



Murrindindi
Shire Council

Scheduled Meeting of Council

Agenda

Wednesday 26 April 2023

Yea Council Chambers

The Semi Circle

6:00 PM

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1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCILLORS' PLEDGE

1.1 Acknowledgement of Country

The meeting will be opened with the Mayor reading the following on behalf of the Murrindindi Shire Council:

“Murrindindi Shire Council is proud to acknowledge the Taungurung and Wurundjeri people as the traditional custodians of the land we now call Murrindindi Shire.

We pay our respects to their Elders past, present and emerging, who are the keepers of history, traditions, knowledge and culture of this land.”

1.2 Councillors' Pledge

“The Councillors, democratically elected to represent our community as the Murrindindi Shire Council, are committed to working together in the best interests of the people who live in our municipality, those who conduct business here and those who visit.”

2 PROCEDURAL MATTERS

2.1 Privacy Note

This public meeting is being streamed live via our Facebook page and website. A recording of the meeting along with the official Minutes of the meeting will also be published on our website.

2.2 Apologies and Request for Planned Leave

2.3 Disclosure of Interest or Conflict of Interest

In accordance with section 130 (1)(a) of the *Local Government Act 2020* Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

Disclosure must occur immediately before the matter is considered or discussed.

2.4 Confirmation of Minutes

Minutes of the Scheduled Meeting of Council held on 22 March 2023.

RECOMMENDATION

That Council confirm the minutes of the 22 March 2023 Scheduled Meeting of Council.

Minutes of the Special Meeting of Council held on 5 April 2023.

RECOMMENDATION

That Council confirm the minutes of the 5 April 2023 Special Meeting of Council.

2.5 Petitions

Petitions received will be tabled at the Scheduled Meeting of Council.

2.6 Community Recognition

Council may suspend standing orders to thank and acknowledge particular community achievements.

2.7 Matters Deferred from Previous Meeting

Council may resolve to defer a matter to a future meeting for consideration for various reasons. Where a matter has been previously deferred it will be tabled for consideration under this section.

2.8 Urgent Business

Council may by resolution admit an item of urgent business only if:

- a. it relates to or arises out of a matter which has arisen since distribution of the Agenda; and
- b. deferring the item until the next Meeting will mean a decision on the item will not have any effect on the matter; or
- c. the item involves a matter of urgency as determined by the Chief Executive Officer; and
- d. it cannot be addressed through an operational service request process.
- e. Provided the matter does not:
 - I. substantially affect the levels of Council service
 - II. commit Council to significant expenditure not included in the adopted budget
 - III. establish or amend Council Policy.

3 PUBLIC PARTICIPATION

3.1 Open Forum

Section 8 of the *Governance Rules 2020* allows for Community Participation in Council Meetings. Open Forum is an opportunity for the general public to present to Council on a matter listed on the Agenda or any other matter.

3.2 Questions of Council

Questions of Council are an opportunity for the general public to submit a question prior to the Scheduled Meeting and receive a response from Council in the Questions of Council time.

4 REPORTS - ASSETS AND DEVELOPMENT DIRECTORATE

4.1 Break O'Day Road Bridge - Alignment Decision

Attachment(s)	Attachment 1 - Break O'Day Road Bridge - Community Meeting Presentation - April 2023 [4.1.1 - 16 pages] Attachment 2 - Break O'Day Road Bridge - Letter to The Hon. Melissa Horne MP - Extra Funding Sought [4.1.2 - 2 pages] Attachment 3 - Break O'Day Road Bridge - FAQs - April 2023 [4.1.3 - 7 pages]
Presenter	P Bain, Manager Sustainability & Assets
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

This report aims to provide an update on the delivery of the Break O'Day Road Bridge, Glenburn. Officers are seeking a decision on which alignment to proceed with, for the Break O'Day Road Bridge construction.

RECOMMENDATION

That Council:

1. note the advice from the bridge audit consultant's report and the engineering advice from Officers regarding the decision to replace the existing bridge at Break O'Day Road as soon as practicable in accordance with Council's role as the coordinating road authority
2. conditionally approve the construction of the new Break O'Day Road Bridge on the alternate alignment as outlined in Option 2, on the basis that \$450,000 of additional funds are contributed by the State Government by Close of Business Wednesday 26 April 2023
3. approve the construction of the new Break O'Day Road Bridge on the existing alignment as outlined in Option 1 if the additional \$450,000 is not obtained, and start works on 15 May 2023, noting that this will require a closure of the bridge for six weeks.

Background

The current bridge renewal program aims to replace and upgrade 3 bridges across the shire as part of the Australian Government's Heavy Vehicle Safety & Productivity Program (HVSP). The Construction of all 3 bridges has been awarded to CASA Engineering through separate tender opportunities and all are at various stages of construction. McDonalds Bridge, Yarck is complete with the new bridge trafficable. Yea Caravan Park Bridge has had the concrete bridge beams poured off site with the park to close in May 2023 to allow construction of the bridge. Break O'Day Road Bridge, Glenburn is currently on hold whilst officers revisit the construction approach and seek approval to proceed with the project following a community feedback period.

The HVSP program delivers two-lane bridges capable of safely supporting all standard heavy vehicles to improve transport productivity for local businesses and road safety for all road users.

Discussion

Pincombes Bridge on Break O'Day Road Glenburn is a single lane, 5-span concrete bridge over the Yea River constructed in 1956. In accordance with the asset management plan, the bridge has been inspected at 4 yearly intervals by an independent bridge expert and routinely inspected by officers.

The inspections have highlighted several key problems:

1. The bridge structure is showing increasing signs of fatigue damage consistent with heavy loading and the bridge design, indicating a high risk that the bridge will become unavailable to normal traffic unless actions are taken.
2. The bridge does not adequately service the needs of the region being single lane and not designed to carry the current level of traffic or service modern high productivity heavy vehicles that need to use the road. Break O'Day Road currently carries 4 times the design traffic level.
3. The bridge does not provide flood immunity being below the current flood level of the Yea River.
4. Being single lane, a road safety audit has indicated several major improvements that need to be made to the bridge approaches in both directions.

Several options were considered to address these problems which are discussed below. A full replacement of the existing structure with a modern design has been assessed to best address all issues.

Council was successful in obtaining a Commonwealth grant for the project based on the proposed option to replace the bridge. This is a competitive grant process and projects were funded based on their relative benefit to improving transport productivity. Funding has been provided on a 50/50 split.

Several approaches to construction have been considered and are discussed in the body of this report. Option 1, which is to fully close the road for a minimum construction period is the best value option and is the officer recommendation. The general community preferred construction option is Option 2 which is not recommended due to the additional construction time and cost. Both construction options result in delay and inconvenience to the community.

Existing Bridge Design and Condition

Pincombes Bridge is routinely inspected by officers and a more detailed inspection is conducted on a 4-year cycle by consultant bridge engineers. The recent inspections that inform the decision to replace the bridge made by the consultant bridge engineers were 2014, 2019 and a design review was conducted in 2023. A visual inspection was conducted by officers in 2020 which showed evidence of accelerated damage to the bridge. As an example, where cracks were detected in 2014, the concrete was spalled and showing exposed reinforcing steel in 2019.



Image 1: Exposed reinforcing, spalled concrete section

Instead of the standard Level 2 inspection conducted on all bridges in 2023, the consultant bridge engineers were asked to do a desktop assessment of Pincombes Bridge including a review of previous inspections and a review of the original design.

The current single lane bridge has a theoretical capacity to carry a 42.5 tonne general mass limit (GML) semi-trailer at or close to 100% limit but would not be adequate for modern higher mass limit semi-trailers or B-doubles. VicRoads has advised that the strength of this particular design of bridge is compromised by repeated heavy vehicle loading. Hence, current assessment is that this style of bridge is highly deficient for modern loads.

As discussed previously, the U-slabs were likely designed for MS18 loading with the assumption that wheel loads are shared by multiple units. Based on DTP assessment guidelines, the 1950s era U-slabs are expected to have only half of their required capacity to support MS18 loading with code prescribed levels of safety. As the design action effects from modern semi-trailers and B-doubles are of comparable magnitude to the MS18 loads, the U-slabs at Break O'day Bridge are likely to be highly deficient (theoretically).

The 2014 inspection report noted possible flexural cracking of the U-slabs. Such a defect is consistent with the theoretical deficiency in the bending strength of the beams. The 2019 inspection record noted concrete spalling and exposed reinforcement. This defect type is common for 1950s era U-slabs, where moisture penetrates the pavement and contributes to corrosion of reinforcement, leading to concrete spalls. Basic concrete patch repairs are typically undertaken to address this defect type. Concrete spalling tends to become more prevalent over time.

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Discussion, Pitt & Sherry, Break O'Day Bridge Desktop Assessment, 2023

This theoretical deficiency is confirmed by the visual observations which show signs of physical deterioration of the bridge structure which is consistent with material fatigue from repeated over-loading.

The hydraulic capacity of a bridge, and therefore its susceptibility to flooding, is another factor that may influence decision making with respect to bridge functionality. The original design drawings (dated 1955) note the maximum known flood level and the design road surface level. Based on this information, there would be approximately 300mm freeboard between the known flood level and the soffit level of the bridge superstructure. Melbourne Water would typically require 600mm freeboard for the design of new structures. Council should review any records of flooding at the site to understand if this has been an issue.

Discussion, Pitt & Sherry, Break O'Day Bridge Desktop Assessment, 2023

A number of options are available, and each were considered by officers both in terms of managing the asset and meeting our role and obligations as the coordinating road authority:

1. Strengthen the bridge. This option would be costly (in the order of \$800k - \$1M) and would only return the bridge to GML semi-trailers. It would not address service needs, the road safety audit or flood immunity. This option is not eligible for funding under the HVSP program.
2. Maintain the existing bridge. In accordance with the review, a bridge load limit would need to be imposed which would not address any of the issues. A limit of 15 tonnes has been recommended, which would cause all heavy vehicles including busses, waste trucks and CFA tankers to be diverted.
3. Replace the existing bridge. This is the recommended option and addresses all issues.

If a single lane bridge is acceptable, and Council is not willing to accept risks associated with theoretically understrength U-slabs, then the bridge could be load limited (perhaps 15t gross) or strengthened. If a deck overlay is constructed then the bridge barriers should be upgraded at the same time. This option may serve Council for the medium term.

Recommendations, Pitt & Sherry, Break O'Day Bridge Desktop Assessment, 2023

Construction Options

Replacement of the existing bridge with a modern design at a level which provides flood immunity is the preferred solution. Replacing the bridge will cause disruption to traffic and a number of construction options have been considered and discussed with the community of Glenburn and surrounds.

When planning the removal and replacement of the current bridge in early 2022, the community expressed a desire to keep the road open to most traffic during the project. A temporary Bailey bridge beside the work site was suggested as a solution. In September 2022, preparations were underway to construct the western pad footing for the Bailey bridge when contractors discovered unfavourable conditions which hindered the ability to construct the temporary footing as originally designed. An assessment was undertaken to identify what would be required to proceed with the temporary footing, however costs associated in proceeding with this option did not provide value for money (estimated to cost an additional \$400K). It was concluded that the costs associated to establish a Bailey bridge would be greater than the available budget.

Following the review of the construction methodology, it was determined that there were not enough funds to proceed with the Bailey bridge option and that the replacement of the bridge would need to be undertaken without any temporary access provided. This would cause a 6-week closure that would impact residents and road users of the area. A community meeting was arranged to advise the community on the updated construction methodology and the impacts resulting from the change.

In November 2022, Council officers held a community meeting in Glenburn to inform the residents of the upcoming construction of the Break O'Day Road Bridge and the method in which the bridge was needing to be replaced. This was met with opposition due to the requirement of the construction methodology to close Break O'Day Road at the bridge for 6 weeks to allow time to dismantle and remove the existing bridge and build the new bridge on the existing alignment. This would cause some access detours for bridge users and extended trips for residents to navigate around the bridge by up to 40 minutes in some situations.

During the community meeting it was requested that council officers revisit the construction methodology and investigate any options available to deliver the bridge with less impact to the surrounding residents. Options requested in the meeting were to review the ability to provide additional funds to support temporary access via the use of a bailey bridge through the site or any other methods that would retain access for the residents.

Following the community meeting, Council officers met with the contractors delivering the project to discuss the options available. The following options were discussed:

- Construct a temporary bailey bridge to the north of the existing bridge to provide access throughout the works to the community.
- Replace the bridge on the current alignment and not provide access through the site for the duration of the works.
- Construct a new bridge on an alternate alignment to the north of the existing bridge and provide access to the community via the existing structure for the duration of the works.

Original Proposed Method

The original option first proposed to the community was to build the new bridge on the current alignment whilst using a temporary bridge to provide some continuity of traffic flow. The original design had been completed on the provision that constructing a single span bridge would remove any need for intermediate piles currently present in the waterway. This would then result in a more efficient flow of water superior to the existing conditions. At the detailed design review stage, a review undertaken by the Catchment Management Authority noted that the removal of intermediate piles alone would not meet their expectations and required the new bridge to be higher than originally anticipated to compensate for the latest flood data and associated cross sectional area underneath the bridge. This in turn altered the design of the bridge as well as the bailey bridge footing dimensions. The updated levels required much larger footings than originally anticipated resulting in encroachment of the footings into the riverbed.

It is the opinion of the officers that to deliver the temporary Bailey bridge would not represent value for money and may create major disturbance to the river ecosystem. Constructing a bailey bridge to this scale would mean essentially building and dismantling 2 complete bridges compared to any other option which would require half the effort with only 1 bridge to be built and 1 dismantled. Any materials utilised to construct the footings for the temporary structure would need to be removed from the area creating additional disturbance.

It is noted also that the availability of these bridges is scarce now due to the recent floods across Victoria and into New South Wales. The additional cost associated in delivering a Bailey bridge, both with extra footing material and reinstating the site, was estimated to be in the vicinity of \$400k. This included establishing a firm foundation for the temporary footing (larger requirement than permanent footing), extra flood protection of footing due to size, removal of all temporary materials post construction, rejuvenation of riverbank and surrounding areas. This process would likely take approximately 18 weeks to deliver and would create minor disruption to the community due to reduced speed limits and possible wait times of 5-10 minutes on some occasions. Note access would only be available for vehicles under 15 tons.

Cons of this proposed method:

1. Availability of suitable length temporary bridges. There are none currently available in Victoria.
2. The changed design height of the new bridge makes the provision of safe vehicle access to the temporary bridge very difficult.
3. Heavy vehicles will still need to be diverted.
4. Budget requires an additional \$400k.
5. Environmental risks such as native vegetation removal, riverbed disturbance, water clarity and erosion.
6. The cost of managing the damage to the riverbank and restoration is only estimated and does present some cost risks.
7. Additional consultation will be required with the Traditional Owners, TLaWC prior to proceeding, which may add additional time to the delivery project, putting grant funding at risk.

Pros of this proposed method:

1. It is the option first considered, before the bridge redesign was undertaken.
2. Access would be available through the site (not for heavy vehicles)

This option is not recommended as it is expensive and has impact on the river system. This option requires double the effort of any other option and poses significant risks in delivering the project. Beyond the cost implications and risks highlighted, there is simply no equipment currently available to undertake this option.

Option 1

Option 1 is to construct a new bridge as proposed by the original proposed method design without the provision of a temporary trafficable Bailey bridge. This requires a construction time of approximately 9 weeks with a full closure of the Break O'Day Road Bridge for approximately 6 weeks. This would not require any additional budget as current funding is sufficient to cover any costs associated with start delays, option investigations and storage. The impact to deliver this option would be borne primarily by the community and surrounding road users both in terms of detour time and vehicle running costs. Although this option is the quickest and cheapest construction method and presents the least impact to the surrounding environment, it has the most impact on the community. Feedback received from the community has indicated that this option is not supported, due to the impact caused by the temporary closure.

Cons of Option 1:

1. All vehicles will need to divert for at least 6 weeks with additional travel times up to 40 minutes each way.
2. The community has expressed strong opposition to this option.

Pros of Option 1:

1. It can be completed within the existing budget. Any potential savings can be allocated to other localised works (river improvements, CFA access improvements etc).
2. A period 6-week period of significant disruption (other options to alleviate disruption have an 18-week duration)
3. It is within the parameters already notified to TLaWC.

In March 2023, officers held a meeting with a group of representatives of the Glenburn community appointed during the November 2022 community meeting. Details of the construction options available and the project journey to date were presented. Officers received feedback requesting additional considerations of the impacts to community and that a further community meeting be held prior to any final decision on construction methodology, to ensure the entire Glenburn community was given an opportunity to comment and be heard.

On 5 April 2023, officers held a further community meeting, to detail the dilemma faced by Council in deciding on the construction methodology and recognise what had been heard relating to community impacts. A number of Councillors attended this meeting, as well as senior officers.

The following concerns were highlighted by the community relating to Option 1:

- Personal cost impacts
- Public transport impacts
- Personal safety risk associated with the proposed detours
- Access to emergency services
- Risk of needing to extend the 6-week closure period

Detours caused by the closure of the existing bridge in Option 1 will add extra distance to residents' daily commute, resulting in an extended travel time and additional fuel cost. Utilising a common reference point in the centre of Break O'Day Road as shown in image 1 below, the longest detour is the route between Break O'Day Road and Glenburn Township. This would likely add 39 minutes to the journey each way. Other detours routes have been explored for key routes and are represented in image 1 and table 1 below.

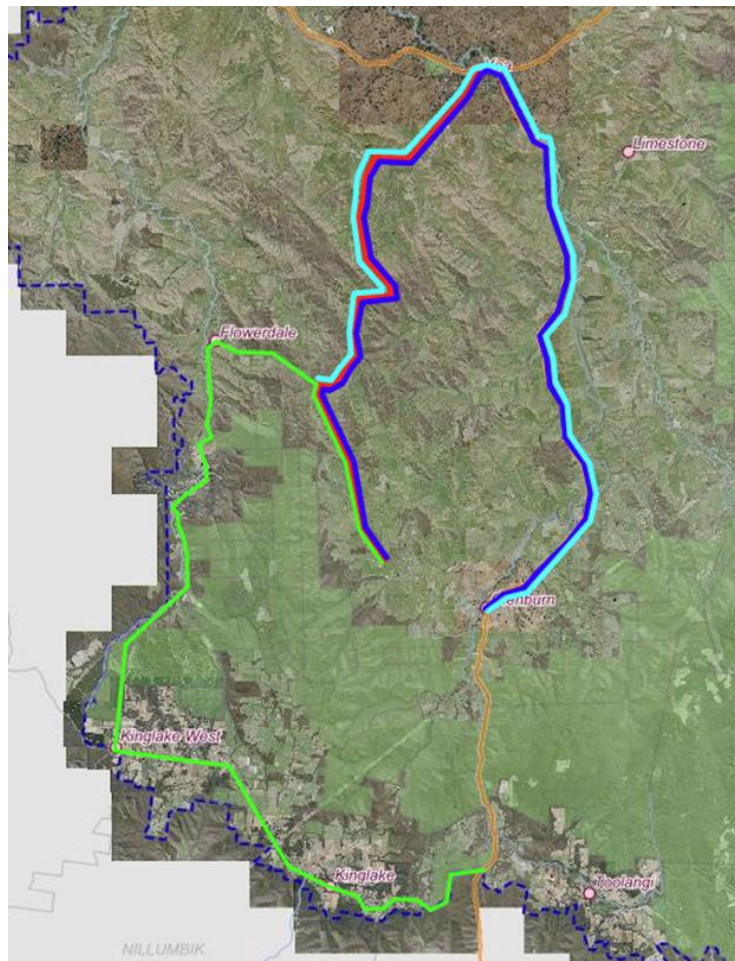


Image 1: Detour Routes – Option 1

Route	Current	Detour	Detour Difference	
Break O'Day Road to Castella	11-13 mins/ 15 km	47-56 mins/60 km	36-43 mins	45 km
Break O'Day Road to Yea	22-26 mins/ 33 km	22-26 mins/29 km	0 mins	- 4 km
Break O'Day Road to Glenburn	3-4 mins/4 km	42-50 mins/ 58 km	39-46 mins	54 km
Flowerdale to Glenburn	13-16 mins/ 18 km	39-47 mins/54 km	26-31 mins	36 km
<i>*Assumed driving to conditions of the road</i>				

Table 1: Detour Route Details – Option 1

Break O'Day Road is an important school bus route for the surrounding areas. Closure of the Break O'Day Road Bridge would require parents to drop their children off at the school bus stop on Whittlesea-Yea Road. This will add extra time to parents' already busy schedules and cause disruption to day-to-day lives. Bus companies have been advised of the possibility of a closure and will continue to work with officers if required to coordinate their services.

With the detours listed above, there have been concerns raised by the community of their personal safety due to the closure. Detours causing additional travel time are perceived to represent an increase in driver fatigue in the early hours of the morning and late at night. These concerns are also coupled with the requirement to travel through areas such as Whittlesea-Yea Road and Kinglake-Whittlesea, which are known for inclement driving conditions during rain and fog as well as an increased population of wildlife such as kangaroos, deer and wombats. It is noted that these conditions are also present along the Melba Highway particularly through the Toolangi State Forest however, the Melba Highway is further frequented by vehicles in comparison to the other roads mentioned, leading to a perception of higher safety.

In addition to the impacts to the community, the closure of the Break O'Day Road bridge will also cause an impact for emergency services in providing a service to the community. Response times and access to properties will be impacted during the closure with ability to staff stations and vehicles also affected. There are measures to be put in place particularly with the CFA: a tanker is expected to be stationed on the western side of the bridge closure to reduce response times. Officers have been advised that there are CFA members capable of operating the equipment located on the eastern side of the closure and that residents should not expect to see any impact to the service provided. The works in this case are expected to be delivered throughout the winter period which presents a low risk for fires, but an occurrence cannot be ruled out. At this stage, with both SES and ambulance depots located in Yea and Kinglake, the closure should not cause any material difference to response times if ongoing communication around closures is provided with appropriate timing.

As mentioned above, to undertake Option 1 construction methodology, the contractor has nominated a 9-week construction program with a 6-week closure. There is some concern within the community surrounding the ability for the works to be delivered within the 6-week closure period nominated. Like any project, there is always a risk of delays. Officers and the contractor will do everything possible to ensure the project is completed within the nominated period however, it must be acknowledged that risks outside of the contractor control such as weather and soil conditions may impact the ability to meet the expected timelines. Continual updates on progress will be made throughout the closure period and any change to the expected timeframes will be advised well in advance.

During the most recent community meeting, considerations were discussed with officers that may lessen the impact on the community associated with Option 1. This also provided the community an opportunity to raise other ideas to alleviate the impact of the closure.

The following proposals to lessen the impact on the community during a full road closure have been considered:

- A temporary pedestrian access bridge with paths and parking areas to allow residents to park a vehicle on either side of the work area and reduce the need to take a diversion.
 - Suitable equipment is available and has been estimated to cost approximately \$180k. This cost allows for the purchase of a pedestrian bridge, construction of foundations and construction of access paths.
 - The pedestrian bridge would be reusable or available for resale upon the completion of the project although the resale value is estimated to be \$20,000.
 - The \$180k estimate includes pack-up and site clean-up costs associated with the pedestrian bridge.
 - With no budget currently available for additional works, funding for this proposal will need to be identified prior to adopting.

- A temporary vehicle crossing with culverts or a pontoon bridge to allow residents to cross in a vehicle or by foot.
 - These methods of water crossing are not recommended for rivers given the high fluctuations in water levels and speed.
 - These methods also have the potential to damage the riverbed and surrounding areas during higher flows as the direction of water is impacted and redirected.
 - Culvert crossings are better suited to low flow creek crossings and seasonal waterways that have a higher predictable flow and a lesser impact.
 - Pontoon bridges are more suited to still water environments not subject to high flow or change in water levels.
 - These concepts are not practical and not supported by officers

- A bridge toll to cover cost of construction following the completion of the bridge to retain access via existing bridge while new bridge is built on alternate alignment.
 - This proposal would require majority community support. It is unlikely to be resolved within the limited timeframes and would likely result in council losing funding support through the Bridge Renewal Program (BRP). This would require the toll costs to pay for the entire project. This would have an impact on council's ability to attract funding through BRP in future funding rounds.
 - \$2.6 million (including maintenance costs but excluding toll provider commission) would take 10 years to be paid back based on a charge of \$4 per trip, accounting for the cost of finance,
 - Bridge toll costs target road users specifically and do not require specific parameters to determine which users are receiving a benefit in retaining access through the site.
 - Tolloed water crossings are rare with only 3 in Australia, of which the smallest is 300m long.
 - It is unlikely that the proposal would be appetising to a toll company such as Transurban for such small project, given the low traffic numbers vs maintenance responsibility to the toll agency.
 - If this proposal were to proceed, the ability to negotiate a shorter than usual length of time the toll would be in place, is unknown (usually 50-year increments) as is the exact cost per trip.
 - It is expected that the lifetime cost of the toll would be much higher than the immediate fuel cost to users during a 6-week closure. Assuming \$4 per trip, 2 trips

per day, 5 days a week, for 10 years, this would cost the user \$20k in comparison to an estimated \$700 fuel cost on average for a 6-week closure.

- This concept is not supported by officers.
- Deferral of Glenburn Capital Works Projects to fund any budget demand required to retain access via existing bridge while new bridge is built on alternate alignment.
 - Current projections are that \$1.8 million from rates revenue will be spent in the Glenburn locality before 2043. The 20-year capital program indicates all projects are infrastructure renewal and none are discretionary.
 - To account for a \$450k contribution towards the project budget, the capital works programs delivered in Glenburn would need to be deferred for the next 10 years based on current 20-year capital works program which consist entirely of renewal works.
 - Deferring renewal projects is not a responsible approach and not recommended as it increases the maintenance cost over the deferral period and increases the possibility for minor defects to grow into major rectification items.
 - Only discretionary projects or new infrastructure projects would be considered for deferral of which none are currently scheduled.
 - This action is not supported by officers.
- Special Charge Scheme to fund any budget demand required to retain access via existing bridge while new bridge is built on alternate alignment.
 - Special charge scheme would require 50% of the costs to deliver the alternate alignment option to be covered by Council. This is expected to be \$225k.
 - It is very difficult to identify direct beneficiaries associated with a special charge scheme of this kind. An assumption could be made that the benefit area is contained to Break O'Day Road residents and its subsidiary roads, however this is unlikely to capture all required contributors and presents an equity issue. Council's 50% typically covers the broader community benefit received, however visitors to the area do not contribute to a special charge scheme despite benefiting directly.
 - There are several ways to calculate the overall benefit to the resident, but it is made harder given there is no direct property benefit for a temporary measure.
 - Apportionment would be established in this case based on overall travel impact as a comparison between properties whereby properties at the eastern end of Break O'Day Road would likely contribute 1.5 times more than properties at the western end of Break O'Day Road.
 - With approximately 50 properties with a potential benefit in retaining access through the site, it is likely that this would then form a contribution of \$4,500 per property on average. Properties with fewer than 7 vehicles or 7 round trips on average would pay more in a contribution for the benefit than they would in fuel for a 6-week closure period.
 - This concept is not supported by officers.
- Borrow money to fund any budget demand required to retain access via existing bridge while new bridge is built on alternate alignment.
 - A loan of \$450,000 over 10 years at say 5% interest, would entail annual payment of \$56,753 with a total repayment amount of \$567,530.
 - It is not feasible for a financially constrained small rural shire like Murrindindi to borrow this amount to avoid closing access for a six-week period.
 - This equates to a total of \$94,588 for each of the six weeks.
 - This action is not supported by officers.
- Compensation for the extra cost for fuel.
 - Road projects in every jurisdiction routinely create significant disruption to the motorists and the community. It is not an accepted practice to provide monetary

- compensation to community members as this would make public projects economically unviable.
- Many major State Government projects currently being delivered are creating significant delays and disruption to the public. Recent floods have also caused major damage to roads and bridges, including within Murrindindi Shire, with reinstatement taking many months. Monetary compensation is not offered despite the widespread impacts.
 - Council acknowledges the disruption Option 1 creates on the users of Break O'Day Road, however Council cannot fund monetary compensation.
 - As a principle, compensation is not provided for public road projects, as it would create an unsustainable precedent.
 - This option is not supported by the officers.

This was the option outlined by officers in November when the construction methodology was last reviewed prior to the community meeting. Although it is acknowledged that Option 1 is not the preferred method of construction for the Glenburn community, officers believe that this option provides the best value for money overall and can be delivered on time and within budget. This option is recommended for Council decision as part of the resolution of this report.

Option 2

The option to provide a new bridge on an alternate alignment was investigated following discussions with the contractor where it was identified that the costs estimated to deliver a Bailey bridge would be close to that of delivering the new bridge on an alternate alignment. It has been confirmed by the contractor that a bridge can be constructed to the north of the existing bridge utilising the already precast bridge beams and without any major disturbance to the river. There is an additional cost associated with this option as there will need to be substantial works undertaken to create the new road approaches given the new height of the bridge deck, and the steep batters of the existing road alignment.

This alternate alignment will come at a higher cost than the other options but does provide access for light vehicles travelling along the existing bridge during construction. The estimated increased cost to deliver this option is \$450k over the available bridge program budget. The construction process associated with this option would take approximately 18 weeks to deliver and would create minor inconvenience to the community due to reduced speed limits and possible wait times of 5-10 minutes on some occasions. Minor closure periods would still be present whilst contractors tie in the new road surface with the existing road surface. Any closure periods would be advised well in advance to ensure road users have time to allow for the impact of the works. It should be noted that the total time of detours suffered by the community under Option 1 for a 6-week full closure is about the same as the total daily site delays for 18 weeks under Option 2.

Cons of Option 2:

1. The project requires additional funding of \$450k which is not currently available for allocation.
2. The project period is 18 weeks, extending the traffic management requirement, but presenting less inconvenience compared to option 1. Although less inconvenience is experienced with this option, there will still be a required closure period to tie in the new road approaches to the existing levels.
3. The existing bridge will have a load limited of 15 tonnes throughout the works period until the new bridge is trafficable. This will result in 18 weeks of closure for vehicles heavier than 15 tonnes.
4. It is outside the existing infrastructure footprint and may require extended negotiation with TLaWC.

Pros of Option 2:

1. It provides the ability for light vehicles to avoid extended periods of major interruptions or detours.

This option provides the most desirable outcome for the local community. This option will present additional time pressures in consulting with Traditional Owners, TLaWC and is the most expensive option. To deliver the bridge on an alternative alignment will require reallocation of funds from another program or external funding contributed towards the project. The community suggested not proceeding with other projects in Glenburn area to fund Option 2 however there are no discretionary or new infrastructure projects in the forward capital works program for Glenburn. All projects are renewal projects which are not recommended to be deferred.

Council has formally written to the Minister for Roads and Road Safety, the Hon. Melissa Horne seeking \$450K funding support from the State Government to enable Option 2 to proceed. Local member of parliament, Cindy McLeish MP, has also raised a request in Parliament to the State Government Minister to fund the \$450k shortfall to deliver Option 2. It is expected that a response to the request will be received by 26 April 2023.

Option 2 is not the recommended for adoption unless the additional funding is confirmed. Officers have recommended proceeding with Option 2 on the condition that Council receives a favourable response from State Government that the additional \$450k will be provided by close of business Wednesday 26 April 2023.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategy to:

- “connect our communities through improved roads, footpaths and public transport.”
- “provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community.”

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to:

- “ensure Council remains financially sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate.”
- “maintain transparent, inclusive and accountable governance practices.”
- “communicate effectively using multiple methods with our customers and communities about our work and services.”

Relevant Legislation

Local Government Act 2020.

Road Management Act 2004.

Financial Implications and Risk

Financial Breakdown

The current budget for the total bridge program is \$4,861,600 which is funded from a 50-50 contribution with Council and the Australian Government.

Savings were identified on the McDonalds Bridge Project in the mid-year capital works program review, additional funds were reallocated to increase the budget of the Break O’Day Road Bridge to \$1,785,000. A further \$45,640 from savings from the McDonalds Bridge and the Yea Caravan Park Bridge is available to fund the construction of Break O’Day Bridge.

The costs associated with selecting option 1 (Existing Alignment) are shown below:

	Break O'Day Road Bridge, Glenburn	McDonalds Bridge, Yarck	Yea Caravan Park Bridge	Bridge Program
Budget	\$1,785,000	\$1,796,600	\$1,280,000	\$4,861,600
Construction Costs	\$1,542,536	\$1,766,040	\$1,066,428	\$4,375,004
Other Costs & PM	\$20,000	\$0	\$10,000	\$30,000
Contingency (5-7%)	\$103,620	\$0	\$80,926	\$184,546
Net Position	-\$45,640	\$29,780	\$15,860	\$0
Revised Total Budget	\$1,830,640	\$1,766,820	\$1,264,140	\$4,861,600

Option 1 is estimated to cost \$1,830,640 and requires no additional funds beyond the bridge program budget. Note, there are no funds available to deliver options suggested to lessen the impact of the road closure.

The costs associated with selecting option 2 (Alternative Alignment) are shown below:

	Break O'Day Road Bridge, Glenburn	McDonalds Bridge, Yarck	Yea Caravan Park Bridge	Bridge Program
Budget	\$1,785,000	\$1,796,600	\$1,280,000	\$4,861,600
Construction Costs	\$1,955,438	\$1,766,040	\$1,066,428	\$4,787,906
Other Costs & PM	\$50,000	\$0	\$10,000	\$60,000
Contingency (5-7%)	\$110,718	\$0	\$80,926	\$189,422
Net Position	-\$495,640	\$29,780	\$15,860	-\$450,000
Revised Total Budget	\$2,280,640	\$1,766,820	\$1,264,140	\$5,311,600

Option 2 is estimated to cost \$2,280,640 and requires an additional \$450,000 to proceed. If this option is selected, Council will be required to contribute the full amount of \$450,000 from other sources. The Australian Government Bridge Renewal Program are not in a position to cover the required costs to deliver this option.

Risks

The current bridge has potential to reach its end of life and be forcibly replaced at any point in the next 15 - 30 years. This, however, is dependent on the deterioration rate of the bridge. With officers designated as the coordinating road authority responsible for the Break O'Day road bridge, there is no desire for officers to accept the risks associated with the theoretically deficient bridge loadings. There is also no desire to upgrade the structure as a medium-term solution when funding is available to replace the bridge and deliver a 100-year life solution.

If there is no decision made by Council to replace the bridge or the decision is delayed, Council will lose the Federal funding provided as well as be required to pay the contractor for costs incurred. This is likely to cost approximately \$800k and is not recommended. Under this scenario, as noted above, the existing bridge would have a 15t load limited as there will be no funds available to undertake strengthening works. With multiple bridges across the shire requiring replacement or upgrades, Break O'Day Road Bridge would likely not receive any funds beyond general maintenance until it is forced to be replaced at some point over the next 15 - 30 years at a greater cost. HVSPF funding will not cover strengthening works.

Conflicts of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

An extensive consultation effort has been undertaken with the affected Glenburn community utilising both a nominated group of Glenburn representatives as well as a broader community engagement. All feedback received as part of the consultation sessions has been investigated and then incorporated into this report for discussion and consideration.

The following meetings have been undertaken throughout the delivery of this project to date:

1. May 2022 – Community Meeting
2. November 2022 – Community Meeting
3. March 2023 – Glenburn Nominated Group Meeting
4. April 2023 – Community Meeting

4.2 Capital Works Quarterly Report - March 2023

Attachment(s)	Attachment 1 - Capital Works - Quarterly Report - March 2023 - Program Financials [4.2.1 - 4 pages] Copy of Capital Works Program Review - March 2023 - Program Comments [4.2.2 - 6 pages]
Presenter	P Bain, Manager Sustainability & Assets
Approved by	Director Assets & Development
Purpose	For decision

Executive Summary

This report is the third quarter progress report of the Capital Works Program (CWP) for the 2022/23 financial year. The period of reporting is from 1 July 2022 to the end of March 2023. The CWP is comprised of those projects endorsed by Council as part of the 2022/23 budget, projects identified for carry forward from the 2021/22 program and any approved projects that have received grant funding during the financial year.

RECOMMENDATION

That Council:

1. receive the quarterly report for the quarter ending 31 March 2023 on the status of the delivery of the Capital Works Program
2. approve the deferral of the Kinglake Village Streetscape project from LRCI (Local Roads Community Infrastructure) Round 3 program and the relocation of the funds for this project to other LRCI Round 3 projects as detailed by table 1 of this report
3. allocate funds for the Kinglake Village Streetscape project from the LRCI Round 4 funding allocation that will be delivered during the 2023/24 financial year.

Background

The program has now reached the third quarter review of the 2022/23 CWP with most projects out to tender, underway or nearing completion. The total projects currently in the program for delivery are counted as 134.

Discussion

A general overview of the Capital Works Program delivery status:

Most projects are currently on track (Green) and expected to be completed by June 30, 2023. There are several projects which have had funding carried forward (Red) to the 2023/24 financial year as part of the mid-year review. The other traffic light indicators presented in the attached reports are on hold (Blue), possible carry forward (Yellow) and complete (Black). 54% of the overall program has been delivered to date as a weighted average. Although construction for some projects have been completed, the project is not marked complete until an asset handover has been completed.

	Complete
	On Track
	On Hold
	Possible Carry Forward
	Expected Carry Forward

Key highlights for the quarter (non-level 1 projects):

- Gravel Roads Resheeting Underway
- Sealed Roads Rehab Program Tender Evaluation Underway
- Place Activation Works Complete
- Kinglake Glenburn Road Drainage nearing completion

A general overview of the Capital Work Program financial position:

Original Budget:	\$18,579,000
Current Revised Budget:	\$20,124,808
Total Committed:	\$8,374,799
Actual Expenditure:	\$7,208,676

The predicted carry forward based on the revised mid-year budget is \$157,647. This will be confirmed in the end of financial year report.

As of 31 March 2023, the current predicted savings and demand is balanced across the program. This will be confirmed in the end of financial year report.

See Attachment 4.2.1: Capital Works - Quarterly Report - March 2023 - Program Financials for the detailed financial position of the Capital Works Program including minor adjustments proposed for some projects. Overall, the program is being delivered within the program budget.

LRCI (Local Roads Community Infrastructure) Round 3 Budget Adjustments

The construction start for the Kinglake Village has been delayed and has therefore impacted the construction of associated streetscape works. Works were originally required to be completed by 30 June 2023 in line with the grant agreement conditions. Council has received an extension to 30 June 2024 for LRCI Rounds 1, 2 & 3 however, it is not expected that the streetscape works will be completed within the updated funding agreement timelines.

Officers recommend deferring the project for consideration as part of LRCI Round 4 which is currently under review for adoption for the 2023/24 & 2024/25 financial years. Officers also recommend reallocating \$150,000 associated with the Kinglake Village Streetscape project to other LRCI Round 3 projects in line with funding agreement guidelines.

Funds recommended to be reallocated within LRCI Round 3:

Project Name	Current Budget	Proposed Budget
Kinglake Village Streetscape	\$150,000	\$0
Yea Recreation Reserve Site Entry Upgrades	\$80,000	\$120,000
Alexandra Rotary Park Upgrades	\$150,000	\$200,000
Alexandra Downey Street Carpark Upgrade	\$170,000	\$230,000
Total	\$550,000	\$550,000

Table 1: LRCI Round 3 – Funding Reallocations

Review of Level 1 Projects

Refer to Attachment 4.2.2: Capital Works - Quarterly Report - March 2023 - Program Comments for detailed comment of each project including traffic light indication of the progress of each project.

Bridge Renewal Program - \$4.86m

A meeting regarding the construction options for Break O'Day Road Bridge was held with the Glenburn Community on 5 April 2023. Following this meeting, officers are now reviewing community comments and suggestions and are preparing a report for Council at the April meeting for a decision on the preferred construction option.

Major construction works on McDonalds Bridge Yarck have been completed. Minor items such as guideposts to be installed. An official opening is currently being planned with a proposal to name the new structure being investigated.

Construction date for Yea Caravan Park bridge has been confirmed with Park Owners. Works are programmed to begin in late April after ANZAC day public holiday. A full park closure will commence from Monday 1 May 2023. Access is expected to be returned by Sunday 12 June 2023.

Eildon Reserve Redevelopment - \$5.83m

Tender evaluation with short listed tenderers underway and expected to be completed by May 2023. A council report will be presented in May 2023 to award a contract.

Skyline Road, Eildon – Upgrade & Sealing - \$640k

The design has reached a detailed schematic design stage in line with the grant requirements. Currently progressing to final design.

Blue Gums Trail, Eildon - Grant 980 - \$2.1m

Works are underway and making satisfactory progress. It is expected that the project will be completed in April 2023.

Yea Lawn Cemetery - \$125k

Works awarded with works to commence soon.

Snobs Creek Road Widening, Eildon - \$850k

Revised design has been received for review with a considerable reduction of the impact on vegetation. October 2022 floods have caused damage to Snobs Creek Road which has postponed the construction start.

Wilhelmina Falls Road Sealing, Murrindindi - \$712k

The design is underway and progressing.

Beatles Block Marysville and UGFM Toilet Alexandra – Upgrades - \$145k

Works nearing completion with minor works still to be finalised. Works expected to be complete in April 2023.

GVRT (Great Victorian Rail Trail) Art Installation & Signage - Grant 983 - \$1.1m

Foundations poured for all sites. Artwork installation has been completed at 4 of 7 sites. Opening to be confirmed prior to announcements and advertising. Expected completion by 26 May 2023.

Alexandra Rotary Park & Visitor Activity Precinct - \$1.72m

Works on play equipment are completed. Pump track asphaltting has been completed with surrounding pathways constructed. Landscaping works nearing completion. Works anticipated to be completed in April 2023.

Landfill Capping Cell – Design – Alexandra - \$100k

Revised design and audit review submitted to EPA (Environment Protection Authority) for approval.

Kinglake - Closed Landfill Rehabilitation - \$1.5m

Investigation report complete and design approved by EPA.

Request For Tender for construction currently under evaluation. Expected award at May Council Meeting.

Kinglake West Pheasant Creek Town Entry Signage - \$60k

Preliminary investigation works underway. Consultation with key stakeholders to occur later this year. Construction deferred to 2023/24 Capital Works Program.

Alexandra Commercial Area – Streetscape Development - \$50k

Scoping and parking/traffic study to be undertaken from April to June 2023. Further design works to produce concept has been deferred to 2023/24 Capital Works Program post consultation and stakeholder engagement.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to:

- “ensure Council remains financially sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate.”
- “maintain transparent, inclusive and accountable governance practices.”

Relevant Legislation

Local Government Act 2020.

Financial Implications and Risk

The current program is being delivered within the total Capital Works Program budget however funding adjustments for individual projects are detailed above. These adjustments are within the Capital Works Program budget.

Given the impact of the October 2022 floods on Council resources as well as the availability of contractors and construction material, there is a risk that the total program will not be fully delivered by end of June 2023

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

5 REPORTS - COMMUNITY ENGAGEMENT DIRECTORATE

5.1 Grants and Contributions Program - April Allocations

Attachment(s)	Nil
Presenter	S Coller, Acting Director Community Engagement
Approved by	Interim Director Community Engagement
Purpose	For decision

Executive Summary

This report provides Council with the March Grants and Contribution Program applications, variation requests and the Panel Assessment Report.

RECOMMENDATION

That Council:

1. **endorse the following variations recommended by the Grants and Contributions Assessment Panel:**
 - a. **Eildon Action Inc - Eildon Community Stage – Time variation**
 - b. **Alexandra District Health – Healthy at Alex Hub – Time and scope variation**
2. **note the following allocations made by the Grants and Contributions Assessment Panel under delegation:**
 - a. **Whittlesea/Kinglake Anglican Parish - Anzac Day Dawn Service 2023 – equipment hire - \$800**
 - b. **Yea Golf Club Inc – Centenary Dinner Dance Celebration – Fee Reduction \$405**
3. **endorse the following allocations recommended by the Grants and Contributions Assessment Panel:**
 - a. **Yea Wetlands Discovery Centre - NAIDOC Week 2023 - Celebration and Events @YWDC - \$4,850**
 - b. **Murrindindi Woodbourne Community Hub - Sound Proofing for the Community Hub - \$5,000**
 - c. **Flowerdale Community House - Community Lunch Group for Flowerdale and Surrounding towns - \$2,000**
 - d. **Mother's Day Classic Foundation - Alexandra Yea and Districts Mother's Day Classic - \$1,000**
 - e. **Alexandra District Health Primary Health - Aquatic Physiotherapy Pilot Program at Alexandra Indoor Heated Pool Inc - \$5,000.**

Background

The Grants and Contributions Program provides the opportunity for not-for-profit community groups and organisations, social enterprises and businesses to seek funding from Council to support events, activities and projects that align with the Murrindindi Shire Council 2021-2025 Council Plan.

The funding streams provided under the program are:

- Fee Reductions (and waivers by exception)
- Quick Response
- Governance, Skills and Capacity Building
- Sponsorships (including eligible individuals)
- Community Projects and Events
- Small and New Tourism Events
- Events of State Significance
- Business Plan Support.

Each stream has its own objectives, eligibility and assessment criteria and can be found in the Program Guidelines on Council's website.

Assessment occurs monthly.

Discussion

1. Variation Requests

Council officers have assessed the following grant variations and provide the following recommendations:

- a. Community Projects and Events application -21/22-034 Eildon Action Inc - Eildon Community Stage – Request for time variation.

Eildon Action Inc are seeking to build a community stage in Eildon to support community events. Eildon Action Inc have applied for a variation of their funding agreement to allow more time for implementation. The length of time to receive a permit to complete this project was underestimated at the time of the application and agreement.

A variation of time is recommended by the Panel.

- b. Community Sponsorship application -21/22-007 Alexandra District Health – Healthy at Alex Hub – Request for time and scope variation

Alexandra District Health are seeking to reduce the scope, including the number of sessions offered, as part of the Healthy at the Hub Program. COVID restrictions in 2022 limited staff capacity, and community participation has been lower than anticipated. The project requires 50% of the initial funds sought and the scope, activities and use of funds needed to be reviewed.

A variation of time and scope is recommended by the Panel.

2. New applications under delegation

Council officers have assessed the following grant applications and approved the following grants under delegation:

- a. Community Projects and Events application - 22/23030 Whittlesea/Kinglake Anglican Parish - Anzac Day Dawn Service 2023

The applicant seeks funding for the hire of a light and sound system for the 2023 ANZAC Dawn Service. Lighting and a sound system enhance the safety and quality of the Service, ensuring all attendees will be able to see and hear the service.

A grant of \$800 has been granted by the Panel under delegation this month.

- b. Fee Reduction application 22/23-023 Yea Golf Club Inc – Centenary Dinner Dance Celebration

Yea Golf Club are seeking Council support for their dinner dance in the Yea Shire Hall for the club's centenary. The community can purchase tickets to the event which will bring members together to celebrate the 100 year history of Yea Golf Club.

A fee reduction grant of \$405 has been granted by the Panel under delegation this month.

3. New applications

Council officers have assessed the following grant applications and provided recommendation for decision by Council:

- a. Community Projects and Events application - 22/23024 Yea Wetlands Discovery Centre - NAIDOC Week 2023 - Celebration and Events @YWDC

Yea Wetlands will host a program of events that have been developed and conducted by representatives of the Taungurung people as part of the 2023 NAIDOC celebrations. Events will be supported by members of the Yea Wetlands Discovery Centre Association.

A grant of \$4,850 is recommended by the Panel.

- b. Community Projects and Events application – 22/23016 Murrindindi Woodbourne Community Hub - Sound Proofing for the Community Hub

The Murrindindi Woodbourne Community Hub Committee have requested funds to install soundproofing to reduce internal noise in the Hub building. Soundproofing will make it easier to hear and a more pleasant experience for people who gather in the hall. Several letters of support were received to support the application for funding. Hub committee members will arrange for a local contractor to undertake the installation. A quote for the professional installation is included in the application.

A grant of \$5,000 is recommended by the Panel.

- c. Community Projects and Events application – 22/23028 Flowerdale Community House - Community Lunch Group for Flowerdale and Surrounding towns

Flowerdale Community House have been running a weekly lunch group program since 2009. The Flowerdale Community House are seeking funds to assist with the rising cost of the Program. This Program provides an opportunity for all Flowerdale residents to come together and share an affordable meal as a community. The program is well attended and supported within the community.

A grant of \$2,000 is recommended by the Panel.

- d. Community Projects and Events application – 22/23010 Mothers Day Classic Foundation - Alexandra Yea and districts Mother's Day Classic

The Mother's Day Classic Foundation are seeking funding to support the annual Mother's Day Classic walk. This event is an annual walk to fundraise for breast cancer research.

The applicants are seeking Council funding as a contribution to support event coordination.

A grant of \$1,000 is recommended by the Panel.

- e. Community Projects and Events application – 22/23029 Alexandra District Health Primary Health - Aquatic Physiotherapy pilot program at Alexandra Indoor Heated Pool Inc

The Alexandra District Health (ADH) Physiotherapy team are looking to provide an Aquatic Physiotherapy service to support over 40 participants to learn specific, personalised exercise programs in the Alexandra Indoor Heated Pool. The service will address chronic conditions or acute injuries for ADH clients. Participants will learn how to manage their condition independently, so that they can continue to attend the pool's self-paced-exercise groups once they have completed the Program. ADH are seeking funding assistance for pool hire, program advertising and equipment.

A grant of \$5,000 is recommended by the Panel.

Council Plan/Strategies/Policies

This report supports the strategic objectives under the *Council Plan 2021-2025 Resilient Communities* pillar to:

- “ensure we are welcoming, inclusive, caring and connected”.
- “celebrate the community's vibrant, diverse and creative people”.
- “deliver, support and promote opportunities for all people to connect with each other, collaborate and plan for the future”.
- “in collaboration with our community, support our children and young people to be happy, healthy and engaged”.
- “deliver support and promote opportunities for all people to connect with each other, collaborate and plan for our future”.

Relevant Legislation

There are no legislative considerations to this report.

Financial Implications and Risk

The below financial table shows grant funds allocated to date in this Financial Year:

Grant Stream	April Allocations	Year to date Allocations	Total 22/23
Fee Reductions	\$405	\$5,803	\$6,208
Governance, Skills and Capacity Building	\$0	\$1,599	\$1,599
Quick Response	\$0	\$0	\$0
Community Sponsorship, Projects and Events	\$18,650	\$45,966	\$64,616
Tourism Events	\$0	\$17,500	\$17,500
Business Plan Support	\$0	\$0	\$0
Funds returned to Council	\$0	\$0	\$0
Türkiye Earthquake Donation		\$5,000	\$5,000
TOTAL	\$19,055	\$75,868	\$94,923

The indicative total budget of the Grants and Contributions Program for the 22/23 financial year is \$180,000.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

5.2 Early Education Service and Infrastructure Review

Attachment(s)	Attachment 1 - Murrindindi Early Years Infrastructure and Service Review 2023 [5.2.1 - 25 pages]
Presenter	S Coller, Acting Interim Director Community Engagement
Approved by	Interim Director Community Engagement
Purpose	For decision

Executive Summary

This report presents the final consultant report including updated information regarding the State Government's Best Start Best Life Strategy roll out.

RECOMMENDATION

That Council:

1. **note the “Early Education Service and Infrastructure Review – Murrindindi Shire Council report” and its seven recommendations**
2. **support officers to work in partnership State Government and service providers to develop an action plan to address current and future service needs.**

Background

Specialist consultants Community Child Care Inc. were engaged in August 2022 to review future service and infrastructure requirements for early education and childcare across Murrindindi Shire, with a focus on Yea and Alexandra services.

The Victorian Government announced free 3-year-old kinder for Murrindindi Shire in 2021. In February 2022, the Victorian Government announced the expansion of 4-year-old kinder (to be known as pre-prep) to 30 hours per week (up from 15 hours per week).

After completion of the initial review in 2022, the State Government announced that Murrindindi Shire will be included in the initial roll out of the pre-prep program in 2025.

Council was briefed on 8 March 2023 by Community Child Care Inc. discussing review findings including:

- the key challenges to service provision including trends and data.
- highlighting the impact of the policy shift in association with increased pre prep hours for 4-year-olds.
- testing recommendations with Council to guide officers with project planning.

Current modelling indicates that service providers in Alexandra and Yea are going to be extended beyond their capacity. This would lead to children missing vital education unless action is taken.

Discussion

The Early Education Service and Infrastructure Review – Murrindindi Shire Council Report (the Report), highlights the current lack of childcare places in ageing infrastructure with limited places and no capacity to expand. This extends to kindergarten (preschool) and applies to Yea and Alexandra services.

On 27 January 2023, The Victorian Government announced the first roll out of the 30 hours of funded 4-year-old kindergarten (pre-prep) starting in 2025. Murrindindi Shire was listed within the first tranche of the roll out. This is a doubling of the current 15 hours per week offering and will exacerbate the shortage issues across Murrindindi Shire.

The Report commissioned by Council highlights that the Yea and Alexandra services are operating at or beyond capacity with long wait lists and no capacity to expand. All current services are landlocked, are operating in aged infrastructure and need substantial investment. It is noted that the Yea building is owned by Council, though Council does not run, or deliver the services.

The Report indicates that the announcement will exacerbate capacity issues and result in the reduction of service provision. Unless action is taken, children will miss the opportunity to attend two years of free pre-school education.

The Report (Attachment 5.2.1) highlights the current service demands within Murrindindi Shire and impact of the policy shift for pre prep (4-year-old) kindergarten.

Officers propose to work with the State Government and service providers to consider the recommendations in the Report, which include:

- Council and service providers to investigate and plan for infrastructure delivery requirements in Alexandra within the next five years
- developing Yea into an early education and care service hub and build a Kindergarten service as part of the Yea Primary School
- furthering the governance support from Council, with the most preferred option for Council to be an Early Years Manager (EYM).
- Developing an early education workforce plan or support strategies to retain and attract staff across Murrindindi Shire
- establish a Kindergarten, Long Day Care and Community Services Hub in Eildon
- continuing to support and explore the expansion of Family Day Care within the Murrindindi Shire
- Expanding the Children's Support Unit within Council.

Council will facilitate a collaboration with State Government and service providers to support the development of a shared action plan to jointly address the short- and medium-term challenges facing the sector and our community. Council will facilitate a local reference group to enable this approach.

Council Plan/Strategies/Policies

This report supports the following strategies under the *Council Plan 2021-2025 Resilient Communities* pillar:

- “to ensure we are welcoming, inclusive, caring and connected”.
- “in collaboration with our community, support our children and young people to be happy, healthy and engaged”.

Relevant Legislation

Education and Care Services National Law Act 2010.
Best Start Best Life reforms.

Financial Implications and Risk

Whilst there is no immediate cost to Council, recommendations contained in the Report have the potential to impact Council budgeting, dependant on further project, land use, service, and investment planning in the medium term. Council will seek State Government funding to mitigate financial risks to Council, such as accessing the Building Blocks Fund for Planning and Capacity Building.

Officers will continue to work within the Early Year's Strategy Group facilitated by Municipal Association of Victoria in partnership with the Department of Education to maximise opportunities for Murrindindi.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

The consultants who undertook the Early Education Service and Infrastructure Review have drawn on upon external feedback and available data. Further consultation with the State Government and service providers across Murrindindi Shire has also occurred.

Further planned stakeholder engagement will be included in the design of further planning and feasibility study projects.

6 REPORTS - CORPORATE & SHARED SERVICES DIRECTORATE

6.1 Council Plan 2021-2025 Quarterly Performance Report - 1 January to 31 March 2023

Attachment(s)	Attachment 1 - Council Plan Quarterly Report - January - March 2023 [6.1.1 - 41 pages]
Presenter	D Echeverry, Acting Manager Governance & Risk
Approved by	Acting Director Corporate & Shared Services
Purpose	For noting

Executive Summary

This report provides a summary of the progress to date and the action taken in the 1 January to 31 March 2023 period in delivering Council's Priority Action Plan 2022/23 and Council Plan 2021-2025.

RECOMMENDATION

That Council note the Council Plan 2021-2025 Progress Report – 1 January to 31 March 2023 period as contained in Attachment 6.1.1.

Background

Council adopted its *Council Plan 2021-2025* at its 27 October 2021 Scheduled Meeting. The Council Plan is the result of collaboration between Council and the communities of Murrindindi Shire. The Council Plan outlines shared goals and aspirations for the future and provides concrete and achievable actions for Council to deliver. Council also adopted the *Annual Action Plan 2022/23* at the 22 June 2022 Scheduled Meeting, which outlines the actions that Council will pursue in the 2022/23 year.

Discussion

The *Council Plan 2021-2025* is structured around five themes:

- Resilient Communities
- Beautiful Townships and Rural Settings
- Growth and Opportunity
- Our Protected Environment
- Transparency, Inclusion and Accountability.

At 31 March 2023, over 92% of actions were reported to be on track (up from 88% last quarter). This is a significant achievement for Council despite major setbacks such as the recent weather events being managed (floods throughout the Shire and the Flowerdale fire) and staff shortages across the Local Government Sector is facing in recent months.

The attached progress report provides a summary of the activity undertaken in the second quarter of the Priority Action Plan 2022/23 for each of the five themes.

Highlights from the quarter by strategic objective include the following:

Resilient Communities – 100% On Track – (up from 94%)

- We ran a successful deliberative engagement process with the Eildon community in relation to the Eildon Reserves Redevelopment and proposed land sales. A community panel consisting of 25 representatives was supported over three workshops to finalise a recommendation to Council.
- We supported the community via the Grants and Contributions program with \$49,843 and a \$5,000 donation.
- Our community planning program in Glenburn and Thornton, guided by core community team members, advanced in both locations with seven events generating ideas and enhancing community connection.
- The final design of our Reconciliation Action Plan (RAP), supported by a Taungurung graphic designer, was provided to Reconciliation Australia. Our RAP working group continues to progress our reconciliation commitment meeting monthly.

Beautiful Townships and Rural Settings – 100% On Track (up from 91%)

- The Alexandra Youth precinct is near completion with all features open to the public. Scheduled finish is April 2023.
- The Blue Gum Trail Eildon is 75% complete with works to be completed by April 2023.
- The Eildon Improvement Plan stage 1 design is complete and tender for the construction to be evaluated April 2023.
- Over 443 street trees have been planted to date as part of Council's Street Tree and Infill Replacement Program.
- We improved access to Kinglake Community Centre, with most programmed tasks completed in line with the Disability Discrimination Act Audit made in 2021/22.

Growth and Opportunity – 100% On Track (up from 86%)

- We continued to advocate for the implementation of projects in the Lake Eildon Master Plan. This included the ongoing role of Council's CEO on the Lake Eildon Drivers Group to pursue avenues of support for the Plan's implementation. The future sealing of Skyline Road to complete a sealed touring route around the lake plus funding to support strategic planning and rezoning of land to enable tourism-related investment has been the focus of recent advocacy.
- We have been successful in obtaining approval for assistance from The Regional Planning Hub to undertake the Planning Scheme Review. The Planning Scheme Review process incorporates four key stages followed by two additional stages dependent on the findings of the review. We are about to commence stage 3 of the review process.
- To support the State Government's Forestry Industry Transition Program, Council is planning to host a number of business and community events which introduce innovation, new economies, and idea mapping. These events will showcase available investment and funding opportunities and provide pathways for businesses to attract funding into the Shire.

Our Protected Environment. – 92% On Track (92% last quarter)

- Following on from the adoption of Council's Climate Change Policy, a Draft Climate Action Plan has been completed and is currently out for public comment.
- We commenced development of an Electric Vehicle Public Charging Policy and a Fleet Procurement Policy for Electric Vehicles. Two pairs of EV charging stations are scheduled for installation in Alexandra before June 2023.
- We received additional grant funding for initial tasks to support the kerbside services transition.

- Fire management works to remove significant fire risk and replanting on Council controlled bushland in Kinglake West were completed with the assistance of the local Landcare groups.

Transparency, Inclusion and Accountability – 86% On Track (up from 78.95%)

- The first phase of the CODI project is underway, with Customer Service at the table to help inform the requirements of our next Customer Request Management system. These system improvements will improve our management of requests and feedback, and the scoping process is assisting in identifying any process changes the team can implement ahead of new systems.
- Council at its March 2023 Scheduled Meeting resolved to initiate the preparatory steps for the sale of three parcels of land in Eildon with the intention of selling for commercial purposes with a focus on key worker housing and providing affordable accommodation solutions.

At its November 2022 Scheduled Meeting Council resolved for an item to be included in the quarterly report that reflects the Emergency Response and Recovery due to the October 2022 Floods.

In relation to the October 2022 Flood events we:

- continued to provide support to people impacted by the floods.
- supported local business and agriculture to access support, grants and information.
- continued to host the Municipal Flood Recovery Committee as the overarching body, comprised of over 30 agencies to guide the flood recovery priorities and activities for two years.
- drafted the Municipal Flood Recovery Action Plan, which outlines the priorities outcomes, actions, and responsible agencies.
- recruited a Flood Recovery Manager, and Community Recovery Officer roles.
- finalised products developed as part of a pro-bono arrangement with Deloitte.
- continued to advocate to state government for funding to clean-up and rebuild community assets that are not insured or claimable under Commonwealth-funding arrangements.
- Continued to advocate on behalf of households that are not being supported by the State Government's flood recovery programs.

Council Plan/Strategies/Policies

The *Council Plan 2021-2025* is a key document for local community groups, residents, investors, and other levels of government who play a vital role in helping the Council to deliver on its commitments. It aims to achieve the aspirations set out in the Murrindindi 10-year Community Vision. It also sets out what Council expects to achieve over a four-year period and guides the allocation of resources accordingly.

The quarterly reports provide an update regarding how the annual actions are progressing.

Relevant Legislation

The requirement for the Council Plan is detailed under section 90 of the *Local Government Act 2020*.

Financial Implications and Risk

The *Council Plan 2021-2025* has been prepared to ensure the implications of Council's longer term financial and strategic risks are minimised as far as possible.

The Council Plan initiatives and priorities for services, infrastructure, and amenity identified in the Year 2 Priority Action Plan are funded in the 2022/23 Annual Budget.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

As part of the development of the *Council Plan 2021-2025* an extensive deliberative engagement process was undertaken to ensure that communities objectives are met.

6.2 Quarterly Finance Report - March 2023

Attachment(s)	Attachment 1 - Management Statements - March 2023 [6.2.1 - 4 pages]
Presenter	C Nickels Beattie, Manager Business Services
Approved by	Acting Director Corporate and Shared Services
Purpose	For noting

Executive Summary

This report provides the quarterly financial report for the period ending 31 March 2023.

RECOMMENDATION

That Council receives the Quarterly Financial Report to 31 March 2023.

Background

The Quarterly Financial Report for the period ended 31 March 2023, is presented for consideration by Council, in accordance with the *Local Government Act 2020* ("the Act").

The report includes the following statements:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Cash Flow
- Reconciliation of Non-Discretionary Cash & Reserves.

Discussion

The statements for the third quarter to 31 March 2023 are included in Attachment 6.2.1.

Income Statement (Statement A)

The Income Statement for the period 1 July 2022 to 31 March 2023 is presented below:

Income Statement (next page)

For the period ended 31st March 2023

	NOTE	December Revised Budget 2022/23	Annual Revised Budget 2022/23	(1) Forecast Adjustment 2022/23	YTD Budgets 31/03/2023	YTD Actual 31/03/2023	(2) YTD Budget V Actual Variance 2022/23	
		\$	\$	\$	\$	\$	\$	%
Revenue								
Rates & Charges		22,766,830	22,766,830	-	22,734,472	22,765,468	30,996	0.1%
Statutory fees and fines	1	1,326,472	1,326,472	-	948,896	884,169	(64,727)	(6.8%)
User fees	2	1,560,197	1,576,547	16,350	1,206,993	1,200,625	(6,368)	(0.5%)
Grants - Operating	3	8,262,263	8,992,263	730,000	3,755,307	3,917,813	162,506	4.3%
Grants -Capital	4	10,254,134	10,254,134	-	6,357,047	6,248,539	(108,508)	(1.7%)
Contributions - Cash	5	484,288	499,288	15,000	441,110	223,286	(217,824)	(49.4%)
Contributions - Non Cash		600,000	600,000	-	-	-	-	-
Reimbursements	6	373,995	384,261	10,266	142,145	165,924	23,779	16.7%
Other revenue		1,811,740	1,811,740	-	871,052	910,760	39,708	4.6%
Total Revenue		47,439,919	48,211,535	771,616	36,457,022	36,316,584	(140,438)	(0.4%)
Expenses								
Employee Benefits	7	16,813,054	17,313,054	500,000	12,134,363	11,376,655	757,708	6.2%
Materials and Services	8	13,830,217	14,085,483	255,266	9,147,308	9,273,375	(126,067)	(1.4%)
Depreciation and amortisation		8,557,455	8,557,455	-	6,065,156	6,065,156	-	-
Bad and Doubtful Debts		-	-	-	-	624	(624)	-
Other Expense		499,126	499,126	-	228,511	243,384	(14,873)	(6.5%)
Total Expenses		39,699,852	40,455,118	755,266	27,575,338	26,959,194	616,144	2.2%
Net gain/(loss) on disposal of property, infrastructure, plant and equipment.		(596,365)	(596,365)	-	205,555	220,040	14,485	7.0%
Surplus (deficit) for the period		7,143,702	7,160,052	16,350	9,087,239	9,577,430	490,191	5.4%
Total Materials and Contractors								
Utilities		499,916	500,616	700	366,627	340,048	26,579	7.2%
Contractors		9,333,911	9,545,042	211,131	6,098,395	6,292,176	(193,781)	(3.2%)
Software and related IT		598,165	598,165	-	522,085	471,511	50,574	9.7%
Legal Expenses		239,200	239,200	-	135,138	130,239	4,899	3.6%
Insurance		723,024	723,024	-	694,705	666,366	28,339	4.1%
Materials		1,157,262	1,115,697	(41,565)	740,091	791,082	(50,991)	(6.9%)
Contributions		869,881	869,881	-	457,467	456,127	1,340	0.3%
Consultants		408,858	493,858	85,000	132,800	125,826	6,974	5.3%
		13,830,217	14,085,483	255,266	9,147,308	9,273,375	(126,067)	(1.4%)

This statement provides information on two budgetary components:

1. **Forecast adjustments:** Adjustments to the March revised budget figures to reflect the predicted result at the end of the 2022/23 financial year (refer to the column titled "(1) Forecast Adjustment").

The forecast position for the financial year has improved by \$16,350 moving from a predicted surplus of \$7,143,702 to a forecast surplus \$7,160,052. The forecast budget has been adjusted to include flood recovery grant income and expenditure, as well as other minor budget movements. The budget adjustments are outlined in more detail in the table below.

2. **Year-to-date budget variances:** Variances between March's revised year to date budget and the year to date result (refer to column titled (2) Budget Actual Variance).

The \$9.5 million operating result for the period ending March 2023 quarter is \$490,191 or 5.4% favourable to the year to date budget.

Detailed explanations of the forecast adjustments (1) and significant year to date variances (2) are included in the table below:

Note	Line item	(1) Explanation Forecast Adjustment	(2) Explanation YTD Budget V Actual Variance
1	Statutory fees and fines	No change	Building, Planning and infringement fees under budget partly due to staff vacancies.
2	User fees	Alexandra Swimming pool \$16k	Minor variance.
3	Grants - Operating	DRFA Flood event \$650k, Alexandra Flood scoping study \$50k, TAC Community Road Safety program \$30k	Grant income received in advance (timing only)
4	Grants - Capital	No change	Capital grants are recognised to match the progress in associated Capital Works projects.
5	Contributions – Cash	Alexandra Flood Scoping Study \$15k	Project delays including Yea Caravan Park Bridge \$150k, and Skyline Maintongoon Sonnberg Roads \$42k. (timing only)
6	Reimbursements	Roadside Management \$5.5k Compensation Reimbursement Infrastructure \$4.7k	Insurance claim income not budgeted \$25k.
7	Employee Benefits	DRFA Flood Event (\$195k) Council Flood Support Fund \$695k	Staff vacancies in Community Safety \$45.5k and Planning \$16.5k are impacting ability to raise income – statutory fees and fines. Vacancies in Operations & Maintenance (Parks and Roads) \$235k replaced by contractors. Economic Development vacancies \$126k Waste and Resource Recovery Centre Compliance Officer vacancies \$124k Other minor variances.
8	Materials and Services	DRFA Flood Event (\$155k) Council Flood Support Fund \$305k Alexandra Flood Scoping \$65k TAC Community Road Safety program \$30k	Variance due to contractors replacing vacancies in Operations & Maintenance (Parks and Roads contractors) replacing vacancies and additional materials \$281k. Offset by favourable variances due to delays in projects (timing only).

Balance Sheet (Statement B)

The Balance Sheet is included in Attachment 6.2.1.

The commentary below refers to Column (1) forecast adjustment, being the movement in the Balance Sheet from the previously reported December budget review to the current budget revision as at 31 March 2023.

Assets

The Statement shows the budgeted cash position has increased by \$16,350. The actual cash balance at 31 March 2023 is \$42 million.

Liabilities

There has been no adjustment made to expected liabilities.

Equity

At 31 March 2023 the statements show a favourable movement equal to the operating result being \$16,350. The variances are explained in more detail by the commentary outlined in Statement A – Income Statement. (1) Forecast Adjustment column.

Cash Flow Statement (Statement C)

This statement combines the cash related movements from the Income Statement and the Balance Sheet. The statement shows how funds are generated and consumed. The revised budget projects that cash will increase by \$16,350. Cash can be generated or consumed across the 3 areas outlined below:

1. Cash from Operating Activities

The statement shows an improvement of \$16,350 in cash generated by operations.

2. Cash Flow from Investing Activities

No budget changes.

3. Cash flow from financing activities

No budget changes, and no activity as Council is loan free.

Unallocated Cash and Council Reserves (Statement D)

Included as part of this report is a statement of Council's unallocated cash. This reconciliation includes all Council Reserves together with refundable deposits and securities. In addition, an allowance to cash- back 25% of annual leave, and long service leave provisions is included. The calculation has now been revised to include Grants Commission funds received in advance, and other grants received in advance that have specific conditions and that are forecast to be unspent at year end.

It should be noted that unallocated cash funds have a different formula to the unrestricted cash figure that is reported and audited in the Annual Accounts. Unallocated cash is a management figure that looks at all cash commitments and includes all cash available. Restricted cash focuses on cash which has specific restrictions on its future use. Items like cash backing of leave provisions, or recognition of general purpose grants paid in advance are not included in the restricted cash calculation. Term deposits with a maturity of more than 90 days are not considered as cash in the restricted cash calculation.

The December revised budget figure for total unallocated cash was \$10,434,661, the March revised budget figure is \$10,451,011. A minor budgeted moment of \$16,500. The actual unallocated cash at 31 March 2023 is \$14,350,332.

Councillor Expenses (GST Exclusive):

As required in the adopted Councillor Expenses and Support Policy (July 2020), Council reports quarterly on the Councillor related expenses. The following table lists Councillor expenses for the third quarter period ending 31 March 2023 totalling \$70,648.

Councillor Expenses for 3 months ended 31 March 2023:

	Allowances	Travel	Information & Communications	Childcare	Conference & Training	Other
Cr Walsh	\$19,865	\$3,824	\$150	-	\$1,177	\$630
Cr Haslam	\$9,933	\$822	\$150	-	-	\$333
Cr Carpenter	\$6,293	-	\$150	-	-	\$353
Cr Gallagher	\$4,137	\$925	\$150	-	-	\$333
Cr Gerencser	\$6,293	\$752	\$150	-	-	\$333
Cr Lording	\$6,293	\$233	\$150	-	-	\$333
Cr McAulay	\$6,293	\$110	\$150	-	-	\$333
Total	\$59,107	\$6,666	\$1,050	-	\$1,177	\$2,648

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “ensure Council remains financially-sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate”.

Relevant Legislation

Section 97 of the *Local Government Act 2020* requires that at the end of each quarter of the financial year, a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

Financial Implications and Risk

The financial governance of Council is an important role that Councillors oversee. Poor financial management would pose a significant risk to Council, its governance and financial sustainability. Quarterly Reporting assists Council with this oversight responsibility. The financial implications flowing from this quarterly financial review are outlined in this report.

Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

7 COUNCILLOR AND CEO REPORTS

7.1 Notices of Motions

7.2 Cr Sue Carpenter

7.3 Cr Damien Gallagher

7.4 Cr Ilona Gerencser

7.5 Cr Eric Lording

7.6 Cr Sandice McAulay

7.7 Cr Karine Haslam

7.8 Cr John Walsh - Mayoral Report

7.9 Chief Executive Officer Report

8 RECORD OF COUNCIL BRIEFING SESSIONS

Purpose

For noting.

Executive Summary

This report presents the records of Council Briefing Sessions for 22 March 2023 to 19 April 2023, for Council to note.

RECOMMENDATION

That Council receive and note the records of Council Briefing Sessions for 20 March 2023 to 21 April 2023.

Background

The Governance Rules adopted by Council at its 24 August 2022 meeting sets the order of business for scheduled meetings. As part of section 7.2.1 “Record of Council Briefing Sessions” is listed as to be included in the order of business.

Discussion

The purpose of keeping a record of Council Briefing Sessions is so that the content of the Briefing Session, the attendance and any declared conflicts of interest are recorded in a formal document. Council is making every effort to ensure that it is transparent in the content of Briefing Sessions and any conflicts of interest, therefore the formal record is presented for noting as part of the Scheduled Meeting Agenda.

The following summary details are for 22 March 2023 to 19 April 2023:

Meeting Name/Type	Council Pre-Meet
Meeting Date:	22 March 2023
Matters Discussed:	<ol style="list-style-type: none"> 1. Planning Application – 181 Switzerland Road, Ghin Ghin – Extractive Industry 2. Climate Change Action Plan 3. Contract 22/9 – Kerbside Waste and Recycling Collection and Processing Services – Contract Award 4. Contract 22/19 – Tree and Weed Services 2023-2029 5. Eildon Reserves Redevelopment deliberative panel recommendations 6. Grants and Contributions Program – March Allocations – Part A and Part B 7. Delegations and Authorisations (Planning and Environment Act 1987) 8. Biannual Audit and Risk Committee Report 9. Audit and Risk Committee Confirmation of Minutes
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording, Cr S McAulay, Cr I Gerencser
Council Officer Attendees:	L Bonazzi, T Carter, V Albicini, K Siebert, D Echeverry, N Stewart, C Fraser

Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion?
6. Part A	John Walsh	No	Yes	Before
6. Part A	Damien Gallagher	No	Yes	Before

Meeting Name/Type	Briefing Session & Open Community Meeting
Meeting Date:	29 March 2023
Matters Discussed:	<ol style="list-style-type: none"> Draft Annual Budget 2023/24 Open Community Meeting from 5.00 pm
Councillor Attendees:	Cr J Walsh, Cr K Haslam (Virtual for Briefing only), Cr S Carpenter, Cr D Gallagher, Cr E Lording (Community Meeting only), Cr S McAulay
Council Officer Attendees:	L Bonazzi, T Carter, V Albicini, K Siebert, D Echeverry, C Nickels-Beattie
Conflict of Interest Disclosures: No	

Meeting Name/Type	Briefing Session
Meeting Date:	5 April 2023
Matters Discussed:	<ol style="list-style-type: none"> Planning Scheme Review Presentation (external) Road Asset Management Plan – Advisory Group Terms of Reference proposal Council Pre-Meet for 5 April Special Meeting (Draft Annual Budget 2023/24 and Instrument of Delegation to the Chief Executive Officer)
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording, Cr S McAulay, Cr I Gerencser
Council Officer Attendees:	L Bonazzi, T Carter, V Albicini, K Siebert, N Stewart (V), E Kubeil, C Nickels-Beattie, D Echeverry
Conflict of Interest Disclosures: No	

Meeting Name/Type		Briefing Session		
Meeting Date:		12 April 2023		
Matters Discussed:		<ol style="list-style-type: none"> 1. Grants and Contributions - Policy and Process review 2. Local Development Strategy Update 3. Break O'Day Road Bridge 4. Planning Application - 287 Smiths Road Toolangi - Place of Assembly - weddings, including camping - Multiple objections 5. Planning Application - 399 Maintongoon Road, Maintongoon - Helicopter maintenance facility including helipad - Multiple objections 6. Planning Application - 26 Hannas Road Strath Creek - Leisure and Recreation - Sport and Recreation Facility - Multiple objections 7. Planning Application - 181 Switzerland Road Ghin Ghin - Multiple objections 8. Planning Application – High Street Yea Median Strip Outdoor Shelter 		
Councillor Attendees:		Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr I Gerencser		
Council Officer Attendees:		L Bonazzi, T Carter, V Albicini, K Siebert, S Coller, C Hamill, A Milestone, P Bain, J Carns, N Stewart (V), C Fraser (V)		
Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion?
8.	Cr S Carpenter	No	Yes	Before

Meeting Name/Type		Briefing Session		
Meeting Date:		19 April 2023		
Matters Discussed:		<ol style="list-style-type: none"> 1. Rating Strategy Review – Introduction and process overview 2. Inquiry into the 2022 Flood Event in Victoria 3. Capital Works Program Review – March 2023 4. Break O'Day Road Bridge – Alignment 5. Planning Application - 181 Switzerland Road Ghin Ghin Multiple objections 6. Development Services Monthly Report 7. Childcare service and infrastructure review 8. Grants and Contributions Program - April Allocations 		
Councillor Attendees:		Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr S McAulay, Cr I Gerencser		
Council Officer Attendees:		L Bonazzi, T Carter, V Albicini, K Siebert, S Coller, C Fraser, P Bain, J Carns, N Stewart, C Nickels-Beattie, L Harrison (V), C Hamill		
Conflict of Interest Disclosures: Yes				
Matter No.	Councillor making disclosure	Was a vote taken?	Did the Councillor leave the room?	When? Before or after discussion?
8.	Cr K Haslam	No	Yes	Before

Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “maintain transparent, inclusive and accountable governance practices”.

Relevant Legislation

This report supports the *Local Government Act 2020* overarching governance principles, in particular “the transparency of Council decisions, actions and information is to be ensured”.

Financial Implications and Risk

There are no financial or risk implications.

Conflict of Interest

Any conflicts of interest are noted in the records of Council Briefing Sessions tables listed above.

9 SEALING REGISTER

File Reference	Date Seal Affixed	Description of Documents	Signatures of Persons Sealing
SF/123	6 April 2023	S11A - Instrument of Appointment & Authorisation (Planning and Environment Act 1987) March 2023	Livia Bonazzi Cr John Walsh

RECOMMENDATION

That the list of items to which the Council seal has been affixed be noted.