenance, renewal, and



operational liabilities are accurately forecast and sustainably funded. New and upgraded infrastructure must be carefully assessed for its long-term financial implications.

***Tourism and Economic Development Opportunities***

Strategic investment in tourism and visitor infrastructure offers opportunities to stimulate the local economy and enhance community benefit. However, new tourism assets must be balanced against the long-term costs of maintenance, renewal, and environmental stewardship.

***Universal Accessibility and Future-Fit Assets*** - All new and upgraded infrastructure must be designed to meet universal accessibility standards and to be adaptable to future technological, environmental, and community needs. Future-fit assets support inclusivity, sustainability, and long-term community resilience.

***Roads to Recovery Funding*** - Council's Roads to Recovery funding will increase from \$1.39 to \$2.14 million for the 2024–2029 program period. This additional funding will assist in maintaining and renewing the local road network, ensuring continued investment in road safety and infrastructure across the Shire.

***Drainage and Flood Management*** - Climate change-driven increases in rainfall intensity and shifting storm patterns are exposing deficiencies in the Shire's drainage systems, particularly in flood-prone townships such as Chiltern, Barnawartha, Beechworth, and Rutherglen. Strategic drainage upgrades will be essential to protect assets, support urban resilience, and enhance community safety.

Council has systematically incorporated these key risks and opportunities into its asset management framework, ensuring alignment with the Council Plan 2025–2029, the Long-Term Financial Plan, and broader strategic priorities. Considerations such as climate resilience, long-term financial sustainability, heritage conservation, accessibility, and service level maintenance are embedded within asset planning, project delivery, and investment decision-making processes. Through evidence-based planning, integrated risk management, and a commitment to continuous improvement, Council is well positioned to sustainably manage its infrastructure portfolio and support the long-term wellbeing, prosperity, and resilience of the Indigo Shire community.

### G – Guiding Principles

The Asset Plan is a legislated requirement from the Victorian Government, and this plan is aimed at providing a high-level overview of the key technical and community influencing factors relating to how Council invests its limited resources. Council has been maintaining a Core Maturity in Asset Management since 2012, and the principles used throughout this time are still valid. The Asset Management Framework relies on a Council approved Asset Management Policy, which has been reviewed and will be presented for adoption in the same timeframe as this Asset Plan, to ensure consistency.

Indigo Shire Council's Asset Management Policy sets out Council's commitment to manage and care for its assets in a sustainable way and to assist in the achievement of its vision and meet the service and infrastructure needs of the community now and into the future.

"Council is committed to the following key principles:

- Service delivery needs will guide asset management practices and decisions
- Asset planning and management has a direct link with Council's strategic plans (including the Council Plan, the Strategic Resource Plan and Long-Term Financial Plan), budgets and reporting processes
- A Long-Term Financial Plan (10yrs) will be developed and regularly reviewed. It will incorporate the calculated asset renewal demand, and will be informed by our performance measured against the Local Government Performance Reporting Framework (LGPRF) and the Victorian Auditor General's Office (VAGO) sustainability indicators.
- Council will prioritise 'Renewal before Upgrade or New' for asset related programs. Renewal funding will be considered as non-discretionary and new or upgrade projects as discretionary.
- Asset Renewal and Upgrade Planning shall incorporate the actions of the ISC Emissions Reduction Plan to ensure Council delivers on its target to achieve net zero emissions, Projections of future climate are considered with all strategic Asset Management considerations and decisions
- Asset management decisions are based on objective assessments of the benefits and risks of the decisions and an evaluation of alternatives that consider full life cycle costs and impacts of these costs on the ability to fund future maintenance, operations and rehabilitation
- Funding for maintenance and operation of new and expanded assets will be given priority to ensure assets are fit for purpose and able to meet service delivery needs.
- New projects shall be prioritised within Service Plans and against relevant adopted plans or strategies, and have reasonable scope development and budget estimates completed prior to being considered for funding.
- Asset management plans will be established and maintained to communicate information about assets and the actions required to provide defined levels of service within a best value for money framework

*(Indigo Shire Council Asset Management Policy – 2022)*

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**Indigo Shire Council – ASSET PLAN – 2025**

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 13.3 ROAD AND PLACE NAMING POLICY

Ian Ellett – Director Infrastructure Services  
Infrastructure Services

#### For Decision

#### RECOMMENDATION

That Council:

1. Endorses the attached Draft Road and Place Naming Policy 2025 for the purposes of public exhibition for a minimum period of 28 days; and
2. Notes that a further report will be presented to Council following the public exhibition period for the policy to be adopted.

#### PURPOSE OF REPORT

The purpose of this report is to present the Draft Road and Place Naming Policy 2025 for Council's consideration and endorsement for the purposes of public exhibition. The policy aligns with state naming legislation and strengthens Council's approach to culturally significant, inclusive, and consistent naming of roads, places, and features within the Shire.

#### BACKGROUND

##### **Naming Rules**

Place naming (for roads, features and localities) in Victoria is covered in the ***Geographic Place Names Act 1986***. Under section 5 of this Act, the Victorian Government published ***Naming rules for places in Victoria*** in 2022 these are statutory requirements and apply to all government-owned or administered roads, features (natural or otherwise), and localities.

The naming rules set out the various requirements and processes for place names including naming principles (Section 2) and consultation requirements (Section 7).

Councils are a naming authority for roads and places under their jurisdiction and have a role in ensuring that proposed names are in accordance with the naming rules and are acceptable to the Registrar of ***Geographic Names Victoria***.

The naming principles are covered under the following headings:

- A. Ensuring public safety
- B. Recognising the public interest
- C. Linking the name to place
- D. Ensuring names are not duplicated
- E. Recognition and use of Traditional Owner languages
- F. Names must not discriminate or be offensive
- G. Gender equality

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

- H. Dual names
- I. Using commemorative names
- J. Using commercial and business names
- K. Language
- L. Directional Names to be avoided
- M. Assigning extent to a road, feature or locality.

While Council has a role in ensuring that all Road and Place Naming is in accordance with the Naming Rules, the purpose of this policy is to establish Council's position in relation to naming and to confirm the process that needs to be followed in different scenarios.

This policy has been developed to ensure full compliance with the 2022 Naming Rules and to reflect Indigo Shire's commitment to inclusive, locally relevant, and culturally respectful naming practices.

### DISCUSSION

The policy provides a clear framework for both formal and informal naming requests and reinforces Council's legislative obligations as a naming authority.

Key features of the policy include:

- Support for Traditional Owner languages (Principle E), with naming only progressing following engagement and endorsement from Traditional Owner groups;
- Commemorative naming guidance aligned with Principle I, ensuring names proposed to honour individuals reflect long-standing contributions and relevance to the area;
- Gender equality targets, aiming for at least 70% of new naming proposals to honour significant women until balanced representation is achieved (Principle G);
- Introduction of a Place Naming Committee (PNC), comprising internal officers and a councillor to assess proposals against the naming principles;
- Clear procedures for naming roads in new subdivisions, including the role of developers and the process for Council approval and public exhibition;
- Distinction between formal and informal naming requests to streamline administrative processes.

This policy reinforces Council's intent to ensure place naming in Indigo Shire reflects community identity, historical connection, and statutory compliance.

### OPTIONS

Not all Councils have a naming policy so one option is to continue without a policy. This is not recommended as it leads to ad hoc naming and lack of clarity for both Council and community.

Support of the policy presented with this report (or with minor changes) is recommended as it will ensure a clear process and that Council has a say in the naming of all roads and places within the municipality, and that names will comply with Council established principles and the state's Naming Rules.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	2. Liveability
Strategic Objective	2.3 Our infrastructure is renewed using sound asset management practices and expanded to meet the changing needs of our communities and the impact of climate change.

This policy supports Council’s strategic direction by enhancing the consistency, cultural sensitivity, and transparency of naming processes for roads and public spaces across the Shire.

In March 2013, Council adopted a Procedure or Policy which was developed to align with an earlier (but now out-of-date) state government publication “Guidelines for Geographic Names Victoria 2010”. The adopted Procedure is also now out of date and will be superseded by this policy when adopted.

### SOCIAL/COMMUNITY IMPLICATIONS

The policy encourages stronger community identity and cohesion through place names that reflects the local heritage, Indigenous culture, and social equity. It also ensures community participation in naming decisions through structured consultation processes.

### ENVIRONMENTAL IMPLICATIONS

There are no direct environmental implications from this policy. However, incorporating Traditional Owner perspectives in naming decisions can promote broader environmental respect and recognition of Country.

### FINANCIAL IMPLICATIONS

There are no specific financial implications in relation to the Road and Place Naming Policy.

### LEGISLATIVE IMPLICATIONS

This policy ensures that Indigo Shire Council meets its statutory obligations as a naming authority by aligning with key legislative frameworks. It complies with the **Geographic Place Names Act 1998**, which provides the legislative foundation for naming roads, features, and localities across Victoria. It adheres to the **Naming Rules for Places in Victoria (2022)**, which are the mandatory guidelines issued under the Act, detailing principles and processes for assigning names. The policy also supports Council’s responsibilities under the **Local Government Act 2020**, particularly in relation to community engagement, transparency, and governance. Additionally, it aligns with the **Road Management Act 2004**, which outlines Council’s responsibilities in managing and naming road infrastructure.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Non-compliance with naming rules	Possible	Moderate	Low	Adopt updated policy aligned with 2022 rules
Reputational risk from naming disputes	Likely	Moderate	Medium	Structured consultation and clear decision-making framework

### COMMUNITY ENGAGEMENT

#### **Engagement undertaken**

No specific community engagement has been undertaken to date in the development of this draft policy.



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

A number of similar policies have been sourced from other Victorian Council which have proved valuable in developing this policy.

### **Engagement proposed**

Following Council endorsement, public exhibition of the policy will occur for a minimum of 28 days. Submissions will inform any final amendments prior to adoption.

### CONCLUSION

The Road and Place Naming Policy ensures Indigo Shire Council meets its legislative obligations while reflecting the community's cultural, historical, and inclusive values in naming decisions. Endorsing the policy will support sound decision-making and community engagement practices into the future.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Ian Ellett - Director Infrastructure Services
- Adam Kimball – Manager Assets and Property

### **Attachments**

1. Road and Place Naming Policy 2025 - Draft [13.3.1 - 8 pages]

# POLICY



## Road and Place Naming Policy 2025

Version No:	1.3 (DRAFT)
Trim File No:	
Approval Date:	"To be completed after Policy is adopted"
Approved By:	"To be completed after Policy is adopted"
Department:	Infrastructure Services
Service Plan Area:	Assets & Property
Responsible Officer:	Manager Assets & Property
Next Review Date:	August 2029
Reliansys Obligation No:	"To be completed after Policy is adopted"
Circulation	All staff

### DEFINITIONS

- The Act:** Geographic Place Names Act 1998
- Registrar:** Registrar of Geographic Names, appointed under section 7 of the Act
- Naming Rules:** Naming rules for places in Victoria: Statutory requirements for naming roads, features and localities – 2022.  
These naming rules are the statutory guidelines provided for under section 5 of the Act.  
They are mandatory for all naming authorities in Victoria.
- VICNAMES:** the name given to the electronic Register of Geographic Names, required by s9 of the Act, which includes place names and the names of streets and roads.
- GNV:** Geographic Names Victoria is the body responsible for overseeing the naming and registration of roads, features and localities in Victoria. It supports the Registrar of Geographic names in these duties.
- Informal Names:** Names assigned to “places” within the community (e.g. internal room of a building, or a feature within a larger complex such as a particular playing court or even a building within a recreation reserve) that are unofficial, i.e. they are not bound by the Naming Rules and do not get submitted to the Registrar for formal approval or inclusion on VICNAMES as official names.
- Place Naming Committee (PNC)** – An advisory committee comprising of Council staff from different areas within the organisation and a nominated Councillor, who will have the role of evaluating any proposals against the Naming Rules and this Policy, and to provide recommended names as required.
- Name Bank:** A register of potential names that could be used to name different roads or places within the municipality that broadly align with the Policy Principles set out below. The Name Bank would be developed by Council staff through a variety of means including historical research in partnership with Historical Societies and Athenaeums, community nominations

## Road and Place Naming Policy 2025



and where necessary, gaining approval from families and/or First Nations groups.

### **PURPOSE**

Council has powers as a naming authority under the *Geographic Place Names Act 1998* (the Act) on the naming or renaming of roads, features and localities within its municipal district.

The purpose of this policy is to establish Council's position in relation to naming of roads, features and localities and to confirm the process that needs to be followed in different scenarios.

The Council Plan 2025 – 2029 provides guidance and direction and is the foundation of the Policy Principles outlined below. Preserving and celebrating our rich heritage including our Traditional Owner culture are themes that are weaved throughout the Council Plan. And Inclusion and Equity including the creation of gender equality is listed as one of the integrated priorities of Council.

This policy also provides guidance and direction on informal naming requests which are not covered by the Naming Rules and not intended to be formally approved or recorded on VICNAMES.

### **SCOPE**

This policy applies to all situations where there is a need or request to name or rename publicly owned roads, parks, features and localities in Indigo Shire for which Council is the naming authority.

It also applies to new roads and places created through land development and subdivision. As the policy places all formal naming decisions with Council prior to being submitted to the Registrar, the policy also applies to land developers creating new roads and/or places within Indigo Shire.

The ***Naming Rules*** (2022) to which naming proposals must comply is founded on a number of Principles which are listed below. Refer to the Naming Rules for details covered under of these principles.:

- Principle A - Ensuring public safety
- Principle B - Recognising the public interest
- Principle C - Linking the name to place
- Principle D - Ensuring names are not duplicated
- Principle E - Recognition and use of Traditional Owner languages
- Principle F - Names must not discriminate or be offensive
- Principle G - Gender equality
- Principle H - Dual names
- Principle I - Using commemorative names
- Principle J - Using commercial and business names
- Principle K – Language
- Principle L - Directional names to be avoided
- Principle M - Assigning extent to a road, feature or locality

Council must comply with the Naming Rules (for official names) but is able to set its own direction in terms of its overall priorities and objectives, and how decisions are made for road and place naming within the Shire.

Informal naming requests are also covered under this policy. This is in recognition of names being assigned to "places" within the community that are not bound by the Naming Rules and do not get submitted for formal approval or inclusion on VICNAMES.

# Road and Place Naming Policy 2025



## POLICY

Road and place naming must be conducted in accordance with the Naming Rules. This policy supplements and should be read in conjunction with the Naming Rules.

### **1. Policy Principles**

In addition to adhering to the Naming Rules, Council will apply the following policy principles to enhance decision-making when considering naming proposals.

These principles strongly support the use of names that reflect Council's commitment to recognising local identity, inclusivity, and cultural and historical significance by placing an emphasis on the following themes.

For clear guidance, Council's preference is for names that align with either of the first two principles (Traditional Owner Culture and Languages and/or names commemorating a person with a focus on achieving gender equality). However, there will be circumstances where linking of names with a meaningful connection to place (policy principle 3) will be appropriate.

#### **1.1. Traditional Owner Culture and Languages**

To acknowledge and respect the first nations people and cultural heritage of the region, Council supports the recognition of aboriginal cultural significance and the use of Traditional Owner languages in place naming.

This is subject to the active involvement and endorsement of the relevant Traditional Owner group(s). This principle aligns with ***Naming Rule Principle E – Recognition and use of Traditional Owner languages.***

#### **1.2. Commemorative Naming (and Gender Equality)**

In line with the stated objectives around preserving our heritage, Council supports recognising individuals who have made significant contributions to the area or who have a strong connection to a particular place.

Also, Council is committed to recognising gender balanced representation and improving gender equity in place naming. Where a road, feature, or public space is to be named after an individual, at least 70% of new naming proposals will prioritise significant women—taking into account intersectional factors—until there is a balanced gender representation in named places.

This supports ***Naming Rule Principle G – Gender equality*** and seeks to redress the current imbalance in commemorative naming.

It is also consistent with the target set in the ***Victorian Gender Equality Strategy and Action Plan 2023***

#### **1.3. Linking Name to Place**

Names that are not derived from Traditional Owner languages or commemorative names after eligible individuals should demonstrate a strong and meaningful connection to place, either the immediate or nearby location or more broadly within the shire.

## Road and Place Naming Policy 2025



This may include references to local flora and fauna, historical features or events, or other themes of local significance.

It is also important to recognise that each of our towns and localities has its own unique and distinct character which should be preserved and celebrated through the place naming process.

The naming should be relevant to the geographic location and consistent with ***Naming Rule Principle C – Linking the name to place.***

### 2. Place Naming Committee (PNC)

A Place Naming Committee will be established comprising a nominated Councillor and staff from the following areas of Council:

- Assets and Property
- Community Development / Creative Communities
- Planning
- Burke Museum
- Others as considered appropriate.

The PNC will be an advisory committee who will have the role of evaluating any proposals submitted by community or a developer against the Naming Rules and this Policy. And as required the PNC will provide recommended names for roads and places proposed to be named.

The PNC will have responsibility for the development and maintenance of a Name Bank.

### 3. Policy Detail

#### 3.1. Formal Naming Requests

**(for roads, features and localities other than new roads created by subdivision)**

- a) Where names are proposed by the community (except for new subdivisions), all naming proposals or name changes must be made to Council in writing. All proposals must provide background detail, the reason for the proposal, any evidence of support from members of the community, and contact details.
- b) The Place Naming Committee (PNC) will assess all naming requests against the Principles of the Naming Rules and this Policy.
- c) The PNC will consider any naming proposals and determine whether to proceed with suggested names or make an alternative recommendation.
- d) In other circumstances Council will initiate the naming process. The PNC will be required to consider potentially suitable names and put forward a recommendation (which may include more than one option).
- e) Any proposed name that commemorates a person will only proceed following engagement with and confirmed support from the person's family or ancestors.
- f) Any proposed name that is in recognition of Traditional Owner culture and/or language will only proceed following the active involvement and endorsement of the relevant Traditional Owner group(s).
- g) Consultation will be undertaken as required by the Naming Rules with the affected community and/or wider community depending on the naming proposal.
- h) All community feedback will be considered prior to making a recommendation to Council.



## Road and Place Naming Policy 2025



- i) A report will be provided to Council to endorse a proposed name for the purposes of public exhibition.
- j) Following a public exhibition period, if required, a further report will be provided to Council to make a final decision.
- k) Officers will submit all new or amended names to GNV for inclusion in the Register of Geographic Names (VICNAMES) for official mapping and registration purposes.

### 3.2. Roads in new subdivisions

Developers will be required to not include road names (or other names such as the name of the subdivision) on a plan of subdivision unless there has been a prior approval process in accordance with the Naming Rules and this Policy. Instead, roads will be named R1, R2, R3 etc. until names are formally established.

- a) Developers are required to liaise with Council officers prior to putting forward any suggested road names. Names may be provided by the PNC as suggestions to the developer.
- b) Developers may accept the suggestions provided but are welcome to submit their own proposed road names to Council for consideration.
- c) Developers must ensure any submitted names are compliant with the Naming Rules.
- d) Commemorative names to be used as new road names on new subdivisional roads must be supported by the PNC and have written consent from the person's family.
- e) Any proposed name that is in recognition of Traditional Owner culture and/or language will only proceed following the active involvement and endorsement of the relevant Traditional Owner group(s).
- f) Wider community consultation is not required for road names within new subdivisions where there are currently no residents, businesses or ratepayers who would be directly affected.
- g) A report will be provided to Council to endorse all proposed names for new subdivisional roads.
- h) Where a proposed road is named after a person, there will be a public exhibition period for community feedback. If required, a further report will be provided to Council to make a final decision.
- i) Approval of new subdivisional road names will be undertaken as part of the planning process following Council's approval of any names.

### 3.3. Informal Naming Requests

Informal naming should have regard to the Naming Rules Principles.

#### 3.3.1. On land owned or managed by Council

- a) Minor features on Council owned or managed land may be named informally.
- b) The PNC will provide guidance around potential names and may provide recommendations for consideration.
- c) Depending on the feature to be named, the PNC may determine it is in the public interest that the proposed naming should be subject to a process which involves community engagement. In these circumstances a Community Engagement Plan would be developed to guide the process.
- d) In other cases, names will be determined by the third-party occupier or management entity (if either exist) in consultation with Council Officers.

## Road and Place Naming Policy 2025



- e) Informal Naming proposals generally will not be subject to wider consultation, nor be presented to Council.
- f) Informal Naming Requests will not be submitted to GNV for inclusion on VICNAMES.

### 3.3.2. On land NOT owned or managed by Council

- a) Naming Requests for places or features on public land may be received by Council officers for direction.
- b) The role of officers and the PNC is to provide general guidance only.
- c) Applicants should be directed to the Naming Rules and encouraged to pursue a name in accordance with the Principles contained within.
- d) Unless a proposed name was considered to be inappropriate and not in the best interests of the community, officers would take no further role.
- e) In the event that a proposed name was considered to be inappropriate, officers would provide such advice to the applicant and refer the matter to the land manager.
- f) Informal Naming proposals will not be subject to wider consultation, nor be presented to Council, nor be submitted to GNV.

### RELATED POLICIES AND DIRECTIVES

Nil

### RELATED LEGISLATION AND OTHER DOCUMENTS

- Geographic Place Names Act 1998
- Naming rules for places in Victoria: Statutory requirements for naming roads, features and localities – 2022
- Local Government Act 2020
- Road Management Act 2004
- Victorian Gender Equality Strategy and Action Plan 2023

### REVIEW

The policy should be reviewed following any change in the legislation relative to Naming Rules in Victoria, but after no more than four years from date of adoption.

The policy will be reviewed in line with Council's Community Engagement Policy.

### COMMUNICATION

- To be published on Council's website and provided to Customer Service Centres for public inspection
- To be distributed to relevant staff
- To be provided to developers.

### VERSION CONTROL

Date	Review Details	Action
V1.2 Draft		For Council Briefing 27 May 2025
V1.3 Draft	Incorporating feedback from Council Briefing 27 May 2025	For presentation to Council for endorsement

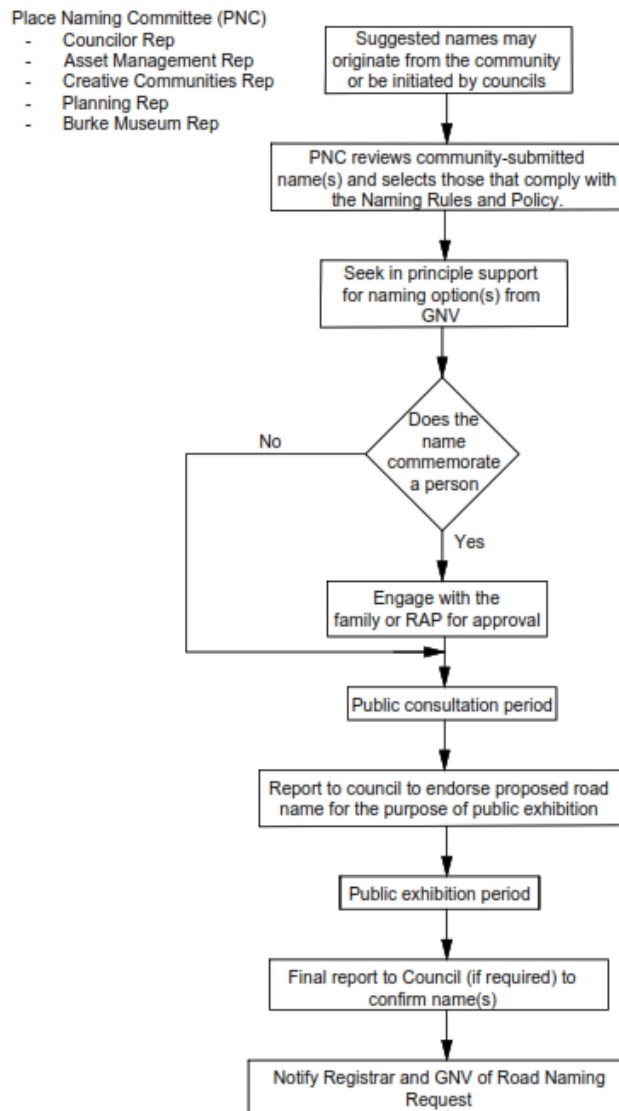
## Road and Place Naming Policy 2025



### Attachment 1

#### Naming of Roads (other than new roads created through subdivision), Features and Localities

##### Non Subdivisional Roads Features and Localities



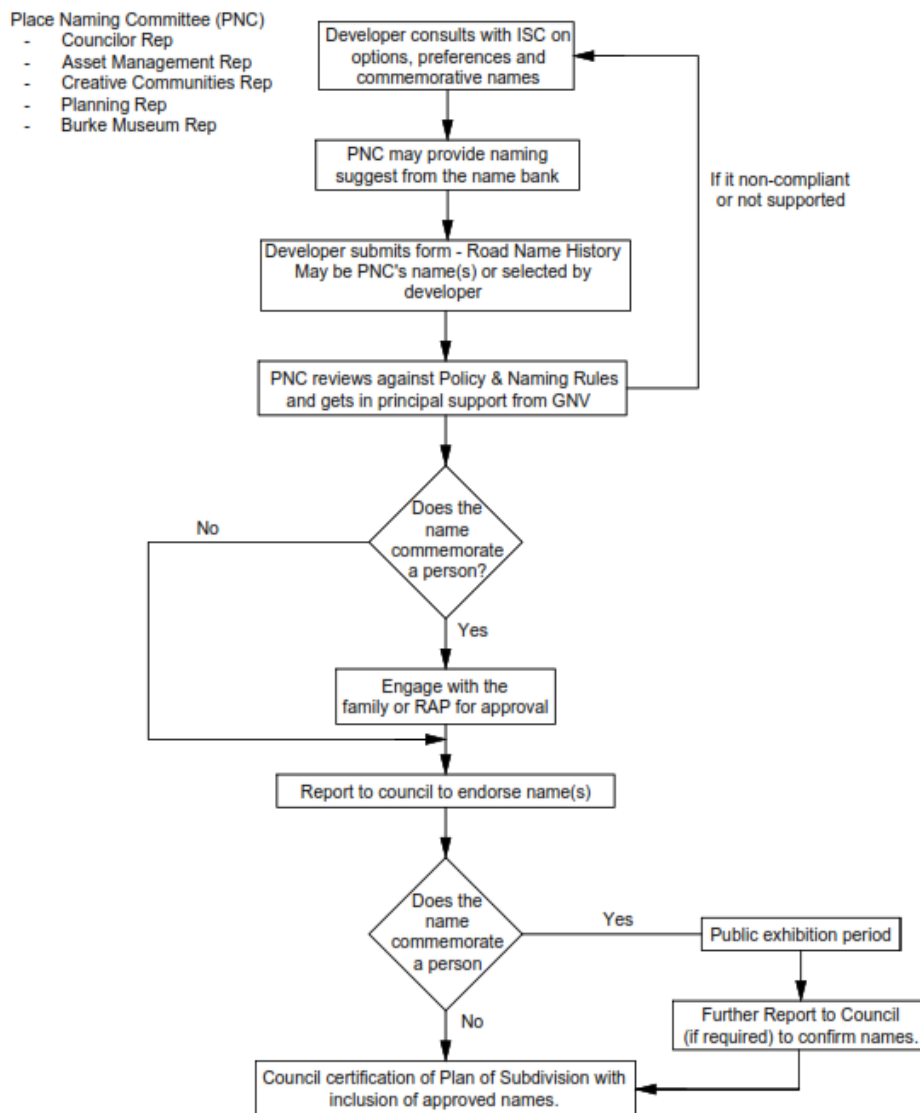
# Road and Place Naming Policy 2025



## Attachment 2

### Naming of Subdivisional Roads

#### Subdivisional Roads



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 13.4 CAPITAL WORKS REPORT MAY 2025

**Nathan Mullane - Manager Capital Works and Waste Infrastructure Services**

**For Decision**

#### RECOMMENDATION

That Council notes the May 2025 Capital Works report and year to date progress in the delivery of the Capital Works Program.

#### PURPOSE OF REPORT

The purpose of this report is to update Council on the progress of the 2024/25 Capital Works Program, to flag any current or upcoming issues, and to provide a summary of any highlights or specific details on individual projects.

#### BACKGROUND

At the June Council meeting, Council adopted the 2024/25 annual budget and capital works program which included an allocation of \$18,302,635 total budget (\$16,644,635 Capital, \$1,658,315 Non-ISC). The budget included a combined \$7,130,352 of income (\$6,233,319 Capital, \$897,152 Non-ISC).

	Budgeted Expenditure			Budgeted Income		
	Capital	Non-ISC	Combined	Capital	Non-ISC	Combined
2024/25 Adopted Budget	16,644,635	1,658,315	18,302,635	(6,233,200)	(897,152)	(7,130,352)

Fig 1. Budgeted Expenditure and Income

	Q2 Expenditure			Q2 Income		
	Capital	Non-ISC	Combined	Capital	Non-ISC	Combined
Q2 2024/25 Adjusted Budget	14,086,335	754,409	14,840,744	(11,598,001)	(473,264)	(12,071,265)

Fig 2. Q2 adopted 2024/25 adjusted budget

	YTD Expenditure			YTD Income		
	Capital	Non-ISC	Combined	Capital	Non-ISC	Combined
May 2025 YTD Actuals	12,695,172	554,855	13,241,027	(9,079,025)	(631,556)	(9,710,581)

Fig 3. The Year To Date (YTD) expenditure and income as at the end of May

#### DISCUSSION

Details of individual project year-to-date expenditure and income are included in the May Capital Works Monitor attached to this report.



## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

### CAPITAL WORKS ACTIVITIES OF NOTE

#### **Tangambalanga Industrial Estate Stage 2 (\$26k)**

This planning, design, and approval project has been ongoing for several years. All planning activities are now completed, with the project at a 'shovel ready' stage and subject to a future Council decision on how it should proceed. Recent expenditure has been incurred in finalising all activities, and for previously completed work, not invoiced until now.

#### **Chiltern Hub playground and external works (\$81k)**

The development of the new playground and external works improvements has been completed at the Chiltern Hub with the space returned back to the children. An additional shade sail is all that remains to be installed.

#### **Changing Places Facility, Chiltern (\$34k)**

The second changing places facility within the Shire has now been completed at Chiltern's Martin Park. The facility has been neatly incorporated into the end of the existing public toilet facility.

#### **IT Strategy Implementation (\$29k)**

Work has continued on the roll out of the updated Human Resources Information System with further software development occurring, ahead of additional business modules being added.

#### **Library Book Stock (\$10k, \$61k YTD)**

The Library staff have continued to restock and resource our libraries. The annual budget allocations are tightly managed with staff ensure they can get as much value as possible for library users.

#### **Bridge Renewal Works (\$464k)**

Reconstruction of the Boorhaman East Road Bridge has been progressing rapidly, with activities being well planned and completed without any issue. A temporary side track and bridge was installed to remove the need for a lengthy detour around the work site. This project is being completed with the assistance of a Federal Government grant program.

#### **Beechworth Railway Precinct Enhancement (\$140k)**

Further activity has been occurring at the Railway Precinct, with the new toilet block under council control nearing completion. The further works being managed by Tourism North East for the development of a play and recreation area is also well advanced with anticipated July completion.

### CAPITAL WORKS PROGRAM DELIVERY COMMENTARY

#### **Program Delivery**

The 2024/25 Capital Works Program remained slower than expected during May. Overall, the program is progressing well with over 89% of the Q2 budget now delivered (approximately 70% of the adopted 2024/25 budget) with June remaining. There is a risk that several projects will only be commencing in June due to delays with securing supplies – particularly steel work and roofing items – which will impact upon our delivery targets.

With approximately \$1.6M of expenditure to be delivered in the last month of the financial year, the capital program will require a lot to go right for us to meet our target.

Staff will continue to work closely with our delivery partners, to try and maximise the benefits that can be delivered for our community with the available resources.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	2. Liveability
Strategic Objective	2.2 Our built environment, streetscapes, facilities, amenities and open spaces are safe, inviting, attractive, well maintained, contributing to a sustainable sense of place and pride.

There is no specific reference in the Council Plan about the broader capital works program, however many of the individual projects and programs are referred to specifically in the Council Plan.

### SOCIAL/COMMUNITY IMPLICATIONS

Capital works projects often have a direct positive impact on the community. Project staff engage closely with the community and stakeholders to identify the project scope and ensure that external expectations align with the project deliverables.

### ENVIRONMENTAL IMPLICATIONS

Project staff continue to consider potential environmental impacts in all aspects of their works and to adopted works practices to minimise the impact.

Each discrete project's environmental impact is assessed by project officers during the planning and implementation of the project. When required an Environmental Management Plan (EMP) is developed to control and minimise the potential impacts.

### FINANCIAL IMPLICATIONS

Details of expenditure and income are set out in the Capital Works Monitor attached to this report. This report details the progress of the capital works program.

### LEGISLATIVE IMPLICATIONS

Council is required to responsibly manage and report on the budget at least quarterly including capital works. The procurement requirements of the Local Government Act and Council's Procurement Policy are adhered to with all expenditure.

### RISK & OPPORTUNITY MANAGEMENT

Every project has unique risks and opportunities. Risk management is conducted at the project level and is embedded as part of the project delivery methodology.

### COMMUNITY ENGAGEMENT

Community and other stakeholder engagement is done on a project level and varies according to the project deliverables and impacts on the community.

### CONCLUSION

The 2024/25 Capital Works program is almost 90% expended, with one month remaining. Planning has commenced on the 25/26 budget projects, to try and get a good start on progressing these towards completion.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Ian Ellett - Director Infrastructure Services
- Nathan Mullane - Manager Capital Works and Waste

### **Attachments**

1. Capital Works Monitor May 2025 [**13.4.1** - 9 pages]

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Last Update 06/06/25

May-25					EXPENDITURE					INCOME											
					** Note - Carry Overs are subject					Multi-Year Projects			** Note - Carry					Multi-Year Projects			
Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward (deferred) Funds in to (2024/25 Budget)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)	Current Stage	Project Manager Comments May					
Land																					
Tangambalanga Industrial Estate - Stage 2	Design and document Stage 2 of the Tangambalanga Industrial estate. This work will progress the estate to "shovel ready" status for future development. Project TEC \$50,000	50,000	0	0	0	2,500	34,094	46,314	80,408			-			Completed	Project 'shovel ready' with all planning matters completed. Additional spend late in the project, is from work completed in 2022 but not invoiced until recently.					
SUBTOTAL Land		50,000	0	0	0	2,500	34,094														
Land Improvements																					
Transfer Station Monitoring Bores	Installation of groundwater testings bores at Transfer Stations Project TEC \$70,000	70,000	0	20,000	20,000	30,000	26,926	5,117	32,043	-		-			Implementation Underway	Project wrapping up. Final consultant matters to be closed out. Ongoing monitoring now part of routine practices.					
SUBTOTAL Land Improvements		70,000	0	20,000	20,000	30,000	26,926														
Community Facilities																					
Public Toilet Renewals	Refurbishment work to public toilets. Priorities to be confirmed by the Public Toilet Strategy	-	0	20,000	20,000	25,000	23,391					-			Completed	Renewal works are completed at Chiltern.					
Public Toilet	Provision of a new public toilet at the Tangambalanga Active Park Project TEC \$220,000	220,000	220,000	0	220,000	220,000	6,281	0	6,281			-			Construction Underway	Contract awarded. Off-site manufacture commenced ahead of installation.					
Beechworth Bowling Club Roof	Replacement of existing iron roof, that is at end of life. Project TEC \$130,000	130,000	130,000	0	130,000	100,000	10,344	0	10,344			-			Construction Underway	The contractor has commenced on site. Significant issues with the building condition have already been encountered, and will most likely continue to be.					
Chiltern Community Hub-Construction	Detail design and construction of the new Chiltern Community Hub space including relocation of SES shed. Project initial TEC \$4,010,000 revised @ June 24 \$4,247,936, revised Q2 24/25 \$4,404,123 Grant Agreement amount \$2,500,000 ISC initial budgeted amount \$1,510,000 ISC additional budgeted amount \$337,936 + \$56,187 (\$394,123)	4,010,000	0	0	0	73,500	76,187	4,327,936	4,404,123			-		-	Completed	Budget to be used to address any minor issues with the operation of the building. YTD is over budget due to the return of contract security, held as a cash retention, that hadn't been budgeted for.					
Chiltern kindergarten playground and external works	Supply and installlation of new kindergarten playground and external works at the Chiltern Hub kindergarten. Project TEC \$210,000 Grant Agreement amount \$183,823 ISC initial amount \$26,177	210,000	0	199,808	199,808	205,729	189,872	4,079	193,951		(14,303)	(161,361)			Completed	The contractor has completed site works. Some project savings will allow for additional shade sail to be provided.					
SUBTOTAL Chiltern Hub		4,220,000	0	199,808	199,808	279,229	266,059	4,332,015	4,598,074	0	-14,303	-161,361	0	0							
Chiltern Senior Citizens Clubrooms	Universal design improvements to bathrooms, entrances, kitchen and stage.	85,500	0	75,500	75,500	72,000	69,277	16,038	85,315	-	(69,462)	(69,462)			Completed	Works complete.					
Rutherglen Senior Citizens Clubrooms	Universal design improvements to bathrooms, entrances and window furnishings.	26,000	0	8,850	8,850	0	133	2,350	2,483	-		-			Withdrawn	Variation of grant agreement was approved, to put funds towards the other two sites.					
Changing Places, Chiltern	Construction of a stand-alone CP facility	180,000	0	165,000	165,000	195,000	221,634	16,351	237,985	-	(226,230)	(226,230)			Completed	The contractor has completed site works. Third party assessor has signed off the works.					
Rutherglen Maternal Child Health Centre	Universal design improvements to bathrooms, entrances, internal spaces and furniture to support sensory needs and access.	65,000	0	55,000	55,000	90,000	84,511	16,570	101,081	-	(72,280)	(72,280)			Completed	Works complete.					
Air condition / Heating system renewals	Ongoing program of renewal / replacement of air conditioning systems, from priority audit report.	-	20,000	0	20,000	38,445	1,920					-			Implementation Underway						
SUBTOTAL Community Facilities		4,926,500	370,000	524,158	894,158	1,019,674	683,550				-382,275	-529,333									

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Last Update 06/06/25

May-25					EXPENDITURE					INCOME							
						** Note - Carry Overs are subject		Multi-Year Projects		** Note - Carry		Multi-Year Projects					
Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward (deferred) Funds in to (2024/25 Budget)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)	Current Stage	Project Manager Comments May	
Museums & Historical Sites																	
Chiltern Athenaeum - Solar installation	Installation of a new 5.25kW solar system to museum	62,365	0	0	0	35,410	25,674	26,955	52,629			-		-	Construction Underway	Works on the Athenaeum are nearing completion. Air conditioning units installed. Brick work and flooring to be completed.	
Beechworth Burke Museum	Display cabinetry and equipment upgrades to Beechworth's Burke Museum. Additionally the grant allows for enhance collection and precinct security outcomes. This is a fully grant funded project.	89,900	0	40,000	40,000	0	0	91,700	91,700			(8,990)		-	Completed	Works complete.	
Painting of Historic Buildings	Internal and External Painting on priority Buildings following the condition reports, including internal painting for Chiltern Athenaeum	-	0	0	0	4,638	0					-			Construction Underway	Works on the Athenaeum are nearing completion. Air conditioning units installed. Brick work and flooring to be completed. Minor internal painting to be touched up.	
Beechworth Burke Museum Temp Storage	The supply, installation, and fit out of a temporary, temperature controlled storage facility for the Burke Museum. Storage is required, as a result of frequent water ingress due to building condition defects.	50,000	0	0	0	0									Planning	Planning matters are being considered, and a procurement approach is being developed.	
Chiltern Athenaeum	Restoration works largely external to the athenaeum based on a heritage expert builder's report and approved by Heritage Victoria, Council's heritage advisor and in accordance with the funding agreement scope.	320,000	0	0	0	75,000	7,111	264,368	271,479	-	(50,000)	-	-	-	Construction Underway	Works on the Athenaeum are nearing completion. Air conditioning units installed. Brick work and flooring to be completed.	
SUBTOTAL Chiltern Athenaeum Project		522,265		40,000		115,048	32,785	383,023	415,808								
Heritage Building Renewal	Renewal works to Beechworth Town Hall roof and associated leak damage Project initial TEC \$125,000 (all ISC), revised March 25 \$625,000 Grant Agreement amount \$400,000 ISC initial budgeted amount \$125,000 ISC additional budgeted amount \$100,000	125,000	125,000	0	125,000	25,000	24,455					(93,900)			Planning	Grant application with Heritage body successful. Works to be reforecast into 25/26 and 26/27. Roof replacment, and repairs to internal damages.	
Beechworth Historic Precinct Renewal- Courthouse Kelly Trials Experience	The Kelly Trials Experience at the Historic Precinct Courthouse project that will provide visitors a virtual experience of the Kelly Trial.	1,000,000	0	0	0	10,000	481	1,326,145	1,326,626	-		-		-	Completed	No significant works required. Budget to address any minor issues with the operation of the visitor experience.	
SUBTOTAL Museums & Historical Sites		1,647,265	125,000	40,000	165,000	150,048	57,721										
Public Halls																	
Yackandandah Public Hall	Refurbishment and repairs of Roof over foyer area		30,000	15,000	45,000	45,000	0					-			Planning	Project deferred to 25/26FY.	
Rutherglen Memorial Town Hall Roof	Roof replacement		0	450,000	450,000	350,000	172,810	32,823	205,633			-			Procurement Completed - awaiting construction	Roofing contract has been awarded. Heritage matters have been considered. Works to commence following the supply of custom- manufacturedustom manufactured cfixtures.	
SUBTOTAL Public Halls			30,000	465,000	495,000	395,000	172,810										
Swimming Pool Facilities																	
Swimming Pool Renewal Works	Refurbishment and renewal of major pool plant and equipment, based on condition assessments.		75,000	20,000	95,000	95,000	34,162					-			Installation Underway	Further renewal works being undertaken.	
Swimming Pool Renewal Works	Refurbishment and renewal of major pool plant and equipment, based on condition assessments.		0	25,000	25,000		766	150,718	151,484			-					
Pool Liner Installation	Replacement of Pool liner at Beechworth Swimming Pool		0	0	0	246,000	245,716	119,883	365,599			-			Completed	Works complete.	



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Last Update 06/06/25

Last Update 06/06/25				May-25		EXPENDITURE				INCOME								
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SUBTOTAL Swimming Pool Facilities			75,000	45,000	120,000	341,000	280,644											
Municipal Offices																		
Key Security System Renewal & Compliance	Replace existing, non-compliant master key system and upgrading building access security systems - all shire buildings		0	60,000	60,000	30,000	0	30,873	30,873			-			Procurement underway	Tender submissions being reviewed. Difficult to assess longer term implications and select a suitable arrangement.		
Beechworth Office Energy Efficiency Improvements.	Installation of solar panels to reduce electricity consumption and cost		0	23,350	23,350	70,000	82,813	12,536	95,349			-			Completed	Solar installation at the Pines is completed.		
Yackandandah Office - Lower Level Storage	Provide lining and fit out for downstairs at Yackandandah Office to improve storage and office space, include lighting and external cladding		0	60,000	60,000	35,000	45,974	8,734	54,708			-			Completed	Works complete.		
Energy Efficiency Improvements Program	Additional solar and battery at Burke Museum. Additional solar at Council depots. Yackandandah office arnd Rutherglen Library.		0	35,000	35,000	22,500	0	0	0			-			Completed	Solar installation at the Pines is completed.		
Energy Efficiency Improvements Program	Including EV Charging Stations, Solar Power Projects and energy efficiency initiatives, including supporting improvements in other projects		10,000	0	10,000		0	0	0			-						
Pines Office Refit	Refit of Pines Office, scope to be confirmed		40,000	0	40,000	10,000	4,763	0	4,763			-			Planning	Concept designs being revised. Will focus of improving staff kitchen facilities and addressing office storage issues.		
Chiltern Depot Shed Doors	Replacement of doors on the depot shed, to address OH&S risks		40,000	0		30,000	25,323	0	25,323			-			Completed	Works complete.		
SUBTOTAL Municipal Offices			90,000	178,350	228,350	197,500	158,873											
Motor Vehicles & Plant																		
Fleet Replacement	New vehicles in accordance with forward replacement program		230,000	100,000	330,000	438,638	375,010			(115,000)	(115,000)	(100,094)			Procurement Underway	Prices being sought, tenders accepted, orders placed, and deliveries being made.		
Plant Replacement	New Plant and Equipment in accordance with forward replacement program		750,000	1,000,000	1,750,000	907,291	849,930			(618,100)	(276,000)	(189,567)			Procurement Underway	Prices being sought, tenders accepted, orders placed, and deliveries being made.		
Minor Plant	Renewal of small plant & equipment (chainsaws, blowers, etc)		40,000	0	40,000	30,000	62,134					(1,000)			Procurement Underway			
SUBTOTAL Motor Vehicles & Plant			1,020,000	1,100,000	2,120,000	1,375,929	1,287,074				-391,000	-290,661						
Furniture & Equipment																		
Office Furniture	Replacement and renewal of furniture for council offices and facilities. Also to cover request for new furniture from differrent departments		10,000	0	10,000	10,000	7,824	0	7,824			-			Procurement Underway	Minor office purchases occuring as required to replace old equipment.		
Street & Park Furniture - Renewal	Renewal of priority street and park furniture		27,000	0	27,000	24,962	18,774					-			Implementation Underway	New furntiutre procured and commencing installation at various locations.		
Play Equipment Replacement	Renewal of priority playground assets, including accessibility improvements, shade sails, informed by the Play Space Review and Strategy		41,500	0	41,500	60,000	52,541					-			Implementation Underway	New play equipment installed at Queen Vic park. Some minor upgardes at other locations to be completed.		
SUBTOTAL Furniture & Equipment			78,500	0	78,500	94,962	79,139											
Computers & Telecommunications																		
IT Renewal Priorities	Annual replacement of server and network hardware		200,000	50,730	250,730	50,000	26,998					-			Implementation Underway	Phase 1 infrastructure upgrades completed including colour printer replacements for depot sites. Phase 2 infrastructure upgrades on track to start September. Data Center upgrdae schedueled to commence February 2025		
Key Systems Upgrade Projects	Upgrade of core systems including collaborative procurement opportunities with other Councils		0	0	0	1,500	1,500					-						
IT Strategy Implementation						0						-						
IT Strategy Implementation	Implementation of HR Information Sytem		0	0	0	100,000	117,302	211,113	328,415			-						

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Last Update 06/06/25

May-25					EXPENDITURE					INCOME					Multi-Year Projects		Current Stage	Project Manager Comments May
Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward Funds in to (2024/25 Budget)	** Note - Carry Overs are subject		Multi-Year Projects			** Note - Carry		YTD Actuals						
					2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)				
Computer Replacement Program	Annual replacement of IT hardware		80,000	50,500	130,500	152,454	170,941					-			Implementation Underway	Project Team established and RFQ awarded for Intune/Autopilot project.		
IT refresh for Finance Systems	Implementation of new finance IT System		0	250,000	250,000	80,000	50,472	0	50,472			-			Implementation Underway	Business Analyst and Project Manager resources have been recruited to stand up digital project office which will analyse business requirements and develop detailed project plan and detailed RFQ/RFT		
Human Resource Information System RFP	Procurement effort for new HR Information System for implementation in 2023-24		0	60,000	60,000	1,138	1,138	132,311	133,449			-			Implementation Underway	Project on track, on boarding module design work has commenced		
Project Management Online	New Project Management software		0	60,000	60,000	50,000	32,789	3,229	36,018			-			Implementation Underway	Project Management Roadmap delivered. Review and development of system materials underway.		
Bin management database upgrade	Upgrade or new implementation of Bin Management database		0	0	0	10,370	3,018	4,630	7,648			-			Implementation Underway	Data entry and review continuing.		
Datascape	Completion of Datascape IT project		0	150,000	150,000	25,000	0		0			-			Implementation Underway	Business Analyst and Project Manager resources have been recruited to stand up digital project office which will analyse business requirements and evaluate the current state of Datascape to determine if Project should be picked up, rescheduled or shelved. Analysis work to commence Stepember 24		
IT Cyber Uplift	Upgrade of Cyber Security Capabilities		30,000	0	30,000	5,000	5,000		5,000			-			Implementation Underway	Project not started, exploring shared service model with Alpine Shire.		
Electronic Timesheets	New Timesheet Management platform		0	150,000	150,000	30,000	14,911		14,911			-			Implementation Underway	Business Analyst and Project Manager resources have been recruited to stand up digital project office which will analyse business requirements and develop detailed project plan and detailed RFQ/RFT		
Meetings and Agenda	Doc Assembler installation and user training		0	0	0	0	28,750		28,750									
GIS System Replacement	Replacement of existing GIS system that has become unfit for purpose		100,000	0	100,000	25,000	10,774		10,774			-			Planning	Project not started, Business Analyst and Project Manager resources have been recruited to stand up digital project office which will analyse business requirements and develop detailed project plan and detailed RFQ/RFT		
Other IT priorities	IT priorities to be carried forward into next years budget build.		0	71,070	71,070	5,000	0		0			-			Implementation Underway			
SUBTOTAL IT Projects			410,000	842,300	1,252,300	535,462	463,593		463,593									
Library Services																		
Library Stock Items	Replacement of old library books and associated materials.		76,000	0	76,000	76,000	61,059			(60,000)	(60,086)	(61,021)	-		Procurement Underway	Books and stock items continue to be purchased.		
Premier's Reading Challenge	Premier's Reading Challenge stock purchase		10,000	0	10,000	10,000	7,464			(5,000)	(11,601)	(11,601)		-	Procurement Underway	Books and stock items continue to be purchased.		
SUBTOTAL Library Services			86,000	0	86,000	86,000	68,523			-65,000	-71,687	-72,622						
Bridges																		
Guard Rail Renewal Works	Install Bridge Guard Rail at high priority bridges as identified in Level 2 Bridge assessments		60,000	0	60,000	35,000	38,500					-			Completed	Works complete.		

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Last Update 06/06/25

Last Update 06/06/25					EXPENDITURE					INCOME							
May-25					** Note - Carry Overs are subject					Multi-Year Projects			** Note - Carry		Multi-Year Projects		
Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward (deferred) Funds in to (2024/25 Budget)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)	Current Stage	Project Manager Comments May	
Indigo Creek Road Bridge	Construction of new bridge over Indigo Creek, to replace failed corrugated culverts. Initial 80:20 grant split Project Budget \$1,553,018 Agreement details Fed Grant \$1,242,414 Council contribution \$310,604		0	1,403,016	1,403,016	1,464,142	1,443,446	88,874	1,532,320	-	(1,242,414)	(993,931)			Completed	Removal of temp bridge has been completed, will allow bridge builder to return to remove side track.	
Bridge Renewal Works	Boorhaman East Road Bridge Replacement Total Project Budget \$604 143 Grant funds \$483,324 Council funds \$120,829		604,143	0	604,143	500,000	504,492			(483,000)	(483,000)	(235,200)			Construction Underway	Construction is well advanced. Barriers have been installed, and road construction has commenced	
Bridge Renewal Works	Reconstruction, strengthening and component renewal at key bridges, as per priorities in Level 2 & 3 Bridge Assessments - potential to be supported by Bridges Renewal Program grants.		0	328,600	328,600	20,000	21,049					-			Implementation Underway	Sites for renewal works being assessed based on previous inspection results.	
SUBTOTAL Bridges			664,143	1,731,616	2,395,759	2,019,142	2,007,487			-483,000	-1,725,414	-1,229,131					
Footpaths & Cycleway																	
Epic Mountain Bike Track	Construction of an iconic mountain bike track joining, the towns of Beechworth and Yackandandah. The project will provide an all season internationally recognised Epic grade track traversing through an area of significant gold mining historical value and natural beauty.		0	14,106	14,106	11,813	4,274	1,937,539	1,941,813			-			Completed	Major works completed. Some minor issues to be rectified.	
Footpath upgrade program	Proposed as per priority list: *Reid Street, Chiltern		0	0	0	20,000	14,632					-			Completed	Works complete.	
Rutherglen Wine Walk Cycle Trail	Creation of a ~48km riding, walking trail through the Rutherglen and Wahgunyah wine region connecting wineries and areas of significant environmental and historic value.		0	3,464,641	3,464,641	3,450,000	3,399,609	1,755,645	5,155,254	(3,463,100)	(4,092,721)	(3,986,130)			Completed	Defects being monitored. Project reviews and handover to be completed.	
Footpath Renewals	Replacement of priority sections of footpath (Shire wide) based on asset condition data and inspections		125,000	40,000	165,000	110,000	176,882					-			Completed	Works complete.	
Blanche St, Wahgunyah	New footpath, to complete the link from Traton Street to Foord Street		25,000	0	25,000	22,000	21,827					-			Completed	Works complete.	
Harper Avenue - Beechworth	Albert Road to Skate Park		0	0	0	110,000	103,699	7,672	111,371			-			Completed	Works complete.	
SUBTOTAL Footpaths & Bikepaths			150,000	3,518,747	3,668,747	3,723,813	3,720,923			-3,463,100	-4,092,721	-3,986,130					
Beechworth to Yackandandah Rail Trail																	
All earlier sections	All earlier sections and stages		0	0	0		0	4,199,632	4,199,632			-			Completed	Works complete.	
SECTION 7 - Kibell Lane	Approximately 4.9km of new trail within the Kibell Lane road / rail reserve		0	100,000	100,000	12,000	0	834,356	834,356			-			Completed	Works complete.	
Rail Trail Wayfinding & Signage	Supply and installation of wayfinding and signage		0	0	0		0	67,078	67,078			-			Completed	Works complete.	
Rail Trail - Project Management	Staff and contractor time directly relating to Project Management costs across all sections of the Beechworth to Yackandandah Rail Trail.		0	0	0	8,000	14,662	942,222	956,884			-			Implementation Underway		
SUBTOTAL AND OVERALL BUDGET LINE - RAIL TRAIL	Extension of the Murray to Mountains Rail Trail - Multi Year Project with multiple stages as outlined above.		0	100,000	100,000	20,000	14,662	6,043,288	6,057,950		0	-	-	-			
SUBTOTAL all Footpaths & Bikepaths			150,000	3,618,747	3,768,747	3,743,813	3,735,585				-4,092,721	-3,986,130					
Kerb & Channel																	
Drainage improvements to High Street Rutherglen	Drainage improvements works on and around High Street – south of Ready St, Rutherglen Project Budget \$90,000 (fully grant funded)		0	20,000	20,000	5,000	4,155	4,353	8,508			-			Construction Underway		
Havelock Street Barnawartha	New kerb and channel and drainage works including general tidy up of Havelock Street and town entrance. Project Budget \$80,000 (fully grant funded)		0	30,000	30,000	5,000	603	0	603			-			Planning		

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May-25					EXPENDITURE					INCOME													
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Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward (deferred) Funds in to (2024/25 Budget)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)	Current Stage	Project Manager Comments May							
New Kerb and channel	New kerb and channel in priority locations		40,000	0	40,000	40,000	10,965					-			Construction Underway	Works commenced at priority locations.							
<del>Kerb and channel replacement</del>	<del>Replacement of priority sections of kerb (Shire wide) based on asset condition assessment</del>		<del>130,000</del>	<del>0</del>	<del>130,000</del>		0		0			-											
Kerb and channel replacement	Continue with priorities in Chiltern & Rutherglen based on condition assessments		0	40,000	40,000	90,000	41,872					-			Construction Underway	Works commenced at priority locations.							
SUBTOTAL Kerb & Channel			170,000	90,000	260,000	140,000	57,595			0	0	0											
Rural Roads																							
Twist Creek Road, Yackandandah	Sealing of Twist Creek Road from McIntosh Lane to the Nelmac Precast business entrance.		0	94,942	94,942	81,435	79,772	18,507	98,279			-			Completed	Works completed.							
Final Seals Program	Final sealing of priority roads and trails.		50,000	0	50,000	117,248	117,248					-			Completed	Works completed.							
Roads Major Patching	Patching of priority roads.		217,039	0	217,039	211,989	211,999					-			Completed	Works completed.							
Resealing Program	Sealing of priority roads		600,000	0	600,000	606,572	611,616					-			Completed	Works completed.							
Road design and planning	Design development of future capital projects - individual project values vary annually.		60,000	53,000	113,000	60,000	62,615					-			Implementation Underway	Works occuring across multiple projects in various locations.							
Resheeting program - Western	Resheeting of priority roads across the Western sector of the Shire		340,000		340,000	340,000	290,029					-			Completed	Works completed.							
Resheeting program - Eastern	Resheeting of priority roads across the Eastern sector of the Shire		340,000	0	340,000	340,000	319,621					-			Completed	Works completed.							
Sealed Pavement Rehabilitation	Rehabilitation sealing works to priority roads.		337,039	514,313	851,352	700,000	653,043					-			Completed	Works completed.							
Roads to recovery income	Income tracking only						0			(1,389,000)	(1,389,000)	(1,389,119)	-	-									
LRCIP Round 1 Income	Income tracking only										(120,599)	-											
LRCIP Round 2 Income	Income tracking only										(180,007)	-											
LRCIP Round 3 Income	Income tracking only						0			-	-	-	-	-									
LRCIP Round 4A Income	Income tracking only										(1,068,549)	(673,965)											
LRCIP Round 4B Income	Income tracking only						0				(616,363)	-											
SUBTOTAL Rural Roads			1,944,078	662,255	2,606,333	2,457,244	2,345,943			-1,389,000	-3,374,518	-2,063,084											
Urban Roads																							
Gentle Road, Tangambalanga	Urban Rd Sealing - From current end of seal, to end of subdivision (approx. 350m)		94,000	0	94,000	94,000	97,068					-			Completed	Works completed.							
<del>Taylor Street Beechworth</del>	<del>Urban Rd Sealing - Taylor St, Buckland Gap Rd to Crawford St</del>		<del>0</del>	<del>24,000</del>	<del>24,000</del>		0	0	0			-			Planning								
B'wrth Wood St			0	0	0		1,443					-											
B'wrth Taylor St			0	0	0		1,443					-											
Sealing Tangam Coulston Prk			0	0	0		0					-											
B'wrth - Barkly St			0	0	0		1,443					-											
Chiltern - McLean St			0	0	0		0					-											
Barnawartha School					0	15,000					(33,220)	(12,458)											
High St Rutherglen					0	15,000					(14,828)	(14,828)											

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Last Update 06/06/25				May-25		EXPENDITURE				INCOME						
						** Note - Carry Overs are subject		Multi-Year Projects		** Note - Carry		Multi-Year Projects				
Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward (deferred) Funds in to (2024/25 Budget)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)	Current Stage	Project Manager Comments May
Gordon Street, Chiltern	Urban Rd Sealing – North End to Chiltern Rutherglen Intersection		0	22,000	22,000		0	0	0			-			Planning	
SUBTOTAL Urban Roads			94,000	46,000	140,000	124,000	101,397			0	-48,048	-27,286				
Streetscape Works												-				
Tangambalanga Streetscape Development	Planning , engagement, design and development of plans for streetscape refurbishment of Tangambalanga Kiewa East Road. Design Project TEC \$80,000 \$52,971		0	50,000	50,000	30,000	35,599	0	35,599			-			Implementation Underway	Functional design being revised. Consultation with community scheduled for July.
SUBTOTAL Streetscape Works			0	50,000	50,000	30,000	35,599			0	0	0				
Drainage												-				
Rural Road Drainage	Upgrading of rural drainage infrastructure (Shire wide), including road culverts, roadside table drain construction		167,039	0	167,039	60,000	25,776					-			Construction Underway	Works occuring across multiple locations.
Urban Drainage Investigation & Design							10,560									
Heritage drain rehabilitation	Repair and rehabilitation of heritage granite drains in various locations in Beechworth.		0	0	0	25,000	36,360					-			Construction Underway	Works occuring across multiple locations.
Urban Drainage	Shire wide urban drainage upgrade identified through recent flood events		245,000	100,000	345,000	250,000	317,728					-			Construction Underway	Works occuring across multiple locations.
SUBTOTAL Drainage			412,039	100,000	512,039	335,000	390,424			0	0	0				
Flood Damage Events - DRFA												-				
Bells Flat Road Landslide – FE22	Address Landslide to Bells Flat Road				0		0					-			Completed	
Gooramadda Rd Major Culvert Replacement - FE22											(371,554)	-			Completed	
Indigo Ck Rd Major Culvert Failure & Bridge Replacement - FE22											(271,585)	-			Completed	
Rocky Mountain Tunnel Inlet Repairs	Tunnel Inlet Repairs to Rocky Mountain				0		0					-			Planning	
Plemings Rd Bridge Repairs	Bridge Repairs to Plemings Rd				0		0					-			Planning	
Flood Repairs												-			Planning	
SUBTOTAL Flood Damage Events - DRFA			0	0	0	0	0			0	-643,139	0				
Parks, Openspace & Streetscape																
Water Bubblers	Supply and installation of water bubblers in priority locations across the Shire.		0	0	0	10,000	2,313					-			Planning	
Reserves, playing surfaces and ovals renewal	New acrylic coating for tennis courts at Yackandandah Sports Park		30,000	0	30,000	45,000	145					-			Completed	Project scope shifted to urgent surface repairs at Chiltern netball courts. Works completed.
Kiewa River Land	Planning and minor site works to facilitate safe public access to the Kiewa river. Total Project Value \$180,000 Grant funds \$90,000 Council funds \$90,000		0	113,586	113,586	55,000	43,484	150,590	194,074	-	(9,000)	(4,500)			Construction Underway	Major works nearing completion.
Tangambalanga Active Park	Playground improvements to existing Park (Tiny Towns Grant) Budget <del>\$65,000</del> \$66,903 as per Agreement (Grant Funding \$50,000) (Council funds <del>\$15,000</del> ) \$16,903		65,000	0	65,000	66,903	8,731			(50,000)	(50,000)	(25,000)			Construction Underway	Shelters and pathways designed, and commencing.



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May-25					EXPENDITURE					INCOME					Multi-Year Projects		Current Stage	Project Manager Comments May
Project Name	Project Description / Scope / Value	Initial Total Project Value	Approved New Funds (2024/25 Budget)	Carried Forward (deferred) Funds in to (2024/25 Budget)	** Note - Carry Overs are subject		Multi-Year Projects			** Note - Carry		Multi-Year Projects						
					2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)				
Wahgunyah Rail Reserve Playground	Upgrade to existing playground on VicTrack Land (Tiny Towns Grant) Budget <del>\$65,000</del> <b>\$66,903 as per Agreement</b> (Grant Funding \$50,000) (Council funds <del>\$15,000</del> ) <b>\$16,903</b>		65,000	0	65,000	66,903	65,767				(50,000)	(50,000)	(25,000)			Completed	Major works completed.	
SUBTOTAL Parks, Openspace & Streetscape			160,000	113,586	273,586	243,806	120,440				-100,000	-109,000	-54,500					
Recreation Reserves													-					
Rutherglen Skate park extension works	Rutherglen skate park development Project Budget \$274,013 Grant Funding \$181,443 Council funds \$92,470		0	65,255	65,255		-32	278,340	278,308	-	(18,141)	(18,141)			Completed			
Caravan Park Renewal	Priority asset renewals at Caravan Parks		0	6,343	6,343		0	0	0			-			Planning			
Caravan Park Renewal	Priority asset renewals at Caravan Parks		20,000	0	20,000	15,000	3,145					-			Implementation Underway			
Caravan Parks	Contribution to the implementation of the Rutherglen Caravan Park Masterplan		75,000	0	75,000	10,000	361					-			Planning			
Lake Sambell Caravan Park Cabin	Replacement of flood damaged cabin		0	10,000	10,000							-						
Chiltern Tennis Courts	Chiltern Tennis Courts Improvements Total Project Budget \$476,213 Grant funding \$300,000 Contributions \$10,000 Council Funds \$166,213		0	200,000	200,000	520	3,979	490,465	494,444	-	(10,000)	-			Completed			
Community & Tourism Projects	Funding to support project development of community & tourism projects & grant applications		44,171	0	44,171	30,000	35,229					-			Procurement Underway			
Community & Tourism Projects			0	0	0	0	0		0			-			Procurement Underway			
Recreation Projects	Funding to support Recreation Plan project development & grant applications		95,000	0	95,000	55,000	12,144			-		-			Procurement Underway			
Recreation Projects	Master Planning — Rec Plan		0	0	0	9,171	11,913					-			Procurement Underway			
Beechworth - Railway Precinct Enhancement	Development of Railway Precinct public space and childrens playground. TNE funded Project Project TEC \$1,500,000 ISC funds \$0 ISC managing \$350,000 of the scope.		0	0	0	300,000	251,054	0	251,054	-	(300,000)	(349,567)			Construction Underway	New toilet block well advanced. Play and Art element is being managed by TNE with council involvement.		
Baarmutha Park Cricket Nets	Replacement of Baarmutha Cricket nets (Stage 1) & Stage 2 including roof, associated services, and road works. Total Project Budget <del>\$375,000</del> \$602,000 Grant \$100,000 DJPR Grant \$30,000 (Cricket Vic) Contribution <del>\$20,000</del> \$40,000 Grant \$150,000 Beechworth bank Council Funds <del>\$225,000</del> \$282,000		0	340,000	340,000	250,000	10,188	53,757	63,945	-	(270,000)	(20,000)			Procurement Completed - awaiting construction	Contract Awarded. Final shop drawings being completed, and components ordered.		
Tangambalanga Pump Track	Construction of a new sealed surface pump track in the Kiewa Valley Park. Total Project Budget \$300,000 Grant \$150,000 Council \$150,000		0	100,000	100,000	30,200	46,413	270,300	316,713	-	(15,000)	(15,000)			Completed			
Wahgunyah Pump Track	Construction of a new sealed surface pump track in the Rail Reserve Park. Total Project Budget \$300,000 Grant \$150,000 Council \$150,000		0	100,000	100,000	20,364	13,494	280,136	293,630	-	(15,000)	(15,000)			Completed			
Baarmutha Park Lighting	Installation of four floodlight poles, with new compliant 150 LUX LED floodlighting , at the sports field at Baarmutha Park, Beechworth Project Budget <del>\$293,750</del> <del>\$366,606.48</del> <b>\$378,893</b> Grant Funding \$220,313 (SRV) Contribution (BFNC \$10k & BCC \$5k) \$15,000 <b>Additional Contribution (BFNC) \$22,778.50</b> Council Funds \$58,437 + <b>\$22,778.50(50:50 with BFNC) + \$39,587</b>		0	122,779	122,779	45,000	44,437	328,230	372,667	-	(22,031)	(22,031)			Completed			

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Project Name	Project Description / Scope / Value				2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	Previous Yrs Expenditure Total June 30 2024 (If applic)	TOTAL Expenditure to Date (Multi-Year Projects)	2024/25 Adopted Budget	Q2 Forecast	YTD Actuals	PREVIOUS INCOME Total June 30 2023 (If applicable)	TOTAL INCOME to Date (Multi-Year Projects)		
SUBTOTAL Recreation Reserves			234,171	944,377	1,178,548	765,255	432,325			0	-650,172	-439,739				
Non - ISC Assets																
Kergunyah Hall Upgrade	Major renewal works to the Kergunyah Hall including design, demolition, new interior, roofing, wall linings, flooring and other works. Total Project Budget <del>\$505,860</del> \$575,012 Grant Funding <del>\$295,000</del> \$364,152 (with add funds of \$69,152 provided by ERV) Contribution from committee \$50,000 Council Funds \$160,000		0	164,030	164,030	70,000	68,313	535,915	604,228	(69,152)	(48,352)	(3,519)	-	-	Completed	
Yackandandah Golf Club	Yackandandah Golf Club facility improvements Total Project Budget \$535,548 Grant Funds \$250,000 Contributions \$50,000 Council funds \$235,548		0	514,285	514,285	511,862	407,029	24,138	431,167	(75,000)	(275,862)	(250,863)			Completed	Works completed, awaiting final handover to the Club.
Carlyle Cemetery	Drainage improvement works within the cemetery. Project TEC \$45,000 Reduced to \$26,000		0	0	0	20,000	890	6,001	6,891			-			Construction Underway	Some drainage clearing works completed. Pits and pipes to be installed.
Barnawartha Recreation Reserve Oval Lighting	Installation of four light poles, with new 100 LUX LED floodlighting Project Budget \$349,474 Grant Funding \$250,000 (SRV) Contribution BFC \$25,000 Council Funds \$74,474		0	0	0	0	18			-	-	(225,000)			Planning	
Barnawartha Recreation Reserve Playground	New playground at Recreation Reserve Project TEC \$100,000 Grant agreement funds \$100,000 ISC funds \$0		100,000	0	100,000	5,000	5,025			(100,000)	(99,050)	(99,050)			Planning	
Rutherglen Silo Precinct Art Work	Project funded via Tourism North East, for the installation of public art to the Rutherglen Silos. ISC as a stakeholder only.		0	0	0	4,000	1,902					-			Planning	
												(2,273)				
												(2,273)				
Allans Flat Waterhole Reserve Enhancements	Upgrades to existing seating, and a new shelter Total Project Budget <del>\$65,000</del> \$63,547 as per Agreement Grant funds <del>\$50,000</del> \$48,578 Council funds <del>\$15,000</del> \$14,969		65,000	0	65,000	63,547	4,778			(50,000)	(50,000)	(48,578)			Procurement Underway	Concept designs finalised. Quotes being obtained for shelter and picnic table.
Butson Park, Yackandandah Changerooms Upgrade	New netball change rooms. Stage 1 of multi-year project Project Budget \$1,250,000 Grant funding \$1,000,000 Council funds \$225,000 Committee funds \$25,000 (subject to successful grant application)		125,000	0	125,000	0	0			(103,000)	-	-				
Barkly Park - Female change rooms	Upgrade of female friendly facilities at Barkly Park, Rutherglen. Project TEC \$1,400,000 Grant funding \$1,000,000 Council funds \$400,000 \$350k budgeted in 2023/24 \$350k Budgeted in 2024/25		350,000	340,000	690,000	80,000	57,900	10,681	68,581	(500,000)	-	-			Planning	Refurbishment design option and costings being developed, for review by stakeholder group.
SUBTOTAL Non-ISC Assets			640,000	1,018,315	1,658,315	754,409	545,855			-897,152	-473,264	-631,556				
	Expenditure incurred across other accounts to be redistributed to available budgets.						155,430				-2425	(283,649)				
	Combined Total for Capital Works and Non-Indigo Assets		6,752,931	11,589,704	18,302,635	14,840,744	13,241,027	19,135,204	27,234,433	(7,130,352)	(12,013,663)	(9,710,581)	-	-		
	Total for Capital Works		6,112,931	10,571,389	16,644,320	14,086,335	12,695,172	18,558,469	26,123,566	(6,233,200)	(11,540,399)	(9,079,025)	-	-		
	Total for Non-ISC Assets		640,000	1,018,315	1,658,315	754,409	545,855	576,735	1,110,867	(897,152)	(473,264)	(631,556)	-	-		

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 14 OFFICE OF THE CEO

#### 14.1 COUNCILLOR INTERNAL RESOLUTION PROCEDURE

**Carla Hanlon - Executive Manager People & Governance**  
**Office of the CEO**

#### **For Decision**

##### **RECOMMENDATION**

That Council approves the attached Councillor Internal Resolution Procedure.

#### PURPOSE OF REPORT

The report presents a new Councillor Internal Resolution Procedure for approval after public exhibition for 30 days from 30 April to 30 May 2025.

#### BACKGROUND

Recent reforms to the Local Government Act 2020 and the Local Government (Governance and Integrity) Regulations 2020 have introduced new requirements for councils to develop and implement an Internal Resolution Procedure by 1 July 2025.

The Procedure is designed to provide an internal mechanism for resolving alleged breaches of the Model Councillor Code of Conduct before matters are escalated to formal processes such as internal arbitration.

#### DISCUSSION

The new Procedure aims to foster respectful, timely, and informal resolution of disputes between Councillors. It outlines a two-stage approach:

1. Discussion – encouraging direct, respectful dialogue between Councillors.
2. Conciliation – a facilitated resolution process, generally led by the Mayor, with administrative support from the Councillor Conduct Officer.

The Procedure has been developed to:

- Ensure compliance with each requirement of Schedule 1A of the Regulations.
- Minimise disruption and cost associated with formal resolution mechanisms.
- Support Councillors in maintaining constructive and professional working relationships.

The Procedure explicitly excludes certain types of disputes that are addressed through other channels, such as those involving staff, members of the public, or allegations of criminal or corrupt conduct.

The procedure was placed on public exhibition for 30 days from 30 April to 30 May 2025. No feedback was provided.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### OPTIONS

Council may:

- Adopt the Procedure as presented (recommended).
- Request amendments to the Procedure.
- Choose not to approve the procedure at this stage (not recommended due to statutory deadline of 1 July 2025).

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	5.5.1 Develop and deliver an ongoing internal Integrity Program to ensure both staff and Councillors are aware of and carrying out their responsibilities with the highest levels of governance

Adopting the new Procedure demonstrates Council's commitment to upholding strong governance standards and proactively addressing issues of conduct.

### SOCIAL/COMMUNITY IMPLICATIONS

A transparent and effective internal dispute resolution process builds community confidence in the integrity and professionalism of Council decision-making and behaviour.

### ENVIRONMENTAL IMPLICATIONS

Nil.

### FINANCIAL IMPLICATIONS

There are no direct financial implications from adopting this Procedure. Councillors may seek independent legal or other advice at their own expense if they choose.

### LEGISLATIVE IMPLICATIONS

This Procedure is made in accordance with:

- Section 140 of the Local Government Act 2020
- Regulation 12A and Schedule 1A of the Local Government (Governance and Integrity) Regulations 2020

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
Failure to adopt the procedure on time	Possible	Moderate	Medium	Adoption of this Procedure ensures statutory compliance by the 1 July 2025 deadline.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

Description	Likelihood	Consequence	Current Risk Rating	Controls
Escalation of unresolved disputes	Possible	Moderate	Medium	Provides early intervention options to prevent escalation to formal arbitration.

### COMMUNITY ENGAGEMENT

A 30 day period of public exhibition from 30 April to 30 May 2025 was undertaken. No community feedback was received.

### CONCLUSION

The Councillor Internal Resolution Procedure has been developed in line with new legislative requirements and best practice principles. It provides a clear, accessible, and informal mechanism for resolving interpersonal disputes between Councillors, reinforcing the organisation's commitment to governance, integrity and respectful conduct.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Carla Hanlon - Executive Manager People & Governance

### **Attachments**

1. Councillor Internal Resolution Procedure [14.1.1 - 7 pages]



# PROCEDURE



## Councillor Internal Resolution Procedure

Version No:	1
Trim File No:	TBC
Approval Date:	"To be completed after Procedure is adopted"
Approved By:	"To be completed after Procedure is adopted"
Department:	Office of the CEO
Service Plan Area:	Governance
Responsible Officer:	Executive Manager People and Governance
Next Review Date:	4 years from adoption date
Reliansys Obligation No:	"To be completed after Procedure is adopted"
Circulation	

### **PURPOSE**

This Internal Resolution Procedure (Procedure) is adopted under and in accordance with section 140 of the Local Government Act 2020 (Act) and regulation 12A of the Local Government (Governance and Integrity) Regulations 2020.

### **SCOPE**

This Procedure is for Councillors. It will be observed when dealing with alleged breaches of the Model Councillor Code of Conduct.

### **PROCEDURE DETAILS**

Disputes between Councillors may arise in a variety of circumstances. This Procedure is to apply to those disputes in which one Councillor (the Complainant) alleges that another Councillor (the Respondent) has breached the Model Councillor Code of Conduct.

This Procedure provides both parties to a dispute with support and encouragement to resolve the dispute in a manner that enables the Councillors to move forward and maintain effective working relationships.

This Procedure is designed to minimise cost and disruption of disputes to Council and individual Councillors and, where possible, avoid disputes escalating and becoming the subject of an internal arbitration.

It is acknowledged that this Procedure will not be suitable for resolution of all disputes between Councillors.

An overview of the Procedure is annexed, in the form of a flowchart.

#### **1. First Stage of Internal Resolution Procedure – Discussion**

A Complainant is encouraged to raise their issue directly with the Respondent in a respectful and courteous manner, either in person or in writing, where they feel comfortable to do so.

Councillors are encouraged to recognise that:

- a) certain behaviours and communications may be perceived by others to be causing issues or offence that may not have been intended;
- b) it can provide useful insight to reflect on their own behaviour or motivation and possible contribution to the dispute, whether intended or not; and

### Councillor Internal Resolution Procedure

- c) dealing with the dispute early is more likely to avoid the issue escalating and resolve it before it threatens the effective operation of Council.

It is useful to frame any issue from the Councillor's perspective (eg "I felt disrespected when you said / did ..."), rather than accusing another person of holding a particular position or taking a negative action deliberately. A Councillor should let the other Councillor know how they feel and ask for an explanation, rather than making accusations or assumptions.

#### 2. Second Stage of Internal Resolution Procedure – Conciliation

Where a direct conversation between Councillors has not been successful in resolving the dispute, or a Councillor does not feel comfortable communicating directly with another Councillor, the second stage of this Procedure is conciliation.

##### 2.1. Initiating conciliation

A Complainant initiating conciliation must notify the Mayor and the Respondent of the dispute by completing a Conciliation Application Form. That form (see Attachment 1 to this Procedure) must:

- a) specify the names of the Complainant and Respondent;
- b) specify the provision (or provisions) of the Model Councillor Code of Conduct alleged to have been breached;
- c) detail what was said or done by the Respondent to constitute a breach of the Model Councillor Code of Conduct;
- d) attach any supporting information to provide examples of the behaviour complained of (eg screenshots or emails); and
- e) be dated and signed by the Complainant.

##### 2.2. Participating in conciliation

Councillors are not obliged to engage in conciliation but should only decline to participate if they honestly and reasonably believe that their participation would adversely affect their health or wellbeing or would otherwise be unsafe.

A Respondent declining to participate in the conciliation must advise the Complainant and the Mayor of their unwillingness to participate, and the reasons for it. That advice must be provided no more than one week after receiving the Conciliation Application Form.

##### 2.3. Conduct of conciliation

Conciliation is to be conducted by the Mayor except when the Mayor is a party to the dispute or otherwise unavailable to conduct conciliation. In that case the Deputy Mayor will assume the role of the Mayor in the conciliation process. If both the Mayor and the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct the conciliation, the role of the Mayor must be performed by a Councillor jointly chosen for the purpose by the parties.

When, in this Procedure, reference is made to the Mayor it includes:

- a) the Deputy Mayor; and
- b) a Councillor jointly chosen for the purpose by the parties,

### Councillor Internal Resolution Procedure

when the Mayor and/or the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct a conciliation.

#### 2.4. Roles and responsibilities

The role of the Mayor is to provide guidance to the parties to the dispute about the Standards of Conduct in the Model Councillor Code of Conduct, and actively explore whether the dispute can be resolved by agreement between them.

The role of the Complainant and Respondent is to explain their respective positions and, in a show of goodwill, actively explore the possibility of resolving the dispute by agreement.

All Councillors are responsible for conducting themselves in a courteous and respectful manner at all times during the conciliation.

The role of the Councillor Conduct Officer is to provide the Mayor with the administrative support necessary to arrange and conduct the conciliation.

#### 2.5. Support from Council

Council, through the Councillor Conduct Officer, will provide administrative assistance to the Mayor when arranging a time and place for conciliation, including any technical assistance that may be required. Council will make a venue available to the Councillors within Council's offices that is private and suited to the conciliation process.

Council will not provide any substantive guidance or advice about the subject matter of the dispute, or pay the costs of legal advice or representation for any Councillor in connection with this Procedure. Parties to a dispute may seek their own legal or other advice at their own cost, if they choose to do so.

#### 2.6. End or termination of conciliation

Conciliation will end or be terminated if any of the following occurs:

- a) the parties cannot jointly choose a Councillor to conduct the conciliation within one week of being asked to do so;
- b) the Respondent notifies the Mayor that they do not wish to participate in conciliation, and the reasons for it, within one week of receiving the Conciliation Application Form;
- c) the Respondent does not respond to the Conciliation Application Form at all within two weeks of receiving it;
- d) conciliation has not occurred within four weeks of the Complainant submitting the Conciliation Application Form;
- e) conciliation has occurred and the parties have been unable to resolve the dispute; or
- f) the dispute has been resolved.

The time for conciliation may be extended by agreement between the parties to the dispute, whether or not the matter has been escalated to one of the formal dispute resolution procedures outlined in the Act.

#### 2.7. Confidentiality

# SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

## Councillor Internal Resolution Procedure

Parties and other participants are expected to maintain confidentiality concerning the dispute and the operation of this Procedure.

### 2.8. Record of outcome

The Mayor must document any agreement that is reached between the Complainant and Respondent. The agreement must be signed by the Complainant, Respondent and Mayor. Copies must be provided to the Complainant and Respondent, and the original must be retained by the Mayor. Again, parties and the Mayor are expected to maintain the confidentiality of the agreement reached.

### 3. Internal Resolution Procedure does not Apply in these Circumstances

The following disputes are not covered by this Procedure:

- a. differences between Councillors in relation to policy or decision making, which are appropriately resolved through discussion and voting in Council meetings;
- b. complaints made against a Councillor or Councillors by a member or members of Council staff, or by any other external person;
- c. allegations of sexual harassment;
- d. disclosures made about a Councillor under the Public Interest Disclosures Act 2012, which can only be made to the Independent Broad-based Anti-corruption Commission; and
- e. allegations of criminal misconduct, which should be immediately referred to Victoria Police or the relevant integrity authority.

### 4. Formal Dispute Resolution Procedure

This Procedure operates alongside, and does not replace, the formal dispute resolution procedures outlined in the Act.

The formal dispute resolution procedure applies to misconduct, serious misconduct and gross misconduct.

Section 141 of the Act provides for an internal arbitration process concerning a breach of the Standards of Conduct set out in the Model Councillor Code of Conduct.

### RELEVANT LEGISLATION, POLICIES, DIRECTIVES AND OTHER DOCUMENTS

- *Local Government Act 2020*
- *Local Government (Governance and Integrity) Regulations 2020*

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Councillor Internal Resolution Procedure

#### REVIEW

The procedure should be reviewed at least every four years from date of adoption.

#### COMMUNICATION

- To be published on Council's website and provided to Customer Service Centres for public inspection
- To be distributed to Councillors

#### VERSION CONTROL

Date	Review Details	Action
April 2025	<ul style="list-style-type: none"><li>• New procedure</li></ul>	Presented to Council Briefing 8 April 25



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Councillor Internal Resolution Procedure

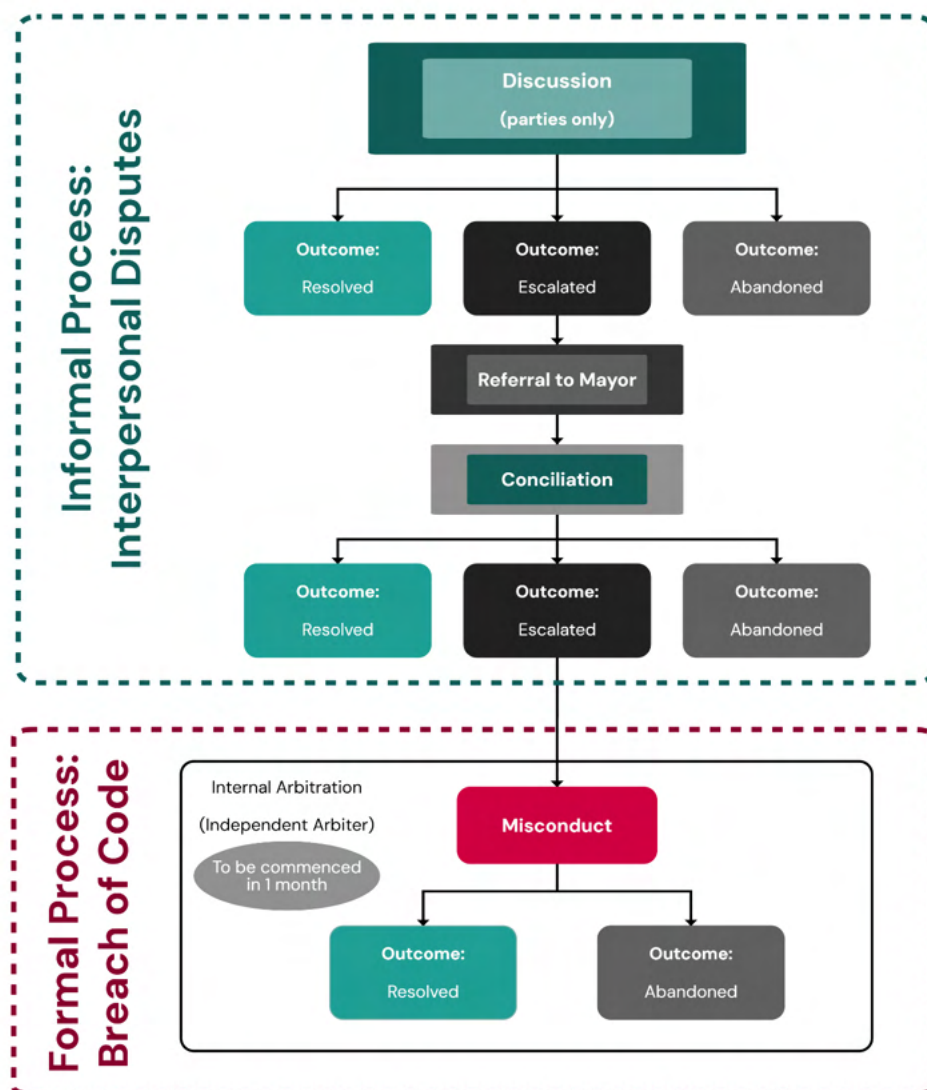
#### Appendix 1 - Conciliation Application Form

<b>Complainant:</b>	
<b>Respondent:</b>	
<b>Provisions of Model Councillor Code of Conduct breached:</b>	
<b>Action constituting breach:</b>	
<b>(Include dates, times and detailed descriptions of the action complained of. Attach further documents as necessary.)</b>	

Signed by ..... )  
 )  
 )  
on ..... )

Councillor Internal Resolution Procedure

Appendix 2 - INTERNAL RESOLUTION PROCEDURE FLOWCHART



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 14.2 ADVISORY COMMITTEE MINUTES

**Carla Hanlon - Executive Manager People & Governance**  
**Office of the CEO**

**For Decision**

#### **RECOMMENDATION**

That Council receives the attached unconfirmed meeting minutes for the following Advisory Committees and endorses the officer recommended actions:

1. Finance Committee.

#### PURPOSE OF REPORT

The report provides the minutes, recommendations and accompanying officer comments from Council's advisory committees for Council noting and endorsement of Management Recommended Actions.

#### BACKGROUND

Council currently has seven advisory committees. The role of an advisory committee is to provide information and advice on issues relating to the committee's specific area of expertise (i.e., the Environment Committee provides advice on environmental issues).

Each advisory committee meets regularly (the frequency of which depends on the committee) and records minutes and resolutions for Council decision. Each resolution reported to this month's meeting is highlighted in the table below and has an accompanying officer comment.

#### DISCUSSION

COMMITTEE	DATE OF MEETING	RECOMMENDATION	MANAGEMENT RECOMMENDED ACTION
Finance Advisory Committee	2 May 2025	<ul style="list-style-type: none"> <li>That Council accepts the May 2025 Finance Report.</li> </ul>	<ul style="list-style-type: none"> <li>This report was presented to and approved by Council at the 13 May 2025 Council Meeting. No further action required.</li> </ul>

#### OPTIONS

The recommended action is to receive the attached minutes and endorse any accompanying management recommended actions.

#### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	N/A

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The provision of advisory committee minutes and resolutions to Council at the monthly meeting ensures that Council considers the advice of the committees. This allows transparent decision-making and highest level of governance practices and conduct.

### SOCIAL/COMMUNITY IMPLICATIONS

The community are assured that Council committees are operating in alignment with their Terms of References by viewing Committee minutes.

### ENVIRONMENTAL IMPLICATIONS

There are no environmental implications with this report.

### FINANCIAL IMPLICATIONS

There are no financial implications with this report.

### LEGISLATIVE IMPLICATIONS

Council's advisory committees are established by Council but do not have any delegated decision-making powers. Instead, they work under terms of reference and provide advice to Council. The advice occurs in a variety of forms, including advice to relevant Council departments, as well as advice contained within resolutions that are reported to Council.

Some advisory committee meetings are open to the public and some are closed, however all minutes are reported to Council (apart from the Audit & Risk Committee - these meetings are held 'in camera' and the minutes are not available to the public – reporting to Council occurs as per the requirements under the Local Government Act 2020).

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
That advisory committee minutes and recommendations are not duly reported to Council, and the utility and confidence of the committees are undermined.	Unlikely	Insignificant	Low	Governance team follow up with officer secretariats to ensure that all meetings are reported to Council as soon as practicable.

### CONCLUSION

The advisory committee minutes included in this report are presented to Council for noting.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Carla Hanlon - Executive Manager People & Governance
- Annabel Harding - Governance Coordinator
- Cassandra Horne - Governance Officer

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### Attachments

1. Minutes Finance Committee 2 May 2025 [**14.2.1** - 8 pages]



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### FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025

***Vision:***

***Indigo Shire - leading sustainable growth, community and cultural diversity, and climate action.***

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**HELD:** Friday, 2 May 2025 at 12.50pm

**LOCATION:** Beechworth Council Chamber

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**IN ATTENDANCE: Councillors**

Cr Sophie Price (Mayor)  
Cr Jane Dowsley (Deputy Mayor)  
Cr John Harvey  
Cr Roberta Horne  
Cr Scott Landells  
Cr Diane Shepheard

**Senior Management/Officers**

Trever Ierino – Chief Executive Officer  
Greg Pinkerton – Director Planning & Corporate Services  
Phil Garoni – Manager Finance  
Carolyn Lingham – EA Planning & Corporate Services

**APOLOGIES:** Cr Greg Bourke

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**FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025**

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### FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025

1. **WELCOME**
2. **APOLOGIES AND LEAVE OF ABSENCE**

Cr Bourke

3. **DECLARATION OF CONFLICT OF INTEREST**

Cr Dowsley – Yackandandah Tiny Towns Grant – High Street Yackandandah Public Toilet project.

4. **CONFIRMATION OF MINUTES FROM PREVIOUS MEETING(S)**

#### RESOLUTION

That the Minutes of the Finance Committee Meeting held on 22 April 2025, as circulated prior to this meeting, be confirmed.

Moved: Cr Harvey

Seconded: Cr Shephard

**CARRIED**

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**FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025**

**5. REVIEW OF COMMITTEE ACTIONS LIST**

Nil reports

### FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025

#### 6. ITEMS OF BUSINESS

##### 6.1 2025/26 DRAFT BUDGET

File No: 2025/286

Greg Pinkerton - Director Planning & Corporate Services      Planning & Corporate Services

For Decision

#### RECOMMENDATION

That the Finance Committee endorses the attached 2025/26 Draft Budget.

#### Discussion:

1. Greg Pinkerton spoke to the report.
2. **Recommendation No 6:** Adjust endorsement recommendation – That the Committee recommends a change to point 6.  
**ACTION – Greg Pinkerton to re-word.**
3. **Environmental Management Contribution resolution** – written for the general public. Suggestion is to make it a bit simpler, noting that this change is revenue neutral.  
**ACTION – Greg Pinkerton to re-word.**
4. **Discussion re budget funding** going to previously agreed to projects from previous Council, and that first time Councillors in this term have not had any say in this draft budget. Cannot see how things are to be prioritised.
5. **Page 140 – Capital Improved Value differential rates formulas** – Greg Pinkerton explained the way rates are charged and that Council across the board does not get any further value out of property revaluations other than the rate cap itself. Services in different differential categories – The Council services that are received by each property according to its differential.
6. **\$100,000 for Council Plan** – why is it still sitting in the budget? Who will decide the priorities for these funds? How will it be prioritised? There is more than \$100,000 in there as some items will be business as usual. Ear marked for Year 1 actions from the Council Plan, not a single action. Too much interpretation - messaging change is necessary. How do departments draw on the \$100,000? NO SLUSH FUNDS – PG.  
**ACTION – Greg Pinkerton to re-word**

#### RESOLUTION

That the Finance Committee endorses the attached 2025/26 Draft Budget, subject to:

- Changes to wording for the Environmental Management Resolution.  
*Changes to be advised – Greg Pinkerton.*
- Changes to messaging re the Community Feedback period that will occur after the Draft budget endorsement.  
*Changes to be advised – Greg Pinkerton.*

Moved: Cr Dowsley

Seconded: Cr Shephard

**CARRIED**



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### FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025

#### INTRODUCTION

The purpose of this report is to present to the attached 2025/26 Draft Budget (including draft May Council Meeting report and all draft budget attachments) to the committee for review and endorsement.

Attached is the draft council report for the May meeting that describes the budget and attachments in detail. Therefore, this Finance Committee report will not duplicate this information.

The budget reports will be published in the Council Meeting Agenda in the days following the Finance Committee meeting.

#### **Attachments**

1. Draft May Council Meeting Report - 2025/26 Draft Budget
2. Draft Budget 2025/26
3. Draft Fees & Charges 2025/26
4. Draft Capital Works Commentary 2025-26
5. Draft Long-Term Financial Plan 2025-2035
6. Draft Revenue & Rating Plan 2025-2029
7. Draft Operating Income and Expense by Service 2025-26

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### FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025

#### **6.2 CAPITAL PROJECT REPORTING**

File No: 2025/287

Greg Pinkerton - Director Planning & Corporate Services      Planning & Corporate Services

#### **For Information**

Bring this item to a future meeting.

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#### **INTRODUCTION**

At the April Council Meeting Cr Bourke discussed a desire to discuss capital works reporting at the Finance Committee.

This report is a placeholder in the agenda to commence this discussion and hear from Councillors in relation to the capital project information supplied to Council and the community.

#### **Attachments**

Nil

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**FINANCE COMMITTEE MEETING MINUTES - 2 MAY 2025**

**7. GENERAL BUSINESS**

**Close of meeting: 1:38pm**

**Next Meeting: Tuesday 17 June at 1pm**

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 14.3 INFORMAL MEETING OF COUNCILLORS RECORD

**Carla Hanlon - Executive Manager People & Governance**  
**Office of the CEO**

#### **For Decision**

#### **RECOMMENDATION**

That Council accepts the attached Informal Meetings of Councillors records.

This report tables the Informal Meetings of Councillors as required under Council's governance rules. Informal Meetings of Councillors Records are only required for meetings closed to the public.

#### PURPOSE OF REPORT

The report presents Informal Meetings of Councillors records to Council for recording in the minutes in accordance with Governance Rule 72(b)(iii).

#### BACKGROUND

Governance Rule 70 defines an Informal Meeting of Councillors as:

1. a meeting of an advisory committee of Council, if at least one Councillor is present, or
2. a planned or scheduled meeting of at least half the Councillors and one member of Council staff which considers matters that are intended or likely to be:
  - a. the subject of a decision of the Council; or
  - b. subject to the exercise of a function, duty or power of the Council that has been delegated to a person or a committee.

The Governance Rules specifically excludes the following meetings:

- Council Meetings
- Delegated Committee Meetings
- Community Asset Committee Meetings

Informal meetings of Councillors do not include meetings which are open to the public.

#### DISCUSSION

Under Governance Rule 72(b)(iii), the CEO is required to provide a summary of matters discussed at Informal meetings of Councillors, which is to be tabled at the next Scheduled Council meeting and is to be recorded in the minutes.

The attached Informal Meetings of Councillors records are presented to Council for acceptance as summarised in the following table.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

MEETING	DATE
Finance Committee	22 April 2025
Planning Site Visit – PP240071	22 April 2025
Planning Site Visit – PA250017	22 April 2025
Planning Site Visit – PP220030&200060	22 April 2025
Council Briefing	29 April 2025
Finance Committee	2 May 2025
Council Briefing	6 May 2025
Council Briefing	13 May 2025
Council Briefing	27 May 2025

### NOTE:

The timing of the agenda distribution will sometimes make it difficult to provide a complete month. Please note that any items not included will carry forward to the following month.

### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	N/A

An Informal Meeting of Councillors record is a mechanism for Councillors and officers to openly declare and report any conflicts that may have arisen during a defined informal meeting of Councillors. This demonstrates to Council and the community that the meetings are conducted with transparency and good governance.

### FINANCIAL IMPLICATIONS

There are no financial implications with this report.

### LEGISLATIVE IMPLICATIONS

Informal Meetings of Councillors are dealt with under the Governance Rules.

### RISK & OPPORTUNITY MANAGEMENT

Description	Likelihood	Consequence	Current Risk Rating	Controls
That a defined Informal Meeting of Councillors is not reported to Council, and public confidence in transparency is undermined.	Likely	Insignificant	Medium	Regular reminders to officers about the requirement to report defined meetings.  Follow up of missing records for known meetings.

### CONCLUSION



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

The Informal Meetings of Councillors records attached to this report are a true and accurate record of all defined meetings reported since the last report to Council.

### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Carla Hanlon - Executive Manager People & Governance
- Annabel Harding - Governance Coordinator
- Cassandra Horne – Governance Officer

### **Attachments**

1. Informal Meeting of Councillors Record - Planning Site Visit - P P 240071 - 22 April 2025 [**14.3.1** - 2 pages]
2. Informal Meeting of Councillors Record - Planning Site Visit - P A 250017 - 22 April 2025 [**14.3.2** - 2 pages]
3. Informal Meeting of Councillors Record - Planning Site Visit - P P 220030 & P P 200060 - 22 April 20 [**14.3.3** - 2 pages]
4. Informal Meeting of Councillors Record - Finance Advisory Committee - 22 April 2025 [**14.3.4** - 2 pages]
5. Informal Meeting of Councillors Record - Council Briefing - 29 April 2025 [**14.3.5** - 2 pages]
6. Informal Meeting of Councillors Record - Council Briefing - 6 May 2025 [**14.3.6** - 2 pages]
7. Informal Meeting of Councillors - Finance Advisory Committee - 6 May 2025 [**14.3.7** - 2 pages]
8. Informal Meeting of Councillors Record - Council Briefing - 13 May 2025 [**14.3.8** - 2 pages]
9. Informal Meeting of Councillors Record - Council Briefing - 27 May 2025 [**14.3.9** - 2 pages]

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

#### NOTE:

This Form MUST :

- a) be completed by the attending Council Officer
- b) TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)
- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

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#### MEETING DETAILS:

Meeting	Site Visit PP250017 – Slaughterhouse, Rutherglen
Date:	22 April 2025
Time:	2.00pm – 2.30pm
Meeting Location:	As above

#### IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	S Price	Mayor
	J Dowsley	Deputy Mayor
	D Shepherd	Councillor
	S Landells	Councillor
	R Horne	Councillor
	J Harvey	Councillor
Officers:	James Turner	Manager Planning & Statutory Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

Planning application considered at April Council Meeting

### CONFLICT OF INTEREST DISCLOSURES:

ITEM:

None

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: James Turner

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

At the commencement of an applicable meeting, Council staff are required to identify that this is an Informal Meeting of Councillors as defined in Council's Governance Rules, and call for any Conflicts of Interest (Sections 126 - 131 *Local Government Act 2020*).

For additional information please refer to TRIM reference: INTERNAL20/7700

#### NOTE:

This Form MUST :

- a) be completed by the attending Council Officer
- b) TRIMmed to INFORMATION MANAGEMENT – Registers – Informal Meeting of Councillors (relevant year)
- c) completed record forwarded to the Governance Officer for inclusion in the next Meeting of Council and incorporated in the minutes.

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#### MEETING DETAILS:

Meeting	Site Visit PP220030 & PP20060 – Gooramadda Road, Rutherglen
Date:	22 April 2025
Time:	3.10pm – 3.40pm
Meeting Location:	As above

#### IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	S Price	Mayor
	J Dowsley	Deputy Mayor
	D Shepherd	Councillor
	S Landells	Councillor
	R Horne	Councillor
	J Harvey	Councillor
Officers:	James Turner	Manager Planning & Statutory Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

Planning application considered at April Council Meeting

### CONFLICT OF INTEREST DISCLOSURES:

ITEM:

None

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: James Turner



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

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For additional information please refer to TRIM reference: INTERNAL20/7700

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#### MEETING DETAILS:

Meeting	Site Visit PP220030 & PP20060 – Gooramadda Road, Rutherglen
Date:	22 April 2025
Time:	3.10pm – 3.40pm
Meeting Location:	As above

#### IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
Councillors:	S Price	Mayor
	J Dowsley	Deputy Mayor
	D Shepherd	Councillor
	S Landells	Councillor
	R Horne	Councillor
	J Harvey	Councillor
Officers:	James Turner	Manager Planning & Statutory Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

Planning application considered at April Council Meeting

### CONFLICT OF INTEREST DISCLOSURES:

ITEM:

None

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: James Turner

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

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For additional information please refer to TRIM reference: INTERNAL22/5863

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#### MEETING DETAILS:

Meeting	Finance Advisory Committee
Date:	22 April 2025
Time:	1:00pm
Meeting Location:	Beechworth Council Chamber

#### IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
<b>Councillors:</b>	Sophie Price	Mayor
	Jane Dowsley	Deputy Mayor
	John Harvey	
	Roberta Horne	
	Scott Landells	
	Diane Shephard	
	Greg Bourke	
<b>Officers:</b>	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services
	Phil Garoni	Manager Finance
<b>Secretariat:</b>	Carolyn Lingham	Executive Assistant Planning & Corporate Services

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed, and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

March 2025 Finance Report

CONFLICT OF INTEREST DISCLOSURES:  
ITEM:

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Carolyn Lingham

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

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For additional information please refer to TRIM reference: INTERNAL20/7700

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#### MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 29 April 2025
Time:	4.00pm
Meeting Location:	Beechworth Chambers

#### IN ATTENDANCE: (circle/delete as appropriate)

<b>Councillors:</b>	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Diane Shepheard	Councillor
<b>Officers:</b>	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Ian Ellett	Director Infrastructure Services
Sally Rice	Director Community & Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Carla Hanlon	Executive Manager People & Governance
Annabel Harding	Governance Coordinator

### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

- 
- 5.1 Budget Follow Up.....
  - 5.2 April Council Meeting Agenda Review.....
  - 6. GENERAL BUSINESS .....
  - 6.1 Councillor Committee Reports .....
  - 6.2 Upcoming Schedules - Briefing and Council Meetings .....
  - 6.3 Actions From Previous Meetings .....
  - 6.4 Councillor and CEO Update - Information Only, No Time Allocated .....
- 

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Annabel Harding – Governance Coordinator

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



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#### MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 6 May 2025
Time:	9.30am
Meeting Location:	Beechworth Chambers

#### IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
Officers:	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services
	Ian Ellett	Director Infrastructure Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Susannah Doyle	Acting Director Community & Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Carla Hanlon	Executive Manager People & Governance
Annabel Harding	Governance Coordinator

### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

- 
- [5. Briefing notes](#)
  - [5.1 Asset Plan 2025](#)
  - [5.2 Indigo Destination Management Plan - Development Project](#)
  - [5.3 Monthly Planning Update](#)
  - [5.4 April Capital Works Report](#)
  - [5.5 May Council Meeting Agenda Review](#)
  - [6. General Business](#)
  - [6.1 Councillor Committee Reports](#)
  - [6.2 Upcoming Schedules - Briefing and Council Meetings](#)
  - [6.3 Actions From Previous Meetings](#)
  - [6.4 Councillor and CEO Update](#)
- 

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Annabel Harding – Governance Coordinator

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

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For additional information please refer to TRIM reference: INTERNAL22/5863

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#### MEETING DETAILS:

Meeting	Finance Advisory Committee
Date:	
Time:	1:00pm
Meeting Location:	Beechworth Council Chamber

#### IN ATTENDANCE: (circle / delete as appropriate)

	Name	Title
<b>Councillors:</b>	Sophie Price	Mayor
	Jane Dowsley	Deputy Mayor
	John Harvey	
	Roberta Horne	
	Scott Landells	
	Diane Shephard	
<b>Officers:</b>	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services
	Phil Garoni	Manager Finance
<b>Secretariat:</b>	Carolyn Lingham	Executive Assistant Planning & Corporate Services

SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed, and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

2025/2026 Draft Budget
Capital Projects Reporting <i>(Due to time restraints this item was deferred to a future meeting)</i>

CONFLICT OF INTEREST DISCLOSURES:  
ITEM:

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Carolyn Lingham



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

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#### MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 13 May 2025
Time:	4.00pm
Meeting Location:	Beechworth Chambers

#### IN ATTENDANCE: (circle/delete as appropriate)

Councillors:	Cr Sophie Price	Mayor
	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Scott Landells	Councillor
	Cr Diane Shepheard	Councillor
Officers:	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Ian Ellett	Director Infrastructure Services
Susannah Doyle	Acting Director Community & Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Carla Hanlon	Executive Manager People & Governance
Annabel Harding	Governance Coordinator

### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

- 
- [4. Councillor and CEO Time](#)
  - [5. briefing notes](#)
  - [5.1 May Council Meeting Agenda Review](#)
  - [6. General Business](#)
  - [6.1 Councillor Committee Reports](#)
  - [6.2 Upcoming Schedules - Briefing and Council Meetings](#)
  - [6.3 Actions From Previous Meetings](#)
  - [6.4 Councillor and CEO Update - Information Only, No Time Allocated](#)
- 

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Annabel Harding – Governance Coordinator

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



### INFORMAL MEETING OF COUNCILLORS RECORD

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For additional information please refer to TRIM reference: INTERNAL20/7700

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#### MEETING DETAILS:

Meeting	Council Briefing
Date:	Tuesday 27 May 2025
Time:	9.00am
Meeting Location:	Beechworth Chambers

#### IN ATTENDANCE: (circle/delete as appropriate)

<b>Councillors:</b>	Cr Jane Dowsley	Deputy Mayor
	Cr Greg Bourke	Councillor
	Cr John Harvey	Councillor
	Cr Roberta Horne	Councillor
	Cr Diane Shephard	Councillor
<b>Officers:</b>	Trevor Ierino	Chief Executive Officer
	Greg Pinkerton	Director Planning & Corporate Services
	Ian Ellett	Director Infrastructure Services

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025



Susannah Doyle	Acting Director Community & Economic Development
Mel Collis	Executive Manager Customer Experience & Engagement
Nathan Mullane	Manager Capital Works and Waste Services
Annabel Harding	Governance Coordinator

### MATTER/S DISCUSSED/CONSIDERED AT THE MEETING:

(Note: Conflicts of Interest must be disclosed and the person leave the assembly before discussion of the conflict matter (Sections 126 – 131 of the *Local Government Act 2020*))

5.	BRIEFING NOTES .....
5.1	Road and Place Naming Policy.....
5.2	Indigo Heritage Citations Review Stage 1 - Final Report .....
5.3	Planning Scheme Amendment Process .....
5.4	Burke Museum Collection Risk Management & Building Conservation.....
5.5	Asset Plan 2025.....
5.6	Priority Projects and Funding Applications.....
5.7	Lunch Break .....
5.8	Murray to Mountains Rail Trail Enhancements Project Overview .....
6.	GENERAL BUSINESS .....
6.1	Councillor Committee Reports .....
6.2	Upcoming Schedules - Briefing and Council Meetings .....
6.3	Governance Calendar .....
6.4	Actions From Previous Meetings.....

Councillor	Time of departure	Time of re-entry
Officer	Time of departure	Time of re-entry

Record Author: Annabel Harding – Governance Coordinator

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 14.4 CONTRACTS AWARDED UNDER CHIEF EXECUTIVE OFFICER DELEGATION - MAY 2025

**Trevor Ierino - Chief Executive Officer**  
**Office of the CEO**

#### **For Information**

There were no contracts awarded by the CEO under delegation, between the values \$250,000 and \$500,000, for the month of May 2025.

Date	Tenderer	Title	Project	Amount
	NIL			

#### STRATEGIC CONTEXT

COUNCIL PLAN 2021 – 2025	
Theme	5. Accountability
Strategic Objective	5.5 Our Councillors and organisation are committed to the highest level of governance practices and conduct.
Strategic Action	5.5.2 Develop and maintain a Governance Schedule to give Council and Community visibility of future legislative requirements

#### DECLARATION OF CONFLICT OF INTEREST

Under section 130(2) of the *Local Government Act 2020* and Governance Rule 24, the following officers declare that they have no interests to disclose in providing this report:

- Trevor Ierino - Chief Executive Officer
- Kathryn Baldock - Executive Assistant - CEO & Councillors

#### **Attachments**

Nil



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 15 NOTICES OF MOTION

#### 15.1 NOTICE OF MOTION - URGENT BUDGET REALLOCATION

**TAKE NOTICE** that at a Council Meeting to be held on 23 June 2025, i intend to move the following motion:

##### **MOTION**

That Council:

1. Reallocate between \$350,000 and \$400,000 from discretionary items in the 2025–26 budget to provide targeted, time-limited financial relief for ratepayers experiencing hardship due to recent levy increases and economic stress.
2. Request the CEO report back with recommendations for implementation, including eligibility and fund structure.

##### **Supporting statement**

Indigo's agricultural and small business communities are under mounting strain. The Emergency Services and Volunteers Fund (ESVF) levy - though recently reduced for primary producers, continues to apply pressure across our ratepayer base. Rural 1 and 2 ratepayers are still facing rate hikes of 8.2% and 9.5% respectively. Meanwhile, small business and commercial property owners are absorbing ESV increases of up to 63%. For many, this is not just a budget item - it's a breaking point.

Council's draft budget outlines over \$11.6 million in capital works, including \$1.83M for Visitor Experience & Museums, \$1M for the Rutherglen Caravan Park, and \$765K for tourism development. These are worthy projects, but in a time of real financial distress, we must weigh expanding our tourism offerings against the urgency of assisting enterprises in survival mode. Some initiatives - especially tourism and economic development - could be deferred or delivered through partnerships with other agencies, rather than solely by the Shire.

I propose using less than 1% of this budget - \$350K–\$400K - to establish a hardship support fund. This fund could include options such as rate deferrals or temporary reductions, emergency assistance for water and feed and providing roadside grazing approvals where appropriate. Other possibilities to consider include waiving or deferring permit and inspection fees, offering micro-grants for local operators, supporting local "buy local" campaigns, or initiating joint efforts with state agencies to deliver targeted support where Council alone cannot.

The goal is not to shift blame but to show leadership. We may not have set these levies - but we can soften their impact. The decisions we make now will shape the resilience of our towns for years to come. In time, no one will remember the specific line item we adjusted or the exact dollar figure - but they will remember whether Council stood with its people when it mattered most.

This motion offers a practical, compassionate, and financially responsible way forward. It ensures that Council is seen not just as a manager of assets, but as a true steward of community wellbeing.

Cr Roberta Horne

**Date received:** 16 June 2025

## **SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025**

### **16 COUNCILLOR REPORT**

#### **16.1 COUNCILLOR REPORTS**

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 16.2 MAYOR'S DIARY

**Trevor Ierino**  
**Office of the CEO**

#### **For Information**

Mayor Price attended the following functions/events/meetings in May 2025:

DATE	TIME	FUNCTION / EVENT / MEETING	LOCATION
1 May	9.00am	Pre interviews meeting - Interview Panel for CEO Employment and Remuneration Committee	Online
1 May	9.15am	Interview Panel - CEO Employment and Remuneration Committee applicant	Online
1 May	10.15am	Interview Panel - CEO Employment and Remuneration Committee applicant	Online
1 May	11.30am	Interview Panel - CEO Employment and Remuneration Committee applicant	Online
2 May	10.00am	Meeting with CEO and JMP Developments and Nordcon	Wodonga
2 May	5.30pm	Keep Australia Beautiful – Australian Tidy Towns Sustainability Awards 2025 – Welcome Function	Beechworth
3 May	6.30pm	Keep Australia Beautiful – Australian Tidy Towns Sustainability Awards 2025 – Awards Dinner	Beechworth
5 May	9.00am	Meeting with CEO and Deputy Mayor	Beechworth
6 May	9.30am	Council Briefing	Beechworth
6 May	12.15pm	Finance Committee Meeting	Beechworth
6 May	6.00pm	Municipal Association of Victoria (MAV) Delegates Welcome and Induction Session	Online
7 May	9.15am	Interview Panel - CEO Employment and Remuneration Committee applicant	Online
8 May	12.30pm	Albury Wodonga Regional Local Govt Health Alliance	Wodonga
9 May	10.30am	Murray Darling Association Region 1 Meeting	Albury
9 May	3.30pm	Meeting with CEO, Manager Community Development and Beechworth Kindergarten	Beechworth
9 May	4.00pm	Meeting with CEO, Manager Community Development and Beechworth Community Early Years Learning Centre	Beechworth

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

DATE	TIME	FUNCTION / EVENT / MEETING	LOCATION
12 May	9.00am	Interview Panel - CEO Employment and Remuneration Committee applicant	Online
12 May	9.00am	Meeting with CEO and Deputy Mayor	Beechworth
12 May	1.00pm	Post interviews meeting - Interview Panel for CEO Employment and Remuneration Committee	Online
13 May	12.30pm	Media – 2AY Radio	
13 May	2.00pm	Meeting with CEO, Deputy Mayor, Director Community & Economic Development and Manager Community Development	Beechworth
13 May	3.00pm	Meeting with CEO and Councillors	Beechworth
13 May	4.00pm	Council Briefing	Beechworth
13 May	6.30pm	Council Meeting	Beechworth
14 May	10.40am	IDAHOBIT Day – Flag Raising and Morning Tea	Rutherglen
14 May	12.30pm	Media – Win News	
14 May	11.30am	Meeting with President of Chiltern Tourism	Chiltern
14 May	1.00pm	Media – 2AY Radio	
14 May	1.10pm	Media – Border Mail	
16 May	1.00pm	Meeting at Dreams Can Come True	Chiltern
19 May	9.00am	Candidate discussion meeting - CEO Employment and Remuneration Committee	Online
19 May	10.00am	Meeting with CEO and Deputy Mayor	Beechworth
21 May	10.00am	Meeting with CEO and CEO Murray Darling Association	Online
21 May	3.30pm	Referee Check - CEO Employment and Remuneration Committee candidate	Online
22 May	9.15am	Rural Councils Victoria Planning Day	Melbourne

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 17 DECISIONS REGISTER

**Trevor Ierino - Chief Executive Officer**  
**Office of the CEO**

#### For Information

The report outlines actions from Council Resolutions as at 13 May 2025, including those not previously listed as completed, but not including resolutions to note a report.

Meeting date	Item	Name	Resolution	Status
27 August 2024	13.5	Sale of Land - Reserve on 15 Cordial Lane, Yackandandah	That Council: 1. Agrees to the intended sale of 1,107.5 square metres of reserve land, valued at \$47,000, that runs through 15 Cordial Lane Yackandandah; 2. Notes a public notice will be published advising of Council's intention to sell the land and that submissions will be received from the public for a period of 28 days in relation to the proposed sale; and 3. Notes that a further report will be provided to Council following the public notice period unless no objections are received, in which case officers will proceed with the formal process required for the sale of land.	Completed
10 December 2024	14.9	Advocacy Position on Albury Wodonga Hospital	That Council: 1. Acknowledges that the current, proposed redevelopment plan for Albury hospital continues to fall critically short of meeting the current and future health needs of the Albury Wodonga Regional Community; 2. Supports the development of a fully funded, new, single site hospital in a new central cross-border location, for the Albury Wodonga region, that meets the health points of care requirements as identified in the 2021 Albury Wodonga Health Clinical Services Plan; 3. Calls on the State Governments of Victoria and New South Wales to pause the current redevelopment plans for the Albury Hospital, and redirect efforts towards a fully funded, new single-site hospital in Albury or Wodonga; 4. Calls upon the Australian Government and the State Governments of Victoria and New South Wales to collaborate for the provision of a fully funded, health service that meets the current and future needs of all the regional communities within the catchment of Albury Wodonga Health;	Ongoing



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

			<ol style="list-style-type: none"> <li>5. Urgently seeks assurances from the New South Wales and Victorian State Governments to allay the fears of our community that the \$558 million investment allocated to the Albury Wodonga Health Service is committed regardless of the form the new hospital may take;</li> <li>6. Urgently seeks commitment from the State Governments of Victoria and New South Wales to provide interim solutions to address the current, ongoing hospital capacity deficiencies, including but not limited to: <ol style="list-style-type: none"> <li>a. Additional beds (like modular wards) now that have operational staffing; and</li> <li>b. Additional theatres now funded to operate effectively; and</li> <li>c. Capital and operational funding to meet the above short-term needs;</li> </ol> </li> <li>7. Authorises the CEO and Mayor to <ol style="list-style-type: none"> <li>a. Advocate for, and communicate this position statement with the State Governments of Victoria and New South Wales, the Federal Government, and with the Board of Albury-Wodonga Health;</li> <li>b. Use the Council's communication channels, including but not limited to website, social media channels, and newsletters to inform the community;</li> </ol> </li> <li>8. Authorises the CEO and Mayor to <ol style="list-style-type: none"> <li>a. Advocate for Regional Boundary Changes, and specifically that the current proposed Hume Region be split into two regions and that Albury Wodonga Health run the Ovens Murray Local Health Service Network as the Health Community of Interest emanating from Albury Wodonga Region;</li> <li>b. Participate in any meeting requested of the regional Mayors with the Victorian and NSW Premiers, Health Ministers, Cross Border Commissioners and the Prime Minister, and Australian Government Health Minister;</li> <li>c. Provide support through media release and socials - noting the Mayors have met and expressed concern around formation of local health service networks, concern about maintaining local decision making and the impact these decisions may have on providing an effective health service in the Albury Wodonga Region.</li> </ol> </li> </ol>	
13 May 2025	8	Confirmation of Minutes From Pervious Meeting(s)	That the Minutes of the Council Meeting held on 29 April 2025, as published on Council's website, be confirmed.	Completed
13 May 2025	11.1	Draft Community	That Council	Completed

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

		Vision and Council Plan 2025-2029	<ol style="list-style-type: none"> <li>Endorses the draft Community Vision and Council Plan 2025-2029 for public exhibition for a period of 21 days;</li> <li>Invites written submissions on the draft Community Vision and Council Plan 2025-2029; and</li> <li>Receives a further report at the June Council meeting to consider submissions and adopt the final Community Vision and Council Plan 2025-2029.</li> </ol>	
13 May 2025	11.2	Draft Council Budget	<p><b><u>Recommendation 1</u></b></p> <p>That Council approves the “High Street Yackandandah Public Toilet” project contained in the attached budget documents.</p>	Completed
13 May 2025	11.2	Draft Council Budget	<p><b><u>Recommendation 2</u></b></p> <p>That Council;</p> <ol style="list-style-type: none"> <li>Notes that; <ol style="list-style-type: none"> <li>The attached draft budget contains the following allocations: <ol style="list-style-type: none"> <li>\$8.305 million of capital works, including \$4.6 million for new, renewed, and upgraded roads, bridges, and pathways.</li> <li>\$100k for year one actions arising from the new Council Plan (2025-2029).</li> <li>\$90k for streetscape beautification works.</li> <li>\$40k to plan for the future of the shire’s tourism in the context of increasing visitation and the future world heritage bid.</li> <li>\$200k increase in road maintenance.</li> <li>\$25k for trail maintenance.</li> </ol> </li> <li>Council is currently awaiting the result of its rate cap increase application with the Essential Services Commission (ESC) to complete a revenue-neutral transfer the Environmental Management Contribution (EMC) to general rates (as described in this report). The Draft Budget assumes that this ESC application will be successful.</li> </ol> </li> <li>Endorses the attached documents for public exhibition: <ol style="list-style-type: none"> <li><i>Draft Budget.</i></li> <li><i>Draft Ten Year Financial Plan.</i></li> <li><i>Draft Revenue and Rating Plan.</i></li> <li><i>Draft Operating Income and Expense by Service.</i></li> <li><i>Draft Capital Works Commentary.</i></li> </ol> </li> <li>Authorises the Chief Executive Officer to give public notice of the preparation of the draft budget.</li> <li>Places the endorsed documents on public exhibition for a period of 21 days from Wednesday 14 May to close of business Wednesday 4 June.</li> </ol>	Incomplete

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

			<div>5. Invites any person wishing to provide feedback on the exhibited documents to do so prior to 5pm, 4 June 2025.</div> <div>6. Considers the community feedback, along with any recommended budget changes arising from the feedback, at the June Ordinary Meeting of Council on 24 June 2025.</div> <div>7. Considers the updated 2024/25 budget at the June Ordinary Meeting of Council on 24 June 2025.</div>																																					
13 May 2025	11.3	April Finance Report	That Council accepts the April 2025 Finance Report.	Completed																																				
13 May 2025	12.1	Get Active Indigo Grants 2025	<div>That Council</div> <div>1. Receives the 2025 Get Active Indigo Grants Assessment Panel Recommendation Report; and</div> <div>2. Endorses the distribution of funds as recommended by the Assessment Panel as follows:</div> <table><tr><th>Applicant</th><th>Project</th><th>Amount</th></tr><tr><td>Albury Wodonga Orienteering Club</td><td>Orienteering “Come and Try It”</td><td>\$2,500</td></tr><tr><td>Beechworth Pickleball Club</td><td>Beechworth Pickleball Competition</td><td>\$4,000</td></tr><tr><td>Allans Flat Tennis Club Inc</td><td>Club Coaching</td><td>\$3,600</td></tr><tr><td>Beechworth Health Service</td><td>Live Well Indigo</td><td>\$5,000</td></tr><tr><td>Rutherglen Wine Bottle Committee of Management</td><td>Fun and Activities at the Bottle</td><td>\$600</td></tr><tr><td>Beechworth Croquet Club</td><td>Croquet Club upgrade facilities</td><td>\$1,000</td></tr><tr><td>Rutherglen Football Netball Club</td><td>Auskick and Net Set Go Equipment</td><td>\$2,500</td></tr><tr><td>Border Triathlon Squad Inc</td><td>Get kids &amp; Adults interested in Triathlons</td><td>\$5,000</td></tr><tr><td>Chiltern Auskick and Net Set Go</td><td>Play, Move, Belong</td><td>\$2,500</td></tr><tr><td>Kiewa Valley Bowling Club</td><td>Community Barefoot Bowls</td><td>\$800</td></tr><tr><td>Drop In and Take Off Incorporated</td><td>North East Skate Park</td><td>\$2,500</td></tr></table>	Applicant	Project	Amount	Albury Wodonga Orienteering Club	Orienteering “Come and Try It”	\$2,500	Beechworth Pickleball Club	Beechworth Pickleball Competition	\$4,000	Allans Flat Tennis Club Inc	Club Coaching	\$3,600	Beechworth Health Service	Live Well Indigo	\$5,000	Rutherglen Wine Bottle Committee of Management	Fun and Activities at the Bottle	\$600	Beechworth Croquet Club	Croquet Club upgrade facilities	\$1,000	Rutherglen Football Netball Club	Auskick and Net Set Go Equipment	\$2,500	Border Triathlon Squad Inc	Get kids & Adults interested in Triathlons	\$5,000	Chiltern Auskick and Net Set Go	Play, Move, Belong	\$2,500	Kiewa Valley Bowling Club	Community Barefoot Bowls	\$800	Drop In and Take Off Incorporated	North East Skate Park	\$2,500	
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## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

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	Series – Indigo Shire									
Total		\$30,000								
13 May 2025	12.2	Swimming Pool Operations Contract Extension 2025-2026	That Council enters into a one-year contract extension with Belgravia Leisure PTY LTD with the contract price of \$747,463 (ex GST) for the operation of Indigo Shire Councils five Swimming Pools for the 2025/2026 season.	Completed						
13 May 2025	13.1	Capital Works Report	That Council notes the April 2025 Capital Works Report and year to date progress in the delivery of the Capital Works Program, with figures not available for the full month.	Completed						
13 May 2025	14.1	Review of the Councillor Gift and Hospitality Policy	That Council:  1. Endorses the attached draft Councillor Gift & Hospitality Policy for public exhibition for a period of 30 days, from 14 May to 13 June 2025; and  2. Notes that the policy will return to the 29 July 2025 Council Meeting for adoption.	Completed						
13 May 2025	14.2	Advisory Committee Minutes	That Council receives the attached unconfirmed meeting minutes for the following Advisory Committees and endorses the officer recommended actions:  1. Indigo Community Access Committee and  2. Finance Committee.	Completed						
13 May 2025	14.3	Informal Meeting of Councillors Records	That Council accepts the attached Informal Meetings of Councillors records.	Completed						
13 May 2025	14.4	Victorian Electoral Commission 2024 Election Report	That Council receives the Victorian Electoral Commission 2024 Election Report.	Completed						

### Attachments

Nil

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 18 GENERAL BUSINESS



## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 19 CONFIDENTIAL ITEMS

Section 66 of the *Local Government Act 2020 (the LGA Act)* states:

1. A Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.
2. The circumstances are:
  - a. the meeting is to consider confidential information [*as defined in section 3 of the LGA Act*];
  - b. for security reasons; or
  - c. it is necessary to do so to enable the meeting to proceed in an orderly manner.

#### RECOMMENDATION

That the Council Meeting be closed to the public in accordance with Section 66 of the *Local Government Act 2020*.

***This meeting will now close to the public. Members of the gallery are asked to leave. Recording and live streaming will cease before proceeding.***

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

**Carla Hanlon - Executive Manager People & Governance**

**{directorate-do-not-remove}**

### **For Decision**

*This matter is considered to be confidential under Section 3(1)(f) of the Local Government Act 2020, as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.*

The reason this section applies is that all applications are considered confidential and contains personal and sensitive information about applicants.

### **19.1 INDEPENDENT MEMBER OF THE CEO EMPLOYMENT AND REMUNERATION COMMITTEE**

**Carla Hanlon - Executive Manager People & Governance**

**Office of the CEO**

### **For Decision**

*This matter is considered to be confidential under Section 3(1)(f) of the Local Government Act 2020, as it deals with personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.*

The reason this section applies is that all applications are considered confidential and contain personal and sensitive information about applicants. It is unreasonable to release this information as Council has not yet made a decision on the final appointee.

## SCHEDULED COUNCIL MEETING AGENDA - 23 JUNE 2025

### 20 MEETING CLOSURE

**Next Meeting:** 29 July 2025 at 6.30pm

