

MINUTES

SCHEDULED MEETING OF COUNCIL

Tuesday, 15 November 2022

Held at the Swan Hill Town Hall
McCallum Street, Swan Hill
Commenced at 2pm

COUNCIL:

Cr LT McPhee – Mayor

Cr J Benham

Cr B Moar

Cr A Young

Cr C Jeffery

Cr S King

Cr N McKay

Confirmed 20 December 2022

Chairperson.....

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SECTION A – PROCEDURAL MATTERS

- **Welcome**

Acting Mayor, Councillor Bill Moar assumed the chair and declared the meeting open at 2pm.

- **Acknowledgement of Country**

Acting Mayor, Councillor Bill Moar read the Acknowledgement of Country.

“Swan Hill Rural City Council acknowledges the traditional custodians of the land on which we meet, and pays its respects to their elders, past and present.”

- **Prayer**

Cr Nicole McKay read the prayer.

We beseech you Lord, that we may be granted wisdom, understanding and sincerity of purpose, in the decisions we are called on to make for the welfare of the people of the Rural City of Swan Hill.

- **Apologies/Leaves of Absence**

Cr Jade Benham – On leave of absence

129/22 Motion

MOVED Cr McPhee

That the apologies be accepted.

SECONDED Cr King

The Motion was put and CARRIED

- **Directors/Officers Present**

Scott Barber, Chief Executive Officer
Heather Green, Director Development and Planning
Bruce Myers, Director of Community and Cultural Services
Bhan Pratap, Director of Corporate Services
Svetla Petkova, Director Infrastructure
Ash Free, Finance Manager
Sharon Lindsay, Executive Assistant

- **Confirmation of Minutes**

- 1) Scheduled Meeting of Council held on 18 October 2022
- 2) Unscheduled Meeting of Council held on 25 October 2022

130/22 Motion

MOVED Cr Young

That the minutes of the Scheduled Meeting of Council held on 18 October 2022 and the Unscheduled Meeting of Council held on 25 October 2022 be confirmed.

SECONDED Cr McPhee

The Motion was put and CARRIED

- **Disclosures of Conflict of Interest**

Nil.

- **Joint Letters and Reading of Petitions**

Nil.

- **Public Question Time**

Question 1- Alison Black

Location of Robinvale Resource Centre

Can Council advise the new location for the Robinvale Resource Centre?

If the new premises are leased can Council confirm the intention to maintain a long term presence, at least ten years, in Robinvale?

Can Council confirm it has not considered, and has no plans to relocate the Resource Centre to land currently occupied by Centenary Park, including the land adjacent to the Robinvale Senior Citizens Centre or to occupy any part of the Community Centre?

The Chief Executive Officer Scott Barber thanked Ms Black for her questions and answered the question as below:

Please be assured that if this land sale proceeds, Swan Hill Rural City Council is committed to maintaining an alternative physical office presence in Robinvale and providing all current services to the community.

This includes - Council customer service point, and as an agency for VicRoads and Services Australia.

Once the sale of land has been confirmed, Council will actively seek an alternative premises.

Council will ensure that continuity of services is maintained throughout any relocation.

- **Open Forum**

Nil

SECTION B – REPORTS

B.22.92 MAYORAL TERM OF OFFICE

Responsible Officer: Chief Executive Officer
File Number: 24-19-00
Attachments: Nil.

Declarations of Interest:

Scott Barber - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Council must determine if the Mayoral term is for one year or two years.

Discussion

In accordance with Local Government Act 2020 Section 25 and 26:

1. At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.
2. Before a Mayor is elected under this section, the Council may resolve to elect a Mayor for a 1 year or 2 year term.
3. The Mayor is to be elected –
 - a. No later than one month after the date of a general election.
 - b. If the Mayor is elected for a 1 year or two year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the 1 year or two year term as is reasonably practicable.
 - c. A Mayor is to be elected within one month after any vacancy in the office of Mayor occurs

Financial Implications

Costs associated with Mayoral allowances and ancillary costs are included in the budget each year.

Mayors and Councillors are entitled to receive an allowance while performing their duty as an elected official. The Victorian Government sets the upper and lower levels for allowances paid to Councillors.

The Local Government Act 2020 has transferred responsibility for determining Mayoral and Councillor allowances to the Victorian Independent Remuneration Tribunal (Tribunal). The first determination became effective on 18 December 2021 and has determined the allowances up until 18 December 2026.

Councils are divided into three categories based on the income and population of each Council – Swan Hill is in Category 2.

Currently the Mayoral allowance is \$96,470, the Deputy Mayor allowance is \$48,235 p.a. and the Councillor allowance is \$30,024 p.a. All allowances are inclusive of the 10.5% Superannuation Contribution Guarantee.

Council Plan Strategy Addressed

Excellent management and administration. - Community leadership through effective strategic planning.

Options

Council may elect the Mayor for either a one year or two year term.

Recommendation

That Council Elect a Mayor for a term of one year and the CEO conduct the Mayoral Election.

131/22 Motion

MOVED Cr McPhee

That Council Elect a Mayor for a term of one year.

SECONDED Cr Jeffery

The Motion was put and CARRIED

132/22 Motion

MOVED Cr McKay

That standing orders be suspended at 2.06pm for the out-going Mayor's speech.

SECONDED Cr McPhee

The Motion was put and CARRIED

As this mayoral term ends, I want to publicly thank each of the Councillors for their dedication to our Council and community over the past year.

As you are aware, I stepped in as acting Mayor in July and on behalf of both Cr Benham, currently on leave and I, I want to thank the community for your support.

Our group of Councillors represents a good cross section of our community and each of us strives to demonstrate our commitment to bettering our region and making our municipality the best it can be.

Over the past 12 months, our Council has developed and strengthened our community engagement processes to ensure that Councillors have a greater knowledge of what is most important to our residents. I speak on behalf of our team when I say that we are looking forward to continuing to work closely with our community and creating more engagement opportunities.

In the past 12 months our Councillor team has successfully recruited our new CEO – which is always a challenging task. I want to thank and acknowledge our new CEO Scott Barber.

Working with Council's executive and staff, we have kicked many goals over the past year.

These include the Ronald Street housing development in Robinvale, Swan Hill Regional Soccer Hub, Lake Boga Flying Boat Museum carpark upgrade, Monash Drive road realignment and car parking upgrade and Swan Hill and Robinvale Leisure Centre upgrade amongst many other smaller projects.

We also commenced extensive work and consultation for the development of our Robinvale Riverfront masterplan and Nyah/Nyah West Landscape masterplans.

The sale of the GrainCorp site on Monash Drive, has been a significant and long awaited highlight for this year and it will provide commercial development opportunities, along the Swan Hill Riverfront.

Thanks to a new outreach van our smaller outlying communities are now enjoying an expanded mobile library service.

This year has also been met with some challenges and in March the Heritage Council's decision to list Pioneer Settlement on the Victorian Heritage, halted work on the Our Place development. Similarly the construction of the long awaited new bridge for Swan Hill has been delayed due to two state level heritage protections, however we will continue our advocacy efforts in this space.

We have recently seen wetter than average conditions and we are beginning to see the devastating impacts of flooding to the region. I send my heartfelt thoughts out to all of those that are currently doing it tough.

I would like to extend my thanks to all the volunteers who assisted with flood response and agencies for their support including VICSES, CFA, ADF, and various community groups who have provided assistance filling sandbags and other critical tasks.

Increased rainfall brings challenges with increased maintenance and repair on our road networks and infrastructure, and on occasion's has created unavoidable project delays.

In the year ahead and beyond we have some major projects to complete – each with their own unique challenges and benefits.

I wish our newly elected Mayor, all the best in their term and I assure our residents that Council will be listening.

133/22 Motion

MOVED Cr King

That Standing Orders be resumed at 2.10pm.

SECONDED Cr McPhee

The Motion was put and CARRIED

134/22 Motion

MOVED Cr McKay

That the CEO conduct the Mayoral and Deputy Mayoral Election.

SECONDED Cr Jeffery

The Motion was put and CARRIED

The Acting Mayor Councillor Bill Moar vacated the Chair at 2.11pm and the CEO assume the Chair to conduct the election of the Mayoral and Deputy Mayoral Election.

B.22.93 ELECTION OF MAYOR 2022/23

Responsible Officer: Chief Executive Officer
File Number: S24-19-00
Attachments: Nil

Declarations of Interest:

Scott Barber - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report outlines the process and statutory requirements for the election of Mayor. The election of the Mayor will take place as part of this report.

Election of Mayor

The Chief Executive Officer must conduct the election of the Mayor in accordance with the Local Government Act and Council's Governance Rules 2020.

Discussion

Under Section 25 of the Local Government Act 2020, the Councillors must elect a Councillor to be the Mayor of the Council.

Section 18 of the Local Government Act 2020 states that the Mayor of a Council takes precedence at all municipal proceedings within the municipal district and that the Mayor must take the chair at all meetings of the Council at which he or she is present.

The Mayor should lead the Council in relation to policy making and the setting of Council priorities.

The role of the Mayor is to:

- Chair Council meetings;
- Be the principal spokesperson for the Council;
- Lead engagement with the municipal community on the development of the Council Plan;
- Report to the municipal community, at least once a year, on the implementation of the Council Plan;
- Promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct;
- Assist Councillors to understand their role;
- Take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer;
- Provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
- Perform civic and ceremonial duties on behalf of Council.

Prior to the election of the Mayor it is customary to allow the outgoing Mayor the opportunity to speak of their time in the role.

The process to Elect a Mayor will be conducted by the CEO in accordance with the Local Government Act 2020 and the Swan Hill Rural City Council's Governance Rules 2020.

Relevant Legislation

Governance Rules 2020

Local Government Act 2020

Council Plan Strategy Addressed

Leadership - Bold leadership, strong partnerships and effective advocacy.

Recommendation

That Council, following the election of the Mayor, suspend standing orders to robe the Mayor.

Cr Stuart King nominated Cr Les McPhee, Cr McPhee accepted the nomination.

There being no further nominations, Cr Les McPhee was declared the Mayor of Swan Hill Rural City Council.

Recommendation

That Council, following the election of the Mayor, suspend standing orders to robe the Mayor.

135/22 Motion

MOVED Cr King

That standing orders be suspended at 2.14pm.

SECONDED Cr Moar

The Motion was put and CARRIED

136/22 Motion

MOVED Cr Jeffery

That Standing Orders be resumed at 2.16pm.

SECONDED Cr Moar

The Motion was put and CARRIED

B.22.94 ELECTION OF DEPUTY MAYOR 2022/2023

Responsible Officer: Chief Executive Officer
File Number: 24-19-02
Attachments: Nil.

Declarations of Interest:

Scott Barber - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The Local Government Act 2020 does not require Council to have a Deputy Mayor, however Council has previously resolved to have a Deputy to support the Mayor and Council.

Discussion

Council adopted a Deputy Mayor Position Policy (**POL/GOV006**) to support the position of Mayor and the operations of the Council in September 1999. This policy was last reviewed in June 2021.

The position of Deputy Mayor is necessary to facilitate the smooth and uninterrupted civic, statutory and policy-making functions of Council in the absence of the Mayor.

Swan Hill Rural City Council "Governance Rules 2020", Section 5.2 stipulates that the procedure for the election of Deputy Mayor shall be the same as that for the Mayor.

Division 3 20B of the Local Government Act provides that:

- If there is a vacancy in the office of Mayor or the Mayor is absent, incapable of acting or refusing to act, the Council must appoint one of the Councillors to be the acting Mayor.
- An acting Mayor may perform any function or exercise any power conferred on the Mayor.

It would be appropriate for the Deputy Mayor to act as Acting Mayor for the purposes of Division 3 20A, however Council may appoint any Councillor to be Acting Mayor.

The election of the Deputy Mayor will follow the same process as the election of the Mayor except that the Mayor will conduct the election.

Financial Implications

There is no provision in the Act for a separate allowance for Deputy Mayor.

Council Plan Strategy Addressed

Leadership - Bold leadership, strong partnerships and effective advocacy.

Options

Council may or may not elect a Deputy Mayor.

Recommendation

That Council Elect a Deputy Mayor and the Mayor conduct the election of Deputy Mayor.

137/22 Motion

MOVED Cr McKay

That Council Elect a Deputy Mayor and the CEO conduct the election of Deputy Mayor.

SECONDED Cr Jeffery

The Motion was put and CARRIED

Cr Ann Young nominated Cr Stuart King, Cr King accepted the nomination.

There being no further nominations Cr King was elected as the Deputy Mayor for Swan Hill Rural City Council.

138/22 Motion

MOVED Cr McPhee

That Council appoint Councillors to Delegated Committee positions, board positions, and Advisory Committee positions at the scheduled December Council Meeting.

SECONDED Cr Jeffery

The Motion was put and CARRIED

B.22.95 COUNCIL SCHEDULED MEETING DATES, TIMES AND LOCATIONS

Responsible Officer: Chief Executive Officer
File Number: S16-05-01
Attachments: Nil.

Declarations of Interest:

Scott Barber - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Each year Council determines, in advance, the locations and times for its Scheduled meetings.

Council meetings currently commence at 2pm usually on the third Tuesday of each month.

This report provides Council with the opportunity to set meeting dates, times and locations.

Discussion

Last year Council held its ordinary meetings on the third Tuesday of the month (unless otherwise indicated on the table below), commencing at 2pm.

The following table includes meeting locations for 2021 and 2022, and proposed meeting locations and times for 2023:

Council welcomes community participation in local democracy and shall encourage the community to attend Council meetings.

Month	2021 3 rd Tuesday unless indicated.	2022 3 rd Tuesday unless indicated.	2023 3 rd Tuesday unless indicated.
January	No Meeting	No Meeting	No Meeting
February	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
March	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm

REPORTS

15 November 2022

April	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
May	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
June	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm (2 nd Tuesday) Due to NGA
July	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
August	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
September	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
October	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
November	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm
December	Swan Hill 2pm	Swan Hill 2pm	Swan Hill 2pm

In previous years, Council has held the June Meeting on the second Tuesday of the month to avoid a clash of dates with the National General Assembly (NGA).

The requirement for Council to livestream Council Meetings is a positive step. The practice has increased the communities' visibility of Councils democratic processes. The technology necessary for livestreaming is not easily portable and so it will be necessary for Council Meetings to be conducted in the Swan Hill Town Hall for the foreseeable future.

Council will, as part of its community engagement strategy create other opportunities to visit and engage with our various communities outside of the normal Council Meeting cycle.

Consultation

Not applicable.

Financial Implications

Costs associated with conducting Council meetings are included in the budget each year.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Not applicable.

Council Plan Strategy Addressed

Governance and leadership - Effective and efficient utilisation of resources.

Options

1. Continue meeting on the third Tuesday of the month or another day.
2. Continue commencing meetings at 2.00pm or at another time.

Recommendation

That Council determines that the Scheduled Meetings for 2023 will be held at the locations, dates and times specified in the table in this report.

139/22 Motion

MOVED Cr Moar

That Council determines that the Scheduled Meetings for 2023 will be held at the locations, dates and times specified in the table in this report.

SECONDED Cr Jeffery

The Motion was put and CARRIED

B.22.96 CHILD SAFE STANDARDS POLICY

Responsible Officer: Director Community & Cultural Services
File Number: S23-01-01
Attachments: 1 Child Safe Standards Policy

Declarations of Interest:

Bruce Myers - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

This report provides Council with the revised Child Safe Standards Policy following the introduction of new Standards, and presents the updated Policy for adoption.

The Child Safe Standards are a compulsory framework that supports organisations to promote the safety of children by requiring them to implement policies to prevent, respond to and report allegations of abuse and harm. The Standards are designed to drive cultural change and embed a focus on child safety by placing children's rights and wellbeing at the forefront of everything done within an organisation.

The Victorian Government committed to reviewing the Standards in 2019 and has introduced new Standards to better align with the National Principles for Child Safe Organisations.

The new Child Safe Standards further strengthen and reinforce the protection of children's safety when engaging with organisations.

Discussion

Council's Child Safe Policy was adopted in September 2017 as a crucial first step towards organisational compliance with the Victorian Child Safe Standards.

Following the introduction of new Standards, the Policy has been reviewed and updated to 11 new Standards, which replace the previous 7.

The new Child Safe Standards 2022 (the Standards) commenced in Victoria on 1 July 2022.

The 11 Standards have fifty requirements and 104 Compliance Indicators which cover required documents and actions (*refer section 4 of the MAV Guide*).

The Standards will have impact on Council as an organisation.

Consultation

Not applicable.

Financial Implications

Compliance with the Child Safe Standards will require allocation of time and resources to understand, interpret and develop an implementation plan of requirements. This may include a gap analysis process to assess current compliance status of the organisation given the old standards have previously applied and need to now meet the new standards.

To prepare for implementation of the 11 Standards, a revised policy, a public commitment, code(s) of conduct, governance structure (*e.g., a Child Safe Standards (CSS) Governance Group*) and roles and responsibilities will need to be reviewed/developed and ratified.

A whole of organisation approach is required to successfully embed the standards across Council and reduce resourcing outlay in the long term. The Child Safe Standards should become a supported part of Council business across all levels.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Legislative changes that provide the Commission for Children and Young People (CCYP) with new, enhanced enforcement and compliance powers start in January 2023.

The new Child Safe Standards Compliance and Enforcement Amendment Bill 2021 (Vic), to commence January 2023, includes increased powers for the CCYP and other regulators to take action for non-compliance with the Standards, for example there will be the ability for the Commission to issue infringement notices for non-compliance with a notice to comply with the Standards. Councils may have up to 5 Regulators/Co Regulators

Council Plan Strategy Addressed

Liveability - Building Healthy Communities.

Options

- 1. Make changes to the reviewed Policy and adopt the Policy.**
- 2. Adopt the Policy as presented.**

Recommendation

That Council adopt the reviewed Child Safe Standards Policy as presented.

140/22 Motion

MOVED Cr Young

That Council adopt the reviewed Child Safe Standards Policy as presented.

SECONDED Cr McKay

The Motion was put and CARRIED

Date adopted
Last review
Next review
Responsible Officer

September 2017
June 2021
October 2024
Family Youth and Children's Services Manager

Fully compliant with Victorian
Charter of Human Rights and
Responsibilities Act 2006



POLICY TITLE CHILD SAFE STANDARDS POLICY

POLICY NUMBER CPOL/STAFF143

1. PURPOSE

The Victorian child safe standards are a compulsory framework that support organisations to promote the safety of children by requiring them to implement policies and procedures to prevent, respond to and report allegations of child abuse.

The standards exist to prevent abuse, to drive cultural change and embed a focus on child safety by placing children's rights and wellbeing at the forefront of the organisation's mind.

Importantly, the standards not only protect children from abuse and harm, but nurture their wellbeing and support their voices in speaking out and being heard on the issues affecting them.

New child safe standards commenced in Victoria on 1 July 2022 to better protect children. Eleven new standards have replaced the original seven standards and principles.

Key changes include new requirements:

- to involve families and communities in organisations efforts to keep children and young people safe
- for a greater focus on safety for Aboriginal children and young people
- to manage the risk of child abuse in online environments
- for greater clarity on the governance, systems and processes to keep children and young people safe.

These changes have been made to support greater national consistency, reflecting the *National Principles for a Child Safe Organisation* developed following the Royal Commission into Institutional Responses to Child Sexual Abuse.

2. SCOPE

This policy applies to all Swan Hill Rural City Council (Council) Councillors, staff, volunteers, contractors, work experience students, and industry placement students.

3. POLICY

This policy demonstrates Council's commitment to child safety. Council aims to provide children with an environment that is safe and welcoming and encourages participation. The objectives of this policy include:

- To reflect Council's commitment to provide a safe environment where every person has the right to be treated with respect and is safe and protected from harm.
- To provide Councillors, staff, volunteers and contractors with guidance on their responsibilities for identifying possible occasions for child abuse and for establishing

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- controls and procedures for preventing such abuse and/or detecting such abuse when it occurs.
- To ensure decisions and actions are consistent with the new Victorian Child Safe Standards.

Council is committed to promoting and protecting the interests and safety of children. We have zero tolerance for child abuse.

All children who come to Swan Hill Rural City Council facilities have a right to feel and be safe. Council is committed to the safety and well-being of all children participating in our programs and visiting our libraries. We aim to create a safe and friendly environment where children feel safe and valued and where the views of children are encouraged and respected. Council is committed to promoting and protecting, at all times, the best interests of children involved in its programs.

All children, regardless of their gender, gender identity, sex/intersex status, race, religious beliefs, age, disability, sexual orientation, family or social background, have equal rights to protection from abuse.

A child safe organisation is one that understands if we accept behaviour that is concerning to us without speaking up, we are condoning it. The essence of the Child Safe Standards is a widely understood commitment to saying something, if you see something. While it takes many components to build a child safe organisation, the standards primary focus is fostering a common attitude shift from “that behaviour is worrying but it isn’t my concern” to “it is my concern”.

4. THE STANDARDS

The child safe standards apply to organisations providing services or facilities or employing children or young people in Victoria.

The standards support child safety by changing the way in which organisations and their staff, volunteers and members work so that protecting children is always considered, taken seriously and acted on.

There are eleven Child Safe Standards:

Child Safe Standard 1 – Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued

Child Safe Standard 2 – Child safety and wellbeing is embedded in organisational leadership, governance and culture

Child Safe Standard 3 – Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously

Child Safe Standard 4 – Families and communities are informed, and involved in promoting child safety and wellbeing

Child Safe Standard 5 – Equity is upheld and diverse needs respected in policy and practice

Child Safe Standard 6 – People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice

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Child Safe Standard 7 – Processes for complaints and concerns are child focused

Child Safe Standard 8 – Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training

Child Safe Standard 9 – Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed

Child Safe Standard 10 – Implementation of the Child Safe Standards is regularly reviewed and improved

Child Safe Standard 11 – Policies and procedures document how the organisation is safe for children and young people

Each Standard is expressed as an expected outcome. For each Standard, there is a number of compliance indicators designed to provide guidance on what organisations must do to meet minimum requirements and achieve outcomes.

The Child Safe Standards have been in operation for over five years. The updated Standards will require organisations to review and adjust practices.

Council, as a whole organisation, is legally required to comply with the Child Safe Standards. The Child Safe Standards are broad-ranging and have significant legal obligations across council, including new compliance laws due to come into effect in January 2023.

5. RELATED POLICIES/PROCEDURES/DOCUMENTS

POL/HUMAN604 Reporting Concern about Children or Young People
 PRO/STAFF141 Police Checks
 PRO/STAFF142 Working with Children Check
 POL/STAFF127 Staff Code of Conduct
 POL/CORP211 Privacy Policy
 POL/STAFF105 Equal Opportunity Employment
 POL/GOV018 Public Interest Disclosures
 POL/STAFF123 Serious Misconduct Negligence and Fraud
 CPOL/OHS901 Occupational Health and Safety
 POL/STAFF104 Disciplinary Policy
 POL/STAFF130 Termination of Employment
 POL/CORP214 Records Management Policy
 PRO/STAFF143 Reportable Conduct Scheme Procedure
 PRO/STAFF149 Key Roles and Responsibilities of Employees Under Child Safe Standards Procedure

6. RELATED LEGISLATION

Education and Care Services National Law 2010
 Education and Care Services National Regulations 2011
 Commonwealth Family Assistance Law:
 Equal Opportunity Act 2010

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Occupational Health and Safety Act 2004
 Charter of Human Rights and Responsibilities Act 2006
 Child Wellbeing and Safety Act 2005
 Children, Youth and Families Act 2005
 Commission for Children and Young People Act 2012
 Crimes Act 1958
 Privacy and Data Protection Act 2014
 Public Records Act 1973
 Worker Screening Act 2020 (Vic)
 Limitations of Actions Act 1958
 Health Records Act 2001 (Vic)
 Crimes Amendment Act 2014 (Vic)
 Crimes Amendment (Grooming) Act 2014
 Child Wellbeing and Safety Regulations 2017 (Vic)
 Child Wellbeing and Safety (Child Safe Standards Compliance and Enforcement)
 Amendment Bill 2021 (Vic)
 Child Wellbeing and Safety (Information Sharing) Regulations 2018
 United Nations Convention on the Rights of the Child
 Local Government Act 2020

7. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	September 2017	Initial release
1.1	June 2019	Review
1.2	September 2021	Review
2.0	October 2022	Review

Signed: _____ **Mayor** **Date:** _____

B.22.97 LEASE AND LICENCE POLICY

Responsible Officer: Director Corporate Services
File Number: S16-25P-04-257
Attachments: 1 Draft Lease and Licence Policy

Declarations of Interest:

Bhan Pratap - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The aim of the new Lease and Licence Policy is to provide guidance for Council, current tenants and future tenants when entering into occupancy agreements for use of Council owned and managed buildings and land.

Discussion

Council makes Council buildings and land available for community and commercial use through approximately 200 occupancy agreements with community groups / organisations, government agencies and businesses.

Council has developed the draft Lease and Licence Policy following research of industry best practice and guidance materials.

The Policy will;

- provide consistency and ensure that facilities are used fairly, effectively and provide equitable access to the community
- be supported with operational guidelines.
- apply to new or renewed lease and licence agreements entered into after the date of approval; and
- honour any current Lease and licence commitments including options clauses.

Consultation

An Executive Leadership Team review on 19 September 2022.
A Councillor Assembly review on 25 October 2022.

Financial Implications

The Policy will ensure sound financial management of community facility leasing and licencing.

Social Implications

The Policy will provide consistency and ensure that facilities are used fairly, effectively and provide equitable access to the community.

Economic Implications

The policy provides opportunities for the growth of local businesses through the commercial occupation of its facilities.

Environmental Implications

The Policy supports organisations occupying Council facilities to maximise the use of solar, energy and water efficiency initiatives to reduce the environmental impact.

Risk Management Implications

The Policy will assist Council in effectively managing its community leasing and licencing risks and meets the relevant legislative obligations.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

1. That Council adopt the Lease and Licence Policy as presented.
2. That Council adopt the Lease and Licence Policy with amendments prior to public exhibition

Recommendations

That Council:

1. **Endorse the draft 'Lease and Licence' Policy**
2. **Place the draft 'Lease and Licence' Policy on public exhibition for a period of 28 days from 18 November to 16 December 2022 and invite public submission until 22 December 2022 on the draft Policy**
3. **Receive a further report following the public exhibition and submission period:**
 - a. **Addressing any submissions made with respect to the proposed 'Lease and Licence' Policy**
 - b. **Proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.**

141/22 Motion

MOVED Cr King

That Council:

- 1. Endorse the draft 'Lease and Licence' Policy**
- 2. Place the draft 'Lease and Licence' Policy on public exhibition for a period of 28 days from 18 November to 16 December 2022 and invite public submission until 22 December 2022 on the draft Policy**
- 3. Receive a further report following the public exhibition and submission period:**
 - a. Addressing any submissions made with respect to the proposed 'Lease and Licence' Policy**
 - b. Proposing adoption of the Policy unless there are any recommended amendments deemed to be substantial and requiring a further public exhibition period.**

SECONDED Cr Jeffery

The Motion was put and CARRIED

Date Adopted

Date Reviewed-current as at October 2022

To be Reviewed October 2023

Fully compliant with Victorian
Charter of Human Rights and
Responsibilities Act 2006



POLICY TITLE LEASE AND LICENCE POLICY

POLICY NUMBER CPOL/CORP257

1. PURPOSE

The purpose of this Policy is to ensure an equitable and consistent approach to leases and licenses which encourages high utilisation rates, diversity of use and supports organisations occupying Council facilities to be sustainable.

2. SCOPE

This Policy applies to the leasing or licensing of Council owned or managed land and facilities.

3. POLICY

Council may lease or license Council owned or managed land to meet Council's strategic plans based on community priorities.

Council will ensure the terms and conditions of lease and licence agreements are equitable, consistent, support good governance, accountability and optimise the use of Council facilities.

4. PRINCIPLES

The following principles guide the provision and management of Council owned facilities:

Community benefit & social inclusion:

- Ensure Council-owned facilities are used to meet demonstrated community needs consistent with the Community Vision and Council Plan and Strategic Asset Management Plan;
- Optimise use of Council's community facilities and provides equitable and inclusive access by the community;
- Support and encourage diversity of programs and activities offered from Council facilities;
- Assist not-for-profit and volunteer-based organisations that offer activities and services in the Municipality;
- Encourage active and healthy lifestyles for people of all ages, abilities and interests

Good governance & accountability:

- Ensure a transparent and equitable process of granting new leases or licences and renewals by having clear assessment criteria;

Date Adopted

Date Reviewed-current as at October 2022

To be Reviewed October 2023

Fully compliant with Victorian
Charter of Human Rights and
Responsibilities Act 2006



- Ensure tenants pay fair and reasonable rentals based on established eligibility criteria and calculation methodologies;
- Facilitate a shared approach between Council and tenant as to the cost of management and maintenance of Council-owned facilities;
- Ensure tenants are accountable for meeting operational responsibilities for venue management and meeting agreed targets;
- Ensure sound financial management and effective administration of community facility leasing and licensing;
- Ensure that Council-owned facilities are appropriately maintained as Council assets

Environmental sustainability:

- Ensure Council facilities maximise the use of solar, energy and water efficiency initiatives to reduce the environmental impact
- Encourage and support tenants to implement environmental initiatives

5. RELATED POLICIES/DOCUMENTS

- Community Vision and Council Plan 2021 – 2025
- Strategic Asset Management Plan 2021 – 2025
- PRO/CORP257 Lease and Licence Guidelines
- CPOL/INFRA516 Asset Management Policy
- CPOL/GOV025 Community Engagement Policy
- CPOL/CORP216 Risk Management Policy
- PRO/CORP251 Risk Management Framework

6. RELATED LEGISLATION

- *Local Government Act 2020*
- *Retail Leases Act 2003*
- *Retail Leases Regulations 2003*
- *Crown Land (Reserves) Act 1978*
- *Residential Tenancies Act 1997*
- *Community Local Laws*
- *Occupational Health and Safety Act 2004*
- *Planning and Environment Act 1987*
- *Telecommunications Act 1997*
- *Health Act 1958*

Signed: _____ Mayor Date: _____

B.22.98 QUARTERLY REVIEW OF FINANCIAL PERFORMANCE AND FINANCIAL POSITION TO 30 SEPTEMBER 2022

Responsible Officer: Director Corporate Services
File Number: 42-20-00
Attachments: 1 Sept 22 Qtr Statements

Declarations of Interest:

Bhan Pratap - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

A review of Council's Financial Performance (Income and Expenditure) and Financial Position (Balance Sheet) to the adopted Budget for the three months to 30 September 2022 has been conducted and the results are summarised in this report.

Discussion

A summarised Statement of Income and Expenditure and a summarised Balance Sheet for the three months ended 30 September 2022 are included with this report.

Major variations to budget as at 30 September 2022 are also explained by way of notes on the attached reports.

The forecast result is expected to be better than budget at this stage of the financial year. The predicted surplus assumes that Major Projects and Capital Works for the remainder of the financial year will be within budget.

Significant forecast variations to budget include:

	Current Forecast Variances	
Grants Commission – Financial Assistance Grants (including Transfer from Reserve)	\$293,311	Favourable
Grants Commission – 2021 Underpayment	\$175,711	Favourable
Interest Income	\$151,000	Favourable
Employee Costs (net)	\$220,000	Favourable
WorkCover Premiums	(\$12,066)	Unfavourable
Carparking fees and fines	(\$28,000)	Unfavourable
Livestock Exchange user fees	(\$33,000)	Unfavourable
Net Variation to 2022/23 Budget	\$766,956	Favourable

It should be noted that at the time of writing this report, the flood event beginning 13 October 2022, Council has started to incur costs, but at this stage the full effect cannot be measured and could also be ongoing for some time. There are a number of disaster relief funding opportunities available to Council, and the process of determining our eligibility and applying for these funds is underway.

Consultation

Consultation occurred as part of the Budget preparation process.

Financial Implications

The report shows a predicted rates determination result of \$766,956 above the budgeted surplus for the 2022/23 financial year.

Social Implications

Not relevant to this item.

Economic Implications

Not relevant to this item.

Environmental Implications

Not relevant to this item.

Risk Management Implications

The anticipated surplus is subject to income and costs trending as they have to date for the final nine months of the year.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

1. Nil

Recommendation

That Council note that the anticipated end of financial year result is \$766,956 better than the adopted budget surplus of \$101,185 at this stage.

142/22 Motion

MOVED Cr Young

That Council note that the anticipated end of financial year result is \$766,956 better than the adopted budget surplus of \$101,185 at this stage.

SECONDED Cr Moar

The Motion was put and CARRIED

**SWAN HILL RURAL CITY COUNCIL
STATEMENT OF INCOME & EXPENDITURE
FOR THE 3 MONTHS ENDING 30/09/2022**

	Actual Year To Date 30/09/2022 \$000	Budget Year To Date 30/09/2022 \$000	\$ Variance To Budget \$000	% Variance To Budget	Original Annual Budget 2022/23 \$000	Notes
OPERATING INCOME :-						
Rates, garbage charges and marketing levy	30,462	30,763	(301)	-1.0%	30,763	
Statutory fees & fines	228	274	(46)	-16.7%	1,095	1
User fees	1,235	1,160	75	6.5%	4,640	
Grants - Operating (recurrent)	1,365	2,626	(1,261)	-48.0%	10,503	2
Grants - operating (non-recurrent)	127	352	(225)	-63.9%	1,406	3
Grants - capital (recurrent)	140	359	(219)	-60.9%	1,434	4
Grants - capital (non-recurrent)	592	1,328	(736)	-55.4%	5,310	5
Contributions - cash non recurrent	157	54	103	189.4%	217	6
Interest income	238	88	151	172.0%	350	7
Proceeds from disposal of assets	78	460	(382)	-83.1%	1,841	8
Other revenue	46	1,134	(1,088)	-95.9%	4,535	9
TOTAL INCOME	34,668	38,596	(3,928)	-10.2%	62,094	
OPERATING EXPENSES (Excluding Depreciation) :-						
Employee benefits	5,135	5,392	(257)	-4.8%	21,569	
Contract payments materials & services	4,880	4,310	570	13.2%	17,241	10
Bad & doubtful debts	-	3	(3)	0.0%	12	
Finance costs	12	18	(6)	-31.4%	70	
Other expenses	401	321	80	24.8%	1,285	11
TOTAL OPERATING EXPENSES (Excl. Depn.)	10,428	10,044	384	3.8%	40,177	
OPERATING RESULT (Excl. Depn.)	24,240	28,552	(4,312)	-15.1%	21,917	
CAPITAL ITEMS :-						
Capital works/asset purchases	4,805	6,564	(1,759)	-27%	26,255	12
SURPLUS (DEFICIT) AFTER CAPITAL ITEMS	19,435	21,988	(2,553)	-12%	(4,338)	
ADD FINANCING TRANSACTIONS						
Loan principal redemption	(67)	(68)	1	-1.1%	(271)	
Transfers to/from reserves	5,756	5,756	-	0.0%	4,710	
Proceeds from loans	-	-	-	0.0%	0	
TOTAL FINANCING TRANSACTIONS	5,689	5,688	1	0.0%	4,439	
BUDGET RESULT SURPLUS	25,124	27,676	(2,552)	-9.2%	101	

- 1 The Statutory fees and fines variance relates to Environmental Control Fines & Registrations (\$27k) and Parking Infringements and Fines (\$12k) being below forecast.
- 2 Seventy five per cent of Council's 2022/23 Victoria Grants Commission allocation was received in advance in April 2022. This variance will remain for the year and is offset by increased cash holdings on the Balance Sheet and in transfers from reserves.
The full year result for the Victoria Grants Commission allocation will be \$469,022 better than forecast due to an additional \$293,311 from the indexation of our allocation in the 2023 year, and \$175,711 being the underpayment from 2022.
- 3 The variance relates to Our Region Our Rivers grants forecast not yet received due to incomplete works.
- 4 Timing issue. This Roads to Recovery grant funding will be received in full by the end of the financial year.
- 5 Timing issue. Project milestones are yet to be completed for a number of significant capital works projects. Refer note 12.
- 6 Contributions of \$50K were received for the L2P Program, \$91K for the Library and \$15k for Waste Management - Kerbside Bin Audits. These contributions had been forecast to be received throughout throughout the year.
- 7 Interest income is favourable in comparison to the budget due to higher interest rate returns on term deposits.
- 8 The budget allowed for the sale of lots in Ronald Street Robinvale over the financial year. Works for Ronald Street are anticipated to be complete in November 2022 after which sales will then proceed. Proceeds from disposal of assets consists of plant item sales only to date.
- 9 The budget had allowed for \$3,408K of sales at Tower Hill. To date no sales have been received, however once titles have been issued, settlement of the lot sales will be completed. Other revenue includes Centrelink Parental leave payments collected and then distributed to staff, along with building insurance paid by lessees.
- 10 The majority of this variance (\$932k) relates to payments to Our Region Our Rivers Partner Council's, with project expenditure exceeding forecast. Procurement and Properties shows a variance (\$430k) with expenditure higher than expected due to insurance payments made at the start of the financial year (timing issue). This is offset by a variance (\$748k) in the waste management contract. There have been delays in receiving and authorisation of contractor payments.
- 11 Timing variance due to the payment of motor vehicle registrations paid in full.
- 12 Significant capital works projects forecast for the 2022/23 year are the Our Place building, Swan Hill Landfill Cell construction, Robinvale Leisure Centre expansion, Ronald Street and Tower Hill developments. The majority of this variance relates to anticipated works on Our Place not yet commencing. Actual expenditure to date includes \$540k Riverfront site, \$349k Monash Drive carpark, \$525k Ken Harrison Soccer Pavilion, \$445k Robinvale Leisure Centre expansion and the Catalina carpark upgrade \$260k.

**SWAN HILL RURAL CITY COUNCIL
SUMMARISED BALANCE SHEET
AS AT 30/09/2022**

	Last Year Actual As At 30/06/2022 \$000	This Year Actual As At 30/09/2022 \$000	\$ Movement Y.T.D. \$000	Budget As At End 2022/23 \$000
CURRENT ASSETS:-				
Cash and Cash Equivalents	51,144	49,573	1,571	25,688
Trade & Other Receivables	3,936	23,606	(19,670)	3,566
Inventories	231	81	150	73
Other Assets	319	261	58	204
TOTAL CURRENT ASSETS	55,630	73,521	(17,891)	29,531
CURRENT LIABILITIES:-				
Trade & Other Payables	3,025	4,871	(1,846)	3,907
Trust Funds & Deposits	468	1,360	(892)	294
Unearned Income/Revenue	4,276	0	4,276	0
Provisions	5,016	5,144	(128)	5,620
Interest Bearing Loans & Borrowings	271	273	(2)	275
Lease Liabilities	259	259	0	78
TOTAL CURRENT LIABILITIES	13,315	11,907	1,408	10,174
NET CURRENT ASSETS	42,315	61,614	(19,299)	19,357
NON-CURRENT ASSETS:-				
Trade & Other Receivables	50	111	(61)	56
Property, Plant, Equipment & Infrastructure	571,739	571,809	(70)	538,106
Right-of-use Assets	408	408	0	131
Intangible Assets	3,840	3,840	0	3,195
TOTAL NON-CURRENT ASSETS	576,037	576,168	(131)	541,488
NON-CURRENT LIABILITIES:-				
Interest Bearing Loans & Borrowings	2,347	2,278	69	2,072
Lease Liabilities	167	167	0	63
Provisions	3,234	3,228	6	1,688
TOTAL NON-CURRENT LIABILITIES	5,748	5,673	75	3,823
TOTAL NET ASSETS	612,604	632,109	(19,505)	557,022
EQUITY:-				
Accumulated Surplus & Reserves	331,162	350,667	(19,505)	321,208
Asset Revaluation Reserve	281,442	281,442	0	235,814
TOTAL EQUITY	612,604	632,109	(19,505)	557,022

B.22.99 2021/22 SERVICE PERFORMANCE REPORT – INCLUDING LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK INDICATORS

Responsible Officer: Director Corporate Services
File Number: S16-39-01
Attachments: 1 2021/22 Service Performance Report

Declarations of Interest:

Bhan Pratap - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

A requirement of the Service performance principles s106 of the Local Government Act 2020 is the setting of Quality and Cost Standards for Council services and annual reporting against these standards to the community.

This report contains the actual performance for Council services against the quality and cost targets and Local Government Performance Reporting Framework Indicators set for 2021/22.

Discussion

The Local Government Act 2020 requires Council to review its operations to ensure that the services provided to the community represent 'Good Value'.

Good Value requires that quality and cost standards be developed for each major service area. The standards assist the community in determining whether a service is effective (quality) and efficient (cost). Quality and Cost standards and targets are prepared for each major service area, and recommendations have been made to review selected targets for the 2021/22 reporting period.

With the introduction of the Local Government Performance Reporting Framework (LGPRF) and mandatory reporting indicators, officers have taken the opportunity to review and align our standards with the LGPRF and have included the results in the Service Performance report.

The attached report details the actual result achieved and explanations on variations where targets have not been achieved.

Council currently reports on 138 Quality and Cost Standards across 10 service groups.

The tables below provide a brief summary of achievements for the year. Details and variance explanations can be found in the attached report.

SECTION B - REPORTS

15 November 2022

Service Group	Number of standards/indicators				
Quality/Cost Standard	Exceeded	Achieved	Not achieved	Not applicable	Total
Transport Services (page 2)	7	2	2	0	11
Family and Children's Services (page 4)	3	1	1	0	5
Economic Prosperity (page 6)	2	2	3	1	8
Community Care Services (page 7)	1	3	4	0	8
Community Wellbeing (page 8)	2	1	4	0	7
Waste Management (page 11)	1	0	2	0	3
Community Amenity (page 13)	6	1	2	0	9
Recreation, Culture and Leisure Services (page 15)	8	1	28	0	37
Organisational Support (page 20)	10	16	13	1	40
Governance and Leadership (page 24)	3	0	7	0	10
Total	43	27	66	2	138
Achieved in 2021/22	31%	19.5%	48%	1.5%	100%
Achieved in 2020/21	33%	15%	49%	3%	100%

Service Group	Number of standards/indicators			
LGPRF	Within expected range	Outside expected range	Not applicable	Total
Transport Services (page 2)	4	1	-	5
Family and Children's Services (page 5)	5	0	-	5
Community Wellbeing (page 8)	9	4	-	13
Waste Management (page 11)	4	1	-	5
Recreation, Culture and Leisure Services (page 15)	6	1	-	7
Governance and Leadership (page 24)	5	0	-	5
Total	33	7	-	40
Achieved in 2021/22	82.5%	17.5%	-	100%
Achieved in 2020/21	90%	10%	-	100%

Consultation

The Quality and Cost Standards and LGPRF indicators have been reviewed in consultation with the employees responsible for each service and members of the Executive Leadership Team.

Financial Implications

Not applicable.

Social Implications

Not applicable.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Failing to report on Councils Service Performance would not comply with the Local Government Act 2020.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

Council may choose to adopt or amend the recommendation.

Recommendations

That Council:

- 1. Adopt the Service Performance Report as presented**
- 2. Adjust the 2021/2022 targets as indicated in the report**

143/22 Motion

MOVED Cr Jeffery

That Council:

- 1. Adopt the Service Performance Report as presented**
- 2. Adjust the 2021/2022 targets as indicated in the report**

SECONDED Cr King

The Motion was put and CARRIED

Swan Hill Rural City Council Service Performance Report 2021/22

Quality and Cost Standards and Local Government Performance Reporting Framework Indicators

Service Group	Number of standards/indicators				
Quality/Cost Standard	Exceeded	Achieved	Not achieved	Not applicable	Total
Transport Services (page 2)	7	2	2	0	11
Family and Children's Services (page 4)	3	1	1	0	5
Economic Prosperity (page 6)	2	2	3	1	8
Community Care Services (page 7)	1	3	4	0	8
Community Wellbeing (page 8)	2	1	4	0	7
Waste Management (page 11)	1	0	2	0	3
Community Amenity (page 13)	6	1	2	0	9
Recreation, Culture and Leisure Services (page 15)	8	1	28	0	37
Organisational Support (page 20)	10	16	13	1	40
Governance and Leadership (page 24)	3	0	7	0	10
Total	43	27	66	2	138
Achieved in 2021/22	31%	19.5%	48%	1.5%	100%
Achieved in 2020/21	33%	15%	49%	3%	100%

Service Group	Number of standards/indicators			
LGPRF	Within expected range	Outside expected range	Not applicable	Total
Transport Services (page 2)	4	1	-	5
Family and Children's Services (page 5)	5	0	-	5
Community Wellbeing (page 8)	9	4	-	13
Waste Management (page 11)	4	1	-	5
Recreation, Culture and Leisure Services (page 15)	6	1	-	7
Governance and Leadership (page 24)	5	0	-	5
Total	33	7	-	40
Achieved in 2021/22	82.5%	17.5%	-	100%
Achieved in 2020/21	90%	10%	-	100%

Service Performance Report 2021/22 – Transport Services

Transport Services

(Report adopted by Council December 2002)

Programs included within this service group:

Footpaths

Aerodromes

Roads - sealed and unsealed

Footpaths				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Grinding metres/year	100 ⁽¹⁾	66 ⁽²⁾	68	79
Replacement square metres/year	1,500 ⁽³⁾	440 ⁽⁴⁾	475	1,365
Average response time to address service requests Weeks	2	1	1	1
Number of service requests received that address issues on footpaths	50	43	45	44
Average maintenance expenditure per square metre of footpath Total cost to maintain footpaths / Total square metres of footpaths	\$2.20	\$0.82 ⁽³⁾	\$0.92	\$0.81

Variance comments:

- ⁽¹⁾ Recommend updating target to be <100 grinding metres per year.
- ⁽²⁾ Council's Road Management Plan inspections identified less defects that required grinding.
- ⁽³⁾ Recommend updating target to be <1,500 replacement square metres per year.
- ⁽⁴⁾ Council's Road Management Plan inspections identified less defects requiring replacement.
- ⁽⁵⁾ Expenditure for 2021/22 was reduced due to staff resourcing issues.

Aerodromes				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain Swan Hill and Robinvale aerodromes in accordance with Civil Aviation Regulation	100%	100%	100%	100%
Cost increase in maintenance of aerodromes Cost increase in Net Operating Result does not exceed 6% to previous year.	6%	-5.05% ⁽¹⁾	-20.12%	16.28%

Variance comment:

- ⁽¹⁾ Swan Hill Aerodrome works changing the Natural Surface runway to Gravel and other Runway and taxiway upgrades helped reduce maintenance costs as a result of reduced mowing and weed control.

Service Performance Report 2021/22 – Transport Services

Roads				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Completion of asset inspection as per the Road Management Plan	100%	100%	100%	100%
Average response time to address service requests Weeks	3	1	1	1
Number of Service Requests received that address issues on unsealed roads:	100	120	112	123
Average cost to re-sheet a square metre of unsealed road Total cost of re-sheeting / Square metre of re-sheeting	\$4.20	\$5.10 ⁽¹⁾	\$6.45	\$7.14
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Sealed local road requests Number of sealed local road requests per 100 kilometres of sealed local roads. Expected range: 10 to 120 requests.	10-120	5.96 ⁽²⁾	6.78	6.87
Sealed local roads below the intervention level Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads. Expected range: 80 - 100%	80-100%	99.37%	99.28%	99.28%
Cost of sealed local road reconstruction Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed. Expected range: \$20 - \$200.	\$20 - \$200	\$59.36 ⁽³⁾	\$33.26	\$30.75
Cost of sealed local road resealing Direct cost of sealed local road resealing / Square metres of sealed local roads resealed. Expected range: \$4 - \$30.	\$4 - \$30	\$4.80 ⁽⁴⁾	\$5.58	\$4.98
Satisfaction with sealed local roads Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads. Expected range: 50 – 100.	50-100	51	52	44

Variance comments:

- ⁽¹⁾ Slightly higher cost due to larger rocks extracted from quarry and requirement to engage contractor to crush.
- ⁽²⁾ Council's sealed road length has increased as the Register of Public Roads has been updated to include Dual Carriage ways and slip lanes as separate roads. Sealed roads increased from 881km to 957km. The number of requests was similar to previous years.
- ⁽³⁾ In 2021/22 Road reconstruction of more remote roads have resulted in higher transport costs and Council has also experienced higher material costs as compared to previous years.
- ⁽⁴⁾ In 2021/22 an increased focus on rural roads resealing has resulted in large scale sealing works and associated costs savings as compared to shorter segments urban roads.

Service Performance Report 2021/22 – Family and Children's Services

Family and Children's Services

(Report adopted by Council September 2002)

Programs within this service:

Out Of School Hours Child Care consisting of:

- Before and After School Child Care
- Vacation Child Care
- Mobile Vacation Child Care

Preschools

Maternal and Child Health

Out of School Hours Child Care				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Meet the outcomes of the funding and service agreements Including licensing, children's regs and accreditation	100%	100%	100%	100%
Average cost to families per hour of care	\$4.61	\$3.37 ⁽¹⁾	\$2.68	\$2.56

Variance comments:

- ⁽¹⁾ Families receive government support in the form of a Child Care Subsidy to assist with the cost of child care fees. The Child Care Subsidy is means tested and the amount of subsidy the family receives depends on the family income. So the amount of Child Care Subsidy can vary as the family income varies and the amount the family must pay in fees will vary accordingly.

Maternal and Child Health				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Percentage of children enrolled from birth notifications received	98%	104% ⁽¹⁾	104%	100%
Percentage of children attending for 3.5 - 4 year old developmental assessment	70%	79% ⁽²⁾	84%	59%
Net cost to Council per consultation.	\$112.50	\$122.09 ⁽³⁾	\$56.22	\$109.19
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Infant enrolments in MCH service Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received. Expected range: 90 - 110%	90-110%	102.01%	102.21%	102.13%
Cost of MCH service Cost to Council of the MCH service / Hours worked by MCH nurses. Expected range: \$50 - \$200	\$50 - \$200	\$121.52 ⁽³⁾	\$109.86	\$91.19
Participation in the MCH service Number of children who attend the MCH service at least once (in the year)/Number of children enrolled in the MCH service. Expected range: 70 - 100%	70-100%	82.74%	80.05%	75.04%
Participation in MCH service by Aboriginal children Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service. Expected range: 60 - 100%	60-100%	77.50%	76.26%	66.20%
Participation in 4-week key age and stage visit The percentage of infants enrolled in the MCH service who participated in 4-week key age and stage visit	90-110%	95.99%	94.01%	96.65

Service Performance Report 2021/22 – Family and Children's Services

Variance comments:

- (1) Increased percentages of children enrolled from birth notifications due to increased number of infants from NSW communities enrolling in service
- (2) Impacts of COVID-19 resulting in reduced client visits for Key Age and Stage Consultations.
- (3) Costs for 2021/22 increased with the lease and set up of a new Enhanced Maternal and Child Health space to accommodate increased service provision.

Service Performance Report 2021/22 – Economic Prosperity Services

Economic Prosperity Services

(Report adopted by Council February 2003)

Programs within this service:

Economic Development Unit

Swan Hill Livestock Exchange

Tower Hill Estate development

Economic Development				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Achieve population growth for the municipality	0.1%	-0.3% ⁽¹⁾	-0.6%	-0.5%
Achieve an unemployment rate lower than the average for Rural and Regional Victoria	4%	2.7%	2.7%	3.8%
Total number of visitors to the Swan Hill Region Information Centre	-	8,020 ⁽²⁾	12,777	13,410

Variance comment:

- ⁽¹⁾ Remplan Victoria 2022 reports a population growth decrease by around 60 people for the year.
- ⁽²⁾ The total visitation number to the information centre dropped significantly due to the borders reopening and visitors travelling to other states

Swan Hill Livestock Exchange				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain National Saleyards Quality Assurance (NSQA) and Meat Standards Australia (MSA) accreditation	100%	100%	100%	100%
Total turnover (Cattle plus Sheep and Goats) demonstrating contribution to the local economy	\$54.6m	\$38.7m ⁽¹⁾	\$43.36m	\$53.54m
Ratio of cost to operate the livestock exchange verses income generated (income from sales of cattle, sheep, goats, truck wash and agistment divided by the operational costs including depreciation and reserves)	1.00	0.80 ⁽²⁾	0.85	0.89

Variance comments:

- ⁽¹⁾ The number of stock sold through the SHRLE over the financial year was 102,954 sheep and 10,140 cattle. Those numbers on 2020/21 were 120,764 and 15,600 respectively. The reduction in numbers is the main reason for the lower total revenue, although the prices were similar to the year prior.
- ⁽²⁾ The ratio of cost to income also depends heavily on the sale figures as many costs are fixed and do not depend on the sale volume, like staff costs, depreciation and compliance.

Service Performance Report 2021/22 – Economic Prosperity Services

Tower Hill Estate				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Subdivide and sell lots	18	16 ⁽¹⁾	19	32
Subdivision and sale costs of properties within Budget targets	Yes	Yes	Yes	Yes

Variance comments:

- ⁽¹⁾ The Tower Hill Stage 13 subdivision only contained 17 lots. 16 lots were sold with 1 lot retained by Council for the Increase Housing Supply - Swan Hill Project in the 10 Year Major Projects Plan.

Service Performance Report 2021/22 – Community Care Services

Community Care Services

(Report adopted by Council February 2003)

Programs within this service:

Client assessments

General Home, Personal and Respite Care

Food services

Aged Accommodation

Senior Citizen centres

Community Care Services				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Client Needs Review of existing clients to assess appropriateness of service levels, whether service standards are being achieved and to reassess the needs of the client				
<ul style="list-style-type: none"> High needs clients 	100%	100%	100%	100%
<ul style="list-style-type: none"> Medium needs clients 	80%	80%	80%	80%
<ul style="list-style-type: none"> Low needs clients 	70%	70%	70%	70%
Average cost per hour of service: <ul style="list-style-type: none"> General Home Care Personal Care Respite Care 	\$51.54 \$53.72 \$54.00	\$58.31 \$75.00 ⁽¹⁾ \$46.90 ⁽²⁾	\$56.69 \$63.38 \$49.80	\$59.14 \$64.28 \$53.45
Average cost per meal Total cost of Food Services Program / Number of meals delivered to clients	\$12.02	\$12.85	\$13.62	\$12.87
Senior Citizen Centre's Total cost to operate Senior Citizen Centre's and related activities	\$11,500	\$19,772.34 ⁽³⁾	\$20,617.25	\$15,019.11

Variance comments:

- ⁽¹⁾ The increase in Personal Care is due to a number of factors, and increase in Personal Care services which also includes assisted shopping services. Location of clients also affected the overall figure as there are a number of Personal Care shifts out of the main CBD in places such as Piangil, Vinifera and Nyah/Nyah West means an increase in travel cost.
- ⁽²⁾ Respite figures are down due to the service being cancelled by clients as a result of COVID-19 related issues.
- ⁽³⁾ Senior Citizen centres figures reflect the inconsistent use during COVID-19.

Service Performance Report 2021/22 – Community Wellbeing Services

Community Wellbeing Services

(Report adopted by Council June 2003)

Programs within this service:

Planning

Building Department

Regulatory Services – Animal Management

Parking Control

Food safety

Planning				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Average number of days required to issue planning permits	58	79 ⁽¹⁾	41	49
Cost per capita to maintain currency and appropriateness of the Planning Scheme Gross cost to Council / Population of the municipality	\$20	\$12.70	\$13	\$28
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Time taken to decide planning applications The median number of days between receipt of a planning application and a decision on the application. Expected range: 30 – 110 days	30-110	79 ⁽¹⁾	41	49
Planning applications decided within 60 days Number of planning application decisions made within 60 days/Number of planning application decisions made. Expected range: 40 – 100%	40-100%	71.28% ⁽¹⁾	96.39%	85.53%
Cost of statutory planning service Direct cost of the statutory planning service/Number of planning applications received. Expected range: \$500 - \$4,000	\$500 - \$4,000	\$3,218 ⁽²⁾	\$2,675	\$3,417
Planning decisions upheld at VCAT Number of VCAT decisions that did not set aside council's decision in relation to a planning application/Number of VCAT Council decisions in relation to planning applications. Expected range: 30 – 100%	30-100%	0% ⁽³⁾	0%	0%

Variance comments:

- ⁽¹⁾ The statutory planning department has had two long term vacancies leaving all planning applications to one planner.
- ⁽²⁾ Council encountered difficulties in the recruitment of several planning department staff, including a manager, and was required to engage contractors to undertake these roles, thereby leading to increased costs.
- ⁽³⁾ In 2021/22 one planning application was referred to VCAT and Council's decision was not upheld. Previous years have had no planning applications go to VCAT.

Service Performance Report 2021/22 – Community Wellbeing Services

Building Department				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Average number of days required to issue building permits	18	45 ⁽¹⁾	20	24.8
Net cost to Council per building permit (Profit)	\$305	\$112 ⁽¹⁾	\$149	\$56

Variance comments:

- ⁽¹⁾ Staff resourcing - Having a Municipal Building Surveyor for 2 days a week for the whole of municipality.

Regulatory Services – Animal Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Average cost to Council to enforce Local Laws per registered animal	\$89.00	\$98.73 ⁽¹⁾	\$72.59	\$70.02
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Time taken to action animal management requests Number of days between receipt and first response action for all animal management requests / Number of animal management requests. Expected range: 1 to 10 days	1 - 10	1.20 ⁽²⁾	1.07	1.47
Animals reclaimed Number of animals reclaimed / Number of animals collected. Expected range: 30 – 90%	30-90%	26.90%	28.03%	22.22%
Animals rehomed Number of animals rehomed / Number of animals collected. Expected range: 30 – 90%	30-90%	69.31%	67.42%	67.27%
Cost of animal management service per population The direct cost of the animal management service per municipal population. Expected range: \$3 to \$40	\$3-\$40	\$18.38 ⁽³⁾	\$10.30	\$10.01
Animal management prosecutions Number of successful animal management prosecutions. Expected range: 50 to 200%	50-200%	0% ⁽⁴⁾	100%	0%

Variance comments:

- ⁽¹⁾ Average cost to Council to enforce Local Laws has increased in the 2021/2022 financial year. This is a direct result of the increase in the overall debtors (amounts owing to Council).
- ⁽²⁾ This response time falls well within the expected range. Council always ensures to respond promptly.
- ⁽³⁾ Cost of the animal management program has not increased significantly; this increase has occurred due to the income component of the budget being included in the calculations for previous years figure.
- ⁽⁴⁾ There were no animal management prosecutions in 2021/22.

Service Performance Report 2021/22 – Community Wellbeing Services

Parking Control				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Hours ticket machines are not functional	1.0%	1.0%	0.91%	2.6%
Net operating cost to Council per restricted car park space per annum Restricted car parks consist of all parks excluding those privately owned.	(\$90)	\$105.74 ⁽¹⁾	\$96.32	\$45.90

Variance comments:

- ⁽¹⁾ Parking meters were not operational during COVID-19 lock downs. This resulted in a reduced income for 2021/22 and increased the costs per parking space.

Food Safety				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Time taken to action food complaints Number of days between receipt and first response action for all food complaints / Number of food complaints. Expected range: 1 to 10 days	1 - 10	2.56 ⁽¹⁾	1.90	1.80
Food safety assessments Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984/Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984. Expected range: 50 – 100%	50-100%	79.63% ⁽²⁾	28.07%	84.97%
Cost of food safety service Direct cost of the food safety service/Number of food premises registered or notified in accordance with the Food Act 1984. Expected range: \$300 - \$1,200	\$300-\$1,200	\$513.99	\$510.35	\$488.61
Critical and major non-compliance notifications Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises. Expected range: 60 – 100%	60-100%	40.00% ⁽³⁾	66.67%	100%

Variance comments:

- ⁽¹⁾ This response time falls well within the expected range. Council always ensures to respond promptly.
- ⁽²⁾ More food premises were open during 2021 following Covid-19 restrictions allowing officers to conduct more assessments.
- ⁽³⁾ Staff shortages at critical times led to some non-compliance not being followed up immediately, these are to be reviewed in 2022.

Service Performance Report 2021/22 – Waste Management Services

Waste Management Services

(Report adopted by Council June 2003)

Programs within this service:

Kerbside collection service

Landfills

Waste Collection				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Kerbside bin collection requests Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households x 1000. Expected range: 10 to 300 requests	10-300	118.16 ⁽¹⁾	112.19	28.37
Kerbside collection bins missed Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts x 10,000. Expected range: 1 – 20 bins	1-20	3.99 ⁽²⁾	5.78	1.76
Cost of kerbside garbage bin collection service Direct cost of the kerbside garbage bin collection service/Number of kerbside garbage collection bins Expected range: \$40 - \$150	\$40-\$150	\$93.39	\$86.91	\$81.12
Cost of kerbside recyclables bin collection service Direct cost of the kerbside recyclables bin collection service/Number of kerbside recyclables collection bins Expected range: \$10 - \$80	\$10 - \$80	\$80.40	\$78.51	\$42.38
Kerbside collection waste diverted from landfill Weight of recyclables and green organics collected from kerbside bins/Weight of garbage, recyclables and green organics collected from kerbside bins. Expected range: 20 – 60%	20-60%	30.92% ⁽³⁾	29.51%	27.67%

Variance comments:

- ⁽¹⁾ The financial year of 2021/22 has seen a substantial increase to requests being made to Council for the replacement of damaged bins, upsizing of the kerbside bin service and for general enquiries.
- ⁽²⁾ Council has worked successfully with its Kerbside Waste Collection Contractor over the previous 12 months to ensure improvements were made to the level of service being provided to Council's residents.
- ⁽³⁾ This financial year there has been a slight decrease in the tonnages of kerbside collected commingled recycling and general household waste. Conversely there has been an increase to the tonnages of kerbside collected garden organics. This can be attributed to the increased uptake by households of Councils opt in kerbside garden organics collection service.

Service Performance Report 2021/22 – Waste Management Services

Landfill				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Net cost per capita of waste deposited at Swan Hill landfill sites	\$26.29	\$39.63 ⁽¹⁾	\$36.93	\$24.39
Net cost per capita of waste deposited at Robinvale landfill sites (exc GST)	\$64.36	\$49.73 ⁽¹⁾	\$56.17	\$63.03
Net cost per capita to maintain rural landfill sites (exc GST)	\$9.91	\$26.17 ⁽¹⁾	\$19.36	\$9.74

Variance comment:

- ⁽¹⁾ Landfill operational costs have increased with the commencement of new management contracts - 1st of January 2022. 2021 Census results confirmed an increase to the population serviced by both the Swan Hill and Robinvale Landfills and a decrease of the population that are serviced by the Rural Transfers Stations.

Service Performance Report 2021/22 – Community Amenity

Community Amenity

(Report adopted by Council June 2004)

Programs within this service:

Environmental Standards

Street Beautification

Public Lighting

Environmental Standards				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain potable water consumption below 2011/12 levels for parks and gardens annually <small>Source: 2012 - 2016 Sustainable Water Use Plan</small>	37,000kL	43,005kL ⁽¹⁾	58,989kL	57,797kL
Maintain current power usage in Council's 8 highest energy use buildings: <ul style="list-style-type: none"> Kilowatts Greenhouse gas emissions 	1.07M kWh 1,262T	0.795M kWh ⁽²⁾ 0T ⁽³⁾	0.759M kWh 812T	0.842M kWh 799T
Total cost to Council for stationary energy of Council owned infrastructure <small>Including street lighting</small>	\$674,950	\$471,917 ⁽⁴⁾	\$519,707	\$551,386

Variance comments:

- (1) Parks and gardens are watered as required, with water consumption determined by conditions across the year.
- (2) Energy use across Council's 8 highest energy use buildings was broadly consistent with levels seen in the previous two financial years where Council operations were also impacted by COVID-19. The slight increase in power usage is likely explained by an easing of COVID-19 restrictions, where Council operations have returned to levels approaching those seen pre COVID-19.
- (3) Greenhouse gas emissions across the 8 highest energy use buildings reduced to zero as a result of Council signing on to VECO, the Victorian Energy Collaboration, the largest ever emissions reduction project by local government in Australia that aimed to reduce each council's energy bills and reduce electricity prices by using renewable energy generated in Victoria.
- (4) Energy consumption costs for stationary energy of Council owned infrastructure (including street lighting) decreased despite an increase in power usage, where this is also attributable to Council signing on to VECO.

Service Performance Report 2021/22 – Community Amenity

Street Beautification				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
The number of changeovers to water wise medians and gardens developed throughout the municipality	4	5	4	6
Number of community street tree theme consultations <small>Minimum of two annually</small>	2	2	1	1
Cost to Council to maintain garden beds and grass in public areas per hectare of grass maintained	\$59,500	\$64,731 ⁽¹⁾	\$65,900	\$61,800

Variance comment:

- ⁽¹⁾ Council has recently changed over 4 gardens in the CBD with dripper lines to improve water efficiency as well as 1 at the racecourse. Over the coming months, all gardens within the CBD will be changed over to dripper lines. They have also been planted out with hardy Australian natives which require less water.

Public Lighting				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Net increase in number of streetlights to existing network per year <small>New light and pole assembly</small>	3	14 ⁽¹⁾	1	1
Cost to Council for public lighting per streetlight <small>Electricity costs are increasing and it is expected they will continue to increase over coming years</small>	\$100.00	\$77.31 ⁽²⁾	\$84.14	\$97.04

Variance comments:

- ⁽¹⁾ Increase in number of streetlights to existing network in 2021/22 is due to new subdivisions.
- ⁽²⁾ Reduced cost of electricity in conjunction with lighting the region major roads project resulted in replacing old technology with LED which reduces power consumption.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Recreation, Culture and Leisure Services

(Report adopted by Council June 2004)

Programs within this service:

Art Gallery

Performing Arts

Pioneer Settlement

Library

Community Centres and Swan Hill Town Hall PACC

Parks, Gardens, Recreation Reserves and Other Sporting Facilities

Indoor Sports Facilities and Swimming Pools

Art Gallery				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of visitors to the Art Gallery per annum	11,000	7,653 ⁽¹⁾	5,973	7,612
Number of exhibitions	25	16	8	17
Number of events other than exhibitions Concerts, conferences, functions etc	30	31	8	29
Net cost to Council to operate the Gallery per visitor	\$26.14	\$45.63	\$11.76	\$44.51

Variance comments:

- ⁽¹⁾ COVID-19 continued to impact the visitor numbers with a number of public programs being either delayed and or cancelled due to artists contracting the virus.

Performing Arts				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of people attending performing arts events per annum	3,000	2,295 ⁽¹⁾	1,328	2,813
Net cost to Council to operate the performing arts program per patron Final net cost for year / Number of attendees	\$61.95	\$84.89	\$94.90	\$41.47

Variance comment:

- ⁽¹⁾ Attendance increased due to COVID-19 limits being removed. Overall performances were still low due to cancellations and postponements due to artists getting COVID-19. It is foreseen this will continue for the next 12 months

Pioneer Settlement				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of visitors to the Pioneer Settlement per annum	80,000	80,579	61,917	56,691
Net cost to Council to operate the Pioneer Settlement Museum per visitor	\$9.20	\$5.95 ⁽¹⁾	\$14.65	\$15.85

Variance comments:

- ⁽¹⁾ Net cost to Council is reduced due to several factors mainly relating to COVID-19 including; standing down of staff and reduced wages, cost cutting measures due to the unpredictability of how the market would bounce back. Fortunately the Pioneer Settlement saw a significant increase in visitation post lockdown periods with strong interstate travel creating the most gains.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Libraries				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Visits to service points Includes Swan Hill and Mobile Library. Does not include Wakool Council library branches	80,500	37,142 ⁽¹⁾	28,580	53,391
Number of special events held in Library	15	52 ⁽²⁾	17	35
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Library collection usage Number of library collection item loans / Number of library collection items. Expected range: 1 to 10 items	1-10	0.97 ⁽³⁾	0.89	1.24
Standard of library collection Number of library collection items purchased in the last 5 years / Number of library collection items. Expected range: 40 – 90%	40-90%	41.20%	43.45%	48.61%
Active library members Number of active library members/Municipal population Expected range: 10 – 40%	10-40%	13.35% ⁽⁴⁾	14.52%	16.28%
Cost of library service Direct cost to Council of the library service per population Expected range: \$10 - \$90	\$10-\$90	\$50.14 ⁽⁵⁾	\$44.18	\$46.96

Variance comments:

- (1) COVID-19 closures and restrictions have heavily impacted visits to service points and the number of events in both 2020/21 and 2021/22. In 2020/21 the library service points were closed to public access for 75 days compared to only 27 days in 2021/22. In person events were very limited due to COVID-19 restrictions in 2020/21 but became possible again in 2021/22 when COVID-19 restrictions were eased. The mobile library was still unable to conduct regular stops at pre-schools for several months in 2021/22 due to COVID-19 restrictions at these facilities. The Robinvale Library opened in January 2020, therefore it was only open for 6 months of the 2020/21 year compared to 12 months in the 2021/22 time period.
- (2) There was an increase in the number of special events held in both libraries as the libraries focussed on hosting events to support the community to reconnect.
- (3) In 2021/22 the library branches were only closed to the public for 29 days thus increasing public access to borrowing from the collection during 2021/22.
- (4) Library closures and Covid-19 restrictions have had an impact on the number of active library users. The mobile library was unable to visit a number of stops such as preschools and schools for many months during the 2021/22 period.
- (5) Costs for 2021/22 have increased due to the Robinvale Learning Centre being operational for the full 12 month period. These costs are within the expected range.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Community Centres and Swan Hill Town Hall PACC				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of times the community centre/facility is used by the community each year:				
• Manangatang	150	7 ⁽¹⁾	33	59
• Nyah	100	92	97	191
• Lake Boga	100	10	6	58
• Robinvale	180	162 ⁽²⁾	78	68
• Swan Hill Town Hall PACC	250	195 ⁽³⁾	203	169
Number of people attending events, functions or performances at the Swan Hill Town Hall PACC	18,000	14,918 ⁽³⁾	7,912	11,550
Net operating cost to Council per usage of the facility:				
• Manangatang	\$250	\$1938 ⁽⁴⁾	\$356	\$114
• Nyah	\$400	\$270 ⁽⁴⁾	\$291	\$216
• Lake Boga	\$250	\$1926 ⁽⁴⁾	\$5,727	\$490
• Robinvale	\$600	\$414 ⁽⁴⁾	\$639	\$2,213
• Swan Hill Town Hall PACC	\$1,054	\$2,445 ⁽³⁾	\$2,577	\$2,469
Net operating cost to Council per person using the Swan Hill Town Hall PACC	\$14.65	\$42.44 ⁽³⁾	\$66.13	\$40.62
Actual net cost / Number of people attending				

Variance comments:

- ⁽¹⁾ In previous years the Manangatang community centre has been used by the Senior Citizens group and Mallee Track Heath Services approximately 12 times each, in 2021/22 neither group utilised the centre contributing to lower usage numbers.
- ⁽²⁾ 2021/22 has seen an increase in bookings following COVID-19 restrictions which affected bookings in previous years.
- ⁽³⁾ Whilst there was a small variance in usage due to the ongoing COVID-19 restrictions, attendance increased as COVID-19 limits were lifted. Discounts in rental and labour costs were given to encourage community usage and engagement.
- ⁽⁴⁾ Total net expenditure spread over the facilities has not changed. Bookings at Lake Boga and Manangatang have drop significantly over the past two years. Manangatang bookings have dropped as Mallee Track Heath Services are no longer using it. Lake Boga has dropped a lot since COVID-19 and local groups seemed to be utilizing the football club or Catalina for events.

Parks, Gardens, Recreation Reserves and Other Sporting Facilities				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Maintain grass height between 25 – 60 mm	100%	100%	100%	100%
Net operating cost per hectare:				
• Parks and gardens	\$13,000	\$11,923 ⁽¹⁾	\$11,350	\$14,640
• Recreation reserves	\$12,500	\$12,877	\$12,000	\$13,900

Variance comments:

- ⁽¹⁾ Costs have increased significantly for transport. This has increased prices on parts and materials as well as sub-contractors who need to travel to Swan Hill.

Service Performance Report 2021/22 – Recreation, Culture and Leisure Services

Indoor Sports Facilities and Swimming Pools				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of visitors/users of the indoor sports facilities/swimming pools:				
• Swan Hill Leisure Centre and Indoor Pool	80,000	51,035	40,679	61,639
• Swan Hill Indoor Sport and Recreation Centre	42,000	9,833	16,088	30,303
• Robinvale Leisure Centre and Pool	27,000	33,224	23,253	25,895
Number of visitors/users of outdoor swimming pools:				
• Swan Hill Outdoor Pool	20,000	17,484	15,004	16,349
• Nyah Pool	9,000	8,119	5,806	6,311
• Manangatang Pool	7,000	2,527	2,911	4,236
Net cost to Council per visitor to operate indoor facilities:				
• Swan Hill Leisure Centre and Indoor Pool	\$6	\$11.16	\$13.28	\$7.99
• Swan Hill Indoor Sport and Recreation Centre	\$1	\$19.19 ⁽¹⁾	\$13.60	\$2.67
• Robinvale Leisure Centre and Pool	\$10	\$13.54	\$14.76	\$15.39
Net Operating expenditure / Number of visitors/users				
Net cost to Council per visitor to operate outdoor pools:				
• Swan Hill Outdoor Pool	\$11	\$26.73 ⁽²⁾	\$20.60	\$17.40
• Nyah Pool	\$7	\$7.94 ⁽²⁾	\$9.45	\$9.48
• Manangatang Pool	\$10	\$27.13 ⁽²⁾	\$21.15	\$19.41
Net Operating expenditure / Number of visitors/users				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Health inspections of aquatic facilities				
Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities. Expected range: 1 – 4	1-4	1.0 ⁽³⁾	.4	.6
Utilisation of aquatic facilities				
Number of visits to aquatic facilities / Municipal population Expected range: 1 to 10 visits	1-10	5.58 ⁽⁴⁾	3.43	4.56
Cost of aquatic facilities				
Direct cost less any income received of providing aquatic facilities per visit. Expected range: \$0-\$30	\$0-\$30	\$14.19 ⁽⁵⁾	\$18.56	\$13.69

Variance comments:

- ⁽¹⁾ Indoor pools have remained very similar however the Stadium being closed for a period during COVID-19 lockdown has driven attendance lower and increased the cost to Council per visitor.
- ⁽²⁾ Swan Hill Outdoor Pool and Manangatang Pool have increased in net costing however numbers remain similar. Nyah Pool is down \$2 per person cost to Council.
- ⁽³⁾ During 2020/21 opening days and hours were limited due to Covid-19 restrictions. This impacted the ability of our Public Health staff to complete inspections at all aquatic facilities. In 2021/22 Covid-19 restrictions were eased which allowed all aquatic facilities to receive an inspection.
- ⁽⁴⁾ Increase in utilisation of aquatic facilities in 2021/22 is due to the previous year being effected by several Covid-19 shut down periods.
- ⁽⁵⁾ Decrease in cost per visits is due to the increase in utilisation of aquatic facilities in 2021/22 after the previous year being affected by several Covid-19 shut down periods.

Service Performance Report 2021/22 – Organisational Support

Organisational Support

(Report adopted by Council June 2004)

Programs within this service:

Customer Service Revenue Control
 Robinvale Resource Centre
 Information Management
 Information Technology Services
 Finance Services
 Asset Management
 Human Resources
 Commercial Services and Risk Management
 Plant and Fleet Management

Customer Service Revenue Control and Robinvale Resource Centre

Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Rate debtor collections as a percentage of Total Rate Income	95%	92% ⁽¹⁾	94%	94%
Cost of providing Customer Service and Revenue Control Services <small>Net Customer Services and Revenue Control Program Costs / Total Council Operating Expenditure</small>	1.20%	1.12% ⁽²⁾	1.26%	1.28%
Cost of providing customer services from the Robinvale Resource Centre per head of population <small>Net Robinvale Resource Centre Program Costs / Population of Robinvale and surrounding district</small>	\$63.50	\$72.80 ⁽³⁾	\$66.47	\$73.37

Variance comments:

- ⁽¹⁾ Rates, Special Rates, Garbage and FSPL Debtors have increased by approx. 2% when compared to 2021/2022 collections. This is due primarily to debt collection practices having been stayed for the last two financial years (2020/2021 & 2021/2022). The industry standard across the state is generally between 95-96%. However over the last two years quite a few Councils have indicated their collection rate to be 93-94%. It is expected that collection rates will return to nearer these levels if debt collection recommences this year. The target set for 2022/2023 is 94%.
- ⁽²⁾ A decrease of 0.14% compared to the previous year. The set target of 1.20% is assessed as achievable for 2022/2023.
- ⁽³⁾ A review of the staffing during 2020/21 showed that staff who had left the Robinvale Resource Centre had not been replaced, and that the workload had increased. Director authorised increase of staffing to former numbers. A further review of time spent on VicRoads and Services Australia services will be used to seek an increase in external funding to offset this increase.

Service Performance Report 2021/22 – Organisational Support

Information Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Service meets agreed timeframes for incoming correspondence registration:				
<ul style="list-style-type: none"> 3.40pm Monday 2.20pm Tuesday – Friday 	Yes Yes	Yes Yes	Yes Yes	Yes Yes
Cost of service as a percentage of total operating expenses (excluding major projects). Information Management Program / Total Operating Expenditure	<0.81%	0.54%	0.49%	0.52%

Information Technology Services				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Authority System available	98%	98% ⁽¹⁾	98%	99%
Network Services available	98%	98% ⁽¹⁾	100%	98%
Internet Services available	98%	98% ⁽¹⁾	98%	100%
Cost of providing IT services as a percentage of total operating expenses IT program (bottom line 3345) / Total operating expenditure	<3.0%	2.54%	2.62%	2.15%
Cost of IT services per connected user IT program (bottom line 3345) / Number of personal devices supported	\$3,870	\$3,821 ⁽²⁾	\$3,715	\$3,766

Variance comments:

- ⁽¹⁾ Blown power supplies on our aging routers caused the bulk of disruptions to our connectivity this year, along with a Telstra deleting our Firewall.
- ⁽²⁾ Based on 350 end user devices, does not include networking infrastructure or servers which are maintained by IT

Finance Services				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Meet all statutory reporting obligations:				
<ul style="list-style-type: none"> Annual Report Business Plan and Annual Budget Victoria Grants and Commission Return Local Government Sector Borrowings Surveys Taxation (PAYG, GST and FBT) 	Yes Yes Yes N/a Yes	Yes Yes Yes N/a Yes	Yes Yes Yes N/a Yes	Yes Yes Yes Yes Yes
Cost of providing financial services as a percentage of Total Council Operating Expenses Finance Program Costs (Bottom Line P3340) / Total Operating Expenditure (excluding depreciation)	2.10%	1.89%	1.81%	2.03%

Service Performance Report 2021/22 – Organisational Support

Asset Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
National Asset Management Framework scorecard that allocates a score depending on the policies and processes in place:				
• Strategic Planning	85	75 ⁽¹⁾	71	67
• Annual Budget	100	94	94	94
• Annual Report	95	95	95	95
• Asset Management Policy	90	90	90	65
• Asset Management Strategy	100	100	50	50
• Asset Management Plans	75	57 ⁽¹⁾	60	60
• Governance and Management	60	61	57	46
• Levels of Service	60	69	50	38
• Data and Systems	80	72	69	69
• Skills and Processes	65	58	48	45
• Evaluation	60	50 ⁽¹⁾	33	33
Cost index: Full Cost of provision of the service / Total replacement value of assets managed. Total Operating Expenditure (Budget) / Total replacement cost all assets (Annual Report)	0.90	0.67 ⁽²⁾	0.82	0.74

Variance comments:

- (1) Strategic Asset Management Plan 2021-2025 approved in June and has resulted in significant increases in Strategy areas. Asset Management Plans score has been reduced to reflect that Asset Management Plans for Buildings, Parks, Fleet, Recreation and Waste are pre 2010. These have been scheduled to be all updated by 2023/24. Evaluation and Reporting requirements have been identified in SAMP but have not yet been implemented.
- (2) Cost index decrease is due to an increase in replacement cost of transport asset after a revaluation.

Human Resources				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of staff issues referred to Fair Work Australia	Nil	Nil	5	Nil
Number of organisational training hours provided per EFT	7 hours	21.7	25.9	24.8
Cost of providing Human Resource Services as a per cent of total operating expenses	1.20% ⁽¹⁾	1.29%	1.30%	1.27%

Variance comment:

- (1) The unit has operated within budget for the past three years, recommend that the indicator be increase to 1.30% reflect the true cost of the service.

Service Performance Report 2021/22 – Organisational Support

Commercial Services and Risk Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
All tendering and acquisitions undertaken by Procurement and Property is done in accordance with adopted Council policy.	Yes	Yes	Yes	Yes
Cost of providing Procurement and Property as a percentage of Total Council Operating Expenses. Total cost of Program (less Insurance Premiums) / Total operating cost of Council	<1.2%	0.58%	0.58%	0.78%
Risk Management (insurance)– WorkCover (EFT to premiums)	\$2,300	\$1,642 ⁽¹⁾	\$1,407	\$2,368
Risk Management (insurance)– Property (Value of property v Premium)	\$0.0020	\$0.0020	\$0.0019	\$0.0012
Risk Management (insurance)– Registered Motor Vehicles Unit cost	\$425	\$555	\$617	\$581

Variance Comment:

- ⁽¹⁾ Price increase due to EFT at June 30 being low due to many vacant positions.

Plant and Fleet Management				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Percentage of occasions actual service times on all major plant and vehicle items meet manufacturers set standard time	90%	88% ⁽¹⁾	89%	89%
Average cost of scheduled services for passenger and light commercial vehicles Total service costs (excluding oils and parts) divided by total number of services as recorded in Fleet Management Services	\$124	\$139 ⁽²⁾	\$148	\$144
Average cost of scheduled services for major plant items Total service costs (excluding oils and parts) divided by total number of services as recorded in Fleet Management Services	\$218	\$295 ⁽³⁾	\$289	\$239

Variance Comment:

- ⁽¹⁾ The percentage of standard times met are only slightly below target.
- ⁽²⁾ The average cost of fleet servicing is slightly high this is due to the services due being larger services than predicted and thus the labour cost is higher.
- ⁽³⁾ The average cost for the plant is high than target but is consistent with last year's figures. This is due to the workshop undertaking more services on site and increasing the labour due to travel.

Service Performance Report 2021/22 – Governance and Leadership

Governance and Leadership

(Report adopted by Council May 2005)

Programs within this service:

Elected Members

Community Development

Corporate Governance

Media and Events

Elected Members				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Community satisfaction with Council's advocacy role per annual Local Government Survey	-	-(1)	-	52
community satisfaction with Council's community consultation and engagement per annual Local Government Survey	54	48 ⁽¹⁾	-	-
community satisfactions with decisions made in the interest of the community per annual Local Government Survey	54	45 ⁽¹⁾	-	-
Community satisfaction rating for overall performance generally of Council as per Local Government Community Satisfaction Survey	55	53	56	52

Variance comment:

- ⁽¹⁾ Community satisfaction with Council's advocacy role is no longer a core question in the annual Local Government Survey. Replaced with community satisfaction with Council's community consultation and engagement per annual Local Government Survey and community satisfactions with decisions made in the interest of the community per annual Local Government Survey.

Community Development				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Government and other funding attracted during the year to supplement community and Council activities	\$800,000	\$1,450,000 ⁽¹⁾	\$7,730,000	\$14,158,871
Number of actions implemented out of community plans At least one action per plan	30	28 ⁽²⁾	25	19
Net program cost as a percentage of operating budget Net program cost: Total operating expenditure less revenue / Rates determination statement net operating result	<1%	0.62%	0.92%	0.94%

Variance comment:

- ⁽¹⁾ Reduction in grant income due to amount of shovel ready projects to apply for and diminished staff numbers.
- ⁽²⁾ Number of actions have increased due to implementation of the Vibrant Villages project having community plan projects completed.

Service Performance Report 2021/22 – Governance and Leadership

Corporate Governance				
LGPRF Indicator	Target	2021/22	2020/21	2019/20
Council decisions made at Council Meetings closed to the Public Number of Council resolutions made at an ordinary or special meeting of Council, consisting only of Councillors, closed to the public / Number of Council resolutions made at an ordinary or special meeting of Council, consisting only of Councillors Expected range: 0 – 30%	0-30%	4.93% ⁽¹⁾	4.04%	4.37%
Satisfaction with community consultation and engagement Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement Expected range: 40 – 70%	40-70%	48	51	52
Councillor attendance at Council Meetings Sum of number of Councillors who attended each ordinary and special council meeting / (Number of ordinary and special council meetings) x (Number of Councillors elected at last Council general election. Expected range: 80 – 100%	80-100%	90.00%	94.44%	95.92%
Cost of Governance Direct cost of Governance service / Number of Councillors elected at last Council general election. Expected range: \$30,000 - \$80,000	\$30K-\$80K	\$52,315 ⁽²⁾	\$43,117	\$43,941
Satisfaction with Council decisions Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest of the community Expected range: 40 – 70%	40-70%	45	48	45

Variance comments:

⁽¹⁾ This falls well within the expected range and is determined by the nature of the decisions being made.

⁽²⁾ Cost increased in 2021/22 due to CEO recruitment process being required during this reporting period and an increase in Councillor allowances.

Service Performance Report 2021/22 – Governance and Leadership

Media and Events				
Quality/Cost Standard	Target	2021/22	2020/21	2019/20
Number of media releases distributed annually	130	107 ⁽¹⁾	158	165
Number of social media post annually	1,700	1,445 ⁽²⁾	1,470	1,546
Production and distribution of Council's Community Newsletter Twice per year	2	12 ⁽³⁾	5	2
Cost of providing media and events unit services As a percentage of total Council operating expenses	<0.5% ⁽⁴⁾	0.53% ⁽⁵⁾	0.27%	0.3%

Variance comments:

- (1) In the past two financial years the higher number of media releases can be attributed to the cancelling and rescheduling of shows, the opening and closing of facilities and general communication of other COVID-19 information.
- (2) Social media posts did not reach targets largely due to COVID-19 closures and a lack of events, such as shows, occurring.
- (3) In 2021 the media team changed the way news is distributed to the community, from two large newsletters per year, to a simpler and timelier one pager per month. The one pager is published in both The Guardian and Sentinel, as well as added to our website and shared via Council's social media pages.
- (4) Recommend this target increase to 0.6% due to the inclusion of the Community Engagement role and function into this business unit.
- (5) Costs have increased due to the inclusion of community development into the unit, the Coordinators job which was previously Media and Public relations was increased from a part time to a full time role with the added responsibility and additional costs required for community engagement.

B.22.100 COUNCIL PLAN REVIEW 2022

Responsible Officer: Director Corporate Services
File Number: S16-24-01
Attachments: 1 Council Plan 2022 review

Declarations of Interest:

Bhan Pratap - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

Under section 90 of the Local Government Act 2020 (VIC), at least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan. It is not mandatory that changes be made at each review.

Attached is a copy of the reviewed Council Plan 2021-25 with changes outlined in the discussion below.

Discussion

“Your Vision Our Future” consultation occurred from July- October 2021, where the community shared their aspirations and vision for our region. The Community Vision describes what everyone wants for our region and community over a 10 year period. Council formally adopted the Community Vision and Council Plan at its scheduled meeting on Tuesday 26 October, 2021, with a total of 1294 comments from people who live, work, play and visit the Swan Hill Rural City Council area.

This will be the first review of the plan. It is recommended that Councillors review the Council Plan, Council may make adjustments it considers appropriate to the Council Plan strategic objectives, and strategic initiatives. The Community have had the opportunity to suggest changes to the Council plan via Let’s talk during August 2022, no submission were received.

The Council Plan has been reviewed by Councillors and will continue with the current strategic objectives and associated initiatives within the current Council Plan. There are no recommendations for any adjustments in respect to the remaining period of the Council Plan, no further public submission process will be required.

Minor amendments such as an updated, corrections, Councillor listing and photos are not considered an amendment to the Plan.

SECTION B - REPORTS

15 November 2022

Minor amendments to Council Plan 2021-2025

Following the Councillor and executive team review no substantive changes are proposed to the four-year outcomes and priorities of Council Plan as it is in its first annual cycle. The minor changes are listed below.

These minor amendments to Council Plan indicators will come into force after Council's endorsement of a revised Council Plan in October 2022.

Proposed amendments

Amendment No.	Reference	Existing indicator	Proposed amendment
1	Page 29	Road Safety Act 2006 listed twice	Remove one
2	Page 31		Add Disability Act 2006 (Vic)
3	Page 29	Domestic Wastewater Management Plan 2013 - 2016	Domestic Wastewater Management Plan 2019-2021
4	Page 35		Add Local Government Act 1989
5	Pages 6-7	Figures based on 2019 data	Update with 2021 data
6	Page 34	4.2.1	change out to our

Consultation

The Council Plan was available for community to make a submission during August, no submissions were received. The Executive Leadership Team and Councillors have reviewed the Council Plan during September 2022 and have made some minor recommendations which are not considered an amendment to the Council Plan.

Financial Implications

If further changes are made there may be social implications.

Social Implications

If further changes are made there may be social implications.

Economic Implications

If further changes are made there may be economic implications.

Environmental Implications

If further changes are made there may be environmental implications.

Risk Management Implications

Reviewing the Council Plan complies with the Local Government Act 2020.

Council Plan Strategy Addressed

Leadership - Excellent management and administration.

Options

1. Council adopt the Council Plan 2022 review as presented
2. Council adopt the Council Plan 2022 review with amendments

Recommendations

That Council adopt the Council Plan 2022 review as presented.

144/22 Motion

MOVED Cr McKay

That Council adopt the Council Plan 2022 review as presented.

SECONDED Cr Young

The Motion was put and CARRIED

COMMUNITY VISION AND COUNCIL PLAN

2021 - 2025



(Update 2022/23)



ACKNOWLEDGMENT OF TRADITIONAL CUSTODIANS

Swan Hill Rural City Council acknowledges the traditional custodians of the land in which we live, and pays its respects to their elders, past and present.

The Wamba Wamba, Latji Latji, Tatti Tatti, Waddi Waddi and Barapa Barapa peoples are the original custodians of the land known as the Swan Hill Rural City and our region remains strong in Aboriginal cultural heritage values.

The Murray River (Milloo) was a constant source of both food and water and an integral aspect in the day-to-day lives of Aboriginal people.

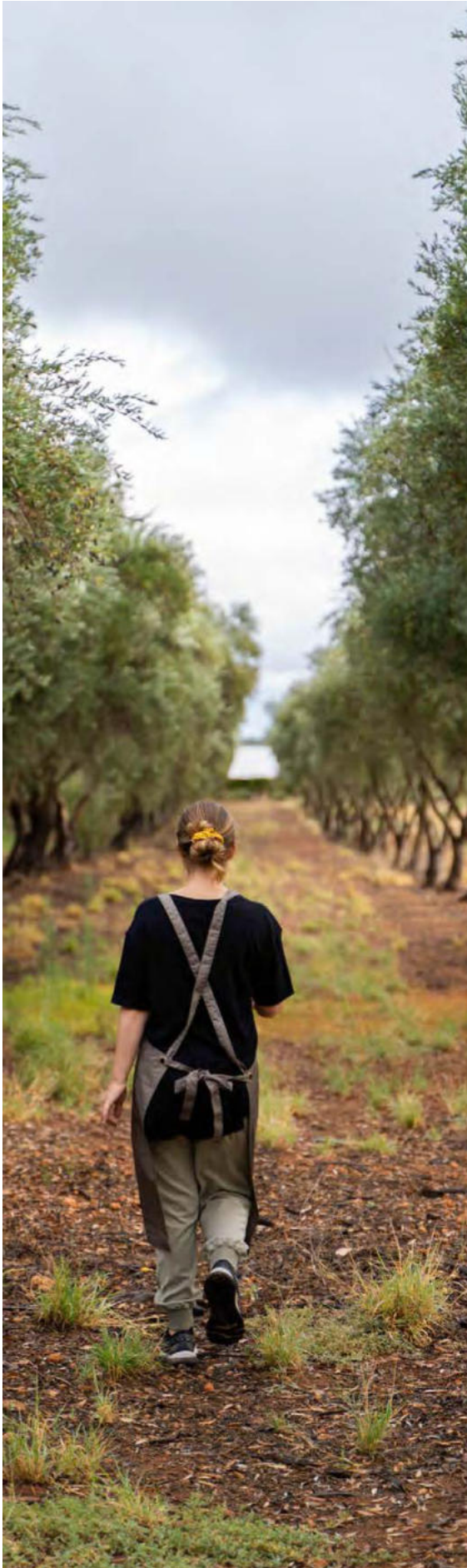


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MAYOR AND CEO MESSAGE

As Swan Hill Rural City Council continues to evolve and develop, so do our goals and priorities for the region.

This past year has been a challenging one for all of us. We as a Council, not only want to help our community recover from the COVID-19 pandemic, but move our region forward to improve, create a healthy connected community and prosper.

This Council Plan 2021-2025 will ensure our organisation remains progressive, dynamic and committed servicing the needs of our community. The plan is a high level, strategic document that will guide us as we make decisions in the best interest of our communities.

It will help us monitor our performance, stay on track as well as meet the legislative requirements of the Local Government Act 2020.

In developing the Community Vision 2031, which has guided this Plan, we were keen to make sure all our voices had the opportunity to be heard. The Plan is based on what the community told us was important to them, their hopes and aspirations, and the kind of community we all want for the future. This information comes from a collaborative process between elected Councillors, the organisation and the community.

As you read through this Council Plan, you will see that it sets out our organisation's Pillars, Strategic Objectives, Strategic Initiatives and Council's Strategic Resource Plan over the plan's four-year life. The Strategic Pillars are - Liveability, Prosperity, Harmony and Leadership.

Council recognises that improving health and wellbeing outcomes is vital to achieving liveability and sustainability outcomes. The four priority areas are Increasing healthy eating and active living, Prevention of all forms of family violence, Reducing the impact of climate change on health and wellbeing and Improve mental health wellbeing

Over the next four years, we will monitor our progress against our performance indicators every quarter. Results will be reported to Council and published in our Annual Report.

The Council Plan will also guide future financial plans, the annual budget, annual operational plans and continuous service improvement. Other key plans are also aligned to the Council Plan, including, but not limited to, the Strategic Resource Plan and Long Term Financial Plan and Budget.

It gives us great pleasure to present the Council Plan 2021-2025 to our community.



John McLinden
Chief Executive Officer

Councillor Bill Moar
Mayor



ABOUT OUR COUNCIL PLAN

The Local Government Act 2020 sets a new approach for all local government in Victoria, that aims to bring all communities back into the core of local government and the services we provide. This requires deeper engagement, with more voices that truly represent the communities we serve – in a process called deliberative engagement.

The Community Vision, Council Plan and Financial Plan are required to be developed through deliberative engagement with communities.

We embrace and support this approach, as it has allowed us to bring the people of Swan Hill Rural City Council closer to our strategic planning.

This 2021-2025 Council Plan (incorporating our Municipal Public Health and Wellbeing Plan) is our Council's key strategic document for the next four years. It guides how we will move closer to our Swan Hill Rural City Council 2031 Community Vision – what areas will be our key focus, what actions we will take, how we will measure our progress, and transparently report to our community.

Each year, we will undertake priority actions – funded through our Annual Budget – and report back to our community through our Annual Report.

Our Council Plan has been informed by community engagement, including the feedback collected for our Community Vision, and from the development of current strategies and plans.

We now have a Council Plan that represents the voices of our community, and sets us in the direction of the Swan Hill Rural City Council we want to be by 2031.

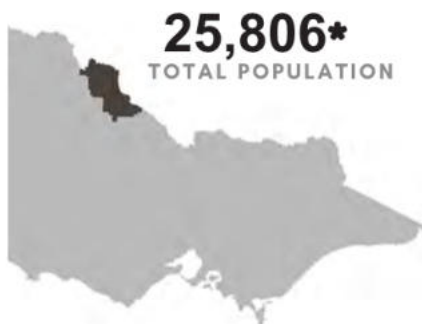


OUR REGION

The Swan Hill municipality covers 6,116 square kilometers that over 40 nationalities call home, creating a community that is diverse, welcoming and resilient.

Our region has experienced significant economic growth over the past decade, led by the expansion of horticultural/agricultural practices and supported by an innovative manufacturing sector. With more than 40 commercially grown products – including almonds, olives, stone fruit, grapes, vegetables, cereals, legumes, lucerne, sheep, beef and dairy – it is easy to see why our municipality is an important part of Victoria's food bowl.

The beautiful Murray River winds its way through much of the municipality, offering a major draw card for visitors and those who call the region home.



*2021 ABS data estimates the Swan Hill Rural Council residential population to be 21,403, however, due to ongoing concern that the ABS consistently underestimates the population of Robinvale, Council commissioned Geografia to undertake a population determination study. The ABS census figure of 2016 show the Robinvale population as 3,497 people. The work of Geografia has reliably demonstrated that the true Robinvale population sits at approximately 7900 people; making the total residential population 25,806.



4.5%
ABORIGINAL
TORRES STRAIT
ISLANDERS



39
AVERAGE
AGE



25.7%
BORN
OVERSEAS

OUR TOWNS

Lake Boga	Nyah West
Ultima	Piangil
Woorinen	Manangatang
Beverford	Boundary Bend
Nyah	Robinvale





TOP 4 GROSS REGIONAL PRODUCT BY INDUSTRY





YOUR COUNCILLORS



**Councillor
Bill Moar**
(Mayor)



**Councillor
Jade Benham**
(Deputy Mayor)



**Councillor
Les McPhee**



**Councillor
Ann Young**



**Councillor
Chris Jeffery**



**Councillor
Nicole McKay**



**Councillor
Stuart King**



HOW TO READ THIS DOCUMENT

This document contains three main components: the 10-year Community Vision, four-year Council Plan, and four-year Health and Wellbeing Plan. These pieces of work are presented here as a single integrated document because they are linked and have a cascading relationship.



COMMUNITY VISION ENGAGEMENT

For the first time ever, our community has developed a vision to set the aspirations for the future Swan Hill Rural City Council, and the community we want to be 10 years from now.

Under the new Local Government Act 2020, a Community Vision must be informed and shaped via a deliberative process, meaning the community is heavily involved in shaping the vision.

During June, July and August 2021, Swan Hill Rural City Council undertook a community engagement program to develop the Swan Hill Rural City Council Community Vision and Council Plan 2021-2025.

A total of 1294 comments were received in Phase 1 of this project. Comments came from 304 participants from all over our municipality, we asked about what they love about our region, what we need to retain and what we could do better.

We received 129 responses to the online survey and spoke directly to people through the face-to-face and online workshops and conversations. The children's 'future postcard' activity was a great success, with over 150 submissions.

“

That it is a friendly, caring and inclusive community. That it provides great sporting events and attractions. That the weather lends itself to a variety of opportunities for the promotion of local tourism and cultural events

”

— “ —

Retain a strong connection to our history but continue to build and prosper through modern concepts that honour this connection

— ” —

“

Don't 'keep pace' with other Councils - set the pace. Be forward thinking, inclusive, proactive and innovative. Actively explore ideas around sustainability, Aboriginal education, interesting tourism opportunities, attracting newcomers, immigrant support

”

— “ —

Dear Alister from 2021, I'm so happy to tell you all about the brand new stuff we have. But more importantly what you got in Swan Hill you got a brand-new Water Park! Everyone loves it, so many people go there, and it entertains all the kids so many parents are happy. We also have more amazing shops and even a Bowling Alley, Arcade, mall and more, it is amazing.

— ” —

VISION STATEMENT

Our Community Vision is at the heart of our Council Plan, and all the work that flows from there – our priorities, strategic plans, investments, services, partnerships and activities.

Built on strong foundations that embrace our rich history and natural environment, our region will be a place of progression and possibility, we are a community that is happy, healthy & harmonious - we are empowered, we are respectful and we are proud.



MISSION AND VALUES

Our Mission

We will lead, advocate, partner and provide efficient services and opportunities for growth and the wellbeing of our community, environment and economy.

Our Values

Council values our residents and community and will be responsive to their needs. In pursuing our objectives, we believe in, and are committed to, the following values:

Community engagement

We will ensure that our communities are consulted, listened to and informed.

Leadership

We will be at the centre of our community and by actively engaging our community we will form the collective view on strategic issues and will then express our views through strong advocacy and action.

Fairness

We will value and embrace the diversity of our community and ensure that all people are treated equally.

Accountability

We will be transparent and efficient in our activities and we will always value feedback.

Trust

We will act with integrity and earn the community's trust by being a reliable partner in delivering services, projects and providing facilities.








ABOUT MUNICIPAL PUBLIC HEALTH AND WELLBEING

Council recognises that improving health and wellbeing outcomes is vital to achieving liveability and sustainability outcomes of Swan Hill Rural City Council into the future.

To support our residents to achieve maximum health and wellbeing, Council has incorporated the Municipal Public Health and Wellbeing Plan (MPHWP) into this Council Plan. Health and wellbeing indicators throughout the Council Plan are denoted by a .

Victoria's Public Health and Wellbeing Act 2008 requires the State Government to produce a plan every four years. The MPHWP priorities will be reviewed in line with the annual Council Plan review.

A public health and wellbeing system that is responsive to community needs, and tackles the disadvantage and discrimination, is required to ensure the health and wellbeing of the community. The State Government's Public Health and Wellbeing Plan 2019-23 has identified ten priority areas. Over the next four years, Council will work towards addressing four of these priorities.

Council's health and wellbeing priorities have been developed with regard to the Victorian Public Health and Wellbeing Plan 2019-2023, evidence from the Southern Mallee Primary Care Partnership Community Health and Wellbeing profile (December 2020), and what the community has told us. The Municipal Strategic Statement review affirms the link between the changing needs of the community and health and wellbeing priorities.

An annual Municipal Health and Wellbeing Action Plan will be developed for each year of the Council Plan and accomplished in coordination with key partners - Department of Health, Department of Families, Fairness and Housing, Swan Hill District Health, Robinvale District Health, Victoria Police, Mallee District Aboriginal Service, Murray Valley Aboriginal Coop, Mallee Family Care, Murray Primary Health Network, and the Southern Mallee Primary Care Partnership.

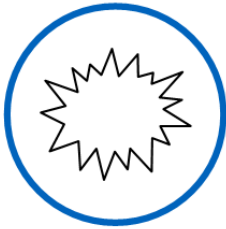
PRIORITY AREAS

Priority Areas

The priority areas for Council's 2021-2025 MPHWP are:



1. Increasing healthy eating and active living



2. Prevention of all forms of family violence



3. Reducing the impact of climate change on health and wellbeing



4. Improve mental health wellbeing

PARTNERSHIPS AND ENGAGEMENT

As we focus on the four priority areas, Council strives to foster existing partnerships and explore opportunities to create new ones. We will continue to engage on a local level with our communities, ensuring the plan is reflective of the health and wellbeing outcomes that pertain to our region.

Various partnerships exist across and between agencies and community groups in the region. They undertake significant planning, on-the-ground work and reporting for initiatives, and each of these agencies and partnerships have extensive links to the community and various cohorts, demographics, social and cultural groups - without them the level of community engagement through surveying and extensive studies between 2019 and 2021 would not be possible.

The data collected and maintained by all partners is rich and regularly updated to be used collectively.

Community engagement for the MPHWP 2021-2015 was conducted in accordance with Council's Community Engagement Guidelines in collaboration with the Community Vision consultation conducted from June - August 2021. A total of 1294 comments were received during the consultation for the Community Vision with comments from 304 participants. Information was collected from a range of engagement tools - online survey, face-to-face/online workshop and a children's "future postcard" activity.



KEY PRIORITY AREAS



1. Increasing healthy eating and active living

Leading an active life and consuming healthy food and drinks improves health and wellbeing.

Obesity
proportion



28.7% **19.4%**
SHRCC VICTORIA

Fruit and
vegetable
intake



37.6% **39.3%**
SHRCC VICTORIA

Proportion of
households with food
insecurity

12.7% **8.4%**
SHRCC VICTORIA

Female level
of physical
activity



58.9% **49%**
SHRCC VICTORIA

Male level of
physical
activity

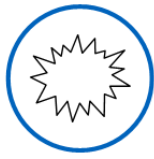


52.5% **52.8%**
SHRCC VICTORIA

Strategies

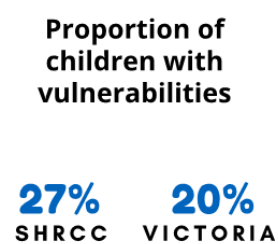
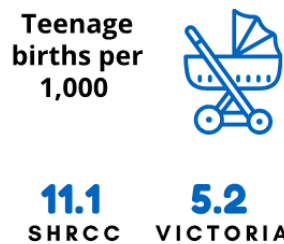
- Support and create local opportunities to increase access to healthy and affordable food
- Lead by example to promote and advocate for healthy food choices.
- Implement initiatives to foster healthy lifestyles and habits across all ages, backgrounds and abilities
- Create a built, and promote a natural environment that enables an active life.
- Support whole-of-community initiatives that encourage people to be physically active

Southern Mallee Primary Care Partnership Community Health and Wellbeing Profile (2020) - <https://www.smpcp.com.au/data>
 Southern Mallee Primary Care Partnership Aboriginal Population Health & Wellbeing Profile - <https://www.smpcp.com.au/data>
 Crime Statistics Agency (2019-2020)



2. Prevention of all forms of family violence

Council is required by law to report on the measures they propose to take to reduce family violence and respond to the needs of victims in preparing their municipal public health and wellbeing plan.



Strategies

- Work in collaboration with local and regional partners to increase access to information, programs and services to contribute to the prevention of family violence
- Lead change through the development and coordination of local strategies and initiatives to promote cultures of non-violence, respect and gender equity
- Create safe and inclusive places and spaces

Southern Mallee Primary Care Partnership Community Health and Wellbeing Profile (2020) - <https://www.smpcp.com.au/data>
 Southern Mallee Primary Care Partnership Aboriginal Population Health & Wellbeing Profile - <https://www.smpcp.com.au/data>
 Crime Statistics Agency (2019-2020)



3. Reducing the impact of climate change on health and wellbeing

Climate change can directly affect health. The impacts locally of a changing climate are felt more aggressively - hotter summers requiring better use of heatwave plans, more assistance required for community members, greater planning for shade, access to cooling and higher levels of service. The broader social determinants of health including housing, working conditions and food production are also adversely impacted with the most vulnerable community members affected the most, such as the elderly, young children, pregnant women, people with a chronic disease and low-income households. The Swan Hill Rural City Council has a high percentage of vulnerability, registering in the bottom 14 % of all Victorian LGAs, indicating a higher level of relative socio-economic disadvantage.

BY THE 2050 IT IS POSSIBLE THAT THE MALLEE REGION WILL:



By the 2030s, increases in daily maximum temperature of 0.8 to 1.6°C (since the 1990s) are may occur.



Annual rainfall may decrease by as much as 19mm



Possibility of longer fire seasons and 50% more very high fire danger days



By the 2050s, the climate of Swan Hill may be more like Balranald, NSW.

Climate change may impact people with lung complaints and low-income households

Families with children classified as low income



12.7% **8.4%**
SHRCC VICTORIA

Adult smoking rates



12.7% **8.4%**
SHRCC VICTORIA

Strategies

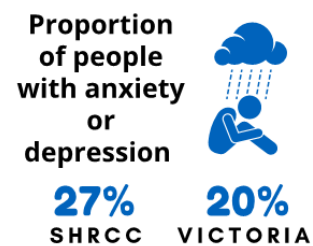
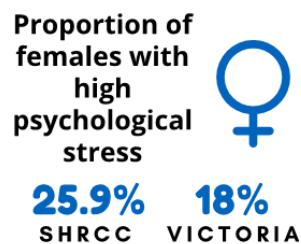
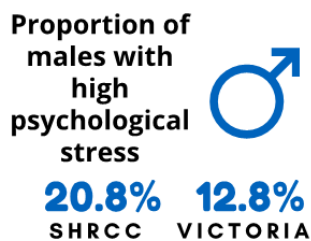
- Implement and advocate for activities that support active transport opportunities
- Support initiatives to green priority areas within our municipality
- In partnership with local providers strengthen community education about staying healthy in a changing climate

Southern Mallee Primary Care Partnership Community Health and Wellbeing Profile (2020) - <https://www.smpcp.com.au/data>
 Southern Mallee Primary Care Partnership Aboriginal Population Health & Wellbeing Profile - <https://www.smpcp.com.au/data>
 Crime Statistics Agency (2019-2020)
https://www.climatechange.vic.gov.au/_data/assets/pdf_file/0033/429882/Mallee-Climate-Projections-2019_20200219.pdf



4. Improve mental health wellbeing

Mental health is an essential ingredient of individual and community wellbeing and significantly contributes to the social, cultural and economic life of Victoria. Feeling connected to others, being able to cope with the usual stresses of life, having the opportunity and capacity to contribute to community and being productive are all critical to mental health.



Strategies

- Embed a respectful and inclusive culture within Council
- Bringing the community together - promote social connection and participation through diverse, accessible and inclusive engagements
- Work with partners and the community to raise awareness and understanding of mental health wellbeing and its impacts.

Southern Mallee Primary Care Partnership Community Health and Wellbeing Profile (2020) - <https://www.smpcp.com.au/data>
 Southern Mallee Primary Care Partnership Aboriginal Population Health & Wellbeing Profile - <https://www.smpcp.com.au/data>
 Crime Statistics Agency (2019-2020)



PARTNERSHIPS AND ENGAGEMENT

Council conducted service-specific surveys in the early years and aged care sector for clients; several timelines were changed to align all this work towards the Health and Wellbeing Plan, in addition to regular service improvements.

Community Planning groups were a major and ongoing part of the community input - with townships and communities of interest in Robinvale, Nyah District, Manangatang, Ultima, Piangil/Wood Wood, Boundary Bend, Lake Boga, Woorinen, Beverford and Wemen all contributing opinions, ideas, concerns, priorities and evaluation assistance.

During 2019-2020 and into 2021, Council was developing key strategic pieces of work in parallel - the first Municipal Early and Middle Years Plan, a full review of the Youth Strategy, and the roll-out of 'Let's Talk', as Council joined the consortium of LGAs using a single platform to provide ongoing engagement. Council also reviewed the Aboriginal Community Partnership Plan, and was well into further engagement until COVID restrictions were put in place.

“

Active trails - utilise our natural assets

”

— “

Improved mental health services

— ” —

“

Fresh air, family, great parks & play grounds for young children

”



STRATEGIC PILLARS

The Community Vision is supported by four themed pillars – which form the key directions and focus of this Council Plan.

Our vision for the municipality anchors and connects these pillars to deliver real outcomes for the community.



Liveability

We will be a healthy, connected and growing community supported by a range of infrastructure and services.



Prosperity

We will continue to build and strengthen a prosperous local economy, through sustainable growth and education. We will focus on creating jobs and wealth through adding value to existing strengths in all areas of our economy.



Harmony

We will be a welcoming community for all, recognised for our maturity and respect for each other.



Leadership

We will ensure accountable leadership, advocacy and transparent decision making.



Liveability

1. We will be a healthy, connected and growing community supported by a range of infrastructure and services

STRATEGIC OBJECTIVES

1.1 A modern municipality: Vibrant, connected and resilient

Strategic Initiatives

- 1.1.1** Attractive urban areas and regional townships
- 1.1.2** Ensure adequate provision of a variety of safe and secure housing ♥
- 1.1.3** Excellent transport links to allow ease of movement ♥

1.2 Careful and responsible management of our environment for a sustainable future

Strategic Initiatives

- 1.2.1** Engage, empower and mobilise communities to prepare for, adapt to and mitigate the effects of a changing climate ♥
- 1.2.2** Accessible open spaces, healthy rivers and lakes ♥

1.3 Building Healthy Communities ♥

Strategic Initiatives

- 1.3.1** Encourage active healthy lifestyles for people of all ages, abilities and interests
- 1.3.2** Spaces where people of all ages, abilities and backgrounds can flourish

1.4 Foster Creative and Cultural opportunities ♥

Strategic Initiatives

- 1.4.1** Promote and celebrate the creative and cultural pursuits within the region

CURRENT STRATEGIC DOCUMENTS AND RELEVANT LEGISLATION

Current Strategic documents

- Aquatics Strategic Plan 2019-2029
- Swan Hill Regional Art Gallery operational strategy 2020
- Municipal Emergency Management Plan 2020
- Municipal Early-Middle Years Plan 2020 - 2029
- Asset Management Plans
- Road Management Plan 2021
- Public Roads Register
- Sustainable Living Strategy 2017 - 2027
- Active Transport Strategy 2014 - 2034
- Robinvale Housing Strategy 2019
- Robinvale Population Determination: Briefing Paper 2019
- Swan Hill Rural City Council Planning Scheme
- Swan Hill Planning Scheme Municipal Strategic Statement
- Robinvale Local Flood Guide
- Domestic Wastewater Management Plan 2019 - 2021
- Waste Management Strategy 2015 - 2020
- Municipal Fire Management Plan 2017 - 2020
- Swan Hill CBD Car Parking Strategy 2016

Key legislation

- Country Fire Authority Act 1958
- Emergency Management Act 2013
- Environmental Protection Act 2017
- Food Act 1984
- Residential Tenancies Act 1997
- Tobacco Act 1987
- Crown Land (Reserves) Act 1978
- Environment Protection Biodiversity Conservation Act 1999
- Flora and Fauna Guarantee Act 1988
- Building Act 1993
- Building Regulations 2018
- Electricity Safety (Electric Line Clearance) Regulations 2020
- Electricity Safety Act 1998
- Rail Safety Act 2006
- Road Management Act 2004
- Road Safety Act 2006
- Transport Act 1983
- Planning and Environment Act 1987
- Subdivisions Act 1988
- Swan Hill Planning Scheme



Prosperity

2. We will continue to build and strengthen a prosperous local economy, through sustainable growth and education. We will focus on creating jobs and wealth through adding value to existing strengths in all areas of our economy

STRATEGIC OBJECTIVES

2.1 Effective partnerships for prosperity ♥

Strategic Initiatives

- 2.1.1** Support diverse educational opportunities that fosters life-long learning
- 2.1.2** Support our key industries

2.1 A thriving diverse economy

Strategic Initiatives

- 2.2.1** Encourage the growth and development of our economy

2.3 Infrastructure that enables prosperity ♥

Strategic Initiatives

- 2.3.1** Digital connectivity that allows people to live, work and play across our region
- 2.3.2** Assets for our current and future needs

CURRENT STRATEGIC DOCUMENTS AND RELEVANT LEGISLATION

Current Strategic documents

- Bromley Road Masterplan
- Swan Hill Recreation Reserves Masterplan
- Public Convenience Strategy 2020 - 2030
- Missing Links Footpath Construction Strategy 2019
- Economic Development Strategy 2017 - 2022
- Swan Hill Riverfront Masterplan 2013
- Youth Strategy 2020 - 2025
- Retail Strategy 2014
- Swan Hill Residential Development Strategy-2006-2030
- Our Game plan
- Swan Hill Rural City Council Tourism Advocacy Document 2020
- Lake Boga Economic Development Tourism and Marketing Strategy 2012 - 2017

Key legislation

- Aged Care Act 1997
- Carers Recognition Act 2012
- Children Youth and Families Act 2005 (Vic)
- Disability Discrimination Act 1992
- Disability Amendment Act 2017
- Education and Care Services National Law Act 2010
- Home and Community Care Act 1985
- Health Records Act 2001
- Public Health and Wellbeing Act 2008
- Working with Children Check Act 2005
- Disability Act 2006



Harmony

3. We will be a welcoming community for all, recognised by our maturity and respect for each other.

STRATEGIC OBJECTIVES

3.1 Communities that are safe, welcoming and inclusive ♥

Strategic Initiatives

- 3.1.1 The diversity of our communities is celebrated
- 3.1.2 Encourage the growth and positive development of our youth
- 3.1.3 Flourishing community organisations
- 3.1.4 Our elderly and vulnerable are cared for
- 3.1.5 All members of our communities are supported

3.2 An engaged and respected Aboriginal community ♥

Strategic Initiatives

- 3.2.1 Strengthening our trust, relationships and partnerships with Traditional Owners and the Aboriginal and Torres Strait Islander community
- 3.2.2 Encourage and support community leadership
- 3.2.3 Celebration and recognition of Aboriginal and Torres Strait history and culture

CURRENT STRATEGIC DOCUMENTS AND RELEVANT LEGISLATION

Current Strategic documents

- Aboriginal Community Partnership Strategy 2017 - 2021
- Lake Boga Community Plan 2017 - 2021
- Piangil Community Plan 2017 - 2021
- Woorinen Community Plan 2021 - 2025
- Nyah/Nyah West Community Plan 2021 - 2026
- Robinvale Community Plan 2031
- Boundary Bend Community Plan 2021 - 2025
- Beverford Community Plan 2012 - 2015
- Ultima Community Plan 2021 -2025
- Manangatang Community Plan 2021 - 2025

Key legislation

- Aboriginal Heritage Act 2006
- Catchment and Land Protection Act 1994
- Heritage Act 1995
- Parks Victoria Act 2018
- Water Act 1989



Leadership

4. We will ensure accountable leadership, advocacy and transparent decision making.

STRATEGIC OBJECTIVES

4.1 Excellent management and administration

Strategic Initiatives

- 4.1.1** Well managed resources for a sustainable future ♥
- 4.1.2** Provide robust governance and effective leadership ♥
- 4.1.3** Sound, sustainable:
 - Financial management
 - Excellence in service delivery ♥
 - Strategic planning

4.2 Transparent communication and engagement

Strategic Initiatives

- 4.2.1** Effective and authentic engagement with our community
- 4.2.2** Visible presence in our community

4.3 Bold leadership, strong partnerships and effective advocacy

Strategic Initiatives

- 4.3.1** Create meaningful partnerships across our communities ♥
- 4.3.2** Strong relationship with State and Federal governments to influence advocacy and funding opportunities ♥
- 4.3.3** Working together in promotion of the municipality

CURRENT STRATEGIC DOCUMENTS AND RELEVANT LEGISLATION

Current Strategic documents

- Council Plan
- 10 Year Financial Plan
- Communication Strategy 2019 - 2022
- Budget
- Annual Report
- Service Performance Report
- Governance Rules
- 10 Year Major Project Plan
- Customer Service Charter 2015
- Workforce Action Plan 2013 - 2016
- Customer Service Strategy 2016 - 2018

Key legislation

- Local Government Act 1989
- Local Government Act 2020
- Charter of Human Rights and Responsibilities Act 2006
- Equal Employment Opportunity Act 2010
- Fair Work (Commonwealth Powers) Act 2009
- Freedom of Information Act 1982
- Privacy and Data Protection Act 2014
- Occupational Health and Safety Act 2004
- Protected Disclosure Act 2012
- Valuation of Land Act 1960
- Victorian Grants Commission Act 1976
- Workplace Injury Rehabilitation and Compensation Act 2013
- Municipal Association of Victoria Act 1907

REPORTING ON THE PLAN

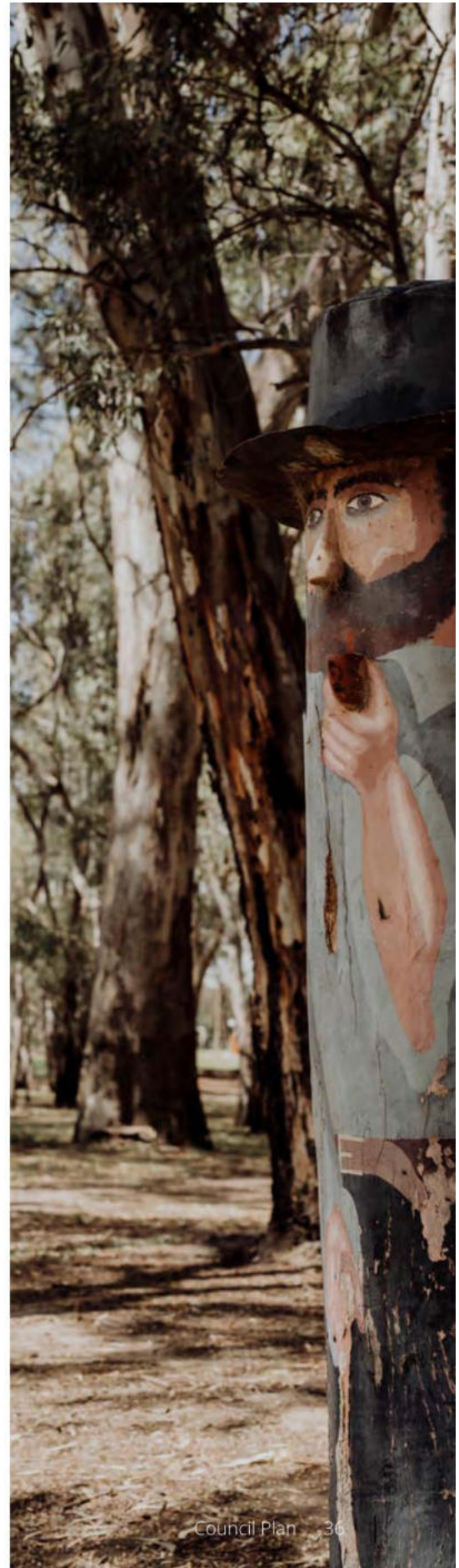
To be transparent and accountable, Council is committed to regularly monitoring and reporting progress of the Plan to the Swan Hill Rural City Council community.

Each quarter across the Financial Year, a progress report will be prepared and presented to a scheduled Council Meeting.

Council will measure its success based on the strategic initiatives under each pillar through the Annual Report each year.

In addition, public health and wellbeing matters and deliverables of the MPHWP will be monitored, reported and reviewed annually to ensure the community's health and wellbeing remain at the forefront of the Council's strategic planning.

The Plan will be reviewed periodically, to identify and address changing circumstances and reflect community priorities.



STRATEGIC RESOURCE PLAN



STRATEGIC RESOURCE PLAN

A high-level summarised Strategic Resource Plan for the years 2021/22 to 2024/25 has been developed as part of Council's forward financial planning and to enable Council to consider the budget in a longer-term context.

The plan takes the objectives and strategies from the Council Plan and expresses them in financial and resource terms for the next four years.

The Plan will be updated annually to ensure the underlying assumptions remain accurate and to take account of any unexpected changes. These changes can be significant especially where capital grants become available, a major project is delayed, a new government-funded program becomes available or government funding is reduced.

In preparing the Strategic Resource Plan, Council has complied with the following principles of sound financial management:

- Prudent management of financial risks relating to debt, assets and liabilities.
- Provision of reasonable stability in the level of rate in the dollar (Council's tax rate).
- Consideration of the financial effects of Council decisions on future generations.
- Accurate and timely disclosure of financial information.



The key objective of the Strategic Resource Plan is financial sustainability in the short to medium term, while achieving the Council Plan objectives. Council also intends to take advantage of current financial conditions and any available government funding to pursue its long-term growth targets for the municipality. Other key objectives that underpin the Strategic Resource Plan are:

- Maintaining existing service levels with any increases funded externally, from efficiencies or additional rate revenue generated through economic development.
- Achieving a recurrent underlying operating surplus annually.
- Maintaining capital expenditure program.
- Maintaining annual cash surpluses.
- An emphasis on funding replacement of existing infrastructure at the end of its useful life where required.
- Maintaining or rationalising infrastructure in consultation with the community.
- Progressively reducing loans to ensure borrowing capacity is available in the future to help fund peaks in infrastructure replacement.

Various Council strategic documents feed into the Strategic Resource Plan or have an impact on the assumptions underlying the Plan. These include:

- Council Plan
- Asset management plans
- Revenue and Rating Strategy
- Funding and services agreements
- Environment/Sustainability Strategy
- Municipal Strategic Statement and Swan Hill Planning Scheme
- Economic Development Strategy
- Workforce Plan
- Pioneer Settlement Masterplan and Interpretive Plan
- Major Projects Plan
- Riverfront Masterplan
- Enterprise Bargaining Agreement

Achieving the Council Plan and its strategies is dependent on Council's ability to effectively plan for and manage its resources. These Council resources can be grouped under three main categories: Financial, Staff and Infrastructure.

FINANCIAL PLAN

The following table summarises the key financial results for the next four years as set out in the Strategic Resource Plan for years 2021/22 to 2024/25.

	2021/22	2022/23	2023/24	2024/25
Surplus/(deficit) for the year	10,740	1,797	6,530	2,584
Adjusted underlying result	1,355	1,331	1,688	1,552
Cash and investments balance	22,969	18,640	18,901	19,702
Cashflow from operations	23,888	13,676	19,125	15,754
Capital works expenditure	26,355	18,138	19,015	15,554

Key to forecast trend:

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

In assessing the contents of its Strategic Resource Plan, Council measures the results of the plan against a number of key indicators that are used by the Victorian Auditor General's Office (VAGO) in measuring the financial sustainability of Council. The results of these ratios are then classed as being in a low risk, medium risk or high risk category. It is Council's aim that all our indicators are in the low risk category. The following table shows the results of Council's Strategic Resource Plan against the VAGO indicators:

Indicator	Red	Yellow	Green	2021/22	2022/23	2023/24	2024/25
Net result	< -10%	-10% - 0%	> 0%	17.3%	3.4%	11.6%	4.8%
Liquidity	< 0.75	0.75 - 1.0	> 1.0	2.27	2.08	2.19	2.16
Internal financing	< 75%	75 - 100%	> 100%	80.6%	69.3%*	92.1%	92.9%
Indebtedness	> 60%	40% - 60%	< 40%	10.5%	9.5%	8.4%	6.2%
Capital replacement	< 1.0	1.0 - 1.5	> 1.5	2.36	1.75	1.76	1.39
Renewal gap	< 0.5	0.5 - 1.0	> 1.0	1.10	0.85	0.91	0.89

Using the VAGO ratios, Council has attained a low risk score in the majority of assessments, and those with a medium risk score are trending towards the low risk score in future years. This being the case, Council will retain its overall low risk score.

* The internal financing result in 2022/23 falls into the high risk category, due to a significant value of capital works in the year being funded from reserves. Works on the construction of the Our Place project of \$3.17M funded by the Our Region Our Rivers grant has been forecast to be carried forward from 2021/22. Another project to assist with the increase in housing supply within Swan Hill of \$1.32M had also been funded from reserves. Excluding these projects in this indicator the result would be 89.7%, which moves the indicator out of the red high risk category.

KEY ASSUMPTIONS/OUTCOMES

Rates – continued increases in rate revenue are expected due to the value of economic development that is anticipated to occur over the next four years. Rateable Capital Improved Value (CIV) is conservatively expected to increase by approximately \$140 million from new development over this time. Council's Rating Strategy is to capture increased CIV due to development as additional rate revenue rather than using it to reduce the rates paid by existing ratepayers.

Recurrent grants – Federal and State government grants are expected to continue to reduce in real terms, continuing the trend of the last 25 years.

User charges – existing fees and charges will be increased by an average of 2.50% per annum with additional charges for any new services Council introduces.

Borrowings – net borrowings are to progressively decrease over the life of the plan. Council's borrowing levels will remain at historically low levels as a percentage of income.

Service levels – Council intends to increase expenditure on infrastructure maintenance and replacement over the four years of the plan. Any other major changes to service levels requiring increased resource requirements will generally be funded externally or from internal efficiencies.

Employee costs – forecast to increase 2.25% per annum (1.5% EBA increase and 0.75% for banding reclassifications and end of band bonuses), with a slight reduction in aged care staff as Council funded services are reduced in years 2022/23.



Other costs – generally expected to increase at between 1% and 2 % above CPI.

Capital expenditure – a consistent level of capital expenditure is forecast for the next four years of the plan. This is consistent with Council's vision of growing the municipality.

Operating result – operating result will vary over the next four years dependent on the level of external capital funding achieved each year. The forward plan indicates sustained underlying surpluses in the operating result annually.

Cash and investments – the underlying cash position will progressively increase over the period of the plan. Council intends to build up cash reserves to help fund future infrastructure replacement requirements.

FINANCIAL STATEMENTS

A detailed analysis of the financial resources to be used over the four year period of the Council Plan is displayed in the following financial statements:

- Comprehensive income statement
- Balance sheet
- Statement of changes in equity
- Statement of cashflows



Comprehensive Income Statement

For the four years ending 30 June 2025

	Budget			
	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000
Income				
Rates and charges	30,022	31,036	32,268	33,305
Statutory fees and fines	1,045	1,073	1,105	1,130
User fees	4,539	3,987	4,156	4,292
Grants - operating (recurrent)	9,893	8,350	8,531	8,738
Grants - operating (non-recurrent)	1,672	2,360	273	278
Grants - capital (recurrent)	2,151	1,434	1,434	1,100
Grants - capital (non-recurrent)	9,130	447	4,425	1,002
Contributions - cash	255	19	417	30
Net gain on disposal of property, infrastructure and equipment	332	343	394	437
Other income	3,335	3,547	3,615	3,699
Total Income	62,374	52,596	56,618	54,011
Expenses				
Employee benefits	(21,407)	(19,839)	(20,388)	(20,949)
Materials and services	(17,386)	(18,303)	(16,515)	(16,882)
Depreciation and amortisation	(11,423)	(11,333)	(11,849)	(12,239)
Bad and doubtful debts	(2)	(20)	(14)	(15)
Borrowing costs	(216)	(81)	(70)	(60)
Other expenses	(1,200)	(1,223)	(1,252)	(1,282)
Total Expenses	(51,634)	(50,799)	(50,088)	(51,427)
Surplus for the year	10,740	1,797	6,530	2,584
Other comprehensive income				
Net asset revaluation increment	6,760	6,748	9,770	9,140
Comprehensive result	17,500	8,545	16,300	11,724

Balance Sheet

For the four years ending 30 June 2025

	Budget			
	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000
Current assets				
Cash and cash equivalents	22,969	18,640	18,901	19,702
Trade and other receivables	3,909	3,084	3,293	3,130
Inventories	146	139	146	138
Other assets	311	311	311	311
Total current assets	27,335	22,174	22,651	23,281
Non-current assets				
Trade and other receivables	130	119	118	118
Property, infrastructure, plant and equipment	530,745	542,753	558,036	568,790
Right-of-use assets	204	131	58	38
Intangible assets	3,196	3,196	3,196	3,196
Total non-current assets	534,275	546,199	561,408	572,142
Total assets	561,610	568,373	584,059	595,423
Current liabilities				
Trade and other payables	3,375	2,039	1,881	1,930
Trust funds and deposits	2,514	2,514	2,514	2,514
Provisions	5,835	5,734	5,633	5,532
Interest-bearing loans and borrowings	268	274	282	790
Lease liabilities	75	78	22	10
Total current liabilities	12,067	10,639	10,332	10,776
Non-current liabilities				
Provisions	1,650	1,646	1,642	1,639
Interest-bearing loans and borrowings	2,350	2,078	1,796	1,007
Lease liabilities	142	64	43	32
Total non-current liabilities	4,142	3,788	3,481	2,678
Total liabilities	16,209	14,427	13,813	13,454
Net assets	545,401	553,946	570,246	581,969
Equity				
Accumulated surplus	311,757	317,491	323,490	325,612
Asset revaluation reserve	217,103	223,851	233,621	242,761
Other reserves	16,541	12,604	13,135	13,596
Total equity	545,401	553,946	570,246	581,969

Statement of Changes in Equity

For the four years ending 30 June 2025

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2020/21 Forecast Actual				
Balance at beginning of the financial year	515,904	273,209	209,993	32,702
Surplus/(deficit) for the year	11,645	11,645	-	-
Net asset revaluation increment/(decrement)	350	-	350	-
Transfers (to)/from other reserves	-	7,764	-	(7,764)
Balance at end of the financial year	527,899	292,617	210,343	24,939
2021/22				
Balance at beginning of the financial year	527,899	292,617	210,343	24,939
Surplus/(deficit) for the year	10,740	10,740	-	-
Net asset revaluation increment/(decrement)	6,760	-	6,760	-
Transfers (to)/from other reserves	2	8,400	-	(8,398)
Balance at end of the financial year	545,401	311,757	217,103	16,541
2022/23				
Balance at beginning of the financial year	545,401	311,757	217,103	16,541
Surplus/(deficit) for the year	1,797	1,797	-	-
Net asset revaluation increment/(decrement)	6,748	-	6,748	-
Transfers (to)/from other reserves	-	3,937	-	(3,937)
Balance at end of the financial year	553,946	317,491	223,851	12,604
2023/24				
Balance at beginning of the financial year	553,946	317,491	223,851	12,604
Surplus/(deficit) for the year	6,530	6,530	-	-
Net asset revaluation increment/(decrement)	9,770	-	9,770	-
Transfers (to)/from other reserves	-	(531)	-	531
Balance at end of the financial year	570,246	323,490	233,621	13,135
2024/25				
Balance at beginning of the financial year	570,246	323,490	233,621	13,135
Surplus/(deficit) for the year	2,584	2,584	-	-
Net asset revaluation increment/(decrement)	9,139	-	9,139	-
Transfers (to)/from other reserves	-	(462)	-	462
Balance at end of the financial year	581,969	325,612	242,761	13,597

Statement of Cash Flows

For the four years ending 30 June 2025

	Budget 2021/22 \$'000 Inflows (Outflows)	2022/23 \$'000 Inflows (Outflows)	2023/24 \$'000 Inflows (Outflows)	2024/25 \$'000 Inflows (Outflows)
Cash flows from operating activities				
Receipts				
Rates and charges	29,797	31,704	32,265	33,312
Statutory fees and fines	1,045	1,203	1,213	1,241
User fees	4,993	4,470	4,561	4,711
Grants - operating	11,565	10,916	8,906	9,001
Grants - capital	11,281	1,917	5,641	2,305
Contributions – monetary	255	19	417	30
Interest	311	250	249	255
Other revenue	3,352	3,699	3,715	3,808
Net GST refund	3,759	2,250	2,359	2,070
	66,358	56,428	59,326	56,733
Payments				
Employee benefits	(21,513)	(20,123)	(20,486)	(21,046)
Materials and services	(20,957)	(22,629)	(19,715)	(19,933)
	(42,470)	(42,752)	(40,201)	(40,979)
Net cash provided by operating activities	23,888	13,676	19,125	15,754
Cash flows from investing activities				
Payments for property, plant and equipment	(28,990)	(19,740)	(20,775)	(16,964)
Proceeds from sales of property, plant and equipment	1,662	2,157	2,333	2,374
Net cash used in investing activities	(27,328)	(17,583)	(18,442)	(14,590)
Cash flows from financing activities				
Finance costs	(198)	(73)	(66)	(58)
Proceeds from borrowings	-	-	-	-
Interest paid - lease liability	(18)	(8)	(4)	(2)
Repayment of lease liabilities	(269)	(75)	(78)	(21)
Repayment of borrowings	(5,165)	(266)	(274)	(282)
Net cash used in financing activities	(5,650)	(422)	(422)	(363)
Net increase (decrease) in cash and cash equivalents	(9,090)	(4,329)	261	801
Cash and cash equivalents at beginning of year	32,059	22,969	18,640	18,901
Cash and cash equivalents at end of year	22,969	18,640	18,901	19,702

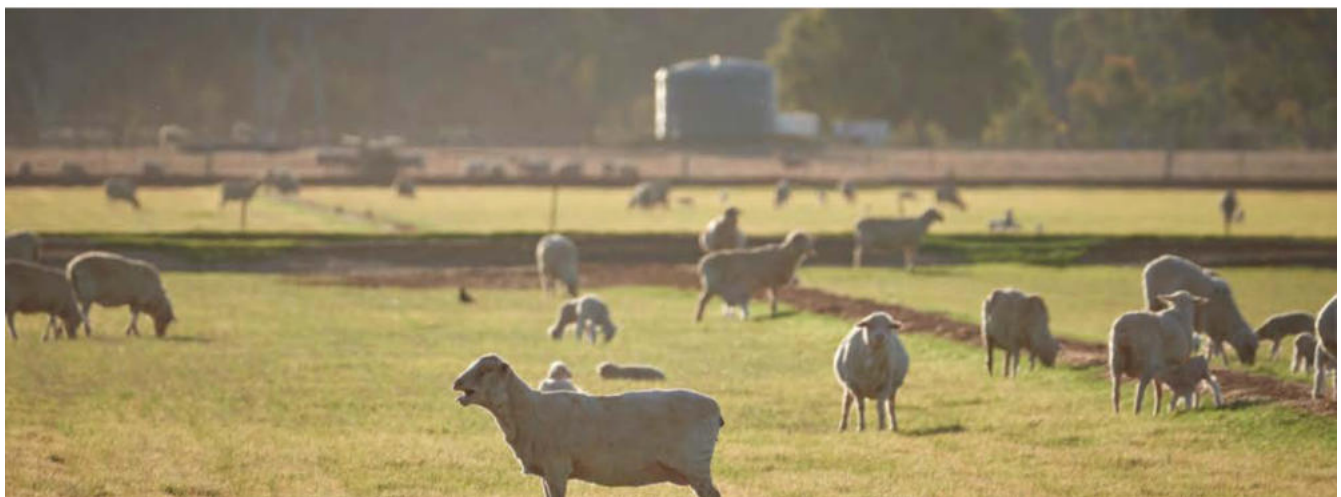
FINANCIAL PERFORMANCE INDICATORS

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

Indicator	Measure	Notes	2021/22	2022/23	2023/24	2024/25	Trend +/-
Operating position							
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	2.6%	2.6%	3.3%	2.9%	+
Liquidity							
Working Capital	Current assets / current liabilities	2	226.5%	208.4%	219.2%	216.0%	-
Unrestricted cash	Unrestricted cash / current liabilities		187.9%	209.5%	213.1%	207.4%	+
Obligations							
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	3	8.8%	7.8%	6.6%	5.5%	+
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		18.0%	1.1%	1.1%	1.0%	+
Indebtedness	Non-current liabilities / own source revenue		10.5%	9.5%	8.4%	6.2%	+
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	4	110.3%	87.4%	91.2%	88.6%	-
Stability							
Rates concentration	Rate revenue / adjusted underlying revenue	5	56.3%	58.0%	60.7%	61.3%	-
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.7%	0.7%	0.7%	0.7%	o
Efficiency							
Expenditure level	Total expenses/ no. of property assessments		\$4,276	\$4,207	\$4,148	\$4,259	o
Revenue level	Total rate revenue / no. of property assessments		\$2,152	\$2,202	\$2,266	\$2,318	+

Key to Forecast Trend:

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



NOTES TO INDICATORS

1. Adjusted underlying result

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

2. Working capital

The proportion of current liabilities represented by current assets. Working capital is forecast to decrease due to the use of funds put aside for the repayment of interest only loans as they fall due. The last of the interest only loans falls due in 2025/26.

3. Debt compared to rates

Trend indicates Council's reducing reliance on debt against its annual rate revenue through redemption of long term debt.

4. Asset renewal

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

5. Rates concentration

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



STAFF

The range of services that Council delivers involves the abilities, efforts and competencies of 214.8 effective full-time equivalent (EFT) staff as at 30 June 2021. The skills and qualifications of Council's workforce is diverse, from aged care, civil engineering, curatorial, library, environmental health, finance, planning, building, marketing, nursing and many other fields. At Swan Hill Rural City Council, we recognise the importance that each individual plays in achieving our goals.

The employment of Council's staff is governed by the Fair Work Act 2009, Victorian Local Government Award 2015 and the Swan Hill Rural City Council Enterprise Agreement (EBA). These agreements provide for general and performance-based salary increases as well as a number of workplace flexibilities and other benefits aimed at improving efficiency and attracting/retaining staff. Council also uses consultants for specialised work.

Our aim is to ensure that Council is a great place to work, where the capability of our people is nurtured and performance is focused on delivering exceptional service for our communities.

These priorities drive the activities, policies and procedures implemented to ensure that Swan Hill Rural City continues to be a great place to work.

Council's staff strategies include:

- A focus on extending the skills of staff to increase efficiency.
- Implementation of the Workforce Development Plan including:
 - Succession planning
 - Recruitment and retention of staff
 - Apprenticeships, traineeships and/or bursaries
- Indigenous Employment Strategy.
- Offering phased retirement options to extend the careers of higher skilled staff.
- Ongoing development of systems and processes to continually improve productivity.

Summary of permanent staff

Statement of Human Resources

For the four years ending 30 June 2025

Staff expenditure	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000
Total staff expenditure				
Female	11,342	9,672	9,993	10,269
Male	9,672	9,766	9,985	10,260
Total staff expenditure	21,014	19,438	19,978	20,529
Permanent full time				
Female	5,596	5,502	5,728	5,908
Male	9,083	9,163	9,370	9,630
Total	14,679	14,665	15,098	15,538
Permanent part time				
Female	5,746	4,171	4,265	4,361
Male	589	602	616	630
Total	6,335	4,773	4,881	4,991

Staff numbers	2021/22	2022/23	2023/24	2024/25
	FTE	FTE	FTE	FTE
Total staff numbers				
Female	110.0	100.0	100.0	100.0
Male	104.8	103.8	103.8	103.8
Total staff numbers	214.8	203.8	203.8	203.8
Permanent full time				
Female	51.0	49.0	49.0	49.0
Male	98.0	97.0	97.0	97.0
Total	149.0	146.0	146.0	146.0
Permanent part time				
Female	59.0	51.0	51.0	51.0
Male	6.8	6.8	6.8	6.8
Total	65.8	57.8	57.8	57.8

A summary of the Statement of Human Resources categorised according to the organisational structure of Council is included below:

	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000
Corporate Services				
Permanent - Full time	4,275	4,372	4,470	4,621
Female	2,303	2,356	2,408	2,462
Male	1,972	2,016	2,062	2,159
Permanent - Part time	1,393	1,424	1,456	1,489
Female	1,393	1,424	1,456	1,489
Male	-	-	-	-
Total Corporate Services	5,668	5,796	5,926	6,110
Infrastructure				
Permanent - Full time	6,014	6,149	6,288	6,480
Female	1,017	1,040	1,064	1,138
Male	4,997	5,109	5,224	5,342
Permanent - Part time	178	182	186	190
Female	137	140	143	146
Male	41	42	43	44
Total Infrastructure	6,192	6,331	6,474	6,670
Development and Planning				
Permanent - Full time	2,784	2,847	3,014	3,082
Female	1,307	1,336	1,469	1,503
Male	1,447	1,511	1,545	1,579
Permanent - Part time	1,528	1,562	1,598	1,633
Female	1,201	1,228	1,256	1,283
Male	327	334	342	350
Total Development and Planning	4,312	4,409	4,612	4,715
Community and Cultural Services				
Permanent - Full time	1,606	1,297	1,326	1,355
Female	969	770	787	805
Male	637	527	539	550
Permanent - Part time	3,236	1,605	1,641	1,678
Female	3,015	1,379	1,410	1,442
Male	221	226	231	236
Total Community and Cultural Services	4,842	2,902	2,967	3,033
Casuals, temporary and other expenditure	1,091	1,115	1,140	1,166
Total staff expenditure	22,105	20,553	21,119	21,694

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

	2021/22	2022/23	2023/24	2024/25
	FTE	FTE	FTE	FTE
Corporate Services				
Permanent - Full time	33.0	33.0	33.0	33.0
Female	21.0	21.0	21.0	21.0
Male	12.0	12.0	12.0	12.0
Permanent - Part time	14.4	14.4	14.4	14.4
Female	14.4	14.4	14.4	14.4
Male	-	-	-	-
Total Corporate Services	47.4	47.4	47.4	47.4
Infrastructure				
Permanent - Full time	76.0	76.0	76.0	76.0
Female	9.0	9.0	9.0	9.0
Male	67.0	67.0	67.0	67.0
Permanent - Part time	2.8	2.8	2.8	2.8
Female	2.3	2.3	2.3	2.3
Male	0.5	0.5	0.5	0.5
Total Infrastructure	78.8	78.8	78.8	78.8
Development and Planning				
Permanent - Full time	25.0	25.0	25.0	25.0
Female	13.0	13.0	13.0	13.0
Male	12.0	12.0	12.0	12.0
Permanent - Part time	18.0	18.0	18.0	18.0
Female	14.3	14.3	14.3	14.3
Male	3.7	3.7	3.7	3.7
Total Development and Planning	43.0	43.0	43.0	43.0
Community and Cultural Services				
Permanent - Full time	15.0	12.0	12.0	12.0
Female	8.0	6.0	6.0	6.0
Male	7.0	6.0	6.0	6.0
Permanent - Part time	30.6	22.6	22.6	22.6
Female	28.0	20.0	20.0	20.0
Male	2.6	2.6	2.6	2.6
Total Community and Cultural Services	45.6	34.6	34.6	34.6
Total staff numbers	214.8	203.8	203.8	203.8

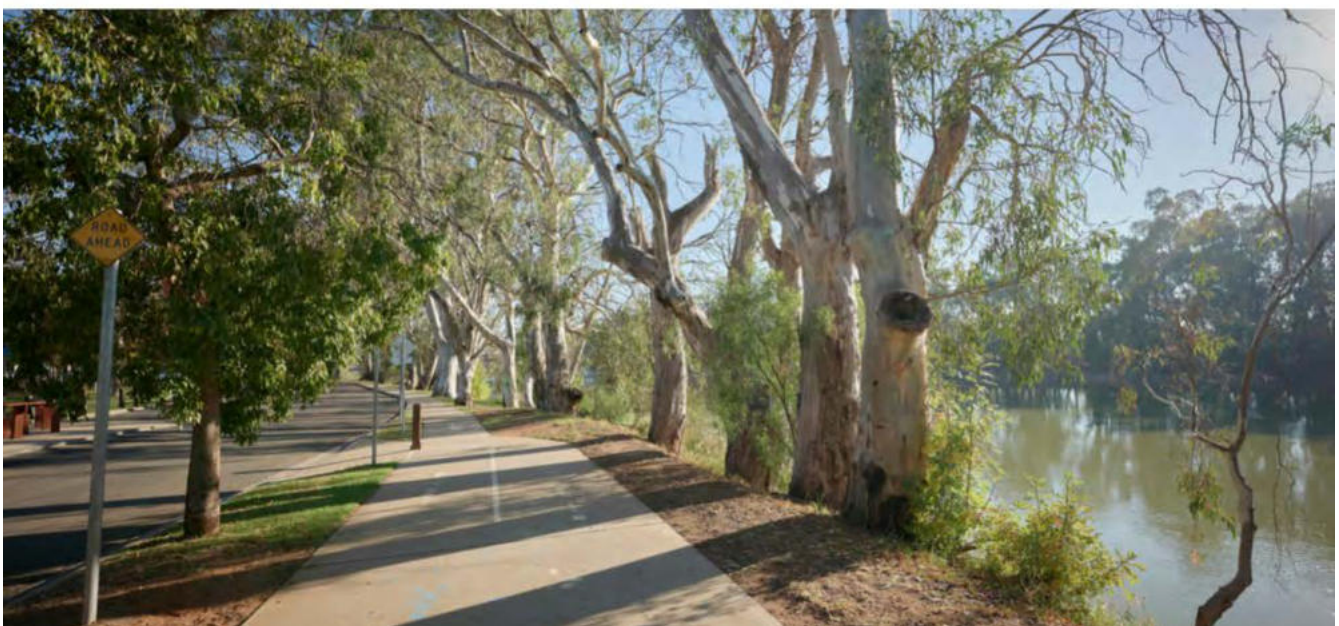
INFRASTRUCTURE

Council provides, maintains and is responsible for the replacement of \$496 million of assets. The majority of these assets comprise infrastructure such as roads, drains, community buildings and recreation centres – all vital to the social wellbeing and economic development of the municipality and its people.

Council's infrastructure strategy includes the ongoing development and review of asset management plans for each infrastructure category. These plans include agreed service levels, replacement schedules, upgrade requirements, appropriate rationalisation, and a process for the development of new infrastructure, that balance community needs and financial capability.

As infrastructure ages, there will be an increasing need for greater funding to replace and maintain the assets we currently have. This will need to be considered in the context of infrastructure growth generated by the ongoing development along the Murray River corridor.

During the four years of the Council Plan, Council is committed to maintaining its existing infrastructure and allocating sufficient resources to ensure that existing infrastructure is maintained to an appropriate standard. Council allocates additional funds annually. Council will also continually review infrastructure assets to ensure the assets are still required to meet community needs, and if this is not the case, rationalise the infrastructure in an appropriate way. Incorporating multi-use or shared-use facilities will also be an ongoing focus over the years of this plan.



On top of additional infrastructure maintenance funds, Council is and will continue to direct more capital funding towards existing infrastructure (replacement and upgrade). Where possible, cash funded reserves will also be established to help future infrastructure replacement demands.

Council's four year plan also focuses on establishing the groundwork for its long-term growth targets. To assist in this process, considerable investment in riverfronts and central business districts of Swan Hill and Robinvale are planned. These assets are seen as vital to support business and population growth in the long term. The low interest rate environment and availability of significant government funding make the next four years an excellent time to begin the investment in these projects. Growth will also be assessed through the South West Development Precinct and the ongoing development of Tower Hill Residential Estate in Swan Hill. Council will free-up some of its surplus land holdings to promote appropriate private investment in Robinvale and Swan Hill.

Council's four year capital works program is detailed in the following Statement of Capital Works. It presents the forecast works by asset category, type of works (renewal, upgrade etc.) and how the works are funded.



Statement of Capital Works

For the four years ending 30 June 2025

	Budget			
	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000
Capital works areas				
Land	3,409	2,121	1,414	1,455
Buildings	8,511	5534	3,555	2,650
Plant & Equipment	1,414	1,427	1,638	1,819
Fixtures, fittings and furniture	63	33	33	34
Computers and telecommunications	250	590	285	299
Library Books	155	157	162	165
Sealed Roads	6,613	4,435	4,302	4,401
Unsealed Roads	1,295	1,177	1,113	1,210
Footpaths	115	116	116	428
Drainage	121	254	124	104
Parks & Open Space	1134	1,127	2,631	2,807
Recreation Leisure	175	60	2,990	80
Other infrastructure	3,078	147	652	102
Waste Management	22	960	-	-
Total capital works	26,355	18,138	19,015	15,554
Represented by:				
New assets	14,017	8,598	8,277	4,733
Asset renewal	11,055	9,066	10,049	10,601
Asset expansion	-	-	-	-
Asset upgrade	1,283	474	689	220
Total capital works	26,355	18,138	19,015	15,554



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B.22.101 DOMESTIC ANIMAL MANAGEMENT PLAN – 2022 REVIEW

Responsible Officer:	Director Development and Planning
File Number:	S24-24-01
Attachments:	1 Domestic Animal Management Plan 2022 Review 2 Domestic Animal Management Plan 2022-25

Declarations of Interest:

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The Domestic Animal Management Plan 2022-25 was developed in accordance with section 68A of the Domestic Animal Management Act 1994. Council is required under the Act to annually review its Domestic Animal Management Plan (DAMP).

Discussion

The Domestic Animal Management Plan 2022-25 was adopted in November 2021 following community consultation and this is the first annual review of the current plan. The plan states that under Section 68A (3) of the Domestic Animals Act, every Council must:

- a) Review its domestic animal management plan annually and, if appropriate, amend the plan.
- b) Provide the Department of Jobs, Precincts and Regions Secretary with a copy of the plan and any amendments to the plan.
- c) Publish an evaluation of its implementation of the plan in its annual report.

The Domestic Animal Management Review 2022 (attached) details the actions that have started, the actions that have been completed and the actions that will occur in 2023.

Achievements within the first year of the plan include:

- The number of dog attacks reported has halved in 2022 (26) compared to 2021 (54).
- Low cost cat desexing program saw 50 cats desexed from November 2021 to October 2022. The funding for this program has now ended, however officers are investigating new funding opportunities including potentially partnering with rescue groups.
- Increase in community education material regarding responsible pet ownership. This included media releases, newspaper articles, radio interviews

SECTION B - REPORTS

15 November 2022

and a number of social media posts. The topics included prevention of dog attacks, Safe Cat Safe Wildlife, animal registration, cat trapping program, and promotion of discounted desexing program to eligible customers.

- Promotion of the cat trapping and Safe Cat, Safe Wildlife education program saw an increase in the requests for cat traps. 203 cats were trapped in 2022, with only 8 returning to their owners. 127 were sent to rescue groups for rehoming and 68 were wild and uncontrollable cats that were euthanased.
- Responsible Pet Ownership brochures were developed, with over 2,800 pet owners receiving the brochures as part of the annual renewal process. Multi-lingual brochures and fact sheets were also developed to assist customers in understanding their responsibilities as pet owners.

No changes to the DAMP are required or recommended as a result of the review. A copy of this report and the review will be sent to the relevant State Government department and reported in Councils Annual Report.

Consultation

Consultation, occurred as part of the development of the DAMP and during the implementation of various components of the plan.

Financial Implications

Not applicable.

Social Implications

The intention of the Domestic Animal Management Plan is to provide community safety in relation to responsible pet ownership.

Economic Implications

Not applicable.

Environmental Implications

Responsible pet ownership leads to reduction of wildlife impact.

Risk Management Implications

Responsible pet ownership leads to a reduction in dog attacks

Council Plan Strategy Addressed

Harmony - Communities that are safe, welcoming and inclusive.

Options

Council may choose to adopt or amend the recommendations.

Recommendations

That Council:

- 1. Note the Domestic Animal Management Plan Review 2022 as presented**
- 2. Note the work carried out over the first year of the plan to ensure the management of animals.**
- 3. Provide a copy of the review of the Domestic Animal Management Plan to the Secretary of the Department of Jobs, Precincts and Regions.**

145/22 Motion

MOVED Cr Moar

That Council:

- 1. Note the Domestic Animal Management Plan Review 2022 as presented**
- 2. Note the work carried out over the first year of the plan to ensure the management of animals.**
- 3. Provide a copy of the review of the Domestic Animal Management Plan to the Secretary of the Department of Jobs, Precincts and Regions.**

SECONDED Cr Jeffery

The Motion was put and CARRIED

Domestic Animal Management Plan 2022 - 25

Action Plan - October 2022

All data correct as at 26/10/22.

3.3 Our plans for training

OBJECTIVE 1: MAINTAIN TRAINING REGISTER THAT CLEARLY IDENTIFIES MINIMUM TRAINING REQUIREMENTS AND ANY ADDITIONAL TRAINING THAT SHOULD BE COMPLETED BY AUTHORISED OFFICERS

Activity	When	New/ Current	Evaluation	Outcome	Comments	Next Step
Identify training requirements during annual staff performance reviews	Annually – June and as required	Current	Add training to training register	<p>2022 Training Completed:</p> <ul style="list-style-type: none"> • Culture at Work • Child Safe Standards • Sexual Harassment • Bullying and Harassment • Equal Opportunity • PPE – An Introduction • Dealing Effectively with Difficult Situations • First Aid and CPR Refresher training • Indigenous Cultural Awareness Foundations <p>We also had one staff member complete their Cert IV in Animal Regulation and Management and Cert IV Local Government. All existing staff members have now completed this training.</p>	New Authorised Officer will commence Cert IV in Animal Regulation and Management and Cert IV in Local Government this year. This is a two year course.	Training register to be reviewed annually at staff performance reviews
Maintain training register	As required	Current	Update training register when new training has been identified and when Officers complete training	Completed	Register is maintained annually during staff performance reviews	Training register to be reviewed annually at staff performance reviews

OBJECTIVE 2: REVIEW OF INTERNAL PROCESSES WITH STAFF TO ENSURE CONSISTENT APPLICATION OF INVESTIGATION, COMPLIANCE AND ENFORCEMENT PROCESSES

Activity	When	New/ Current	Evaluation	Outcome	Comments	Next Step
Develop and implement new Animal Enforcement Procedure manual	2024	New	Manual developed and implemented	Manual due for completion in 2024.	Commence review and audit of current procedures and policies to assess any gaps or missing items. This work will be in preparation of manual being developed in 2024.	In 2023 Officers will begin review and audit of current policies and procedures.
Review investigation, compliance and enforcement policies and procedures to accommodate legal and other changes to ensure operational and service consistency and legislative requirements are met	Annually – July and as required	Current	Policies, procedures and processes updated and approved training undertaken and officers competent.	<p>Policies and Procedures reviewed in 2022:</p> <ul style="list-style-type: none"> • Cat Trap Hire • Body Vision Cameras • Impounding of Livestock • Domestic Animal Collection and Surrender • Pound and Ranger Vehicle Cleaning 	Current policies will continue being reviewed as they become due via Council's governance system, or as required with changes to legislation.	Continue reviewing current policies and procedures, as required. These will be implemented into the Animal Enforcement Procedure Manual.

OBJECTIVE 3: ENSURE NEW AUTHORISED OFFICERS HAVE THE SKILLS NECESSARY TO SUPPORT THE COMMUNITY AND EFFECTIVELY PERFORM THEIR REGULATORY ROLE

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Ensure all new Authorised Officers undertake a detailed induction program with Senior Authorised Officers	Upon appointment of new staff	Current	Complete induction documents and evaluate at 3 month induction review	Completed for new staff member in September 2022.	New Authorised Officer will commence Cert IV in Animal Regulation and Management and Cert IV in Local Government this year. This is a two year course.	Completed
Identify minimum training requirements for new officers and ensure completion within 12 months of appointment	Within 12 months of appointment	Current	Evaluate at 3/6 month induction reviews and annual performance review.	Due in December 2022 and March 2023.	Complete 3/6 month induction and reviews when they are due.	Will be completed in December 2022 and March 2023

3.3 Our plans to promote responsible pet ownership

OBJECTIVE: PROMOTE 'SAFE CAT, SAFE WILDLIFE' MESSAGING AMONG RESIDENTS

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Circulate 'Safe Cat, Safe Wildlife' education material throughout the municipality and promote via social media	March 2022 and then annually	New	Decrease in reports of wandering and nuisance cats	<p>Link to Safe Cat, Safe Wildlife website on SHRCC website and included in Facebook post 23/06/22.</p> <p>There has been an increase in wandering and nuisance cat reports and requests for cat traps in 2022.</p>	The increase in wandering and nuisance cats is predicted to be due to a number of reasons including a reduced number of cat traps being issued throughout Covid restrictions/staff isolation periods. There has also been a significant increase in media campaigns about keeping cats contained to properties which has prompted people to lodge complaints. Council has also added a 'Request a Cat Trap' button to the website which is proving very popular with community. It is anticipated that the numbers of wild and uncontrollable cats in the community will take a some time to reduce.	Continue promoting Safe Cat, Safe Wildlife and Responsible Pet Ownership messaging in 2024.

OBJECTIVE: INCREASE EDUCATION ABOUT CAT CONFINEMENT RULES

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Increase education about 24 hour cat confinement requirement through media releases, social media, brochures, Council community newsletters	March 2022 then annually	New	Decrease in amount of complaints about cats being at large and reduction in cats trapped	Responsible Ownership of Cats brochure developed and distributed to community as required. Social media post on cat confinement, enclosures and trapping completed in April 2022. There has been an increase in wandering and nuisance cat reports and requests for cat traps in 2022.	The increase in wandering and nuisance cats is predicted to be due to a number of reasons including a reduced number of cat traps being issued throughout Covid restrictions/staff isolation periods. There has also been a significant increase in media campaigns about keeping cats contained to properties which has prompted people to complain. Council has also added a 'Request a Cat Trap' button to the website which is proving very popular with community. It is anticipated that the numbers of wild and uncontrollable cats in the community will take a some time to reduce.	Continue promoting cat confinement and responsible cat ownership messaging to the community.

OBJECTIVE: PROVIDE EDUCATION MATERIALS IN LANGUAGES OTHER THAN ENGLISH

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Develop multi-lingual education materials including registration requirements and the difference between registration and microchipping.	February 2022 then annually as required	New	Increase in animal registrations, decrease in nuisance complaints	353 total new animal registrations. The number of roaming dog complaints has increased from 96 in 2021 to 257 in 2022. Fact sheets on animal registration requirements developed in six different languages and made available on website and in service centres in September 2022.	The number of roaming dog complaints has increased since COVID has ended and people have ceased working from home as often. The multi-lingual education materials have already been well received by community members in Robinvale. We anticipate that the numbers of animals being registered in Robinvale will increase.	Authorised Officers and Customer Service staff to use fact sheets to communicate with customers as required. Fact sheets to be reviewed annually or as required.

OBJECTIVE: INCREASE NUMBER OF NEW ANIMAL REGISTRATIONS AND RENEWALS THROUGH EDUCATION AND PROMOTION CAMPAIGNS

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Develop engaging fact sheets on responsible pet ownership and registration requirements.	2022 and ongoing	New	Increase in new registrations and renewals	2766 animals registered with Council to October 2022. This includes 2411 animal renewals and 353 total new animal registrations.	Responsible Pet Ownership brochures sent out with all renewal notices (2020+), and made available at services centres, distributed to pet owners as required i.e. with Unregistered Animal Notices.	Review annually and distribute as required.
Create new registration packs and make available at vet clinics to be distributed when pets are microchipped	June 2022 and ongoing	New	Number of new animal registrations received via vet clinic.	New registration packs created and delivered to Swan Hill Vet Clinic. It is not possible to know how many registrations were received via the vet clinic.	Pye Street Vet Clinic (Swan Hill) will receive registration packs as well. Robinvale does not have a vet clinic to distribute packs.	Review annually and seek feedback from vet clinics.
Advertise animal registration renewals - website, radio, community newsletters, newspaper ads, social media and media releases	Ongoing	New	Record number of media releases, social media posts, ads and articles	<p>Media in 2022:</p> <ul style="list-style-type: none"> • 2 x paid advertisements in Swan Hill and Robinvale newspapers • 1 x media release sent to all local media (incl. print and radio) • 1 x council website article • 6 x social media posts on registration renewals • 2 x social media posts promoting council free microchipping program (incl. free animal registration) 	Local radio picked up the animal registration renewals but it is not possible to find out how many times they spoke about the renewals. The renewals were also part of the Mayor's column and radio discussions.	Continue promoting animal registrations, renewals and the microchipping program to community annually.

Follow up unpaid animal registration renewals			Reduction in number of phone calls, door knocks and infringement notices issued	Increase in unpaid animal renewals, with 713 reminder notices sent out in 2022 (up from 506 in 2021). There was also a small increase in the number of phone calls and door knocks required (2022: 386 / 2021: 363). The number of infringements issued for unpaid animal renewals did reduce from 77 in 2021 to 52 in 2022.	Common reasons reported to officers on why people hadn't paid their animal renewals included: moved house and didn't update contact details, received notice and forgot to pay, animal was deceased and didn't realise that they had to contact Council to report it, and said that they didn't receive the original or reminder notices.	Investigate opportunities (and costs) to send SMS notifications to all pet owners to check their details prior to renewals being sent.
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OBJECTIVE: INCREASE ONLINE MATERIALS AND PROMOTION

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Increase online education material and promotion in the community about responsibilities of dog owners when walking/exercising their dogs, on leash/off leash areas and the rules, the importance of desexing and cat curfews	2022 and ongoing	New	Material made available online and throughout the community	Responsible Pet Ownership brochures sent out with all renewal notices (2800+), and made available at services centres, distributed to pet owners as required i.e. with UANs. Increase in online media regarding responsibilities of a dog owner (at least 20 social media posts or website articles)		Continue promoting Responsible Pet Ownership to the community.

4.2 Our plans to address over population and euthanasia

OBJECTIVE: REDUCE THE EUTHANASIA RATES OF CATS BY 5%

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Continue to encourage desexing of animals and promote new low cost desexing program a through website, local media and social media	Ongoing	New	Reduction in feral cats trapped and euthanased Number of desexing vouchers redeemed	68 wild and uncontrollable cats were euthanased in 2022 (to 24/10/22). 83 were euthanased in 2021. It is anticipated the numbers will be around the same as 2021 by the end of this year. 50 cats were desexed from November 2021 to October 2022. 37 were female (incl. 11 that were pregnant or in season), and 13 males. Low cost desexing program was promoted in 2 x social media posts, 1 x website article, 1 x media release.	Reduced number of cat traps issued throughout COVID. There has been an increase in wild and uncontrollable cats within the community and an increase in cat trap requests. Desexing program (and NILS program) was also promoted by officers within the Regulatory Services team directly to customers when discussing registration.	Continue to promote low cost desexing program and No Interest Loans Scheme to pet owners.
Continuance of Section 84F agreements with approved animal rescue organisations	Ongoing	Current	Reduction in cats euthanased	203 cats trapped to date in 2022. 8 cats were returned to their owner, 127 were sent to rescue groups under section 84F agreements, 68 wild and uncontrollable cats were euthanased.	100% of all suitable unclaimed cats that entered our pound were sent to rescue groups to find new homes.	Authorised Officers continue to work with our rescue partners under Section 84F agreements to rehoming unclaimed domestic cats.
Develop and distribute education material about cat enclosures and nuisance issues to cat owners	July 2022 and ongoing	New	Reduction in cats euthanased	68 wild and uncontrollable cats were euthanased in 2022 (to 24/10/22). 83 were euthanased in 2021. It is anticipated that the figures will be similar by the end of this year. 3 x social media posts on cat confinement, Safe Cat Safe Wildlife and Responsible Pet Ownership in 2022. There was also an article on Council's website.	In addition Responsible Pet Ownership brochures were sent out with all animal registration renewals (2800+).	Continue promoting cat confinement, Safe Cat, Safe Wildlife and Responsible Pet Ownership to community.
Create 'Safe Cat, Safe Wildlife' education material throughout the municipality and promote via social media	March 2022 and then annually	New	Decrease in reports of wandering/nuisance cats	One social media post on Safe Cat, Safe Wildlife and article on SHRCC website. There has been an increase in wandering and nuisance cats in 2022.	Increase in wandering and nuisance cats and increase in requests for cat traps was expected due to the cat trapping program being reduced or suspended during COVID. It will take some time to reduce the wild and uncontrollable cat population.	Continue promoting cat confinement, Safe Cat, Safe Wildlife and Responsible Pet Ownership to community.
Investigate funding opportunities to improve cat adoption rates within the municipality i.e. funding to contribute to desexing costs, bedding etc.	2022	New	Increase in animals adopted within the municipality	There were no people wanting to adopt from the pound that met the eligibility criteria in 2022 for the National Desexing Program.	The desexing program funding is due to cease in 2023. However officers are investigating further opportunities to partner with a rescue group to offer and/or promote a low or no cost desexing program in 2023. Eligibility criteria in 2022 was for people who were on low incomes, pension cards, health care or concession cards only.	Investigate future funding opportunities.
Conduct community consultation through online survey to gain feedback on the introduction of mandatory desexing of cats in the municipality	2023	New	Community feedback received, report to Council	N/A	N/A	Community consultation to be conducted in 2023

OBJECTIVE: EDUCATE PET OWNERS TO KEEP MICROCHIP AND REGISTRATION DETAILS UP TO DATE

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Promotion campaign of keeping contact details up to date and change of ownership for microchips	2022 and ongoing	New	Increase in animals being reunited with owners before being impounded	56 dogs and 8 cats were reunited with their owners in 2022. In 2021 there were 65 dogs and 17 cats reunited. Promotion campaign completed. Promotions included several Facebook posts tying into the free microchipping day promotions (e.g. keep your details up to date (x2 posts in 6 months), free microchipping day, animal registration, etc.	Officers also monitor the community Lost and Found Pets Facebook pages in Swan Hill and Robinvale. These pages are very helpful in finding the owners of animals that are not microchipped or when owners details are not up to date on the microchip database.	Continue promoting Responsible Pet Ownership to community.
Include information on how to update animal owner details on website, renewal notices, SMS notifications	2022 and ongoing	New	Increase in animals being reunited with owners before being impounded	Information about keeping details up to date was included on Council's website, social media pages and on renewal notices.		Continue promoting the importance of keeping details up to date prior to sending out animal registration renewals and at various times throughout the year. Investigate opportunities (and costs) to send SMS notification to all pet owners to check their details prior to renewals being sent.

5.3 Our plans for registration and identification

OBJECTIVE: INCREASE THE AMOUNT OF DOG AND CAT REGISTRATIONS IN THE MUNICIPALITY BY 5%

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Improve the accuracy of Council's pet registration database by contacting Central Animal Records on a quarterly basis and obtaining details of all pets microchipped in the municipality	January 2022 and ongoing	New	Record number of Unregistered Animal Notifications issued and increase in new animal registrations received.	CAR microchip database checked in March and June 2022. All animals were registered with Council - no further action required.	Completed - March and June 2022.	Continue cross checking the data from Central Animal Records with our registration system.
Check that all animals are listed on Council's pet registration database and follow up non-compliance				N/A		
Implement incentive program 'A free ride home' - flyers to adopt a free ride home approach to registered and microchipped animals found wandering for the first time that have not caused a nuisance	March 2022 and ongoing	New	Promotion included in radio advertising, Council website and social media Feedback received Increase in new registrations	Social media in March 2022, and promoted in Responsible Pet Ownership brochures. Officers also promoting verbally to the community. 14 likes and 6 shares on Facebook. 353 new registrations in 2022.	Officers informally promoting to community members in person and over the phone.	Continuing promoting 'A Free Ride Home' and animal registration to community.
Develop online animal registration payments capability through Council's website and link to animal registration database	January 2022 and ongoing	New	Increase in new registrations Community feedback received	353 new registrations in 2022. Online animal registration payments completed in May 2022. Informal community feedback received by administration staff and officers has been positive.	Informal community feedback included that the payment process is easier and more convenient. Customers liked being able to complete the registration and payment when it suited them, namely after work when they had more time.	Online payments capability now complete.
Advertise animal registration renewals - website, radio, community newsletters, newspaper ads, social media and media releases	Ongoing	New	Record number of media releases, social media posts, ads and articles	Media in 2022: • 2 x paid advertisements in Swan Hill and Robinvale newspapers • 1 x Media release sent to all local media (incl. print and radio) • 1 x council website article • 6 x social media posts on registration renewals • 2 x social media posts promoting council free microchipping program (incl. free animal registration)	Local radio picked up the animal registration renewals but it is not possible to find out how many times they spoke about the renewals. The renewals were also part of the mayors column and radio discussions.	Continue promoting animal registrations, microchipping and renewals program to community.

Follow up unpaid animal registration renewals			Reduction in number of phone calls, doorknocks and infringement notices issued	713 unpaid renewals were posted out, with a further 386 requiring follow up phone calls and door knocks. These numbers were up on last year (2021: 596 letters, 363 additional follow up), however, the number of unpaid renewals resulting in fines reduced this year to 52 (2021: 77 fines issued).	Main themes for unpaid renewals was that their contact details were not up to date or forgot to pay or contact Council after receiving letter.	Investigate opportunities (and costs) to send SMS notification to all pet owners to check their details prior to renewals being sent.
Ensure all impounded animals are microchipped and registered prior to release	Ongoing	Ongoing	Number of animals registered	51 dogs and 129 cats were adopted out of our pound in 2022, compared with 70 dogs and 130 cats in 2021.	Our system does not separate data to show how many animals were adopted via rescue or locally. All animals must be registered and microchipped prior to release from the pound and/or rescue group under the 84V agreements.	Ongoing
Issuing of Unregistered Animal Notifications for unregistered animals and enforcement action for non-compliance	Ongoing	Ongoing	Number of animals registered, infringements issued, prosecutions	42 UANs issued, 26 prosecutions, 112 infringements issued. Majority of infringements and prosecutions were for unpaid animal registrations.	21 out of 26 prosecutions were for unpaid animal registrations.	Ongoing
Annual free microchipping program	Ongoing	Ongoing	Number of new animal registrations	Swan Hill had 16 people take up the free microchipping and Robinvale had 16. This resulted in 32 new registrations.	Completed in March-June 2022 in Swan Hill and Robinvale. This was delayed due to COVID and staff shortages.	Continue to offer microchipping program in Swan Hill and Robinvale annually.
Half price registrations 1 October-31 December	Ongoing	Ongoing	Number of new animal registrations	23 new registrations since 1 Oct to 2/11/22	Half price registrations promoted on social media page with link to councils website and registration form (October 2022).	Half price registration will continue to be offered annually and promoted to community on social media.
Ensure animals adopted through other agencies such as the RSPCA and Lost Dogs Home into our municipality have been registered.	Ongoing	Ongoing	Number of new animal registrations	6 notifications followed up and 4 registrations	6 notifications followed up and 4 registrations. 1 notification pending and 1 relocated prior to due date	Continue following up animal adoption notifications from external agencies.
Publish the Swan Hill Neighbourhood House 'No interest loans scheme' for animal registrations	2022 and ongoing	New	Number of vouchers redeemed and new animal registrations	No NLS vouchers used in 2022. Social media post promoting NLS program and linking to Swan Hill Neighbourhood House info page on 10/10/22. Regulatory Services staff also promoted directly to pet owners who needed assistance.	NLS loans can be used for registration and desexing	Continue to promote NLS scheme to community.
Research opportunities to increase registration and renewal levels and implement appropriate initiatives	2023	New	Number of new registrations	N/A	Research for further opportunities to increase registrations and renewals will occur in 2023.	Officers to investigate using SMS notifications to increase timely animal renewals, and other opportunities for increasing animal registrations.
Research ways to simplify, automate and improve access to animal registration and renewal.	2022 and ongoing	New	Number of new registrations and renewals	358 new registrations and 2411 renewals. Online payments now available for customers, as well as improvements made to the online registration form to simplify the process for uploading documents. E-notices are offered for registration renewals direct to email.	Continuing to work with Civica/Authority and our Council IT team to improve our customer experience for animal registrations, renewals and payments.	Investigate further options to simplify, automate and improve customer experience. Investigate SMS reminders for animal renewal notices.
Conduct feasibility study on the benefits of rewarding those who have invested in their pets (desexing, obedience training etc.) to receive an even lower registration fee.	2023	New	Number of new registrations and renewals	N/A	Officers to investigate in 2023. Investigations will include budget constraints, comparisons with other councils, etc.	Options for animal registration fees to be considered prior to October 2023 when fees and charges budgets are submitted to Council for approval.

OBJECTIVE: EDUCATE COMMUNITY ABOUT THE IMPORTANCE OF ANIMAL REGISTRATION

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Develop multi lingual fact sheets explaining the importance of registration and the difference between registration and microchipping.	February 2022 and ongoing	New	Increase in new registrations, in particular in the Robinvale area	46 new registrations in Robinvale area in 2022. Fact sheets in 6 different languages made available on website and service centres in September 2022.	Authorised Officers and Customer Service staff to use fact sheets to communicate with customers as required. Feedback from Robinvale Officer that the fact sheets are already having positive impact.	Fact sheets to be reviewed annually and then as required.
Increase the distribution of information on Responsible Pet Ownership through media releases, website, social media, brochures, Council community newsletters	2022 and ongoing	New	Record number of media releases, visits to webpage, social media posts and articles in local media	3 media releases and 20 social media posts	In addition, Responsible Pet Ownership brochures sent out with all renewal notices (2800+), and made available at services centres, distributed to pet owners as required i.e. with UANs and various social media posts throughout the year.	Investigate with IT team whether we can collect data on the number of visits to our registration and pet ownership website pages every year.
Create new registration packs and make available at vet clinics to be given out when pets are microchipped	June 2022 and ongoing	New	Number of new animal registrations received via vet clinic	Registration packs delivered to local vet clinics. Not able to determine how many new animal registrations are a result of this action.	Nothing on registration forms asking for this data.	Investigate adding a question box on the animal registration form asking how owners knew that they had to register their pets with Council.

6.3 Our plans for nuisance animals

OBJECTIVE: REDUCE CAT NUISANCE COMPLAINTS BY 5%

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Increase education about 24 hour cat confinement requirement through media releases, social media, brochures, Council community newsletters	March 2022 then annually	New	Decrease in amount of complaints about cats being at large and reduction in cats trapped	There has been an increase in wandering and nuisance cat reports and requests for cat traps in 2022. There was a social media post in April 2022 on cat confinement, enclosures and trapping which resulted in an increase in the number of cat traps requested. Responsible Ownership of Cats brochure created and distributed as required by officers.	The increase in wandering and nuisance cats is predicted to be due to a number of reasons including a reduced number of cat traps being issued throughout Covid restrictions/staff isolation periods. There has also been a significant increase in media campaigns about keeping cats contained to properties which has prompted people to lodge a complaint. Council has also added a 'Request a Cat Trap' button to the website which is proving very popular with community. It is anticipated that the numbers of wild and uncontrollable cats in the community will take a some time to reduce.	Continue promotion of Responsible Ownership of Cats and requirement for cats to be confined to their properties. Continue promotion of Safe Cat, Safe Wildlife.
Develop a cat trap hire procedure and promote the availability of cat traps	February 2022 and ongoing	New	Procedure developed, requests for cat traps	Cat Trap Hire procedure completed in October 2022. Cat trap hire requests can be submitted online via Council's website.	Online cat trap requests are popular with residents and we have seen an increase in numbers.	Review Cat Trap Hire procedure as required. Continue promotion of online cat trap requests.
Conduct community consultation through online survey to gain feedback on the introduction of mandatory desexing of cats in the municipality	2023	New	Community feedback received, report to Council	N/A	N/A	Community consultation to occur in 2023.
Develop and distribute education material about cat enclosures and nuisance issues to cat owners	July 2022 and Ongoing	New	Decrease in cat nuisance complaints	There has been an increase in wandering and nuisance cat reports and requests for cat traps in 2022. Social media post on cat confinement, enclosures and trapping in April 2022. Responsible Ownership of Cats brochure developed that includes information on enclosures and preventing cats from becoming a nuisance.	Online cat trap requests are popular with residents and we have seen an increase in numbers. Officers are distributing Responsible Cat Ownership brochures to pet owners as required.	Continue promotion of Responsible Ownership of Cats and the requirement for cats to be confined to their properties. Continue promotion of Safe Cat, Safe Wildlife campaign.
Continue to encourage desexing of animals and promote new low cost desexing program. Continue to promote low cost desexing program through website, local media and social media	Ongoing	Current	Number of vouchers redeemed	50 cats have been desexed from November 2021 to October 2022.	37 female cats and 13 males. Out of the 37 females, 11 were pregnant or in season which increased the cost of desexing.	Investigate future funding opportunities for pet desexing.
Purchase additional cat traps and cat carriers	2022	New	Traps purchased	5 cat carriers purchased.		Completed

OBJECTIVE: REDUCE DOG NUISANCE COMPLAINTS BY 5%

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Develop a procedure for barking dog complaints	2022	New	Procedure developed. Decrease in need for enforcement action	Procedure development in draft.	Work on draft was put on hold due to floods/mosquito response. Projected completion date is now June 2023.	Peer review by Authorised Officers and then send to Coordinator in final draft before submitting to ELT for approval in early 2023.
Continually look for opportunities to improve signage in areas where dogs must be on leash and in areas where dogs are prohibited (such as playgrounds) throughout the municipality and update as required	Ongoing	Current	Number of inspections, signage updated as required	Officers inspect signage during patrols. No issues identified at this stage.	Signage is all correct, however online mapping system was found to be not up to date with dog bag locations. SSA was updated to reflect new dog bag locations.	Continue inspections during patrols.
Monitor compliance at the off leash dog park in Swan Hill	Ongoing	Current	Compliance with dog park rules, reduction in complaints	Officers inspecting dog park weekly and speaking with pet owners during those visits. No complaints received in regards to animal or owner behaviour.	Complaints received regarding drainage of water on site. Submitted to Engineering for follow up actions.	Continue inspections during patrols. Continue promotion of Responsible Pet Ownership during these visits.

Investigate options of establishing off leash dog parks in other areas of the municipality	2022	New	Community consultation, report completed	Community consultation completed in Robinvale as part of the Robinvale Riverfront Masterplan. An appropriate site was not identified as part of the masterplan, but it remains on the community wish list.	Other works taking priority in Robinvale Riverfront Masterplan for now. If funding becomes available for dog parks this may elevate the dog park on the communities wish list.	Investigate funding opportunities for off leash dog park in Robinvale.
Investigate options and seek community feedback on establishing timed off leash sessions in areas throughout the municipality	2022	New	Community consultation, report completed	Action put on hold due to the floods/mosquito response. This action will be completed in 2023.	Officers diverted to mosquito response activities in late 2022/early 2023.	Complete action in 2023.
Educate the community through social media, website and local media about the requirement for owners to clean up after their dogs and availability of dog waste bags	Ongoing	Current	Decrease in amounts of complaints regarding dog faeces	No complaints regarding dog faeces received in 2022. Information added to Responsible Pet Ownership brochure and social media post in October 2022.	No complaints to council officers, however anecdotal evidence from Council's Parks and Gardens Team that they are finding dog faeces on footpaths and parklands.	Continue promotion of the importance of cleaning up after pets when walking and/or attending the dog park.
Inspect nature reserves throughout the municipality to determine if dogs should be banned in those areas	2023	New	Community consultation, report completed	N/A	Due in 2023 - will link this with the timed off leash dog sessions investigation and consultation.	Complete action in 2023.
Educate the community through social media, website and local media about responsible dog ownership and ways to minimise dogs barking	Ongoing	Current	Decrease in amount of complaints regarding barking dogs	18 barking dog complaints as at 31/10/22 in 2022. 29 complaints in 20/2021. Social media post in November 2022.		Continue promotion of Responsible Pet Ownership and ways to reduce dog barking.
Educate the community through social media, website and local media about required to keep dogs confined to their properties	Ongoing	Current	Decrease in amount of wandering dog complaints	254 roaming dog complaints as at 31/10/22 in 2022. 347 in 20/2021. Officers completing education with repeat offenders and following up with enforcement action where required. Social media post on dog attacks and keeping dogs confined to properties in September 2022 and October 2022. Media release and newspaper article in October 2022.		Continue promotion of Responsible Pet Ownership.
Increase information on the website about Local Law requirement - all dogs must be on a leash unless in a designated off-leash area and responsibilities of dog owners when walking/exercising their dogs	2022	New	Decrease in complaints about dogs off-leash causing a nuisance	254 roaming dog complaints as at 31/10/22 in 2022. 347 in 20/2021. Social media post in November 2022 about exercising dogs on leash unless in dog park.	Facebook post pending 12/10/22	Continue promotion of Responsible Pet Ownership and keeping dogs on leash unless within the dog park.
Purchase additional dog waste bag dispensers for rural towns	2022	New	Dispensers installed and reduction in complaints	One complaint about the locations of dispensers in 2022. Additional dog waste dispensers purchased in June and September in 2022 and installed in Swan Hill. Rural areas will be assessed in 2023.	Dog waste dispensers purchased in June/September 2022	Ensure dog bag locations are correct on SSA and promote how community can look up the locations on Council's website and assess areas for new locations in 2023.
Purchase additional dog trap for Robinvale	2022	New	Trap purchased and nuisance dogs trapped	Robinvale have used Swan Hill dog trap in 2022. A new dog trap will be purchased in 2023.		Purchase additional dog trap for Robinvale in 2023.
Provide advice to owners of pets with behavioural issues	Ongoing	Current	Disputes/Issues resolved	Officers educate community members when they are responding over the phone and in person on how to resolve their disputes.		Continue working with pet owners to educate them on dealing with behavioural issues.

7.4 Our plans to minimise dog attacks

OBJECTIVE: CONDUCT AWARENESS CAMPAIGN FOR BOTH LIVESTOCK OWNERS AND DOG OWNERS ABOUT THE CONSEQUENCES FOR DOGS FOUND IN PADDOCKS WITH LIVESTOCK

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Use media releases and social media to educate dog owners on the importance of confining dogs to their rural properties. Inform dog owners that dogs can be destroyed if found in livestock paddocks and owners prosecuted and potential claims for compensation of lost stock	March-May annually	New	Decrease in reports of dogs found in livestock paddocks	4 reports of dogs attacks on livestock and/or dogs found in paddocks in 2022. 6 reports in 2021. Media release and news article in the Swan Hill Guardian on 11/10/22. Social media post linked to Council website.		Continue promotion of Responsible Pet Ownership.

OBJECTIVE: IMPROVE REPORTING OF DOG ATTACKS

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Improve community awareness through media releases, social media and website of what a dog attack is and how to report it to Council	2022 and ongoing	New	Number of dog attacks reported	26 dog attacks reported. Media release and news article in the Swan Hill Guardian on 11/10/22. Social media post linked to Council website.		Continue community awareness campaigns regarding dog attacks
Investigate and recommend alternatives for the community to report dog attacks i.e. The Dangerous Dog Hotline	2022 and ongoing	New	Number of notifications from external agencies	No external notifications received in 2022. All notifications were direct.	Dangerous Dog Hotline number listed in our Responsible Dog Ownership Brochure. We prefer direct notifications at the time of the attack so that we can gather all information and investigate in a timely manner.	Continue to record number of external notifications
Improve information on Council website relating to dog attack investigations and reporting and develop an online reporting platform	2022 and ongoing	New	Online reporting tool developed and number of dog attacks reported	26 dog attacks reported.	Media release and news article on Council's website 11/10/22	Investigate online reporting tool for dog attacks. Preferred method of report is phone call direct to Council at the time of the attack.

OBJECTIVE: REDUCE NUMBER OF DOG ATTACKS

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Publicise key dog attack prevention messages such as laws regarding registration, confinement of dogs to property, on-leash in public areas through website, social media and community newsletter	Ongoing	Current	Decrease in number of dog attacks	26 dog attacks reported in 2022. 54 dog attacks reported in 2021. Media releases, news articles and social media articles on responsible dog ownership, registration, desexing, and dog attacks.	Media release and news article on Council website 11/10/22 and list of all social media messages regarding dog ownership	Continue to publicise key dog attack messages
Improve community awareness of dog attacks and the consequences for owners if their dog attacks another animal or person	Ongoing	Current	Decrease in number of dog attacks	26 dog attacks reported in 2022. 54 dog attacks reported in 2021. Media release, news articles and social media articles on responsible dog ownership, registration, desexing, and dog attacks.	Media release and news article in the Swan Hill Guardian on 11/10/22. Social media post linked to Council website.	Continue community awareness campaigns regarding dog attacks
Education campaign via social media and website regarding dog behaviour and what powers Council has to enforce	Ongoing	New	Decrease in number of dog attacks	26 dog attacks reported in 2022. 54 dog attacks reported in 2021.	Media release and news article in the Swan Hill Guardian on 11/10/22. Social media post linked to Council website. Responsible Dog Ownership brochure developed and used by AO's when working with pet owners. Brochure is also available at Council service centres.	Continue community awareness campaigns
Increase patrols of high risk locations	2022 and ongoing	New	Number of patrols	Number of patrols are not recorded.	Patrols are conducted at random in between jobs. Additional patrols in locations where dogs are reported to roam and locations where previous dog attacks have been reported.	Continue patrols
Publicise dog attack prosecutions through media releases, social media and website articles	Ongoing	Current	Decrease in number of dog attacks	No dog attack prosecutions have occurred this year.	Media release highlighting potential consequences for pet owners if their dog is involved in a dog attack in media release and news article in Swan Hill Guardian and Council's website on 11/10/22.	Continue to publicise dog attack prosecutions when they occur

8.3 Plans for Dangerous, Menacing and Restricted Breed dogs

OBJECTIVE: ENSURE DECLARED DOGS ARE COMPLIANT TO RELEVANT LEGISLATION AND REGULATIONS

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Conduct random property inspections of declared dogs to ensure compliance.	Bi-Annually	Current	Record number of inspections. Compliance with requirements	1 inspection per property completed in 2022. All properties complied with their declaration requirements.	Only one inspection completed in 2022 instead of two inspections. This was due to time constraints/staff shortages. Bi-annual inspections will be completed in 2023 and future years.	Bi-annual inspections to be completed in 2023 and ongoing.
Enforcement of non-compliance of declared dogs	As required	Current	Prosecutions undertaken as required	N/A		Complete when required.
Continue to declare dogs as Restricted Breed, Dangerous or Menacing in accordance with legislation	Ongoing	Current	Number of dogs declared	5 dogs were declared as Menacing in 2022		Continue following enforcement processes as required.
Investigate complaints about Menacing, Dangerous or Restricted Breed Dogs	Ongoing	Current	Number of complaints investigated	No complaints received in 2022 about declared dogs.		Investigate any complaints received.

OBJECTIVE: ENSURE AUTHORISED OFFICERS WORK CONSISTENTLY AND FAIRLY WHEN DECIDING WHETHER OR NOT TO DECLARE A DOG DANGEROUS, MENACING OR RESTRICTED BREED

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Develop a procedure relating to dealing with dangerous and declared dogs	2022	New	Procedure developed	Procedure development delayed until 2023.	Officers diverted to mosquito response activities in late 2022/early 2023.	Procedure to be developed in 2023.
Authorised Officers to undertake training to identify Restricted Breed dogs	When available	Current	Training completed	Existing officers have completed this training in recent years. Two new officers to complete the training when it becomes available.		Investigate upcoming training opportunities for new officers.

9.3 Our plans for Domestic Animal Businesses

OBJECTIVE: IDENTIFY UNREGISTERED DOMESTIC ANIMAL BUSINESS OPERATORS

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Improve public awareness of what a DAB is via social media and website	2022 and annually	New	Number of social media posts and website updates	Domestic Animal Business social media post scheduled for December 2022. Website has been reviewed and is up to date.	Social media post is scheduled with media team for December 2022 prior to Christmas.	Continue community education of domestic animal businesses.
Follow up possible DABs identified during property inspections and/or notifications from public	Ongoing	Current	Investigations completed	N/A		
Investigate all businesses that should be registered as a DAB – check media sources/social media for advertisements	Ongoing	Current	Investigation completed and business registered, if applicable	Investigation of new pet shop that opened in Swan Hill. Investigation found that the business should have been registered and education completed with business owners. Business is now registered as a DAB with Council.		Continue education (and enforcement as required) for DABs that have failed to register with Council.
Liaise with planning department to ensure all new planning enquiries for animal related businesses are flagged with Regulatory Services	Ongoing	Current	Number of businesses referred	No businesses referred in 2022. Planning team aware of requirements for referral.		Investigate as required.
Inspect properties with excess animal permits to ensure they don't have more than 3 fertile female dogs	Ongoing	Current	Inspections completed	Audit completed on the number of properties with excess animal permits.	All active excess animal permits for pet owners with dogs have all deceased animals. Inspections not required at this time. Will review for new permit holders as required.	Inspect as required.

OBJECTIVE: ENSURE ALL DOMESTIC ANIMAL BUSINESSES ARE REGISTERED AND COMPLIANT WITH LEGISLATION

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Conduct annual audits of DABs to ensure compliance with legislation and relevant Code of Practice	Annually	Current	Audits completed and compliance achieved	Inspections of all DABs completed in August 2022. All DABs were compliant with the Act.		Inspect all DABs annually
Ensure Council pound processes reflect best practice standards	Annually	Current	Review pound policy and procedures	Completed review of all policies and procedures that were due for renewal in 2022.		Full review of policies and procedures to be completed as part of the procedure manual development.
Review Health Management Plan for Swan Hill and Robinsonville animal pounds	Every 3 years	Current	Review plan and update as required	Health Animal Management Plan due for review in November 2023.	Full review of the Plan to be completed. Draft to be prepared and peer reviewed internally by Officers. To be submitted to Coordinator in December, then presented to ELT for approval.	Review process to be completed and approved by Council's ELT in early 2023.

10.2 Our plans for Emergency Management

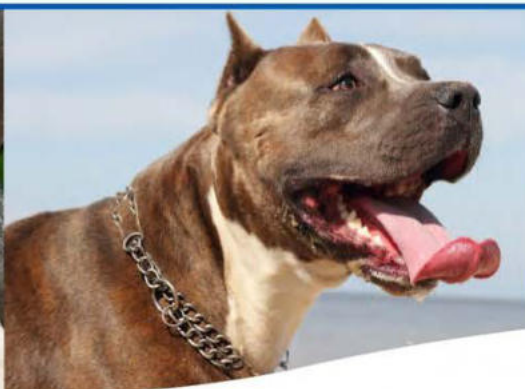
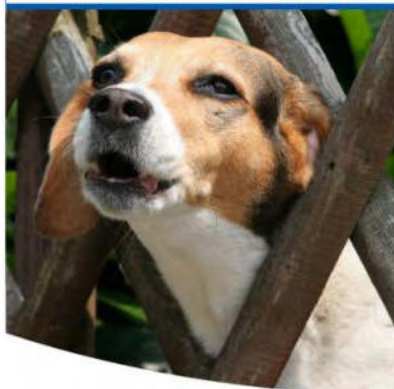
OBJECTIVE: ENSURE CONSIDERATION IS GIVEN TO THE MANAGEMENT OF DOMESTIC ANIMALS IN AN EMERGENCY

Activity	When	New/ Current	Evaluation	Outcome	Notes	Next Step
Review animal management functions in the MEMMP, including contact lists	Annually	New	Review and submit report to Emergency Management Planning Committee	Desktop review completed at start of flood emergency. All contact details correct and holding facilities checked.	Further review to be completed after flood emergency and report submitted to Emergency Management Planning Committee.	Debrief after flood emergency and review our systems. Changes and learnings to be reported to EMPC.
Provide information via website and social media to assist pet owners in an emergency	As required	New	Website updated and social media posts	Completed in October and November 2022 as part of flood emergency.	Additional posts to be scheduled as required on social media, website and traditional media.	Provide information as required.
Ensure Authorised Officers are trained to manage domestic animals in an emergency	When available	New	Training completed	Flood emergency in October / November 2022. Existing staff who have worked in previous emergencies completed informal training with new officers. Internal training of officers to be formalised and formal training for managing domestic animals in emergencies to be investigated.		Investigate formal training for managing domestic animals in emergencies.



Domestic Animal Management Plan

2022-25



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1. Introduction and context

1.1 Introduction

The aim of the Swan Hill Rural City Council 2022-2025 Domestic Animal Management Plan (DAMP) is to ensure the effective management of domestic animals. Council aims to provide a safe and harmonious environment for all whilst promoting responsible pet ownership across the municipality.

The plan identifies Council's responsibilities for education and compliance and provides a framework for Council on how it will effectively manage its statutory responsibilities associated with domestic animal management.

This plan will be reviewed annually and implemented over a four-year period.

1.2 Legislation

Under the provisions of the Domestic Animal Act 1994 all councils in Victoria are required to develop and implement a Domestic Animal Management Plan every four years.

The Act requires councils to show how they will address requirements relating to;

- evaluating the effectiveness of their animal management services;
- the promotion and encouragement of responsible pet ownership;
- the training of Authorised Officers;
- ensuring that people comply with the Act, the Domestic Animal Regulations 2015 (the Regulations) and any related legislation;
- minimising the risk of dog attacks;
- addressing any over-population and high euthanasia rates for dogs and cats;
- ensuring the registration and identification of dogs and cats;
- minimising the potential for dogs and cats to create a nuisance;
- effectively identifying all dangerous dogs, menacing dogs and restricted breed dogs within the municipality and to ensure that those dogs are kept in compliance with the Act and the regulations;
- the annual review and amendment of the DAMP where necessary;
- the review of policies, Council local laws and orders made under the Act; and
- to have plans in place in the event of an emergency.

1.3 Purpose of our plan

The overall purpose of the 2022-2025 DAMP is to create an environment where people and pets can peacefully and safely co-exist within the community and where pet owner's activities and those of their pets do not adversely affect the rest of the community or environment. By implementing this plan Council will endeavour to provide a service that meets both community expectations and addresses our statutory obligations by;

- Documenting current processes and practices in relation to our animal management responsibilities.
- Minimising non-compliance with the Domestic Animals Act 1994.
- Increasing pet owner's knowledge of the principles of responsible pet ownership, enhancing community safety and improving awareness of the benefits of annual registration.
- Supporting the Regulatory Services team to achieve the stated objectives of reducing the numbers of dogs and cats being impounded and euthanased.
- Maximising the numbers of dogs and cats that are registered.
- Ensuring Authorised Officers are suitably trained to carry out their duties effectively.

- Communicating to the broader community about the education and enforcement actions Council undertakes.
- Reducing the harmful effects of domestic animals on the population of native birds, mammals and reptiles.
- Consulting with the broader community and taking their views on animal management matters into account.
- Complying with the relevant provisions of the Domestic Animals Act 1994.

1.4 Development

This plan has been developed through consultation with the community and key stakeholders including veterinarians, animal businesses and other service providers. The objectives are also based on the outcomes and learnings from our two previous domestic animal management plans, as well as a review of our existing data in areas such as nuisance complaints, dog attacks, registrations and impounded animals.

Community consultation

Prior to the development of the draft plan, community consultation was undertaken in June and July 2021 over a five-week period via an online survey. In addition to the survey, Council held four community information sessions.

The survey was advertised on Council's website, social media and in local media. Hard copies of the survey were also made available at Council's service centres, local veterinary clinics and at the community information sessions.

Council received 196 survey responses. The key issues identified were:

- Additional dog parks and off-leash areas throughout the municipality.
- Reducing the number of stray and wandering cats and nuisance complaints.
- Promotion of the importance of desexing and availability of low cost desexing programs.
- Increased promotion about responsible pet ownership and availability of educational material and online resources.

This community feedback helped Council form the draft Domestic Animal Management Plan and our objectives for the next four years.

Community consultation for the draft plan was undertaken over a four-week period in September-October 2021. Residents were encouraged to provide feedback on the plan and the proposed objectives. Advertisements were placed on Council's website, social media and local media. Residents were encouraged to provide a written submission or feedback via Council's website. Hard copies of the draft plan were also available at Council's service centres and veterinary clinics.



1.4 Demographic profile of the Swan Hill municipality

Swan Hill is located 339 kilometres northwest of Melbourne, on the south bank of the Murray River in Victoria.

Swan Hill Rural City Council has a population of 20,584 people according to the 2016 Australian Bureau of Statistics Census data. It is principally an agricultural and horticultural region of 6,116 km², bordered by the Murray River which is the water source for irrigation, domestic, industry, and recreational pursuits. The municipality consists of two large service centres, being Swan Hill and Robinvale, and a number of smaller towns including Lake Boga, Manangatang, Beverford, Nyah, Nyah West, Piangil, Ultima, Woorinen and Woorinen South. The predominant employment sectors are agriculture, forestry and fishing and retail trade.

The local government area is culturally diverse with one quarter of residents born overseas. 24% of the population are from backgrounds where languages other than English are spoken. The most common languages other than English are Italian, Tongan and Vietnamese.



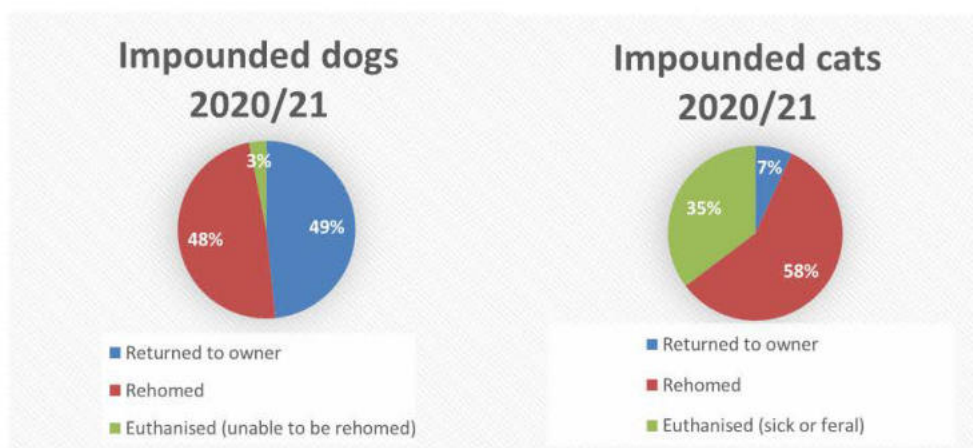
The municipality has experienced significant economic growth over the past decade, led by the expansion of horticultural and agricultural practices and supported by an innovative manufacturing sector. This success is depicted by the fact the region is Australia's largest producer of table grapes, pistachios and olives, responsible for one quarter of all carrots nationwide, a top contributor to the stone fruit industry and accounts for approximately 70 percent of Australia's almonds and olive oil production.

1.5 Current programs and services

Program/Service	Service Level
Identification and Registration	<p>Average of 2485 dogs and 447 cats registered per year.</p> <p>Annual registration renewal notices.</p> <p>Thorough follow up of unpaid registrations – average of 300 phone calls and 30 doorknocks per year.</p> <p>Annual free microchipping program in Swan Hill and Robinvale.</p> <p>Issue unregistered animal notifications as required.</p> <p>Mandatory microchipping and registration of all animals released from pound.</p> <p>Use of Council's website and social media to reunite lost pets with owners.</p> <p>Half price animal registrations from October – December.</p>
Domestic animal complaints (i.e. wandering dogs and cats)	<p>Attend to wandering cats or dogs as soon as possible – preferably within the hour.</p> <p>Other non-urgent complaints within 48 hours.</p>
Animal nuisance complaints	<p>Respond to complainant within 48 hours.</p> <p>Issue barking dog information pack within 3 days.</p> <p>Deliver cat trap within 7 days.</p>
Dangerous dog complaints/dog attack	<p>Immediate response if determined to be an emergency.</p> <p>Respond next business day if non-emergency.</p>
Animal cruelty complaints	<p>Respond within 24 hours and refer to RSPCA if required.</p> <p>Investigate referrals from RSPCA as required.</p>
Routine street/park patrols	50 patrols per month.
Pound facilities	<p>Two Council pound facilities - Swan Hill and Robinvale.</p> <p>Visits by appointment 8:30am – 5:00pm Monday to Friday.</p>
Microchipping program/discounted desexing	<p>Annual microchipping program in Swan Hill and Robinvale.</p> <p>Free microchip and first year (pro-rata) registration.</p> <p>Discounted desexing, microchip, vaccination and free first year (pro rata) registration for animals adopted from the pound.</p>
Domestic Animal Business Inspections	<p>Inspect and process new DAB applications within 10 days.</p> <p>Conduct annual audits and issue registration certificates.</p> <p>Investigate complaints within 48 hours.</p>
Declared dogs	<p>Registration and identification of all menacing, dangerous and restricted breed dogs.</p> <p>Annual property inspections to ensure compliance.</p> <p>Respond to and investigate complaints within 24 hours.</p>
After hours emergency service	External contractor for after-hours service for animal emergencies such as dog attacks and livestock on roads.

1.6 Domestic animal statistics

	2017/18	2018/19	2019/20	2020/21
DOGS				
Registered dogs	2547	2421	2499	2476
Dogs impounded	191	176	176	126
Dogs returned to owner	80	80	70	61
Dogs rehomed	100	88	97	61
Dogs euthanased (unable to be rehomed)	11	8	9	4
Dogs surrendered to Council	20	25	42	16
Declared dogs – Dangerous	5	3	3	3
Declared dogs - Menacing	3	4	10	12
CATS				
Registered cats	434	464	454	438
Cats impounded	160	240	200	204
Cats returned to owner	11	11	8	14
Cats rehomed	76	121	133	118
Cats euthanased (sick or feral)	73	108	59	72
Cats surrendered	5	12	19	4
Domestic Animal Businesses	5	6	4	4



Animal management related requests

The table below demonstrates there has been a significant increase in animal related requests from 2017/18 to 2020/21. This is due to a number of factors such as;

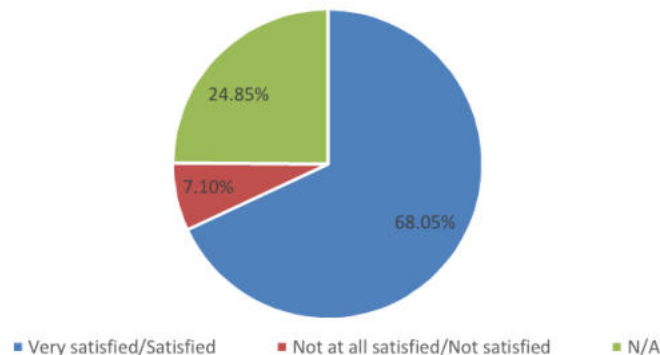
- improvements to our records management system;
- improved ability for the community to lodge requests via Snap, Send and Solve and Council's website;
- increased community education and awareness campaigns on the importance of reporting animal issues to Council; and
- increased complaints lodged in the Robinvale area due to staff changes.

2017/18	2018/19	2019/20	2020/21
1272	2135	2232	2162

Customer service

The Regulatory Services team prides itself on their customer service and response times. As stated above, all animal related requests are actioned within 1-2 business days. The community survey responses below confirm that most people are satisfied with the service they have received from Council's animal management staff.

Overall level of satisfaction



2. Training of Authorised Officers

Section 68(A)(2)(b) of the Domestic Animals Act 1994 requires Councils to outline their programs for the training of Authorised Officers to ensure they can properly administer and enforce the requirements of the Act.

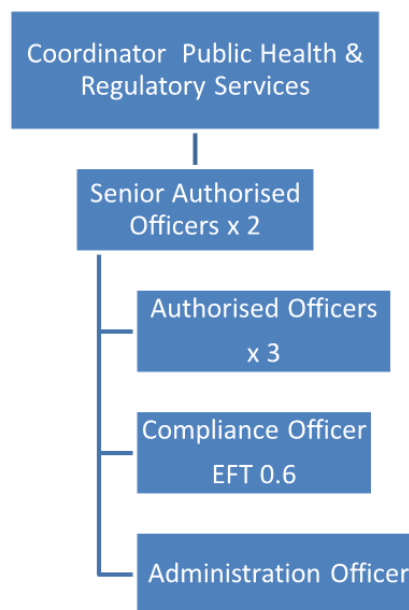
2.1 Context and current situation

Council's Animal Management Services sits under the responsibility of Regulatory Services which forms part of the Development and Planning Department.

There are currently five full time Authorised Officers in the Regulatory Services team that are skilled and trained to work in a multi-disciplinary role involving domestic animal management, Local Laws, parking enforcement, fire prevention and livestock control as part of their duties. The Authorised Officers are supported by the Public Health and Regulatory Services Coordinator, full time Administration Officer and part time Compliance Officer.

Animal management services are provided from 8.30am to 5.00pm Monday to Friday. An emergency after-hours service is provided by an external contractor to respond to animal emergencies such as dog attacks and livestock on roads. All after-hours calls that are not deemed as an emergency are logged by an external call centre for Authorised Officers to follow up during normal hours of operation.

Regulatory Services team structure



2.2 Current and planned training for Authorised Officers

Due to the varied roles and activities undertaken by the Regulatory Services team, it is vital that all staff involved in animal management have the necessary skills, knowledge and equipment to perform their duties safely and effectively and have the required legislative authorisations and delegations.

Swan Hill Rural City Council is committed to the ongoing training and development of all animal management staff. Authorised Officers are required to obtain a Certificate IV Animal Control and Compliance and/or Certificate IV in Government (Statutory Compliance). Three officers have obtained these qualifications and two are currently undertaking studies.

Each officer completes training in customer service, occupational health and safety, first aid, and prosecutions, including the collection of evidence for court proceedings. Staff are also encouraged to attend industry related information sessions and seminars for networking opportunities and to keep up with latest trends and innovations.

A training register is maintained which details qualifications and training courses completed by each Authorised Officer and identifies areas for future training. Training requirements are identified through annual performance reviews. New staff are required to undertake a detailed departmental induction program with Senior Officers.

Council's Authorised Officer training and development activities are designed to ensure that all officers have the necessary skills and knowledge to undertake their duties. Training activities include:

- Formalised training through accredited registered training organisations.
- Short course refresher training.
- Industry forums and training sessions.
- On-the-job training and ongoing coaching.

Appendix 2 outlines the qualifications of staff and their ongoing training and education schedule.

2.3 Our plans for training

Objective 1

Maintain training register that clearly identifies minimum training requirements and any additional training that should be completed by Authorised Officers

Activity	When	Evaluation
Identify training requirements during annual staff performance reviews.	Annually – June and as required.	Add training to training register.
Maintain training register.	As required.	Update training register when new training has been identified and when Officers complete training.

Objective 2

Review of internal processes with staff to ensure consistent application of investigation, compliance and enforcement processes

Activity	When	Evaluation
Develop and implement new Animal Enforcement Procedure manual.	2024	New procedure manual developed.
Review investigation, compliance and enforcement policies and procedures to accommodate legal and other changes to ensure operational and service consistency and legislative requirements are met.	Annually – July and as required.	Policies, procedures and processes updated and approved training undertaken and officers competent.

Objective 3

Ensure new Authorised Officers have the skills necessary to support the community and effectively perform their regulatory role

Activity	When	Evaluation
Ensure all new Authorised Officers undertake a detailed induction program with Senior Authorised Officers.	Upon appointment of new staff.	Complete induction documents and evaluate at 3-month induction review .
Identify minimum training requirements for new officers and ensure completion within 12 months of appointment.	Within 12 months of appointment.	Evaluate at 3/6 month induction reviews and annual performance review.

3. Responsible Pet Ownership Programs

This section outlines Council's programs, services and strategies to promote responsible pet ownership to comply with the requirements of the Domestic Animals Act 1994.

3.1 Context and current situation

Council undertakes a number of activities that promotes and encourages responsible pet ownership which reduces the need for enforcement.

Education material is available on our website and information brochures are displayed at service centres. Responsible pet ownership is promoted via social media and there are dedicated campaigns to encourage the community to register and microchip their animals.

The municipality is culturally diverse with one quarter of the population from backgrounds where languages other than English are spoken. The most common languages other than English are Italian, Tongan and Vietnamese. Multi lingual education materials will be made available.

During community consultation 36% of survey respondents said they weren't aware of the 24-hour cat confinement requirement. An education campaign will be implemented to address this gap.

In the online survey the community also told us they would like to see more information online about:

- Responsibilities of dog owners when walking/exercising their dogs.
- The importance of desexing.
- Dog on leash/off leash areas and the rules.
- Cat curfews.

As shown on the table below the majority of Penalty Infringement Notices issued over the last four years relate to failing to renew registration (44%) and failing to register (27%). Many of the penalties for failure to renew are repeat offenders.

Clear key messaging around the benefits of pet registration and what the fee covers is important to improve registration rates and reduce the need for enforcement action.

Penalty Infringement Notices issued

Offence	2017/18	2018/19	2019/20	2020/21	TOTAL
Failure to register	25	36	42	32	135
Failure to renew registration	43	50	46	82	221
Dog at large – daytime	10	18	30	26	84
Dog at large – night time	0	1	0	4	5
Cat at large in a restricted district	0	0	0	6	6
Non serious injury caused by dog attack	2	4	6	8	20
Rushing dog	2	8	6	2	18
Nuisance dog/cat	0	0	0	1	1
Not muzzling or controlling menacing dog	0	2	0	0	2
Dog/cat not wearing ID marker	0	0	0	4	4
TOTAL	82	73	176	165	496

3.2 Our current education and promotion activities

- Use of local media, website and social media to promote responsible pet ownership and the benefits of microchipping and desexing.
- Availability of a range of information brochures and education material for the community – displayed at Council's service centres and issued to the community as required.
- Education campaign via social media, Council newsletter, on-hold phone messages and paid advertising in the lead up to when renewals are due on 10 April each year.
- Annual registration renewal notices, reminder notices, SMS notifications, follow up phone calls and doorknocking for unpaid registrations.
- Providing dog waste bag dispensers and signage in 12 parks and reserves to encourage people to clean up after their pets. Locations are advertised in brochures and Council's website.
- Dog on leash signage in parks and public areas to remind residents about keeping their dogs on a lead at all times.
- Community education campaigns about the importance of reporting dog attacks and owner's responsibilities relating to aggressive, menacing and attacking animals.
- Links on website to other organisations that encourage responsible pet ownership such as The Department of Economics Development, Jobs, Transport and Resources, Domestic Animals Branch (DEDJTR) and RSPCA Victoria.
- Issuing of Unregistered Animal Notifications for unregistered animals to educate and ensure compliance.
- Placement of all unclaimed animals on Council's Lost and Found webpage and local community Facebook pages.

3.3 Our plans to promote responsible pet ownership

Objective 1

Promote 'Safe Cat, Safe Wildlife' messaging among residents

Activity	When	Evaluation
Circulate 'Safe Cat, Safe Wildlife' education material throughout the municipality and promote via social media.	March 2022 and then annually.	Decrease in reports of wandering/nuisance cats.

Objective 2

Increase education about cat confinement rules

Activity	When	Evaluation
Increase education about 24-hour cat confinement requirement through media releases, social media, brochures, Council community newsletters.	March 2022 then annually.	Decrease in amount of complaints about cats being at large and reduction in cats trapped.

Objective 3

Provide education materials in languages other than English

Activity	When	Evaluation
Develop multi-lingual education materials including registration requirements and the difference between registration and microchipping.	February 2022 then annually as required.	Increase in animal registrations, decrease in nuisance complaints.

Objective 4

Increase number of new animal registrations and renewals through education and promotion campaigns

Activity	When	Evaluation
Develop engaging fact sheets on responsible pet ownership and registration requirements.	2022 and ongoing.	Increase in new registrations and renewals.
Create new registration packs and make available at vet clinics to be distributed when pets are microchipped.	June 2022 and ongoing.	Number of new animal registrations received via vet clinic.
Advertise animal registration renewals – website, radio, community newsletters, newspaper ads, social media and media releases. Follow up unpaid animal registration renewals.	Ongoing.	Record number of media releases, social media posts, ads and articles. Reduction in number of phone calls, doorknocks and infringement notices issued.

Objective 5

Increase online materials and promotion

Activity	When	Evaluation
Increase online education material and promotion in the community about <ul style="list-style-type: none"> Responsibilities of dog owners when walking/exercising their dogs. Dog on leash/off leash areas at the rules. Cat curfews. The importance of desexing. 	2022 and ongoing.	Material made available online and throughout the community.

4. Over population and high euthanasia rates

This section outlines Council's compliance and education programs to address over-population and high euthanasia rates in dogs and cats.

4.1 Context and current situation

Council makes every effort to reunite lost pets with their owners before taking animals to the pound. Current registration and up to date contact details on the pet's microchip records makes it much easier and contributes to a reduction in the numbers of animals that are impounded at Council's pound facilities in Swan Hill and Robinvale.

A promotion campaign is required to remind pet owners to update their pets microchip details. Unfortunately, owners of some lost microchipped animals cannot be contacted because phone numbers have been disconnected or the microchip is still under the breeder's or last owner's name.

Unidentified animals are impounded and advertised on Council's website for eight days. Animals that are claimed by owners are required to be registered and microchipped before they can be released from the pound. If animals are not claimed after eight days and are suitable to be rehomed they are either adopted locally or transferred to a rehoming organisation via a section 84Y agreement. Effective June 2021, Council has 58 agreements in place with approved animal rescue organisations.

Stray and feral cats continue to be an issue in the municipality. These cats create a serious problem of uncontrolled breeding as well as attacks on wildlife and damage to fauna. Council assists property owners with cat trapping to remove unwanted and unowned cats. Over 90% of cats impounded in 2020/21 were caught in a Council cat trap.

The overwhelming feedback from the online survey indicated our priorities for this plan should be aimed at addressing cat nuisance issues such as confinement and overpopulation, and the promotion of desexing and low cost desexing programs.

It is important that community members are educated and take responsibility for their cats by registering, microchipping, desexing and securely confining them to their property. 96% of cats impounded in 2020/21 were not desexed. Council will conduct community consultation through an online survey to gain feedback on the introduction of mandatory desexing of cats within the municipality.

In 2021 Council was successful in receiving grant funding from the State Government to commence a low cost cat desexing program, this will help address the high population rates of cats in the municipality. Council will continue to educate the community on the importance of desexing.

Impounded animals

	2017/18	2018/19	2019/20	2020/21
DOGS				
Dogs impounded	191	176	176	126
Dogs returned to owner	80	80	70	61
Dogs rehomed	100	88	97	61
Dogs euthanased (unable to be rehomed)	11	8	9	4
CATS				
Cats impounded	160	240	200	204
Cats returned to owner	11	11	8	14
Cats rehomed	76	121	133	118
Cats euthanased (sick or feral)	73	108	59	72

In 2020/21 126 dogs were impounded. 48% of those dogs were released to their owners, 48% were rehomed and 4% were euthanased.

In 2020/21 204 cats were impounded. 7% of those cats were released to their owners, 58% were rehomed and 35% were euthanased.

Euthanasia is only used on incurably diseased, feral or uncontrollable cats and on dogs surrendered or seized because of a serious dog attack or suffering from incurable disease.

The euthanasia rates for cats is a lot higher than dogs because the majority of cats impounded are trapped and unable to be rehomed due to being feral or diseased.

4.2 Our plans to address over population and euthanasia

Objective 1

Reduce the euthanasia rates of cats by 5%

Activity	When	Evaluation
Continue to encourage desexing of animals and promote new low cost desexing program.	Ongoing.	Reduction in feral cats trapped and euthanased. Number of desexing vouchers redeemed.
Continuance of Section 84Y agreements with approved animal rescue organisations.	Ongoing.	Reduction in cats euthanased.
Develop and distribute education material about cat enclosures and nuisance issues to cat owners.	July 2022 and ongoing.	Reduction in cats euthanased.
Circulate 'Safe Cat, Safe Wildlife' education material throughout the municipality and promote via social media.	March 2022 and then annually.	Decrease in reports of wandering/nuisance cats.
Investigate funding opportunities to improve cat adoption rates within the municipality i.e. funding to contribute to desexing, bedding costs.	2022	Increase in animals adopted within the municipality.
Conduct community consultation through an online survey to gain feedback on the introduction of mandatory desexing of cats in the municipality.	2023	Community feedback received, report to Council.

Objective 2

Educate pet owners to keep microchip and registration details up to date

Activity	When	Evaluation
Promotion campaign to remind pet owners to keep contact details up to date and change of ownership for microchips.	2022 and ongoing.	Increase in animals being reunited with owners before being impounded.
Include information on how to update animal owner details on the website, renewal notices, SMS notifications.	2022 and ongoing.	Increase in animals being reunited with owners before being impounded.

5. Registration and identification

This section outlines Council's programs, services and strategies to encourage the registration and identification of dogs and cats. It addresses the requirements of the Domestic Animals Act 1994.

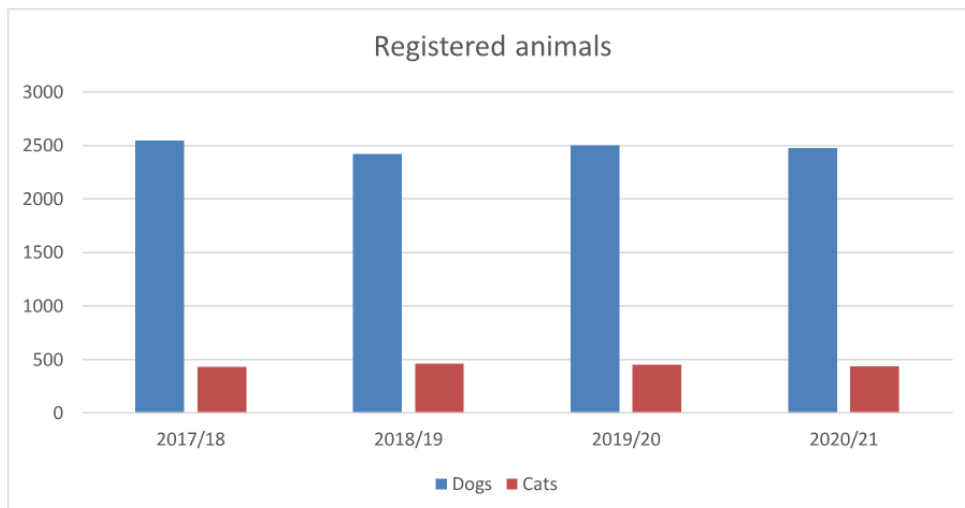
5.1 Context and current situation

Registration and identification of dogs and cats is the foundation of responsible pet ownership as it enables lost and found animals to be reunited with their owners as quickly as possible, reducing the stress on both owners and pets.

Animal registration fees help fund animal management services provided by Council, as well as State Government projects such as the Responsible Pet Ownership Program.

Registration statistics

	2017/18	2018/19	2019/20	2020/21
Dogs registered	2547	2421	2499	2476
Cats registered	434	464	454	438



Registration figures for dogs and cats in the municipality have remained fairly consistent over the last four years. Currently there are 438 cats and 2476 dogs registered within the municipality. 63% of registered dogs and 95% of registered cats are desexed. Council does recognise that cat registration rates are low in comparison to dogs. This is an issue that will be addressed via a new education and awareness campaign.

Dog and cat registration fees

The current fee set by Council to register a dog or cat is **\$132*** per animal per year. If the animal meets one or more of the following criteria, the owner is eligible for a reduced fee:

If the animal is	The fee is reduced to
Desexed	\$44*
Over 10 years of age*	\$44*
Part of a domestic animal business or applicable organisation	\$44*
A dog that has undergone training	\$44*
A working dog	\$22
*Pensioner card holders receive a 50% discount	

Offences for unregistered animals

Penalty Infringement Notices issued				
	2017/18	2018/19	2019/20	2020/21
Failure to register	25	36	42	32
Failure to renew	43	50	46	82

Prosecutions for unregistered animals				
	2017/18	2018/19	2019/20	2020/21
	51	26	23	26

5.2 Our current activities for registration and identification

- Issuing animal registration renewal notices via mail or email each year to currently registered animals.
- Thorough follow up of owners who fail to renew animal registrations including reminder notices, SMS reminders, phone calls, doorknocking and enforcement action.
- Mandatory microchipping and registration for all animals released from the pound.
- Use of Council's website and social media to reunite lost pets with their owners.
- Registration and identification of menacing, dangerous and restricted breed dogs.
- Annual free microchipping program in Swan Hill and Robinvale.
- Availability of microchipping at the Swan Hill Pound by Council's Authorised Officer whom is also an authorised microchip implanter.
- Half price animal registrations from 10 October to 31 December each year.
- Up to three months' free registration for new animal registrations received between 1 January and 10 April each year.
- Use of Council's website and social media to promote responsible pet ownership.
- Ensuring registration is checked as part of the process of dealing with animal complaints.
- Issuing of Unregistered Animal Notifications for unregistered animals to ensure compliance and enforcement action, if required.

- Regular audits of Council's animal registration database to ensure data is accurate i.e. dogs no longer living in the municipality are made departed.
- Monitoring advertisements in local newspapers and community Facebook groups relating to animals for sale and ensuring compliance with the Act i.e. microchip and source numbers are listed.
- Monitoring 84Y agreements ensuring all animals adopted from the pound are desexed and microchipped.
- Notifying the new Council to follow up registration of animals directly adopted from our pound.
- Ensuring animals adopted through other agencies such as the RSPCA and Lost Dogs Home into our municipality have been registered.
- Regular patrols of public places, such as streets, reserves and parks.
- Issuing official warnings and infringement notices for non-compliance with the Act.

Summary

Our main priority is to increase the number of animal registrations across the municipality by promoting the benefits of registering animals with Council and educating the community about the difference between microchipping and registration. Multi lingual fact sheets will be developed and distributed in areas that are culturally diverse. Registration packs will be made available at local vet clinics and distributed when animal animals are microchipped.

To further increase registration and renewals Council will continue to research ways to simplify, automate and improve access to animal registration and renewals. We will also improve the accuracy of our pet registration database by ensuring all animals listed on the Central Animal Records microchip database are also correctly registered with Council.

Council will introduce a 'free ride home' approach for registered animals that are found at large for the first time. We will also explore other incentives for first time registrations and ways to reward those who have invested in their pets, such as having their animal desexed, to receive a lower registration fee.

5.3 Our plans for registration and identification

Objective 1

Increase the amount of dog and cat registrations in the municipality by 5%

Activity	When	Evaluation
Improve the accuracy of Council's pet registration database by contacting Central Animal Records on a quarterly basis and obtaining details of all pets microchipped in the municipality. Check that all animals are listed on Council's pet registration database and follow up non-compliance.	January 2022 and ongoing	Record number of Unregistered Animal Notifications issued and increase in new animal registrations received.
Implement incentive program 'A free ride home'. Rangers to adopt a free ride home approach to registered and microchipped animals found wandering for the first time that have not caused a nuisance.	March 2022 and ongoing	Promotion included in radio advertising, Council website and social media. Feedback received. Increase in new registrations.
Develop online animal registration payments capability through Council's website and link to animal registration database.	January 2022 and ongoing	Increase in new registrations. Community feedback received

Advertise animal registration renewals – website, radio, community newsletters, newspaper ads, social media and media releases. Follow up unpaid animal registration renewals.	Ongoing	Record number of media releases, social media posts, ads and articles. Reduction in number of phone calls, doorknocks and infringement notices issued.
Ensure all impounded animals are microchipped and registered prior to release	Ongoing	Number of animals registered.
Issuing of Unregistered Animal Notifications for unregistered animals and enforcement action for non-compliance	Ongoing	Number of animals registered, infringements issued, prosecutions.
Annual free microchipping program	Ongoing	Number of new animal registrations.
Half price registrations 10 October-31 December	Ongoing	Number of new animal registrations.
Ensure animals adopted through other agencies such as the RSPCA and Lost Dogs Home into our municipality have been registered.	Ongoing	Number of new animal registrations.
Publicise the Swan Hill Neighbourhood House 'No Interest loans scheme' for animal registrations	2022 and ongoing	Number of vouchers redeemed and new animal registrations.
Research opportunities to increase registration and renewal levels and implement appropriate initiatives	2023	Number of new registrations.
Research ways to simplify, automate and improve access to animal registration and renewal.	2022 and ongoing	Number of new registrations and renewals.
Conduct feasibility study on the benefits of rewarding those who have invested in their pets (desexing, obedience training etc.) to receive an even lower registration fee.	2023	Number of new registrations and renewals.

Objective 2

Educate the community about the importance of animal registration

Activity	When	Evaluation
Develop multi lingual fact sheets explaining the importance of registration and the difference between registration and microchipping.	February 2022 and ongoing.	Increase in new registrations, in particular in the Robinvale area.
Increase the distribution of information on Responsible Pet Ownership through media releases, website, social media, brochures, Council community newsletters.	2022 and ongoing.	Record number of media releases, visits to webpage, social media posts and articles in local media.
Create new registration packs and make available at vet clinics to be given out when pets are microchipped.	June 2022 and ongoing.	Number of new animal registrations received via vet clinic.

6. Nuisance

This section outlines Council's programs, services and strategies to minimise the potential for dogs and cats to create a nuisance.

6.1 Context and current situation

The most common complaints received by Council's Regulatory Services Department relate to roaming and/or stray dogs and cats.

Stray and feral cats continue to be an issue in the municipality. Council assists property owners with cat trapping to remove unwanted and unowned cats. Over 90% of cats impounded in 2020/21 were caught in a Council cat trap.

During our community consultation 36% of survey respondents said they weren't aware of the 24-hour cat confinement requirement. An education campaign will be implemented.

It is important that community members are educated and take responsibility for their cats by registering, microchipping, desexing and securely confining them to their property. 96% of cats impounded in 2020/21 were not desexed. In addition to promoting our low cost desexing program Council will conduct community consultation through another online survey to gain feedback on the introduction of mandatory desexing of cats in the municipality.

Wandering dogs and dogs off leash are also a nuisance to the community and hazard to motorists and people exercising. In August 2021 Council opened a new off leash dog park in Swan Hill. The fully fenced park provides the opportunity for owners to exercise and socialise their dogs and practice training techniques. Council will investigate options of establishing off leash dog parks in other areas of the municipality to address nuisance behaviours.

63% of survey respondents also said they would also support the introduction of timed off-leash sessions in some of the current on leash areas. Council will seek further feedback from the community on preferred times and locations.

In the online survey the community also expressed they would like to see more information online about:

- Responsibilities of dog owners when walking/exercising their dog.
- The importance of desexing.
- Dog on-leash/off leash areas and the rules.
- Cat curfews.

Animal nuisance complaints

	2017/18	2018/19	2019/20	2020/21
Stray/roaming animals	365	413	408	347
Barking dogs	30	32	30	29
Dog poo	3	3	5	4
Cat trap request/cat caught in trap	196	282	272	196
Excess animal complaints	4	12	8	3
Other dog/cat nuisance complaints	5	2	5	5

6.2 Our current compliance and education activities

- Free cat trap hire service.
- Barking dog information booklets for owners and complainants.
- Impounding stray dogs and cats and mandatory microchip and registration prior to release.
- Providing dog waste bag dispensers and relevant signage in 12 parks and reserves. Locations are advertised in brochures and Council's website.
- Issuing Local Law notices to comply, infringement notices and prosecutions, where applicable.
- Signage in dog on-leash areas.
- Availability of brochures and educational material.
- Timely and thorough follow up of nuisance complaints.
- Random patrols of parks and other public areas.
- 24-hour cat confinement requirement.

6.3 Our plans for nuisance animals

Objective 1

Reduce cat nuisance complaints by 5%

Activity	When	Evaluation
Increase education about 24-hour cat confinement requirement through media releases, social media, brochures, Council community newsletters.	March 2022 then annually	Decrease in amount of complaints about cats being at large and reduction in cats trapped.
Develop a cat trap hire procedure and promote the availability of cat traps.	February 2022 Ongoing	Procedure developed, requests for cat traps.
Conduct community consultation through online survey to gain feedback on the introduction of mandatory desexing of cats in the municipality.	2023	Community feedback received, report to Council.
Develop and distribute education material about cat enclosures and nuisance issues to cat owners	July 2022 and ongoing	Decrease in cat nuisance complaints.
Continue to encourage desexing of animals and promote low cost desexing program through website, local media and social media	Ongoing	Number of vouchers redeemed.
Purchase additional cat traps and cat carriers	2022	Traps purchased.

Objective 2

Reduce dog nuisance complaints by 5%

Activity	When	Evaluation
Develop a procedure for barking dog complaints.	2022	Procedure developed. Decrease in need for enforcement action.
Continually look for opportunities to improve signage in areas where dogs must be on leash and in areas where dogs are prohibited (such as playgrounds) throughout the municipality and update as required.	Ongoing	Number of inspections, signage updated as required.
Monitor compliance at the off leash dog park in Swan Hill.	Ongoing	Compliance with dog park rules, reduction in complaints.
Investigate options and seek community feedback of establishing off leash dog parks in other areas of the municipality.	2022	Community consultation, report completed.
Investigate options and seek community feedback on establishing timed off leash sessions in areas throughout the municipality.	2022	Community consultation, report completed.
Educate the community through social media, website and local media about the requirement for owners to clean up after their dogs and availability of dog waste bags.	Ongoing	Decrease in amounts of complaints regarding dog faeces.
Inspect nature reserves throughout the municipality to determine if dogs should be banned in those areas.	2023	Community consultation. Report completed .
Educate the community through social media, website and local media about responsible dog ownership and ways to minimise dogs barking.	Ongoing	Decrease in amount of complaints regarding barking dogs.
Educate the community through social media, website and local media about required to keep dogs confined to their properties.	Ongoing	Decrease in amount of wandering dog complaints.
Increase information on the website about Local Law requirement - all dogs must be on a leash unless in a designated off-leash area and responsibilities of dog owners when walking /exercising their dogs.	2022	Decrease in complaints about dogs off-leash.
Purchase an additional dog waste bag dispensers for rural towns.	2022	Dispensers installed and reduction in complaints.
Purchase an additional dog trap for Robinvale.	2022	Trap purchased and nuisance dogs trapped.
Provide advice to owners of pets with behavioural issues.	Ongoing	Disputes/issued resolved.

7. Dog attacks

This section outlines Council's programs, services and strategies to minimise the risk of attacks by dogs on people and animals.

7.1 Context and current situation

Swan Hill Rural City Council is committed to reducing the number of dog attacks in our community. Council provides a 24-hour service to immediately respond to dog attacks and our first priority is to protect the community by taking steps to prevent future attacks by the same dog. In most circumstances Authorised Officers seize and impound the alleged attacking dog until an investigation is complete.

Education is required to encourage the community to report all dog attacks regardless of the nature of the attack and level of injuries sustained. When investigating dog attacks Authorised Officers often find that the alleged attacking dog had attacked previously but it wasn't reported to Council, this is most likely due to the minor nature of some attacks or because the victim is known to the animal owner. Had the initial attack(s) been reported to Council, the subsequent, often more serious, attack could have been avoided.

There have also been incidents in the last 12 months where farmers have destroyed dogs found in their paddocks with livestock. As per the Domestic Animals Act an owner of livestock is able to destroy dogs or cats found at large near their livestock. Community education and awareness is required to inform pet owners about the consequences if their pets are found near livestock.

The following table details the number of dog attacks and rushing dog reports received by Council over the past four years. It is important to note that most rushing dog complaints reported relate to a person being scared of the dog or the dog only barking at them. The majority of reported dog attacks were also of a minor nature with only five attacks resulting in infringement notices for non-serious injuries and four prosecutions for serious attacks against livestock. Authorised Officers still conduct a thorough investigation of all reported dog attacks and rushing dog complaints.

Number of dog attacks

	2017/18	2018/19	2019/20	2020/21
Attacks on people	11	8	9	7
Attacks on livestock	11	12	11	6
Attacks on other animals	15	25	23	27
Rushing/Aggressive dog complaints	18	27	45	28

Owners of dogs that have attacked and caused death or serious injury are usually prosecuted. The Domestic Animals Act is very specific in what constitutes a serious injury –
an injury requiring medical or veterinary attention in the nature of:

- *a broken bone*
- *a laceration*
- *the total or partial loss of sensation or function in a part of the body*
- *an injury requiring cosmetic surgery.*

The Act also provides Councils with a number of enforcement options relating to dog attacks. These include declaring the dog either dangerous or menacing, issuing infringement notices, applying restrictions such as the confinement of the dog and requirement for it to be leashed and muzzled whilst in public.

Council has an internal procedure in relation to dog attacks. For serious dog attacks the investigating officer prepares a prosecution brief. The brief is reviewed by the Public Health and Regulatory Services Coordinator who then makes further recommendations to the Director/CEO who then determines the appropriate course of action. Infringements are usually given for minor attacks and in some circumstances, Council will, if considered appropriate, negotiate with the owner to surrender the dog in return for a reduction in penalties.

Prosecutions for dog attacks

	2017/18	2018/19	2019/20	2020/21
Serious dog attack	2	0	2	0
Non-serious dog attack (failure to pay PIN)	0	2	1	2

Number of dogs on Victorian Declared Dog Registry

	2017/18	2018/19	2019/20	2020/21
Dangerous dogs	5	3	3	3
Menacing dogs	3	4	10	12

7.2 Our current policies and procedures

- Dog attack response and investigation procedure
- Domestic animal collection and surrender procedure
- Euthanasia and disposal procedure
- Firearms procedure
- Preliminary Dog Attack Report
- Statement of No-Complaint Form
- Animal Surrender Form
- Seizure Notice
- Proceed to Prosecution Form

7.3 Our current compliance and education activities

- Immediate 24-hour response for reported dog attacks.
- Seizing and impounding alleged attacking dogs until an investigation is complete.
- Timely and thorough investigations of all reported dog attacks.
- Issuing notices to comply, infringement notices and official warnings where relevant.
- Declaring dogs determined to be dangerous, menacing or of a restricted breed, updating the VDDR and random property checks to ensure compliance with regulations.
- Prosecuting matters pursuant to the Act.
- Encourage local vet clinics to report dog attacks to Council.
- Community education about the importance of reporting dog attacks and responsible pet ownership.
- Promote and encourage the desexing of dogs to reduce incidents of wandering dogs.
- Timely response to all reports of dogs at large, uncontained dogs, aggressive and rushing dogs.
- Regular patrols of the municipality to collect dogs at large to reduce the potential for dog attacks.

Summary

Dog attacks remain an issue for Council, in particular in rural areas where dogs attack sheep. Dog attacks are taken very seriously and officers will continue to respond to all dog attack reports promptly and take the necessary actions to protect the community. Council will continue to educate the community on ways to reduce the risk of dogs attacks and the importance of reporting all dog attacks.

7.4 Our plans to minimise dog attacks

Objective 1

Conduct awareness campaign for both livestock owners and dog owners about the consequences for dogs found in livestock paddocks

Activity	When	Evaluation
Use media releases and social media to educate dog owners on the importance of confining dogs to their rural properties. Inform dog owners that dogs can be destroyed if found near stock and owners can be prosecuted and potential claims for compensation of lost stock can apply .	March-May annually	Decrease in reports of dogs found in paddocks with livestock.

Objective 2

Improve reporting of dog attacks

Activity	When	Evaluation
Improve community awareness through media releases, social media and website of what a dog attack is and how to report it to Council.	2022 and ongoing	Number of dog attacks reported.
Investigate and recommend alternatives for the community to report dog attacks i.e. The Dangerous Dog Hotline.	2022 and ongoing	Number of notifications from external agencies.
Improve information on Council website relating to dog attack investigations and reporting, and develop an online reporting platform.	2022 and ongoing	Online reporting tool developed and number of dog attacks reported.

Objective 3

Reduce number of dog attacks

Activity	When	Evaluation
Publicise key dog attack prevention messages such as laws regarding registration, confinement of dogs to property, on leash in public areas through website, social media and community newsletter.	Ongoing	Decrease in number of dog attacks.
Improve community awareness of dog attacks and the consequences for owners if their dog attacks another animal or person.	Ongoing	Decrease in number of dog attacks.
Education campaign via social media and website regarding dog behaviour and what powers Council has to enforce.	Ongoing	Decrease in number of dog attacks.
Increase patrols of high risk locations.	2022 and ongoing	Number of patrols.
Publicise dog attack prosecutions through media releases, social media and website articles.	Ongoing	Decrease in number of dog attacks.

8. Dangerous, Menacing and Restricted Breed Dogs

This section outlines Councils programs, services and strategies to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in the municipality and ensure that those dogs are kept in accordance with the Domestic Animals Act and regulations

8.1 Context and current situation

Council has a number of declared dogs which have been determined to be either 'dangerous', 'menacing' or a restricted breed dog. Owners of declared dogs must comply with a range of requirements for their dogs relating to housing, microchipping, desexing, identification and Council registration. Where non-compliance is determined Council undertakes enforcement action as per the provisions of the Act.

Number of dogs on Victorian Declared Dog Registry

	2017/18	2018/19	2019/20	2020/21
Dangerous dogs (Attack)	5	3	3	3
Dangerous dogs (Guard Dog)	0	0	0	0
Dangerous dogs (Attack trained)	0	0	0	0
Menacing dogs	3	4	10	12
Restricted breed dogs	0	0	0	0

Restricted breed dogs

Restricted breed dogs are considered a higher risk to community safety than other breeds of dogs. The Domestic Animals Act defines restricted breed dogs as any one of the following breeds (pure or cross breed):

- American Pit Bull Terriers (or Pit Bull Terriers)
- Perro de Presa Canarios (or Presa Canario)
- Dogo Argentinos
- Japanese Tosas
- Fila Brasileiros

Council's Authorised Officers are trained to identify and declare restricted breed dogs. Effective June 2021, there are no known restricted breed dogs in the municipality.

Menacing dogs

Under the Act, Council may declare a dog to be a menacing dog if the dog causes a non-serious bite injury to a person or animal, or if it rushes at or chases a person.

'Rush at' means that the dog has approached a person within 3 metres, displaying aggressive behaviour such as snarling, growling, barking or raising the hackles.

The owner of a declared menacing dog must comply with requirements to prevent the dog from attacking (or causing serious injury) in future. A menacing dog declaration can be upgraded to a dangerous dog declaration if the owner has been issued with two infringement notices for failing to comply with requirements such as leashing or muzzling their dog in public.

Effective June 2021, there are 12 dogs that have been declared menacing in the municipality. Six of these dogs have bitten other dogs, one has bitten a person, four rushed at a person and one rushed at another dog while it was being walked by the owner.

Dangerous dogs

A dangerous dog is one that Council has declared to be dangerous because it has bitten or attacked a person or animal, causing serious injury or death.

The Act empowers councils to declare a dog to be 'dangerous' if:

- the dog has caused serious injury or death to a person or animal; or
- the dog is a menacing dog and its owner has received at least two infringement notices for failing to comply with restraint requirements; or
- the dog has been declared dangerous under corresponding legislation in another state or territory; or
- for any other reason prescribed.

Owners of dangerous dogs have a series of obligations imposed on them to make sure that members of the public are not attacked by their dog.

Effective June 2021, there are three declared dangerous dogs in the municipality. One of these dogs attacked and bit a person causing serious injury, one attacked and killed livestock and one attacked and killed a cat.

8.2 Our current education and compliance activities

- Declaration of dogs where appropriate.
- Prompt response to complaints about suspected declared dogs.
- Annual and random audits of properties housing declared dogs.
- Ensure compliance with requirements of keeping dangerous dogs.
- Seizure of dogs suspected of being a restricted breed.
- Educating owners of dogs in relation to the laws about keeping declared dogs.
- Ensure all declared dogs are listed on the Victorian Declared Dog Registry.
- Information regarding restricted breed dogs and declared dogs on Council website.
- Brochures displayed at Council service centres.

8.3 Plans for Dangerous, Menacing & Restricted Breed Dogs

Objective 1

Ensure declared dogs are compliant with relevant legislation and regulations

Activity	When	Evaluation
Conduct random property inspections of declared dogs to ensure compliance.	Bi-Annually	Record number of inspections. Compliance with requirements.
Enforcement of non-compliance of declared dogs.	As required	Prosecutions undertaken as required.
Continue to declare dogs as Restricted Breed, Dangerous or Menacing in accordance with legislation.	Ongoing	Number of dogs declared.
Investigate complaints about Menacing, Dangerous or Restricted Breed Dogs	Ongoing	Number of complaints investigated.

Objective 2

Ensure Authorised Officers work consistently and fairly when deciding whether or not to declare a dog dangerous, menacing or restricted breed,

Activity	When	Evaluation
Develop a procedure relating to dealing with dangerous and declared dogs.	2022	Procedure developed.
Authorised Officers to undertake training to identify Restricted Breed dogs.	When available	Training completed.

9. Domestic Animal Businesses

This section outlines programs, services and strategies which Council intends to pursue in its municipal district to ensure that Domestic Animal Businesses (DABs) comply with the Act, regulations and any related legislation.

9.1 Context and current situation

There are currently six Domestic Animal Businesses (DABs) registered with Swan Hill Rural Council. These consist of three boarding establishments, one pet shop and two Council pound facilities. There is one pound located in Swan Hill and the other one is in Robinvale. There are no breeding or dog training establishments currently registered.

Domestic Animal Business	2017/18	2018/19	2019/20	2020/21
Council pound	2	2	2	2
Boarding establishment	3	3	3	3
Pet Shop	2	2	1	1
Dog training establishment	0	0	0	0
Breeding establishment	0	0	0	0

9.2 Current activities for Domestic Animal Businesses

- Annual registration and renewal of Domestic Animals Businesses.
- Regular audits of Domestic Animal Businesses to ensure compliance with regulations and relevant Codes of Practice.
- Provide information and guidance to registered Domestic Animal Businesses.
- Investigations of complaints lodged regarding the operation of a Domestic Animal Businesses and/or properties identified with excess animals.
- Liaison with Council's Planning Department over suspected illegal Domestic Animal Businesses.



9.3 Our plans for Domestic Animal Businesses

Objective 1

Identify unregistered Domestic Animal Business operators

Activity	When	Evaluation
Improve public awareness of what a Domestic Animal Business is via social media and website.	2022 and annually	Number of social media posts and website updates.
Follow up possible Domestic Animal Businesses identified during property inspections and/or notifications from public.	Ongoing	Investigations completed.
Investigate all businesses that should be registered as a Domestic Animal Business – check media sources/social media for advertisements.	Ongoing	Investigation completed and business registered, if applicable.
Liaise with Planning Department to ensure all new planning enquires for animal related businesses are flagged with Regulatory Services.	Ongoing	Number of businesses referred.
Inspect properties with excess animal permits to ensure they don't have more than 3 fertile female dogs.	Ongoing	Number of inspections.

Objective 2

Ensure all Domestic Animal Businesses are registered and compliant with legislation

Activity	When	Evaluation
Conduct annual audits of Domestic Animal Businesses to ensure compliance with legislation and relevant Code of Practice.	Annually	Audits completed and compliance achieved.
Ensure Council pound processes reflect best practice standards.	Annually	Review pound policy and procedures.
Review Health Management Plan for Swan Hill and Robinvale animal pounds.	Annually	Review plan and update as required.

10. Other matters

This section provides for the review of any other matters related to the management of dogs and cats in our municipal district.

10.1 Emergency Management

Council's Municipal Emergency Management Plan (MEMP) includes a section on response and relief of animal management in an emergency. The MEMP was endorsed by Council in October 2017 and reviewed in 2020.

Over the years the municipality has experienced a relatively low number of emergencies of consequence. Those with the most widespread impact have been either wind/hail storms or flood. That impact has primarily involved property damage. Stock and crop losses were experienced, but there have been minimal threats to residences and domestic animals.

The Department of Jobs, Precincts and Regions (DJPR) is the lead agency in relation to animal welfare during an emergency. The Council pound facilities in Swan Hill and Robinvale are available to house displaced, lost or stray dogs and cats, if required.

10.2 Our plans for Emergency Management

Objective 1

Ensure consideration is given to the management of domestic animals in an emergency

Activity	When	Evaluation
Review animal management functions in the MEMP, including contact lists.	Annually	Review and submit report to Emergency Management Planning Committee.
Provide information via website and social media to assist pet owners in an emergency.	As required	Website updated and social media posts.
Ensure Authorised Officers are trained to manage domestic animals in an emergency.	When available	Training completed.

11. Annual review of plan

Under section 68A(3) of the Domestic Animals Act, every Council will review its Domestic Animal Management Plan annually and, if appropriate, amend the plan.

Council will review our Domestic Animal Management Plan annually. Any changes to our plan will be provided to the Department of Economic Development, Jobs, Transport and Resources Secretary. Council will publish an evaluation of the plan in the annual report.

11.1 Evaluation of implementation of the Domestic Animal Management Plan

The monitoring of the performance of the plan will be undertaken in accordance with the requirements of the Act. In addition, Council will continue to conduct its monthly monitoring of the performance of the animal management team.

The key performance measures within this plan are to be monitored on a monthly basis by the Public Health and Regulatory Services Coordinator, in conjunction with the Regulatory Services team.

The results of this monthly monitoring will enable Council to adjust the plan ahead of the annual review. The results are also reported to Council's Executive Leadership Team meetings, which are conducted on a weekly basis.

A review of performance under the plan is required to be included in Council's annual report. Measurements should relate to activities and targets in this plan and should include educational programs, increased registration of domestic animals, reduction of animals at large, decreased numbers of dog attacks, and increases in compliance and levels of community satisfaction as a measure of success.

It should be noted that if performance under the plan is not sufficient, further revision of the action plan and its methods may be required and should be recommended.



Appendix 1 – Our Local Laws, Policies and Procedures

Local Laws

Community Local Law No. 2 – Part 7 Animals

- Section 71 – Keeping animals in the municipal district sets out the number of animals that may be kept without a permit.
- Section 72 – requires owners to ensure they have adequate fencing to prevent animals escaping.
- Section 74 – requires owners to ensure their animals do not create a nuisance and all animal litter must be disposed of.
- Section 75 – requires a person to remove and dispose of their dog's excrement.
- Section 76 – requires all dogs and cats to be on a leash unless in a designated off leash area.

Prescribed off-leash area
Swan Hill Off-Leash Dog Park

Policies and Procedures

- Domestic animal collection and surrender procedure
- Animal registration forms and annual renewal notices including fixed fees
- Dog attack response and investigation procedure
- Euthanasia and disposal procedure
- Firearms procedure
- Preliminary Dog Attack Report
- Statement of No-Complaint Form
- Animal Surrender Form
- Seizure Notice
- Proceed to Prosecution Form

Appendix 2 – Training Register

Authorised Officer Training	Completed	Planned
Certificate IV Animal Control and Regulation	√ 3 officers, 2 in progress	
Certificate IV in Statutory Compliance	√ 3 officers, 2 in progress	
Advanced safe dog handling, apprehension and bite prevention workshop	√	As offered
Firearms training	√	Every two years
Understanding and working safely with dogs		2022
Animal Welfare Victoria – Animal management information webinar	√	As offered
Prosecutions training	√	Refresher training when available
First Aid Level II	√	Refresher training when available
CPR Update	√	Refresher training when available
Freedom of information	√	As required by Council
Occupational Health and Safety	√	As required by Council
Personal Protective Equipment	√	As required by Council
Manual handling	√	As required by Council
Dealing with aggressive customers	√	As required by Council
Conflict resolution	√	As required by Council
Council policies and procedures	√	As required by Council
Other Animal Welfare Victoria training and information seminars		As offered
Municipal Association of Victoria and local government professionals		As offered
Australian Institute of Animal Management seminars/conferences		As offered

B.22.102 ASSET NAMING MASTER LIST

Responsible Officer: Director Infrastructure
File Number: S11-01-01
Attachments: 1 Draft Asset Naming Master List 2022

Declarations of Interest:

Svetla Petkova - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

On 20th September 2022, Council resolved to approve in principle the Draft Asset Naming Master List 2022 and invite public submissions. This report is presented to Council to consider the submissions received.

Discussion

The Asset Name Master List provides a list of pre-approved names for the use of Developers or Council to select from when naming assets. These names are nominated by the public and are mostly commemorative in nature.

After a Council resolution on the 21st December 2021, public submissions were requested to update the Asset Naming Master List to be more inclusive with an emphasis on prominent females and indigenous language or people.

Council's Asset Naming Procedure specifies that asset name proposals be assessed by Council's Enterprise Asset Manager for compliance with the general principals outlined in the procedure and identified in the [Naming rules for places in Victoria 2022](#). Compliant proposal are then be taken to Council for approval in principle prior to public exhibition and a community submission period.

Council then consider the nominations and submissions, and if in agreement, ratify the addition of the name to the pre-approved Asset Naming Master List.

Over the period of May until August, 19 submissions were made to the Let's Talk Portal and 4 nominations were made using the paper Asset Name Proposal Form. Existing names within the Asset Name Master List was were also checked against current compliance rules to ensure all names would be acceptable by Geographic Names Victoria. Non-compliant names have been removed.

It was recommended that all compliant names be released to the public and community comment invited.

Consultation

Naming rules for places in Victoria 2022 specifies that any person or organisation can lodge a submission in objection or in support of a naming proposal. The submission period must be at least 30 days.

The Draft Asset Naming Master List 2022 was advertised on social media and through "Let's Talk". The Submission period was open from 6th October 2022 to 6th November 2022.

One submission was received in Support of the name "Queen Aggie" as follows:

Submission 1 – Judith Irvin

What is your interest in the naming proposal? No interest. I am interested to see traditional owners among the names of streets and places in our shire, particularly women.

Reason for the name being unsupported/supported? If the members of the local indigenous nations approve, I would like to acknowledge this past traditional elder. From what I read she was very respected, lived traditionally on the Murray, has feather art recognized in collections in the Vic museum, yet few locals know of her except those in their 80s. I would like to see local nations equally represented if possible, in the names chosen.

There were no other submissions received, however it was identified that David Quayle is still living and therefore ineligible for commemoration at this time. This entry has been removed.

Financial Implications

Not applicable for this report.

Social Implications

Asset Naming can present Council with an opportunity to recognise prominent locals and be inclusive.

Economic Implications

Not applicable.

Environmental Implications

Not applicable.

Risk Management Implications

Not applicable.

Council Plan Strategy Addressed

Leadership - Bold leadership, strong partnerships and effective advocacy.

Options

1. That Council adopt the Draft Asset Naming Master List 2022 as presented
2. That Council adopt the Draft Asset Naming Master List 2022 with amendments

Recommendation

That Council adopt the Draft Asset Naming Master List 2022 as presented.

146/22 Motion

MOVED Cr McKay

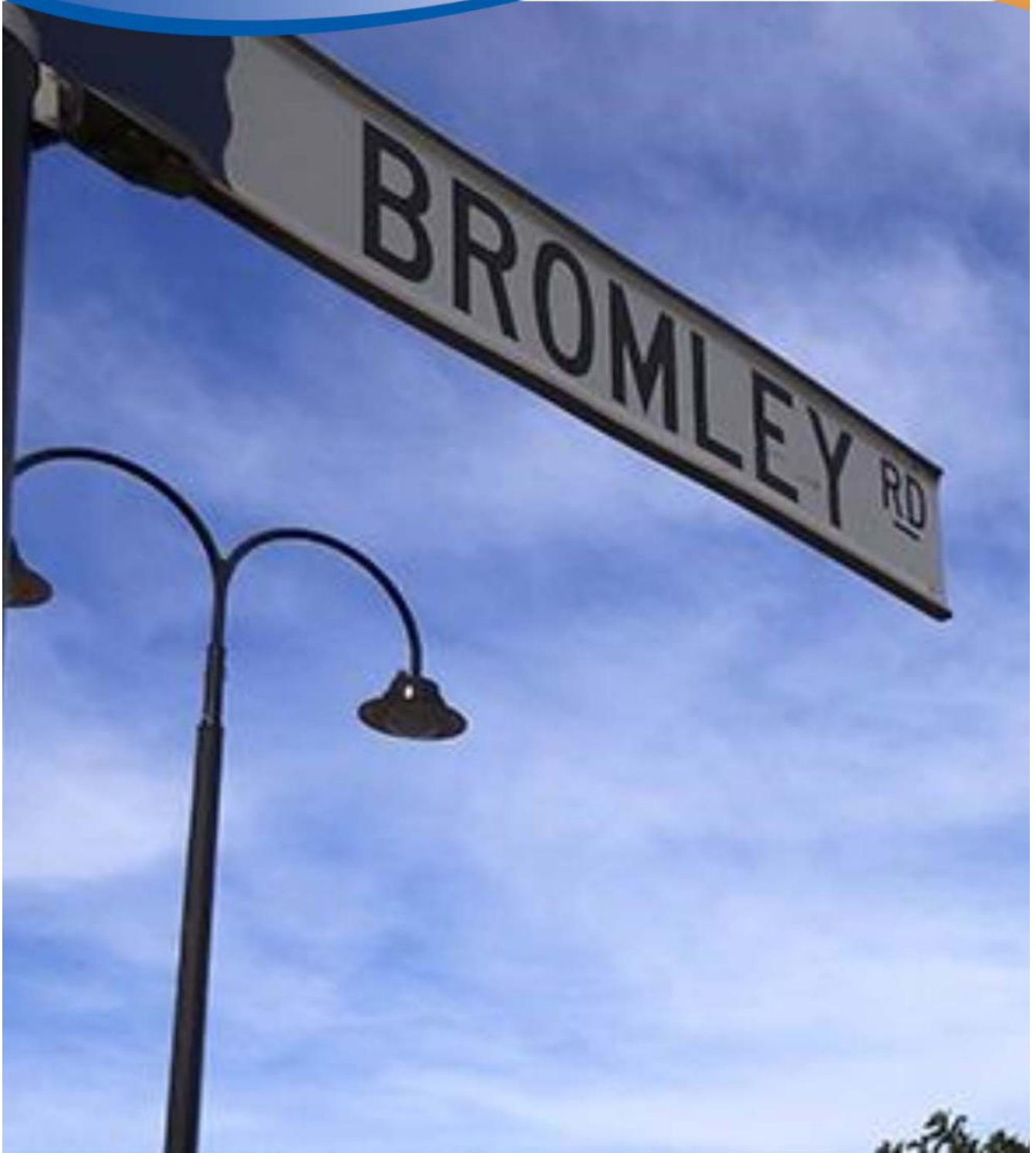
That Council adopt the Draft Asset Naming Master List 2022 as presented.

SECONDED Cr Moar

The Motion was put and CARRIED

Asset Naming Master List

Current Available Names – Nov 2022



Document History and Version Control

Version	Change effected	Date Approved
0.1 DRAFT	Reviewed against Naming Rules 2022 compliance. Public Submissions incorporated.	
0.2	Asset Master List released for public consultation	

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Beverford

Proposed name	MARSHALL				
Details	One of the first two returned servicemen who pioneered their land. Now deceased.				
Preferred region	Beverford				
Reference	Names of the General Public - 09/10/04 document				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	PATTERSON				
Details	One of the first two returned servicemen who pioneered their land. Now deceased.				
Preferred region	Beverford				
Reference	Names of the General Public - 09/10/04 document				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Boundary Bend

Proposed name	JESSIE				
Details	Jessie (wife of Alexander McCallum) managed the property for as long a period as her husband. Now deceased.				
Preferred region	Boundary Bend				
Reference	Lily E. Liardet File No: 842613 Vol 01 Fol 08				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	MELVILLE				
Details	Melville Forster's family owned Yungera. He formed and gravelled this lane in approximately 1958. Now deceased.				
Preferred region	Boundary Bend				
Reference	Mr Len Hopcroft File No: 842613 Vol 01 Fol 03				
Classification	Commemorative				
Compliant					
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	WILLEE				
Details	Willee Woorlang of the Kilean Tribe of Yungera area lived with Mr & Mrs McCallum. Now deceased.				
Preferred region	Boundary Bend				
Reference	File No: 842613 Vol 01 Fol 06				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	Yes	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Chillingollah/Pira

Proposed name	SIMPSON				
Details	Joe Simpson and his family came to Chillingollah in 1908. He selected a farm on the edge of Wahpool Lake where he lived until late 1926. He was the Justice of Peace and District Coroner for many years. Now Deceased.				
Preferred region	Chillingollah/Pira				
Reference	Betty McKay, File No: 842612 Vol 01 Fol 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Nyah/Nyah West

Proposed name	BLACKBURROW				
Details	Reginald Edward Blackburrow - Born in Circa 1874. Married Margaret Thwaites 1897 had 2 daughters. He was one of the early settlers in the Taverna Community Village Settlement at Nyah. 1989 started a scheme to pump water from the Murray River to irrigate their fruit blocks. These settlers built a timber lined tunnel approx. 1600 feet in length from the Murray River to a well 72 feet deep at Two Bays Corner, using horses and scoops. With the aid of an inadequate pump they had endeavoured to irrigate the land, and used a horse to drive the pump. The first Irrigation Scheme was officially opened in 1901. His wife was killed in a car accident 1928 whilst they were travelling to Warnambool for a holiday. As a sign of respect to their late teacher, her pupils at the Nyah Union Sunday School formed a line as the cortege left for the cemetery. He died 1952				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	EYLES				
Details	A nursery on the Mornington Peninsula in 1910-17 tried unsuccessfully to graft citrus weather too cold while Sydney nurseries were successful due to warmer climate. Mr Eyles relocated from the Sydney nursery to move to Nyah where they brought property e.g. Two Bays Nursery. Bringing his large family with him and successfully grafting citrus here. it's probable that citrus was first grafted successfully in Victoria was at Nyah.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	GRUNDY				
Details	Walter Alexander Grundy born Albert Park 1893. He was an Orchardist at Nyah when WW1 broke out and enlisted in the AIF 1916. After his arrival in France he was transferred to the 3rd Division Ammunition/Artillery Column, where he was appointed driver the later Bombardier, the T/Corporal. Returning to Australia 1919. He married Amy Mann 1925 who was remembered for her dramatic and enjoyable recitations. Walter was one of the original trustees of the Nyah Bush Nursing Hospital Inc when it was registered as a private hospital 1935. He continued as an Orchardist Nyah/Nyah West area until 1940. He died 1973.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	JOHNS				
Details	LM Johns First head master at the Nyah Primary School 1913-1920 (given leave of absence to join army) WW1 soldier returning to Nyah Primary school after service. Photographer developed his own photos of early Nyah. Very much respected by district citizens and pupils.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	LEWIS				
Details	WH Lewis was originally a blacksmith, saw miller & owned a steam engine with which he did a lot of clearing- eventually applied for a HA Grant in 1897. His son became a manager of Packing Shed in Nyah West. Mr WH Lewis was the instigator for a local cemetery. A tradition which is carried on by several younger generations of the family.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012. There is a Lewis Road in the south west of the LGA, care must be taken for any new names to be >30km from existing road to prevent duplicates				

Proposed name	MANSFIELD				
Details	Mr William Mansfield had a woodpile at Nyah about where the Pumping Station is for use of Paddle Steamer Captains. Built Nyah's first home. River St Log Cabin, marked on earlier maps.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	SYDES				
Details	Born 1888, Chelmsford, Essex, England. Youngest of 11 children. Migrated to Australia at the age of 22. He was initially employed as a farm worker for J McDonald "Rosevale" Koondrook. Married Winifred Morgan 1915 had 3 sons. During 1911-1912 he was cattle droving in NSW and Balranald. Purchased a block 1912 in Kinghorne Lane, Nyah West. where he built a 1 room house he called a "Dog Box" which has been extended over time and remains a part of the existing house. He planted 400 orange trees and grapes. Arthur was Director/Secretary/Member of the Nyah Fruit Co-op and the Nyah Growers Union. He was also Treasurer/Secretary of the All Saints Church of England, Nyah West. Also a referee at local soccer matches.; His son planted a Sugar Gun in the Nyah West Park for Arbour Day in 1934. This tree was included on the register of "Significant Trees in Victoria" in 1992. Arthur died 1948. Members of family still live in the area.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	SYKES				
Details	JB & A Sykes. Members of Taverner HA. One of 7 irrigators who shared in the work and use of the schemes. digging etc. A nephew was killed when digging a by-pass tunnel which collapsed during flood water escape and bought the collapse of the scheme and was quite possibly responsible for the start of the SR&WS(State Revenue & Water Supply Commission)				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012				

Proposed name	WOOD				
Details	Mr John Wood member Taverner HA 189-1900 was in charge of the HA Co-op Store. His wife opened a private school in her own home until State Schools Dept took over and the local hall was used.				
Preferred region	Nyah/Nyah West				
Reference					
Classification	Commemorative				
Compliant	No				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 31/01/2012. Potentially duplicated with Wood Street Swan Hill approx. 25km away				

Pental Island

Proposed name	ABBOT				
Details	Former Chairman of the Pental Island Improvement Trust				
Preferred region	Pental Island				
Reference	Keith Greenham File No: 422806				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 24/10/06				

Proposed name	ARGYLE				
Details	Selector in the Pental Island Region 1874.				
Preferred region	Pental Island				
Reference	Keith Greenham File No: 422806				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 24/10/06				

Proposed name	TEAGUE				
Details	Former Chairman of the Pental Island Improvement Trust				
Preferred region	Pental Island				
Reference	Keith Greenham File No: 422808				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 24/10/06				

Robinvale

Proposed name	AUDINO				
Details	Pat Audino requested to name a road within the Robinvale District in memory of her brother Tony Audino. Tony came to Robinvale in 1945, the same time as his parents. He established Robinvale's first transport business. He had to sell the business in 1976 just prior to his death.				
Preferred region	Robinvale				
Reference	Pat Audino Names of the General Public - 9/10/04 document				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	BEGGS				
Details	Thomas Beggs had the Tol Tol Holding homestead, close to current location of Loch 15. Thomas Beggs' children, grandchildren and great grandchildren lived in Robinvale until the 1950's.				
Preferred region	Robinvale				
Reference	Euston/Robinvale Historical Society Names of the General Public – 9/10/04 doc.				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	DONOVAN				
Details	The Donovan Family has a history of early post WW11 soldier settler dry farming in the south-west Robinvale area. The family continues in the district including John Donovan one of the early school bus proprietors in the area.				
Preferred region	Robinvale				
Reference	Euston/Robinvale Historical Society Letter dated 28/03/05				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee to approve this name on 09/11/04.				

Proposed name	FUMBERGER				
Details	George Fumberger was a builder who assisted with the building of the original block homes. He was a pioneer of the Robinvale area.				
Preferred region	Robinvale				
Reference	L H Ginn File No 842602 Vol 04				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	GERVASI				
Details	Antonio Gervasi settled in Third Road (now Oliver Road), Robinvale in 1953, purchasing Lots 6 & 7. He played a part in the purchase of a dialysis unit for the Robinvale Hospital. Generations of the Gervasi family still live in the same area.				
Preferred region	Robinvale				
Reference	L H Ginn File No 842602 Vol 04 Fol 13				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	GOUDIE				
Details	William Brown Smith Goudie moved to Robinvale in 1932 and worked as a carpenter on projects like the bridge, the weir and the Lake Benanee railway line and pump station.				
Preferred region	Robinvale				
Reference	Peter Goldring File No 842602 Vol 04 Fol 33				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	GRAHAM				
Details	Stan Graham was a builder who assisted with building of the later block homes. He was a pioneer of the Robinvale area.				
Preferred region	Robinvale				
Reference	LH Ginn File No 842602 Vol 04				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	GRANT				
Details	In 1847 John Grant was granted the Pastoral Licence of Bumbang. He lived where Robinswood now stands and his sons John and Simon bought from him in 1855 and held the licence until 1862.				
Preferred region	Robinvale				
Reference	Euston/Robinvale Historical Society Names of the General Public - 9/10/04 document				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	GROSE				
Details	Kaye Grose was a teacher at the Robinvale High School for at least 35 years. She was also involved in Girl Guides and a member of the Historical Society & Environmental Society. Kaye passed away 2017.				
Preferred region	Robinvale				
Reference	John Katis File No 842602 Vol 04 Fol 23				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	HARRIS				
Details	John & Betsy Harris lived in 7th Road after moving from Lake Benanee around 1944. They had four Children. One of the Children (Jack) was an early real estate agent for Elders in Robinvale.				
Preferred region	Robinvale				
Reference	Malcolm Harris File No 842602 Vol.4 Fol 39				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant

Proposed name	KERRIGAN				
Details	Frank Kerrigan was a World War 1 veteran who worked and lived at the Loch 15 and spent his spare time beautifying the surrounding area On retirement he settled in Latje Road.				
Preferred region	Robinvale				
Reference	Josephene Jones (nee Kerrigan) (Niece) 842602 Vol 04 Fol 61				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	LAZZARA				
Details	Gesualdo "Jack" Lazzara moved to Robinvale in 1950 after serving as a soldier in World War II. He married in 1951 and had 5 children and worked his property as a market garden and supplied fresh fruit to local supermarkets. Jack is now deceased his widow and family occupy his original block.				
Preferred region	Robinvale				
Reference	Tanina and Peter Nooy File No 842602 Vol 04 Fol 47 EW Reedy File No 842602 Vol 04 Fol 46				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	LENZI				
Details	Francesco Lenzi moved to Euston in 1952 and then to Robinvale in 1964. In the 1956 floods he helped the community by ploughing the soil for sandbagging. He was a well known member of the Italian community. His son, Antonio helped with the making of the levy bank in Robinvale, which ran across the ends of the roads between First and Ninth Roads.				
Preferred region	Robinvale				
Reference	Anthony Lenzi (Grandson) File No 842602 Vol 04 Folio 73				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	MITCHELL				
Details	Dave and Jean Mitchell purchased property in the Liparoo area in 1964. Their family has been farming the land for four generations.				
Preferred region	Robinvale				
Reference	Neville Mitchell File No 422806				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 24/10/06				

Proposed name	NOTER				
Details	The 'Noter' name is synonymous throughout the surrounding district to be part of the basketballing community for the last 50 years or so. Cedric arrived on his own firstly and was the person who planted up most of Wemen with grapes etc. He then contracted many old Soldier Settlement grape blocks and was friends with a lot of the returned soldiers who are now no longer with us. He then brought his wife Beryl to Robinvale in the early 60's and it was in 1964 that their first born of six was born. As well as being a contractor in the grape industry, he also worked hard picking oranges in Boundary Bend and he also used to shoot rabbits for a living too. He has also worked for a lot of the families in Robinvale and they all hold him high esteem as do their children and their grandchildren. He & his wife are both life members of basketball				
Preferred region	Robinvale				
Reference	Detha Noter (Daughter) File S11-01-01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 16/05/2017. Approved Council 15/08/2017				

Proposed name	OATES				
Details	Dr. Oates was a doctor in Robinvale who retired after 40 years service. His wife was the community nurse for many years and even though retired still assists with Meals on Wheels. Now deceased.				
Preferred region	Robinvale				
Reference	John Katis File No 842602 Vol 04 Fol 23				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	PRAGT
Details	<p>The Pragt family's migration to Robinvale from Holland began in 1951 with the arrival of Jacobus "Jack" Pragt. He was followed a year later by brother Hank and sister Antonetta.</p> <p>They bought a house in Robinvale in order to provide a home for their parents and five siblings to relocate from Holland to live in Australia.</p> <p>Hank and Bill Pragt were inaugural members of the Volunteer Fire Brigade and volunteer drivers for the Robinvale Ambulance. Jack Pragt was an inaugural member and early controller of the Robinvale State Emergency Service (SES). Jack was an active member of St. Vincent de Paul Society, assisting many people in need in the Robinvale community.</p> <p>Jack and Hank Pragt ran a successful Mobil Service Station in Euston, Pragt Brothers Garage, until Jack had a serious accident and they had to sell the business.</p> <p>Jack was also a Euston School bus driver, driving the school bus that serviced Euston and Robinvale schools.</p>
Preferred region	Robinvale
Reference	Lynn Tolley submission 17/11/2015 Marie Pragt Submission 25/07/2022
Classification	Commemorative
Compliant	Yes
Prominent Female	No <input type="checkbox"/> Indigenous <input type="checkbox"/> No <input type="checkbox"/> Status <input type="checkbox"/> Compliant <input type="checkbox"/>
Comments	Asset Naming Sub Committee approved this name on 22/03/2016

Proposed name	RIGGS
Details	Fred Riggs was a plasterer who assisted with the building of the original block homes in Robinvale. He was a pioneer of the area.
Preferred region	Robinvale
Reference	L H Ginn File No. 842602 Vol 04
Classification	Commemorative
Compliant	Yes
Prominent Female	No <input type="checkbox"/> Indigenous <input type="checkbox"/> No <input type="checkbox"/> Status <input type="checkbox"/> Compliant <input type="checkbox"/>
Comments	Asset Naming Sub-Committee approved this name on 09/11/04

Proposed name	WATTS
Details	Jim Watts was one of the first electricians in area. Barry and Greg Watts (a different family) both of whom are current residents, have contributed to Robinvale area through SES, Rotary, Scouts, Cricket, Football and Guides. If name is selected only deceased may be officially commemorated.
Preferred region	Robinvale
Reference	Greg Watts File No 842602 Vol 04 Fol 13
Classification	Commemorative
Compliant	Partial
Prominent Female	No <input type="checkbox"/> Indigenous <input type="checkbox"/> No <input type="checkbox"/> Status <input type="checkbox"/> partially compliant <input type="checkbox"/>
Comments	Asset Naming Sub-Committee approved this name on 09/11/04.

Swan Hill

Proposed name	ADAMTHWAITE				
Details	Dick Adamthwaite was a pioneer name in the district. He worked in the Ford Dealership. He was active in the Anglican Church.				
Preferred region	Swan Hill				
Reference	Names of the General Public(printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	ALBRECHT				
Details	Charles Albrecht was Secretary/Engineer for the Swan Hill Shire Council (based at Kerang) from 1870 to 1878 after which he continued as Secretary until the Lower Murray Riding successfully achieved severance. He then took up the position of Secretary/Engineer with the Castle Donnington Shire, a post he held until 1905. As Engineer, he inspected work over the extensive area of the Shire travelling by horse and gig, hiring a man to go with him and hold the end of his tape measure as required.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	BARKER				
Details	John Henry Barker was the first Pharmaceutical Chemist in Swan Hill. He came to Swan Hill in 1889 and opened his business premises in Campbell Street. He was a prominent member of the Murray Lodge of Freemasons of which he was a past Master. John passed away at 73 years of age.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	BIRD				
Details	Allan Bird 27 Years – Water Board – Deceased 15/07/1985				
Preferred region	Swan Hill				
Reference					
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	BLOOMFIELD				
Details	R. Bloomfield Rees in 1890 commissioned the building of a block of five two storey shop and residences, a structure currently being recreated at the Swan Hill Pioneer Settlement. He owned a property with a frontage to the Murray River, moving from Bendigo where he was a Chemist to become involved in farming. He was a keen advocate of bulk handling wheat long before it eventuated. He was the Member of the Legislative Council for the North Western Province for some time early this century.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	BOOTH				
Details	In memory of Fredrick Henry Booth and father Charles Fredrick Booth. Both were good community workers and were Life Members of ANA. Charles was a fireman from age 18 to 65 and both worked on wood carting for Swan Hill Hospital. Grandfather came to the Mallee aged 13 and lived rest of life in Swan Hill and father lived all his life here.				
Preferred region	Swan Hill				
Reference	Elaine Priest File No 842600 Vol 05 Fol 03				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04.				

Proposed name	BRYDON				
Details	Doug Brydon came to the Swan Hill area in the early 1920's and lived there for nearly 40 years. Charles Brydon was a wheat farmer and Councillor in South Riding for Swan Hill Shire. He was President of Shire from 1926 to 1927.				
Preferred region	Swan Hill				
Reference	Names of the General Public – 9/10/04 document				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04. Possible duplicate with similar Bryan Street. Also a Brydon Road in South West of LGA				

Proposed name	DAVEY				
Details	Geoff Davey was employed by Swan Hill City Council from 1960 until his retirement in 1985. He was originally in the Power House and then Maintenance Carpenter. He performed duties as Father Christmas at Pre-Schools and on Christmas Eve with a horse and cart in Campbell Street. In the 1920's his father Thomas Davey was a Blacksmith in Campbell Street.				
Preferred region	Swan Hill				
Reference	Mr Geoff Davey letter 11/11/04 File No 422806 Vol 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	DELANY				
Details	Gerald Delany was a Solicitor in Swan Hill for many years in partnership with Brian Delany. He went to Melbourne to practice and is now deceased.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	DIXION				
Details	William Ridley Dixon moved to Swan Hill in 1921 and worked in real estate for 45 years. He was president of the ANA lodge in the 1930s, a champion billiard player at the Swan Hill Club, prominent in cricket circles and umpiring. In the 1940's and 1950's he was a committee member at the Swan Hill Football Club and was made a life member of the Mid Murray Football League. He died in 1974				
Preferred region	Swan Hill				
Reference	Graham Dixon File No 842607 Vol 01 Folio 14				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	DOT NORTON				
Details	Dotty Norton was a pioneer in the theatre here in Swan Hill for decades. Well ahead of her time Dot, championed the arts and theatre with gusto till well into her 80s.				
Preferred region	Swan Hill				
Reference	"Let's Talk" 18 AUG 2022 Sysaid #287110. Mark Smith				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	B	Status	Approval Required
Comments	To be formally approved.				

Proposed name	EUNICE KENNEDY				
Details	<p>Eunice Kennedy OAM, 1916 – Deceased</p> <p>1992 OAM for service to those with intellectual disabilities and the community.</p> <p>2001 Awarded a Centenary Medal for long service to the community, including ageing, U3A and the Genealogical Society.</p> <p>1982 BPW Woman of the Year – Community Service</p> <p>Eunice was genuinely interested in change and progress and ensuring that these dynamics worked to the benefit of our community. She maintained a consistent and compassionate involvement with the community.</p> <p>Long-term commitment to the Lady Byrnes Centre for Intellectually Handicapped, dynamic leadership leading to the establishment of a school, workshop and residential accommodation.</p> <p>Led the establishment of Citizens' Advice Bureau providing free, independent, confidential and impartial advice.</p> <p>Prominent businesswoman who spent 5 years on the Chamber of Commerce, worked for the introduction of the Shopping Park and supported Swan Hill Pioneer Week.</p> <p>BPW Swan Hill. Developed a school leavers program, a school-to-work program, a careers seminar and supported many other successful innovations.</p> <p>Strong passion for ongoing education and recording history. Involved in transition of Dowling House Inc. from arts and crafts to adult education venue, establishment of U3A, compiled comprehensive history of BPW Swan Hill and active member of Oral History Group.</p> <p>Alcheringa Hostel. Auxiliary member and active volunteer. Member of Council-auspiced Committee for the Ageing.</p> <p>Active Uniting Church member.</p>				
Preferred region	Swan Hill				
Reference	"Let's Talk" 28 June 2022 Sysaid #287110. Helen Gell				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Approval Required
Comments	To be formally approved.				

Proposed name	HEIDORN				
Details	Hans Heidorn was the earliest settler, arriving in Swan Hill on the P.S. "Success" in 1872. He constructed a house in the swamp area known as Campbell Street near the Butter Factory. He was a builder by trade.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	HOWITT				
Details	Alfred William Howitt was engaged by the Victorian Government to search for the missing Burke and Wills, starting from their setting off point at Swan Hill. Howitt successfully found King, the sole survivor of the group of four, living with Aborigines at Cooper Creek, about where Innamincka is located today. He also located the remains of Burke and Wills and buried them there. On instruction, he later returned to the Cooper and recovered the remains of Burke and Wills, returning them to Melbourne where a state funeral was later attended by some 40,000 people.				
Preferred region	Swan Hill				
Reference	Richard Lawrence French File No 842607 Vol 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	IVY BELL				
Details	<p>A mainstay of the Swan Hill community, Auntie Ivy Bell had devoted much of her life to the needs of local Aboriginal people, through roles in welfare, health and justice. She brought patience and empathy to all she did, and provided a safe and loving home to those most vulnerable during her many years as a foster carer. In 1982, Ivy graduated with a degree in Applied Social Science, specialising in Aboriginal Welfare. She subsequently spent 10 years as a foster care worker and, over a 20-year period, fostered 16 children herself. Between 1990 and 2002, Ivy served as a volunteer on the Aboriginal community justice panel in Swan Hill, making herself available 24 hours a day to assist Aboriginal and Torres Strait Islander people taken into custody. A gifted artist, Ivy engaged new generations with Aboriginal culture through her work. Using traditional techniques, she carved emu eggs and produced striking charcoal drawings, which have been exhibited locally and around the state. Ivy was an enthusiastic champion of young local artists, some of whom have been shortlisted for Victorian Indigenous Art Awards with her support. Proactive in all she did, Ivy's keen understanding of the social justice issues affecting Aboriginal people earned her a reputation as an upstanding member of the local community. Committed to all she did, Ivy worked without the expectation of reward but in the hope of changing lives for the better. An inductee of the Aboriginal Honour Roll, Ivy died in 2013.</p>				
Preferred region	Swan Hill				
Reference	Let's Talk 2 June 2022 Sysaid #287110. Andrea Otto				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	Yes	Status	Approval Required
Comments	To be formally approved.				

Proposed name	JILL PATTENDEN				
Details	<p>1936-2021</p> <p>Jill gave outstanding and inspirational service to Swan Hill especially to the Aboriginal and refugee communities, Uniting Church, Theatre Group and BPW Swan Hill committing herself to bettering the life of others.</p> <p>Awards: SHRCC Citizen of the Year, MFC life member, Vic. Multicultural, BPW Australia.....</p> <p>Hands on, leader, active, tireless, persistent</p> <p>Lifelong volunteer and advocate for oppressed or disadvantaged people.</p> <p>Educated, enabled and empowered. Fostered reconciliation for all.</p> <p>Holistic approach. Physical, social and emotional support e.g. food, shelter, recreation and social activities for all ages. Connected families to Infant Welfare, immunisations, pre-school, schools, sporting groups, agencies and employment.</p> <p>Compassionate, caring, empathetic. Steadfast dedication and commitment</p> <p>Aboriginal</p> <p>Came here to train Aboriginal Educators for district schools.</p> <p>Developed and supported teaching of Aboriginal Core Curriculum</p> <p>Refugee</p> <p>Voluntarily assisted refugees and asylum seekers through English language classes, communicating with Government departments and aid agencies</p> <p>Resource person, on call to mainstream service providers and media</p> <p>Leader in establishing Harmony Day</p> <p>Community</p> <p>Adult Literacy, Community and Aboriginal welfare, Theatre group pianist, golf.</p> <p>Uniting Church</p> <p>Leader, skilful musician, elder, Parish Council Chairman, Community Issues group convenor, member of Mallee and Victorian governance committees.</p> <p>More details available.</p>				
Preferred region	Swan Hill				
Reference	Let's Talk 28 June 2022 Sysaid #287110. Helen Gell				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Approval Required
Comments	To be formally approved. Name not to be used until 2023 as there is now a two year requirement for person to have been deceased.				

Proposed name	JONES				
Details	Robert BRUCE Jones 1947 - 2016, was Mayor of Swan Hill Rural City. The Jones family farming enterprise 'Hastings Jones Pty Ltd' was a forerunner in large scale dairying and rotary dairy development, being the largest platform internationally for several years. Bruce was the instigator of the Weed Warrior campaign making a significant difference to the Swan Hill city environment. The Jones family were original selectors of land in the Murraydale area (Thomas Jones and Robert Hastings). The land for Tyntynder South School was donated by Jones family. He made a difference.				
Preferred region	Swan Hill				
Reference	Let's Talk 20 May 2022 Sysaid #287110. Joy Jones				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Approval Required
Comments	To be formally approved. There is currently a Jones Road in Natya area approximately 68km from Swan Hill, however, this is compliant with distance requirements and is unlikely to cause issues.				

Proposed name	KILMARTIN				
Details	My family originated in Swan Hill and still have family residing in the area. My mother's father came and took up land from when he was 17 or 18 years of age. He had land on the Jam Pot Rd just out of Lake Boga. He died in 1938 and is buried in Swan Hill. His name was Jack Kilmartin a mallee pioneer. I understand that the Historical Society use his picture when they have articles in the Swan Hill paper. I understand that Dr Major had a big photo of him outside where he had his surgery; the photo was taken in 1909, when my mother was born in the old hospital. My father was a steam engine driver in Swan Hill for 40 years. He met an untimely death in 1962 and is buried in Swan Hill also.				
Preferred region	Swan Hill				
Reference	Bill Stemmer				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 05/02/2013				

Proposed name	KRUGER				
Details	Wilhelm Charles Kruger arrived at Tyntynder at early 1900's where allotments were available. Summer Bushfires caused hardship and the settled in Kerang, returning to Swan Hill in 1919. Charlie built a brick house that still remains and opened Krugers Garage next door at 207 Campbell Street where he was a forge welder, welder engineer and mechanic. Rugby and Falcon Knights cars were also sold there. Wrestling and boxing ring was set up on the shed. Charlie passed away 1951				
Preferred region	Swan Hill				
Reference	Sysaid #203372 Asset Naming Submission 3 May 2021. Margaret Kruger				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Approval Required
Comments	To be formally approved.				

Proposed name	LAURA KIRBY				
Details	<p>1914 - Deceased</p> <p>1991 BPW Woman of the Year – Community Education</p> <p>Laura Kirby was an elder in both her Aboriginal and the whole Swan Hill community. An independent lady, a quiet strength for others, both black and white. A humble lady who educated and mentored many young people.</p> <p>Young Laura worked as a doctor's housekeeper then married and had 13 children.</p> <p>Lived on a Mission during the Depression. Very little money or available food, supplemented with damper, dripping and locally caught fish and animals.</p> <p>Taught Sunday School, formed a women's sewing group, ran a Homework Group in her home for Aboriginal children.</p> <p>1960's Laura led the development of Wandarrah Aboriginal Centre in the CBD. Taught poker work, carving of emu eggs and helped with classes for young Aboriginal girls in table setting and etiquette.</p> <p>1970's Inaugural Director of the Swan Hill Aboriginal Co-operative, a position she held for many years overseeing various important developments, including the Laura Kirby Health Centre.</p> <p>1980's faithful member of the Aboriginal Education Committee, making an outstanding contribution to the education of both Aboriginal and non-Aboriginal students, teaching her own history and culture within our schools.</p> <p>Longstanding involvement in the local Aboriginal Evangelical Fellowship and Baptist Church, taught Sunday School, organised church services and promoted study groups, earned her the respect of the community.</p> <p>More information available if required.</p>				
Preferred region	Swan Hill				
Reference	Let's Talk 6 June 2022 Sysaid #287110. Helen Gell				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	Yes	Status	Approval Required
Comments	To be formally approved. Name not to be used until 2023 as there is now a two year requirement for person to have been deceased.				

Proposed name	LILLY JACKSON				
Details	Beatrice Lilly Jackson, my grandmother had post office at Tyntynder, was oldest running at end. My mother was post mistress at settlement for 30 years in Cobb and co days. My grandmother also milked 200 cows on her own and ran shop in swan hill in David Stynes arcade. She donated the land for tyntynder central school and built them a hall. She was a hard working lady and passed at 66. Trixi lilly Dalton was her maiden name it would be a lovely tribute to her and my family.				
Preferred region	Swan Hill				
Reference	"Let's Talk" 18 AUG 2022 Sysaid #287110. Mark Brown.				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Approval Required
Comments	To be formally approved.				

Proposed name	LUCARDIE				
Details	John Lucardie commenced work with Council in 1961. John retired from Council in August 1991 after 30 years as a dedicated employee. John was also actively involved in many sporting groups and within the Catholic School and Parish communities. John passed away in November 1999.				
Preferred region	Swan Hill				
Reference	Mrs Rose Lucardie (wife) Letter 22/11/04 File No 422806 Vol 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	MALONE				
Details	Mr Patrick (Pad) Malone move from Mystic Park to Swan Hill in 1946-47 where he purchased a property at 72 Gray Street Swan Hill. Mr Malone served in the 8th Lighthorse regiment in the 1914-18 World War. His war record was documented in a book by Colin Heggen. He was also an active member in the Swan Hill RSL and the Swan Hill Football Club.				
Preferred region	Swan Hill				
Reference	Mrs Margaret Jirik File No 842607				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 24/10/06				

Proposed name	MCCORMICK				
Details	Allan McCormick was employed in 1960 as the librarian for the Swan Hill Regional Library bookmobile for 33 Years. He was instrumental in designing the first articulated trailer for bookmobile services and took library services into remote towns in the Swan Hill Shire Other organisations he was involved with include Swan Hill Lions Club, Swan Hill & District Highland Pipe Band (Life Member), Swan Hill National Theatre and Mid-Murray Football League Independent Tribunal.				
Preferred region	Swan Hill				
Reference	Letter – Mr McCormick 10/11/04 File No 422806 Vol. 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	TBC
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	MCLEOD				
Details	Marjorie McLeod, B.E.M, lived in one of two flats which have been replaced by business premises at 12 Rutherford Street, Swan Hill. She came to Swan Hill to join her husband who was employed with Local Government. She was a well known playwright, poet and theatrical producer and founded the Swan Hill National Theatre in 1943. She inspired the community to stage an annual Shakespeare Festival which continued for 30 years.				
Preferred region	Swan Hill				
Reference	Swan Hill Genealogical & Historical Society Letter dated 11/2/05				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 01/03/05				

Proposed name	MENSFORTH				
Details	Harry Mensforth was employed by Swan Hill City Council in September 1965. Harry retired from Swan Hill City Council in July 1992 after 27 years employment. Now Deceased				
Preferred region	Swan Hill				
Reference	Mr Harry Mensforth letter 13/11/04 File No 422806 Vol 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	O'CONNELL				
Details	Frank O'Connell came to Swan Hill in 1944 and purchased the Ford Dealership where he worked all his life. Frank also worked with the Donnington Golf Club. Frank passed away in 1979.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	PARFREY				
Details	<p>The Parfrey family has had a long standing association with the Swan Hill district. My Grandparents, Claude and Maisie Parfrey, owned and ran a small corner store on the corner of High and Everingham streets in the 1960's for at least 15 years. The shop itself has now been preserved at the Pioneer Settlement as "Kim's Hairdresser".</p> <p>My Grandmother was a quiet and giving person who was involved in many charities in Swan Hill when she was alive. She was very active in the Anglican Church in town and worked hard for the Laurel Club. She was also the Treasurer of the Swan Hill Blind Auxiliary. She was awarded Life Membership at the Swan Hill Football Club for her dedication to the club in running the canteen at all games. She ran the op shop under the old water tower in McCallum St., which raised funds for the local hospital and was made a Life Governor of the hospital in 1986.</p> <p>My Grandfather, Claude, supported my Grandmother so that she could assist the local community by working endless hours at the shop. He also supported the Swan Hill Football Club as a time keeper.</p>				
Preferred region	Swan Hill				
Reference	Sysaid #147263 Asset Naming Submission 15 May 2020. Ainslie Parfrey				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Approval Required
Comments	To be formally approved.				

Proposed name	PROCTOR				
Details	<p>Alexander Proctor was born in Scotland on 25/5/1898. He fought in the First World War as a Scottish Soldier for the Allies. He went off to war aged 16. He was also a Prisoner of War and still had shards of machine gun bullets in him until the day he died.</p> <p>After the War, Alexander Proctor aged 24 left Scotland on the Ship SS "Benalla" on 11/1/1923. He arrived in Melbourne on 22nd February 1923. After working briefly in Melbourne, moved to Murrabit to work on the railways and met his future wife Caterina Parmenter.</p> <p>Alexander and Caterina moved to Swan Hill in 1927. Alexander started work with the Swan Hill Shire in 1928 and worked for the Swan Hill Shire for 45 years until his retirement at age 75.</p> <p>Alexander and Caterina had five children and raised them all in Swan Hill. One of their homes was a house that is where Café 202 is now!</p> <p>Alexander was a grader driver and worked all around Swan Hill, Robinvale, Manangatang, Ouyen, Nyah West, Lake Boga – everywhere. (See attached maps) He was known for his hard work, being extremely meticulous with his work, honest, and loyal.</p> <p>Even upon Alexander's retirement, he was so well respected that the local shire Engineer (I believe Neville Beasley?) offered Alexander (aged 75) a job doing lawns etc for the Shire. However, Alexander was ready to retire.</p> <p>Unfortunately, not long after he retired, he was diagnosed with Dementia. He spent his later years in the newly created geriatric ward of the Swan Hill District Hospital (now the sub-acute area of the hospital).</p> <p>Alexander passed away on the 9/5/1983, just shy of 85 years old. He is buried in the Swan Hill District Cemetery along with his wife and 3 of his children. .</p>				
Preferred region	Swan Hill				
Reference	<p>Mr Alex Proctor letter 9/11/2004.</p> <p>Sysaid #290074 - Phil Joyce Asset Naming Submission 2022</p>				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	TBC
Comments	To be formally approved.				

Proposed name	QUEEN AGGIE				
Details	<p>Mrs Aggie Stewart was one of the most respected women to have carried the name of the Aboriginal race into our history books. She was the daughter of Jim & Sarah Crow of the Watti Watti tribe. Aggie was an only child, and she had very few playmates due to the rapid decline in the population in the area.</p> <p>Aggie led a traditional life-style, which was only slightly affected by European settlement in her later years.</p> <p>Fortunately for the Aboriginal people today, she passed some of her oral history on to a well-known member of the Swan Hill community, Mr Frank Stewart. Mr Stewart spent much of his school holidays with Aggie, after she married Harry Edwards. Harry was a member of the neighbouring Muti-Muti tribe. Aggie was in her early teens when the marriage took place, but Harry was many years her senior.</p> <p>Aggie changed her name to "Queen Aggie" after the turn of the century - it is believed that her title of Queen was added at the time of her official presentation to the State Governor at the opening of the local show.</p> <p>In November 1928, Aggie passed away at the age of 55. She was buried in the Swan Hill Cemetery, and a special tombstone was erected in her memory.</p>				
Preferred region	Swan Hill				
Reference	Sysaid #290073. Asset Naming Submission 2022 Debra Chaplin				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	Yes	Status	Compliant
Comments	To be formally approved.				

Proposed name	REES				
Details	Evan (Gordon) Rees was an early developer in Swan Hill. He built the Neath Flats on the corner of Beveridge and McCrae Streets Swan Hill.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	SALVATRICE MAROTTA				
Details	<p>1922 Italy – Deceased</p> <p>Over many years, Salva willingly gave her time, for the benefit of her fellow Italians, helping them to assimilate into a strange land and assisting them to better understand the language and thus enabling them to become great contributors to the economy of our district.</p> <p>Emigrated to Barham in 1933. Completed primary school. Taught 3 brothers Correspondence School.</p> <p>Moved to Moulamein. Mother hospitalised for six months, difficulty in communicating with Doctors and staff. Salva began life-long interpreting role for Italians.</p> <p>Moved to Lake Boga, then Swan Hill.</p> <p>1950's Salva sought to interpret at the Swan Hill Hospital, day or night, for new Italian immigrants.</p> <p>Assisted at the Baby Health Centre, particularly the Friday sessions for Italian mothers. Travelled to farms with Sister e.g. Robinvale and Kerang.</p> <p>Salva did all this whilst caring for her 3 children under 7 years, her husband, boarders, and a family of young foster children.</p> <p>1955 Swan Hill Doctors nominated Salva for Recognition of Service to the Italian community, was awarded a Hospital Life Governorship.</p> <p>Salva involved herself in community organisations including Meals on Wheels 23 years, Certificate of Recognition of Services St. Vincent de Paul, member of 3SH Women's Club, Technical School Canteen, Senior Citizens' Club, Committee for the Ageing, Hospital Trolley 12 years. With husband Paul, established the Italian Senior Citizens' Club and volunteered at the Italian Club.</p>				
Preferred region	Swan Hill				
Reference	"Let's Talk" 28 June 2022 Sysaid #287110. Helen Gell				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Approval Required
Comments	To be formally approved.				

Proposed name	SHIPP				
Details	Jonathon Shipp conducted a variety of businesses in Swan Hill for many years from about 1893. An advertisement in 1912 listed Mr. Shipp as a fruiterer, caterer, confectioner, greengrocer, general carrier and cab proprietor. He was also owner of the Swan Hill Aerated Water and Cordial Factory from which more than 50 flavours of soft drinks could be obtained. A well known facility he provided was Shipp's Open Air Picture Theatre.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				
Proposed name	SILK				
Details	William Silk conducted a drapery shop for about 20 years from about 1911, in Campbell Street, two doors south of the Post Office.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	STEMMER				
Details	Sarah Stemmer's family has lived in Swan Hill since 1905. Mrs Stemmer died at 95 years of age in 2001. Her husband worked on railways for 40 years as a driver.				
Preferred region	Swan Hill				
Reference	Bill Stemmer File No 842607 Vol 01 Folio 16				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Proposed name	STUTLEY				
Details	Alfred William Stutley was born in Adelaide in 1852 and worked as a coachman before moving to Swan Hill about 1890. Mr Stutley spent most of his time in the Swan Hill Area as a cartage contractor, employed during the building of the Little Murray Weir and during one flood, was employed to car soil for levees on Pental Island. During wet seasons another task was to cart sawdust to the muddy main street of Swan Hill for the construction of temporary walkways from one side of the street to the other. In 1909, Mr Stutley purchased the p.s "Little Ruby".				
Preferred region	Swan Hill				
Reference	Sysaid #191988				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Council Meeting approved this name on 16/11/2010				

Proposed name	SULLIVAN				
Details	W.G.R. Sullivan came to Swan Hill for a pre-war partnership in a dental clinic with brother-in-law L.C. Cato.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	THEYERS				
Details	Mr W Theyers was Shire President prior to the formation of Shire of Swan Hill.				
Preferred region	Swan Hill				
Reference	Names of the General Public (printed from Ausinfo EDMS)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Proposed name	VERA				
Details	Vera Frame was the woman behind Frames Plumbing. She was the first of her family born in Australia, Swan Hill, in 1926 after her parents and older sister made the voyage from England. She settled and raised 5 children in Swan Hill while supporting her husband, Les Frame, in establishing his very successful plumbing business. She was an avid member of the RSL, Red Cross, Mothers Union and many committees as her children went through school. A very community minded lady, she passed away peacefully at her Stradbroke Avenue home in 1998.				
Preferred region	Swan Hill				
Reference	Let's Talk 14 May 2022 Sysaid #287110. Casey Simmonds				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	Yes	Indigenous	No	Status	Approval Required
Comments	To be formally approved.				

Proposed name	WOODBURN				
Details	Robert Woodburn commenced work with Swan Hill Waterworks Trust in February 1966 which then became Swan Hill Water Board. He was one of the first employees to lay PVC pipes in Mellor Grove Swan Hill. In 1971 he became plant operator in the filtration plant for 15 years when he then became assistant to the new plant operator. He retired in November 1990 and passed away 2018.				
Preferred region	Swan Hill				
Reference	Mr Robert Woodburn summary				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 28/9/04				

Tyntynder

Proposed name	DERRICK				
Details	Mr Bill Derrick selected a block of land on Neimann Road after his return from France in 1918. In the family were seven children. He cleared hundreds of box stumps after felling the heavy timber he then planted grape vines and orange trees. In 1937 his brother Charlie took over Block 3. Another brother Phillip owned and lived on Block 2.				
Preferred region	TYNTYNDER				
Reference	Mr. W. Derrick File No: 842603 Vol. 01				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

Woorinen

Proposed name	MANSON				
Details	John Adrian Mason as a returned British Soldier bought land at Woorinen after world war 1. Two crown lots 43 & 43B now 67 Goodman Rd. He farmed there until he listed with AIF in WWII but was invalided home and the share farmed until his death in 1957. My sister Mary and I grew up and attended Woorinen Nth State School and Swan Hill High School. Our mother Ada Manson nee MsQueen lived and worked in the district for 70 years up until her decline and removal to Bendigo Lily Lodge where she died 1999. My fathers name was on the honour roll at Woorinen Soldiers Hall.				
Preferred region	WOORINEN				
Reference	Dorothy Price nee Manson				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 05/02/2013				

Proposed name	RIDGEWAY				
Details	Emile Ridgeway signed up for active service in 1916 and was wounded in action. In 1918 he was transferred to the Machine Gun Battalion until he returned home in 1919. He passed away in 1938.				
Preferred region	WOORINEN				
Reference	Mr Bob Ridgeway File No 842600 Vol 04 Fol 47 (also mentioned in 842603 Vol 01 Folio 16)				
Classification	Commemorative				
Compliant	Yes				
Prominent Female	No	Indigenous	No	Status	Compliant
Comments	Asset Naming Sub-Committee approved this name on 09/11/04				

SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION

C.22.19 SIGN & SEAL REPORT

Responsible Officer: Chief Executive Officer

Attachments: Nil.

Declarations of Interest:

Scott Barber - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The following documents and agreements have been signed and sealed by the Councillors and the Chief Executive Officer on the respective dates. Those actions require the ratification of the Council.

Discussion

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.

The following documents were signed and sealed since the last Council meeting:

No.	Document Type	Document Description	Date signed/ sealed
1117	Regional Airport Funding RAP 1 Variation (RAP 1000074) to include internal road, includes extension of completion date.	Between Swan Hill Rural City Council and the Commonwealth of Australia (Department of Industry, Science and Resources)	18/10/22
1118	Acquisition of Land – 4332 Sea Lake – Swan Hill Road Ultima	Between Swan Hill Rural City Council and GrainCorp Operations	18/10/22

Note: A Section 173 Agreement is a typically a contract between the Council and a landowner that places use or development restrictions on the land.

They are intended to ensure compliance with conditions contained in permits granted by the Council and are often used in subdivision matters. These agreements are named after Section 173 of the Planning and Environment Act 1987.

Conclusion

Council authorise the signing and sealing of the above documents.

Recommendation

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

147/22 Motion

MOVED Cr Jeffery

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

SECONDED Cr Moar

The Motion was put and CARRIED

C.22.20 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS

Responsible Officer: Chief Executive Officer
File Number: S15-05-06
Attachments: 1 Record of attendance

Declarations of Interest:

Scott Barber - as the responsible officer, I declare that I have no disclosable interests in this matter.

Summary

The following report provides attendance details of Councillor Assemblies on a monthly basis.

Discussion

Whilst Minutes have not been recorded, Agenda items and those in attendance are reported and presented to Council.

An assembly of Councillors is defined as a meeting that is planned or scheduled at which at least half of the Council and one Officer are in attendance, and where the matters being considered that are intended or likely to be the subject of a Council decision.

No formal decisions can be made at an assembly but rather direction can be given that is likely to lead to a formal decision of Council.

Details of the most recent assemblies of Council are attached.

Consultation

Not applicable.

Financial Implications

Not applicable.

Social Implications

Not applicable.

Economic Implications

Not applicable.

DECISIONS WHICH NEED ACTION/RATIFICATION

15 November 2022

Environmental Implications

Not applicable.

Risk Management Implications

Not applicable.

Council Plan Strategy Addressed

Leadership - Bold leadership, strong partnerships and effective advocacy.

Options

Council Assemblies are reported to ensure good governance and transparency.

Recommendation

That Council note the contents of the report.

148/22 Motion

MOVED Cr King

That Council note the contents of the report.

SECONDED Cr McKay

The Motion was put and CARRIED

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
25 October 2022 at 1.30pm, Swan Hill Town Hall – Council Chambers

AGENDA ITEMS

- Low Density Residential Strategy
- Pioneer Settlement Activation Project
- Aged Care update
- Go North Arts Festival
- Child Safe Policy
- Lease and Licence Policy

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Nicole McKay
- Cr Bill Moar
- Cr Stuart King
- Cr Ann Young
- Cr Les McPhee

Apologies

- Cr Chris Jeffery

Leave of Absence

- Cr Jade Benham

OFFICERS

- Scott Barber, Chief Executive Officer
- Svetla Petkova, Director Infrastructure
- Bhan Pratap, Director Corporate Services
- Heather Green, Director Development and Planning
- Kate Jewell, Development Manager
- Dione Heppell, Liveability and Project Development Coordinator

Other

Nil

CONFLICT OF INTEREST

Nil

COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA
08 November 2022 at 1.00pm, Swan Hill Town Hall – Council Chambers

AGENDA ITEMS

- Service Performance report targets
- Murray Darling Basin Authority presentation
- Domestic Animal Management Plan
- Asset Naming
- Swan Hill Riverfront new projects
- Debt Collection Policy
- MAV Regional Groupings Review Options Paper
- Mayoral Election Discussions

ADDITIONAL ITEMS DISCUSSED

- On Farm Accommodation

ATTENDANCE

Councillors

- Cr Nicole McKay
- Cr Bill Moar
- Cr Stuart King
- Cr Ann Young
- Cr Les McPhee

Apologies

- Cr Chris Jeffery

Leave of Absence

- Cr Jade Benham

OFFICERS

- Scott Barber, Chief Executive Officer
- Svetla Petkova, Director Infrastructure
- Bhan Pratap, Director Corporate Services
- Heather Green, Director Development and Planning
- Helen Morris, Organisational Manager
- Kelsey Corrie, Public Health and Regulatory Coordinator
- Nathan Keighran, Economic Development Coordinator
- Dione Heppell, Liveability and Project Development Coordinator
- Laura O'Dwyer, Enterprise Assets Manager
- Jacinta Chaplin, Aboriginal Community Development Officer

Other

- Andrew Kremor, Murray Darling Basin Authority

CONFLICT OF INTEREST

Nil

SECTION D – NOTICES OF MOTION

D.22.6 REQUEST FOR SAFETY UPGRADES FOR DANGEROUS SWAN HILL INTERSECTIONS

Having given due notice, **Councillor Nicole McKay MOVED that:**

Council write to the Victorian Minister for Roads and Road Safety, The Honourable Ben Carroll, in regard to two intersections (1. Murlong Street and McCallum Street C246 intersection; and 2. The Gray Street and Campbell Street, Murray Valley Highway B400 intersection) in the City of Swan Hill that are of grave concern to our community due to safety risks. Both intersections involve busy State roads and our residential and educational zones.

Preamble

1. The Murlong Street and McCallum Street (C246) intersection is in urgent need of infrastructure improvements to make the intersection safe for pedestrians and vehicles.

The intersection of Murlong Street and McCallum Street, (the Sea Lake-Swan Hill Road, C246), is a through route for a growing outlying suburb of Swan Hill, and busy State road with heavy traffic. This intersection sits midway between three primary schools, and two kindergartens. The vehicle traffic is at a high level, with more than 4200 vehicles per day including 229 trucks (2016). Traffic volumes peak during school drop-off (8-9am) and pick-up times (3-5pm).

It is extremely difficult for vehicles to cross the state road, McCallum Street/Sea Lake-Swan Hill Road (C246), from Murlong Street during these times. Public traffic count is 4100 vehicles including 380 trucks on this state-owned road.

For an ever-growing number of children and families who are pedestrians, the intersection is a logistical and safety nightmare.

Council request that the State Government, the body responsible for the Sea Lake-Swan Hill Road (C246) assess the safety of the intersection, and implement design changes, potentially pedestrian light crossings, to enable safe traffic management at busy times.

2. The Gray Street and Campbell Street, (Murray Valley Highway, B400) urgently requires infrastructure improvements to enable safe management of vehicles at the intersection for many of the 4130 vehicles per day including 453 trucks (2017).

The Murray Valley Highway has increasingly high volumes of traffic, estimated traffic volume on Campbell Street is 12,000 vehicles per day with 1400 trucks, for this state-owned road.

Department of Transport estimated traffic volumes were viewed on 10 November 2022 at:

- <https://vicroadsopendata-vicroadsmaps.opendata.arcgis.com/datasets/traffic-volume/explore?location=-35.349277%2C143.563339%2C17.65>
- <https://vicroadsopendata-vicroadsmaps.opendata.arcgis.com/datasets/traffic-volume/explore?location=-35.341480%2C143.546654%2C18.38>

It is well recognised that it is extremely difficult for vehicles attempting to turn onto, or cross the highway, to find a safe way to do so. The traffic volumes are increasing and will continue to increase as the town grows and the commuter town of Lake Boga also grows. Being a State Highway in a high food production area, the intersection is subject to large volumes of heavy traffic.

The intersection is a high priority for infrastructure and safety upgrades.

Council request that the State Government, the body responsible for the Murray Valley Highway (B400), assess this intersections and implement design changes and infrastructure upgrades enable safe traffic management.

Both of these intersections are increasingly difficult to navigate. Both are at risk of resulting to harm to our community. Prevention is far better than remediation. Council strongly encourages the Minister for Roads and Safety, the Honourable Ben Carroll, to expedite plans for safety improvements to these intersections.

149/22

MOVED Cr McKay

Having given due notice, **Councillor Nicole McKay MOVED that:**

Council write to the Victorian Minister responsible for Roads and Road Safety, in regard to two intersections (1. Murlong Street and McCallum Street C246 intersection; and 2. The Gray Street and Campbell Street, Murray Valley Highway B400 intersection) in the City of Swan Hill that are of grave concern to our community due to safety risks. Both intersections involve busy State roads and our residential and educational zones.

SECONDED Cr King

The Motion was put and CARRIED

SECTION E – FORESHADOWED ITEMS

SECTION F – URGENT ITEMS NOT INCLUDED IN AGENDA

SECTION G – TO CONSIDER & ORDER ON COUNCILLOR REPORTS

Cr Stuart King list events / meetings

Date	Organisation / Group	Details (if relevant)
2/11/22	Swan Hill Primary School	Invited to speak with Grade 6 classes about the role of Local government in the context of the 3 layers of Government in Australia
4/11/22	Rail Freight Alliance	Ordinary Meeting - nothing significant to report. AGM will be held in Feb 2023.
14/11/22	Swan Hill Clontarf Awards Night	Annual Awards Night. Presented the SHRCC Award

Cr Les McPhee list events / meetings

Date	Organisation / Group	Details (if relevant)
19/10/2022	Woorinen Progress Assoc	AGM & monthly meeting
21/10/2022	Seniors Citizens Week	Presentation
24/10/2022	Incident Control Centre	Information session
2/11/2022	NWMA	Regional grouping review
9/11/2022	Piangil Community Group	Meeting
12/11/2022	Coffee with a Councillor	Lake Boga Cafe

Cr Nicole McKay list events / meetings

Date	Organisation / Group	Details (if relevant)
24/10/22	Swan Hill Incorporated Meeting and AGM	Murray Downs
24/10/22	Incident Control Centre Meeting	Swan Hill Town Hall

Cr Bill Moar list events / meetings

Date	Organisation / Group	Details (if relevant)
	Various Community Meetings re: Floods	Beverford Swan Hill Town Hall Robinvale
11/11/2022	Remembrance Day at the Cenotaph	Wreath
02/11/2022	North West Municipality Association (NWMA)	

Cr Ann Young list events / meetings

Date	Organisation / Group	Details (if relevant)
24/11/2022	Incident Control Meeting	
24/11/2022	Lake Boga Inc	
12/11/2022	Coffee with a Councillor	Lake Boga

SECTION H – IN CAMERA ITEMS

Nil.

There being no further business the Mayor, Councillor McPhee closed the meeting at 3.22pm.