



Minutes

Scheduled Council Meeting

Tuesday 19 May 2026

to be held at 2:00 PM

Council Chambers

Swan Hill Town Hall

53 – 57 McCallum Street, Swan Hill. VIC 3585

Public Access

Open to the public and live streaming from
Council's website: www.swanhill.vic.gov.au



Vision Statement

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

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.

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1 Procedural Matters

1.1 Welcome

Mayor, Councillor Cr King assumed the chair and declared the Scheduled Council Meeting - 19 May 2026 open at 2:10 pm

1.2 Acknowledgement Of Country

Mayor, Councillor Cr King 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."

1.3 Opening Declaration

Cr Broad 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."

1.4 Apologies / Leaves of Absence

CM 2026/44 Motion

MOVED Cr Broad

That Council accept the apology from Cr Les McPhee.

SECONDED Cr Englefield

The Motion was put and CARRIED 6 / 0

1.5 Directors / Officers Present

Scott Barber, Chief Executive Officer
Leah Johnston, Director Infrastructure
Michelle Grainger, Director Development and Planning
Camille Cullinan, Acting Director Community and Cultural Services
Stephen Fernando, Director Corporate Services
Sharon Lindsay, Executive Assistant
Tamara Matthews, Executive Support
Ash Free, Finance Manager
Helen Morris, Organisational Development Manager
Peter Ross, Engineering and Special Projects Manager

1.6 Confirmation of Minutes

1.6.1 Confirmation of Minutes

Recommendation/s

That the minutes of the Scheduled Council Meeting held on Tuesday 21 April 2026 and the Unscheduled Council Meeting on Tuesday 28 April 2026 be confirmed.

CM 2026/45 Motion

MOVED Cr Jennings

That the minutes of the Scheduled Council Meeting held on Tuesday 21 April 2026 and the Unscheduled Council Meeting on Tuesday 28 April 2026 be confirmed.

SECONDED Cr Broad

The Motion was put and **CARRIED 6 / 0**

1.7 Disclosures of Conflict of Interest

Cr Rogers declared an indirect conflict of interest in item 2.4 due to a close association.

1.8 Joint Letters and Reading of Petitions

Nil.

1.9 Public Questions Time

Nil.

1.10 Open Forum

Nil.

2 Officer Reports for Decision

2.1 2026-27 Draft Budget

Directorate: Corporate Services

File Number: S15-06-20

Purpose: For Decision

Council Plan Strategy Addressed

6. Transparency and Effectiveness – Ensuring Council is open, accountable and responsive, with services and decision-making that reflect community expectations.

Objective 6.2: Strengthen Council's internal capability, resources, systems and financial sustainability.

6.2.4 Maintain long-term financial sustainability.

Current Strategic Documents

Budget

Declarations of Interest

Council Officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

Summary

This report presents Council's Draft Budget in accordance with Section 94 of the Local Government Act 2020 (the Act), Council is required to prepare and adopt an Annual Budget by 30 June each year.

The Draft 2026-27 Budget has been developed to meet this legislative requirement and outlines Council's proposed financial position, service delivery priorities, capital works program, and fees and charges for the coming financial year. These documents have now been prepared in draft and are proposed for release to the community for comment, prior to their finalisation and adoption.

Discussion

The Draft Budget 2026-27 is from 1 July 2026 to 30 June 2027 and is prepared in accordance with the Model Budget supplied by Local Government Victoria, the Local Government Act 2020, as well as Australian Accounting Standards.

The Budget includes the following financial statements in accordance with the Model Budget, the Act, and the Local Government (Planning and Reporting) Regulations 2020:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity

- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

Additionally, the Budget includes information about the rates and charges to be levied, as well as other financial information which informs the reader of Council's financial allocations and position. Also included are the Draft Fees and Charges Schedule.

The 2026-27 Draft Budget incorporates a 2.75 percent increase in general and municipal rates and charges, which is a reduction from 3 percent for the current financial year and less than current inflation and the Consumer Price Index.

This rate increase is in line with the state government's Fair Go Rates System (FGRS) and was announced by the (then) Minister for Local Government Nick Staikos on 23 December 2025.

Victoria's rate cap limits how much Council can increase rates, and it has been consistently set below the rate of inflation. Over the past five years, costs have increased by about 28%, while rates have only increased by around 16%. This gap places ongoing pressure on service levels and the long-term renewal of community assets such as roads, parks and buildings. This is an ongoing challenge for Council and its ability to maintain and enhance services at expected community standards.

Consultation

The Draft Budget has been prepared following consultation in accordance with Council's community engagement policy. Council Community Engagement Policy lists the Budget under the participatory engagement approach.

Historically the Local Government Act 1989 required councils to publish a draft budget for community feedback following its development (usually in May each year). This created significant challenges for community feedback to be meaningfully incorporated into the budget as, by that stage of the process, the budget was largely set and changes difficult to manage at such a late stage. Changes made in the Local Government Act 2020 have meant that budget engagement can now be undertaken with community at the start of the budget development process, when community feedback can meaningfully inform budget decisions. This change has allowed for Council to move its engagement to October-November, to better inform all parts of the annual planning and budget process.

For the 2026-27 Budget, Council has adopted the process of engaging with our community prior to budget development. Community engagement was undertaken from 2 October to 7 November 2025, to gather community feedback to inform the development of the 2026-27 Annual Budget. Council requested the community to provide budget ideas/projects via submissions to its community engagement platform "Let's Talk". Nineteen submissions were received, with five submitters presenting their budget request to the December 2025 Council Meeting for consideration. These submissions were important inputs to the budget development and ensure the Council remains informed on issues important to our community.

To ensure the community is informed about the budget development, Council Officers recommend releasing the Draft Budget for public review and invite comments from the community via the Let's Talk platform on Council's website. The Draft Budget will be made available at <https://letstalk.swanhill.vic.gov.au/>. Printed copies of the document will also be made available at the Swan Hill and Robinvale customer service locations. Comments are invited on the Let's Talk website and all comments received will be provided to Councillors for consideration ahead of the Council meeting to adopt the Budget on 16 June 2026.

Financial Implications

The Draft Budget 2026-27 details the finances and resources required to deliver the identified works and services. Details of the items highlighted in the table below are contained in the notes to the financial statements:

Information		\$ million
Total Income (rates, charges, user fees and grants)		\$74.57
General Rates and Service Charges (general rates within the rate cap of 2.75%)		\$36.08
Total Operating Expenditure (OPEX)		\$64.55
Net Results for the Budget Year		
- Rates Determination Result – Surplus (overall cash movements)		\$0.07
- Operating Position - Surplus (accounting result incl. capital grants)		\$10.02
- Underlying Result - Deficit (total revenue excl. non-recurrent capital grants less opex)		\$(1.48)
Significant Expenditure items:		
- Employee Costs		\$24.06
- Materials & Services		\$19.97
Provision for Asset Renewals (depreciation)		\$17.17
Repayment of Debt		\$0.23
Forecast Borrowings as at 30 June 2027		\$0.70
Total Capital Works (CAPEX)		\$36.02
- Renew existing assets (to their "as new" condition)		\$22.65
- New assets		\$5.35
- Upgrade of assets (combination of renewal and new) (further details in Note 4.5 of attached statements)		\$8.02
Total Capital Funding		\$36.02
- Grants (not all grants have been confirmed)		\$13.62
- Contributions		\$0.27
- Reserves		\$10.41
- Current Year Revenue		\$11.72
Largest CAPEX and OPEX by service;	CAPEX	OPEX
- Transport and Roads	\$12.54	\$4.15
- Recreation	\$8.87	\$2.73
- Urban Amenity and Safety	\$4.13	\$2.78
- Waste	\$0.79	\$5.84

Social Implications

Council's Budget covers all aspects of Council operations and therefore impacts economic, social and environmental outcomes.

Economic Implications

Council's Budget covers all aspects of Council operations and therefore impacts economic, social and environmental outcomes.

Environmental Implications

There are budget allocations within the Draft Budget that undertake a commitment towards funding appropriate environmental initiatives.

Risk Management Implications

By adopting this budget, Council is attempting to manage financial risk by setting the parameters of its financial commitments and undertakings.

Attachments: 1. Draft F Y 27 C Mv 2 [2.1.1 - 115 pages]

Options

1. Council to adopt an Annual Budget by 30 June each year as required by the Local Government Act 2020.

Recommendation/s

That Council:

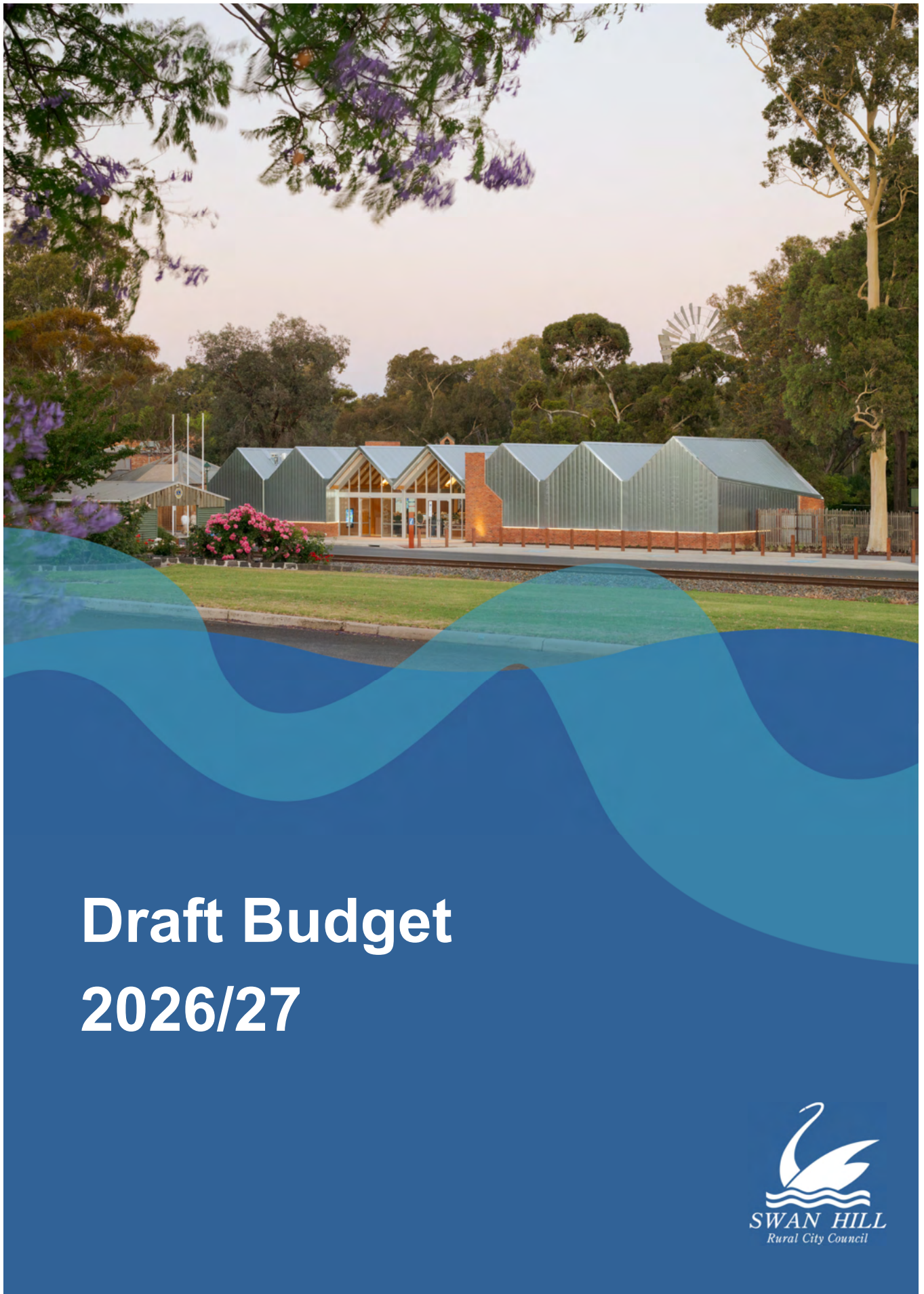
1. **Note the Draft 2026-27 Budget (including proposed fees and charges) included in Attachment 1.**
2. **Gives public notice of the Draft Budget 2026-27 and make available for public inspection the information required by the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.**
3. **Displays the Draft Budget 2026-27 at Council's Swan Hill and Robinvale offices and on Council's website and invite comments on the Proposed Budget from Wednesday 20 May 2026 to Tuesday 02 June 2026.**
4. **Authorises the Chief Executive Officer to undertake minor editorial changes to the Draft Budget 2026-27 if required.**
5. **Note the general rate and differential rates incorporated into the Draft Budget 2026-27, which are subject to the final revaluation figures to be received from the Valuer General Victoria.**
6. **Note the Service Charges under Section 162 of the Local Government Act 1989.**
7. **Note the Fees and Charges Schedule detailed in the document.**

CM 2026/46 Motion**MOVED Cr Thornton****That Council:**

- 1. Note the Draft 2026-27 Budget (including proposed fees and charges) included in Attachment 1.**
- 2. Gives public notice of the Draft Budget 2026-27 and make available for public inspection the information required by the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.**
- 3. Displays the Draft Budget 2026-27 at Council's Swan Hill and Robinvale offices and on Council's website and invite comments on the Proposed Budget from Wednesday 20 May 2026 to Tuesday 02 June 2026.**
- 4. Authorises the Chief Executive Officer to undertake minor editorial changes to the Draft Budget 2026-27 if required.**
- 5. Note the general rate and differential rates incorporated into the Draft Budget 2026-27, which are subject to the final revaluation figures to be received from the Valuer General Victoria.**
- 6. Note the Service Charges under Section 162 of the Local Government Act 1989.**
- 7. Note the Fees and Charges Schedule detailed in the document.**

SECONDED Cr Broad

The Motion was put and CARRIED 6 / 0



Draft Budget 2026/27



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Mayor and CEO introduction

We are pleased to present the 2026/27 Budget for the Swan Hill Rural City municipality and the communities we serve.

This budget builds on another productive year of delivering important infrastructure and community improvements across our municipality. Council continues to provide more than 70 essential services that support the health, wellbeing and liveability of our community - ranging from libraries and maternal and child health, to waste management, advocacy, environmental initiatives and youth services. Alongside this, we are delivering a significant capital works program focused on practical outcomes that improve everyday life.

Council has recently adopted several key strategic documents, including our four-year Council Plan and Community Vision, Youth Strategy, Strategic Asset Management Plan, and 10-year Financial Plan. These, together with new strategic pillars, provide a clear framework to guide future planning, investment and service delivery. Earlier and more meaningful community consultation this year has also helped shape the Budget, ensuring local priorities are better reflected in our decision making.

Council continues to operate in a significantly constrained financial environment shaped by state and federal policy settings that directly impact our financial capacity. Federal Financial Assistance Grants have declined over time from around 1% to approximately 0.5% of taxation revenue, representing an almost \$10 million per annum loss to Council. Despite ongoing advocacy across the local government sector, this decline has not been reversed. In addition, increasing cost shifting from other levels of government continues to place further pressure on Council, as responsibilities are transferred without equivalent funding.

At the same time, Victoria's rate cap limits how much Council can increase rates, and it has been consistently set below the rate of inflation. Over the past five years, costs have gone up by about 28%, while rates have only increased by around 16%. This gap places ongoing pressure on service levels and the long-term renewal of community assets such as roads, parks and buildings. By comparison, our direct cross-border neighbouring council has had rate rises that have kept up more closely with the cost of living. These combined factors continue to challenge Council's ability to maintain and enhance services at expected community standards.

The 2026/27 Budget delivers a \$36 million capital works program, including:

- Major infrastructure works such as the Karinie Street Reconstruction and upgrades to the Swan Hill stormwater network.
- Continued investment in Robinvale, including drainage improvements, CBD works, riverfront masterplan implementation and a new off-leash dog park.
- Significant regional projects on Pental Island, including the foot bridge, cultural tourism development and native seedbank nursery.
- Upgrades to key community and recreation facilities, including the Swan Hill Showgrounds sports precinct, Lake Boga sporting complex, recreation reserve lighting and irrigation improvements.
- Enhancements to public spaces and amenity, including Swan Hill CBD beautification works, public toilet renewals, and new mooring platform at Riverside Park.
- Environmental and sustainability initiatives such as the FOGO kerbside service rollout and Neighbourhood Battery Program.

- Community-focused projects including the Robinvale Community Arts Centre renewal, Pioneer Settlement rotunda works, and implementation of local community plans.

Council will also continue progressing important strategic initiatives, including housing supply and the delivery of key masterplans across the municipality, alongside ongoing investment in road renewal and critical infrastructure to ensure safe, connected and resilient communities.

This Budget has been developed in line with the Victorian Government's rate cap of 2.75 per cent, and Council has again chosen not to seek a variation. Instead, we are focusing on managing rising costs through ongoing efficiency improvements while continuing to deliver high-quality services and infrastructure for our community. Our strong track record in securing external funding reflects careful planning and strong project readiness, positioning Council well to attract continued State and Federal investment.

We encourage residents to take the time to review the draft Budget and share their feedback via our Let's Talk platform at <https://letstalk.swanhill.vic.gov.au/> by Tuesday, 2 June 2026. Community input is an important part of shaping our Budget, and we welcome all comments.

Council is looking forward to achieving the objectives set out in the 2026/27 Budget and continuing the positive growth within the municipality.

Councillor Stuart King
Mayor

Scott Barber
Chief Executive Officer

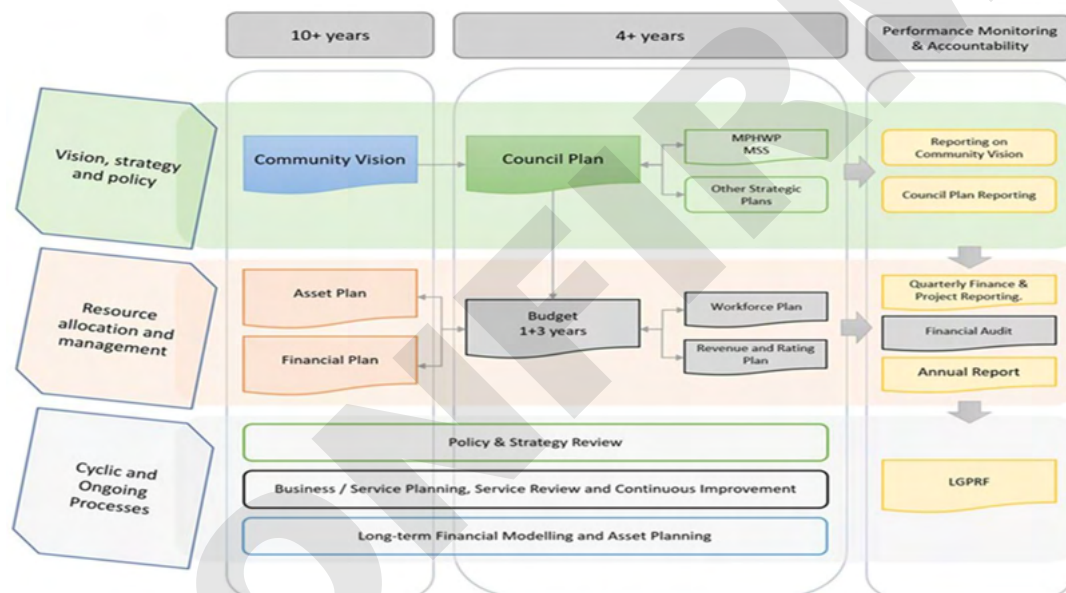
Key statistics	2025/26 Forecast \$'000	2026/27 Budget \$'000
Total operating expenditure	62,869	64,551
Comprehensive operating surplus	8,647	10,024
Underlying operating surplus/(deficit)	(5,221)	(1,476)
Rates determination result	1,165	65
Capital works program	34,512	36,017
Funding the capital works program:		
Grants	14,595	13,618
Contributions	76	276
Council cash	19,841	22,123

1. Link to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term, medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

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



Source: Department of Environment, Land, Water and Planning

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

1.1.2 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services - such as animal management, local roads, food safety and statutory planning - most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore, councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

1.2 Our purpose

Our vision

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.

Our mission

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

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.
- **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 and providing facilities.

1.3 Strategic objectives

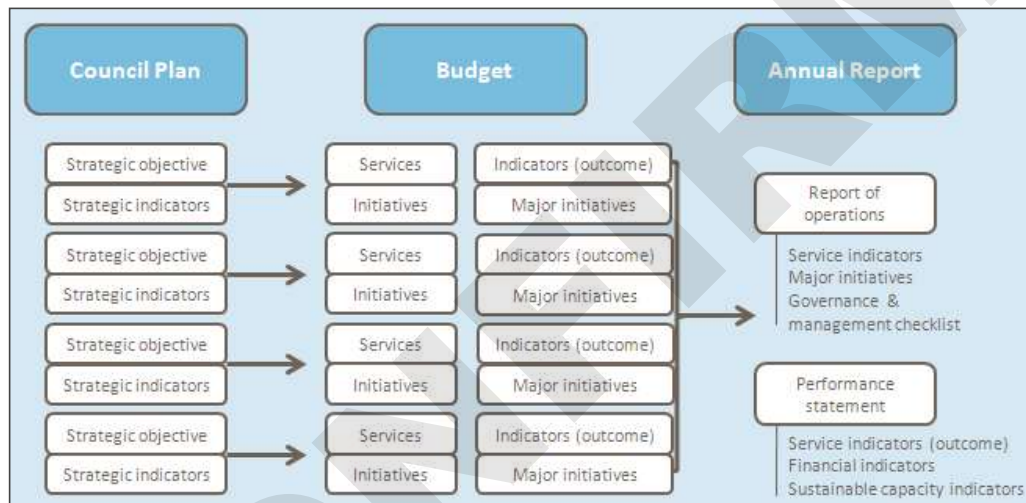
Council delivers services and initiatives under 27 major service categories. Each contributes to the achievement of strategic initiatives within the one of the six Strategic Pillars as set out in the Council Plan 2025-29. The following table lists the six Strategic Pillars as described in the Council Plan.

Strategic Objective	Description
1. Growth and Development	Building a resilient local economy, supporting businesses and attracting investment for a thriving future.
2. Community and Liveability	Creating inclusive, connected communities with opportunities for everyone to learn, participate and feel proud of where they live.
3. Health and Wellbeing	Promoting healthy lifestyles, accessible services and safe environments that support wellbeing at every stage of life.
4. Environmental Sustainability	Protecting local land and resources while supporting communities to adapt and thrive in a changing climate.
5. Infrastructure	Investing in roads, facilities and public spaces that meet community needs and support growth into the future.
6. Transparency and Effectiveness	Ensuring Council is open, accountable and responsive, with services and decision-making that reflect community expectations.

2. Services and initiatives and service performance outcome indicators

This section provides a description of the services and initiatives to be funded in the budget for the 2026/27 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations.

Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the budget and report against them in its Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Environment, Land, Water and Planning

2.1 Strategic Objective 1 – Growth and Development

Building a resilient local economy, supporting businesses and attracting investment for a thriving future. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided			
Building and planning statutory services	Provide statutory planning services including processing all planning applications, providing advice and making decisions about development proposals that require a planning permit. Represent Council at the Victorian Civil and Administrative Tribunal where necessary. Monitor Council's Planning Scheme and prepare major policy documents shaping the future of the municipality. Provide statutory building services to the community, including processing building permits, emergency management responsibilities, fire safety inspections, swimming pool barrier audits and complaints, and illegal building works investigations.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	1,106	1,271	1,537
	Capital Expenditure	-	-	-
	Revenue	(483)	(349)	(317)
	NET	623	922	1,220
Caravan parks	Provide and maintain caravan park facilities to a standard that promotes local tourism and supports a high quality of life.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	310	163	276
	Capital Expenditure	55	195	80
	Revenue	(321)	(333)	(342)
	NET	44	25	14
Economic development	Assist the organisation with economic development to facilitate an environment that is conducive to a sustainable and growing local business sector and provide opportunities for local residents to improve their skill levels and access employment.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	1,053	1,643	1,085
	Capital Expenditure	10,823	6,710	3,620
	Revenue	(2,126)	(5,314)	(1,268)
	NET	9,750	3,039	3,437
Livestock exchange	Provide a livestock selling facility and associated services to primary producers, purchasers and stock agents.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	572	525	571
	Capital Expenditure	80	99	-
	Revenue	(510)	(764)	(626)
	NET	142	(140)	(55)

Service area	Description of services provided			
Pioneer Settlement	Care for and conserve the Pioneer Settlement and its collection. Market and promote the Settlement as a tourist destination, provide quality visitor programs and promote the sale of merchandise as an additional source of income.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	3,429	3,455	3,646
	Capital Expenditure	0	250	1,050
	Revenue	(2,463)	(2,178)	(3,306)
	NET	966	1,527	1,390
Residential development	Facilitating the efficient development of Council owned land and the maximisation of economic returns to rate payers from its realisation.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	301	271	289
	Capital Expenditure	998	588	0
	Revenue	(746)	(1,879)	(2,160)
	NET	553	(1,020)	(1,871)

Major Initiatives

- 1) Swan Hill Caravan Park Assets Renewal
- 2) Lake Boga Caravan Park Assets Renewal
- 3) Robinvale Caravan Park Assets Renewal
- 4) Housing Action Plan
- 5) Riverside Park Mooring Platform

Other Initiatives – Council Plan 2025-2029

- 6) Deliver and review the 2024-25 Housing Action Plan to identify and guide future housing priorities across the municipality
- 7) Enhance Council's internal planning systems and capacity to better support housing growth and subdivision activity.
- 8) Maintain a panel of experts to support the Development Advisory Service.
- 9) Develop a range of strategies to encourage land supply
- 10) Collaborate with Murray Regional Tourism and Swan Hill Inc. to develop the Tourism Destination Management Plan 2050.
- 11) Deliver tourism infrastructure projects like Pental Island Pedestrian Bridge, Riverfront Masterplan priorities, trails and wayfinding initiatives
- 12) Partner with First Nations, creatives, and operators to co-develop unique, locally led tourism experiences
- 13) Track economic data annually for major events and biennially seek a visitor contribution economic analysis
- 14) Continue to work with tourism industry to attract diverse accommodation options
- 15) Leverage Council-owned land or establish partnerships with developers to unlock new short-term accommodation options
- 16) Seek funding for infrastructure that supports a range of camping and caravanning options
- 17) Streamline business approvals to support new and expanding enterprises.
- 18) Target opportunities for new business
- 19) Implement the facade improvement program.
- 20) Revitalise Swan Hill and Robinvale CBDs through place-based strategies and partnerships.
- 21) Finalise the Industrial Land Use Strategy.
- 22) Engage with key stakeholders in the energy and mining sectors to understand needs, planning and investment and engage local opportunities.
- 23) Collaborate with Councils in Victoria, NSW, and SA.
- 24) Promote local produce and agribusiness capabilities through targeted campaigns, events, and industry forums.

- 25) Update planning assessment criteria to consider impacts on agricultural land use and productivity.
 26) Support workforce attraction campaigns and advocate for improved skilled migration pathways that showcase the municipality's lifestyle and job opportunities.

Service Performance Outcome Indicators*

Domain	Indicator	2024/25 Actual	2025/26 Forecast	2026/27 Budget
Responsiveness	Statutory planning	86.07%	86.86%	86.00%

*refer to table at end of section 2.4 for information on the calculation of Service Performance Outcome Indicators.

2.2 Strategic Objective 2 –Community and Liveability

Creating inclusive, connected communities with opportunities for everyone to learn, participate and feel proud of where they live. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided	2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
Community centres	Community centres located across the municipality that provide residents a place to gather for social, educational, recreational or cultural activities.			
	Operational Expenditure	435	1,149	431
	Capital Expenditure	15	0	0
	Revenue	(66)	(80)	(85)
	NET	384	1,069	346
Community development	Effective and ongoing liaison with, and support to, community and recreation groups.			
	Operational Expenditure	980	1,020	1,041
	Capital Expenditure	0	0	0
	Revenue	(253)	(243)	(100)
	NET	727	777	941
Cultural services	Performing arts, art gallery and library services. A customer-focused service that caters for the cultural, educational and recreational needs of residents, while offering a place for the community to meet, relax and enjoy the facilities and services. Includes the operation and maintenance of the Swan Hill Town Hall and Performing Arts Centre.			
	Operational Expenditure	5,506	3,403	3,477
	Capital Expenditure	171	192	178
	Revenue	(1,086)	(951)	(1,100)
	NET	4,591	2,643	2,555

Service area	Description of services provided		
Family, youth and children services	Family oriented support services including pre-schools, youth services, out of school hours, and vacation care programs.		
	2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
Operational Expenditure	1,168	1,147	1,216
Capital Expenditure	-	-	-
Revenue	(595)	(554)	(546)
NET	573	593	670

Major Initiatives

- 27) Engage Youth Program
- 28) Book Collection Purchases

Other Initiatives - Council Plan 2025-2029

- 29) Partner with training providers to support a local early year's workforce pipeline.
- 30) Implement priority actions from the Municipal Early-Middle Years Plan.
- 31) Deliver the Early Years Infrastructure Plan and leverage Early Years research to advocate for increased services by kindergarten providers.
- 32) Support childcare providers with relevant Council data to expand into areas with unmet demand.
- 33) Prepare advocacy paper and meet with State Officials to reinforce critical shortages in our LGA using KISP and early childhood data
- 34) Deliver the Swan Hill Youth Strategy
- 35) Support seniors' clubs and groups to deliver lifelong learning and social connection programs.
- 36) Expand annual programs to include artists and groups from the broader Mallee region, in partnership with other organisations.
- 37) Create a connected performance trail to increase access and visibility of performing arts.
- 38) Renew and adopt the Creative Strategy enabling and connecting the cultural sector.
- 39) Support inclusive creative initiatives that reflect First Nations cultures, multicultural communities, and local voices.
- 40) Partner with local clubs and community groups to encourage campaigns that boost membership and volunteering.
- 41) Streamline event and venue booking processes.
- 42) Deliver inclusive events and celebrations in partnership with community groups.
- 43) Deliver deliberative community engagement training.
- 44) Review the Community Engagement Strategy.
- 45) Develop an All-Accessibility Strategy.
- 46) Explore funding opportunities for facility upgrades.

Service Performance Outcome Indicators*

Domain	Indicator	2024/25 Actual	2025/26 Forecast	2026/27 Budget
Community	Library services	28.6%	26.2%	26.2%
Cost	Library services	\$67.24	\$71.57	\$68.57

*refer to table at end of section 2.4 for information on the calculation of Service Performance Outcome Indicators.

2.3 Strategic Objective 3 – Health and Wellbeing

Promoting healthy lifestyles, accessible services and safe environments that support wellbeing at every stage of life. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Service area	Description of services provided	2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
Community Planning	Support for the development and implementation of Community Plans and liaison with our Indigenous community.			
	Operational Expenditure	113	122	116
	Capital Expenditure	21	135	350
	Revenue	(14)	(14)	(175)
	NET	120	243	291
Emergency Management	Provides emergency management planning and support ensuring the municipality is prepared in the event of an emergency.			
	Operational Expenditure	380	358	388
	Capital Expenditure	868	128	-
	Revenue	(454)	(62)	(60)
	NET	794	424	328
Maternal Child & Health	Providing information, advice and support to those caring for babies and young children.			
	Operational Expenditure	1,408	1,549	1,764
	Capital Expenditure	0	0	0
	Revenue	(732)	(760)	(760)
	NET	676	789	1,004
Public health and regulatory services	Co-ordinate food safety , immunisations and management of public health concerns to ensure an acceptable state of physical, mental and social wellbeing is maintained within the community. This service also provides staff at school crossings throughout the municipality, animal management services, parking control and enforcement and provides education, regulation and enforcement of the general Local Law and relevant state legislation.			
	Operational Expenditure	1,693	1,683	1,859
	Capital Expenditure	14	108	340
	Revenue	(924)	(935)	(803)
	NET	783	856	1,396

Major Initiatives

- 47) Implementation of the Community Plans
- 48) Robinvale Off Leash Dog Park
- 49) Swan Hill Early Years Services
- 50) Municipal Early Years Plan

Other Initiatives - Council Plan 2025-2029

- 51) Advocate for improved mental health services in Robinvale.
- 52) Undertake a review of the Swan Hill Health Precinct Masterplan.
- 53) Partner with local and State health providers and agencies to support community health campaigns, offering venues and promotional support.
- 54) Advocate to the State and Federal Government for upgrades to our Health Service in Swan Hill.
- 55) Develop and implement this aspect of Council's Workforce Plan.
- 56) Explore funding or partnership opportunities to deliver a regional Family and Youth Hub.
- 57) Partner with health providers to deliver programs promoting healthy eating, exercise, and wellbeing that are accessible and affordable.
- 58) Promote open spaces and play areas that are all abilities accessible, safe and family friendly.
- 59) Provide cultural safety training for leaders and Council staff.
- 60) Deliver inclusive events and community campaigns in partnership with First Nations and multicultural groups.
- 61) Deliver lighting and safety upgrades in priority public areas.
- 62) Liaise and advocate with partner organisations to support those affected by family violence
- 63) Support local and State initiatives which raise awareness and prevent family violence.
- 64) Engage with community planning groups to identify shared goals and integrate priorities into Council's advocacy and planning.
- 65) Collate the available Immunisation data.
- 66) Collaborate with organisations to implement heat health plans
- 67) Deliver the vector-borne (mosquito) diseases program
- 68) Enhance collaboration with emergency management networks to support preparedness, response and recovery efforts from climate emergencies and public health impacts

Service Performance Outcome Indicators*

Domain	Indicator	2024/25 Actual	2025/26 Forecast	2026/27 Budget
Community	Participation in the MCH service	85.96%	84.50%	85.00%
	Participation in the MCH service by Aboriginal children	85.90%	81.00%	82.00%
Responsiveness	Food safety	100%	100%	100%

*refer to table at end of section 2.4 for information on the calculation of Service Performance Outcome Indicators.

2.4 Strategic Objective 4 – Environmental and Sustainability

Protecting local land and resources while supporting communities to adapt and thrive in a changing climate. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Service area	Description of services provided	2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
Environmental management	Advocate for and assist to deliver environmental projects and tree maintenance as part of Council's aim to become more sustainable in both built and natural environments.			
	Operational Expenditure	1,079	1,302	1,307
	Capital Expenditure	0	0	396
	Revenue	(140)	(135)	(443)
	NET	939	1,167	1,260
Waste Management	Provide waste collection services, including kerbside collection of garbage, hard waste and green waste from households and some commercial properties. This service area aims to operate at a surplus in order to make provision for future waste management service and compliance costs, including the construction of new cells and compliance with environmental protection guidelines.			
	Operational Expenditure	4,741	5,356	5,844
	Capital Expenditure	1,388	156	788
	Revenue	(6,961)	(6,461)	(7,008)
	NET	(832)	(949)	(376)

Major Initiatives

- 69) Riverfront Restoration – Little Murray River
- 70) Roadside Weeds and Pests Management Program
- 71) FOGO Kerbside Service Rollout
- 72) Robinvale Landfill – Design of New Cells

Other Initiatives - Council Plan 2025-2029

- 73) Implement streetscape and tree planting projects aligned with the Urban Tree Management Plan, particularly in CBDs and small towns
- 74) Seek funding to continue to implement the initiatives of the Swan Hill, Robinvale and Nyah Riverfront Master Plans
- 75) Finalise and adopt the Little Murray Rehabilitation Master Plan
- 76) Integrate biodiversity and climate considerations into infrastructure and capital works.
- 77) Continue annual program for targeted control of weeds and pests.
- 78) Partner with government and industry to deliver community education sessions
- 79) Advocate to large-scale renewable proponents for local benefits such as employment opportunities, community offsets, and infrastructure improvement
- 80) Prepare a new Sustainable Living Strategy having regard to legislative requirements and community priorities
- 81) Map and promote installation of electric vehicle charging stations and consider electric/hybrid fleet for vehicle replacements.
- 82) Seek funding for local environmental initiatives including options for community owned power
- 83) Partner with Traditional Owners on land care and cultural landscape initiatives.
- 84) Waste Strategy adopted by Council
- 85) Roll out the legislated glass and FOGO (Food Organics Garden Organics) collection system.
- 86) Promote recycling and waste reduction through five annual community education campaigns.
- 87) Develop a business plan for circular economy infrastructure
- 88) Engage with circular economy businesses to identify investment opportunities and partnerships.

Service Performance Outcome Indicators*

Domain	Indicator	2024/25 Actual	2025/26 Forecast	2026/27 Budget
Environment	Waste management	0.60%	0.60%	0.60%
Cost	Waste management	\$112.47	\$121.67	\$125.21

*refer to table at end of section 2.4 for information on the calculation of Service Performance Outcome Indicators.

2.5 Strategic Objective 5 – Infrastructure

Investing in roads, facilities and public spaces that meet community needs and support growth into the future. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided			
Amenity and safety	Provide the community with well-maintained public areas with a focus on community access and safety. Maintain urban streets and public areas, including footpaths, in a clean and litter-free state and provide access to public conveniences and lighting of public areas. Provide and maintain efficient and effective open and underground drainage systems.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	1,089	2,968	2,784
	Capital Expenditure	87	1,497	4,131
	Revenue	(31)	(15)	(479)
	NET	1,145	4,450	6,436
Community buildings	Maintain and renew community buildings and facilities, including community centres, public halls and pre-schools.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	(263)	(798)	142
	Capital Expenditure	612	1,384	600
	Revenue	(12)	(10)	(9)
	NET	337	576	733
Infrastructure planning and management	Provide for the planning, design and project management of Council's capital works program. Management of Council's plant and fleet assets and depot operations.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	1,108	1,539	1,649
	Capital Expenditure	1,299	1,608	1,728
	Revenue	(1,806)	(928)	(1,190)
	NET	601	2,219	2,187

Service area	Description of services provided			
Leisure centres	A wide range of programs and services giving the community a chance to participate in cultural, health, education, and leisure activities that contribute to the community's general wellbeing.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	975	1,032	1,024
	Capital Expenditure	12	0	68
	Revenue	(49)	(50)	(25)
	NET	938	982	1,067
Recreation	Maintain Council's parks, reserves, playgrounds and streetscapes in a functional and visually pleasing landscape.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	3,777	2,545	2,723
	Capital Expenditure	2,048	2,498	8,866
	Revenue	(1,089)	(633)	(4,910)
	NET	4,736	4,410	6,679
Swimming pools	Provide quality, accessible aquatic facilities that support a high quality of life for residents and visitors.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	581	541	484
	Capital Expenditure	0	0	0
	Revenue	(11)	(9)	(15)
	NET	570	532	469
Traffic and transportation services	Manage Council's roads and associated infrastructure assets. Ongoing maintenance and renewal work to municipal infrastructure assets including sealed roads, unsealed roads, footpaths and aerodromes.			
		2024/25 Actual \$'000	2025/26 Forecast \$'000	2026/27 Budget \$'000
	Operational Expenditure	3,802	4,304	4,159
	Capital Expenditure	7,379	12,484	12,544
	Revenue	(5,911)	(6,488)	(8,833)
	NET	5,270	10,300	7,870

Major Initiatives

- 89) Swan Hill Showgrounds – Sports Precinct Facilities & Infrastructure
- 90) Nyah Riverfront Masterplan Implementation
- 91) Complete road works funded by the Federal Roads to Recovery Program
- 92) Re-seal sealed roads
- 93) Re-sheet unsealed gravel roads
- 94) Karinie Street Reconstruction
- 95) Street beautification – Swan Hill CBD Works
- 96) Robinvale CBD Works
- 97) Stormwater Conditions Assessments

Other Initiatives - Council Plan 2025-2029

- 98) Deliver the reseal and gravel re-sheeting programs within time and on budget
- 99) Advocate for more frequent and reliable regional services through peak bodies.
- 100) Continue advocacy for the Murray Basin Rail projects
- 101) Advocate through peak bodies for improvement and maintenance of regional and state road networks.
- 102) Work with regional partners to advocate for funding around freight priorities and regional services.
- 103) Deliver sustainable asset renewal and asset upgrade as a percentage of depreciation
- 104) Deliver renewal and capital works programs
- 105) Maintain overall condition and standards of Council Road network.
- 106) Maintain or improve the condition of Council buildings.
- 107) Work with neighbouring councils to select and implement a fit for purpose Total Asset Management System.
- 108) Explore funding or partnership opportunities to deliver a regional Local Government Service Centre.
- 109) Use multiple channels to advocate for a new bridge.
- 110) Implement Riverfront Master Plan projects in Swan Hill, Robinvale and Nyah.
- 111) Finalise and implement the ITLUS.
- 112) Advocate for pedestrian overpass between Swan Hill CBD and riverfront.
- 113) Implement Active Transport Strategy to support safer, more accessible travel.
- 114) Deliver staged upgrades to drainage infrastructure as per the Drainage Strategy.
- 115) Partner with Lower Murray Water on joint advocacy and infrastructure alignment.
- 116) Deliver a feasibility study to explore local stormwater collection and reuse.
- 117) Develop an Open Space Strategy.
- 118) Council to deliver playground and open space upgrades based on condition, audits and usage needs.
- 119) Review and implement the Missing Link Footpath Strategy to enhance walkability and active transport.
- 120) Continue upgrading public toilets in line with Public Convenience Strategy
- 121) Improve participation in aquatic facilities through inclusive programming and access
- 122) Implement the Sport and Recreation Precinct Master Plans

Service Performance Outcome Indicators*

Domain	Indicator	2024/25 Actual	2025/26 Forecast	2026/27 Budget
Environment	Roads	98.79	99.00	99.00

*refer to table at end of section 2.4 for information on the calculation of Service Performance Outcome Indicators.

2.6 Strategic Objective 6 – Transparency and Effectiveness

Ensuring Council is open, accountable and responsive, with services and decision-making that reflect community expectations. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided			
Councillors and corporate management	Governance includes the Mayor, Councillors, Chief Executive Officer, Executive Leadership Team and associated support, which cannot easily be attributed to the direct service provision areas.			
		2024/25 Actual	2025/26 Forecast	2026/27 Budget
		\$'000	\$'000	\$'000
	Operational Expenditure	2,899	2,926	2,691
	Capital Expenditure	10	141	-
	Revenue	(20)	(42)	(15)
	NET	2,889	3,024	2,676
Community relationships	Proactively communicate Council decisions, programs and events to the community using a range of methods and assist the organisation to respond to community issues as they arise.			
		2024/25 Actual	2025/26 Forecast	2026/27 Budget
		\$'000	\$'000	\$'000
	Operational Expenditure	268	317	338
	Capital Expenditure	-	-	-
	Revenue	-	-	-
	NET	268	317	338
Council properties	Management of Council properties to enable the achievement of Council strategic objectives.			
		2024/25 Actual	2025/26 Forecast	2026/27 Budget
		\$'000	\$'000	\$'000
	Operational Expenditure	1,973	133	120
	Capital Expenditure	2,932	5,111	-
	Revenue	(2,775)	(4,049)	(2,133)
	NET	2,130	1,195	(2,013)
Management of resources	Manage Council's offices along with human and financial resources to effectively and efficiently fulfil Council objectives. This includes rate raising and collection, customer service, human resource management, office site management, Council finances, information technology and records management.			
		2024/25 Actual	2025/26 Forecast	2026/27 Budget
		\$'000	\$'000	\$'000
	Operational Expenditure	5,366	7,931	6,873
	Capital Expenditure	419	1,229	1,278
	Revenue	(41,883)	(36,350)	(40,088)
	NET	(36,098)	(27,190)	(31,937)

Major Initiatives

- 123) International Twin City Functions - Yamagata Student exchange
- 124) IT Software and equipment replacement

Other Initiatives - Council Plan 2025-2029

- 125) Provide plain language information in English and priority community languages in formats accessible to everyone
- 126) Strengthen Council's customer service through the implementation of the Customer Experience Strategy.
- 127) Implement a Customer Relationship Management System to improve responsiveness and case tracking.
- 128) Promote engagement opportunities through a range of channels and ensure we provide feedback
- 129) Improve digital engagement platforms with translations and accessible features
- 130) Utilise the appropriate engagement method.
- 131) Partner with local organisations to reach underrepresented groups.
- 132) Provide plain-language tender guides and how-to resources for businesses
- 133) Establish a business support service with a dedicated contact for navigating Council processes.
- 134) Finalise and implement the Reconciliation Action Plan.
- 135) Conduct Business reviews to identify improvements to capability and resourcing.
- 136) Explore shared service models and continue to facilitate regular collaboration with neighbouring councils to improve efficiency.
- 137) Review and renew the rollout of the IT Strategy.
- 138) Partner with agencies to improve population and projection data.
- 139) Consider independent population studies to inform service planning.
- 140) Annually review capital expenditure, ensuring service priorities and financial sustainability against the 10-Year Financial Plan.
- 141) Advocate for fairer funding and policy settings that reduce the local impact of cost shifting
- 142) Develop structured entry-level pathways into Council, including scholarships, cadetships, internships, traineeships and apprenticeships.
- 143) Identify future skill needs and align workforce initiatives with Council's strategic direction.
- 144) Support succession planning to retain and grow local talent in priority service areas.

Service Performance Outcome Indicators*

Domain	Indicator	2024/25 Actual	2025/26 Forecast	2026/27 Budget
Governance	Consultation and engagement	53	54	55
	Financial decisions	18.1%	20.0%	13.7%

*refer to table at end of section 2.4 for information on the calculation of Service Performance Outcome Indicators.

Service Performance Outcome Indicators

Domain	Indicator	Performance Measure	Computation
Governance	Community engagement	Satisfaction with the opportunities offered by Council to be consulted on or engaged in Council decisions. (community satisfaction rating out of 100 with the consultation and engagement efforts of Council)	Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement
	Financial decisions	Total unpaid rates and charges (total unpaid rates and charges and unpaid interest on rates and charges for all financial years as a percentage of all rates and charges for the financial year)	[Sum of unpaid rates and charges and unpaid interest on rates and charges for all financial years / Sum of all rates and charges for the financial year] x100
Community	Library services	Library membership (Percentage of the population that are registered library members)	[Number of registered library members / Population] x100
	Maternal and Child Health services	Participation in the MCH service. (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the financial year) / Number of children enrolled in the MCH service] x100
		Participation in the MCH service by Aboriginal children (percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the financial year) / Number of Aboriginal children enrolled in the MCH service] x100
Environment	Roads	Sealed local roads below the intervention level (percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	[Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100
	Waste Management	Kerbside collection waste to landfill per serviced property (amount of waste collected from kerbside waste collection services that is sent to landfill per serviced property)	Amount of waste in tonnes (t) collected from kerbside waste collection services that is sent to landfill / Number of serviced properties
Responsiveness	Food safety	Critical and major non-compliance outcome notifications. (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises] x100
	Statutory planning	Planning applications decided within the relevant required time (percentage of planning application decisions made within the relevant required time)	[Number of planning application decisions made within the relevant required timeframe / Number of planning application decisions made] x100
Cost	Library services	Cost of library services (direct cost of library services per head of population)	Direct cost of library services / Population
	Waste Management	Cost of kerbside waste collection services (direct cost of kerbside waste collection services per serviced property)	Direct cost of kerbside waste collection services / Number of serviced properties

2.5 Reconciliation with budgeted operating result

Strategic Objectives	Net Cost (Revenue) \$'000	Expenditure \$'000	Revenue \$'000
Strategic Objective 1 – Growth and Development	4,135	12,154	(8,019)
Strategic Objective 2 – Community and Liveability	4,512	6,343	(1,831)
Strategic Objective 3 – Health and Wellbeing	3,020	4,818	(1,798)
Strategic Objective 4 – Environmental Sustainability	884	8,335	(7,451)
Strategic Objective 5 – Infrastructure	25,441	40,902	(15,461)
Strategic Objective 6 – Transparency and Effectiveness	(30,936)	11,300	(42,236)
Total	7,056	83,852	(76,796)
Expenses added in:			
Depreciation and amortisation	17,281		
Written down value of disposals	2,064		
Deficit before capital items and additional funding sources	26,401		
Less capital items and additional funding sources			
Capital expenditure and asset purchases	36,017		
Loan principal repayments	116		
Repayment of lease liabilities	292		
Surplus funds	(10,024)		

3. Financial statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2026/27 has been supplemented with projections to 2029/30.

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

- 3.1 Comprehensive Income Statement
- 3.2 Balance Sheet
- 3.3 Statement of Changes in Equity
- 3.4 Statement of Cash Flows
- 3.5 Statement of Capital Works
- 3.6 Statement of Human Resources

Council also prepares a Rates Determination Statement as part of the budget process which is in section 3.7. The Rates Determination Statement is not one of the financial statements mandated by the Local Government Regulations. Council prepares this statement so we can determine the surplus based on the level of rates and charges raised and budgeted operational and capital transactions.

The Rates Determination Statement does not include profit/loss on sale of assets or depreciation, which are both non-cash. It shows both the income and expenses for capital projects and net monies transferred to/from reserves, such as loan principal to repay interest only loans when they mature.

3.1 Comprehensive Income Statement

For the four years ending 30 June 2030

	NOTES	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	2027/28 \$'000	Projections 2028/29 \$'000	2029/30 \$'000
Income						
Rates and charges	4.1.1	34,913	36,085	38,237	39,566	40,664
Statutory fees and fines	4.1.2	857	889	926	953	978
User fees	4.1.3	4,961	5,312	5,756	5,981	6,196
Grants - operating	4.1.4	7,440	11,832	11,727	12,081	12,411
Grants - capital	4.1.4	16,852	13,618	8,223	4,336	4,409
Contributions - monetary	4.1.5	277	406	160	244	85
Net gain on disposal of property, infrastructure, plant and equipment		93	516	963	382	344
Other income	4.1.6	6,123	5,917	7,544	7,598	7,768
Total income		71,516	74,575	73,536	71,141	72,855
Expenses						
Employee costs	4.1.7	22,060	24,056	25,785	26,821	27,920
Materials and services	4.1.8	20,113	19,968	20,621	21,366	22,070
Depreciation	4.1.9	16,022	17,170	17,579	18,233	18,858
Depreciation – right of use assets	4.1.10	126	111	71	71	71
Allowance for impairment losses		7	1	48	19	19
Borrowing costs		56	34	18	8	2
Finance Costs - leases		23	17	7	4	2
Other expenses	4.1.11	4,462	3,194	4,340	3,778	3,919
Total expenses		62,869	64,551	68,469	70,300	72,861
Surplus for the year		8,647	10,024	5,067	841	(6)
Other comprehensive income items that will not be reclassified to surplus or deficit in future periods						
Net asset revaluation gain		12,400	73	6,444	1,163	3,775
Total comprehensive result		21,047	10,097	11,511	2,004	3,769

3.2 Balance Sheet

For the four years ending 30 June 2030

	NOTES	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	2027/28 \$'000	Projections 2028/29 \$'000	2029/30 \$'000
Assets						
Current assets						
Cash and cash equivalents		40,288	33,547	33,023	31,482	32,364
Trade and other receivables		9,164	9,513	4,156	4,084	4,166
Inventories		278	158	158	158	158
Other assets		1,337	1,488	1,488	1,488	1,488
Total current assets	4.2.1	51,067	44,706	38,825	37,212	38,176
Non-current assets						
Trade and other receivables		50	50	50	50	50
Property, infrastructure, plant and equipment		723,786	740,571	752,943	756,827	760,214
Right-of-use assets		324	213	142	71	-
Intangible assets		3,656	3,729	3,729	3,729	3,729
Total non-current assets	4.2.1	727,816	744,563	756,864	760,677	763,993
Total assets		778,883	789,269	795,689	797,889	802,069
Liabilities						
Current liabilities						
Trade and other payables		7,615	7,806	2,596	2,633	2,725
Trust funds and deposits		489	489	489	489	489
Provisions		5,405	5,894	6,383	6,872	7,361
Interest-bearing liabilities	4.2.3	408	303	260	98	40
Lease Liabilities	4.2.4	116	97	87	90	-
Total current liabilities	4.2.2	14,033	14,589	9,815	10,182	10,615
Non-current liabilities						
Provisions		2,943	2,960	2,976	2,994	3,011
Interest-bearing liabilities	4.2.3	584	397	137	40	-
Lease Liabilities	4.2.4	260	163	90	-	-
Total non-current liabilities	4.2.2	3,787	3,520	3,203	3,034	3,011
Total liabilities		17,820	18,109	13,018	13,216	13,626
Net assets		761,063	771,160	782,670	784,674	788,443
Equity						
Accumulated surplus		357,424	367,448	373,107	375,586	374,757
Reserves		403,639	403,712	409,563	409,088	413,686
Total equity		761,063	771,160	782,670	784,674	788,443

3.3 Statement of Changes in Equity

For the four years ending 30 June 2030

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2026 Forecast Actual					
Balance at beginning of the financial year		740,016	298,722	391,239	50,055
Surplus for the year		8,647	8,647	-	-
Net asset revaluation gain		12,400	-	12,400	-
Transfer to/(from) reserves		-	13,939	-	(13,939)
Balance at end of the financial year		761,063	321,308	403,639	36,116
2027 Budget					
Balance at beginning of the financial year		761,063	321,308	403,639	36,116
Surplus for the year		10,024	10,024	-	-
Net asset revaluation gain		73	-	73	-
Transfer to/(from) reserves		-	7,180	-	(7,180)
Balance at end of the financial year	4.3.1	771,160	338,512	403,712	28,936
2028					
Balance at beginning of the financial year		771,160	338,512	403,712	28,936
Surplus for the year		5,067	5,067	-	-
Net asset revaluation gain		6,444	-	6,444	-
Transfer to/(from) reserves		-	592	-	(592)
Balance at end of the financial year		782,670	344,171	410,156	28,344
2029					
Balance at beginning of the financial year		782,670	344,171	410,156	28,344
Surplus for the year		841	841	-	-
Net asset revaluation gain		1,163	-	1,163	-
Transfer to/(from) reserves		-	1,638	-	(1,638)
Balance at end of the financial year		784,674	346,650	411,318	26,706
2030					
Balance at beginning of the financial year		784,674	346,650	411,318	26,706
Surplus for the year		(6)	(6)	-	-
Net asset revaluation gain		3,775	-	3,775	-
Transfer to/(from) reserves		-	(823)	-	823
Balance at end of the financial year		788,443	345,821	415,094	27,528

3.4 Statement of Cash Flows

For the four years ending 30 June 2030

		Forecast Actual 2025/26 \$'000 Inflows (Outflows)	Budget 2026/27 \$'000 Inflows (Outflows)	2027/28 \$'000 Inflows (Outflows)	Projections 2028/29 \$'000 Inflows (Outflows)	2029/30 \$'000 Inflows (Outflows)
	NOTES					
Cash flows from operating activities						
Rates and charges		34,531	35,734	41,280	39,557	40,689
Statutory fees and fines		857	889	1,098	1,046	1,074
User fees		5,457	5,843	6,822	6,560	6,801
Grants – operating		7,440	11,832	12,635	12,052	12,390
Grants - capital		14,290	13,618	8,860	4,543	4,404
Contributions - monetary		277	406	160	244	85
Interest received		2,467	1,893	1,856	1,740	1,754
Other receipts		4,050	4,467	6,769	6,446	6,622
Net GST refund / payment		1,454	1,321	2,931	2,966	2,775
Employee costs		(21,670)	(23,550)	(25,973)	(26,300)	(27,399)
Materials and services		(25,785)	(25,247)	(31,975)	(27,635)	(28,512)
Net cash provided by operating activities	4.4.1	23,368	27,206	24,463	21,219	20,683
Cash flows from investing activities						
Payments for property, infrastructure, plant and equipment		(34,512)	(36,017)	(26,085)	(23,101)	(20,351)
Proceeds from sale of property, infrastructure, plant and equipment		467	2,578	1,510	700	642
Net cash used in investing activities	4.4.2	(34,045)	(33,439)	(24,575)	(22,401)	(19,709)
Cash flows from financing activities						
Finance costs		(56)	(34)	(18)	(8)	(2)
Interest paid – lease liability		(23)	(17)	(7)	(4)	(2)
Repayment of borrowings		(788)	(292)	(303)	(260)	(97)
Repayment of lease liabilities		(87)	(116)	(84)	(87)	(90)
Net cash provided by / (used in) financing activities	4.4.3	(954)	(459)	(412)	(359)	(191)
Net increase/(decrease) in cash and cash equivalents		(11,631)	(6,692)	(524)	(1,541)	782
Cash and cash equivalents at the beginning of the financial year		51,870	40,239	33,547	33,023	31,482
Cash and cash equivalents at the end of the financial year		40,239	33,547	33,023	31,482	32,264

3.5 Statement of Capital Works

For the four years ending 30 June 2030

	NOTES	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	2027/28 \$'000	Projections 2028/29 \$'000	2029/30 \$'000
Property						
Land		588	-	2,234	2,290	2,282
Buildings		12,269	6,987	4,723	2,583	2,821
Total property		12,857	6,987	6,957	4,873	5,103
Plant and equipment						
Heritage plant and equipment		257	1,050	-	-	-
Plant, machinery and equipment		1,765	2,214	1,532	1,590	1,435
Fixtures, fittings and furniture		20	507	34	35	36
Computers and telecommunications		317	1,210	217	146	548
Total plant and equipment		2,359	4,981	1,783	1,771	2,019
Infrastructure						
Sealed roads		10,152	10,886	7,541	6,702	6,402
Unsealed roads		1,444	840	880	930	980
Footpaths and cycleways		885	819	670	465	810
Drainage		1,049	2,716	440	846	1,071
Recreational, leisure and community facilities		1,267	1,421	1,455	450	-
Waste management		156	788	1,200	2,100	-
Parks, open space and streetscapes		1,396	2,363	2,555	2,397	1,888
Other infrastructure		2,782	4,044	266	500	256
Total infrastructure		19,131	23,877	15,007	14,390	11,407
Cultural and heritage						
Library books		165	172	170	175	180
Total cultural and heritage		165	172	170	175	180
Total capital works expenditure	4.5.1	34,512	36,017	23,917	21,209	18,709
Expenditure types represented by:						
New asset expenditure		12,166	5,348	7,449	6,259	5,878
Asset renewal expenditure		20,665	22,647	12,230	12,894	11,952
Asset expansion expenditure		-	-	-	-	-
Asset upgrade expenditure		1,681	8,022	4,238	2,056	879
Total capital works expenditure	4.5.1	34,512	36,017	23,917	21,209	18,709
Funding sources represented by:						
Grants		14,595	13,618	8,223	4,336	4,409
Contributions		76	276	75	71	-
Council cash		19,841	22,123	15,619	16,802	14,300
Total capital works expenditure	4.5.1	34,512	36,017	23,917	21,209	18,709

3.6 Statement of Human Resources

For the four years ending 30 June 2030

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	2027/28 \$'000	Projections 2028/29 \$'000	2029/30 \$'000
Staff expenditure					
Employee costs – operating	21,932	24,056	25,785	26,821	27,920
Employee costs - capital	128	160	165	170	175
Total staff expenditure	22,060	24,216	25,950	26,991	28,095
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees	199.4	201.9	201.9	201.9	201.9
Total staff numbers	199.4	201.9	201.9	201.9	201.9

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

Department	Budget 2026/27 \$'000	Comprises	
		Permanent Full time \$'000	Permanent Part Time \$'000
Corporate services	7,061	4,698	2,363
Infrastructure	6,980	6,780	200
Development and planning	4,296	2,394	1,902
Community and cultural services	5,424	2,807	2,617
Total permanent staff expenditure	23,761		
Temporary agency staff	295		
Capitalised labour costs	160		
Total Expenditure	24,216		

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

Department	Budget FTE	Comprises	
		Permanent Full time	Permanent Part Time
Corporate services	36.1	24	12.1
Infrastructure	80.3	78	2.3
Development and planning	43.0	24	19.0
Community and cultural services	42.5	22	20.5
Total permanent staff	201.9	148	53.9

3.6.1 Summary of Planned Human Resources Expenditure

	Budget 2026/27 \$'000	2027/28 \$'000	Projections 2028/29 \$'000	2029/30 \$'000
Corporate Services				
Permanent – Full time	4,698	5,059	5,287	5,530
Female	2,936	3,162	3,304	3,456
Male	1,762	1,897	1,983	2,074
Permanent – Part time	2,363	2,545	2,660	2,782
Female	2,284	2,460	2,571	2,689
Male	79	85	89	93
Total Corporate Services	7,061	7,604	7,947	8,312
Infrastructure				
Permanent – Full time	6,780	7,302	7,631	7,981
Female	1,130	1,217	1,272	1,330
Male	5,650	6,085	6,359	6,651
Permanent – Part time	200	215	225	235
Female	124	133	139	145
Male	76	82	86	90
Total Infrastructure	6,980	7,517	7,856	8,216
Development and Planning				
Permanent – Full time	2,394	2,578	2,695	2,818
Female	898	967	1,010	1,057
Male	1,496	1,611	1,685	1,761
Permanent – Part time	1,902	2,048	2,140	2,239
Female	1,384	1,491	1,558	1,630
Male	518	557	582	609
Total Development and Planning	4,296	4,626	4,835	5,057
Community and Cultural Services				
Permanent – Full time	2,807	3,023	3,160	3,305
Female	2,169	2,336	2,442	2,554
Male	638	687	718	751
Permanent – Part time	2,617	2,817	2,943	3,078
Female	2,413	2,598	2,716	2,840
Male	204	219	227	238
Total Community and Cultural Services	5,424	5,840	6,103	6,383
Temporary agency staff	295	318	332	347
Capitalised labour costs	160	165	170	175
Total staff expenditure	24,216	26,070	27,243	28,490

	Budget 2026/27 FTE	2027/28 FTE	Projections 2028/29 FTE	2029/30 FTE
Corporate Services				
Permanent – Full time	24.0	24.0	24.0	24.0
Female	15.0	15.0	15.0	15.0
Male	9.0	9.0	9.0	9.0
Permanent – Part time	12.1	12.1	12.1	12.1
Female	11.7	11.7	11.7	11.7
Male	0.4	0.4	0.4	0.4
Total Corporate Services	36.1	36.1	36.1	36.1
Infrastructure				
Permanent – Full time	78.0	78.0	78.0	78.0
Female	13.0	13.0	13.0	13.0
Male	65.0	65.0	65.0	65.0
Permanent – Part time	2.3	2.3	2.3	2.3
Female	1.4	1.4	1.4	1.4
Male	0.9	0.9	0.9	0.9
Total Infrastructure	80.3	80.3	80.3	80.3
Development and Planning				
Permanent – Full time	24.0	24.0	24.0	24.0
Female	9.0	9.0	9.0	9.0
Male	15.0	15.0	15.0	15.0
Permanent – Part time	19.0	19.0	19.0	19.0
Female	13.8	13.8	13.8	13.8
Male	5.2	5.2	5.2	5.2
Total Development and Planning	43.0	43.0	43.0	43.0
Community and Cultural Services				
Permanent – Full time	22.0	22.0	22.0	22.0
Female	17.0	17.0	17.0	17.0
Male	5.0	5.0	5.0	5.0
Permanent – Part time	20.5	20.5	20.5	20.5
Female	18.9	18.9	18.9	18.9
Male	1.6	1.6	1.6	1.6
Total Community and Cultural Services	42.5	42.5	42.5	42.5
Total staff numbers	201.9	201.9	201.9	201.9

3.7 Rates Determination Statement

For the four years ending 30 June 2030

	Forecast Actual	Budget	Projections		
	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000
Income					
Rates and charges	34,913	36,085	38,237	39,567	40,664
Statutory fees and fines	857	889	926	953	978
User fees	4,945	5,312	5,756	5,981	6,196
Grants - operating	7,151	11,832	11,727	12,081	12,411
Grants – capital	14,595	13,618	8,223	4,336	4,409
Contributions – monetary	277	406	160	244	85
Proceeds from disposal of property, infrastructure, plant and equipment	467	2,578	1,373	636	584
Other income	6,123	5,917	7,543	7,596	7,768
Total income	69,328	76,637	73,945	71,394	73,095
Expenses					
Employee costs	22,060	24,056	25,279	26,315	27,414
Materials and services	20,113	19,968	20,923	21,675	22,388
Bad and doubtful debts	-	-	-	-	-
Borrowing costs	56	34	18	8	2
Other expenses	4,572	3,327	4,039	3,468	3,601
Total expenses	46,801	47,385	50,259	51,466	53,405
Net operating result	22,527	29,252	23,686	19,928	19,690
Less capital items/loans					
Capital expenditure and asset purchases	(34,512)	(36,017)	(23,917)	(21,209)	(18,709)
Loan principal redemption	(788)	(292)	(303)	(260)	(98)
Rates determination result	(35,300)	(36,309)	(24,220)	(21,469)	(18,807)
Reserve transfers (net)	13,938	7,122	592	1,638	(823)
Budget result surplus	1,165	65	58	97	60

4. Notes to the financial statements

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's annual budget.

In developing the Budget, rates and charges were identified as a significant source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2026/27 the FGRS cap has been set at 2.75%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rates will increase by the rate cap of 2.75%. Council does not have a municipal charge applicable to each property.

This will raise total rates and charges for 2026/27 of \$36.1 million.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change \$'000 %	
General rates*	29,458	30,616	1,158	3.9%
Waste management charge	4,455	4,651	196	4.4%
Special marketing rate	400	408	8	2.0%
Rate agreements – Electricity Industry Act	331	342	11	3.3%
Supplementary rates and rate adjustments	186	110	(76)	(40.9%)
Rates abandonments and other adjustments	83	(42)	(125)	(150.6%)
Total rates and charges	34,913	36,085	1,172	3.4%

*These items are subject to the rate cap established under the FGRS.

4.1.1(b) The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2025/26 cents/\$CIV	2026/27 cents/\$CIV	Change
General – Residential & Recreational	0.418875	0.428788	2.4%
Residential vacant land – Swan Hill and Robinvale	1.340400	1.372121	2.4%
Commercial – Swan Hill & Robinvale	0.544538	0.557424	2.4%
Industrial – Swan Hill & Robinvale	0.460763	0.514545	11.7%
Industrial and commercial – other	0.460763	0.514545	11.7%
Farming – irrigation district	0.418875	0.428788	2.4%
Farming – dry land	0.335100	0.343030	2.4%

4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2025/26	2026/27	Change	
	\$'000	\$'000	\$'000	%
General – Residential & Recreational	13,029	13,504	475	3.6%
Residential vacant land – Swan Hill and Robinvale	142	145	3	2.1%
Commercial – Swan Hill & Robinvale	1,816	1,864	48	2.6%
Industrial – Swan Hill & Robinvale	754	879	125	16.6%
Industrial and commercial – other	404	493	89	22.0%
Farming – irrigation district	7,701	8,246	545	7.1%
Farming – dry land	5,615	5,485	(130)	(2.3%)
Total amount to be raised by general rates	29,461	30,616	1,155	3.9%

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year.

Type or class of land	2025/26	2026/27	Change	
	Number	Number	Number	%
General – Residential & Recreational	8,181	8,270	89	1.1%
Residential vacant land – Swan Hill and Robinvale	51	57	6	11.8%
Commercial – Swan Hill & Robinvale	491	494	3	0.6%
Industrial – Swan Hill & Robinvale	286	287	1	0.3%
Industrial and commercial – other	114	113	(1)	(0.9%)
Farming – irrigation district	2,011	2,013	2	0.1%
Farming – dry land	1,232	1,226	(6)	(0.5%)
Total number of assessments	12,366	12,460	94	0.8%

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV).

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2025/26	2026/27	Change	
	\$'000	\$'000	\$'000	%
General – Residential & Recreational	3,110,514	3,149,228	38,714	1.2%
Residential vacant land – Swan Hill and Robinvale	10,577	10,581	4	0.0%
Commercial – Swan Hill & Robinvale	333,462	334,460	998	0.3%
Industrial – Swan Hill & Robinvale	163,696	170,773	7,077	4.3%
Industrial and commercial – other	87,709	95,726	8,017	9.1%
Farming – irrigation district	1,838,442	1,923,123	84,681	4.6%
Farming – dry land	1,675,521	1,599,187	(76,334)	(4.6%)
Total value of land	7,219,921	7,283,078	63,157	0.9%

4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2025/26	Per Rateable Property 2026/27	Change	
	\$	\$	\$	%
Municipal	-	-	-	-

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge	2025/26 \$	2026/27 \$	Change \$	%
Municipal	-	-	-	-

4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2025/26 \$	Per Rateable Property 2026/27 \$	Change \$	%
120 litre garbage bin and 240 litre recycling bin	396	408	12	3.0%
240 litre garbage bin and 240 litre recycling bin	599	618	19	3.2%
240 litre green waste bin	103	106	3	2.9%

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2025/26 \$'000	2026/27 \$'000	Change \$'000	%
120 litre garbage bin and 240 litre recycling bin	2,065	2,147	82	4.0%
240 litre garbage bin and 240 litre recycling bin	2,196	2,279	83	3.8%
240 litre green waste bin	193	225	32	16.6%
Total	4,454	4,651	197	4.4%

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year

	Forecast 2025/26 \$'000	Budget 2026/27 \$'000	Change \$'000	%
General rates	29,458	30,616	1,158	3.9%
Kerbside collection and recycling	4,455	4,651	196	4.4%
Special marketing rate	400	408	8	2.0%
Rate agreements – Electricity Industry Act	331	342	11	3.3%
Supplementary rates and charges	186	110	(76)	(40.9%)
Total Rates and charges	34,830	36,127	1,297	3.7%

4.1.1(l) Fair Go Rates System Compliance

Swan Hill Rural City Council is fully compliant with the State Government's Fair Go Rates System.

	2025/26	2026/27
Total Rates (annualised)	\$28,602,574	\$29,796,746
Number of rateable properties	12,366	12,460
Base Average Rate	\$2,313.00	\$2,391.39
Maximum Rate Increase (set by the State Government)	3.00%	2.75%
Capped Average Rate	\$2,382.39	\$2,457.15
Budgeted Average Rate	\$2,382.39	\$2,457.15
Maximum General Rates and Municipal Charges Revenue	\$29,460,635	\$30,616,129
Budgeted General Rates and Municipal Charges Revenue	\$29,460,635	\$30,616,129

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa
- Changes in rating from CIV to rate agreements (solar farms).

4.1.1(n) Differential rates

The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 0.428788 per cent (0.00428788 cents in the dollar of CIV) for all rateable residential and recreational properties.
- A vacant residential land rate of 1.372121 per cent (0.01372121 cents in the dollar of CIV) for all rateable vacant residential land within the townships of Swan Hill and Robinvale that does not have a permanent dwelling established on it five years after it was last zoned residential or three years after it was last sold as a subdivided residential allotment.
- A commercial rate of 0.557424 per cent (0.00557424 cents in the dollar of CIV) for all rateable land used for commercial purposes within the Swan Hill and Robinvale townships.
- An industrial rate of 0.514545 per cent (0.00514545 cents in the dollar of CIV) for all rateable land used for industrial purposes within the municipality and all rateable commercial properties outside of the Swan Hill and Robinvale townships.
- A farming – irrigation district rate of 0.428788 per cent (0.00428788 cents in the dollar of CIV) for all rateable land within the irrigated districts of the Swan Hill Rural City Council municipality.
- A farming – dryland rate of 0.343030 per cent (0.00343030 cents in the dollar of CIV) for farmland without access to irrigation infrastructure that is primarily used for broadacre cropping and sheep production.

Each differential rate will be determined by multiplying the CIV of rateable land by the relevant percentages indicated above.

The primary differential rate percentages are summarised here.

Type or class of land	2025/26	2026/27
General – Residential & Recreational	100%	100%
Residential vacant land – Swan Hill and Robinvale	320%	320%
Commercial – Swan Hill & Robinvale	130%	130%
Industrial – Swan Hill & Robinvale	110%	120%
Industrial and commercial – other	110%	120%
Farming – irrigation district	100%	100%
Farming – dry land	80%	80%

Council believes each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land which are subject to each differential rate and the uses of each differential rate are set out in Council's Revenue and Rating Plan 2025-2029, which is available for viewing on the Council's website.

4.1.2 Statutory fees and fines

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change	
			\$'000	%
Infringements and costs	130	134	4	3.1%
Building and planning fees	285	339	54	18.9%
Animal registration / release fees	157	163	6	3.8%
Health registration fees	151	154	3	2.0%
Other fees and fines	134	99	(35)	(26.1%)
Total statutory fees and fines	857	889	32	3.7%

Statutory fees and fines relate mainly to charges levied in accordance with legislation and include animal registrations, *Public Health and Wellbeing Act 2008* registrations and parking fines. Increases in statutory fees and fines are made in accordance with legislative requirements.

Statutory fees and fines are forecast to increase by 3.7 per cent compared to 2025/26. The majority of this increase is due to increased building & planning activity.

A detailed listing of statutory fees is included in Appendix A.

4.1.3 User fees

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change	
			\$'000	%
Aged and health services	43	43	-	-
Childcare / children's programs	126	131	5	4.0%
Parking	190	225	35	18.4%
Sales – admissions	1,321	1,447	126	9.5%
Sales – merchandise, catering, other sales	711	748	37	5.2%
Hire and leasing fees	1,021	1,064	43	4.2%
Livestock exchange	737	600	(137)	(18.6%)
Other fees and charges	213	238	25	11.7%
Waste management services	599	816	217	36.2%
Total user fees	4,961	5,312	531	7.1%

User charges relate mainly to the recovery of service delivery costs through charging fees to Council service users. This includes use of leisure, entertainment and other community facilities and the provision of human services such as after school, vacation care and home care services. In setting the budget, the key principle for determining the level of user charges has been to ensure that increases do not exceed CPI increases or market levels. User charges are projected to increase 7.1 per cent or \$0.37 million from 2026/27. A detailed listing of fees and charges is included in Appendix A.

4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's annual budget.

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change \$'000 %	
Grants to be received in respect of the following:				
Summary of grants				
Commonwealth funded grants	15,473	17,193	1,720	11.1%
State funded grants	8,819	8,257	(562)	(6.4%)
Total grants received	24,292	25,450	1,158	4.8%
(a) Operating Grants				
Recurrent - Commonwealth Government				
Victoria Grants Commission – general purpose	3,150	6,561	3,411	108.3%
Victoria Grants Commission – local roads	1,588	3,226	1,638	103.1%
Out of school hours care	322	334	12	3.7%
Recurrent - State Government				
Public Health	42	37	(5)	(11.9%)
Art gallery and performing arts	150	150	-	-
School crossing supervisors	65	65	-	-
Libraries	216	217	1	0.5%
Maternal and child health	676	676	-	-
Other	138	138	-	-
Total recurrent operating grants	6,347	11,404	5,057	79.7%
Non-recurrent - State Government				
Community projects	177	100	(77)	(43.5%)
Environmental protection	85	85	-	-
Cultural and heritage	51	8	(43)	(84.3%)
Economic development	557	175	(382)	(68.6%)
Family and children	206	60	(146)	(70.9%)
Other	17	-	(17)	(100.0%)
Total non-recurrent operating grants	1,093	428	(665)	(60.8%)
Total operating grants	7,440	11,832	4,392	59.0%
(b) Capital Grants				
Recurrent - Commonwealth Government				
Roads to recovery	3,261	2,524	(737)	(22.6%)
Total recurrent capital grants	3,261	2,524	(737)	(22.6%)
Non-recurrent – Commonwealth Government				
Local Roads and Community Infrastructure	1,358	-	(1,358)	(100.0%)
Growing the Regions Program	4,000	1,076	(2,924)	(73.1%)
Safer Local Roads and Infrastructure Program	1,520	3,472	1,952	128.4%
Regional Airports Program	274	-	(274)	(100.0%)

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change \$'000 %	
Non-recurrent – State Government				
Buildings	4,611	4,000	(611)	(13.3%)
Footpaths	145	-	(145)	(100.0%)
Parks, playgrounds and street beautification	323	190	(133)	(41.2%)
Recreation and leisure	462	400	(62)	(13.4%)
Cultural and heritage	40	908	868	2170.0%
Other infrastructure	-	953	953	100.0%
Emergency management	853	-	(853)	(100.0%)
Waste management	5	95	90	1800.0%
Total non-recurrent capital grants	13,591	11,094	(2,497)	(18.4%)
Total capital grants	16,852	13,618	(3,234)	(19.2%)
Total Grants	24,292	25,450	1,158	4.8%

Operating grants - include all monies received from State and Federal sources for the purposes of delivering Council services to ratepayers.

Overall, the level of operating grants is projected to increase by 59 per cent or \$4.39 million compared to 2025/26.

Capital grants - include all monies received from State, Federal and community sources for the purposes of funding the capital works program.

Overall, the level of capital grants has decreased by 19.2 per cent or \$3.2 million compared to 2025/26. Refer to Section 4.5 for a detailed analysis of the capital grants and contributions expected to be received during the 2026/27 year.

4.1.5 Contributions - monetary

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change \$'000 %	
Community projects	20	-	(20)	(100.0%)
Cultural and heritage	95	136	41	43.2%
Footpaths	20	30	10	50.0%
Economic development	7	-	(7)	(100.0%)
Recreational, leisure and community facilities	135	240	105	77.8%
Total contributions	277	406	129	46.6%

Monetary contributions relate to money paid by developers for public resort and recreation, drainage and car parking in accordance with planning permits issued for property development. Community and user groups also pay contributions towards capital projects for assets at their sporting facility or community organisation.

Contributions are projected to increase by \$0.1 million or 46.6 per cent compared to 2025/26.

4.1.6 Other income

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change	
			\$'000	%
Interest	2,467	1,893	(574)	(23.3%)
Reimbursements	1,642	1,756	114	6.9%
Tower Hill land sales	1,879	2,160	281	15.0%
Other	135	108	(27)	(20.0%)
Total other income	6,123	5,917	(206)	(3.4%)

Other income relates to a range of items that do not fit the earlier classifications. The majority of this income is represented by land sales at Tower Hill, interest and reimbursements.

4.1.7 Employee costs

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change	
			\$'000	%
Wages and salaries	17,152	19,335	2,183	12.7%
WorkCover	622	356	(266)	(42.8%)
Agency staff	566	295	(271)	(47.9%)
Long service leave	490	525	35	7.1%
Staff training	267	293	26	9.7%
Superannuation	2,701	2,983	282	10.4%
Fringe benefits	82	82	-	-
Other	180	187	7	3.9%
Total employee costs	22,060	24,056	1,996	9.0%

Employee costs include all direct labour related expenditure such as wages, salaries and indirect costs (overheads) such as staff training, leave entitlements, employer superannuation and WorkCover. It also includes temporary staff employed through agencies.

Employee costs are forecast to increase by 9.0 per cent or \$2.0 million compared to 2025/26 forecast actuals, or 6.2 per cent increase compared to the 2025/26 budget. Key factors of this movement are:

- Filling a number of vacant permanent positions.
- Council's Enterprise Bargaining Agreement increase.
- Merit based salary movements paid in addition to the general EBA increase.
- A reduction in agency staff, resulting in a saving of \$0.27 million. Agency staff are used to cover vacant positions.
- Increased training to ensure staff are equipped to meet emerging community needs and evolving regulatory requirements.

4.1.8 Materials and services

	Forecast Actual 2025/26	Budget 2026/27	Change	
	\$'000	\$'000	\$'000	%
Contract payments	5,647	7,378	1,731	30.7%
Community grants sponsorship & contributions	940	882	(58)	(6.2%)
Building maintenance	1,471	1,198	(273)	(18.6%)
General maintenance	3,340	2,797	(543)	(16.3%)
Utilities	2,013	2,042	29	1.4%
Office administration	978	973	(5)	(0.5%)
Information technology	1,826	1,583	(243)	(13.3%)
Insurance	989	1,134	145	14.7%
Consultants	1,961	1,002	(959)	(48.9%)
Emergency response	64	73	9	14.1%
Other materials and services	846	900	54	6.4%
Total materials and services	20,075	19,962	(113)	(0.6%)

Materials and services include the purchase of consumables, payments to contractors for the provision of services, utility costs and emergency response requirements. Materials and services are forecast to decrease by 0.6 per cent compared to 2025/26.

4.1.9 Depreciation

	Forecast Actual 2025/26	Budget 2026/27	Change	
	\$'000	\$'000	\$'000	%
Property	2,782	3,198	416	15.0%
Plant and equipment	1,777	2,031	254	14.3%
Infrastructure	11,020	11,495	475	4.3%
Cultural and heritage	443	446	3	0.7%
Total depreciation	16,022	17,170	1,148	7.2%

Depreciation is an accounting measure that attempts to allocate the value (consumption) of an asset over its useful life for Council's property, plant and equipment and infrastructure assets such as roads and drains. The increase of \$1.15 million for 2026/27 is due mainly to the completion of the 2025/26 capital works program and the full year effect of depreciation on these capital projects, along with the effects of revaluations performed in 2025/26. Refer to Section 4.5 for a more detailed analysis of Council's capital works program for the 2026/27 year.

4.1.10 Depreciation – right of use assets

	Forecast Actual 2025/26	Budget 2026/27	Change	
	\$'000	\$'000	\$'000	%
Property	126	111	(15)	(11.9%)
Total depreciation – right of use assets	126	111	(15)	(11.9%)

Depreciation is the decline in value of a right of use asset over the period of a lease.

4.1.11 Other expenses

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000	Change	
			\$'000	%
Auditors' remuneration	143	128	(15)	(10.5%)
Vehicle registrations	106	106	-	-
Bank charges	62	69	7	11.3%
Non-recurrent projects	3,311	1,947	(1,364)	(41.2%)
Legal costs	96	137	41	42.7%
Councillor allowances	360	378	18	5.0%
Operating lease rentals	237	263	26	11.0%
Other	148	165	17	11.5%
Total other expenses	4,463	3,193	(1,270)	28.5%

Other expenses include audit fees, Councillor allowances, legal costs, bank charges, fire service levy on Council properties, operating lease rentals and vehicle registrations. Non-recurrent major projects are those operational projects identified via Council's Major Projects Plan. A full list of non-capitalised major projects is provided in Appendix B.

4.2 Balance Sheet

4.2.1 Assets

Current Assets (\$6.36 million decrease) and Non-Current Assets (\$16.75 million increase)

Cash and cash equivalents include cash and investments such as cash held in the bank and on hand, and the value of investments in term deposits or other highly liquid investments with short term maturities. Current asset balances are projected to decrease by \$6.36 million during the year as new and carried forward capital works projects are completed.

Trade and other receivables are monies owed to Council. Short term debtors are not expected to change significantly in the budget. Long term debtors (non-current) also remain unchanged as the outstanding debt to Council is yet to fall due. Other assets include items such as prepayments for expenses that Council has paid in advance of service delivery and accrued income.

Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles and equipment that Council has built up over many years. The \$16.75 million increase in this balance is attributable to the net result of the capital works program (\$36.02 million of capital works) and the revaluation of infrastructure assets (\$0.07 million), less the depreciation of assets (\$17.17 million) and the sale of property, plant and equipment (\$0.93 million).

4.2.2 Liabilities

Current Liabilities (\$0.56 million increase) and Non-Current Liabilities (\$0.27 million decrease)

Trade and other payables are those to whom Council owes money as at 30 June. These liabilities are budgeted to remain consistent with 2025/26 levels.

Provisions include both employee and landfill restoration provisions. Employee provisions include accrued long service leave, annual leave and rostered days off owing to employees. These employee entitlements are expected to increase marginally due to an increase of Collective Agreement outcomes. Landfill restoration provisions are for the impending restoration requirements of Council owned landfill sites. Significant works are required at the end of the landfill cell life to remediate the site and ensure compliance with all regulatory requirements. Landfill restoration provisions continue to increase as the landfill cells near capacity.

Interest-bearing liabilities are borrowings of Council. Council is budgeting to repay loan principal of \$0.12 million over the year. No new borrowings are budgeted over the upcoming four years.

4.2.3 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	2025/26 \$'000	2026/27 \$'000	2027/28 \$'000	2028/29 \$'000	2029/30 \$'000
Amount borrowed as at 30 June of the prior year	1,780	992	700	397	137
Amount proposed to be borrowed	-	-	-	-	-
Amount projected to be redeemed	788	292	303	260	97
Amount of borrowings as at 30 June	992	700	397	137	40

Council also sets aside cash to fund the principal repayment of interest only loans when they mature. The repayment of this loan will occur in 2025/26 (\$0.5 million).

4.2.4 Leases by category

As a result of the introduction of AASB 16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast Actual 2025/26 \$'000	Budget 2026/27 \$'000
Right-of-use assets		
Property	324	213
Total right-of-use assets	324	213
Lease liabilities		
Current lease liabilities		
Land and buildings	116	97
Total current lease liabilities	116	97
Non-current lease liabilities		
Land and buildings	260	163
Total non-current lease liabilities	260	163
Total lease liabilities	376	260

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities. The current incremental borrowing rate is 5.60%.

4.3 Statement of changes in Equity

4.3.1 Equity

Equity (\$10.1 million increase)

Total equity always equals net assets and is made up of the following components:

- Accumulated surplus, which is the value of all net assets less reserves that have accumulated over time. The increase is due to the budgeted operational surplus.
- Reserves, including the asset revaluation reserve, represents the difference between the previously recorded value of assets and their current valuations, as well as other reserves that Council wishes to set aside to meet a specific purpose in the future and to which there is no existing liability.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by operating activities

Operating activities (\$3.8 million increase)

The net cash flows from operating activities refer to the cash generated or used in the normal service delivery functions of Council. Operating activities will generate \$27.21 million during 2026/27. This is a 16.4 per cent increase on the forecast \$23.37 million generated in 2025/26.

4.4.2 Net cash flows used in investing activities

Investing activities (\$0.61 million decrease)

The significant value of payments for investing activities represents the capital works expenditure detailed in Section 4.5 of this budget report. Proceeds from sale of assets are forecast to increase by \$2.11 million.

4.4.3 Net cash flows used in financing activities

Financing activities (\$0.50 million decrease)

For 2026/27 the total of principal repayments is projected to be \$0.29 million and finance charges to be \$0.03 million. Repayment of lease liabilities is forecasts to be \$0.12 million with interest on the lease liabilities to be \$0.02 million. No new borrowings are forecast.

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken in 2026/27, classified by expenditure type and funding source. Works are also disclosed as current budget (4.5.2) or carried forward projects from prior year (4.5.3).

4.5.1 Summary

	Forecast Actual 2025/26	Budget 2026/27	Change	
	\$'000	\$'000	\$'000	%
Property	10,753	6,987	(3,766)	(35.0%)
Plant and equipment	1,875	3,927	2,052	109.4%
Infrastructure	21,442	23,875	2,433	11.3%
Culture and Heritage	442	1,228	786	177.8%
Total	34,512	36,017	1,505	4.4%

	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property	6,987	-	1,541	5,446	-	(4,000)	-	(2,987)	-
Plant and equipment	3,927	396	3,531	-	-	(313)	-	(3,614)	-
Infrastructure	23,875	4,533	16,766	2,576	-	(8,398)	(270)	(15,207)	-
Culture and Heritage	1,228	13	1,215	-	-	(907)	(6)	(315)	-
Total	36,017	4,942	23,053	8,022	-	(13,618)	(276)	(22,123)	-

4.5.2 – 2026/27 Budget

Capital Works Area	Project Cost	Asset expenditure types				Summary of Funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council Cash	Borrowings
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
PROPERTY									
Buildings									
Annual Maintenance & Capital Improvements – various buildings	400	-	400	-	-	-	-	(400)	-
Swan Hill Town Hall - Building & Equipment renewal	50	-	50	-	-	-	-	(50)	-
Implement Public Toilet Strategy - renewal works	536	-	536	-	-	-	-	(536)	-
Total Buildings	986	-	986	-	-	-	-	(986)	-
TOTAL PROPERTY	986	-	986	-	-	-	-	(986)	-
PLANT AND EQUIPMENT									
Plant, Machinery and Equipment									
Plant & Equipment renewal	1,728	-	1,728	-	-	-	-	(1,728)	-
Replacement of Irrigation Pump at Robinvale	487	-	487	-	-	-	-	(487)	-
Total Plant, Machinery and Equipment	2,215	-	2,215	-	-	-	-	(2,215)	-
Furniture and Equipment									
Parking Ticket Machine installation & replacement	106	-	106	-	-	-	-	(106)	-
Total Furniture and Equipment	106	-	106	-	-	-	-	(106)	-
Computers and Telecommunications									
IT Equipment replacement	140	-	140	-	-	-	-	(140)	-
Total Computers and Telecommunications	140	-	140	-	-	-	-	(140)	-
TOTAL PLANT AND EQUIPMENT	2,461	-	2,461	-	-	-	-	(2,461)	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
INFRASTRUCTURE									
Sealed Roads									
Sealed roads reseals	1,440	-	1,440	-	-	-	-	(1,440)	-
Sealed roads reconstruction	1,190	-	1,190	-	-	-	-	(1,190)	-
Sealed roads shoulder resheeting	260	-	260	-	-	-	-	(260)	-
R2R – Road reconstructions	2,524	-	2,524	-	-	(2,524)	-	-	-
Total Sealed Roads	5,414	-	5,414	-	-	(2,524)	-	(2,890)	-
Unsealed Roads									
Gravel roads resheeting program	840	-	840	-	-	-	-	(840)	-
Total Unsealed Roads	840	-	840	-	-	-	-	(840)	-
Kerb and Channel									
Kerb and channel renewal	280	-	280	-	-	-	-	(280)	-
Total Kerb and Channel	280	-	280	-	-	-	-	(280)	-
Footpaths and Cycleways									
Disabled Kerb Crossings, Swan Hill & Robinvale	38	-	-	38	-	-	-	(38)	-
Footpath replacement program	75	-	75	-	-	-	-	(75)	-
Missing Links footpath program	520	520	-	-	-	-	(30)	(490)	-
Bicycle path construction program	130	130	-	-	-	-	-	(130)	-
Total Footpaths and Cycleways	763	650	75	38	-	-	(30)	(733)	-
Drainage									
Upgrade Stormwater Network Swan Hill	1,716	-	-	1,716	-	-	-	(1,716)	-
Total Drainage	1,716	-	-	1,716	-	-	-	(1,716)	-
Recreational, Leisure and Community Facilities									
Gurnett Oval Swan Hill Changerooms	33	-	33	-	-	-	-	(33)	-
Ultima Recreation Reserve Change Rooms and Pavillion	33	-	-	33	-	-	-	(33)	-
Ken Harrison Reserve Sports Centre Upgrade	70	-	-	70	-	-	-	(70)	-
Total Recreational, Leisure and Community Facilities	136	-	33	103	-	-	-	(136)	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Parks, Open Space and Streetscapes									
Playground equipment renewal & upgrade	118	-	118	-	-	-	-	(118)	-
Playground fencing program	29	29	-	-	-	-	-	(29)	-
Install shade sails over playground	66	-	66	-	-	-	-	(66)	-
Nyah Riverfront masterplan Implementation	280	280	-	-	-	(140)	-	(140)	-
Street Beautification – Swan Hill CBD Works	530	-	530	-	-	(215)	-	(315)	-
Robinvale Riverfront Masterplan	386	386	-	-	-	-	-	(386)	-
Ken Harrison Reserve irrigation upgrade	319	-	-	319	-	-	-	(319)	-
Robinvale CBD works	350	-	350	-	-	(250)	-	(100)	-
Total Parks, Open Space and Streetscapes	2,078	695	1,064	319	-	(605)	-	(1,473)	-
Other Infrastructure									
Caravan Park - assets renewal Swan Hill	40	-	40	-	-	-	-	(40)	-
Caravan Park - assets renewal Lake Boga	20	-	20	-	-	-	-	(20)	-
Caravan Park – assets renewal Robinvale	20	-	20	-	-	-	-	(20)	-
Implementation of Community Plans	350	-	350	-	-	(175)	-	(175)	-
Robinvale Landfill – design new cells	80	80	-	-	-	-	-	(80)	-
FOGO kerbside service rollout	708	708	-	-	-	(95)	-	(613)	-
Total Other Infrastructure	1,218	788	430	-	-	(270)	-	(948)	-
TOTAL INFRASTRUCTURE	12,445	2,133	8,136	2,176	-	(3,399)	(30)	(9,016)	-
CULTURE AND HERITAGE									
Pioneer Settlement									
Pental Island Native Seedbank Nursery	1,050	-	1,050	-	-	(900)	-	(150)	-
Total Pioneer Settlement	1,050	-	1,050	-	-	(900)	-	(150)	-
Library Books									
Premiers reading challenge	7	7	-	-	-	(7)	-	-	-
Library collection purchases	165	-	165	-	-	-	-	(165)	-
Library book purchases Murray River Council	6	6	-	-	-	-	(6)	-	-
Total Library Books	178	13	165	-	-	(7)	(6)	(165)	-
TOTAL CULTURE AND HERITAGE	1,228	13	1,215	-	-	(907)	(6)	(315)	-
TOTAL NEW CAPITAL WORKS 2026/27	17,120	2,146	12,798	2,176	-	(4,306)	(36)	(12,778)	-

4.5.3 Works carried forward from the 2025/26 year

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
PROPERTY									
Buildings									
Solar Energy for Council Buildings	68	-	-	68	-	-	-	(68)	-
Pioneer Settlement rotunda	405	-	405	-	-	-	-	(405)	-
Robinvale community Arts Centre ceiling renewal	150	-	150	-	-	-	-	(150)	-
Swan Hill Showgrounds - Sports Precinct Facilities & Infrastructure	5,378	-	-	5,378	-	(4,000)	-	(1,378)	-
Total Buildings	6,001	-	555	5,446	-	(4,000)	-	(2,001)	-
TOTAL PROPERTY	6,001	-	555	5,446	-	(4,000)	-	(2,001)	-
PLANT AND EQUIPMENT									
Furniture and Equipment									
Neighbourhood Battery Program	396	396	-	-	-	(313)	-	(83)	-
Total Plant, Machinery and Equipment	396	396	-	-	-	(313)	-	(83)	-
Computers and Telecommunications									
Data & Technology Strategy	1,070	-	1,070	-	-	-	-	(1,070)	-
Total Computer and Telecommunications	1,070	-	1,070	-	-	-	-	(1,070)	-
TOTAL PLANT AND EQUIPMENT	1,466	396	1,070	-	-	(313)	-	(1,153)	-
INFRASTRUCTURE									
Sealed Roads									
Karinie Street Reconstruction	5,191	-	5,191	-	-	(3,473)	-	(1,718)	-
Total Sealed Roads	5,191	-	5,191	-	-	(3,473)	-	(1,718)	-
Footpaths and Cycleways									
Activating Lake Boga	56	56	-	-	-	-	-	(56)	-
Total Footpaths and Cycleways	56	56	-	-	-	-	-	(56)	-
Drainage									
Robinvale Drainage Stage 2 including pump station	1,000	1,000	-	-	-	-	-	(1,000)	-
Total Drainage	1,000	1,000	-	-	-	-	-	(1,000)	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Recreational, Leisure and Community Facilities									
Swan Hill Outdoor Pool replacement assessment	67	67	-	-	-	-	-	(67)	-
Lake Boga sporting complex	576	-	576	-	-	(150)	(80)	(346)	-
Robinvale Recreation Reserve change rooms	230	-	230	-	-	-	(100)	(130)	-
Swan Hill Sporting Precinct Implementation – Pritchard Street	411	-	411	-	-	-	-	(411)	-
Total Recreational, Leisure and Community Facilities	1,284	67	1,217	-	-	(150)	(180)	(954)	-
Parks, Open Space and Streetscapes									
First Nations Acknowledgement Reserve Tower Hill	50	50	-	-	-	(50)	-	-	-
Robinvale off leash dog park	235	235	-	-	-	-	-	(235)	-
Total Parks, Open Space and Streetscapes	285	285	-	-	-	(50)	-	(235)	-
Other Infrastructure									
Pental Island Cultural Tourism Development	992	992	-	-	-	(250)	-	(742)	-
Riverside Park mooring platform	730	-	730	-	-	(250)	-	(480)	-
Pental Island bridge	1,492	-	1,492	-	-	(576)	-	(916)	-
Recreation Reserve Lighting	400	-	-	400	-	(250)	(60)	(90)	-
Total Other Infrastructure	3,614	992	2,222	400	-	(1,326)	(60)	(2,228)	-
TOTAL INFRASTRUCTURE	11,430	2,400	8,630	400	-	(4,999)	(240)	(6,191)	-
		-	-	-	-	-	-	-	-
TOTAL CARRIED FORWARD WORKS 2025/26	18,897	2,796	10,255	5,846	-	(9,312)	(240)	(9,345)	

4.5.4 Summary of planned capital works expenditure

For the years ended 30 June 2028, 2029 and 2030

2027/28	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
PROPERTY									
Land	2,234	2,234	-	-	-	-	-	(2,234)	-
Buildings	4,723	580	1,095	3,048	-	(3,077)	(75)	(1,571)	-
Total Property	6,957	2,814	1,095	3,048	-	(3,077)	(75)	(3,805)	-
Plant and equipment									
Plant, machinery and equipment	1,532	-	1,532	-	-	-	-	(1,532)	-
Furniture and equipment	34	-	34	-	-	-	-	(34)	-
Computer and telecommunications	217	-	217	-	-	-	-	(217)	-
Total Plant and equipment	1,783	-	1,783	-	-	-	-	(1,783)	-
Infrastructure									
Sealed Roads	7,391	-	6,716	675	-	(3,199)	-	(4,192)	-
Unsealed Roads	880	-	880	-	-	-	-	(880)	-
Footpaths and Cycleways	670	555	75	40	-	(200)	-	(470)	-
Drainage	440	-	-	440	-	-	-	(440)	-
Recreational, Leisure and Community Facilities	1,455	1,430	-	25	-	(643)	-	(812)	-
Waste Management	1,200	1,200	-	-	-	-	-	(1,200)	-
Parks, Open Space and Streetscapes	2,555	1,450	1,105	-	-	(1,104)	-	(1,451)	-
Other Infrastructure	266	-	256	10	-	-	-	(266)	-
Total Infrastructure	14,857	4,635	9,032	1,190	-	(5,146)	-	(9,711)	-
Culture and heritage									
Library Books	170	-	170	-	-	-	-	(170)	-
Total Culture and Heritage	170	-	170	-	-	-	-	(170)	-
TOTAL CAPITAL WORKS EXPENDITURE	23,767	7,449	12,080	4,238	-	(8,223)	(75)	(15,469)	-

2028/29	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council Cash	Borrowings
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
PROPERTY									
Land	2,290	2,290	-	-	-	-	-	(2,290)	-
Buildings	2,583	481	1,772	330	-	(470)	-	(2,113)	-
Total Property	4,873	2,771	1,772	330	-	(470)	-	(4,403)	-
Plant and equipment									
Plant, machinery and equipment	1,590	-	1,590	-	-	-	-	(1,590)	-
Furniture and equipment	35	-	35	-	-	-	-	(35)	-
Computer and telecommunications	146	-	146	-	-	-	-	(146)	-
Total Plant and equipment	1,771	-	1,771	-	-	-	-	(1,771)	-
Infrastructure									
Sealed Roads	6,552	-	6,552	-	-	(2,524)	-	(4,028)	-
Unsealed Roads	930	-	930	-	-	-	-	(930)	-
Footpaths and Cycleways	465	350	75	40	-	-	-	(465)	-
Drainage	846	-	30	816	-	-	-	(846)	-
Recreational, Leisure and Community Facilities	450	-	-	450	-	(225)	-	(225)	-
Waste Management	2,100	2,100	-	-	-	-	-	(2,100)	-
Parks, Open Space and Streetscapes	2,397	1,038	1,359	-	-	(865)	-	(1,532)	-
Other Infrastructure	500	-	80	420	-	(252)	(71)	(177)	-
Total Infrastructure	14,240	3,488	9,026	1,726	-	(3,866)	(71)	(10,303)	-
Culture and heritage									
Library Books	175	-	175	-	-	-	-	(175)	-
Total Culture and Heritage	175	-	175	-	-	-	-	(175)	-
TOTAL CAPITAL WORKS EXPENDITURE	21,059	6,259	12,744	2,056	-	(4,336)	(71)	(16,652)	-

2029/30	Project Cost \$'000	Asset expenditure types				Summary of Funding sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
PROPERTY									
Land	2,282	2,282	-	-	-	-	-	(2,282)	-
Buildings	2,821	1,320	1,458	43	-	(1,050)	-	(1,771)	-
Total Property	5,103	3,602	1,458	43	-	(1,050)	-	(4,053)	-
Plant and equipment									
Plant, machinery and equipment	1,435	-	1,435	-	-	-	-	(1,435)	-
Furniture and equipment	36	-	36	-	-	-	-	(36)	-
Computer and telecommunications	548	-	548	-	-	-	-	(548)	-
Total Plant and equipment	2,019	-	2,019	-	-	-	-	(2,019)	-
Infrastructure									
Sealed Roads	6,302	-	6,302	-	-	(2,524)	-	(3,778)	-
Unsealed Roads	980	-	980	-	-	-	-	(980)	-
Footpaths and Cycleways	810	695	75	40	-	(50)	-	(760)	-
Drainage	1,071	-	425	646	-	-	-	(1,071)	-
Parks, Open Space and Streetscapes	1,888	1,581	157	150	-	(785)	-	(1,103)	-
Other Infrastructure	256	-	256	-	-	-	-	(256)	-
Total Infrastructure	11,307	2,276	8,195	836	-	(3,359)	-	(7,948)	-
Culture and heritage									
Library Books	180	-	180	-	-	-	-	(180)	-
Total Culture and Heritage	180	-	180	-	-	-	-	(180)	-
TOTAL CAPITAL WORKS EXPENDITURE	18,609	5,878	11,852	879	-	(4,409)	-	(14,200)	-

5. Targeted performance indicators

The following table highlights Council's current and projected performance across eight targeted performance indicators selected by Council from the range of prescribed performance measures contained in the Local Government (Planning and Reporting) Regulations 2020. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Target 2026/27	Target Projections			Trend
						2027/28	2028/29	2029/30	+/-
Community									
MCH services	Participation in the MCH Service Number of children who attend the MCH service/Number of children enrolled in the MCH service		85.96%	84.5%	85.00%	85.43%	85.85%	86.28%	+
Community									
MCH services	Participation in the MCH service by Aboriginal children Number of Aboriginal children who attend the MCH/Number of Aboriginal children in the MCH service		85.90%	81.00%	82.00%	82.41%	82.82%	83.24%	+
Community									
Library services	Library membership Number of registered library members/Population		28.61%	26.20%	26.20%	27.10%	27.60%	28.30%	o
Community									
Aquatic facilities	Utilisation of aquatic facilities Number of visits to aquatic facilities/Population		10	11	10	9.5	10	10	+
Environment									
Food Safety	Food Safety Samples Number of food samples obtained/Required number of food samples		100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	o

Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Target 2026/27	Target Projections			Trend +/-
						2027/28	2028/29	2029/30	
Financial management									
Operating position	Adjusted underlying surplus (or deficit) Adjusted underlying surplus (or deficit)/ Adjusted underlying revenue		0.02%	(9.1%)	(2.3%)	(1.0%)	(1.5%)	(2.7%)	-
Governance									
Financial decision	Capital Works Planning Sum of actual capital works expenditure for the financial year/Sum of budgeted capital works expenditure for the financial year		79.0%	82.0%	90.0%	90.0%	90.0%	90.0%	o
Financial forecasting									
Population	Infrastructure per head of population Value of infrastructure/Population	1	\$28,397	\$34,528	\$35,236	\$35,820	\$36,005	\$36,478	+

5a. Targeted performance indicators

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives. The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Targeted performance indicators - Service

Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Target 2026/27	Target Projections			Trend
						2027/28	2028/29	2029/30	+/-
Governance									
Consultation and engagement (Council decisions made and implemented with community input)	Satisfaction with the opportunities offered by Council to be consulted on or engaged in Council decisions Community satisfaction rating out of 100 with the consultation and engagement efforts of Council		53	54	55	56	57	58	+
Environment									
Roads (sealed local roads are maintained and renewed to ensure a safe network)	Sealed local roads below the intervention level Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads		98.79%	99.00%	99.00%	99.10%	99.20%	99.30%	o
Responsiveness									
Statutory Planning (Councils decide on planning applications and fulfill their legislative duties in a timely manner)	Planning applications decided within the relevant required time Number of planning application decisions made within the relevant required time / Number of planning application decisions made		86.07%	86.86%	86.00%	86.00%	86.00%	86.00%	o
Environment									
Waste Management (waste is minimised and sustainability promoted)	Kerbside collection waste to landfill Waste in tonnage collected from the kerbside waste collection services sent to landfill/ Number of serviced properties	2	N/A	0.60	0.60	0.48	0.48	0.48	+

Targeted performance indicators – Financial

Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Target 2026/27	Target Projections			Trend
						2027/28	2028/29	2029/30	+/-
Financial Management									
Liquidity (sufficient working capital and cash is available to cover expenses)	Current assets compared to current liabilities Current assets / current liabilities		400%	364%	305.30%	393.84%	361.54%	350.70%	+
Financial forecasting Asset renewal and upgrade (renewal and upgrade of assets is planned and delivered)	Asset renewal and upgrade compared to depreciation Asset renewal and upgrade expense / Asset depreciation	3	143%	138%	179%	94%	82%	68%	-
Financial management Rates concentration (revenue is generated from a range of sources)	Rates compared to adjusted underlying revenue Rate revenue / adjusted underlying revenue		52.8%	59.0%	55.8%	55.2%	55.7%	55.8%	-
Financial management Expenditure and revenue level (resources are used efficiently in the delivery of services)	Expenses per property assessment Total expenses / no. of property assessments		\$4,957	\$5,084	\$5,181	\$5,468	\$5,589	\$5,766	+

Key to Forecast Trend:

- + increase in Council's overall targets
- o maintaining Council's overall targets
- decrease in Council's overall targets

Notes to indicators**5a**

1. **Waste management** - The introduction of Food Organics Garden Organics (FOGO) service in 2027, results in an increasing percentage of kerbside collection waste diverted from landfill.
2. **Liquidity** – Council has held unspent cash primarily from government stimulus programs which has improved our liquidity position. The ratio is forecast to decrease in 2026/27 as these funds are spent and projects delivered.

5b. Financial performance indicators

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

Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Budget 2026/27	Projections			Trend +/-
Financial Forecasting									
Indebtedness (level of long-term liabilities is appropriate to the size and nature of a Council's activities)	Non-current liabilities compared to own-source revenue Non-current liabilities / own source revenue		9.5%	8.1%	7.2%	6.0%	5.6%	5.4%	+
Loans and borrowings (level of interest-bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings compared to rates Interest bearing loans and borrowings / rate revenue	4	5.4%	2.9%	2.0%	1.1%	0.4%	0.1%	+
	Loans and borrowings repayments compared to rates Interest and principal repayments on interest bearing loans and borrowings / rate revenue		1.1%	2.5%	0.9%	0.9%	0.7%	0.3%	+
Population (population is a key driver of a Council's ability to fund the delivery of services to the community)	Expenses per head of population Total expenses/ Population		\$2,906	\$2,999	\$3,071	\$3,257	\$3,344	\$3,496	+
	Infrastructure per head of population Value of infrastructure / Population		\$28,398	\$34,528	\$35,236	\$35,820	\$36,005	\$36,478	+
Revenue and grants (revenue is generated from a range of sources in order to fund the delivery of services to the community)	Own-source revenue per head of population Own source revenue / Population		\$2,122	\$2,240	\$2,318	\$2,546	\$2,600	\$2,689	+
	Recurrent grants per head of population Recurrent grants / Population		\$819	\$472	\$663	\$668	\$685	\$707	+

Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Budget 2026/27	Projections 2027/28	2028/29	2029/30	Trend +/-
Financial Management									
Liquidity (sufficient working capital and cash is available to cover expenses)	Cash compared to current liabilities Cash / current liabilities		306%	283%	226%	338%	326%	313%	+
Operating position (an adjusted underlying surplus is generated in the ordinary course of business)	Adjusted underlying surplus (or deficit) Adjusted underlying surplus (deficit) / Adjusted underlying revenue	5	2.3%	(9.1%)	(2.3%)	(1.0%)	(1.5%)	(2.7%)	-
Rates effort (rating level is set based on the community's capacity to pay)	Rates compared to property values Rate revenue / CIV of rateable properties in the municipal district		0.48%	0.47%	0.47%	0.49%	0.49%	0.50%	o
Expenditure and Revenue level (resources are used efficiently in the delivery of services)	Average rate per property assessment General rates and municipal charges / no. of property assessments	6	\$2,122	\$2,757	\$2,850	\$2,997	\$3,065	\$3,151	+
Rates collection (rates and charges are being responsibly collected)	Rates and charges debt Unpaid rates and charges / all rates and charges		18.1%	20.0%	13.7%	12.9%	12.6%	13.5%	+

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. Population**

Significant increase in the value of infrastructure per head of population follows the revaluation of assets undertaken in 2024/25 that resulted in an increase to infrastructure asset valuations of \$43.5 million.

2. Waste Management

The decrease in 2027/28 is the direct result of the introduction of the four bin system. This will see food and garden organics collected in a separate bin and processed at the compost facility, rather than have these items deposited into the landfill.

3. Asset renewal and upgrade

The result in 2025/26 and 2026/27 is significantly higher than forecast years due to the receipt of significant grants to undertake renewal works. Council received \$4.99 million for the renewal of Karinie Street in 2026/27.

4. Loans and borrowings

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

5. 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 mean reliance on Council's cash reserves or increased debt to maintain services.

6. Expenditure and revenue level

This indicator assists in providing an assessment of whether resources are being used efficiently to deliver services. When compared with the expenditure and revenue level indicator, an analysis can be made comparing the average rate to the expenses per property assessment.

Appendices

Appendix A

Fees and charges schedule

This appendix presents the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the 2026/27 year.

Fees & Charges

Swan Hill Rural City Council

Swan Hill Rural City Council

Aerodrome

Aerodrome – Robinvale

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Annual Landing Fee - Lease Holders	Current lease holders - Annual landing fee for private individuals per aircraft	\$175.50	\$181.50	3.42%	\$6.00	Y
Annual Landing Fee - Pilot Training Aircraft	Current Aerodrome lease holders - Annual landing fee for individual pilot training per aircraft	\$411.00	\$425.50	3.53%	\$14.50	Y
Landing Fee - Touch & Go	Visiting aircraft landing fee - Touch & Go	\$17.60	\$18.00	2.27%	\$0.40	Y

Pavement Concession Charge

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Landing Fee - MTOW <5,700kg	Landing fee for visiting aircraft (per aircraft) with MTOW <5,700kg	\$11.70	\$12.00	2.56%	\$0.30	Y
Per tonne maximum take-off mass of aircraft	Per tonne maximum take-off mass of aircraft (CPI Increase)	\$14.20	\$14.50	2.11%	\$0.30	Y

Aerodrome – Swan Hill

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Annual Landing Fee - Lease Holders	Current lease holders - Annual landing fee for private individuals per aircraft	\$175.50	\$181.50	3.42%	\$6.00	Y
Annual Landing Fee - Pilot Training Aircraft	Current Aerodrome lease holders - Annual landing fee for individual pilot training per aircraft	\$411.00	\$425.50	3.53%	\$14.50	Y
Landing Fee - Touch & Go	Visiting aircraft landing fee - Touch & Go	\$17.60	\$18.00	2.27%	\$0.40	Y

Bureau of Meteorology

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Site Lease	Per annum. Met Bureau, weather station. No increase in CPI is charged.	\$110.00	\$110.00	0.00%	\$0.00	Y

Pavement Concession Charge

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Landing Fee - MTOW <5,700kg	Landing fee for visiting aircraft (per aircraft) with MTOW <5,700kg	\$11.70	\$12.00	2.56%	\$0.30	Y
Fee per tonne	Per tonne maximum take-off mass of aircraft (CPI Increase)	\$14.20	\$14.50	2.11%	\$0.30	Y

Art Gallery

Equipment Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Grand Piano	Fee additional to gallery hire charge, bookings required, must only be played by experienced pianists.	\$205.50	\$213.00	3.65%	\$7.50	Y

Floor talks

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Guided Tour	Bookings required per person	\$7.20	\$7.50	4.17%	\$0.30	Y
Non Local Schools	Bookings required per person	\$7.90	\$8.00	1.27%	\$0.10	Y
Local Schools	Bookings required per person	\$0.00	\$0.00	0.00%	\$0.00	Y

Gallery Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Full Gallery - Commercial Hire	Bookings required and Director retains the right to determine suitability of activity. Venue staff required to be present if Gallery is hired after official opening hours.	\$815.00	\$900.00	10.43%	\$85.00	Y
Gallery 1 - Commercial Hire		\$0.00	\$500.00	∞	\$500.00	Y
Gallery 2 - Commercial Hire		\$0.00	\$400.00	∞	\$400.00	Y
Full Gallery - Community Group Hire	Bookings required and Director retains the right to determine suitability of activity.	\$411.00	\$450.00	9.49%	\$39.00	Y
Gallery 1 - Community Group Hire		\$0.00	\$250.00	∞	\$250.00	Y
Gallery 2 - Community Group Hire		\$0.00	\$200.00	∞	\$200.00	Y
Gathering Space Hire	Per Hour	\$0.00	\$60.00	∞	\$60.00	Y
Community Groups/Youth Groups	Bookings required. Per hour.	\$66.00	\$68.00	3.03%	\$2.00	Y
Lock up/security – Per Hour	Required if Gallery is hired outside official opening hours.	\$78.00	\$80.50	3.21%	\$2.50	Y
Workshop Education Room Hire - Community Groups	Per Hour	\$50.00	\$50.00	0.00%	\$0.01	Y
Workshop Education Room Hire - Commercial	Per Hour	\$90.00	\$93.00	3.33%	\$3.00	Y

Aged Care

Senior Citizens Centre – Robinvale & Swan Hill

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Bond (no alcohol)		\$185.00	\$191.50	3.51%	\$6.50	N
Bond (alcohol)		\$611.00	\$632.00	3.44%	\$21.00	N
Meeting / Gathering	First 2 hours	\$54.00	\$56.00	3.70%	\$2.00	Y
Meeting / Gathering	Every hour thereafter	\$23.50	\$24.50	4.26%	\$1.00	Y
Half Day		\$61.50	\$63.50	3.25%	\$2.00	Y
Full Day		\$117.00	\$121.00	3.42%	\$4.00	Y
Party / Large Function		\$187.50	\$194.00	3.47%	\$6.50	Y
Public Liability Insurance	If the user does not have their own insurance, this will be charged to provide the hirer their mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y

Building Department

Building Act Sec 29A

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Report & Consent – Demolition	Fee set by Legislation (5.75 fee units)*	\$96.65	\$96.65	0.00%	\$0.00	N

Building Enforcement Administration Fee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Domestic		\$1,465.00	\$1,515.00	3.41%	\$50.00	N
Commercial		\$1,900.00	\$1,965.00	3.42%	\$65.00	N

Building Permit - Commercial / Industrial

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Building Inspection Fee	If applicable	\$281.00	\$291.00	3.56%	\$10.00	Y
Building Permit Amendment Fee		Dependent on extent of works \$450 minimum \$1,000 maximum				Y
Combined Allotment Statements Fee - Commercial	A combined allotment statement is a legal consent from the Municipal Building Surveyor to treat multiple allotments as one under Division 8 of the Building Regulations 2018 for the purpose of simplifying siting and other regulatory requirements in lieu of being individual allotments.	\$377.00	\$390.00	3.45%	\$13.00	Y

Building Permit - Extend Time

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Domestic	Extension of time and permit	\$237.00	\$245.50	3.59%	\$8.50	Y
Commercial	Extension of time and permit	\$505.00	\$523.00	3.56%	\$18.00	Y

Building Permit - Domestic

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Building Inspection Fee	If applicable	\$183.00	\$189.50	3.55%	\$6.50	Y
Building Permit Amendment Fee		\$188.50	\$195.00	3.45%	\$6.50	Y
Combined Allotment Statements Fee - Domestic	A combined allotment statement is a legal consent from the Municipal Building Surveyor to treat multiple allotments as one under Division 8 of the Building Regulations 2018 for the purpose of simplifying siting and other regulatory requirements in lieu of being individual allotments.	\$269.00	\$278.50	3.53%	\$9.50	Y

Building Regulation & Modification

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Preparation of Report		\$234.50	\$242.50	3.41%	\$8.00	N

Checks (Structural, Mechanical, Electrical & Hydraulic)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee	Checking of specialist system designs where necessary and/or where an appropriate design certificate is not provided is charged on a cost recovery basis.				Charged on a 'cost recovery basis'	N

House Relocation Deposit

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Bond / Bank Guarantee	Fee set by Legislation	\$10,000.00	\$10,000.00	0.00%	\$0.00	N

Information Requests

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Property Information Certificates - Residential & Commercial	Fee set by Legislation (3.19 fee units)*	\$53.60	\$53.60	0.00%	\$0.00	N
Record Search Fee		\$27.00	\$28.00	3.70%	\$1.00	Y
Retrieval fee of building records (per file)		\$100.00	\$103.50	3.50%	\$3.50	N
Archive retrieval fee for building records beyond 10 years (per file)		\$175.50	\$181.50	3.42%	\$6.00	N

Lodgement Fee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Building Permit Documents – Commercial & Residential	Fee set by Legislation (8.23 fee units)*	\$138.35	\$138.35	0.00%	\$0.00	N

Place of Public Entertainment Permits (POPE)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Permit Fee		\$762.00	\$789.00	3.54%	\$27.00	Y

Report & Consent

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Report & Consent Siting Variations – Domestic	Fee set by Legislation (19.61 fee units)*	\$329.60	\$329.60	0.00%	\$0.00	N
Septic regulation 132(1)	Fee set by Legislation (19.61 fee units)*	\$329.60	\$329.60	0.00%	\$0.00	N
Protection of Public (Reg 116)	Fee set by Legislation (19.9 fee units)*	\$334.50	\$334.50	0.00%	\$0.00	N

Stormwater Discharge Information

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Report for Discharge Point	Fee set by Legislation (14.17 fee units)*	\$238.20	\$238.20	0.00%	\$0.00	N

Swimming Pool & Spa

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Registration Fee	Fee set by Legislation (2.15 fee units)*	\$36.10	\$36.10	0.00%	\$0.00	N
Information Search Fee	For pools and spas constructed or commenced before 1 November 2020 and no information provided Fee set by Legislation (3.19 fee units)*	\$53.60	\$53.60	0.00%	\$0.00	N
Lodgement Certificate of Barrier Compliance	Fee set by Legislation (1.38 fee units)*	\$23.20	\$23.20	0.00%	\$0.00	N
Lodgement of Certificate of Barrier Non-Compliance	Fee set by Legislation (26 fee units)*	\$437.05	\$437.05	0.00%	\$0.00	N
Pool Audit Fee - Including 2 inspections		\$436.00	\$451.00	3.44%	\$15.00	Y
Pool Audit Fee - Third and subsequent inspections		\$129.50	\$134.00	3.47%	\$4.50	Y

Building & Property Management

Reimbursements

Keys/Locks

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
New or Replacement Key		\$0.00	\$38.00	∞	\$38.00	Y
Replacement Locks	Due to Lost Keys	\$0.00	\$109.00	∞	\$109.00	Y

Children's Services

Children's Services – After School Care

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per Session (3 hours)		\$40.00	\$42.00	5.00%	\$2.00	N

Children's Services – Swan Hill Vacation Care

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per Session		\$135.00	\$140.00	3.70%	\$5.00	N
Excursion Fee	Need to cost each excursion and charge for full cost recovery.			Calculated for each excursion		N

Youth Services

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Youth Inc Building Rental – Weekly	Rental fee per office space	\$207.00	\$215.00	3.86%	\$8.00	Y

Community Centres

Community Centre – Lake Boga

Bin Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Skip Bin Hire – 1.5 m3	As per contractor price plus 20%				Contractor price plus 20%	Y
Skip Bin Hire – 3 m3	As per contractor price plus 20%				Contractor price plus 20%	Y
240L Wheelie Bin	As per contractor price plus 20%				Contractor price plus 20%	Y

Bond

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
No alcohol		\$185.00	\$191.50	3.51%	\$6.50	N
Alcohol		\$611.00	\$632.00	3.44%	\$21.00	N

Catering Facilities

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Kitchen – Commercial	Full use	\$93.50	\$97.00	3.74%	\$3.50	Y
Kitchen – Community/Charities	Full use	\$56.00	\$58.00	3.57%	\$2.00	Y

Foyer

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial – Foyer or one room full day		\$122.50	\$127.00	3.67%	\$4.50	Y
Community – Foyer or one room full day		\$93.50	\$97.00	3.74%	\$3.50	Y
Community – Foyer or one room half day		\$50.00	\$51.50	3.00%	\$1.50	Y

Hall Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial hire rate	Per day	\$222.50	\$230.00	3.37%	\$7.50	Y
Community/Charities hire rate	Per day	\$157.50	\$163.00	3.49%	\$5.50	Y
Commercial set-up rate	Full day set up fees – 50% of the applicable hire rate	\$111.25	\$115.00	3.37%	\$3.75	Y
Community/Charities set-up rate	Full day set up fees – 50% of the applicable hire rate	\$78.75	\$81.50	3.49%	\$2.75	Y

Meetings

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Community and NFP	Per hour	\$15.80	\$16.40	3.80%	\$0.60	Y

Public Liability Insurance

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance	If the hirer does not have own insurance, this will be charged to provide the hirer their mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y

Stadium Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Stadium hire	Per hour	\$39.00	\$40.50	3.85%	\$1.50	Y

Community Centre – Nyah

Bin Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Skip Bin Hire – 1.5 m3	As per contractor price plus 20%				Contractor price plus 20%	Y
Skip Bin Hire – 3 m3	As per contractor price plus 20%				Contractor price plus 20%	Y
240L Wheelie Bin	As per contractor price plus 20%				Contractor price plus 20%	Y

Bond

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
No alcohol		\$185.00	\$191.50	3.51%	\$6.50	N
Alcohol		\$611.00	\$632.00	3.44%	\$21.00	N

Catering Facilities

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Kitchen – Commercial	Full use	\$93.50	\$97.00	3.74%	\$3.50	Y
Kitchen – Community/Charities	Full use	\$56.00	\$58.00	3.57%	\$2.00	Y

Foyer

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial – Foyer or one room full day		\$122.50	\$127.00	3.67%	\$4.50	Y
Community – Foyer or one room full day		\$93.50	\$97.00	3.74%	\$3.50	Y
Community – Foyer or one room half day		\$50.00	\$51.50	3.00%	\$1.50	Y

Hall Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial hire rate	Per day	\$222.50	\$230.00	3.37%	\$7.50	Y
Community/Charities hire rate	Per day	\$157.50	\$163.00	3.49%	\$5.50	Y
Commercial set-up rate	Full day set up fees – 50% of the applicable hire rate	\$111.25	\$115.00	3.37%	\$3.75	Y
Community/Charities set-up rate	Full day set up fees – 50% of the applicable hire rate	\$78.75	\$81.50	3.49%	\$2.75	Y

Meetings

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Community and NFP	Per hour	\$15.80	\$16.40	3.80%	\$0.60	Y

Public Liability Insurance

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance	If the hirer does not have own insurance, this will be charged to provide the hirer their mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y

Community Centre – Manangatang

Bin Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Skip Bin Hire – 1.5 m3	As per contractor price plus 20%				Contractor price plus 20%	Y
Skip Bin Hire – 3 m3	As per contractor price plus 20%				Contractor price plus 20%	Y
240L Wheelie Bin	As per contractor price plus 20%				Contractor price plus 20%	Y

Bond

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
No alcohol		\$185.00	\$191.50	3.51%	\$6.50	N
Alcohol		\$611.00	\$632.00	3.44%	\$21.00	N

Hall Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial hire rate	Per day	\$42.00	\$44.00	4.76%	\$2.00	Y
Community/Charities hire rate	Per day	\$30.00	\$31.00	3.33%	\$1.00	Y
Commercial set-up rate	Full day set up fees – 50% of the applicable hire rate	\$21.00	\$22.00	4.76%	\$1.00	Y
Community/Charities set-up rate	Full day set up fees – 50% of the applicable hire rate	\$15.00	\$15.50	3.33%	\$0.50	Y

Meetings

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Community and NFP	Per hour	\$15.20	\$15.80	3.95%	\$0.60	Y

Public Liability Insurance

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance	If the hirer does not have own insurance, this will be charged to provide the hirer their mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y

Community Centre – Woorinen**Bin Hire**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Skip Bin Hire – 1.5 m3	As per contractor price plus 20%			Contractor price plus 20%		Y
Skip Bin Hire – 3 m3	As per contractor price plus 20%			Contractor price plus 20%		Y
240L Wheelie Bin	As per contractor price plus 20%			Contractor price plus 20%		Y

Bond

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
No alcohol		\$185.00	\$191.50	3.51%	\$6.50	N
Alcohol		\$611.00	\$632.00	3.44%	\$21.00	N

Hall Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial hire rate	Per day	\$42.00	\$44.00	4.76%	\$2.00	Y
Community/Charities hire rate	Per day	\$30.00	\$31.00	3.33%	\$1.00	Y
Commercial set-up rate	Full day set up fees – 50% of the applicable hire rate	\$21.00	\$22.00	4.76%	\$1.00	Y
Community/Charities set-up rate	Full day set up fees – 50% of the applicable hire rate	\$15.00	\$15.50	3.33%	\$0.50	Y

Meetings

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Community and NFP	Per hour	\$15.20	\$15.80	3.95%	\$0.60	Y

Public Liability Insurance

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance	If the hirer does not have own insurance, this will be charged to provide the hirer their mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y

Community Arts Centre – Robinvale**Bin Hire**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
2.6m3 Skip Bin	As per contractor price plus 20%				Contractor price plus 20%	Y

Bond

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
No alcohol		\$518.00	\$536.00	3.47%	\$18.00	N
Alcohol		\$1,065.00	\$1,100.00	3.29%	\$35.00	N

Catering Facilities

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Kitchen – Commercial	Full use	\$342.00	\$354.00	3.51%	\$12.00	Y
Kitchen – Community/Charities	Full use	\$207.00	\$214.00	3.38%	\$7.00	Y

Foyer

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial	Foyer or one room full day	\$185.50	\$192.00	3.50%	\$6.50	Y
Community	Foyer or one room full day	\$107.50	\$111.50	3.72%	\$4.00	Y
Community	Foyer or one room half day	\$86.50	\$89.50	3.47%	\$3.00	Y

Hall Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial hire rate	Per day	\$646.00	\$669.00	3.56%	\$23.00	Y
Community/Charities hire rate	Per day	\$431.00	\$446.00	3.48%	\$15.00	Y
Commercial set-up rate	Full day set up fees – 50% of the applicable hire rate	\$323.00	\$334.50	3.56%	\$11.50	Y
Community/Charities set-up rate	Full day set up fees – 50% of the applicable hire rate	\$215.50	\$223.00	3.48%	\$7.50	Y

Meetings

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Community and NFP	Per hour	\$21.55	\$22.30	3.48%	\$0.75	Y

Public Liability Insurance

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance		\$38.00	\$39.50	3.95%	\$1.50	Y

Theatre

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial		\$1,035.00	\$1,070.00	3.38%	\$35.00	Y

Theatre [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Community		\$430.55	\$445.60	3.50%	\$15.05	Y

Customer Service & Revenue Control

Community Tree (Kiosk)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance	If the hirer does not have their own insurance, this will be charged to provide the hirer mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y
Bond		\$129.50	\$134.00	3.47%	\$4.50	N
Per Event		\$35.50	\$36.50	2.82%	\$1.00	Y
Per Event including blinds		\$0.00	\$76.50	∞	\$76.50	Y

Copy Rate Notice

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Copy Rate Notice		\$14.00	\$14.50	3.57%	\$0.50	N

Garbage Service Charge Fee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
For upsizing garbage bins or removing green waste service	Per service	\$58.50	\$60.50	3.42%	\$2.00	N

Land Information Certificate

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Land Information Certificate	Set by Legislation but indexed annually (1.82 fee units)*	\$30.55	\$30.55	0.00%	\$0.00	N
Urgent requests incur additional fee	Certificate completed within 24 hours	\$146.00	\$151.00	3.42%	\$5.00	N

Engineering Services

Municipal road where max speed limit at any time is 50kmph or less

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Other than minor works - On, or partly on the roadway, shoulder or pathway	Fee set by Legislation (23.5 fee units)*	\$395.00	\$395.00	0.00%	\$0.00	N
Other than minor works - Not on the roadway, shoulder or pathway	Fee set by Legislation (6 fee units)*	\$100.85	\$100.85	0.00%	\$0.00	N
Minor works - On, or partly on the roadway, shoulder or pathway	Fee set by Legislation (9.3 fee units)*	\$156.30	\$156.30	0.00%	\$0.00	N
Minor works - Not on the roadway, shoulder or pathway	Fee set by Legislation (6 fee units)*	\$100.85	\$100.85	0.00%	\$0.00	N

Municipal road where max speed limit at any time is more than 50kmph

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Other than minor works - On, or partly on the roadway, shoulder or pathway	Fee set by Legislation (43.1 fee units)*	\$724.50	\$724.50	0.00%	\$0.00	N
Other than minor works - Not on the roadway, shoulder or pathway	Fee set by Legislation (23.5 fee units)*	\$395.00	\$395.00	0.00%	\$0.00	N
Minor works - On, or partly on the roadway, shoulder or pathway	Fee set by Legislation (9.3 fee units)*	\$156.30	\$156.30	0.00%	\$0.00	N
Minor works - Not on the roadway, shoulder or pathway	Fee set by Legislation (6 fee units)*	\$100.85	\$100.85	0.00%	\$0.00	N

Road Closure – Temporary

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Advertisement			Cost as invoiced from relevant publisher			N

Road Opening Application Fees

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
1 fee unit \$16.81 set by Legislation	1 fee unit (currently \$16.81) fee set by legislation (Monetary Units Act 2004)	\$16.81	\$16.81	0.00%	\$0.00	N

Traffic Management Plan Preparation

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Plan	Set rate plus disbursements, to a maximum of 3 hours.	\$539.00	\$558.00	3.53%	\$19.00	Y

Information Management Services**Documents Copied to CD/USB**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Documents Copied to USB		\$9.30	\$9.60	3.23%	\$0.30	Y

Freedom of Information

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Application Fee	Fee set by Legislation in May	\$33.60	\$33.60	0.00%	\$0.00	N
Search Fee - Per Hour	Fee set by Legislation (1.5 fee units)*	\$25.20	\$25.20	0.00%	\$0.00	N
Photocopying – A4 per black and white page	Fee set by Legislation	\$0.20	\$0.20	0.00%	\$0.00	N

Historic Information Request

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Application Fee (Inc 1hr search)		\$39.50	\$41.00	3.80%	\$1.50	Y
Hourly Rate (after 1st hour)		\$59.50	\$61.50	3.36%	\$2.00	Y

Leisure Centres**Leisure Centre – Robinvale Recreation & Aquatic Centre**

Fees Collected and Retained by Contractor

General Admission (Aquatics)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$4.50	\$4.70	4.44%	\$0.20	Y
Child/Concession		\$3.60	\$3.70	2.78%	\$0.10	Y
Spectator		\$2.30	\$2.40	4.35%	\$0.10	Y
Aqua Aerobics	Per class	\$3.80	\$3.90	2.63%	\$0.10	Y
Family		\$20.40	\$21.10	3.43%	\$0.70	Y
Infants Under 5 years old		\$2.30	\$2.40	4.35%	\$0.10	Y
Lane Hire	Per hour	\$15.00	\$15.55	3.67%	\$0.55	Y
Pool Hire	Per hour	\$144.00	\$149.00	3.47%	\$5.00	Y
User Group – Pool entry fees	Per entry	\$3.10	\$3.20	3.23%	\$0.10	Y
Swim teacher hire	Per hour	\$46.90	\$48.55	3.52%	\$1.65	Y

General Admission (Aquatics) [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Additional lifeguard	User group	\$42.80	\$44.30	3.50%	\$1.50	Y

Facility Membership

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
3 Month Membership	Up front	\$253.30	\$262.15	3.49%	\$8.85	Y
6 Month Membership	Up front	\$405.00	\$419.15	3.49%	\$14.15	Y
12 Month Membership	Up front	\$596.10	\$616.95	3.50%	\$20.85	Y

Health Club

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Casual	Per session	\$12.80	\$13.20	3.13%	\$0.40	Y
Concession	Per session	\$10.80	\$11.20	3.70%	\$0.40	Y
Youth Hour 12-16 years		\$3.40	\$3.50	2.94%	\$0.10	Y
10 Visit passes	Adult	\$63.10	\$65.30	3.49%	\$2.20	Y
20 Visit passes	Adult	\$124.60	\$128.95	3.49%	\$4.35	Y
50 Visit passes	Adult	\$310.60	\$321.45	3.49%	\$10.85	Y

Season Ticket

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Family of 4	\$10 extra per child	\$208.90	\$216.20	3.49%	\$7.30	Y
Adult		\$131.80	\$136.40	3.49%	\$4.60	Y
Child/concession		\$107.10	\$110.85	3.50%	\$3.75	Y

Sports Hall

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Casual hire	Per hour	\$5.50	\$5.70	3.64%	\$0.20	Y
Full court hire (peak) per hour	Peak hours 4pm to 9pm Monday-Friday & Weekends	\$59.60	\$61.70	3.52%	\$2.10	Y
1/2 court hire (peak) per hour	Peak hours 4pm to 9pm Monday-Friday & Weekends	\$30.20	\$31.25	3.48%	\$1.05	Y
Full court hire (non peak) per hour	Peak hours 4pm to 9pm Monday-Friday & Weekends	\$36.60	\$37.90	3.55%	\$1.30	Y
1/2 court hire (non peak) per hour	Peak hours 4pm to 9pm Monday-Friday & Weekends	\$25.00	\$26.00	4.00%	\$1.00	Y
Out of Hours Staffing per hour		\$42.80	\$44.30	3.50%	\$1.50	Y

Swimming Multi Passes – 10 Visits

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult – Pool only		\$41.80	\$43.25	3.47%	\$1.45	Y
Child/concession – Pool only		\$30.10	\$31.15	3.49%	\$1.05	Y

Water Safety Lessons

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Preschool and School Age	Per lesson	\$15.20	\$15.80	3.95%	\$0.60	N

Leisure Centre – Swan Hill Aquatic & Recreation Centre

Fees Collected and Retained by Contractor

Birthday Parties

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Non-Catered	Per child	\$13.70	\$14.15	3.28%	\$0.45	Y
Catered	Per child	\$20.20	\$20.90	3.47%	\$0.70	Y

Badminton

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Badminton	Per hour / per court	\$17.50	\$18.10	3.43%	\$0.60	Y

General Admission

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$7.50	\$7.80	4.00%	\$0.30	Y
Child		\$5.10	\$5.30	3.92%	\$0.20	Y
Concession		\$5.10	\$5.30	3.92%	\$0.20	Y
Infant	Under 4	\$2.50	\$2.60	4.00%	\$0.10	Y
Family	All immediate	\$21.40	\$22.15	3.50%	\$0.75	Y
10 Visit passes	Adult	\$66.20	\$68.50	3.47%	\$2.30	Y
10 Visit passes	Child / Concession	\$44.70	\$46.25	3.47%	\$1.55	Y
Swim Club	Per person	\$8.30	\$8.60	3.61%	\$0.30	Y
Schools	Per student	\$3.30	\$3.40	3.03%	\$0.10	Y

Group Fitness

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Casual	Per class	\$11.40	\$11.80	3.51%	\$0.40	Y
Concession	Per class	\$8.50	\$8.80	3.53%	\$0.30	Y

Health Club

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Casual	Gymnasium only	\$16.70	\$17.30	3.59%	\$0.60	Y
Concession	Gymnasium only	\$12.50	\$12.95	3.60%	\$0.45	Y
10 Visit passes	Adult - Gymnasium only	\$139.40	\$144.30	3.52%	\$4.90	Y
Youth Hour 12-16 years	Members	\$5.60	\$5.80	3.57%	\$0.20	Y

Learn to Swim

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
1st Child	Per lesson	\$16.30	\$16.85	3.37%	\$0.55	N
2nd Child	Per lesson	\$15.00	\$15.60	4.00%	\$0.60	N
1st Child < 3 years	Per lesson	\$14.20	\$14.70	3.52%	\$0.50	N
2+ Child < 3 years	Per lesson	\$12.80	\$13.25	3.52%	\$0.45	N
Private	One on one	\$39.00	\$40.50	3.85%	\$1.50	N

Platinum Membership

Includes gym, pool and group fitness classes

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
12 months	Up front	\$1,079.80	\$1,117.60	3.50%	\$37.80	Y
12 months concession	Up front	\$843.60	\$873.15	3.50%	\$29.55	Y
6 months	Up front	\$630.20	\$652.25	3.50%	\$22.05	Y
6 months concession	Up front	\$461.10	\$477.25	3.50%	\$16.15	Y
3 months	Up front	\$359.90	\$372.50	3.50%	\$12.60	Y

Swan Hill Rural City Council Budget - 2026/27

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Platinum Membership [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
12 months – Direct debit per week + joining fee		\$20.50	\$21.20	3.41%	\$0.70	Y
12 month concession – Direct debit per week + joining fee		\$16.80	\$17.40	3.57%	\$0.60	Y
Joining Fee		\$60.00	\$62.10	3.50%	\$2.10	Y

Premium Membership

Includes gym and pool

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
12 months	Up front	\$888.60	\$919.70	3.50%	\$31.10	Y
12 months concession	Up front	\$708.70	\$733.50	3.50%	\$24.80	Y
6 months	Up front	\$494.90	\$512.20	3.50%	\$17.30	Y
6 months concession	Up front	\$405.00	\$419.15	3.49%	\$14.15	Y
3 months	Up front	\$314.90	\$325.90	3.49%	\$11.00	Y
12 months – Direct debit per week + joining fee		\$18.10	\$18.75	3.59%	\$0.65	Y
12 months – Concession direct debit per week + joining fee \$60		\$13.50	\$13.95	3.33%	\$0.45	Y
Joining Fee		\$60.00	\$62.10	3.50%	\$2.10	Y

Sports Hall Room Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Sports Hall Room Hire	Per hour	\$60.20	\$62.30	3.49%	\$2.10	Y

Stadium – Casual Use

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Stadium – Casual Use	Per hour	\$6.10	\$6.30	3.28%	\$0.20	Y

Library Service**Computer Bookings**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per 15 minutes	Per booking	\$1.80	\$1.90	5.56%	\$0.10	Y
Per half hour	Per booking	\$3.50	\$3.60	2.86%	\$0.10	Y
Per hour		\$6.60	\$6.80	3.03%	\$0.20	Y

Copying of Oral History Discs

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Including disc		\$12.20	\$12.60	3.28%	\$0.40	Y

Headphones

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per set		\$4.50	\$4.70	4.44%	\$0.20	Y

Inter Library Loans

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
From Public Libraries	Per item	\$5.80	\$7.00	20.69%	\$1.20	Y

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Inter Library Loans [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
From Tertiary Institutions	Per item				Cost + \$3 Processing Fee	Y

Invigilator for Exams

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per hour	Library staff member to act as invigilator for exams	\$57.00	\$59.00	3.51%	\$2.00	Y

Library Bags

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per bag		\$4.00	\$4.00	0.00%	\$0.00	Y

Lost Books

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per Item					Cost + \$6.00	Y

Lost Magazines

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per Item					Cost + \$4.00	Y

Meeting Room – Commercial

Fees apply for bookings by Commercial and Government bodies

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per hour	Per booking. Booking required.	\$16.00	\$17.00	6.25%	\$1.00	Y
Half Day	Per booking. Booking required.	\$50.00	\$50.00	0.00%	\$0.00	Y
Per day	Per booking. Booking required.	\$93.00	\$96.50	3.76%	\$3.50	Y

Membership Cards

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Replacement of lost library card	Per card	\$6.20	\$6.40	3.23%	\$0.20	N

Photocopying / Printing

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
A4 Single Black	Per page	\$0.40	\$0.40	0.00%	\$0.00	Y
A4 Single Colour	Per page	\$2.00	\$2.00	0.00%	\$0.00	Y
A4 Double sided Black	Per page	\$0.80	\$0.80	0.00%	\$0.00	Y
A4 Double sided Colour	Per page	\$4.00	\$4.00	0.00%	\$0.00	Y
A3 Single Black	Per page	\$0.80	\$0.80	0.00%	\$0.00	Y
A3 Single Colour	Per page	\$4.00	\$4.00	0.00%	\$0.00	Y
A3 Double sided Black	Per page	\$1.60	\$1.60	0.00%	\$0.00	Y
A3 Double sided Colour	Per page	\$8.00	\$8.00	0.00%	\$0.00	Y

USB

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per USB stick purchased		\$10.40	\$10.80	3.85%	\$0.40	Y

Livestock Exchange

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Call Out Fee		\$107.50	\$111.50	3.72%	\$4.00	Y
Cattle Weigh Fee - Per lot during sale	Cattle sold in prime market	\$3.70	\$4.00	8.11%	\$0.30	Y
Sheep Yard - Per head per day	Stock not sold through yard	\$6.00	\$6.20	3.33%	\$0.20	Y
Cattle Yard - Per head per day	Stock not sold through yard	\$12.00	\$12.50	4.17%	\$0.50	Y
Stock removed from sale - sheep	For drafting, per head.	\$1.20	\$1.50	25.00%	\$0.30	Y
Stock removed from sale - cattle	For drafting, per head.	\$6.10	\$6.50	6.56%	\$0.40	Y
Private Weigh Cattle – Per head	Occurs when cattle are weighed but not in a sale	\$7.90	\$8.00	1.27%	\$0.10	Y
Sheep	For sheep sold through the yards on sale days. Based on sale price.				1.10%	Y
Cattle	For cattle sold through the yards on sale days. Based on sale price.				1.20%	Y

Dead Stock Removal

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Sheep destroyed and disposed from yards	Presented to yards in condition deemed not fit for sale	\$85.50	\$88.50	3.51%	\$3.00	Y
Cattle destroyed and disposed from yards	Presented to yards in condition deemed not fit for sale	\$285.00	\$295.00	3.51%	\$10.00	Y

NLIS Tags

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Cattle - Faulty / Non reader tag assigned with transport number.	Per tag	\$6.00	\$6.20	3.33%	\$0.20	Y
Untagged Cattle. Fee to Agent/Vendor.	Per tag	\$15.75	\$16.50	4.76%	\$0.75	Y
Untagged Sheep	Fee to agent / vendor	\$6.00	\$6.20	3.33%	\$0.20	Y

Stock Feeding

Staff and machinery resource only. Agent/Vendor to supply feed.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Stock not sold through yards	Per bale fed out	\$60.00	\$62.00	3.33%	\$2.00	Y
Post Sale	Per bale fed out	\$60.00	\$62.00	3.33%	\$2.00	Y

Truck Wash

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per minute		\$0.90	\$1.00	11.11%	\$0.10	Y
Access Key	Per key	\$47.50	\$49.00	3.16%	\$1.50	Y

Marketing & Tourism

Guided Tour of Swan Hill

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Weekdays (Monday-Friday) excluding Public Holidays	Per tour (1 hour)	\$114.00	\$118.00	3.51%	\$4.00	Y

Guided Tour of Swan Hill [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Weekends and Public Holidays	Per tour (1 hour)	\$170.50	\$175.00	2.64%	\$4.50	Y

Skilled Migration

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Regional Certification	Processing fee for SHRCC (Regional Certifying Body for the North West Region - Swan Hill and Mildura) to provide advice to the Department of Home Affairs on the Skilled Employer Sponsored Regional (SESR) – Employer Sponsored (ES) Stream.	\$697.00	\$721.00	3.44%	\$24.00	Y

Parking Control & School Crossings**Parking Infringement Notices**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Category A	Fee set by Legislation (0.4 of a penalty unit)^	\$81.40	\$81.40	0.00%	\$0.00	N
Category B	Fee set by Legislation (0.6 of penalty unit)^	\$122.10	\$122.10	0.00%	\$0.00	N
Category C	Fee set by Legislation (1 penalty unit)^	\$203.51	\$203.51	0.00%	\$0.00	N

Parking Meters

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
One Hour Meters	Per hour	\$1.40	\$1.40	0.00%	\$0.00	Y
Daily Car Park Hire - per park in metered area	For tradesman and community groups conducting approved raffles.	\$11.00	\$11.00	0.00%	\$0.00	Y
6 monthly car park hire rate per park in metered area	For tradesman working in a metered or signed area.	\$728.00	\$728.00	0.00%	\$0.00	Y
Annual car park hire rate per park in metered area	For tradesman working in a metered or signed area.	\$1,350.00	\$1,350.00	0.00%	\$0.00	Y

Photocopying & Printing**Photocopying Fee**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
A4 Single Black	Photocopying fees have been consolidated across Council, except for Library. Per page.	\$0.75	\$0.75	0.00%	\$0.00	Y
A4 Single Colour	Per page	\$3.00	\$3.10	3.33%	\$0.10	Y
A4 Double sided Black	Per page	\$1.35	\$1.40	3.70%	\$0.05	Y
A4 Double sided Colour	Per page	\$6.00	\$6.20	3.33%	\$0.20	Y
A3 Single Black	Per page	\$1.35	\$1.40	3.70%	\$0.05	Y
A3 Single Colour	Per page	\$5.90	\$6.10	3.39%	\$0.20	Y
A3 Double sided Black	Per page	\$2.50	\$2.60	4.00%	\$0.10	Y
A3 Double sided Colour	Per page	\$12.00	\$12.40	3.33%	\$0.40	Y

Printing (Plotter)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
A0 Black	Per page	\$11.00	\$11.40	3.64%	\$0.40	Y
A1 Black	Per page	\$8.00	\$8.30	3.75%	\$0.30	Y
A2 Black	Per page	\$4.80	\$5.00	4.17%	\$0.20	Y
A0 Colour	Per page	\$19.75	\$20.45	3.54%	\$0.70	Y
A1 Colour	Per page	\$16.85	\$17.45	3.56%	\$0.60	Y
A2 Colour	Per page	\$16.85	\$16.85	0.00%	\$0.00	Y

Pioneer Settlement

Experience Centre

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Experience Centre Hire Fee - Half Day	Experience Centre Hire Fee - Half Day	\$0.00	\$300.00	∞	\$300.00	Y
Experience Centre Hire Fee - Full Day	Experience Centre Hire Fee - Full Day	\$0.00	\$500.00	∞	\$500.00	Y

General Admission

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$33.50	\$32.00	-4.48%	-\$1.50	Y
Concession	Pensioner, Student, Senior	\$30.50	\$27.00	-11.48%	-\$3.50	Y
Child	Child 5 to 16 years (children under 5 are free)	\$23.50	\$22.00	-6.38%	-\$1.50	Y
Family	Family – 2 adults and up to 2 children	\$102.50	\$100.00	-2.44%	-\$2.50	Y
Extra child	On family ticket	\$16.50	\$16.50	0.00%	\$0.00	Y
Local Residents	Local ambassador program. Identification required showing address within municipality	\$0.00	\$0.00	0.00%	\$0.00	Y

Heartbeat (Laser Light Shows)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$30.00	\$32.00	6.67%	\$2.00	Y
Concession	Pensioner, Student, Senior	\$27.00	\$27.00	0.00%	\$0.00	Y
Child	Child 5 to 16 years (children under 5 are free)	\$21.00	\$22.00	4.76%	\$1.00	Y
Family	Family – 2 adults and up to 2 children	\$91.50	\$100.00	9.29%	\$8.50	Y
Extra child	On family ticket	\$15.00	\$16.50	10.00%	\$1.50	Y

Pyap Cruise

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$29.00	\$32.00	10.34%	\$3.00	Y
Concession	Pensioner, Student, Senior	\$26.00	\$27.00	3.85%	\$1.00	Y
Child	Child 5 to 16 years (children under 5 are free)	\$20.00	\$22.00	10.00%	\$2.00	Y
Family	Family – 2 adults and up to 2 children	\$88.00	\$100.00	13.64%	\$12.00	Y
Extra child	On family ticket	\$14.50	\$16.50	13.79%	\$2.00	Y

Pioneer Settlement – Commercial Product Purchases

General Admission (Commercial)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$28.50	\$27.50	-3.51%	-\$1.00	Y
Concession	Pensioner, Student, Senior	\$25.50	\$23.00	-9.80%	-\$2.50	Y
Child	Child 5 to 16 years (children under 5 are free)	\$19.50	\$19.00	-2.56%	-\$0.50	Y
Family	Family – 2 adults and up to 2 children	\$86.50	\$85.00	-1.73%	-\$1.50	Y

Pyap Cruise (Commercial)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$25.00	\$27.50	10.00%	\$2.50	Y
Concession	Pensioner, Student, Senior	\$22.50	\$23.00	2.22%	\$0.50	Y
Child	Child 5 to 16 years (children under 5 are free)	\$17.50	\$19.00	8.57%	\$1.50	Y
Family	Family – 2 adults and up to 2 children	\$75.50	\$85.00	12.58%	\$9.50	Y

Heartbeat (Laser Light Shows) (Commercial)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$25.50	\$27.50	7.84%	\$2.00	Y
Concession	Pensioner, Student, Senior	\$23.00	\$23.00	0.00%	\$0.00	Y
Child	Child 5 to 16 years (children under 5 are free)	\$18.00	\$19.00	5.56%	\$1.00	Y
Family	Family – 2 adults and up to 2 children	\$78.00	\$85.00	8.97%	\$7.00	Y

Pioneer Settlement – Education Program

Registered Education Facility (P-12 Schools)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
General Admission	Per student	\$17.50	\$17.50	0.00%	\$0.00	Y
Pyap Cruise	Per student	\$15.50	\$15.50	0.00%	\$0.00	Y
Heartbeat (Laser Light Show)	Per student	\$16.00	\$16.00	0.00%	\$0.00	Y

Pioneer Settlement – Lodges**Accommodation**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student	Per night	\$35.50	\$36.00	1.41%	\$0.50	Y
General	Per person	\$41.50	\$43.00	3.61%	\$1.50	Y

Breakfast

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student	Per person	\$14.00	\$14.00	0.00%	\$0.00	Y
General	Per person	\$14.00	\$14.00	0.00%	\$0.00	Y

Lunch

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student	Per person	\$17.00	\$17.00	0.00%	\$0.00	Y
General	Menu choices now developed ranging from \$15 – \$25 per person				Per menu	Y

Morning / Afternoon Tea

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student	Per person	\$6.00	\$6.00	0.00%	\$0.00	Y
General	Per person	\$6.00	\$6.00	0.00%	\$0.00	Y

Dinner

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student - Primary Student	Per person	\$23.00	\$23.00	0.00%	\$0.00	Y
Student - Secondary Student		\$27.00	\$27.00	0.00%	\$0.00	Y
General	Menu choices now developed ranging from \$15 – \$25 per person				Per menu	Y

Supper

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student	Per person	\$5.00	\$5.00	0.00%	\$0.00	Y

Supper [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
General	Per person	\$8.30	\$5.00	-39.76%	-\$3.30	Y

Birthday Cake

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Student	Cost to purchase cake				Cost	Y

Pioneer Settlement – Special Functions**Amphitheatre Hire**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amphitheatre day hire only	2 hour hire between 9.30am and 5.00pm with use of fountains	\$1,870.00	\$1,935.00	3.48%	\$65.00	Y
Amphitheatre day hire only – additional hour	For each additional hour after initial 2 hours hire	\$312.00	\$323.00	3.53%	\$11.00	Y

Lower Murray Inn

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Site for 6 hours up to 110 people		\$1,200.00	\$1,300.00	8.33%	\$100.00	Y
Additional hour		\$130.00	\$140.00	7.69%	\$10.00	Y
Site (4hrs)		\$884.00	\$950.00	7.47%	\$66.00	Y
Site (additional hours)		\$124.80	\$125.00	0.16%	\$0.20	Y

PS Pyap

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Cruise Private Hire	1 hour	\$1,000.00	\$1,100.00	10.00%	\$100.00	Y
Cruise Private Hire – additional hour	Additional one hour hire	\$520.00	\$550.00	5.77%	\$30.00	Y

Photos

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Grounds for photos		\$200.00	\$200.00	0.00%	\$0.00	Y
Grounds for photos after hours		\$416.00	\$450.00	8.17%	\$34.00	Y

Site & Pyap Cruise Package

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Pyap – 1 hour cruise & site hire 4 hours		\$1,900.00	\$2,000.00	5.26%	\$100.00	Y
Pyap – 2 hour cruise & site hire 4 hours		\$2,300.00	\$2,400.00	4.35%	\$100.00	Y

Weddings

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Wedding Hire – site	For any ceremony held anywhere on site	\$1,000.00	\$1,000.00	0.00%	\$0.00	Y
Double Site Hire - Ceremony & Reception Package	4 hours site hire for ceremony and 4 hours site hire for reception	\$1,900.00	\$2,000.00	5.26%	\$100.00	Y
Double Site Hire & Pyap Charter Package	4 hours site hire for ceremony and 4 hours site hire for reception and 1 hour Pyap Charter	\$2,700.00	\$2,900.00	7.41%	\$200.00	Y

Planning Department

Regulation 7 Section 20(4)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Requesting the Minister to prepare an amendment to a Planning Scheme exempted from the requirements referred to in section 20(4) of the Act.	Fee set by Legislation (270 fee units)*	\$4,538.70	\$4,538.70	0.00%	\$0.00	N

Regulation 8 Section 20(A)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Requesting the Minister to prepare an amendment to a Planning Scheme exempted from certain requirements prescribed under section 20A of the Act.	Fee set by Legislation (65 fee units)*	\$1,092.65	\$1,092.65	0.00%	\$0.00	N

Regulation 10 Combined Permit Applications

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Combined Permit applications	Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.				N/A	N

Regulation 12

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amend an application for a Permit or an application to amend a Permit	(a) Under section 57A(3)(a) of the Act the fee to amend an application for a Permit after notice is given is 40% of the application fee for that class of Permit set out in the Table at regulation 9; (b) Under section 57A(3)(a) of the Act the fee to amend an application to amend a Permit after notice is given is 40% of the application fee for that class of Permit set out in the Table at regulation 11 and any additional fee under c) below; (c) If an application to amend an application for a Permit or amend an application to amend a Permit has the effect of changing the class of that Permit to a new class, having a higher application fee set out in the Table to regulation 9, the applicant must pay an additional fee being the difference the original class of application and the amended class of Permit.			% of cost		N

Regulation 13

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Combined application to amend Permit	The sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.			% of cost		N

Regulation 14

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Combined Permit and Planning Scheme amendment	Under section 96A(4)(a) of the Act: The sum of the fee(s) for the amendment to the planning scheme (regulation 6) and whichever of the following applies: 50% of the fee which would have applied if the permit application had been made separately; or if the permit application is for more than one class of permit (regulation 9), the highest of the fees which would have applied if the permit applications had been made separately.			% of cost		N

Regulation 15

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
For a certificate of compliance	Fee set by Legislation (22 fee units)*	\$369.80	\$369.80	0.00%	\$0.00	N

Regulation 16

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Agreement to a proposal to amend or end an agreement under section 173 of the Act	Fee set by Legislation (44.5 fee units)*	\$748.05	\$748.05	0.00%	\$0.00	N

Regulation 17

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
For a Planning Certificate	a) 1.5 fee units for an application not made electronically 2025/26 (Unit fee \$16.81) b) \$7.82 for an application made electronically 2024/25 (2025/26 TBA)		a) 1.5 fee units for an application not made electronically 2025/26 (Unit fee \$16.81) b) \$7.82 for an application made electronically 2024/25 (2025/26 TBA)			N

Regulation 18

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council	Fee set by Legislation (22 fee units)*	\$369.80	\$369.80	0.00%	\$0.00	N

Regulation 6

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Certification of a Plan of Subdivision	Fee set by Legislation (11.8 fee units)*	\$198.35	\$198.35	0.00%	\$0.00	N

Regulation 7 Section 10(2)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Alteration of Plan under section 10(2) of the Act	Fee set by Legislation (7.5 fee units)*	\$126.05	\$126.05	0.00%	\$0.00	N

Regulation 8 Section 11(1)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment of Certified Plan under section 11(1) of the Act	Fee set by Legislation (9.5 fee units)*	\$159.70	\$159.70	0.00%	\$0.00	N

Regulation 9

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Checking of Engineering Plans	0.75% based on the estimated cost of construction works		0.75% of the estimated cost of construction of the works proposed in the engineering plan (maximum fee)			N

Regulation 10 Engineering Plan

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Engineering Plan prepared by Council	3.5% of the cost of works proposed in the engineering plan (maximum fee)		3.5% of the cost of works proposed in the engineering plan (maximum fee)			N

Regulation 11

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Supervision of works	2.5% of the estimated cost of construction of the works (maximum fee)					N
					2.5% of the estimated cost of construction of the works (maximum fee)	

Planning Permit Applications

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Applications for Extension of Time - 1st Request	Per application	\$280.00	\$290.00	3.57%	\$10.00	N
Applications for Extension of Time - 2nd request	Per application	\$560.00	\$580.00	3.57%	\$20.00	N
Application for Extension of Time - 3rd Request	Per application	\$750.00	\$750.00	0.00%	\$0.00	N

Amend Planning Permits

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Secondary Consent		\$291.00	\$301.00	3.44%	\$10.00	N

Written Advice Letter

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Provision of Letter		\$141.00	\$146.00	3.55%	\$5.00	Y

Planning Notification

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per Notice Letter	Per letter	\$9.30	\$9.30	0.00%	\$0.00	N
Notification in paper	Per advertisement				Set by Publisher	N
					Min. Fee excl. GST: \$265.50	

Planning Permit

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Provision of copy of Planning Permit		\$175.50	\$175.50	0.00%	\$0.00	N
Request for copy of Land Title	Per title	\$80.00	\$80.00	0.00%	\$0.00	N

Exhibition of Planning Scheme Amendments

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Notice Letter by mail	Per letter	\$10.00	\$10.40	4.00%	\$0.40	N
Public Notice by Newspaper	Per advertisement				Set by Publisher	N
					Min. Fee excl. GST: \$265.50	
Public Notice by Government Gazette	Per letter				Set by Publisher	N

Regulation 6

Stage 1

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee	(a) considering a request to amend a planning scheme; and (b) exhibition and notice of the amendment; and (c) considering any submissions which do not seek a change to the amendment; and (d) if applicable, abandoning the amendment. Fee set by Legislation (206 fee units)*	\$3,462.85	\$3,462.85	0.00%	\$0.00	N

Stage 2

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Up to and including 10 submissions which seek a change to an amendment and where necessary referring the submissions to a panel	(i) Fee set by Legislation (1021 fee units)*; or	\$17,163.00	\$17,163.00	0.00%	\$0.00	N
11 to (and including) 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel	(ii) Fee set by Legislation (2040 fee units)*; or	\$34,292.40	\$34,292.40	0.00%	\$0.00	N
Submissions that exceed 20 submissions which seek a change to an amendment, and where necessary referring the submissions to a panel	(iii) Fee set by Legislation (2727 fee units)*	\$45,840.85	\$45,840.85	0.00%	\$0.00	N
Fee	(b) providing assistance to a panel; and (c) making a submission to a panel; and (d) considering the panel's report; and (e) after considering submissions and the report, if applicable, abandoning the amendment. 2025/26 Unit fee \$16.81 Part of the above Stage 1 & 2	Part of the above Stage 1 & 2				N

Stage 3

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee	For: (a) adopting the amendment or part of the amendment; and (b) submitting the amendment for approval by the Minister; and (c) giving the notice of the approval of the amendment. Fee set by Legislation (32.5 fee units)* if the Minister is not the planning authority or nil fee if the Minister is the Planning Authority.	\$546.30	\$546.30	0.00%	\$0.00	N

Stage 4

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee	For: (a) consideration by the Minister of a request to approve an amendment; and (b) giving notice of approval of an Amendment. Fee set by Legislation (32.5 fee units)* if the Minister is not the Planning Authority or nil fee if the Minister is the Planning Authority.	\$546.30	\$546.30	0.00%	\$0.00	N

Section 47

Class 1

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Use only	Change or allow a new use of land Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 2

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 7 Permit or a Permit to subdivide or consolidate land) if the estimated cost of development is \$10,000 or less.	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 3

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 Permit or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$10,000 but not more than \$100,000.	Fee set by Legislation (42.5 fee units)*	\$714.40	\$714.40	0.00%	\$0.00	N

Class 4

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 Permit or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 but not more than \$500,000.	Fee set by Legislation (87 fee units)*	\$1,462.45	\$1,462.45	0.00%	\$0.00	N

Class 5

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 Permit or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$500,000 but not more than \$1,000,000.	Fee set by Legislation (94 fee units)*	\$1,580.10	\$1,580.10	0.00%	\$0.00	N

Class 6

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 Permit or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 but not more than \$2,000,000.	Fee set by Legislation (101 fee units)*	\$1,697.80	\$1,697.80	0.00%	\$0.00	N

Class 7

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
VicSmart application if the estimated cost of development is \$10,000 or less.	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 8

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
VicSmart application if the estimated cost of development is more than \$10,000	Fee set by Legislation (29 fee units)*	\$487.45	\$487.45	0.00%	\$0.00	N

Class 9

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
VicSmart application to subdivide or consolidate land	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 10

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
VicSmart application (other than a class 7, class 8 or class 9 permit)	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 11

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land (other than a class 2, class 3, class 7 or class 8 or a Permit to subdivide or consolidate land) if the estimated cost of development is less than \$100,000	Fee set by Legislation (77.5 fee units)*	\$1,302.75	\$1,302.75	0.00%	\$0.00	N

Class 12

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land (other than a class 4, class 5, or class 8 or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1,000,000	Fee set by Legislation (104.5 fee units)*	\$1,756.60	\$1,756.60	0.00%	\$0.00	N

Class 13

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land (other than a class 6 or class 8 or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 and not more than \$5,000,000	Fee set by Legislation (230.5 fee units)*	\$3,874.70	\$3,874.70	0.00%	\$0.00	N

Class 14

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land (other than a class 8 or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$5,000,000 and not more than \$15,000,000	Fee set by Legislation (587.5 fee units)*	\$9,875.85	\$9,875.85	0.00%	\$0.00	N

Class 15

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land (other than a class 8 or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$15,000,000 and not more than \$50,000,000	Fee set by Legislation (1732.5 fee units)*	\$29,123.30	\$29,123.30	0.00%	\$0.00	N

Class 16

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To develop land (other than a class 8 or a Permit to subdivide or consolidate land) if the estimated cost of development is more than \$50,000,000	Fee set by Legislation (3894 fee units)*	\$65,458.10	\$65,458.10	0.00%	\$0.00	N

Class 17

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To subdivide an existing building (other than a class 9 Permit)	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 18

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To subdivide land into 2 lots (other than a class 9 or class 17 Permit)	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 19

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a class 9 Permit)	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 20

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Subdivide land (other than a class 9, class 17, class 18 or class 19 permit)	Fee set by Legislation (89 fee units Per 100 lots created)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 21

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee	To: (a) create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or (b) create or move a right of way; or (c) create, vary or remove an easement other than a right of way; or (d) vary or remove a condition in the nature of an easement other than a right of way in a Crown grant. Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 22

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
A Permit not otherwise provided for in the regulation	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Section 72

Class 1

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a Permit to change the use of land allowed by the Permit or allow a new use of land	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 2

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a Permit (other than a Permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the Permit allows or to change any or all of the conditions which apply to the Permit	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 3

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit* if the cost of any additional development permitted by the amendment is \$10,000 or less	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 4

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit* if the cost of any additional development permitted by the amendment is more than \$10,000 but not more than \$100,000	Fee set by Legislation (42.5 fee units)*	\$714.40	\$714.40	0.00%	\$0.00	N

Class 5

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit* if the cost of any additional development permitted by the amendment is more than \$100,000 but not more than \$500,000	Fee set by Legislation (87 fee units)*	\$1,462.45	\$1,462.45	0.00%	\$0.00	N

Class 6

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 2, class 3, class 4, class 5 or class 6 permit* if the cost of any additional development permitted by the amendment is more than \$500,000	Fee set by Legislation (94 fee units)*	\$1,580.10	\$1,580.10	0.00%	\$0.00	N

Class 7

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a permit* that is the subject of VicSmart application, if the estimated cost of the additional development is \$10,000 or less	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 8

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a permit* that is the subject of VicSmart application, if the estimated cost of the additional development is more than \$10,000 or less	Fee set by Legislation (29 fee units)*	\$487.45	\$487.45	0.00%	\$0.00	N

Class 9

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 9 Permit	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 10

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 10 Permit	Fee set by Legislation (13.5 fee units)*	\$226.90	\$226.90	0.00%	\$0.00	N

Class 11

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 11, 12, 13, 14, 15, or 16 Permit	Fee set by Legislation (77.5 fee units)*	\$1,302.75	\$1,302.75	0.00%	\$0.00	N

Class 12

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 12, 13, 14, 15 or 16 Permit	Fee set by Legislation (104.5 fee units)*	\$1,756.65	\$1,756.65	0.00%	\$0.00	N

Class 13

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 11, 12,13,14,15 or 16 Permit	Fee set by Legislation (230.5 fee units)*	\$3,874.70	\$3,874.70	0.00%	\$0.00	N

Class 14

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 17 Permit	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 15

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 18 Permit	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 16

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 19 Permit	Fee set by Legislation (89 fee units per 100 lots created)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 17

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 20 Permit	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 18

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 21 Permit	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Class 19

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Amendment to a class 22 Permit	Fee set by Legislation (89 fee units)*	\$1,496.05	\$1,496.05	0.00%	\$0.00	N

Public Health

Additional non-mandatory / requested inspection

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Additional non-mandatory / requested inspection fee	Officer and administration cost	\$330.00	\$342.00	3.64%	\$12.00	N

Caravan Parks

Set by Legislation annually in May (excludes camp sites)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Sites not exceeding 25	Fee set by Legislation (17 fee units)*	\$285.75	\$285.75	0.00%	\$0.00	N
Sites exceeding 25 but not exceeding 50	Fee set by Legislation (34 fee units)*	\$571.50	\$571.50	0.00%	\$0.00	N
Sites exceeding 50 but not exceeding 100	Fee set by Legislation (68 fee units)*	\$1,143.05	\$1,143.05	0.00%	\$0.00	N
Sites exceeding 100 but not exceeding 150	Fee set by Legislation (103 fee units)*	\$1,731.40	\$1,731.40	0.00%	\$0.00	N
Sites exceeding 150 but not exceeding 200	Fee set by Legislation (137 fee units)*	\$2,302.95	\$2,302.95	0.00%	\$0.00	N
Sites exceeding 200 but not exceeding 250	Fee set by Legislation (171 fee units)*	\$2,874.50	\$2,874.50	0.00%	\$0.00	N

Swan Hill Rural City Council Budget - 2026/27

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Caravan Parks [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Transfer of Registration	Fee set by Legislation (5 fee units)*	\$84.05	\$84.05	0.00%	\$0.00	N

Failed Subsequent Sample

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Failed subsequent sample fee	Fee to cover cost of samples, officer time and administration.	\$193.00	\$200.00	3.63%	\$7.00	N

New Premises Assessment/Application

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
New Premises or Vehicle plus the applicable registration fee		\$210.00	\$218.00	3.81%	\$8.00	N

Registrations

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Health and Wellbeing Registration (Prescribed Accommodation, Beauty, Skin Penetration)	New business - Fee based on the risk of procedure (skin penetration, tattooing)	\$340.00	\$352.00	3.53%	\$12.00	N
Public Health and Wellbeing Registration (Hairdressers Only)	Renewal - One off registration fee for hair dressers / makeup application only	\$200.00	\$207.00	3.50%	\$7.00	N
Temporary Food Premises – Class 2	Registration fee applied to 1-2 day events only	\$69.00	\$72.00	4.35%	\$3.00	N
Temporary Food Premises – Class 3	Registration fee applied to 1-2 day events only	\$47.00	\$49.00	4.26%	\$2.00	N
Class 3 Food Premises	Registration	\$270.00	\$279.00	3.33%	\$9.00	N
Class 3A Food Premises	Registration	\$290.00	\$300.00	3.45%	\$10.00	N
Class 2M Food Premises	Registration	\$210.00	\$217.00	3.33%	\$7.00	N
Class 2A Food Premises	Registration – Higher risk and / or larger premises that prepare and sell a significant variety of preparation methods	\$890.00	\$921.00	3.48%	\$31.00	N
Class 2B Food Premises	Registration – Premises that prepare and sell a variety of low and high risk ready to eat foods	\$560.00	\$580.00	3.57%	\$20.00	N
Class 2C Food Premises	Registration – Premises that prepare and sell a variety of low and high risk ready to eat foods	\$430.00	\$445.00	3.49%	\$15.00	N
Class 1 Food Premises	Registration – External audits	\$440.00	\$455.00	3.41%	\$15.00	N
Late Registrations	Late registration fee - Officer and administration cost			50% of Registration Fee		N
Transfer of Registration Fee	Transfer of registration fee			50% of Registration Fee		N
Pro Rata Registration Fee	From February to April			75% of Registration Fee		N
Pro Rata Registration Fee	From May to July			50% of Registration Fee		N

Septic Tanks

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
New installation / major alteration - Permit Fee	Officer and administration cost set by EPA (48.88 fee units)*	\$821.65	\$821.65	0.00%	\$0.00	N
Minor alteration	Fee set by Legislation (37.25 fee units)*	\$626.15	\$626.15	0.00%	\$0.00	N
Transfer a permit	Fee set by Legislation (9.93 fee units)*	\$166.90	\$166.90	0.00%	\$0.00	N
Amend a permit	Fee set by Legislation (10.38 fee units)*	\$174.45	\$174.45	0.00%	\$0.00	N
Renew a permit	Fee set by Legislation (8.31 fee units)*	\$139.65	\$139.65	0.00%	\$0.00	N
Exemption	Fee set by Legislation (14.67 fee units)*	\$246.60	\$246.60	0.00%	\$0.00	N

Vaccinations

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Twinrix Hep A+B Junior Dose	1-15 years – per dose	\$65.00	\$68.00	4.62%	\$3.00	N
Twinrix Hep A+B Senior Dose	16 years+ – per dose	\$95.00	\$99.00	4.21%	\$4.00	N
Hepatitis A Vaxta – Junior	2-17 years – per dose	\$65.00	\$68.00	4.62%	\$3.00	N
Hepatitis A Vaxta	18 years+ – per dose	\$83.00	\$86.00	3.61%	\$3.00	N

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Vaccinations [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fluvax 4 strain	Per dose	\$20.00	\$21.00	5.00%	\$1.00	N
IPOL	Per dose	\$64.00	\$66.00	3.13%	\$2.00	N
Boostrix	Per dose	\$47.00	\$49.00	4.26%	\$2.00	N
Hepatitis B Adult	20 years+ – per dose	\$37.00	\$39.00	5.41%	\$2.00	N
Chicken Pox Varicella	Per dose	\$74.00	\$77.00	4.05%	\$3.00	N
Meningococcal B Bexsero	Per dose for under 12 months of age	\$125.00	\$130.00	4.00%	\$5.00	N

Regulatory Services**Animal Control**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Pound release fee for dogs & cats - First Offence - 50% discount vulnerable persons (officer discretion)		\$0.00	\$44.00	∞	\$44.00	N
Pound release fee for dogs & cats - First Offence		\$85.00	\$88.00	3.53%	\$3.00	N
Pound release fee Second Offence for dogs & cats	2nd offence	\$225.00	\$233.00	3.56%	\$8.00	N
Pound release fee Third Offence for dogs & cats	3rd offence	\$360.00	\$373.00	3.61%	\$13.00	N
Pound release fee for sheep	Per head, plus expenses incurred in impounding the animal.	\$18.00	\$19.00	5.56%	\$1.00	N
Pound release fee for livestock (other than sheep)	Per head, plus expenses incurred in impounding the animal.	\$85.00	\$88.00	3.53%	\$3.00	N
Daily sustenance fee for impounded dogs and cats	Feed and officer time caring for animal / pound duties	\$15.00	\$16.00	6.67%	\$1.00	N
Daily sustenance fee for impounded sheep	Feed and officer time caring for animals	\$10.00	\$11.00	10.00%	\$1.00	N
Daily sustenance fee for impounded livestock (other than sheep)	Feed and officer time caring for animals	\$12.00	\$13.00	8.33%	\$1.00	N
Surrender fee for dogs and cats	Collection / relocation	\$74.00	\$80.00	8.11%	\$6.00	Y
After hours call out fee for livestock on roads	Per hour	\$360.00	\$375.00	4.17%	\$15.00	N
Livestock euthanasia fee		\$0.00	\$100.00	∞	\$100.00	Y

Dog / Cat Registration

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Dangerous or Menacing dog, Restricted Breed Dog	Officer time required to monitor and inspect the premises where these dogs are kept.	\$265.00	\$275.00	3.77%	\$10.00	N
Entire dog or cat	Not desexed or microchipped	\$138.00	\$150.00	8.70%	\$12.00	N
Pensioner – Maximum fee	50% discount for eligible concession cardholders	\$69.00	\$75.00	8.70%	\$6.00	N
Desexed and microchip implant		\$46.00	\$50.00	8.70%	\$4.00	N
Pensioner – Desexed and microchip implant	50% discount for eligible concession cardholders	\$23.00	\$25.00	8.70%	\$2.00	N
Working dog		\$23.00	\$25.00	8.70%	\$2.00	N
Animal registration renewal late payment fee	Officer and administration cost	\$28.00	\$29.00	3.57%	\$1.00	N
Registration tag replacement		\$2.00	\$2.00	0.00%	\$0.00	N
New Registration from 1 Oct each year – 31 Dec				50% of applicable fee		N

Domestic Animal Business

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Registration fee for Domestic Animal Business	i.e. Boarding / Breeding establishments	\$210.00	\$217.00	3.33%	\$7.00	N

Local Laws

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Release Fee for impounded vehicles		\$460.00	\$476.00	3.48%	\$16.00	N
Release fee for impounded item	In line with Local Law Penalty Fee of \$100	\$100.00	\$100.00	0.00%	\$0.00	N
Busking Permit Application	Administration cost	\$12.00	\$13.00	8.33%	\$1.00	N
Busking Fee Per day	Administration cost	\$6.00	\$7.00	16.67%	\$1.00	N
Itinerant Trading 1 day only		\$43.00	\$45.00	4.65%	\$2.00	N
Itinerant Trading <12 days per year		\$69.00	\$72.00	4.35%	\$3.00	N
Itinerant Trading >12 days per year		\$190.00	\$197.00	3.68%	\$7.00	N
Miscellaneous Local Law Permit Fee - Intermediate Size Event	100-999 people. e.g. Triathlons, Markets, Harmony Days, Regatta. Not-for-profit / charitable 50% discount.	\$110.00	\$115.00	4.55%	\$5.00	N
Miscellaneous Local Law Permit fee – Major Event	1000+ people. Fee to be added to offset increasing administration and inspection costs for major events. Not-for-profit/charitable 50% discount.	\$255.00	\$264.00	3.53%	\$9.00	N
Miscellaneous Local Law Permit fee - Minor Event	0-99 people. Not-for-profit/charitable 50% discount.	\$69.00	\$72.00	4.35%	\$3.00	N
Excess Animal Permit fee	For more than 2 cats or 2 dogs	\$42.00	\$45.00	7.14%	\$3.00	N
Administration fee to engage contractors	Fee to offset increasing administrative and inspection costs associated with clean up requirements for unsightly properties that pose a fire risk.	\$220.00	\$227.00	3.18%	\$7.00	Y

Use of Council Land (Footpath Trading)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Permit fee for outdoor eating facility	Pro-rata fee will apply. 3 year Permit Fee available based on Annual Fee saving two years indexation.	\$200.00	\$207.00	3.50%	\$7.00	N
Permit fee for advertising sign on footpath	Maximum allowed is 2 signs. Pro-rata fee will apply. 3 year Permit Fee available based on Annual Fee saving two years indexation.	\$82.00	\$85.00	3.66%	\$3.00	N
Permit fee to display goods for sale on footpath	Pro-rata fee will apply. 3 year Permit Fee available based on Annual Fee saving two years indexation.	\$82.00	\$85.00	3.66%	\$3.00	N
Permit to consume liquor on Council land	Permit for licensed premises to serve alcohol on footpath. Pro-rata fee will apply. 3 year Permit Fee available based on Annual Fee saving two years indexation.	\$200.00	\$207.00	3.50%	\$7.00	N

Late Payment Fee (Footpath Trading)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Late payment fee for all footpath trading Permit renewals	A late payment penalty has been introduced to all footpath trading activity to off set administrative duties.	\$40.00	\$42.00	5.00%	\$2.00	N

Pro rata Fee (Footpath Trading)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Pro rata fee (Footpath Trading) (September-December)				75% (September-December)		N
Pro rata fee (Footpath Trading) (January-March)				50% (January-March)		N
Pro rata fee (Footpath Trading) (March-June)				25% (March-June)		N

Use of Council Land (Mobile Food Trading)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Annual Permit		\$1,000.00	\$1,000.00	0.00%	\$0.00	N
Limited Permit (per year)		\$250.00	\$250.00	0.00%	\$0.00	N
Off-peak Weekend Permit		\$100.00	\$100.00	0.00%	\$0.00	N
Peak Weekend Permit (holiday periods and long weekends)		\$200.00	\$200.00	0.00%	\$0.00	N

Use of Council Land (Mobile Food Trading) [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Six Month Permit		\$600.00	\$600.00	0.00%	\$0.00	N

Recreation – Sportsfields

Sportsfield Ground Rental & Pavilion Rental

Levied on basis of marginal cost recovery. Calculations based on size of sportsground and insured value of pavilion.

Alan Garden Reserve

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Tyntynder Football Netball Club		\$2,385.00	\$2,470.00	3.56%	\$85.00	Y
Ultima Tyntynder United Football Cricket Club		\$2,020.00	\$2,090.00	3.47%	\$70.00	Y

Alan Garden Reserve Netball Centre

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
General Use - Court Hire	Without lights per hour per court	\$26.00	\$27.00	3.85%	\$1.00	Y
General Use - Court Hire with lights per hour per court	With lights per hour per court	\$34.50	\$35.50	2.90%	\$1.00	Y
General Use - Netball Pavilion	Change room and kiosk (per day)	\$25.50	\$26.50	3.92%	\$1.00	Y
Primary User Group - Annual Fee	Netball pavilion and storage shed use	\$918.00	\$950.00	3.49%	\$32.00	Y
Schools Events	Court Hire only - Per day	\$97.60	\$101.00	3.48%	\$3.40	Y
Schools Annual Fee		\$627.00	\$649.00	3.51%	\$22.00	Y

Gurnett Oval

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
RSL Cricket Club		\$1,340.00	\$1,385.00	3.36%	\$45.00	Y
Swan Hill Rugby Club	Recreation Reserve and Pavilion User Agreement per Year	\$1,005.00	\$1,005.00	0.00%	\$0.00	Y

Ken Harrison Sporting Complex

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Swan Hill Soccer Association		\$1,240.00	\$1,285.00	3.63%	\$45.00	Y
St Mary's Tyntynder Cricket Club		\$2,055.00	\$2,125.00	3.41%	\$70.00	Y
Swan Hill Little Athletics Centre		\$610.00	\$631.00	3.44%	\$21.00	Y

Lake Boga Reserve

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Lake Boga Football Netball Club		\$1,340.00	\$1,425.00	6.34%	\$85.00	Y
Lakers Cricket Club		\$1,510.00	\$1,565.00	3.64%	\$55.00	Y

Nyah Recreation Reserve – includes building charge

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Nyah / Nyah West United Football Netball Club	User fee includes building charge	\$3,315.00	\$3,430.00	3.47%	\$115.00	Y
Nyah District Cricket Club	User fee includes building charge	\$3,995.00	\$4,135.00	3.50%	\$140.00	Y

Other General Reserves - Sports for Non Recreational Reserve Agreement Users

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Sports Field booking for Non Recreation Reserve Agreement Users	Per session	\$36.50	\$38.00	4.11%	\$1.50	Y

Other General Reserves - Secondary Colleges

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
MacKillop College	Various sporting facilities	\$565.00	\$585.00	3.54%	\$20.00	Y
Swan Hill Secondary College	Various sporting facilities	\$1,535.00	\$1,590.00	3.58%	\$55.00	Y

Robinvale Riverside Park

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Robinvale Football Club	Main Oval & Facility	\$2,980.00	\$3,085.00	3.52%	\$105.00	Y
Robinvale Football Club	Cricket Ground for Juniors	\$535.00	\$554.00	3.55%	\$19.00	Y

Swan Hill Recreation Reserve

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Central Rivers Umpire Association	Recreation Reserve and Pavilion User Agreement per Year	\$1,005.00	\$1,040.00	3.48%	\$35.00	Y
Circus Bond		\$1,140.00	\$1,180.00	3.51%	\$40.00	N
Circus Fee		\$1,650.00	\$1,710.00	3.64%	\$60.00	Y
Swan Hill Cricket Club		\$2,120.00	\$2,195.00	3.54%	\$75.00	Y
Swan Hill Fire Brigade	Fire track	\$222.50	\$230.50	3.60%	\$8.00	Y
Swan Hill Football Netball Club		\$5,015.00	\$5,190.00	3.49%	\$175.00	Y

Ultima Recreation Reserve

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Ultima Football Netball Club		\$2,602.90	\$2,694.00	3.50%	\$91.10	Y

Swan Hill Riverside Park

Sound Shell Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Sound Shell	Price per session	\$134.00	\$138.50	3.36%	\$4.50	Y
Commercial Function	Price per day	\$1,140.00	\$1,180.00	3.51%	\$40.00	Y

Public Liability Insurance

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Public Liability Insurance	If user does not have their own insurance. This will be charged to provide the hirer their mandatory cover.	\$38.00	\$39.50	3.95%	\$1.50	Y

Robinvale Resource Centre & Network House

Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Casual Office Space	Per day	\$70.00	\$72.50	3.57%	\$2.50	Y
Conference Room Hire	Per day	\$99.00	\$102.50	3.54%	\$3.50	Y
Permanent Office Space	Per week	\$168.50	\$174.50	3.56%	\$6.00	Y

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Hire [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Open Area	Per day	\$123.00	\$127.50	3.66%	\$4.50	Y

Swan Hill Indoor Sports & Recreation Centre (The Stadium)**Regular Competitions (Basketball, Badminton, Futsal & Netball)**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Peak Per Hour		\$42.00	\$43.50	3.57%	\$1.50	Y
Off Peak Per hour (not regular competition)		\$36.50	\$38.00	4.11%	\$1.50	Y

Squash

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Club Competitions	Per hour / per court	\$25.00	\$26.00	4.00%	\$1.00	Y
Casual Hire	Per hour / per court	\$25.00	\$26.00	4.00%	\$1.00	Y

Training Sessions

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Basketball, Badminton, Futsal & Netball	Per hour / per court	\$36.50	\$38.00	4.11%	\$1.50	Y
Schools	Per hour / per court	\$36.50	\$38.00	4.11%	\$1.50	Y
Tennis	Per person	\$9.70	\$10.00	3.09%	\$0.30	Y

Swan Hill Town Hall**Swan Hill Town Hall – Bonds**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Entire Complex	With alcohol	\$1,075.00	\$1,115.00	3.72%	\$40.00	N
Entire Complex	Without alcohol	\$1,075.00	\$1,115.00	3.72%	\$40.00	N
Auditorium & Stage	With alcohol	\$1,075.00	\$1,115.00	3.72%	\$40.00	N
Auditorium, Stage, Dressing Rooms & Green Room	Commercial touring	\$1,075.00	\$1,115.00	3.72%	\$40.00	N
Auditorium & Stage	Without alcohol	\$1,075.00	\$1,115.00	3.72%	\$40.00	N
Cafe area (with alcohol)	With alcohol	\$538.00	\$557.00	3.53%	\$19.00	N
Cafe area (without alcohol)	Without alcohol - no bond required	\$538.00	\$557.00	3.53%	\$19.00	N
Meeting Room – Small – Community	No bond required	\$215.50	\$223.00	3.48%	\$7.50	N
Meeting Room – Small – Commercial	No bond required	\$215.50	\$223.00	3.48%	\$7.50	N
Meeting Room – Large	No bond required	\$215.50	\$223.00	3.48%	\$7.50	N

Swan Hill Town Hall – Cleaning Fees**Post event cleaning**

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Whole Complex	Per hire / per day	\$869.00	\$899.00	3.45%	\$30.00	Y
Auditorium, Stage & Foyer	Per hire / per day	\$546.00	\$565.00	3.48%	\$19.00	Y
Cafe / Bar & Foyer	Per hire / per day	\$261.50	\$270.50	3.44%	\$9.00	Y
Kitchen	Per hire / per day	\$181.00	\$187.50	3.59%	\$6.50	Y
Meeting Room & Mezzanine Floor	Per hire / per day	\$110.00	\$114.00	3.64%	\$4.00	Y
Dressing Rooms	Per hire / per day	\$193.00	\$200.00	3.63%	\$7.00	Y
Mezzanine Seating & Toilets	Per hire / per day	\$166.50	\$172.50	3.60%	\$6.00	Y

Swan Hill Town Hall – Equipment & Staff

Butchers Paper & Stand

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$12.40	\$12.80	3.23%	\$0.40	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$18.60	\$19.20	3.23%	\$0.60	Y
Commercial – Outside SHRCC	Per day	\$31.00	\$32.00	3.23%	\$1.00	Y

Catering Station

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per station / per day	\$31.20	\$32.20	3.21%	\$1.00	Y
Not for Profit – Outside SHRCC (40% discount)	Per station / per day	\$46.80	\$48.30	3.21%	\$1.50	Y
Commercial – Outside SHRCC	Per station / per day	\$78.00	\$80.50	3.21%	\$2.50	Y

Computer / Laptop

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$8.60	\$9.00	4.65%	\$0.40	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$12.90	\$13.50	4.65%	\$0.60	Y
Commercial – Outside SHRCC	Per day	\$21.50	\$22.50	4.65%	\$1.00	Y

Counter Weight Fly System and Lighting Rig

Requires 2 qualified rigging operators – included in hire fee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$64.60	\$66.80	3.41%	\$2.20	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$96.90	\$100.20	3.41%	\$3.30	Y
Commercial – Outside SHRCC	Per hour	\$161.50	\$167.00	3.41%	\$5.50	Y

Crockery & Cutlery

Includes plates, bowls, spoons, knives and forks

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per person	\$0.90	\$0.95	5.56%	\$0.05	Y
Not for Profit – Outside SHRCC (40% discount)	Per person	\$1.30	\$1.35	3.85%	\$0.05	Y
Commercial – Outside SHRCC	Per person	\$2.20	\$2.30	4.55%	\$0.10	Y

Data Projector (meeting rooms / cafe)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$10.80	\$11.20	3.70%	\$0.40	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$16.20	\$16.80	3.70%	\$0.60	Y
Commercial – Outside SHRCC	Per day	\$27.00	\$28.00	3.70%	\$1.00	Y

Festoon Lighting

Includes set up/pack down

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$86.20	\$89.20	3.48%	\$3.00	Y

Festoon Lighting [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Outside SHRCC (40% discount)	Per day	\$129.30	\$133.80	3.48%	\$4.50	Y
Commercial – Outside SHRCC	Per day	\$215.50	\$223.00	3.48%	\$7.50	Y

Follow Spotlight

Requires qualified operator – included in hire fee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$36.60	\$37.80	3.28%	\$1.20	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$54.90	\$56.70	3.28%	\$1.80	Y
Commercial – Outside SHRCC	Per hour	\$91.50	\$94.50	3.28%	\$3.00	Y

Front of House Manager

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Front of House Manager	Per person / per hour	\$60.00	\$62.00	3.33%	\$2.00	Y

Glassware

Includes wine, beer, spirit and water glasses

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per person	\$0.45	\$0.50	11.11%	\$0.05	Y
Not for Profit – Outside SHRCC (40% discount)	Per person	\$0.65	\$0.70	7.69%	\$0.05	Y
Commercial – Outside SHRCC	Per person	\$1.10	\$1.20	9.09%	\$0.10	Y

Hazer Machine

Includes liquid for machine

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$17.20	\$17.80	3.49%	\$0.60	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$25.80	\$26.70	3.49%	\$0.90	Y
Commercial – Outside SHRCC	Per day	\$43.00	\$44.50	3.49%	\$1.50	Y

In-House PA, Sound Desk & Foldbacks

Requires qualified operator – included in hire fee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$43.00	\$44.60	3.72%	\$1.60	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$64.50	\$66.90	3.72%	\$2.40	Y
Commercial – Outside SHRCC	Per hour	\$107.50	\$111.50	3.72%	\$4.00	Y

Lectern

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Local (60% discount)	Per day	\$10.80	\$11.20	3.70%	\$0.40	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per day	\$16.20	\$16.80	3.70%	\$0.60	Y
Commercial – Outside SHRCC	Per day	\$27.00	\$28.00	3.70%	\$1.00	Y

MECH

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial Touring	Per person / per hour	\$78.50	\$81.00	3.18%	\$2.50	Y

Microphone

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$10.80	\$11.20	3.70%	\$0.40	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$16.20	\$16.80	3.70%	\$0.60	Y
Commercial – Outside SHRCC	Per day	\$27.00	\$28.00	3.70%	\$1.00	Y

Piano - Baby Grand

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Local (60% discount)	Per day	\$64.60	\$66.80	3.41%	\$2.20	Y
Local Commercial Business OR Not For Profit – Outside SHRCC (40% discount)	Per day	\$96.90	\$100.20	3.41%	\$3.30	Y
Commercial – Outside SHRCC	Per day	\$161.50	\$167.00	3.41%	\$5.50	Y

Piano - Baby Grand with Tune

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial Touring	Per day	\$377.00	\$390.00	3.45%	\$13.00	Y

Piano Tuning Services

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Piano Tuning Services Fee	Per tuning	\$215.50	\$223.00	3.48%	\$7.50	Y

Pipe and Drape

Includes set up/pack down

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$51.80	\$53.60	3.47%	\$1.80	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$77.70	\$80.40	3.47%	\$2.70	Y
Commercial – Outside SHRCC	Per day	\$129.50	\$134.00	3.47%	\$4.50	Y

Poster Flyer Delivery Staff – Swan Hill CBD

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial Touring	Per person / per run	\$129.50	\$134.00	3.47%	\$4.50	Y

Poster Flyer Delivery Staff – Swan Hill Greater Region

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial Touring	Per person / per run	\$280.00	\$290.00	3.57%	\$10.00	Y

Security

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Security Fee	Per licensed guard / per hour	\$67.00	\$69.50	3.73%	\$2.50	Y

Smoke Machine

Includes liquid for machine

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$14.60	\$15.20	4.11%	\$0.60	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$21.90	\$22.80	4.11%	\$0.90	Y
Commercial – Outside SHRCC	Per hour	\$36.50	\$38.00	4.11%	\$1.50	Y

Storage

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Storage Fee	Per day	\$32.30	\$33.45	3.56%	\$1.15	Y

Tea / Coffee

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee Per Person		\$2.20	\$2.30	4.55%	\$0.10	Y

Table Cloths

Includes dry cleaning

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Large round table cloth	Per item	\$20.00	\$20.00	0.00%	\$0.00	Y
Square/Rectangle table cloths	Per item	\$16.75	\$16.75	0.00%	\$0.00	Y

Table Skirts

Includes dry cleaning

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Fee	Per item	\$13.75	\$13.75	0.00%	\$0.00	Y

Technician (Lighting or Audio)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per person / per hour	\$33.00	\$34.20	3.64%	\$1.20	Y
Not for Profit – Outside SHRCC (40% discount)	Per person / per hour	\$49.50	\$51.30	3.64%	\$1.80	Y
Commercial – Outside SHRCC	Per person / per hour	\$82.50	\$85.50	3.64%	\$3.00	Y

Teleconference Equipment (Polycom)

Includes technical set-up

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$12.20	\$12.65	3.69%	\$0.45	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$18.30	\$18.95	3.55%	\$0.65	Y
Commercial – Outside SHRCC	Per day	\$30.50	\$31.60	3.61%	\$1.10	Y

Ushers / FOH staff

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Ushers / FOH staff	Per person / per hour	\$54.55	\$56.45	3.48%	\$1.90	Y

Venue – Event Set-up / Pack Down staff

Required for any set up outside of standard layouts.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$30.20	\$31.20	3.31%	\$1.00	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$45.30	\$46.80	3.31%	\$1.50	Y
Commercial – Outside SHRCC	Per hour	\$75.50	\$78.00	3.31%	\$2.50	Y

Video Conference Equipment (Webcam)

Includes technical set-up

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day	\$12.20	\$12.65	3.69%	\$0.45	Y
Not for Profit – Outside SHRCC (40% discount)	Per day	\$18.30	\$18.95	3.55%	\$0.65	Y
Commercial – Outside SHRCC	Per day	\$30.50	\$31.60	3.61%	\$1.10	Y

Video & Projection Equipment (Auditorium)

Includes operator

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Local (60% discount)	Per day	\$124.40	\$128.80	3.54%	\$4.40	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per day	\$186.60	\$193.20	3.54%	\$6.60	Y
Commercial – Outside SHRCC	Per day	\$311.00	\$322.00	3.54%	\$11.00	Y

Whiteboard

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Local (60% discount)	Per day	\$7.75	\$8.00	3.23%	\$0.25	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per day	\$11.65	\$12.00	3.00%	\$0.35	Y
Commercial – Outside SHRCC	Per day	\$19.40	\$20.00	3.09%	\$0.60	Y

Swan Hill Town Hall – Miscellaneous Fees

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Booking Fee - Local	Charged to the customer or client as per agreement	\$1.25	\$1.30	4.00%	\$0.04	Y
Booking Fee - Non-Local	Booking Fee - Charged Per Ticket	\$3.70	\$3.80	2.70%	\$0.10	Y
Complementary Ticket Print Fee	Charged to the Client	\$0.75	\$0.80	6.67%	\$0.05	Y
Credit Card Fee				Charged at 2%		N
Transaction Fee - Local	Charged to the Customer or Client as per agreement	\$2.00	\$2.00	0.00%	\$0.00	Y
Transaction Fee - Non-Local	Charged per Transaction	\$2.00	\$2.00	0.00%	\$0.00	Y
Merchandise Commission	Standard Industry Practice			12% of Commercial Sales		Y
Posters A3 Print	Per page	\$2.20	\$2.30	4.55%	\$0.10	Y
Poster A4 Print	Per page	\$1.25	\$1.30	4.00%	\$0.05	Y
Postage	Per standard item	\$1.80	\$1.85	2.78%	\$0.05	Y
Promotion of External Event by Town Hall – Commercial Touring Shows	Posters placed on the front doors and within the venue, 1 Facebook post, 1 Instagram post, 1 e-newsletter mention. Links, images and posters to be provided by the hirer.	\$323.00	\$334.00	3.41%	\$11.00	Y
Promotion of Community Event by Town Hall – Local Business/Individual or Not for Profit Organisation	Posters placed on the front doors and within the venue, 1 Facebook post, 1 Instagram post, 1 e-newsletter mention. Links, images and posters to be provided by the hirer.	\$107.50	\$111.50	3.72%	\$4.00	Y
Swan Hill Star - Membership Fee		\$55.00	\$55.00	0.00%	\$0.00	Y

Swan Hill Town Hall – Package Fees

Awards Ceremony Package (no bar)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day full hire rate = \$2,700	\$1,080.00	\$1,080.00	0.00%	\$0.00	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per day full hire rate = \$2,700	\$1,620.00	\$1,620.00	0.00%	\$0.00	Y

Dance/Theatre Concert Package

Contact Town Hall Bookings Officer for full package inclusions

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day full hire rate = \$8,000	\$3,200.00	\$3,200.00	0.00%	\$0.00	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per day full hire rate = \$8,000	\$4,800.00	\$4,800.00	0.00%	\$0.00	Y

Debutante Ball Package

Contact Town Hall Bookings Officer for full package inclusions

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per day full hire rate = \$7,800	\$3,120.00	\$3,120.00	0.00%	\$0.00	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per day full hire rate = \$7,800	\$4,680.00	\$4,680.00	0.00%	\$0.00	Y

Wedding Package

Contact Town Hall Bookings Officer for full package inclusions

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Individual		\$4,305.00	\$4,455.00	3.48%	\$150.00	Y

Swan Hill Town Hall – Technical Consumables

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Testing and Tagging	Per hour	\$30.00	\$31.00	3.33%	\$1.00	Y
Gaff Tape	Per day	\$12.00	\$12.40	3.33%	\$0.40	Y
Mark Up Tape	Per day	\$6.00	\$6.20	3.33%	\$0.20	Y
Electrical Tape	Per day	\$2.45	\$2.55	4.08%	\$0.10	Y

Swan Hill Town Hall – Venue Hire Fees

Auditorium & Stage

Includes a Duty Officer and a Stage Manager. Standard layout is empty room. Includes lectern and microphone.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Local (60% discount)	Per hour	\$129.20	\$133.60	3.41%	\$4.40	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$193.80	\$200.40	3.41%	\$6.60	Y
Commercial – Outside SHRCC	Per hour	\$323.00	\$334.00	3.41%	\$11.00	Y

Auditorium, Stage, Dressing Rooms and Green Room

Includes a Duty Officer and Stage Manager. Standard layout includes theatre style seating Auditorium floor only.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial Touring	Per hour	\$377.00	\$390.00	3.45%	\$13.00	Y

Auditorium, Stage, Balcony Seating, Dressing Rooms and Green Room

Includes a Duty Officer and Stage Manager. Standard layout includes theatre style seating Auditorium plus Balcony seats.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial Touring	Per hour	\$377.00	\$390.00	3.45%	\$13.00	Y

Café Area (stand alone hire)

Includes a dedicated Duty Officer. Includes table & chair hire/set up & pack down.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$86.20	\$89.20	3.48%	\$3.00	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$129.30	\$133.80	3.48%	\$4.50	Y
Commercial – Outside SHRCC	Per hour	\$215.50	\$223.00	3.48%	\$7.50	Y

Hire of total Complex

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour (includes a dedicated Duty Officer, FOH manager and a Stage manager). Includes table & chair hire/set up & pack down. Includes Lectern & Microphone	\$157.60	\$163.20	3.55%	\$5.60	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour (includes a dedicated Duty Officer, FOH manager and a Stage manager). Includes table & chair hire/set up & pack down. Includes Lectern & Microphone	\$236.40	\$244.80	3.55%	\$8.40	Y
Commercial – Outside SHRCC	Per hour (includes a dedicated Duty Officer, FOH manager and a Stage manager). Includes table & chair hire/set up & pack down. Includes Lectern & Microphone	\$394.00	\$408.00	3.55%	\$14.00	Y
Commercial Touring	Per hour (includes a dedicated Duty Officer and Stage manager)	\$538.00	\$557.00	3.53%	\$19.00	Y

Kitchen & Bar (stand alone hire)

Includes a dedicated Duty Officer. Does not include access to glassware/crockery.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$86.20	\$89.20	3.48%	\$3.00	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$129.30	\$133.80	3.48%	\$4.50	Y
Commercial – Outside SHRCC	Per hour	\$215.50	\$223.00	3.48%	\$7.50	Y

Single Meeting Room (includes access to Mezzanine Foyer)

Includes a dedicated Duty Officer. Includes Table & Chair Hire/Set up & pack down.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Not for Profit – Local (60% discount)	Per hour	\$43.00	\$44.60	3.72%	\$1.60	Y
Local Commercial Business or Not For Profit – Outside SHRCC (40% discount)	Per hour	\$64.50	\$66.90	3.72%	\$2.40	Y
Commercial – Outside SHRCC	Per hour	\$107.50	\$111.50	3.72%	\$4.00	Y

Double Meeting / Function Room (Incl access to mezzanine Foyer)

Includes a dedicated Duty Officer. Includes Table & Chair Hire/Set up & pack down.

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Local Business/Individual (60% discount)	Per hour	\$86.20	\$89.20	3.48%	\$3.00	Y
Not for Profit – Outside SHRCC (40% discount)	Per hour	\$129.30	\$133.80	3.48%	\$4.50	Y
Commercial – Outside SHRCC	Per hour	\$215.50	\$223.00	3.48%	\$7.50	Y

Swimming Pools

Swimming Pool – Swan Hill

Fees set by Contract Management

Collected by Contractor

Admission

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Adult		\$4.90	\$5.00	2.04%	\$0.10	Y
Child 3-15 years		\$3.70	\$3.80	2.70%	\$0.10	Y
Spectator		\$3.70	\$3.80	2.70%	\$0.10	Y
Concession		\$3.70	\$3.80	2.70%	\$0.10	Y
Family – 2 adults & 3 children		\$19.20	\$19.85	3.39%	\$0.65	Y
Infant < 2 years		\$2.30	\$2.40	4.35%	\$0.10	Y

Admission – School Group

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Swim	Per head	\$3.60	\$3.70	2.78%	\$0.10	Y
Swim & Slide	Per head	\$6.70	\$6.90	2.99%	\$0.20	Y

Centre Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
50mt Pool only		\$352.00	\$364.30	3.49%	\$12.30	Y
Whole complex		\$567.80	\$587.65	3.50%	\$19.85	Y

Fitness Classes

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Aqua Aerobics		\$9.90	\$10.20	3.03%	\$0.30	Y
Deep Water Running		\$9.90	\$10.20	3.03%	\$0.30	Y

Lane Hire

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per hour		\$21.50	\$22.25	3.49%	\$0.75	Y

Season Pass

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Family – 2 adults & 3 children (additional children \$10.00 each)		\$238.00	\$246.35	3.51%	\$8.35	Y
Adult		\$159.10	\$164.65	3.49%	\$5.55	Y
Child & Concession Card		\$136.20	\$140.95	3.49%	\$4.75	Y

Squad Club

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Squad Club		\$8.40	\$8.70	3.57%	\$0.30	Y

Waterslide

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
8 Rides		\$6.70	\$6.90	2.99%	\$0.20	Y
Private Water Slide Hire	Per half hour plus entry to pool	\$70.40	\$72.85	3.48%	\$2.45	Y
Private Water Slide Hire	Per hour plus entry to pool	\$105.60	\$109.30	3.50%	\$3.70	Y

Waste Management

Kerbside Garbage

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
120 Litre Bin	Weekly waste collection and fortnightly recycling collection	\$396.00	\$408.00	3.03%	\$12.00	N
240 Litre Bin	Weekly waste collection and fortnightly recycling collection	\$599.00	\$618.00	3.17%	\$19.00	N
Bin Replacement 120 Litre	Replacement of 120 Litre Kerbside Bin	\$74.00	\$76.50	3.38%	\$2.50	N
Bin Replacement 240 Litre	Replacement of 240 Litre Kerbside Bin	\$91.00	\$94.00	3.30%	\$3.00	N
Green Waste	Fortnightly collection	\$103.00	\$106.00	2.91%	\$3.00	N

Landfill – Robinvale

General Waste

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Garbage Bag		\$4.50	\$4.70	4.44%	\$0.20	Y
120 Litre Wheelie Bin		\$6.50	\$6.70	3.08%	\$0.20	Y
Car Boot/240ltr Wheelie Bin		\$13.00	\$13.40	3.08%	\$0.40	Y
Station Wagon		\$26.50	\$27.50	3.77%	\$1.00	Y
Mattress (Single)		\$27.00	\$28.00	3.70%	\$1.00	Y
Mattress (Double, Queen, King)		\$35.00	\$36.00	2.86%	\$1.00	Y
Commercial / industrial	Per tonne	\$156.50	\$162.00	3.51%	\$5.50	Y
Scrap metal		\$0.00	\$0.00	0.00%	\$0.00	Y
Clean concrete	Per tonne	\$57.00	\$59.00	3.51%	\$2.00	Y
Used Motor Oil		\$0.00	\$0.00	0.00%	\$0.00	Y
Gas Cylinders Small (up to 9kg)		\$11.00	\$11.40	3.64%	\$0.40	Y
Gas Cylinders Large (over 9kg)		\$21.50	\$22.50	4.65%	\$1.00	Y
Chemical Containers (Drum MUSTER)		\$0.00	\$0.00	0.00%	\$0.00	Y
Power Poles	Per pole	\$291.00	\$301.00	3.44%	\$10.00	Y

Single Axle Trailer (6x4)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$26.00	\$27.00	3.85%	\$1.00	Y
Heaped		\$32.00	\$33.00	3.13%	\$1.00	Y
High Sided		\$39.00	\$40.50	3.85%	\$1.50	Y

Tandem Axle Trailer (8x5)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$43.00	\$44.50	3.49%	\$1.50	Y
Heaped		\$57.00	\$59.00	3.51%	\$2.00	Y
High Sided		\$68.00	\$70.50	3.68%	\$2.50	Y

Small Rubble (clean bricks, crushed concrete etc.)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Residential	0.5m3 limit	\$0.00	\$0.00	0.00%	\$0.00	Y

Small Rubble (clean bricks, crushed concrete etc.) [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Bulk	Per tonne	\$21.50	\$22.50	4.65%	\$1.00	Y

E-Waste

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per item	Per item	\$0.00	\$0.00	0.00%	\$0.00	Y
Commercial E-waste (large / volume)	Per kilogram	\$1.50	\$1.60	6.67%	\$0.10	Y

Tyres

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Car & Motorcycle	Per tyre	\$11.00	\$11.40	3.64%	\$0.40	Y
Light Commercial / 4WD – per tyre	Per tyre	\$16.50	\$17.00	3.03%	\$0.50	Y
Truck & Forklift	Per tyre	\$32.00	\$33.00	3.13%	\$1.00	Y
Tractor - Earth Moving Small (up to 1.1m diameter)	Per tyre	\$123.50	\$128.00	3.64%	\$4.50	Y
Tractor - Earth Moving Medium (1.1m - 1.5m diameter)	Per tyre	\$183.00	\$189.50	3.55%	\$6.50	Y
Tractor - Earth Moving Large (1.5m - 1.8m diameter - maximum width 500mm)	Per tyre	\$274.50	\$284.00	3.46%	\$9.50	Y
Tractor - Earth Moving Extra Large (above 1.8m diameter - wider than 500mm)	Per tyre				POA	Y
Tyre on rim (extra charge)	Plus tyre fee per size	\$5.50	\$5.70	3.64%	\$0.20	Y

Utility

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$26.00	\$27.00	3.85%	\$1.00	Y
High Sided		\$40.50	\$42.00	3.70%	\$1.50	Y

White Goods

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Non refrigerated		\$0.00	\$0.00	0.00%	\$0.00	Y
Refrigerated	Per Item	\$21.50	\$22.50	4.65%	\$1.00	Y

Green Waste

Car Boot/240ltr Wheelie Bin

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Clean Green Waste		\$7.00	\$7.20	2.86%	\$0.20	Y

Single Axle Trailer (6x4)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial lawn clippings		\$6.00	\$6.20	3.33%	\$0.20	Y
Level Clean Green Waste		\$14.00	\$14.40	2.86%	\$0.40	Y
Heaped Clean Green Waste		\$17.50	\$18.10	3.43%	\$0.60	Y
High Sided Clean Green Waste		\$21.50	\$22.50	4.65%	\$1.00	Y

Tandem Axle Trailer (8x5)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial lawn clippings		\$12.00	\$12.40	3.33%	\$0.40	Y
Level Clean Green Waste		\$24.50	\$25.50	4.08%	\$1.00	Y

Swan Hill Rural City Council Budget - 2026/27

continued on next page ...

Tandem Axle Trailer (8x5) [continued]

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Heaped Clean Green Waste		\$31.50	\$32.50	3.17%	\$1.00	Y
High Sided Clean Green Waste		\$37.50	\$39.00	4.00%	\$1.50	Y

Station Wagon

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Clean Green Waste		\$13.50	\$14.00	3.70%	\$0.50	Y

Uncontaminated Mulched Green

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Uncontaminated Mulched Green		\$0.00	\$0.00	0.00%	\$0.00	Y

Utility

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$14.00	\$14.40	2.86%	\$0.40	Y
High Sided Clean Green Waste		\$21.50	\$22.50	4.65%	\$1.00	Y

Landfill – Swan Hill

General Waste

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Garbage Bag		\$4.50	\$4.70	4.44%	\$0.20	Y
120 wheelie bin		\$7.00	\$7.30	4.29%	\$0.30	Y
Car Boot / 240 wheelie bin		\$14.00	\$14.40	2.86%	\$0.40	Y
Station Wagon		\$28.00	\$29.00	3.57%	\$1.00	Y
Mattress (Single)		\$27.00	\$28.00	3.70%	\$1.00	Y
Mattress (Double, Queen, King)		\$35.00	\$36.00	2.86%	\$1.00	Y
Commercial industrial waste	Per tonne	\$273.00	\$300.00	9.89%	\$27.00	Y
Contaminated soil - Category C & D	Per tonne	\$310.50	\$321.00	3.38%	\$10.50	Y
Asbestos	Per tonne	\$290.00	\$300.00	3.45%	\$10.00	Y
Scrap Metal		\$0.00	\$0.00	0.00%	\$0.00	Y
Clean mulched green waste	Uncontaminated	\$0.00	\$0.00	0.00%	\$0.00	Y
Used Motor Oil Fee		\$0.00	\$0.00	0.00%	\$0.00	Y
Chemical Containers (Drum Muster)		\$0.00	\$0.00	0.00%	\$0.00	Y
Household batteries		\$0.00	\$0.00	0.00%	\$0.00	Y
Fluorescent tubes		\$0.00	\$0.00	0.00%	\$0.00	Y
Power Pole	Per tonne	\$291.00	\$301.00	3.44%	\$10.00	Y
Clean concrete	Per tonne	\$57.00	\$59.00	3.51%	\$2.00	Y
Contaminated Soil Category C / D originating from outside the SHRCC municipality	Per tonne	\$345.00	\$357.00	3.48%	\$12.00	Y
Asbestos originating from outside the SHRCC municipality	Per tonne	\$320.00	\$331.00	3.44%	\$11.00	Y
Gas Cylinders Small (up to 9kg)		\$11.00	\$11.40	3.64%	\$0.40	Y
Gas Cylinders Large (over 9kg)		\$21.50	\$22.50	4.65%	\$1.00	Y
Mixed cover	Per tonne	\$170.00	\$176.00	3.53%	\$6.00	Y
Commercial cardboard and recycling	Per cubic metre	\$16.50	\$17.00	3.03%	\$0.50	Y

E-Waste

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Per item		\$0.00	\$0.00	0.00%	\$0.00	Y
Commercial E-waste (large / volume)	Per kilogram	\$1.50	\$1.60	6.67%	\$0.10	Y

Single Axle Trailer (6x4)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$32.00	\$33.00	3.13%	\$1.00	Y
Heaped		\$38.00	\$39.50	3.95%	\$1.50	Y
High Sided		\$48.00	\$49.50	3.13%	\$1.50	Y

Tandem Axle Trailer (8x5)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$54.50	\$56.50	3.67%	\$2.00	Y
Heaped		\$71.50	\$74.00	3.50%	\$2.50	Y
High Sided		\$85.00	\$88.00	3.53%	\$3.00	Y

Small Rubble (clean bricks, crushed concrete etc.)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Residential	0.5m3 limit	\$0.00	\$0.00	0.00%	\$0.00	Y
Bulk	Per tonne	\$21.50	\$22.50	4.65%	\$1.00	Y

Tyres

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Car & Motorcycle	Per tyre	\$10.80	\$11.40	5.56%	\$0.60	Y
Light Commercial – 4WD	Per tyre	\$16.50	\$17.00	3.03%	\$0.50	Y
Truck & Forklift	Per tyre	\$32.00	\$33.00	3.13%	\$1.00	Y
Tractor - Earth Moving Small (up to 1.1m diameter)	Per tyre	\$123.50	\$128.00	3.64%	\$4.50	Y
Tractor - Earth Moving Medium (1.1m - 1.5m diameter)	Per tyre	\$183.00	\$189.50	3.55%	\$6.50	Y
Tractor - Earth Moving Large (1.5m - 1.8m diameter - maximum width 500mm)	Per tyre	\$274.50	\$284.00	3.46%	\$9.50	Y
Tractor - Earth Moving Extra Large (above 1.8m diameter - wider than 500mm)	Per tyre				POA	Y
Tyre on rim (extra charge)	Plus tyre fee per size	\$5.50	\$5.70	3.64%	\$0.20	Y

Utility

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Level		\$31.00	\$32.10	3.55%	\$1.10	Y
High Sided		\$46.50	\$48.00	3.23%	\$1.50	Y

White Goods

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Non refrigerated		\$0.00	\$0.00	0.00%	\$0.00	Y
Refrigerated		\$21.50	\$22.50	4.65%	\$1.00	Y

Green Waste

Car Boot / 240 Ltr Bin

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Clean Green Waste		\$7.00	\$7.20	2.86%	\$0.20	Y

Single Axle Trailer (6x4)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial lawn clippings		\$6.00	\$6.20	3.33%	\$0.20	Y
Level Clean Green Waste		\$14.00	\$14.40	2.86%	\$0.40	Y
Heaped Clean Green Waste		\$17.50	\$18.10	3.43%	\$0.60	Y
High Sided Clean Green Waste		\$21.50	\$22.50	4.65%	\$1.00	Y

Tandem Axle Trailer (8x5)

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Commercial lawn clippings		\$12.00	\$12.40	3.33%	\$0.40	Y
Level Clean Green Waste		\$24.50	\$25.50	4.08%	\$1.00	Y
Heaped Clean Green Waste		\$31.50	\$32.50	3.17%	\$1.00	Y
High Sided Clean Green Waste		\$37.50	\$39.00	4.00%	\$1.50	Y

Station Wagon

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Clean Green Waste		\$13.50	\$14.00	3.70%	\$0.50	Y

Utility

Name	Description	Year 25/26 Fee	Year 26/27 Fee (incl. GST)	Increase %	Increase \$	GST
Clean Green Waste		\$14.00	\$14.40	2.86%	\$0.40	Y
High Sided Clean Green Waste		\$21.50	\$22.50	4.65%	\$1.00	Y

Appendix B - Major projects (non-capitalised operating projects)

Strategic Objective	Project Name	Summary of funding sources			
		Project cost \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000
Growth & Development					
	Economic Development Initiatives	112	(25)	-	(87)
	Housing Action Fund	100	-	-	(100)
	Transforming the Heart of Swan Hill	150	(150)	-	-
		362	(175)	-	(187)
Community & Liveability					
	ACRE Project	73	-	-	(73)
	National Print and Drawing Awards	33	-	-	(33)
	Under the Stars	110	-	(19)	(91)
	Youth Engage Program	219	(60)	-	(159)
	Sport & Recreation Grants	310	(100)	-	(210)
		745	(160)	(19)	(567)
Health & Wellbeing					
	Municipal Early Years Plan	20	-	-	(20)
	Swan Hill Early Years Services	159	-	-	(159)
		179	-	-	(179)
Environmental Sustainability					
	Internal Native Vegetation Offset Program	69	-	-	(69)
	Riverfront Restoration - Little Murray River	25	-	-	(25)
	Roadside Weeds and Pests Management Program 2026/27	85	(85)	-	-
	Carbon Offset Grants	30	-	-	(30)
		209	(85)	-	(196)
Infrastructure					
	Stormwater Condition Assessments	65	-	-	(65)
	Façade Improvement Grants	50	-	-	(50)
	Upgrade Street Lighting	43	-	-	(43)
	Swan Hill Motorsports Complex Strategic Review	60	-	-	(60)
	Waste Management - Closed Rural Landfill Cell Capping	80	-	-	(80)
		298	-	-	(298)
Transparency & Effectiveness					
	Business Process Innovation	52	-	-	(52)
	International Twin City Functions Yamagata (Yamagata Student Exchange)	29	-	-	(29)
	IT Software Replacement	73	-	-	(73)
		154	-	-	(154)
Total Major Projects		1,947	(420)	(19)	(1,508)

Glossary of Terms

Act	Local Government Act 2020.
Accounting standards	Australian accounting standards are set by the Australian Accounting Standards Board (AASB) and have the force of law for Corporations law entities under section 296 of the Corporations Act 2001. They must also be applied to all other general purpose financial reports of reporting entities in the public and private sectors.
Adjusted underlying revenue	The adjusted underlying revenue means total income other than non-recurrent grants used to fund capital expenditure, non-monetary asset contributions and contributions to fund capital expenditure from sources other than grants and non-monetary contributions.
Adjusted underlying surplus (or deficit)	The adjusted underlying surplus (or deficit) means adjusted underlying revenue less total expenditure. It is a measure of financial sustainability of the Council which can be masked in the net surplus (or deficit) by capital-related items.
Annual reporting requirements	Annual reporting requirements include the financial reporting requirements of the Act, accounting standards and other mandatory professional reporting requirements.
Asset expansion expenditure	Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries.
Asset renewal expenditure	Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability.
Asset upgrade expenditure	Expenditure that: (a) enhances an existing asset to provide a higher level of service; - or (b) increases the life of the asset beyond its original life.
AVPC Code	Australian Valuation Property Code
Balance sheet	The budgeted statement of financial position shows the expected net current asset, net non-current asset and net asset positions in the forthcoming year compared to the forecast actual in the current year. The budgeted balance sheet is prepared in accordance with the requirements of AASB 1040 – Balance Sheet.
Comprehensive income statement	The budgeted comprehensive income statement shows the expected operating result in the forthcoming year compared to the forecast actual result in the current year. The budgeted income statement should be prepared in accordance with the requirements of AASB101 Presentation of Financial Statements and the Local Government Model Financial Report.
Financial statements	Financial statements and notes prepared in accordance with the Local Government Model Financial Report, Australian Accounting Standards and other applicable standards as they apply to the general purpose financial reports and statement of capital works, included in the annual report.
Statement of capital works	The budgeted statement of capital works shows the expected internal and external funding for capital works expenditure and the total proposed capital works expenditure for the forthcoming year with a comparison with forecast actual for the current year. The budgeted statement of capital works should be prepared in accordance with Regulation 9.

Statement of cash flows	The budgeted statement of cash flows shows the expected net cash inflows and outflows in the forthcoming year in the form of reconciliation between opening and closing balances of total cash and investments for the year. Comparison is made to the current year's expected inflows and outflows. The budgeted cash flow statement should be prepared in accordance with the requirements of AASB 107 – Statement of cash flows and the Local Government Model Financial Report.
Statement of changes in equity	The budgeted statement of changes in equity shows the expected movement in accumulated surplus and reserves for the year. The budgeted statement of changes in equity should be prepared in accordance with the requirements of AASB 101 – Presentation of financial statements and the Local Government Model Financial Report.
Budget preparation requirement	Under the Act, a Council is required to prepare and adopt the annual budget by 30 June each year, or any other date fixed by the Minister by notice published in the Government Gazette.
Capital expenditure	Capital expenditure is relatively large (material) expenditure which produces economic benefits expected to last for more than 12 months. A pre-determined 'threshold' may be used which indicates the level of expenditure deemed to be material in accordance with Council's policy. Capital expenditure includes new, renewal, expansion and upgrade. Where capital projects involve a combination of renewal, expansion and upgrade expenditures, the total project cost needs to be allocated accordingly.
Capital works program	A detailed list of capital works expenditure that will be undertaken during the financial year. Regulation 10 requires that the budget contains a detailed list of capital works expenditure and sets out how that information is to be disclosed by reference to asset categories, asset expenditure type and funding sources.
Carry forward capital works	Carry forward capital works are those that are incomplete in the current budget year and will be completed in the following budget year.
Council Plan	This document sets out the medium-term goals and objectives as part of the overall strategic planning framework. Prepared under Section 90 of the Act, the Council Plan is part of the overall strategic planning framework. The strategic planning framework includes: • The rates and charges strategy • Asset management plan, and; • Other strategic documents While each of these detailed strategic planning documents are specific to their own purposes and can have different timeframes, the Council Plan brings together information from each of these documents to report to the community in a concise form. As a minimum a Council Plan must include: • The strategic objective of the Council • Strategic objectives for achieving the strategic direction • Strategies for achieving those objectives for at least the next four years • Strategic indicators for monitoring the achievement of those objectives • A description of the Council's initiatives and priorities for services, infrastructure and amenity • any other matters prescribed by the regulations.

Discretionary reserves	Discretionary reserves are funds earmarked by Council for various purposes. Councils can by resolution change the purpose of these reserves.
External funding sources (analysis of capital budget)	External funding sources relate to grants or contributions, which will be received from parties external to the Council. It also includes the proceeds of assets sold to fund the capital works program.
Financial sustainability	A key outcome of the Budget. Longer term planning is essential in ensuring that a Council remains financially sustainable in the long term.
Financing activities	Financing activities means those activities which relate to changing the size and composition of the financial structure of the entity, including equity and borrowings not falling within the definition of cash.
Infrastructure	Physical assets of the entity or of another entity that contribute to meeting the public's need for access to major economic and social facilities and services.
Investing activities	Investing activities means those activities which relate to acquisition and disposal of non-current assets, including property, plant and equipment and other productive assets, and investments not falling within the definition of cash.
Key assumptions	When preparing a budgeted balance sheet of financial position, key assumptions upon which the statement has been based should be disclosed in the budget to assist the reader when comparing movements in assets, liabilities and equity between budget years.
Key budget outcomes	The key activities and initiatives that will be achieved in line with the Council Plan.
Legislative framework	The Act, Regulations and other laws and statutes under which Council governance and reporting requirements are set.
Local Government Model Financial Report	Local Government Model Financial Report published by the Department from time to time including on the Department's Internet website.
Local Government (Planning and Reporting) Regulations 2020	The objective of these Regulations, made under section 325 of the Local Government Act 2020 and which came into operation on 24 October 2020, is to prescribe: - The content and preparation of the financial statements of a Council. - The performance indicators and measures to be included in a budget, revised budget and annual report of a Council. - The information to be included in a Council Plan, Strategic Resource Plan, budget, revised budget and annual report. - Other matters required to be prescribed under Parts 9 of the Act.
New asset expenditure	Expenditure that creates a new asset that provides a service that does not currently exist.
Non-financial resources	Resources of a non-financial nature (such as human resources, information systems and processes, asset management systems) which are consumed by a Council in the achievement of its strategic resource plan goals.
Non-recurrent grant	A grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's projected budget.
New capital expenditure	New capital expenditure does not have any element of upgrade to existing assets. New capital expenditure may or may not result in additional revenue for

	Council and will result in an additional burden for future operation, maintenance and capital renewal.
Operating activities	Operating activities means those activities that relate to the provision of goods and services.
Operating expenditure	Operating expenditure is defined as consumptions or losses of future economic benefits, in the form of reductions in assets or increases in liabilities and that result in a decrease in equity during the reporting period.
Operating revenue	Operating revenue is defined as inflows or other enhancements, or savings in outflows of future economic benefits, in the form of increases in assets or reductions in liabilities and that result in an increase in equity during the reporting period.
Own-source revenue	Adjusted underlying revenue other than revenue that is not under the control of Council (including government grants).
Performance statement	Performance statement prepared by a Council under section 98 of the Act. A performance statement must be included in the annual report of a Council and include the results of the prescribed service outcome indicators, financial performance indicators and sustainable capacity indicators for the financial year.
Rates determination statement	The rates determination statement is used to determine the surplus/deficit based on the level of rates and charges raised. It does not include profit/loss on sale of assets or depreciation, which are both non-cash items. It shows both the income and expenses for capital projects and net monies from reserve transfers.
Rating strategy	A rating strategy is the process by which the Council's rate structure is established and how the quantum of rate changes has been determined, taking into consideration longer term philosophy issues and framework.
Recurrent grant	A grant other than a non-recurrent grant.
Regulations	Local Government (Planning and Reporting) Regulations 2020.
Restricted cash	Cash and cash equivalents, within the meaning of the AAS, that are not available for use other than a purpose for which it is restricted and include cash to be used to fund capital works expenditure from the previous financial year.
Services, initiatives and major initiatives	Section 94 of the Act requires a budget to contain a description of the services and initiatives to be funded by the budget, along with a statement as to how they will contribute to the achievement of the Council's strategic objectives as specified in the Council Plan. The budget must also include major initiatives, being initiatives identified by the Council as priorities to be undertaken during the financial year. The services delivered by Council means assistance, support, advice and other actions undertaken by a council for the benefit of the local community. Initiatives mean actions that are once-off in nature and/or lead to improvements in service. Major initiatives mean significant initiatives that will directly contribute to the achievement of the Council Plan during the current year and have a major focus in the budget.
Statement of capital works	Means a statement of capital works prepared in accordance with the Local Government Model Financial Report. Refer also Commentary Budgeted Statements section 3.5.

Statement of human resources	Means a statement which shows all Council staff expenditure and the number of full time equivalent Council staff. Refer also Commentary Budgeted Statements section 3.6.
Statutory reserves	Statutory reserves are funds set aside for special statutory purposes in accordance with various legislative and contractual requirements. These reserves are not available for other purposes.
Strategic planning framework	A 'community owned' document or process which identifies the long term needs and aspirations of the Council, and the medium and short term goals and objectives which are framed within the long term plan.
Unrestricted cash	Unrestricted cash represents all cash and cash equivalents other than restricted cash.
Working capital	Working capital is the balance of cash and investments not set aside for statutory and discretionary reserves.

2.2 Governance Report - Council Policy Review and Delegations Update

Directorate: Corporate Services
File Number: S16.08.01
Purpose: For Decision

Council Plan Strategy Addressed

6. Transparency and Effectiveness – Ensuring Council is open, accountable and responsive, with services and decision-making that reflect community expectations.

Objective 6.2: Strengthen Council's internal capability, resources, systems and financial sustainability.

6.2.1 Build internal capability and partnerships to meet evolving community needs.

Current Strategic Documents

No applicable strategic documents.

Declarations of Interest

Council Officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

Summary

This Governance Report to Council includes:

- Instruments of Delegation Update - includes new, changed and deleted provisions for legislative changes made or assented to from 1 July 2025 – 31 December 2025.
- Council Policy Review – includes recommended changes to existing Council policies, as part of Councils regularly scheduled review program.

Discussion

Instruments of Delegations Update

- On 30 January 2026, Maddock Lawyers provided the six-monthly update to the Delegations and Authorisations Service that Council subscribes to, for legislative changes made or assented to from 1 July 2025 – 31 December 2025.
- The S6 – Instrument of Delegation from Council to Members of Council Staff – includes the following legislative changes to the *Planning and Environment Act 1987*:
 - A revised mechanism in relation to preparing amendments to the planning scheme, which will generally require authorisation from the Minister
 - The ability of the Minister to continue with an amendment despite it being previously abandoned.

Council Policy Review

- Council conducts regular reviews of all Council Policies
- Council officers have reviewed the policies and outlined recommended changes for Council consideration and approval.

The following five (5) Council approved policies have been reviewed and updated with the following recommended changes.

Document	Directorate Responsible	Changes
Community Engagement Policy GOV025	Corporate Services	Amended to better align with legislative requirements
Child Safe Standards Policy GOV031	Community and Cultural Services	Review due to change in co-regulators in the sector, and change of Policy from STAFF143 to a governance policy - GOV031
Community Gardens Policy COMM813	Development and Planning	Minor changes to position titles.
Fair Access Policy COMM815	Development and Planning	Initial review - No changes Required
Public Art Policy CULT704	Community and Cultural services	No Changes Required

Consultation

The Executive Leadership Team and responsible officers were consulted.

Financial Implications

Nil.

Social Implications

Nil.

Economic Implications

Nil.

Environmental Implications

Nil.

Risk Management Implications

Nil.

Attachments:

1. Email letter to subscribers - Explanatory Letter - for January 2026 update [2.2.1 - 3 pages]
2. S6 Instrument of Delegation from Council to Members of Council Staff 190526 [2.2.2 - 122 pages]
3. Community Engagement Policy GOV025 [2.2.3 - 3 pages]
4. Child Safe Standards Policy GOV031 [2.2.4 - 4 pages]
5. Community Garden COMM813 [2.2.5 - 5 pages]

6. Fair Access Policy COMM815 [2.2.6 - 5 pages]
7. Public Art Policy CULT704 [2.2.7 - 2 pages]

Options

1. Council to approve the S6 Instrument of Delegation – Council to Members of Council Staff.
2. Council to approve the S6 Instrument of Delegation – Council to Members of Council Staff, once requested edits have been completed.
3. Council to approve the recommended changes to the Council policies
4. Council to approve the recommended changes to the Council policies, once requested edits have been completed.

Recommendation/s**That Council**

1. Approves the S6 Instrument of Delegation - Council to Members of Council Staff
2. Approves the recommended changes to the Council policies.

CM 2026/47 Motion**MOVED Cr Jennings****That Council**

1. Approves the S6 Instrument of Delegation - Council to Members of Council Staff
2. Approves the recommended changes to the Council policies.

SECONDED Cr Englefield

The Motion was put and CARRIED 6 / 0



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Email Letter

From Amy Kelly	Date 30 January 2026
Direct 03 9258 3045	Email amy.kelly@maddocks.com.au
Partner Melanie Olynik	

Our Ref MSB:ALM:628721

Dear Subscriber

Delegations and Authorisations Service Update First Update for 2026

We are pleased to provide you with our first update to the Delegations and Authorisations Service for 2026. This takes into account legislative changes which were assented to, or made, from 1 July 2025 to 31 December 2025, together with some miscellaneous changes and improvements we have identified, which affect Council's powers, duties and functions.

The update can be located by accessing the Maddocks Digital platform. Please click on the following link: <https://indepth.maddocks.com.au/>.

As always, please carefully review this explanatory letter and refer to the updated instruments to ensure that you are aware of the recent legislative changes that affect your Council's delegations and authorisations.

Changes made in this update:

This update amends our S6, S7, and S13 Instruments. We outline some of the key changes to each Instrument below.

1. Changes to the S6 Instrument of Delegation, Council to other Members of Council staff (S6) and removal of the related S6A Instrument

- 1.1. We have carried forward amendments which were implemented late last year in the S6A Instrument, which was introduced to address specific changes to the *Planning and Environment Act 1987*. As a result of these changes, the S6A Instrument is no longer required, and will be marked for removal from the Website;
- 1.2. Councils will no doubt be aware of the upcoming amendments to the *Planning and Environment Act 1987* due to the passage of the *Planning Amendment (Better Decisions Made Faster) Bill 2025*. As at the date of this letter, this Bill has passed the Legislative Council but has not yet received royal assent. The drafting of the Bill reflects that the provisions within will come into effect on a day to be proclaimed. Given that none of these events have occurred, we have not included any amendments from this Bill in the S6 Instrument of Delegation. Councils are encouraged to monitor any developments as to this

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- 1.3. We recommend that Council's CEO be listed as a delegate in this instrument if the intention is for them to be conferred with the powers included.

2. Changes to the S7 Instrument of Sub-delegation, from the CEO to Members of Council staff (S7)

- 2.1. We have inserted new section 137ZZC(2)(e) of the *Building Act 1993*, as a result of the *Building Legislation Amendment (Buyer Protection) Act 2025*;
- 2.2. We have included powers specific to Council (when it is a land owner) under the *Building Act 1993* in response to subscriber feedback;
- 2.3. We have inserted sections 68ZS(1) and 68ZS(2) of the *Domestic Building Contracts Act 1995* (Vic), as a result of the *Domestic Building Contracts Amendment Act 2025*;
- 2.4. We have clarified powers already granted to Council under section 54(3B) of the *Domestic Animals Act 1994*.
- 2.5. We have made the following changes following the commencement of the *Parks and Public Land Legislation Amendment (Central West and Other Matters) Act 2012*;
 - 2.5.1. Removed section 49A of the *Great Ocean Road and Environs Protection Act 2020* following its repeal;
 - 2.5.2. Clarified powers under section 63 of the *Great Ocean Road and Environs Protection Act 2020*;
- 2.6. We have amended the instrument to reflect a number of upcoming changes to the *Heavy Vehicle National Law 2012* (Vic), as a result of legislation passed in Queensland (being the *Heavy Vehicle National Law Amendment Act 2025* (Qld)). These upcoming changes will take effect on a day to be proclaimed, and we have inserted a note in the S7 Instrument accordingly.
- 2.7. We have introduced changes to reflect:
 - 2.7.1. Insertion of the power under the *Integrity Oversight Victoria Act 2011* (this power was formerly included in the instrument under the *Victorian Inspectorate Act 2011*); and
 - 2.7.2. A new function under the *Victorian Early Childhood Regulatory Authority Act 2025*.

3. Change to the s13 Instrument of Delegation of CEO powers, duties and functions (S13)

- 3.1. The *Fire Services Property Levy Act 2012* is now known as the *Emergency Services and Volunteers Fund Act 2012*, following the commencement of the *Fire Services Property Amendment (Emergency Services and Volunteers Fund) Act 2025*.
- 3.2. The *Victorian Inspectorate Act 2011* is now known as the *Integrity Oversight Victoria Act 2011*.

Local Laws

While this has been mentioned in our previous updates, we again remind Councils of the importance of delegating not only the powers, duties and functions existing under legislation, but also any Council powers, duties and functions existing in any local laws made by their Council.



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Our Delegations and Authorisations Service covers only the former and so it is up to each Council to ensure that it reviews all of its local laws and, where appropriate, delegates relevant powers, duties and functions.

Updating your instruments

As always, we recommend that you re-make all of your Council delegations regularly to ensure that they remain up to date and cover all relevant provisions.

If you have any questions about this update, please direct your queries to Amy Kelly (amy.kelly@maddocks.com.au) or myself (melanie.olynek@maddocks.com.au).

Yours sincerely
Maddocks



Transmission authorised by:
Melanie Olynyk
Partner



SWAN HILL RURAL CITY COUNCIL

INSTRUMENT OF DELEGATION

S6 INSTRUMENT OF DELEGATION - MEMBERS OF
STAFF

19 MAY 2026

Swan Hill Rural City Council

Instrument of Delegation

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

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

2. declares that:

2.1 this Instrument of Delegation is authorised by a resolution of Council passed on 19 May 2026; and

2.2 the delegation:

2.2.1 remains in force until varied or revoked;

2.2.2 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and

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

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

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

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

(a) policy; or

(b) strategy

adopted by Council;

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

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

Swan Hill Rural City Council

Delegation Sources

- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024
- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004
- Cemeteries and Crematoria Regulations 2025
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

Positions

Abbreviation	Position	Name
CEO	Chief Executive Officer	
CSRO	Customer Service & Revenue Officer	
DCS	Director Corporate Services	
DDP	Director Development & Planning	
DI	Director Infrastructure	
DM	Development Manager	
EAM	Enterprise Asset Manager	
EHO	Environmental Health Officer	
ESPM	Engineering and Strategic Projects Manager	

Swan Hill Rural City Council

Abbreviation	Position	Name
FM	Finance Manager	
MBS	Municipal Building Surveyor	
MERO	Municipal Emergency Resource Officer	
MFPO	Municipal Fire Prevention Officer	
ND	Not Delegated	Not Delegated
OM	Operations Manager	
PHRSC	Public Health & Regulatory Services Co-ordinator	
PM	Project Manager	
PO	Planning Officer	
PTL	Planning Team Leader	
SEHO	Senior Environmental Health Officer	
SP	Strategic Planner	
SRO	Senior Revenue Officer	

Swan Hill Rural City Council

S6 Instrument of Delegation - Members of Staff

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 7	Power to enter into a written agreement with a caravan park owner	CEO, DDP, PHRSC	
r 10	Function of receiving application for registration	PHRSC, SEHO	
r 11	Function of receiving application for renewal of registration	DDP, PHRSC, SEHO	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	DDP, PHRSC, SEHO	
r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	DDP, PHRSC, SEHO	

Swan Hill Rural City Council

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	DDP, PHRSC, SEHO	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	DDP, PHRSC, SEHO	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	DDP, PHRSC, SEHO	
r 12(4) & (5)	Duty to issue certificate of registration	DDP, PHRSC, SEHO	
r 14(1)	Function of receiving notice of transfer of ownership.	PHRSC, SEHO	
r 14(3)	Power to determine where notice of transfer is displayed	PHRSC, SEHO	
r 15(1)	Duty to transfer registration to new caravan park owner	PHRSC, SEHO	

Swan Hill Rural City Council

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 15(2)	Duty to issue a certificate of transfer of registration	DDP, PHRSC, SEHO	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	PHRSC, SEHO	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	DDP, PHRSC, SEHO	
r 17	Duty to keep register of caravan parks	PHRSC, SEHO	
r 21(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	PHRSC, SEHO	
r 21(2)	Duty to consult with relevant emergency services agencies	PHRSC, SEHO	
r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	PHRSC, SEHO	

Swan Hill Rural City Council

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	PHRSC, SEHO	
r 24(2)	Power to consult with relevant floodplain management authority	PHRSC, SEHO	
r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	PHRSC, SEHO	
r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	PHRSC, SEHO	
r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	PHRSC, SEHO	
r 39(3)	Function of receiving installation certificate	PHRSC, SEHO	
r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	PHRSC, SEHO	
r 45(5)	Power to determine places in which caravan park owner must display the certificate of registration or certificate of renewal of	PHRSC, SEHO	

Swan Hill Rural City Council

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	registration, the plan of the caravan park and a copy of the caravan park rules		

Domestic Animals Act 1994

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41A(1)	Power to declare a dog to be a menacing dog	DDP, PHRSC	Council may delegate this power to a Council authorised officer

Food Act 1984

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	DDP, EHO, PHRSC	If s 19(1) applies

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	DDP, EHO, PHRSC	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	DDP	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	DDP, EHO, PHRSC	If s 19(1) applies

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	EHO, PHRSC	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	EHO, PHRSC	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	DDP, EHO, PHRSC	Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	DDP, EHO, PHRSC	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution Only in relation to temporary food premises or mobile food premises

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	DDP, EHO, PHRSC	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	EHO, PHRSC	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	EHO, PHRSC	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	EHO, PHRSC	Where Council is the registration authority
s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	PHRSC, SEHO	Where Council is the registration authority Subject to s 19FA(2), which requires a time limit for compliance to be specified

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	DDP, PHRSC, SEHO	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	DDP, PHRSC, SEHO	Where Council is the registration authority
s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	DDP, PHRSC, SEHO	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHO, PHRSC	Where Council is the registration authority
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	EHO, PHRSC	Where Council is the registration authority

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19IA(2)	Duty to give written notice to the proprietor of the premises	EHO, PHRSC	Where Council is the registration authority Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	DDP, EHO	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	EHO, PHRSC	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	EHO, PHRSC	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	EHO, PHRSC	

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	EHO, PHRSC	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHO, PHRSC	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	DDP, EHO, PHRSC	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	EHO, PHRSC	Where Council is the registration authority
	Power to register or renew the registration of a food premises	DDP, EHO, PHRSC	Where Council is the registration authority

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	DDP, EHO, PHRSC	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	DDP, EHO, PHRSC	Where Council is the registration authority
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	EHO, PHRSC	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	ND	Where Council is the registration authority

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38A(4)	Power to request a copy of a completed food safety program template	EHO, PHRSC	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	EHO, PHRSC	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	EHO, PHRSC	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	EHO, PHRSC	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	EHO, PHRSC	Where Council is the registration authority

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	EHO, PHRSC	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	EHO, PHRSC	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	DDP, EHO, PHRSC	Where Council is the registration authority not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	EHO, PHRSC	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	EHO, PHRSC	Where Council is the registration authority

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	DDP, EHO, PHRSC	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	EHO, PHRSC	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	DDP, EHO, PHRSC	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	EHO, PHRSC	
s 39A	Power to register, or renew the registration of a food premises despite minor defects	DDP, EHO, PHRSC	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 39A (6)	Duty to comply with a direction of the Secretary	EHO, PHRSC	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	EHO, PHRSC	Where Council is the registration authority
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	EHO, PHRSC	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	EHO, PHRSC	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	ND	Where Council is the registration authority

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40E	Duty to comply with direction of the Secretary	EHO, PHRSC	
s 40F	Power to cancel registration of food premises	DDP, PHRSC	Where Council is the registration authority
s 43	Duty to maintain records of registration	EHO, PHRSC	Where Council is the registration authority
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	EHO, PHRSC	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	DDP, PHRSC	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))

Swan Hill Rural City Council

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 45AC	Power to bring proceedings	EHO, PHRSC	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	EHO, PHRSC	Where Council is the registration authority

Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 116	Power to sub-delegate Executive Director's functions, duties or powers	DDP, DM	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

Swan Hill Rural City Council

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 185L(4)	Power to declare and levy a cladding rectification charge	ND	

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	ND	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	DDP, DM, PO, PTL	
s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	DDP, DM, PO, PTL	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	DDP, DM, PTL	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	DDP, DM, PO, PTL	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	ND	
s 12B(1)	Duty to review planning scheme	ND	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8A(5)	Function of receiving notice of the Minister's decision	DDP, DM, PTL	
s 12B(2)	Duty to review planning scheme at direction of Minister	ND	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	DDP, DM	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	ND	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	ND	
s 16B	Duty (upon receiving a request to prepare an amendment to the planning scheme) to decide: - to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F, or - to refuse the request. Note: see also sections 16A, 16D, 16E and 16K.	ND	
s 16C(1)	Duty to give written notice of its decision under section 16B to the person who made the request within 10 business days of making the decision. Note: The notice must contain prescribed information, and reasons if it is a refusal.	CEO, DDP, DM	
s 16C(4)	Duty to give a copy of the request and the notice under subsection 16C(1) to the Minister.	CEO, DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 16F	Power to apply to the Minister for authorisation to prepare an amendment to the State standard provisions or the local provisions of a planning scheme in force in the municipal district. Note: see also sections 16G and 16K.	CEO, DDP, DM	After Council decision.
s 16F	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F	CEO, DDP, DM, SP	
s 16H	Power to prepare an amendment specified in an application without the Minister's authorisation if no response received after 10 business days Note: see also section 16K.	CEO, DDP, DM	Does not apply in relation to an application for the preparation of an amendment that will apply to land to which a Suburban Rail Loop planning area declaration applies.
s 16I	Power to apply to the Minister for authorisation to prepare an amendment to any part of the State standard provisions and local provisions of a planning scheme applying to an area adjoining its municipal district.	ND	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 16I	Power to prepare amendment to the planning scheme applying to an area adjoining Council's municipal district where the Minister has authorised Council to do so under section 16I. Note: see also sections 16D, 16G and 16J.	CEO, DDP, DM	Based on Council decision
s 17(1)	Duty of giving copy amendment to the planning scheme	DDP, DM, PO, PTL	
s 17(2)	Duty of giving copy s 173 agreement	DDP, DM, PO, PTL	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	DDP, DM, PO, PTL	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	DDP, DM, PO, PTL	Until the proposed amendment is approved or lapsed

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	DDP, DM, PTL	
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	DDP, DM, PTL	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	DDP	Where Council is a planning authority

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 21(2)	Duty to make submissions available in accordance with public availability requirements	DDP, DM, PO, PTL	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	DDP, DM, PO, PTL	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	DDP, DM	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	DDP, DM	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	DDP, DM, PTL	
s 23A(2)	Power to: - change the amendment in the manner requested; - not change the amendment in the manner requested; or - abandon the amendment or part of the amendment.	CEO, DDP, DM, SP	Where Council is the planning authority. After considering a submission which requests a change to a 'low-impact' amendment (as described in section 16N).
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	DDP, DM, PO, PTL	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	DDP, DM, PO, PTL	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	DDP, DM, PTL	
s 28(1)	Duty to notify the Minister if abandoning an amendment, with a copy of any submission considered, and a statement of reasons for the decision	CEO, DDP, DM, SP	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	DM, PO, PTL	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	DM, PO, PTL	
s 28C	Duty to comply with directions of the Minister after abandoning the amendment with respect to:	CEO, DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	- providing relevant documentation; and - providing assistance with steps to be taken for the amendment.		
s 30(4)(a)	Duty to say if amendment has lapsed	DDP, DM, PO, PTL	
s 30(4)(b)	Duty to provide information in writing upon request	DDP, DM, PO, PTL	
s 32(2)	Duty to give more notice if required	DDP, DM, PO, PTL	
s 33(1)	Duty to give more notice of changes to an amendment	DDP, DM, PO, PTL	
s 36(2)	Duty to give notice of approval of amendment	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38(5)	Duty to give notice of revocation of an amendment	DDP, DM, PTL	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	ND	
s 40(1)	Function of lodging copy of approved amendment	DDP, DM, PO, PTL	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	DDP, DM, PO, PTL	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	DDP, DM, PM, PO	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	ND	Where Council is a responsible public entity and is a planning authority
s 46AW	Function of being consulted by the Minister	DDP	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	DDP, DM	Where Council is a responsible public entity

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	DDP, DM, PO, PTL	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	DDP, DM, PO, PTL	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	DDP, DM	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	DDP, DM	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	DDP, DM	
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	DDP, DM	
s 46GP	Function of receiving a notice under s 46GO	DDP, DM	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	DDP, DM	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	DDP, DM	
s 46GR(2)	Power to consider a late submission	DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Duty to consider a late submission if directed to do so by the Minister		
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	ND	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	DDP	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DDP	
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	DDP, PM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	DDP, PM	
s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	DDP, PM	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	DDP, PM	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DDP, PM	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DDP, PM	Where Council is the development agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DDP, PM	Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	DDP, DM	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	DDP, DM	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	DDP, DM	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	DDP, DM	Where Council is the collecting agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GY(1)	Duty to keep proper and separate accounts and records	DDP, DCS	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DDP, DCS	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DDP, DCS	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority
s 46GZ(2)(a)	Function of receiving the monetary component	DDP, DCS	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	DDP, DM	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	DDP, DM	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DDP	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	DI, DDP, FM	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DI, DDP, FM	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	DI, DDP, FM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	DDP	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	DDP	Where Council is the development agency under an approved infrastructure contributions plan

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			This duty does not apply where Council is also the collecting agency
s 46GZA(1)	Duty to keep proper and separate accounts and records	DDP	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DDP	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	DDP	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	DDP	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	DDP	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	DDP	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	DDP	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	DDP	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	DDP, DM	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	DDP, DM	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DDP, DM	Where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	DDP, DM	Where Council is the development agency under an approved infrastructure contributions plan

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZF(3)	Function of receiving proceeds of sale	DDP, DM	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DDP, DCS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DDP, DCS	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DDP, DCS	Where Council is the collecting agency under an approved infrastructure contributions plan

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	DDP	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DDP	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DDP, DCS	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	DDP, DM, PO, PTL	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DDP, DM, PTL	
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	DDP, DM, PTL	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DDP, DM, PTL	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DDP, DM, PTL	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46Q(1)	Duty to keep proper accounts of levies paid	DM, PO, SRO, PTL, DCS	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	DDP, DM, PTL	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	DDP, DM, PTL	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DDP, DM, PTL	Only applies when levy is paid to Council as a 'development agency'

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	DDP, DM, PTL	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	DDP, DM, PTL	Must be done in accordance with Part 3
s46Q(4)(e)	Duty to expend that amount on other works etc.	DDP, DM, PTL	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	DDP, DM, PTL	
s 46QD	Duty to prepare report and give a report to the Minister	DDP	Where Council is a collecting agency or development agency

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46Y	Duty to carry out works in conformity with the approved strategy plan	ND	
s 47	Power to decide that an application for a planning permit does not comply with that Act	DDP, DM, PTL	
s 48A	Power to notify an applicant that the application is incomplete Note: The notice must set out any required fees or information, the date for payment or production, and the effect of non-compliance set out in section 48B(1).	CEO, DDP, DM, SP	Where Council is the responsible authority
s 48C	Power to refund a fee paid for an application which is void and of no effect under section 48B(1)	CEO, DDP, DM	Where Council is the responsible authority

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	DDP, DM, PO, PTL	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	DDP, DM, PO, PTL	
s 50(4)	Duty to amend application	DDP, DM, PO, PTL	
s 50(5)	Power to refuse to amend application	DDP, DM, PTL	
s 50(6)	Duty to make note of amendment to application in register	DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50A(1)	Power to make amendment to application	DDP, DM, PO, PTL	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	DDP, DM, PO, PTL	
s 50A(4)	Duty to note amendment to application in register	DDP, DM, PO, PTL	
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	DDP, DM, PO, PTL	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	DDP, DM, PO, PTL	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	DDP, DM, PO, PTL	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	DDP, DM, PO, PTL	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	DDP, DM, PO, PTL	
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	DDP, DM, PO, PTL	
s 52(3)	Power to give any further notice of an application where appropriate	DDP, DM, PO, PTL	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	DDP, DM, PO, PTL	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54(1)	Power to require the applicant to provide more information	DDP, DM, PO, PTL	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	DDP, DM, PO, PTL	
s 54(1B)	Duty to specify the lapse date for an application	DDP, DM, PO, PTL	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	DDP, DM, PO, PTL	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	DDP, DM, PM, PO	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	DDP, DM, PTL	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DDP, DM, PO, PTL	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	DDP, DM, PO, PTL	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 57A(5)	Power to refuse to amend application	DDP, DM, PTL	
s 57A(6)	Duty to note amendments to application in register	DDP, DM, PO, PTL	
s 57B(1)	Duty to determine whether and to whom notice should be given	DDP, DM, PO, PTL	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	DDP, DM, PO, PTL	
s 57C(1)	Duty to give copy of amended application to referral authority	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 58	Duty to consider every application for a permit	DDP, DM, PO, PTL	
s 58A	Power to request advice from the Planning Application Committee	DDP, DM, PO, PTL	
s 60	Duty to consider certain matters	DDP, DM, PO, PTL	
s 60(1A)	Duty to consider certain matters	DDP, DM, PO, PTL	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	DDP, DM, PO, PTL	
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	DDP, DM, PTL	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			This Notice of Refusal would follow Councils resolution to refuse the application.
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DDP, DM, PTL	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	DDP, DM, PTL	
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	DDP, DM, PO, PTL	
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	DDP, DM, PO, PTL	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(1)	Duty to include certain conditions in deciding to grant a permit	DDP, DM, PO, PTL	
s 62(2)	Power to include other conditions	DDP, DM, PO, PTL	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DDP, DM, PM, PO	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DDP, DM, PO, PTL	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	DDP, DM, PO, PTL	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	DDP, DM, PO, PTL	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	DDP, DM, PO, PTL	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	DDP, DM, PO, PTL	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DDP, DM, PO, PTL	This provision applies also to a decision to grant an amendment to a permit - see s 75

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 64(3)	Duty not to issue a permit until after the specified period	DDP, DM, PM, PO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	DDP, DM, PM, PO	This provision applies also to a decision to grant an amendment to a permit - see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	DDP, DM, PO, PTL	This provision applies also to a decision to grant an amendment to a permit - see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DDP, DM, PM, PO	This Notice of Refusal would follow Councils resolution to refuse the application.

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DDP, DM, PTL	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DDP, DM, PO, PTL	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DDP, DM, PM, PO	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	DDP, DM, PO, PTL	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 69(1)	Function of receiving application for extension of time of permit	DDP, DM, PM, PO	
s 69(1A)	Function of receiving application for extension of time to complete development	DDP, DM, PTL	
s 69(2)	Power to extend time	DDP, DM, PO, PTL	
s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	DDP, DM, PO, PTL	
s 71(1)	Power to correct certain mistakes	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 71(2)	Duty to note corrections in register	DDP, DM, PO, PTL	
s 73	Power to decide to grant amendment subject to conditions	DDP, DM, PO, PTL	
s 74	Duty to issue amended permit to applicant if no objectors	DDP, DM, PO, PTL	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DDP, DM, PTL	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DDP, DM, PTL	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DDP, DM, PO, PTL	If the recommending referral authority objected to the amendment of the permit or the responsible authority

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DDP, DM, PM, PO	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	DDP, DM, PO, PTL	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	DDP, DM, PO, PTL	
s 83	Function of being respondent to an appeal	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 83B	Duty to give or publish notice of application for review	DDP, DM, PTL	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	DDP, DM, PTL	
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	DDP, DM, PO, PTL	
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	DDP, DM, PTL	
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84AB	Power to agree to confining a review by the Tribunal	DDP, DM, PO, PTL	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	DDP, DM, PTL	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DDP, DM, PTL	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DDP, DM, PTL	
s 91(2)	Duty to comply with the directions of VCAT	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DDP, DM, PTL	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	DDP, DM, PO, PTL	
s 93(2)	Duty to give notice of VCAT order to stop development	DDP, DM, PO, PTL	
s 95(3)	Function of referring certain applications to the Minister	DDP, DM, PO, PTL	
s 95(4)	Duty to comply with an order or direction	DDP, DM, PO, PTL	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	DDP, DM, PO, PTL	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	CEO, DDP, DM, SP	The request to prepare the amendment must be made under section 16A. Delegate must not agree to consider the application for the permit concurrently with the preparation of the proposed amendment unless it has made a decision under section 16B(a) to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F.
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	DDP, DM, PO, PTL	
s 96F	Duty to consider the panel's report under s 96E	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996	DDP, DM, PTL	
s 96H(3)	Power to give notice in compliance with Minister's direction	DDP	
s 96J	Duty to issue permit as directed by the Minister	DDP, DM, PTL	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	DDP, DM, PO, PTL	
s 96Z	Duty to keep levy certificates and levy exemption certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	CEO, DDP, DM, PO, SP	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 97C	Power to request Minister to decide the application	ND	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	DDP, DM, PTL	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	DDP, DM, PTL	
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	DDP, DM, PTL	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	DDP, DM, PTL	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DDP, DM, PTL	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DDP, DM, PTL	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DDP, DM, PTL	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DDP, DM, PTL	
s 97Q(4)	Duty to comply with directions of VCAT	DDP, DM, PTL	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DDP, DM, PTL	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DDP, DM, PTL	
s 101	Function of receiving claim for expenses in conjunction with claim	DDP, DM, PTL	
s 103	Power to reject a claim for compensation in certain circumstances	DDP, DM, PTL	
s.107(1)	Function of receiving claim for compensation	DDP, DM, PTL	
s 107(3)	Power to agree to extend time for making claim	DDP, DM, PTL	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	ND	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 114(1)	Power to apply to the VCAT for an enforcement order	DDP, DM, PTL	
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	DDP, DM, PO, PTL	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DDP, DM, PO, PTL	
s 123(1)	Power to carry out work required by enforcement order and recover costs	DDP, DM, PTL	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	DDP, DM, PTL	Except Crown Land
s 125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	ND	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal.

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 129	Function of recovering penalties	DDP, DM, PTL	
s 130(5)	Power to allow person served with an infringement notice further time	DDP, DM, PTL	
s 149A(1)	Power to refer a matter to the VCAT for determination	DDP	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	DDP, DM, PTL	
s 149B	Power to apply to the Tribunal for a declaration.	ND	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	DDP, DM, PTL	Where Council is the relevant planning authority

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 158F	Power to make submissions in response to a directions panel	CEO, DDP, DM, SP	
s 171(2)(f)	Power to carry out studies and commission reports	DDP	
s 171(2)(g)	Power to grant and reserve easements	DDP	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DDP	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DDP	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	DDP	Where Council is the development agency specified in an approved infrastructure contributions plan

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 173(1)	Power to enter into agreement covering matters set out in s 174	ESPM, DI, DDP, DM, PTL	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	ND	Where Council is the relevant responsible authority
	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	ESPM, DI, DDP, DM, PTL	
	Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	DDP, DM	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DDP, DM	
s 178	power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DDP, DM	
s 178A(1)	Function of receiving application to amend or end an agreement	DDP	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DDP	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	DDP	
s 178A(5)	Power to propose to amend or end an agreement	DDP	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DDP, DM, PTL	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DDP, DM, PTL	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	DDP, DM, PTL	
s 178C(4)	Function of determining how to give notice under s 178C(2)	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	CEO, DDP	
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DDP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DDP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	CEO, DDP	If no objections are made under s 178D Must consider matters in s 178B

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DDP	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DDP	After considering objections, submissions and matters in s 178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	CEO, DDP	After considering objections, submissions and matters in s.178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	CEO	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	CEO, DDP	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	CEO, DDP	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	CEO, DDP	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	CEO	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	CEO, DDP	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	CEO, DDP	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements	DDP, DM, PO, PTL	
s 181	Duty to apply to the Registrar of Titles to record the agreement	DDP, DM, PTL	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DDP, DM, PTL	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DDP, DM, PTL	
s 182	Power to enforce an agreement	CEO, DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DDP, DM, PO, PTL	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	CEO, DDP	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	CEO, DDP	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	DDP, DM, PTL	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	DDP, DM, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 184G(2)	Duty to comply with a direction of the Tribunal	DDP, DM, PTL	
s 184G(3)	Duty to give notice as directed by the Tribunal	DDP, DM, PTL	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	DDP, DM, PTL	
s 198(1)	Function to receive application for planning certificate	DDP, DM, PO, PTL	
s 199(1)	Duty to give planning certificate to applicant	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 201(1)	Function of receiving application for declaration of underlying zoning	DDP, DM, PO, PTL	
s 201(3)	Duty to make declaration	DDP, DM, PTL	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	DDP, DM, PO, PTL	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	ND	No specific provisions - recommended by Maddock Lawyers July 2025
-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	ND	No specific provisions - recommended by Maddock Lawyers July 2025

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
-	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	ND	No specific provisions - recommended by Maddock Lawyers July 2025
-	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	DDP, DM, PO, PTL	
-	Power to approve and or endorse any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	DDP, DM, PO, PTL	
-	Power to give written authorisation in accordance with a provision of a planning scheme	DDP, DM, PO, PTL	

Swan Hill Rural City Council

Planning and Environment Act 1987			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DDP, DM, PO, PTL	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DDP, DM	

Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	DDP, MBS, PHRSC	
s 522(1)	Power to give a compliance notice to a person	EHO, MBS, PHRSC	

Swan Hill Rural City Council

Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	
s 525(4)	Duty to issue identity card to authorised officers	CEO	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	CEO	
s 526A(3)	Function of receiving report of inspection	EHO, MBS, PHRSC	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	EHO, MBS, PHRSC	

Swan Hill Rural City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	ND	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	ND	
s 11(9)(b)	Duty to advise Registrar	ESPM, DI, EAM	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	ESPM, DI, EAM	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	ESPM, DI, EAM	Where Council is the coordinating road authority

Swan Hill Rural City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	DI	
s 12(10)	Duty to notify of decision made	ESPM, DI, EAM	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	ESPM, DI, EAM	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CEO, DI	
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	ESPM, DI, EAM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	ESPM, CEO, DI	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	ESPM, CEO, DI	
s 15(2)	Duty to include details of arrangement in public roads register	ESPM, DI, EAM	
s 16(7)	Power to enter into an arrangement under s 15	ESPM, CEO, DI	
s 16(8)	Duty to enter details of determination in public roads register	ESPM, DI, EAM	

Swan Hill Rural City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 17(2)	Duty to register public road in public roads register	ESPM, DI, EAM	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	ESPM, DI	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	ESPM, DI, EAM	Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	ND	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	ESPM, EAM	Where Council is the coordinating road authority

Swan Hill Rural City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18(1)	Power to designate ancillary area	ESPM, DI, EAM	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	ESPM, DI, EAM	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	ESPM, DI, EAM	
s 19(4)	Duty to specify details of discontinuance in public roads register	ESPM, DI, EAM	
s 19(5)	Duty to ensure public roads register is available for public inspection	ESPM, DI, EAM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 21	Function of replying to request for information or advice	ESPM, DI, EAM	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	ESPM, DI, EAM	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	ESPM, DI, EAM	
s 22(5)	Duty to give effect to a direction under s 22	ESPM, DI	
s 40(1)	Duty to inspect, maintain and repair a public road.	ESPM, DI, OM	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	ESPM, DI, OM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	ESPM, EAM	
s 42(1)	Power to declare a public road as a controlled access road	ESPM, DI	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	ESPM, DI	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	ESPM, DI, EAM	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	ESPM, DI	Where Council is the coordinating road authority

Swan Hill Rural City Council

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	ESPM, DI, EAM	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	ESPM, DI, EAM	
s 49	Power to develop and publish a road management plan	ESPM, DI, EAM	
s 51	Power to determine standards by incorporating the standards in a road management plan	ESPM, DI, EAM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	ND	
s 54(2)	Duty to give notice of proposal to make a road management plan	ESPM, DI, EAM	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	ESPM, DI, EAM	
s 54(6)	Power to amend road management plan	ESPM, DI, EAM	
s 54(7)	Duty to incorporate the amendments into the road management plan	ESPM, DI, EAM	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	ESPM, DI, EAM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 63(1)	Power to consent to conduct of works on road	ESPM, DI	Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	ESPM, DI	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	ESPM, DI	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	ESPM, DI	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	ESPM, DI, EAM	Where Council is the coordinating road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 67(3)	Power to request information	ESPM, DI, EAM	Where Council is the coordinating road authority
s 68(2)	Power to request information	ESPM, DI, EAM	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	ESPM, DI	
s 72	Duty to issue an identity card to each authorised officer	ND	
s 85	Function of receiving report from authorised officer	ESPM, DI	
s 86	Duty to keep register re s 85 matters	ESPM, DI	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 87(1)	Function of receiving complaints	ESPM, DI	
s 87(2)	Duty to investigate complaint and provide report	ESPM, DI, EAM	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	DDP	
s 112(2)	Power to recover damages in court	ESPM, DI, EAM	
s 116	Power to cause or carry out inspection	ESPM, DI, EAM	
s 119(2)	Function of consulting with the Head, Transport for Victoria	ESPM, DI, EAM	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	ESPM, DI	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	ESPM, DI, EAM	
s 121(1)	Power to enter into an agreement in respect of works	ESPM, DI	
s 122(1)	Power to charge and recover fees	ESPM, DI	
s 123(1)	Power to charge for any service	ESPM, DI	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	ND	

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 2 cl 3(1)	Duty to make policy about controlled access roads	ND	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	ND	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	ESPM, DI	
sch 2 cl 5	Duty to publish notice of declaration	ESPM, DI, EAM	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	ESPM, DI, OM	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected	ESPM, DI, OM	Where Council is the infrastructure manager or works manager

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	by any proposed installation of infrastructure or related works on a road or road reserve of any road		
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	ESPM, DI, EAM, OM	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	ESPM, DI, EAM	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	ESPM, DI	Where Council is the infrastructure manager or works manager

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	ESPM, DI, OM	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	ESPM, DI, OM	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	ESPM, DI, OM	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	ESPM, DI, OM	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	ESPM, DI, EAM, OM	Where Council is the works manager

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 13(2)	Power to vary notice period	ESPM, DI, EAM	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	ESPM, DI, EAM	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	ESPM, DI, OM	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	ESPM, DI, EAM	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	ESPM, DI, EAM	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	ESPM, DI, EAM	Where Council is the coordinating road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 16(8)	Power to include consents and conditions	ESPM, DI, EAM	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	ESPM, DI, EAM	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	ESPM, DI	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	ESPM, DI, EAM, OM	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	ESPM, DI, OM	Where Council is the coordinating road authority

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	ESPM, DI, OM	Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads	ESPM, DI	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	ESPM, DI	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	ESPM, DI, EAM	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	ESPM, DI	Duty of Council as responsible road authority that installed the light (re: installation costs) and where

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Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			Council is relevant municipal council (re: operating costs)

Cemeteries and Crematoria Regulations 2025			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 36	Duty to ensure that cemetery complies with depth of burial requirements	ND	
r 37	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	ND	
r 38	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	ND	
r 39(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	ND	
r 39(2)	Duty to ensure that coffin, container or receptacle is labelled.	ND	

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Cemeteries and Crematoria Regulations 2025			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 39(3)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	ND	
r 40	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	ND	
r 43(2)	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	ND	
r 44(2)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	ND	
r 44(3)	Duty to ensure any fittings removed of are disposed in an appropriate manner	ND	
r 45	Power to dispose of any metal substance or non-human substance recovered from a cremator	ND	
r 46(2)	Power to release cremated human remains to certain persons	ND	Subject to any order of a court

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Cemeteries and Crematoria Regulations 2025			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 47(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	ND	
r 47(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	ND	
r 47(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	ND	
r 47(4)	Duty to take reasonable steps to notify persons specified in r 46(2) of intention to intern or dispose of remains at expiry of 12 month period	ND	
r 48	Power to approve certain activities under the r 57 or 58(2) if satisfied of regulation (1)(a)-(c)	ND	
r 50	Duty to provide statement that alternative vendors or supplier of memorials exist	ND	
r 51	Power to inspect any work that is being carried out on memorials, places or internments and buildings for ceremonies	ND	

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Cemeteries and Crematoria Regulations 2025			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 52	Power to approval the arrangement or conduct of a funeral	ND	
r 53(1)	Power to give written direction regarding the manner in which a funeral is to be conducted	ND	
r 56(1)	Power to give directions regarding the objects, things or items affixed to, or placed on or around, the places of internment and memorials	ND	
r 56(3)	Power to remove objects, things or items specified in (a)-(d) from a place of interment or memorial	ND	
r 56(4)	Duty to dispute items under r 56(3) in a manner considered appropriate	ND	
r 57(1)	Power to approve the use of fire in a public cemetery	ND	
r 58(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	ND	
r 59	Duty to display the hours during which the public can access the cemetery	ND	

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Cemeteries and Crematoria Regulations 2025			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	ND	
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 5, 7 8, 9, 10, 11, 12, 13, 15, 16, 17 and 18 of sch 2	ND	See note above regarding model rules

Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	DDP, DM	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

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Planning and Environment Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	DDP, DM, PTL	
r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	DDP	Where Council is the responsible authority
r.25(b)	Function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available in accordance with the public availability requirements	DDP	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	DDP, DM	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

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Planning and Environment (Fees) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DDP	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DDP	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	DM	

Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 8(1)	Duty to conduct reviews of road management plan	ESPM, DI, EAM	
r 9(2)	Duty to produce written report of review of road management plan and make report available	ESPM, DI, EAM	

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	ESPM, DI, EAM	Where Council is the coordinating road authority
r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	ESPM, DI, EAM	
r 13(1)	Duty to publish notice of amendments to road management plan	ESPM, DI, EAM	where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	ESPM, DI, EAM	
r 16(3)	Power to issue permit	ESPM, DI, EAM, OM	Where Council is the coordinating road authority

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Road Management (General) Regulations 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 18(1)	Power to give written consent re damage to road	ESPM, DI, EAM	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	ESPM, DI, OM	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	ESPM, DI, EAM, OM	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	ESPM, DI, OM	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	ESPM, DI, OM	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	DI, DDP	

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Road Management (Works and Infrastructure) Regulations 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DI	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	DI	Where Council is the coordinating road authority

Date adopted	February 2021
Last review	March 2026
Next review	March 2030
Responsible Officer	Organisational Development Manager

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



POLICY TITLE COMMUNITY ENGAGEMENT POLICY

POLICY NUMBER CPOL/GOV025

ENABLING LEGISLATION

Section 55 of the *Local Government Act 2020* (the Act) requires Council to adopt and maintain a Community Engagement Policy.

1. PURPOSE

Effective community engagement enables the public to participate in decisions that have an impact on their lives.

The purpose of this policy is to set out the:

- Community Engagement Principles that Council will follow
- types and form of community engagement proposed, including our deliberative engagement practices
- Types of documents which the policy will be applied to
- the process for informing the community about the process and its outcomes.

2. SCOPE

This policy applies to Councillors, Council officers, consultants and contractors.

3. DEFINITIONS

International Association for Public Participation (IAP2):	The International Association for Public Participation (IAP2) is an international organisation dedicated to advancing the practice of public participation.

4. THE COMMUNITY ENGAGEMENT PRINCIPLES

Council's community engagement process gives effect to the community engagement principles, set out in section 56 of the Act:

- a community engagement process must have a clearly defined objective and scope;
- participants in community engagement must have access to objective, relevant and timely information to inform their participation;
- participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement;
- participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement; and
- participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.

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5. POLICY

The Community Engagement Policy will be applied at the planning stage of any project or initiative, when a change in service, activities or infrastructure is considered, when an issue is raised and requires a decision or when more information or evidence is required.

Engagement may be required at multiple stages within a project, program or development.

Council will:

- ensure that the purpose of community engagement is genuine and adheres to the principles of this policy
- adjust the type and form of community engagement depending on the complexity and significance of the matter, such as to inform the development of the Council Plan, Budget, Local Laws, Financial Plan and Asset Management Plan. This may include the establishment of advisory groups and steering committees or special one-off forums/conferences to be a part of appropriate engagement.
- use the IAP2 Public Participation Spectrum to assist with selecting the level of participation, including when deliberative practices should be applied;
- ensure there is consideration given to value for money, principles and scale of engagement required, in line with the IAP2 spectrum;
- make sure the information provided to the community is clear, easy to understand and accessible to all people
- clearly communicate which aspects of the engagement are negotiable, and which are not negotiable. For example, some processes and projects are mandated by other tiers of government, which limits Councils ability to influence or amend the process
- use various techniques and approaches to maximise public participation within reasonable timeframes
- inform the community about how their input has influenced the final outcome or decision; and
- undertake regular reviews of our engagement activities to promote continuous improvement of our engagement practices.

Our Community Engagement Guidelines outlines our community engagement process, and the document is available on our website.

Exclusions

This policy does not apply to council processes such as service requests, complaints or consultation activities prescribed in other legislation, such as those related to planning permit applications and planning scheme amendments, governed by the *Planning and Environment Act 1987*.

6. RELATED POLICIES/PROCEDURES/DOCUMENTS

PRO/GOV025 Community Engagement Guidelines
 POL/GOV017 Social Media Policy
 CPOL/GOV026 Model Councillor Code of Conduct
 CPOL/GOV003 Media Policy
 POL/CORP211 Privacy Policy
 POL/STAFF127 Employee Code of Conduct

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7. RELATED LEGISLATION

Local Government Act 1989
Equal Opportunity Act 2010
Disability Act 2006
Privacy and Data Protection Act 2004
Road Management Act 2004
Multicultural Victoria Act 2011
Subordinate Legislation Act 1994
Public Health and Wellbeing Act 2008
Charter of Human Rights and Responsibilities Act 2006
Gender Equality Act 2020
Public Administration Act 2004
Child Wellbeing and Safety Act 2005

8. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	February 2021	Initial release
1.1	March 2022	Review
2.0	March 2026	Major review

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

Date adopted	30 August 2016
Last review	May 2026
Next review	May 2030
Responsible Officer	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/GOV031

ENBALING LEGISLATION

Section 17 of the *Child Wellbeing and Safety Act 2005* enables the Minister to make Child Safe Standards. The standards make sure relevant entities, including Council, operate to:

- promote the safety of children; and
- prevent child abuse; and
- properly responds to allegations of child abuse.

1. PURPOSE

The purpose of this policy is to document Councils commitment, as a child safe organisation, to put the best interests of children and young people first to ensure their safety and wellbeing.

This policy outlines the 11 Child Safe Standards that Council is required to meet and the expected outcomes of each standard.

2. SCOPE

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

3. BACKGROUND

In 2016, in response to the findings and recommendations of the *Betrayal of Trust Inquiry (2013)*, the Victorian Government introduced the Child Safe Standards, to prevent child abuse and harm from happening in organisations. In 2017 the Victorian Government introduced the Reportable Conduct Scheme to improve organisations' responses to allegations of child abuse and misconduct, allegedly committed by workers or volunteers.

In 2022, Victoria's Child Safe Standards were reviewed and aligned with the National Principles for Child Safe Organisations (the National Principles), which were developed in response to the Commonwealth Government's 2017 *Royal Commission into Institutional Responses to Child Sexual Abuse*.

Together, Victoria's Child Safe Standards and the Reportable Conduct Scheme aim to protect children and young people from harm and abuse, while reflecting the National Principles.

Council's compliance with the Child Safe Standards is monitored by different regulatory authorities (co-regulators) depending on the service Council provides.

Child Safe Standards Policy CPOL/GOV031		
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4. POLICY

In accordance with Standard 11, we will document how Council, as a child safe organisation, is committed to keeping children and young people safe, by making sure:

- Policies and procedures address all Child Safe Standards
- Policies and procedures are documented and easy to understand
- Best practice models and stakeholder consultation informs the development of policies and procedures
- Leaders champion and model compliance with policies and procedures
- Staff and volunteers understand and implement policies and procedures.

5. THE CHILD SAFE STANDARDS

The 11 Child Safe Standards, each expressed as an expected outcome, is shown below.

CHILD SAFE STANDARD	EXPECTED OUTCOME
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.
2.	• Child safety and wellbeing is embedded in organisational leadership, governance and culture.
3.	• Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously.
4.	• Families and communities are informed and involved in promoting child safety and wellbeing.
5.	• Equity is upheld and diverse needs respected in policy and practice.
6.	• People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice.
7.	• Processes for complaints and concerns are child focused.
8.	• Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training.
9.	• Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed.
10.	• Implementation of the Child Safe Standards is regularly reviewed and improved.
11.	• Policies and procedures document how the organisation is safe for children and young people.

6. SUPPORTING DOCUMENTS

PRO/GOV031 Child Safety and Wellbeing Framework
 POL/HUMAN604 Reporting Concern about Children or Young People
 PRO/STAFF141 Police Checks
 PRO/STAFF142 Working with Children Check
 POL/STAFF127 Employee 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
 CPOL/GOV025 Community Engagement Policy
[Ministerial Statement of Expectations](#)
[National Principles for Child Safe Organisations](#) (2019)

7. RELATED LEGISLATION

Education and Care Services National Law Act 2010
 Education and Care Services National Regulations 2011
Equal Opportunity Act 2010
Occupational Health and Safety Act 2004
Charter of Human Rights and Responsibilities Act 2006
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
Social Services Regulation Act 2021
Worker Screening Act 2020 (Vic)
Limitations of Actions Act 1958
Health Records Act 2001 (Vic)
 Child Wellbeing and Safety Regulations 2017 (Vic)
 United Nations Convention on the Rights of the Child
Local Government Act 2020

Child Safe Standards Policy CPOL/GOV031		
Version: 3.0	This document is uncontrolled when printed	Page 3 of 4

8. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	September 2017	Replaced HUMAN615 – adopted 30/8/2016
1.1	June 2019	Review
1.2	September 2021	Review
2.0	November 2022	Major review – Standards increased to 11 and aligned to National Principles for Child Safe Organisations.
2.1	June 2025	Review
3.0	May 2026	Review – New co-regulators in the sector and reassigned policy as a governance policy.

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

Date adopted	December 2014
Last review	December 2025
Next review	December 2028
Responsible Officer	Economic and Community Development Manager

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



POLICY TITLE COMMUNITY GARDEN POLICY

POLICY NUMBER CPOL/COMM813

1. PURPOSE

To provide a framework to support and encourage the development of community gardens within the Swan Hill municipality.

2. SCOPE

This policy applies to all community garden projects undertaken by, or in partnership with, Council.

3. DEFINITIONS

Community Gardens: are gardens created and maintained on public or private land by residents who come together to learn about and participate in gardening; and share the community benefits of localised food production and socialisation.

4. POLICY

Council will encourage, support and assist any individual or group that approach Council with the intention of creating a community garden within the Swan Hill municipality. Council recognises community gardens as a valuable public recreational asset that can contribute to the improved health and well being of the community through environmental, social and health education.

The management and function of community gardens should rest with engaged residents, however Council advice and support is available to ensure sustainable and consistent development of community gardens.

Advice and support can include identifying appropriate sites, insurance requirements, weed management, asset management, community engagement, dispute resolution, health and safety.

5. RELATED POLICIES/PROCEDURES/DOCUMENTS

PRO/COMM813 Community Gardens Procedure

6. RELATED LEGISLATION

Local Government Act 2020
Planning and Environment Act 1987

Community Garden Policy POL/COMM813		
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7. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	December 2014	Initial release
1.1	December 2017	Review
1.2	March 2021	Review
1.3	December 2025	No changes

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

Date adopted	December 2014
Last review	December 2025
Next review	December 2028
Responsible Officer	Economic and Community Development Manager

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



PROCEDURE TITLE COMMUNITY GARDENS PROCEDURE

PROCEDURE NUMBER COMM/PRO813

ENABLING POLICY

CPOL/COMM813 Community Garden Policy

ENABLING LEGISLATION

Local Government Act 2020

Planning and Environment Act 1987

1. PURPOSE

To ensure that a uniform and transparent approach is taken in the approval and planning of community gardens in the Swan Hill municipality and to define the roles and responsibilities of stakeholders.

2. SCOPE

This procedure applies to all community garden projects undertaken by, or in partnership with, Council.

3. DEFINITIONS

Community Gardens:

are gardens created and maintained on public or private land by residents who come together to learn about and participate in gardening; and share the community benefits of localised food production and socialisation.

4. PROCEDURE

All enquiries with respect to community gardens are to be directed to the Community Planning Officer, within the Economic and Community Development department.

Based on a case-by-case assessment, other Council employees and departments may be requested to provide expertise relevant to the application.

Employees and departments that may provide assistance will include:

Task	Business Unit	Position responsible
Community liaison	Economic and Community Development	Community Development Coordinator
Ensure inclusive and accessible	Engineering	Engineering Assistant

Community Garden Procedure PRO/COMM813		
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Land use information	Development and Planning	Planning Officer
Environmental advice	Planning	Environment Officer
Assessment of assets and ongoing use of Council land	Infrastructure	Assets Engineer

Risk assessment Organisational Development Risk & Compliance Officer Council will endeavour to support all community-driven projects, provided that all conditions of approval are met to the satisfaction of Council.

4.1. Conditions of approval on Council owned or managed land:

Each application will be assessed on a case-by-case basis. Permission to establish a garden on Council land is at the discretion of Council.

If permission is granted, the following conditions must be agreed to:

- All cost of establishment, maintenance and renewal is borne by the applicant.
- Council and service authorities reserve the right to access pre-existing assets and future assets. Disturbance resulting from access works will be reinstated to a neat finish, plants will not be reinstated.
- Applicants will be asked by Council to remove any gardens that are inappropriate or not adequately maintained. Failure to comply will result in Council removing the garden at the applicants cost.

4.2. Council's role:

In regard to the establishment of a community garden within the Swan Hill municipality, Council will:

- Assist applicant to identify suitable sites
- Assist applicants in applying for funding
- Offer expertise and advise relevant to creating a successful community garden
- Provide a copy of Council's *Community Garden Guidelines* and refer applicants to the Community Gardens Manual – Helen Macpherson Smith Trust.
- Ensure assets are maintained by the gardening group on Council owned or managed land for the benefit of the community
- Assess proposals to establish community gardens on a case-by-case basis.

Supporting community gardens to be self-managed ensures community ownership and will assist in the sustainability and success of a community garden.

Council will provide the following support to community garden groups:

- Ongoing advice and expertise in regard to the establishment and maintenance of the garden, including assistance in the development of management plans, and in obtaining grants and resources.
- Assist with community engagement activities.

Community Garden Procedure PRO/COMM813		
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5. RELATED POLICIES/PROCEDURES/DOCUMENTS

CPOL/GOV025 Community Engagement Policy

Sustainable Living Strategy 2017-2027

Sustainable Gardens Australia, - *Community Gardens Manual* – Helen Macpherson Smith Trust**6. DOCUMENT HISTORY**

Version Number	Issue Date	Description of Change
1.0	December 2014	Initial release
1.1	December 2017	Review
1.2	March 2021	Review
1.3	December 2025	No changes

Signed: _____ CEO Date: _____

Community Garden Procedure PRO/COMM813		
Version: 1.3	This document is uncontrolled when printed	Page 3 of 3

Date adopted	August 2024
Last review	May 2026
Next review	May 20230
Responsible Officer	Community Development Coordinator

*Fully compliant with Victorian
Charter of Human Rights and*



POLICY TITLE **Fair Access Policy**

POLICY NUMBER **CPOL/COMM815**

1. PURPOSE

To address known barriers experienced by women, girls and gender diverse people in accessing and using community sports Infrastructure.

2. SCOPE

Sport is a highly visible and valued attribute of the community's culture and identity in the municipality.

The embedding of respect, fair mindedness, and inclusion through sport and active recreation activities is an opportunity for enriching and strengthening our communities, while supporting the physical and mental wellbeing of all people.

Council, through its strong connection with the community, is well positioned to design and implement place-based, integrated actions that progress gender equality in community sport. This policy establishes the requirement that Equality is considered and prioritised in all current and future Council planning, policy, service delivery and practice in the context of how it relates to community sports infrastructure.

In actively seeking gender equality the objective is to ensure our community will be fairer, healthier, and safer, with violence against women and children reduced; our resources and opportunities will be shared more fairly; and our civic governance structures will be more reflective of all of community.

- a) Swan Hill Rural City Council recognises that gender equality is the attainment of equal rights, responsibilities, and opportunities of women, men, trans and gender diverse people. Equality does not mean that women, men, trans and gender diverse people will become the same but that their rights, responsibilities, and opportunities will not depend on their gender.
- b) Swan Hill Rural City Council recognises that gender equity is the provision of fairness and justice in the distribution of benefits and responsibilities based on gender. The concept recognises that people may have different needs and power related to their gender and these differences should be identified and addressed in a manner that rectifies gender related imbalances

Swan Hill Rural City Council identified in their Gender Equality Action Plan 2021 – 2025

“The Gender Equality Action Plan 2021-2025 (GEAP) and objectives is building on a foundation of engagement and emerging capacity towards gender equality and intersectional inclusion. This is embedded in the Community Vision and Council Plan that highlights the value of Fairness; embracing diversity and ensuring everyone is treated equally”

Fair Access Policy CPOL/COMM815		
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This policy aligns with Council's identified role in Gender Equality.

3. PRINCIPLES

The Fair Access Principles have been developed by the Office for Women in Sport and Recreation, Sport and Recreation Victoria and VicHealth, in consultation with representatives from local government and the state sport and recreation sector. This Policy and any resultant actions are based on six (6) principles of inclusivity, including full participation, equal representation, encouraging and supporting user groups, and prioritising user groups committed to equality.

1. Community Sports Infrastructure and environments are genuinely welcoming, safe, and inclusive.
2. Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.
3. Women and girls will have equitable access to and use of community infrastructure:
 - a. Of the highest quality available and most convenient.
 - b. At the best and most popular competition and training times and locations.
 - c. To support existing and new participation opportunities and a variety of sports.
4. Women and girls should be represented in leadership and governance roles.
5. Encourage and support all user groups who access and use community infrastructure to understand, adopt and implement gender equitable access and use practices.
6. Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of allocated community sport infrastructure.

4. POLICY ACTIONS

- a) We will continue to build the capacity of Council staff members to apply a gender lens to business as usual and conduct best practice Gender Impact Assessments (GIA).
- b) Council commits to undertake a GIA on all current community sports infrastructure access and use processes and policies (as part of the policy review process).
- c) Council will consider opportunities to strengthen gender equitable access and use of community sports facilities in alignment with the Fair Access Principles where this opportunity is identified through the GIA.
- d) Council staff commits to engage fairly and equitably with all staff, governance working groups, state sporting organisations, regional sport assemblies (where applicable) and members of our sport and recreation community, regardless of their gender, in a positive, respectful, and constructive manner.
- e) Clubs with demonstrated commitment to gender equity (eg Gender Equality Action Plan) are prioritised for use of community sport facilities.

Fair Access Policy CPOL/COMM815		
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- f) Council acknowledges that the requirement to have a gender equitable access and use policy in place, and the ability to demonstrate progress against that policy's actions will form part of the eligibility criteria for Victorian Government funding programs relating to community sports infrastructure from 1 July 2024.

Swan Hill Rural City Council has also identified the following specific actions to progress gender equitable access and use of community sports infrastructure:

- g) All organisations seeking Council support to apply to State Government Funding Programs relating to community sports infrastructure are required to demonstrate they are committed and actively progressing Gender Equity in their club. This is demonstrated by any of the following:
- I. Completion of a gender equity audit and active implementation of a gender equity action plan.
 - II. Completion of gender equality related training programs by committee members and club members e.g. gender equality, Bystander, intersectionality, LGBTQIA+ inclusion.
- h) Council will support clubs to progress Gender Equity and Intersectional Inclusion within their clubs through introduction to industry expertise and coordination of online training opportunities.
- i) Council will encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement equitable access and use practices.
- j) Council's Community Grants Program Guidelines will reflect Fair Access Principles and look to projects that encourage participation of underrepresented groups including women, girls, trans and gender diverse people
- k) Council's community sports infrastructure facility user agreements will be reviewed and updated to include a statement under section 11.12 Fair Access. Responsibilities of the Organisation, outlining the Victorian Government and Councils expectation of equitable access.

5. IMPLEMENTATION

The Community Development team is responsible for leading Council's Fair Access Policy and all staff are responsible for implementing the Policy. Management, staff, volunteers, and stakeholders (for example State Sports Associations and Regional Sports Assemblies) operating within Council have a shared responsibility to support the policy.

6. DEFINITIONS

Committees of Management	For the purposes of this document, refers to committees appointed by the Department of Land, Water, Environment and Planning under the Crown Land (Reserves) Act 1978 to manage recreation reserves where community sport training and games are held.
Community Sports Infrastructure	Publicly owned local, rural, regional, or state level sport and recreation infrastructure operated and maintained primarily for the purpose of facilitating community sport

Fair Access Policy CPOL/COMM815		
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	activities, including sporting grounds, surfaces, facilities, and pavilions.
Gender	How you understand who you are and how you interact with other people. Many people understand their gender as being a man or woman. Some people understand their gender as a mix of these or neither. A person's gender and their expression of their gender can be shown in different ways, such as through behaviour or physical appearance
Gender diverse	An umbrella term for a range of genders expressed in different ways. Gender diverse people use many terms to describe themselves. Language in this area is dynamic, particularly among young people, who are more likely to describe themselves as non-binary.
Gender equality	The equal rights, responsibilities and opportunities of women, men and trans and gender-diverse people. Equality does not mean that women, men and trans and gender diverse people will become the same but that their rights, responsibilities, and opportunities will not depend on their gender.
Gender equity	The provision of fairness and justice in the distribution of benefits and responsibilities based on gender. The concept recognises that people may have different needs and power related to their gender and these differences should be identified and addressed in a manner that rectifies gender related imbalances
Gender Impact Assessment, or GIA	A requirement under the Gender Equality Act 2020 to be carried out on policies, programs and services Equitable Access and Usage for Community Sports Infrastructure Policy Page 5 of 5 CP 038 Public Land Management Groups Transgender, or trans which have a direct and significant impact on the public. The assessment must evaluate the effects that a policy, program or service may have on people of different genders.
Public Land Management Groups	For the purposes of this document, are the Committees of Management appointed under the Crown Land (Reserves) Act 1978 and responsible for the management of recreation reserves where community sport training and games are held
Transgender or trans	Someone whose gender does not align with their sex assigned at birth. Not all trans people will use this term to describe themselves

7. RELATED POLICIES/PROCEDURES/DOCUMENTS

SHRCC Gender Equality Action Plan 2021-2025

Recreation Reserves Masterplan 2018

Swan Hill Showgrounds Sport and Recreation precinct masterplan 2024 (in Draft)

Fair Access Policy Roadmap (Vic)

Fair Access Policy CPOL/COMM815		
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8. RELATED LEGISLATION

Gender Equality Act 2020
Local Government Act 2020
Equal Opportunity Act 2010

9. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	August 2024	Initial Policy
1.1	May 2026	No Changes

Signed: _____ Mayor Date: _____

Fair Access Policy CPOL/COMM815		
Version 1.1	This document is uncontrolled when printed	Page 5 of 5

Date adopted	July 2017
Last review	March 2026
Next review	March 2029
Responsible Officer	Art Gallery Director

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



POLICY TITLE PUBLIC ART POLICY

POLICY NUMBER CPOL/CULT704

1. PURPOSE

To provide direction for the development of public art for Swan Hill Rural City Council (Council) and the community.

2. SCOPE

This applies to all departments of the Council.

3. DEFINITIONS

Public art: Art in any media that has been planned and executed with the intention of being staged in the physical public domain, usually outside and accessible to all.

4. POLICY

Council acknowledges the importance of public art to community health and wellbeing and actively supports the concept. Development of capital works or programs of significant cost will incorporate public art in design with cross-departmental consultation.

Where possible and appropriate, Council will support community initiatives to create public artworks.

Council will provide clear guidelines for community members and Council departments wishing to initiate public artworks by means of a Public Art Plan.

Council will consider the integration of public art into Council-sponsored streetscape projects and other projects as directed by Council.

Public art will be creative, enriching the natural and built assets of the municipality and reflect its unique character, history and future aspirations.

The Public Art Plan provides guidelines for the lifetime of public art.

5. RELATED DOCUMENTS

Public Art Plan

6. RELATED LEGISLATION

Nil

Public Art Policy POL/CULT704		
Version: 1.2	This document is uncontrolled when printed	Page 1 of 2

7. DOCUMENT HISTORY

Version Number	Issue Date	Description of Change
1.0	July 2017	Initial release
1.1	March 2022	Review
1.2	March 2026	No Changes Required

Signed: _____ Mayor Date: _____

2.3 FOGO Service Introduction

Directorate: Infrastructure

File Number: S33-04-10

Purpose: For Discussion

Council Plan Strategy Addressed

4. Environmental Sustainability – Protecting local land and resources while supporting communities to adapt and thrive in a changing climate. Objective 4.2: Reduce waste and support a circular economy.

4.2.1 Improve waste and resource recovery systems to support circular economy goals.

4.2.2 Enable innovation and investment in circular economy infrastructure.

Current Strategic Documents

Council Plan

10 Year Financial Plan

Waste Management Strategy 2015 - 2020

Declarations of Interest

Council Officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

Summary

The Victorian Government is standardising household waste and recycling services across the state to increase resource recovery and reduce waste to landfill. Victoria's Circular Economy policy requires councils to deliver the standardised four waste stream service, with regulations prescribing service provision, commencing no later than 1 July 2027.

Councils must implement services in line with Recycling Victoria under the Circular Economy (Waste Reduction and Recycling) Act 2021. The implementation of a kerbside Food Organics and Garden Organics (FOGO) service is required to achieve the outcomes stipulated in the Act.

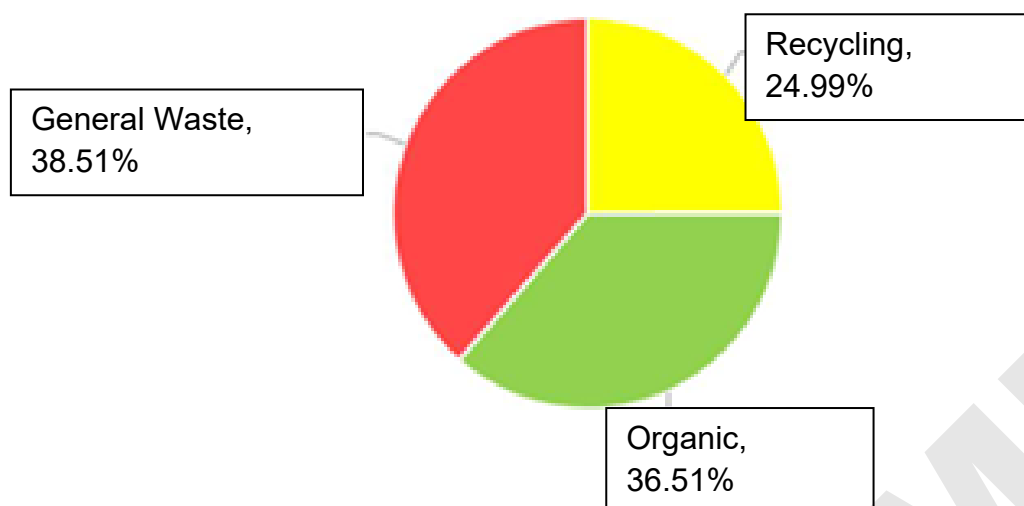
This report provides reasoning and options for considering a particular FOGO service for implementation.

Discussion

In Victoria, organic waste is the second largest waste stream by weight. It contributes to at least 50% of household waste and 25 to 30% of industrial waste. It makes up over 25% of all waste landfilled in Victoria.

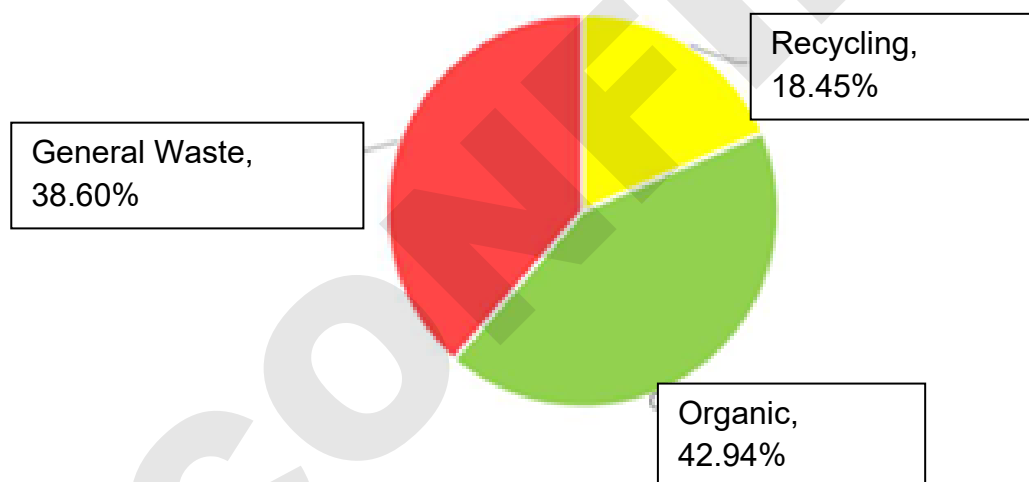
A 2025 audit conducted by JustWaste Consulting revealed that 37% of the weight of Swan Hill's municipal waste from the general garbage bin consists of organic material as shown in **Figure 1**.

Figure 1: Council's Waste Types as a Percentage of the Total Weight



Results also showed that residents of rural townships general waste bins contained more organic material than Swan Hill town residents as shown in **Figure 2**.

Figure 2: Council's Rural Township Waste Types as a Percentage of the Total Rural Waste Weight



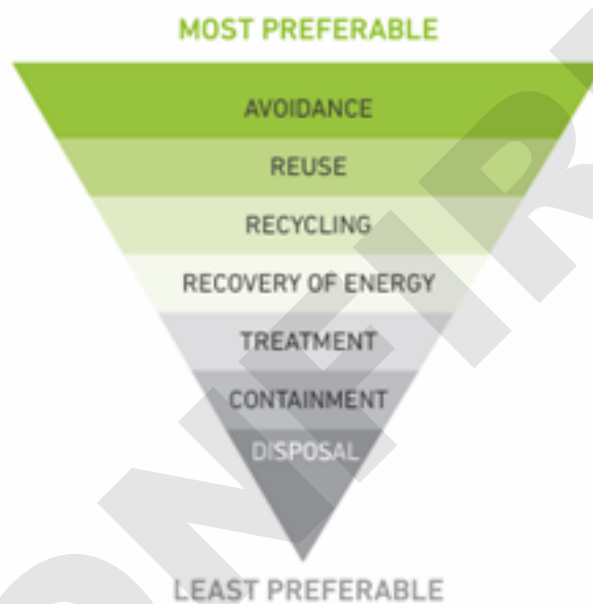
Organic material, such as food scraps and garden waste, represents a substantial share of household garbage. Diverting these materials through a kerbside FOGO service reduces tonnages sent to landfill, thereby lowering Council's exposure to the Victorian State Government Waste Levy. The Levy has almost tripled over the past six years, indicating a financial benefit associated with reducing municipal waste going into landfill in future.

The recommended transition will deliver environmental, financial and social benefits, including reductions in landfill gas emissions attributable to landfilled food waste. Organic waste in landfill decomposes anaerobically and produces methane, a greenhouse gas, which contributes to almost 50% of landfill gas emissions. Diverting organics to aerobic composting systems leads to an overall reduction in methane

emissions. In a landfill environment, food and garden organics can also contribute to the production of leachate which can pollute underlying groundwater.

The guiding principles of the Environmental Protection Agency Victoria (EPA) waste hierarchy identify disposal as the least preferable option for the management of waste as shown in **Figure 3**. A universal FOGO service will enable organic waste such as food scraps to be recovered and processed into a valuable material that can be reused locally whilst providing environmental benefits from the avoidance of disposal into landfill. Typically, FOGO organic materials can be recycled into compost or “soil conditioner” depending on the nature of the initial material and the available market needs.

Figure 3: EPA Victoria Waste Management Hierarchy



A FOGO “kerbside” service also provides residents the ability to recycle food scraps and garden organics that are unsuitable for home composting systems, such as meat, bones and dairy products.

A FOGO service offers several benefits, primarily related to environmental sustainability and resource recovery. These benefits include:

- Recovery of a valuable resource that is currently being lost to landfill and in turn helping to create a circular economy.
- Processing the material to create a beneficial compost or soil conditioner that can be utilised locally.
- Financial savings from reducing landfill waste disposal volumes coming from increased landfill life and reduced levy payments; and
- Reduction of the environmental risk profile of Council’s landfills from the lessening potential leachate and gas emissions created by decaying organic waste

Many of the points noted above detailing the benefits and reasoning for a FOGO service, will be used in an educational media campaign for residents. However, the nature and format of this campaign is dependent upon the final service model supported by Council.

In preparation for the introduction of our FOGO service, nine Councils which have already introduced the service were surveyed to understand;

- The implementation of their FOGO service
- The level of service they provide; and
- Issues encountered during the process.

Unsurprisingly, each Council has taken slightly different approaches to the issue resulting in varied outcomes (refer **Attachment 1 - Councils Surveyed**).

To complicate implementation of the best option for a FOGO service, State Government regulations were promised to guide and support Councils. These regulations have not been formally adopted by the Government.

Draft regulations were developed and placed on Public Exhibition for comment, and many Councils responded. The “draft” regulations did include two key points as follows:

1. A mandatory option to provide an opt-out service provision; this option could be implemented provided Council are assured by the resident, that an appropriate on-site facility is available to cater for the site generated FOGO material. Council would need to review each application for the “opt-out” option and approve. The site would require an initial inspection and further periodic inspections to ensure that the on-site facility is adequate and is still operating and compliant.
2. A requirement that Councils are responsible for ensuring that other kerbside services - general waste bins (red) or recycling bins (yellow) - are not contaminated by FOGO material. This could arise because of the exemptions highlighted in point 1 above. Council would be required to consistently monitor/audit bins to ensure compliance is occurring, thus incurring additional costs, time and effort to the service.

In general, implementing a mandatory FOGO service throughout the municipality to those that already have a kerbside service is recommended as the best practice model due to:

- Potential to maximum recovery of organic waste currently being sent to landfill. If a resident has a kerbside bin, it is more likely that it will be used.
- Provides a fair and equitable level of service and cost of that service to all households.
- Provides assurance of a set, consistent income for providing the service which simplifies the annual budget process; and

- Implementation of the service is made easier due to there being no changes to the existing kerbside collection routes.

Conversely, adopting an opt-out model will:

- Reduce and vary the annual income received, making it difficult for accurately recovering forecasted operating costs.
- Lead to greater costs to the remaining ratepayers using the service due to the redistribution of costs over a smaller user base. If a large number of customers “opt-out” of the service, collection routes could then become problematic; and
- Introduce the need for changes to existing collection zones and routes which would see increased collection contractor costs.

A universal, compulsory model (for those that already have a kerbside service) has been adopted by other Victorian councils such as Mildura, with no opt-out option, as it best aligns with their waste strategy of positively contributing to the circular economy, decreasing waste to landfill, and reducing greenhouse gasses. It also reduces the opportunity for general waste (red) bin contamination and provides best cost value to the resident.

Research has shown that people are broadly positive about the implementation of a FOGO service, with the main concern being the switch of the red lid bin to a fortnightly pick-up. Adopting a frequency of weekly FOGO pick-up with a fortnightly general waste pick-up has been the recommended model promoted by the NSW Best Practice guidelines (refer **Attachment 2 – NSW Guide to Best Practice FOGO**) as it achieves the best outcome for uptake of the service and diverting organic waste from landfill.

Maintaining a weekly general waste service (red bin) is counterproductive when implementing a separate FOGO service as there is no reason or incentive for residents to change their current practices and mindset.

Most of the concern against a weekly FOGO service comes from the perception that the general waste bin will smell and encourage maggots and cause health issues if only collected fortnightly. The misunderstanding is that most of the material that causes odour and maggots are food and organics which would still be taken away weekly as done currently.

Similarly, providing residents with kitchen caddies and biodegradable liners assist households to adopt new habits and transition to the FOGO service.

A number of councils who had launched their FOGO service with fortnightly pick-ups and weekly general waste (red bin) pick-ups have since changed this around due to limited uptake of the FOGO service, high contamination rates of the non-FOGO bins and complaints of odorous FOGO bins.

One of the common concerns raised by residents against a fortnightly general waste service is that absorbent hygiene products such as nappies and incontinence pads

generate unwanted odours. A Community Nappy Trial Report compiled by Lake Macquarie City Council showed that the;

- Odour of nappy bins at the end of a fortnight was no worse than the odour of regular garbage bins at the end of a week; and
- Odour did not significantly increase with time, nor with the number of nappies in the bin.

Similarly, a lot of concern around the introduction of a FOGO service is around odour. Councils who have implemented a FOGO service have provided residents with education and community engagement opportunities to manage FOGO odours in the bin, which will have been present in the current red bin service.

The Ultima Composting Facility has the capacity to process total projected municipal FOGO waste volumes. This ensures that compost stays in-region for municipal and agricultural use, aligning with circular economy objectives. Implementing a universal FOGO service will ensure that council are maximising the returns on this State Government funded investment.

As experienced by other Councils, providing a weekly FOGO service with a fortnightly residual waste collection (red) will encourage residents to use the most frequent service to dispose of food and organic waste. Conversely, implementing a FOGO service with a fortnightly pick up and red lid bin weekly is less likely to encourage residents to dispose of their food waste in the correct bin.

Consideration needs to be given to the combination of service provision and frequency, as opposed to those aspects individually.

- If the service is provided as a weekly FOGO pick up and a general waste fortnightly pick up with an opt out option, those who opt out will be faced with the scenario of having no weekly bin service, unless exemptions are made to the schedule to collect their general waste bin weekly. This would be extremely difficult for the collection contractor to achieve and would be a significant change to the current contract specification. For this reason, it is more efficient to provide a mandatory, universal FOGO service.
- There are instances however where councils have implemented boundaries between rural and urban areas for a FOGO kerbside pick-up, with the service only mandatory for the urban areas. This again would be difficult for the contractor to service under current arrangements.

There are a range of factors to consider when implementing a FOGO service, including community attitudes and expectations, existing service provisions, staff capacity and costs. Drawing on the learnings from other councils who have implemented a FOGO service has assisted in recommending the most suitable outcome for our community.

Many different scenarios were considered for the FOGO service and assessed with “pros and cons” (refer **Attachment 3 – Pros and Cons**) before determining a best option for SHRCC.

The proposed recommended option for SHRCC is to:

- Implement a universal, mandatory FOGO service to all properties which have an existing “kerbside” service. Under exceptional circumstances, an application to opt-out of the service may be granted subject to meeting stringent guidelines (to be determined)
- Adopt a weekly service for FOGO (green bin) and a fortnightly service for General Waste (red bin); and
- Provide kitchen “cadies” and liners for residents to assist households in adopting new habits.

It is proposed that the new FOGO service will be for the implementation of a 240-litre bin as it serves the purpose of collecting both food and garden organics.

There may be some sections of the community that perceive they will only require a 120-litre bin as they have no garden organics and generate very little food organic waste. These situations can be considered on a case-by-case basis upon application.

With regard to the General Waste service (red bin), this will move to a fortnightly collection and will become a 120-litre bin. The existing 240-litre red bins will be converted to FOGO bins with a change of lid colour, and new 120-litre bins purchased to compensate and become red bins.

There may be some residents that perceive they have a need for a 240-litre general waste bin (red bin), and these situations can be considered on a case-by-case basis upon application.

Consultation

A media campaign and education program has been developed to advise the community on the need for the FOGO kerbside service and the changes that will occur to existing kerbside services due to the implementation of the FOGO service.

However, the nature and format of the campaign is dependent upon the final service model supported and adopted by Council.

To help with the introduction of the FOGO service, a proposed Communications Plan and a Let’s Talk page have been developed - refer

- **Attachment 4 – Communications Plan – Green FOGO Service Roll Out;** and
- **Attachment 5 – Let’s Talk Page FOGO (Food Organics Garden Organics) Service Roll Out.**

The communications plan maps out a “step-by-step” process for Council to help inform the community on the new FOGO service over time.

The Let's Talk page includes a short survey and FAQ information. Responses to the short survey will provide Council with data that will help resolve some details of the implementation process.

Financial Implications

Introduction of the FOGO kerbside service has three main financial implications which will influence the kerbside charge to residents that utilise the FOGO service;

1. The purchase of new wheelie bins, kitchen caddies and liners
2. Increased collection contract payments for the FOGO service
3. Diverting FOGO waste from the landfill will significantly reduce in EPA Waste Levy payments; and
4. Defer Landfill site construction costs for filled existing cells and new cell construction.

Social Implications

Introduction of the FOGO service will show that Council is a leader in environmental issues and supportive of creating a circular economy and reducing landfill waste.

Economic Implications

The FOGO service will enable the Ultima compost facility to commence full operation. Output from the compost facility may have some value to the agricultural and residential communities within the municipality.

Environmental Implications

The FOGO service will reduce the risk profile of Councils landfills by lessening the risk associated with harmful leachate and landfill gas production, reduce overall the volume of waste disposed of to landfill and by utilising the Ultima compost facility recycling the material to create environmentally friendly compost or soil conditioner.

Risk Management Implications

The following risks have been identified including the;

- Timely supply of new bins as many Councils will be purchasing bins to meet the State Government's mandatory timeframes.
- Roll out of new bins to properties in time for the start of the kerbside collection.
- Ability for a contractor(s) to implement new collection schedules and frequencies; and

- Attachments:**
1. Council s Surveyed [2.3.1 - 4 pages]
 2. NSW Best Practice Guide FOGO [2.3.2 - 38 pages]
 3. Pros and Cons (1) [2.3.3 - 3 pages]
 4. Communications Plan FOGO Service [2.3.4 - 8 pages]
 5. Let's Talk Page Information (FOG O) [2.3.5 - 6 pages]

Options

That Council;

1. Proceed to align implementation of the FOGO service with the Government mandated commencement date of 1 July 2027 or sooner, by introducing a weekly 240 litre FOGO service (green bin), and a fortnightly service for a 120 litre General Waste (red bin), to all residents with an existing “kerbside” service
2. Proceed to align implementation of the FOGO service with the Government mandated commencement date of 1 July 2027 by introducing FOGO with a different level of service

Recommendation/s

That Council:

1. **Proceed to align implementation of the FOGO service with the Government mandated commencement date of 1 July 2027 or sooner, by introducing a weekly 240 litre FOGO service (green bin), and a fortnightly service for a 120 litre General Waste (red bin), to all residents with an existing “kerbside” service.**
2. **Provide kitchen “caddies” and biodegradable liners for residents to assist households manage food waste as part of the FOGO service implementation.**
3. **Advise the community on the need for the FOGO kerbside service and the changes that will occur to existing kerbside services due to the implementation of the FOGO service through an extensive media campaign/education program.**

CM 2026/48 Motion

MOVED Cr Thornton

That Council:

1. **Proceed to align implementation of the FOGO service with the Government mandated commencement date of 1 July 2027 or sooner, by introducing a weekly 240 litre FOGO service (green bin), and a fortnightly service for a 120 litre General Waste (red bin), to all residents with an existing “kerbside” service.**
2. **Provide kitchen “caddies” and biodegradable liners for residents to assist households manage food waste as part of the FOGO service implementation.**
3. **Advise the community on the need for the FOGO kerbside service and the changes that will occur to existing kerbside services due to the implementation of the FOGO service through an extensive media campaign/education program.**

SECONDED Cr Rogers

The Motion was put and CARRIED 6 / 0

Cr Rogers left the meeting at 3:48 pm due to a conflict of interest in the next item.

Council	Notes
Shepparton	• In 2015 they started with fortnightly FOGO pick up. 12 months ago they switched to weekly due to high contaminated rates • They do not perform on site audits for opt-out residents. They have an urban and rural zone. Have made it compulsory for urban zone. • They have fortnightly red bin pick up. Some issues are: - Complaints of bin too full - Offered free nappy collection service - Free medical collection if Doctor certificate provided • They did conduct community survey. Results showed 83% did not want the service • Experiencing difference of opinion between management and councillors
Corangamite	• They have had mandatory FOGO for a few years. Rolled out kitchen caddy in 2019 to encourage behaviour change • For their roll out, they highlighted to the community the mandatory aspect of the service • They conducted a community survey for the preference of bins. They advertised the survey heavily. This occurred 12 months out from launch and was in line with their tender process. They were able to use the data in tender proposal for new kerbside contract • Their red bin is weekly. FOGO is fortnightly but pick up weekly during Oct-Dec to encourage fire reduction clean up
Bendigo	• 2016 rolled out FOGO with a fortnightly pick up. In Feb 2024 they implemented a frequency of pick up change. In Nov 2023 they extended the service to rural residents • Their choice for frequency change to weekly FOGO was based on what other councils had adopted and feedback from community • First 6-12 months they offered opt-out option for residents. Required 6-8 additional staff to manage. Would not recommend or implement again if had the option. Adopted specific policy for opt-out. Residents need to show an operational composting system, not just a purchased

	compost bin. Need to have minimum of 2 systems for organic waste disposal. Burning not an option as it is not contributing to the circular economy. Have implemented annual revisits, which are just as resource intensive as implementation visits due to the physical nature of checks • They had 5,500 rural properties. 50% applied for opt-out • First three months after they audited green bin. Audits were conducted on foot and were more like a spot check lid lift. Residents cottoned on and were putting non-acceptable items at the bottom under green material. They have now paused spot checks and are relying on data obtained from garbage truck collection
Mildura	• 120L fortnight garbage collection and weekly 240L FOGO. Issue with some red lid bins not emptying properly as they don't have the weight/gravity to help push it out • Community feedback was in favour of FOGO • Due to the heat, suggest that food bin needs to be emptied weekly • All residents are required to have a green bin service. For the rural residents who argue they don't require it, they encourage them to use it for garden weeds or to clean up their properties • They have amended their kerbside collection policy for nappies and sanitary pad exemptions
Ballarat	• They have rolled out FOGO and glass as a universal, compulsory kerbside service. Submitted final transition plan with no opt-out option based on the fact that there are no guidelines or regs for managing opt-out • They started with fortnightly frequency of FOGO which went against the consultant recommendations as this is what the councillors at the time wanted. After 12 months they will be reviewing as they are having issues with smelly bins and complaints, and have had a change of councillors
Campaspe	• Initially rolled out as just GO prior to 2017 as an opt-in service inside townsites, then was upgraded to FOGO in 2019 • Provide a fortnightly FOGO opt-in service, but Campaspe fees for general waste red lid bins are structured to penalise

	those that haven't opted in. They have about an 80% uptake of the opt-in service for eligible properties. Eligibility boundaries are still 'townsites' but they often extend into those fringe properties if the contractor is able to service
Murray River	• Fortnightly FOGO pick up which alternates with yellow recycling and have a weekly red lid bin service • They have made the town boundary a mandatory area for kerbside FOGO service • They don't provide FOGO service to areas that are too small to be considered a village eg Koraleigh • Applicable areas depend on service agreement with waste collection contractor • Highly suggested to launch in winter. End of winter even better • An issue they came across were heavy FOGO bins • Suggested to tie in letters or paper notices with the mail out of rates notices • They gathered community feedback 12 months prior • Target points they used were: - Government mandate - Grant funded - education on where it goes and provided a tangible sample
City of Casey	• Have had FOGO implemented for 6 years • Weekly garbage and fortnightly FOGO service • Currently have an opt-out model in place applicable for properties that are under 400 sqm and over 20,000 sqm. Only about 10% have opted out. • Are planning to extend to a compulsory FOGO service for all households from July 2026. They are not considering implementing an opt-out option if it is mandated in the standards as it is too resource intensive and not viable for them to manage • They did some community consultation on this but was difficult as it was essentially informing them of a compulsory service, so they also asked residents about their frequency preference as well • They have a Waste to Energy plan for 2030 to divert general waste so they are not as concerned about tonnages to landfill as this method will avoid levy fees

Central Goldfields	• Have an opt-in model for FOGO currently and are in the process of investigation options to meet RV standards • They have rolled out an extensive survey to residents on all aspects of FOGO and waste/recycling habits • Audit on red bins from households that also had FOGO bin found that they still had food/green waste in red bin

NSW guide to best practice FOGO



Introduction

This resource is a step-by-step guide for NSW councils to introduce food organics and garden organics (FOGO) kerbside collection services. It includes an overview of a best practice system and how to implement it from planning to ongoing delivery.

It is part of a broader suite of resources developed by the NSW Environment Protection Authority (EPA) to support NSW councils in the roll out of new food organics (FO) and FOGO services. It brings together local and international research as well as experiences from NSW councils which have introduced FOGO services with grant funding from the NSW Government.

Acknowledgement of Country

The NSW Environment Protection Authority acknowledges the Traditional Custodians of the land on which we live and work, honours the ancestors and the Elders both past and present and extends that respect to all Aboriginal people.

We recognise Aboriginal peoples' spiritual and cultural connection and inherent right to protect the land, waters, skies and natural resources of NSW. This connection goes deep and has since the Dreaming.

We also acknowledge our Aboriginal and Torres Strait Islander employees who are an integral part of our diverse workforce and recognise the knowledge embedded forever in Aboriginal and Torres Strait Islander custodianship of Country and culture.

About this guide

This guide is modelled on the South Australian Better Practice Guide: Sustainable Kerbside Services developed by Green Industries SA in collaboration with the Local Government Association of South Australia and the SA Environment Protection Authority. It has been adapted by the NSW EPA and Rawtec in consultation with NSW councils.

The guide's focus is the introduction of new FOGO services where households are transitioning from no service or garden organics (GO) green lid bin services to FOGO. Some content will also be relevant to councils introducing FO services. The *NSW guide to food waste recovery in multi-unit dwellings* also has guidance on food only collection services.

The Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW) is developing a comprehensive guide on steps to develop a business case and procure organics recycling infrastructure and systems. It has been developed to complement relevant state or territory FOGO implementation guides and will be made available on the DCCEEW website.

Minister's foreword



Without action, NSW is on track to run out of landfill space by 2030. Recycling organic material –and diverting it from landfill –is the way of the future.

Currently, NSW sends around 1.7 million tonnes of organic material to landfill every year. This takes up valuable landfill space, releases methane gas that drives up our emissions and also adds to our waste burden.

Sending food waste and garden waste to be recycled makes sense whichever way you look at it. We can all do our bit to drive down emissions, reduce waste and create fantastic end products –including, compost, energy production and animal feed to name a few.

The NSW Government has introduced legislation requiring all councils to provide household food waste recycling services from 2030 and for most large food businesses to recycle their food waste from 2026.

The NSW organics recycling industry has grown in recent years and is strong, diverse and poised to expand further as it recognises the opportunity to build capacity to meet the increasing demand for the extra supply.

While the case for FOGO is strong, there are many challenges ahead to establish an economically viable, truly circular system for organics waste in NSW. The elimination of contamination is critical to producing high-quality end products.

With household FOGO waste currently making up around two thirds of the organics waste being landfilled in NSW, councils and their residents are at the forefront of the transformation to come. The more successful each new service is, the more successful the transition to a circular economy for organics waste in NSW will be.

The NSW Guide to Best Practice FOGO draws on the experiences of councils across NSW and Australia to support waste professionals and others in local government to roll out effective new FOGO services.

All councils are different, and all communities are unique, with many starting at different points in the journey. This guide sets out the steps, stages and considerations at each part of the FOGO journey, with information and advice that can be tailored to suit unique community needs.

It's just one way the NSW Government is supporting councils transitioning to FOGO. The \$81 million implementation plan includes funding for one-to-one expertise, grants for infrastructure like bins, caddies and other resources, and the Starting Scraps FOGO education program.

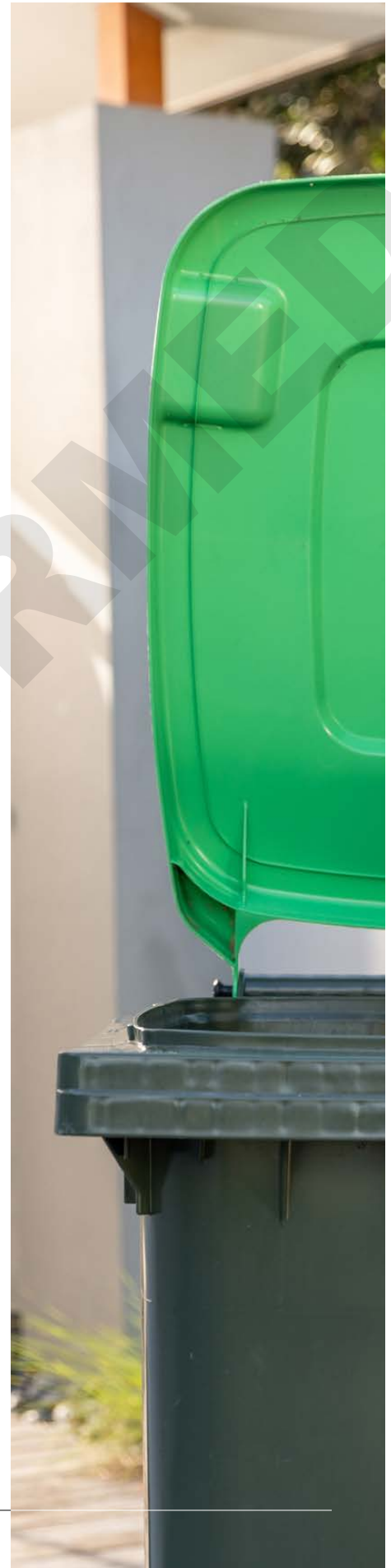
The transition to statewide FOGO is the biggest change to household kerbside services in a generation. We know this will be a challenge, but we also know from the many councils that already have FOGO, that communities have welcomed it, contamination can be minimised with good education and the majority of people use services well. And using locally-produced compost for urban greening and sporting fields, gives residents first-hand experience of the circular economy in action.

The economic and environmental case for FOGO is clear. I'm excited to continue working with all of you to drive down emissions, reduce food waste to landfill and achieve our circular economy goals.

The Honorable Penny Sharpe MLC,
Minister for Climate Change, Minister for Energy,
Minister for the Environment, Minister for Heritage

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1

Section 1

Why go FOGO?

One of the most significant ways councils can reduce waste to landfill and act on climate change is to divert food and garden waste. Providing FOGO services:



reduces landfill volumes and associated greenhouse gas emissions



recovers nutrients for high value reuse within a circular economy



increases production of compost which improves soil health, increases water retention and boosts crop yields



provides more employment in the circular economy



gives councils an opportunity to receive Australian carbon credit units for source separated organic waste¹



aligns with state, national, and international policies, targets, and obligations.

¹ See the Fact sheet for local government 2022 – Carbon credit income from FOGO and Carbon credit income from FOGO manual on the NSW EPA's FOGO webpage.



Table 1: Relevant state, national, and international policies, targets, and obligations

		
State	National	International
NSW targets: • reduce total waste generated by 10% per person by 2030 • 80% average recovery rate from all waste streams by 2030 • halve organics waste sent to landfill by 2030 • net zero emissions from organics waste landfilled from 2030	Australian targets: • reduce greenhouse gas emissions by 43% below 2005 levels by 2030 • 80% average recovery rate from all streams by 2030 • halve organics waste to landfill by 2030 • national bin harmonisation • achieve a fully circular economy	Global UN SDGs: • goal 11: Sustainable cities and communities • goal 12: Responsible consumption and production • goal 13: Climate action • goal 15: Life on land • global targets to reduce emissions to stay below a warming of 2 °C and preferably below 1.5 °C

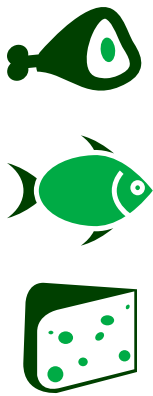
To meet waste and net zero targets, the NSW Government requires:

- councils to provide food and garden organics collection services to all NSW households from 2030
- large food waste generating businesses to source separate food waste from 2026

2

Section 2

Best practice FOGO



All food goes in the FOGO bin, including meat, fish, and dairy.

There are many things that might influence a council's decision on the best service for them, including community attitudes and expectations, existing service provision, staff capacity and cost. The following information around best practice systems is drawn from NSW, national and international experience to recover the largest amount of food waste at the lowest cost.

The introduction of FOGO is a major change impacting every household in your community and each community is different. EPA research shows people are broadly positive about the introduction of FOGO, but most concerned about the switch of the red lid bin to fortnightly. When considering the information below and strategies to address those concerns, including staging the move to a best practice system, each council will need to consider their own community, needs, costs and objectives to determine the best solution for them.

What is best practice FOGO?

Best practice FOGO services recover the most amount of food waste, have minimal contamination, support a major reduction in waste to landfill and save councils money.

Bin size and collection frequency, when combined with quality education, have the most significant impact on the food recycling rate and overall landfill diversion. Reducing access to landfill disposal options leads to less food waste in the red lid bin, resulting in a higher landfill diversion rate and more in the FOGO bin.

Analysis of performance across all bin configurations used in NSW shows the best system for recovering the most food waste is as below. Councils may choose to phase the move to best practice implementation:

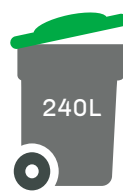
- large weekly FOGO bin
- large fortnightly comingled recycling bin
- smaller fortnightly residual waste bin.

Some councils are achieving

73%

food waste diversion

Green lid
FOGO



Weekly
collection

Yellow lid
Recycling



Fortnightly
collection

Red lid
Landfill



Fortnightly
collection

Large weekly
FOGO bin

Large fortnightly
comingled recycling bin

Smaller fortnightly
residual waste bin.

CASE STUDY



Maximising emission reductions

In a partnership with the EPA, Hunter Joint Organisation worked with 100% Renewables to develop three FOGO scenarios that councils could aim for to reduce landfill gas emissions. The project used the EPA data from the Rawtec audit analyses and identified the practices needed to achieve each of these diversion efficiency levels.

Figure 1: Three FOGO Scenarios

Scenario (Diversion efficiency level)		Food %	Garden %	Average % (unweighted)
AVERAGE	Average of entire sample (as reported in EPA kerbside audit report)	41	98	69.5
HIGH	Ambitious mid-point between average and best practice	57	99	78
BEST PRACTICE	Uppermost value in the sample from EPA kerbside audit report	73	100	86.5



Practices required to achieve average diversion scenario (41% Food, 98% Garden, ~70% FOGO diversion)

- Basic community engagement: Implement an initial education campaign focusing on the proper use of FOGO bins.
- Basic collection services: Maintain standard bin sizes and collection frequency. Introduce food waste collection but without additional tools like kitchen caddies or liners.

Practices required for high diversion scenario (57% Food, 99% Garden, ~78% FOGO diversion)

- Sustained community engagement: Ongoing education and basic outreach programs during establishment phase.
- Optimised collection services: Adjust collection frequencies and bin sizes based on waste generation patterns.
- Reduced residual waste collection frequency and/or providing smaller residual waste bins (120/140 litre).

Practices required for best practice scenario (73% Food, 100% Garden, ~86% FOGO diversion)

- Advanced community engagement: Launch and maintain comprehensive and educational campaigns using diverse media.
- Advanced collection services: Tailor collection schedules, bin sizes, and service configurations to maximise both food and garden organics diversion for all dwelling types (including special arrangements for apartments). The service configuration that has the highest food waste diversion potential is small (120/140 litre) residual waste bins collected fortnightly and large (240 litre) FOGO bins collected weekly. Provide kitchen caddies and compostable liners to all households.

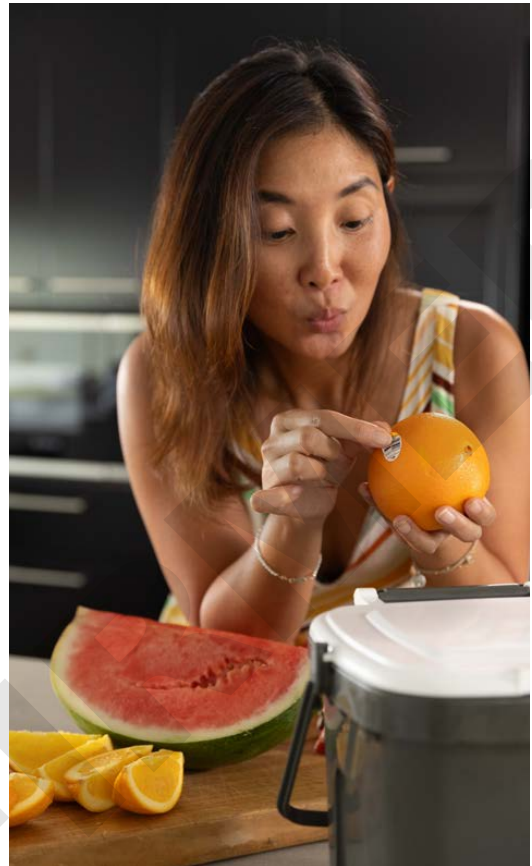
Customised solutions

Offering flexible services on request can lead to greater community acceptance of kerbside service changes. This could include:

- the option to upsize the red lid bin to 240 litres
- offering extra comingled recycling collections over peak periods to help manage higher levels of packaging and containers (e.g. Christmas/new year)
- offer a temporary weekly red bin collection service when there are specific needs like households with lots of disposable nappies or incontinence pads
- user selected services - where residents can choose their bin size and/or collection frequency from a small number of options with variable costs.

Giving residents the choice to 'opt in' for a FOGO collection service is not recommended from a performance perspective and behavioural science research.

Opting in requires a decision and the effort to act upon it. Busy people may not opt in, even if they want the service. An 'opt out' system allows those with strong opinions to opt out, while retaining people who appreciate the service or are indifferent about it.



Any change to kerbside services has a large impact on the community and requires significant planning, resources and communication. Introducing weekly FOGO and moving to fortnightly red lid bin collections:

- means residents continue to take up to two bin types to the kerbside for collection not three
- avoids increases in bin lift costs (if currently offering a fortnightly garden waste service)
- delivers long term benefits for higher recovery rates
- links the benefits of food waste recycling with reducing red lid bin waste to landfill
- reduces the need for further changes later.

Some councils have chosen to keep weekly lid bin collections in the initial stages of the new service delivery to ease their community into the transition.

Choosing the right bin size



If you need to replace the red lid bins, the best choice for food waste recovery rates is to use smaller fortnightly bins, with the option to upgrade to larger ones for bigger households or those with nappies.

However, if your larger red lid bins are still functional, the cost benefits of recovering more food in FOGO with a smaller bin may not outweigh the replacement costs, and it may be better to transition to a smaller size over time.

Strategies to address concerns



Rolling back the red lid bin

Households are usually most concerned about a reduced red lid bin service before the service starts and as they experience the change. For most councils, the concern quickly drops once people realise that their food waste is still collected weekly through the FOGO bin and that there is extra space in the red lid bin once food is taken out.



Community education

People's key concern is not having enough space for their red lid bin residual waste. Providing education on using the yellow lid bin before the FOGO service change can help reduce red lid bin volumes while improving recovery of recyclable materials. Offering the option for a larger red lid bin, capacity, supported with face to face and general education on using all three bins well can also help reassure residents about the change.



Flexible service options

Councils may choose to keep the red lid bin service weekly while the new service settles in. This may lead to a smoother initial transition to FOGO. It would need to be balanced against increased bin lift costs, lower performance efficiency and the need for another phase of education to support a future shift to fortnightly collection.



Seasonal impacts

The time of year matters when introducing a best practice system. Autumn and spring give councils the best chance of success as the extra volume of FOGO bins helps residents manage higher volumes of garden organics.

Making a service change over summer is not recommended, as residents are likely to have greater concerns about higher temperatures, odour, flies and other pests. Holiday periods are also a difficult time to capture the attention of residents and communicate service changes to them.



CASE STUDY



Inner West Council's fortnightly red lid garbage experience



fortnightly red bin collections



5% chose a weekly red bin



7% requested bin upsizes



11% received flexible service options

Inner West Council introduced a best practice FOGO service to all residents in October 2023, after an earlier FOGO pilot with 1,000 households in 2016 and food only collections in unit blocks implemented in 2008 and expanded from 2021.

The switch to fortnightly red lid bin collection resulted in media attention and initial pushback from the community. However, the council's flexible service options, proactive education, and responsive customer service team reassured the community.

For residents concerned about fortnightly garbage collections, Inner West Council provided several options to increase garbage bin capacity:

- Larger wheelie bins (120L to 240L)
- Booked ad-hoc garbage collections (via clean-up booking portal)
- Opt-in weekly garbage collections

These additional services were initially offered to residents with extenuating circumstances, such as those with high volumes of incontinence products, medical waste, nappies and/or large households, before being made available to all households.

Additional support was provided to residents unable to access online services; this included council staff booking additional red bin collections, adding properties to opt-in weekly services, or ordering larger wheelie bins on their behalf. This provided essential support to residents who most needed it during the transition.

For all other residents, a larger red lid bin was available (120L to 240L), plus an opt-in additional garbage collection through the online portal. This reduced the number of distressed calls and allowed the customer service team to resolve calls regarding reduced garbage capacity. The additional garbage collections were made available as a temporary tool to support the transition to fortnightly collections.

In the 12 months to October 2024, the council delivered approximately 5,500 garbage bin upsizes, representing 7% (5,500/76,900) of total households in the local government area. Additional domestic waste charge costs were waived by the council for up to two years from the introduction of the service. Similarly, Inner West received approximately 3,300 requests for opt-in weekly garbage collections, representing less than 5% of the total households in the local government area.

The service transition emphasised the perceived garbage capacity concerns. By having support communicated clearly ahead of time, staff quickly resolved concerns, reassured residents about new collection frequencies, and reduced the risk of residents flooding inboxes, call centres, and front counter staff with requests. Despite the availability of upsized red bins and opt-in weekly collections, only 11% (8,800/76,900) of total households requested support. Since the introduction of the service, residents have adjusted to the new configurations and Inner West is proud of their organic diversion and overall contamination rate.





3

Section 3

Roadmap and timeline

Lead-in time

The amount of lead-in time for a FOGO service rollout depends on procurement needs and will be different for each council. If the introduction of FOGO includes building a new FOGO processing facility, lead-in times will be longer compared to the FOGO being processed using existing infrastructure.

Where a change includes construction of a new FOGO facility, councils need to allow time for identification of a suitable site, planning approvals and development of a procurement strategy. This can add more than three years to your timeline. Contact the EPA for expert advice and support for processing infrastructure procurement.

Collection and processing contracts that are more straightforward should still start at least three years before roll out of the new service. Rollout planning, communication, purchase, storage and delivery of kitchen caddies and liners should start at least 18 months before the start of the new service.

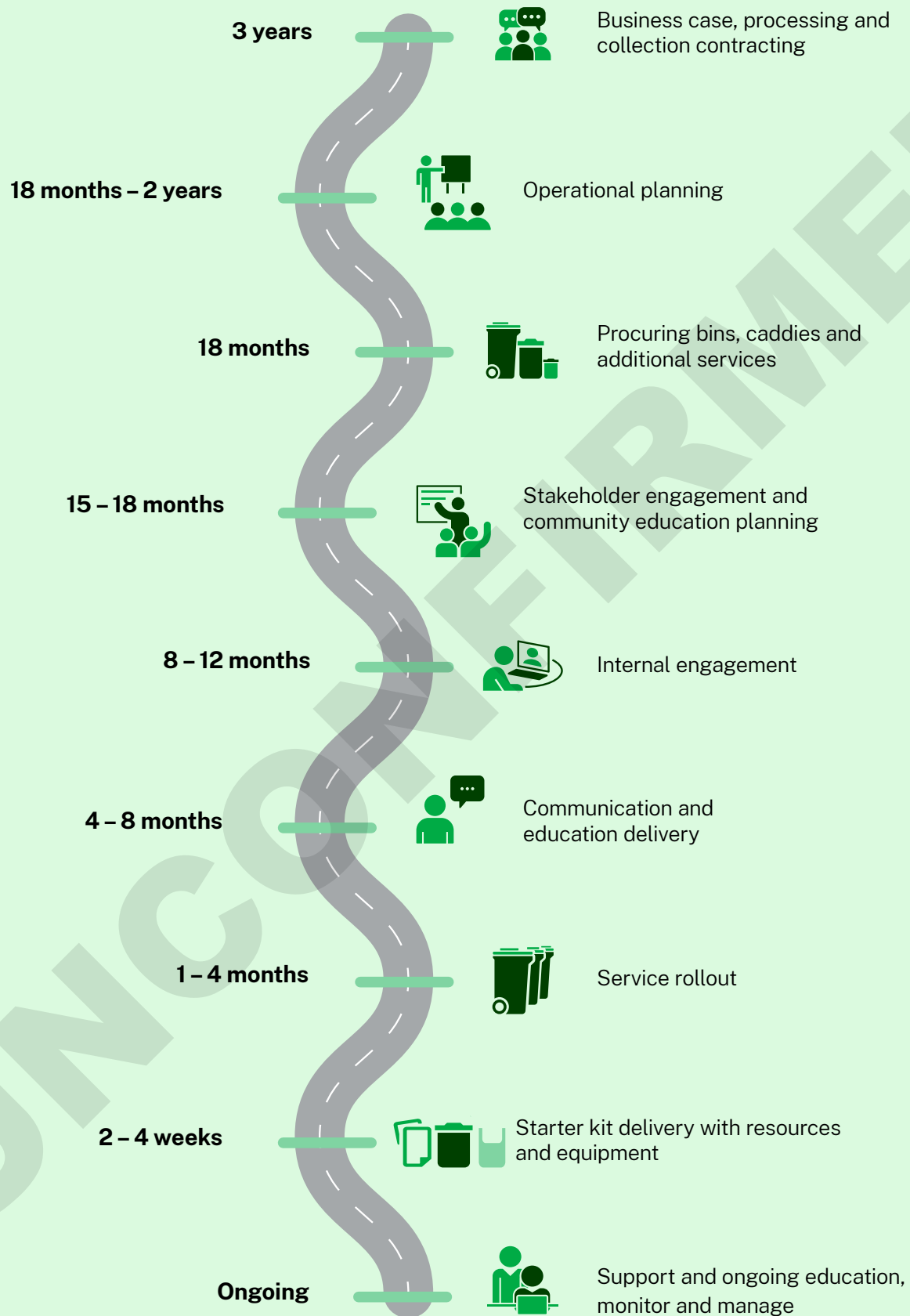
The key steps for communicating and rolling out changes to existing services are illustrated in Figure 2.

Timelines are indicative and councils may need to consider:

- council election cycles (it is preferable to introduce new services early to mid-term)
- budgeting cycles and the potential for EPA grant funding to help with the costs of service rollout and community education
- contract cycles for collection and processing, including possible joint procurement with neighbouring councils
- access to FOGO processing facilities or transfer stations
- completing a pilot before council-wide roll out (add 12+ months if piloting the service)
- the benefits or drawbacks of starting the service at different times of the year
- applying for Australian carbon credit units² before making a final financial commitment for the new FOGO service
- any potential changes that will happen to residual waste and comingled recycling services at the same time as FOGO services – e.g. collection days, bin sizes and frequency, or the expansion of organics collections to extra households.

² The EPA guide and factsheet on carbon credit income from FOGO, available at [Guides to FOGO](#). More information about Australian carbon credit units can also be found on the Clean Energy Regulator website.

Figure 2: Rollout timeline of services





4

Section 4

Procurement

There are many items that may need to be procured for a FOGO service. The information below provides an outline of some of the considerations a council will need to make once the business case is established and the preferred service model is agreed upon.

Each council's situation will be different. Key procurement considerations are:

- collection contractor
- processing contractor
- kerbside bins, kitchen caddies
- liners (if applicable)
- education (if it will be delivered by a contractor).

Procurement for a collection or processing contract will need to start at least three years before your FOGO start date, while procuring for bins and kitchen caddies should start 18 months before. Given the anticipated demand on services and equipment purchases including collection vehicles, as FOGO services are rolled out across NSW, it is recommended you allow as much time as possible to procure what you need for a successful rollout and operating service.

There are a range of services and resources available to support councils. See Section 10: Extra Resources.

Procuring processing and collection services

Start procurement at least three years before service starts

There are many factors to consider when procuring for FOGO. The procurement strategy will include what will be procured, the approach to market and procurement objectives. It is also important to understand the market to service your council's FOGO tonnes, what infrastructure is available and where it is located.

To determine the amount of time needed to deliver a procurement project, you should consider the following elements:

- Will you be tendering for collection and processing together?
- Will you be using existing processing infrastructure?
- Will you require construction of a new processing facility to accept council FOGO material?
- Will you jointly procure these services?

Before preparing tender and contract documents consider:

- appointing an internal dedicated procurement team or steering committee and set up regular meeting times
- appointing external technical, legal, probity and financial advisors
- undertaking a market sounding before going out to tender.

When preparing the tender and contract documents consider:

- pricing for different kerbside options, including best practice bin configuration to allow you to compare costs of different service models
- pricing to be broken up into price per lift (inclusive of all costs excluding processing/disposal) and a cost per tonne (for processing/disposal cost) for greater cost transparency.

The collection contract should consider:

- collection of data and performance reporting e.g. contamination, bin audits, presentation rates and weighbridge data
- in-truck camera systems for collection vehicles,

including Radio Frequency identification (RFID) readers. To ensure flexibility and to evaluate cost implications, request pricing both with and without the specified technology

- key performance indicators for identifying, managing, and reporting gross bin contamination by households
- options for providing ongoing community education, including council-managed initiatives, partnerships where the council and collection contractor share financial contributions, or having the collection contractor lead delivery.
- options to transition from an initial service model to best practice FOGO during the term of the contract (e.g. after 6-12 months).

The FOGO processing contract should consider:

- processing technologies to support highest value recovery and reuse
- clauses for purchasing back the recycled product for use on parks and playing fields
- process for determining contamination rates and any penalty clauses
- data collection, reporting requirements, and collaboration on community education.

Table 2: Overview of procurement considerations:

Processing	Collections	Equipment and materials	Support services
• Contamination management • Procuring back product • Processing technologies	• FOGO frequency • Red lid bin collection and disposal • Optional extra FOGO and or residual waste services e.g. weekly FOGO in apartment blocks, second residual waste bin for larger families • Option for extra collections over holiday seasons	• Bins (standard and upsize) • Starter kits (inc. kitchen caddies, liners, collection calendar, how-to brochure) • Letters, flyers, website, and other communications • Bin stickers (or hot stamped lids) • Compost (i.e. to giveaway to residents at education events)	• Waste consultancy support • Bin audits • Market research (e.g. focus groups, community surveys) • Communications/ marketing specialist support • Customer service support • Starter kit delivery • Internal procurement from cross-council connections

Operational procurement

Start procurement for rollout needs at least 18 months before service starts

Planning for rollout includes the logistics for purchase, storage, and delivery of kitchen caddies, compostable caddy liners (if applicable), and education materials. Whether buying new bins or re-purposing existing bins, you will need stickers to brand bins to FOGO and incorporate that into your communication plans.

A contamination management plan should be part of the logistical preparation process. Will you want to remove bins if persistent contamination occurs? What will trigger that and how will that be communicated to the collection contractor and the community? Clarity on contamination management at this stage will also provide you with certainty on messaging when it comes to education and communication.

- decide whether to provide introductory rolls of liners or an ongoing supply
- choose between providing rolls of liners or flat packed: flat packs sit better in the caddy for delivery in a starter kit while rolls store better for longevity
- packets of 40 flat pack bags fit better in most letter boxes than packets of 80
- ensure the caddy liners fit the caddies
- plan how the liners will be delivered: in an introductory kit, available from service centres or libraries
- determine how the collection will be monitored
- many processors prefer flat top bags, as knots in singlet bags can take longer to decompose in some composting systems
- establish a method for storing the liners, considering their limited lifespan and the need for stock rotation in both storage and distribution.

Considerations for bins

What flexible service options do you propose in the rollout and how will that impact on bin procurement needs? Will residents:

- Be offered a larger red lid bin on request?
- Opt into a weekly red lid bin service?

Will these options be available when FOGO services start or after a transition period?

Aspects to consider for an ongoing supply include:

- storage, joint procurement, multiyear or one-off supply contracts
- price – supplied to residents at a cost, for a small fee, or free
- distribution – residents could collect liners from council offices, have them delivered or mailed out, or access them through vending machines
- speciality printing – customisation of the kitchen caddies and liners.

Considerations for kitchen caddies and liners

- determine if replacement kitchen caddies will be supplied on demand or periodically
- specify the size of caddies to be provided: a standard 8L benchtop caddy for houses and a 5L slimline benchtop caddy for apartments

Request samples of liners and allow enough time to test compatibility with the caddy, particularly if going ahead with an 8L and 5L option. The majority are green and ensuring consistency of colour will make identifying non-compliant bags much easier.

Check your data

Councils that have rolled out FOGO recommend a thorough check in advance to ensure that property databases are aligned and up to date with the correct information. As a priority:

- confirm the definition of single-unit dwellings (SUDs) and multi-unit dwellings (MUDs) for all properties in your database. Determine if any SUDs are defined as MUDs and vice versa
- consider if special building types such as boarding houses, public housing, community housing and Aboriginal housing are captured in these definitions or if they need to be identified and included separately
- clearly define the service arrangements you are providing to these property types (e.g. SUDs, MUDs, and townhouses), especially if the service arrangements differ
- ensure that all properties have the correct collection calendar information (correct day and frequency for each stream) before considering changes to the collection schedules
- confirm the domestic waste charge matches the attributed containers/bins (e.g. 127 Fountain Street, Oldtown pays for 1 x 120L red bin, 1 x 240L recycling, 1 x 240L green bin).



Procurement assistance

The EPA's FOGO procurement masterclass focuses on procurement considerations specific to FOGO collection and/or processing contracts. You can watch it [on the EPA website](#).

The EPA also provides a joint procurement facilitation service for councils that includes:

- Funded support to help councils access advice and help when exploring and carrying out the joint procurement of waste services. Up to \$500,000 worth of advice and help is available per project.
- A library of training and guidance materials is under development to help council and regional organisation staff develop the skills needed to navigate procurement challenges.

More information is available on the [Joint procurement facilitation service](#) webpage.



Caddy liner final checklist

If you decide to supply kitchen caddy liners make sure they:

- ✓ are certified as commercially compostable (AS 4736)
- ✓ are accepted by your contracted processor
- ✓ fit your chosen kitchen caddy
- ✓ are easy to open for your residents
- ✓ suit your delivery method e.g. fit in letterbox slots or caddies for delivery
- ✓ are stored in a dry, dark place to reduce risk of breaking down too early



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Section 5

Stakeholder engagement and community education

Complete planning 12-18 months before the service starts. Implement 4-8 months out.

Early and ongoing stakeholder engagement is essential, for a successful rollout needs significant resourcing. Determine at the planning stage the resources you will need and whether you will deliver the plan in-house or if you require external expertise.

Once your plan is developed and endorsed you can start preparing communication materials early so messaging can be included on kitchen caddies and bin lid stickers, ensuring messaging is consistent and clear for everyone in the community from the start.

To ensure the iconography and key messages are well interpreted by everyone, including those with different levels of English literacy, test draft collateral with your community. Make sure your communications and service changes are inclusive for culturally and linguistically diverse (CALD) communities and people with disability.

FOGO perceptions across NSW CALD groups

The Ethnic Communities Council of NSW studied perceptions across FOGO among 10 diverse communities in Sydney. Key findings include:

- 84% support the FOGO service
- participants understand terms like leftovers and food scraps but are less familiar with terms such as FOGO, landfill, compost, and kitchen caddy
- participants expressed a high likelihood of participating in FOGO, interest in FOGO increases with detailed information about the service and its benefits
- challenges to adoption include language barriers, cost, odour, and pests
- the main motivator for food waste recycling is the promise of quality compost
- there is strong support for providing kitchen caddies and liners
- participants unanimously want culturally sensitive, multilingual communication methods.

See the research summary report [here](#).

Education plan

Strong and consistent branding of education to support the new FOGO service is important to ensure residents recognise and recall messages. Multiple channels increase the likelihood of reaching all residents. Research shows positive and upbeat messaging is an effective tool for change.

Considerations for communication:

- know your audience – research your community’s attitudes, barriers and motivation to use FOGO, including what they need to know to feel positive about the change and how to use the service well
- use multiple formats to reach everyone (letters, social media, TV, radio, public place advertising, council, and collection contractor website) with consistent messages across all channels
- identify any specific cultural groups in the community and identify ways to communicate directly and effectively with them
- proactively communicate the service change, the rationale, and benefits to residents
- have enough staff and resources at rollout to manage communication and education, respond to questions, address resident concerns and collect data on engagement
- allow a long lead-in time for maximum engagement. Avoid significant events and holiday periods
- plan for questions and concerns that will arise before, during and after rollout, including:
 - tips for summer
 - guide to certified compostable kitchen caddy liners
 - alternative kitchen caddies
 - what to do with disposable nappies
 - qualifying and paying for alternate services
 - missed kitchen caddy or FOGO bin deliveries
 - what happens if a bin inspection shows the wrong items in the bin?
 - how do people new to the area learn about FOGO?
 - when will rural or apartment block households get FOGO?



It's all in the name

Consider the terms you will use in communication and make sure you build awareness of them in the education delivery.

FOGO – food organics and garden organics’ is an increasingly common term. However if you use it, you may need to build awareness of what ‘FOGO’ means, across your community.

Social research shows that the term ‘FOGO’ is well received by both non-English speaking individuals and the general community. When introduced, the community collectively learns and adopts this new term.



Don't call the kitchen caddy a 'bin', as people may get confused with the FOGO bin and put it out for collection with their other bins.

Don't call the kitchen caddy liners 'bags', as people are more likely to get confused with other types of bags such as plastic bags.

Starting Scraps education campaign

The EPA's free 'Starting Scraps' education campaign helps councils guide the community through the upcoming changes and how to use the service effectively. It includes six stages of materials.

It was co-designed with council educators and BehaviourWorks Australia to address householders' perceived barriers to transitioning to FOGO and increase awareness, acceptance, and good use of the service.

It includes best practice behavioural change education principles to address barriers and concerns and inspire motivation for change. Even if you prefer to develop your own collateral, it is strongly advised you follow the staged messaging approach as guidance. This will ensure your education materials address all likely concerns and residents learn how to use the new service.

Starting Scraps spans six stages, each including videos, social media tiles, radio ads, flyers, bin stickers and pull up banners.

All of the collateral, a sample communication plan, and the behavioural research studies that informed it are available from scraptogether.com.au

New phases of Scrap Together will continue to be developed in consultation with FOGO councils. At the time of publishing, there are currently two other phases:



Every Scrap Counts

Every Scrap Counts – targets behaviours to recover more food waste out of the red lid bin and in to the FOGO bin



How to FOGO

How to FOGO – targets behaviours to keep contaminants out of the FOGO bin and in the right bin.

Stages

1	What's FOGO?	Introduces the term FOGO and raises awareness that a new FOGO service is coming
2	Next Season's Soil	Educates the community about how compost made from FOGO helps the environment
3	Your weekly service starts soon	Increases understanding of how to use the service
4	Your fortnightly red lid bin service	(if relevant)–explains the changes to a fortnightly service to dispel concerns and build confidence in the change
5	Your kitchen caddy	Educates people on what it is and how to use it
6	Your FOGO service is here	Praises the community for adapting to the change, providing an ongoing reminder and celebrating the achievement.



What people think

Research to inform the Starting Scraps collateral showed 86% of residents were interested or very interested in having a FOGO service and 95% were able to identify at least one benefit. But they also have concerns.

The top concern was the red lid bin being switched to fortnightly, followed by:

- not believing that other residents will properly sort food scraps
- concerns about attracting vermin
- odours
- increased cost of the service.

These concerns can be addressed in the education, using positive, upbeat messaging to allay fears and explain how to overcome them.



Internal engagement

8-12 months before service starts

Internal engagement is crucial to prepare for the communication and education plan delivery.

Some councils recommend setting up a cross-council steering committee to provide updates and keep key departments informed throughout the FOGO journey. This could include representatives from economic development and planning departments, customer service, waste, sustainability and communication and marketing teams.

Engage early with community-facing council staff, including depot staff, customer service officers, councillors and library staff. It is important these key people understand the new service, the reason for its introduction, how it will work, timelines, key terms and proposed messaging. They will continue to be important ambassadors for the service as the momentum grows, so ensure they are informed and knowledgeable about FOGO in your community.

Publish a webpage with FOGO information that community-facing staff can become familiar with.

This webpage can help them answer questions and they can direct residents to it for more information. Your community-facing staff will also be a useful source of information for feedback on community attitudes and knowledge around FOGO, to help compile a list of frequently asked questions.

At this stage, you might also look to identify and engage local community champions who are passionate about food waste, compost and sustainability to support the rollout of FOGO. You may be able to involve community groups who can promote the service to their networks or help to deliver kitchen caddies and brochures when the service starts. These and other community-driven activities can be a great opportunity for one-on-one engagement in trusted networks.

Connect with other key stakeholders including the EPA, councils that have already rolled out FOGO, and Local Government NSW. They might be able to help you in refining your stakeholder and community engagement plan or provide feedback on your communication. The EPA hosts regular Community of Practice sessions for Go FOGO grantees, which is a space for shared learning and networking. All council officers are welcome to join.



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Section 6

The rollout phase

Education delivery

4-6 months before service starts

Start your public education 4-6 months before service launch, delivering information across multiple channels to reach all households. Enquiries about service changes are likely to be highest within the weeks before and during roll out time. Given the practical and operational logistics of the change –i.e. delivery of caddies, managing the new contract, changes in service days and frequencies- plan for these communication needs well in advance.

An organised communication plan will help everything run more smoothly. It can be very challenging for waste teams to divert resources and manage communication issues while rolling out the service, so where available, council communications staff are key.

A sample education plan is available for download from scraptogether.com.au

Delivery of FOGO starter kits

Complete 2-4 weeks before service starts

National and international research shows kitchen caddies are a critical tool in helping communities adopt new behaviours and use FOGO services well.

The arrival of kitchen caddies is the point where most residents will engage in the new service and take note of information provided. FOGO service starter kits should include:

- a kitchen caddy
- compostable caddy liners (certified to AS 4736 and the correct size for the caddy), and information on where to get replacements, if applicable
- information on the new collection schedule e.g. fridge magnet, calendar, QR code for an app
- FOGO information booklet detailing how the service will work and how to use it.

The timing of the arrival of kitchen caddy and starter kits is critical to success. If people receive them too early, they may start using them before collections start or put them aside and forget about them. Ideally, every home should have a caddy 2-4 weeks before services start, with clear instructions on how to use it, details of service changes and the date for their first kerbside FOGO bin collection. Confirm well in advance with the people who will be delivering the caddies and/or bins that the items you want to put in the kit can be included.

The people delivering the caddy may have strict requirements for how the materials are collated. This may alter what you can put in the caddy, or you may need to plan to find support to collate the items. For example, flat pack bags of introductory liners may be more suitable for a delivery of everything in the caddy, rather than rolls. Also consider using 40 liner packs rather than 75 liner flatpacks for seamless delivery to varying letterbox sizes.

Delivering caddies to every home in large council areas is a logistical challenge. This stage is often the first interaction many residents have with the new service and ideally staff or volunteers who are delivering them need to be informed and able to answer questions from the community. Some councils have used community organisations, like the Men's Shed Association, to help with distribution with good results. Some councils have also delivered the caddies along with new bins with good success.

Leverage all communication channels to promote the delivery of the kitchen caddy, including social media posts and newsletter articles. Make sure all the information people need to know is included in the kit, for those not reached by other methods of communications. Have a plan in place for those who did not receive their kitchen caddy, including who to contact and how it will be delivered or re-delivered.

FOGO service underway

First few weeks

The new service might be rolled out to all homes at the same time or phased-in by area or collection districts, to allow collection contractors to manage the logistics of new service schedules. You may also choose to stagger start dates for houses and apartment blocks, tailoring education and delivery of kitchen caddies and bins to meet different needs.

In the rollout phase, be prepared to respond quickly to community questions and concerns and any logistical issues that may arise in kit deliveries and collections. Most councils find they need to roster on extra staff to manage enquiries.

Council customer service staff remain critical. Keep them in the loop throughout the journey and regularly check-in on what the most common concerns are from householders, then address these with communication staff.

Ongoing

Provide ongoing support to the community, monitor results (e.g. weight of collected material, contamination levels, customer inquiries and complaints), provide feedback to the community on how they are doing and manage any challenges or issues as they arise.





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Section 7

Introducing FO or FOGO in apartments

Introducing FOGO to apartment blocks requires tailored solutions and involves different considerations including:

- how to deliver the kitchen caddies and information kits to each unit
- whether the service is a food organics (FO) only or FOGO service
- what size bins and how many of them will be provided
- more transient populations
- potential language barriers
- less ownership and accountability for bins
- greater distances between where the food waste is generated and where the FOGO bins are located
- space limitations for caddies
- less control over bin washing and maintenance
- shared bins that are publicly accessible (i.e. bin corrals out the front of the building that can be contaminated or used by other residents in the street)
- mixed use sites where commercial tenants inappropriately use residential bins for the disposal of commercial waste
- FOGO waste may need to be taken to a basement or car park when it is different to what happens to other waste streams in the building, like disposal through chutes or at floor level facilities.

Generally, there are three types of bin services for apartments:



1

small blocks where residents have their own set of kerbside bins



2

small blocks with shared kerbside bins (commonly 2-3 storey walk-up buildings)



3

medium to large, multi-storey blocks with bulk bins and possibly other infrastructure such as chutes and secondary waste management areas.

The guidance in Table 3 is relevant to Types 1 and 2. Type 3 requires different considerations.

Table 3: Potential challenges and solutions for rolling out the FOGO service to apartment blocks

Challenges	Solutions
Residents don't want a FOGO service due to lack of bin storage space and/or they produce only small volumes of organics (type 1)	• Explain the environmental benefits of FOGO recycling, even small amounts • Offer a smaller FOGO bin (e.g. 120/140 litres) or a slimline 5L caddy • Provide shared FOGO bins where feasible • Establish the social norm and that everyone is doing it
Residents share bins and are less incentivised to change their food recycling behaviours (type 2)	• Provide extra support to caretakers/strata management or building champions to educate residents on the value of FOGO waste - reduces odours, reduces emissions and increases recycling • Tailor the number of bins and types to suit the waste practices and generation rates in the building. Monitor and adjust as needed • Consider weekly collection of both red lid and FOGO bins to encourage participation and lower risk of overflowing red lid bins while the community transitions • Install clear bin bay signage to encourage participation • Engage building champions • Seek pledges or other commitments from residents • Show that bins are being monitored and good use of the FOGO bins is rewarded
Language barriers with higher numbers of people from non-English speaking backgrounds	• Use multi-lingual communication materials • Work with local community groups to engage with others and distribute messaging • Use images and symbols where possible that everyone can understand • Tailor communications to the audience³ • Integrate FOGO education/messaging into local cultural events
More transient population, which means that communications and/or the starter packs may not be available to new residents	• Work with real estate agents, strata, and property managers to distribute starter kits to new tenants • Regularly repeat communication activities • Provide signage for bin bay rooms and bins, with QR codes linking to council websites.
NSW guide to <u>food-waste recovery in multi-unit dwellings</u> also provides in depth information on providing FOGO services in apartment blocks.	



³ EPA commissioned research into CALD community perceptions towards food waste is available from the EPA [website](#).

CASE STUDY



Randwick's apartment block rollout

Randwick City Council, a local government area in Sydney's east, has 62% of residents living in apartments. Council rolled out a weekly FOGO service to apartment block residents in March 2021. At the same time, it changed the fortnightly garden waste service to weekly FOGO for all single unit dwellings and changed their red-lid bin collection frequency from weekly to fortnightly.

Each household was provided with a FOGO introductory kit which included an information brochure, kitchen caddy and set of certified compostable kitchen caddy liners. Randwick City Council used a variety of delivery options to distribute kits. The method chosen was selected based on the size of the apartment block. In smaller blocks, the council distributed kits door-to-door as a community engagement activity, gaining buy-in for the new service. In larger blocks, kits were delivered in bulk to buildings and building managers distributed kits to individual units.

A challenge for the council was space for the FOGO bins, because there is such a wide variety of unit types in the area. Many of the buildings are older and not designed to store three bin types. To overcome this, the council conducted individual site inspections to identify the best bin configuration (i.e. size, number, and location) for each building. These visits also helped to build relationships with building managers, residents and cleaners before the service started.

During site visits, the council also identified signage needed for each building. This included A2 corflute signs for outside bin bay areas, and A4 posters and bin stickers for communal areas. Signs were also placed near garbage chutes to remind residents to take food waste to bin rooms. Randwick City Council worked with building managers to install signs. Signs were coated to help them last longer, as maintaining 'good-looking signs' helps maintain engagement.

Education materials were developed in six languages reflecting the common languages spoken in the area, allowing communications to be tailored to residents.

Two key lessons were learnt:

- allow 12–18 months for developing, consulting, and testing education materials before rolling out services
- maintain good relationships with building managers to ensure ongoing use of services as they have existing relationships with residents and cleaners that can be leveraged.







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Section 8

Pilots

Should you do a pilot?

You may be able to eliminate the need for a pilot by drawing on the insights and experiences of the many councils in NSW that have already rolled out FOGO. These experiences have been incorporated into this guide, as well as the [Guide to Food Waste Recovery in Multiple Unit Dwellings](#) and case studies on the EPA's [FOGO page](#).

The content below outlines the pros and cons of conducting a pilot.

Table 4: Pros and cons of a pilot

Pros of piloting	Cons of piloting
• Builds community support, proving the new service can work in your community • Reduces resistance to change by enabling the community to experience FOGO before council commits to a full rollout • Provides a platform to test and refine the FOGO service before full rollout, to maximise participation, improve diversion outcomes, drive cost-efficiencies, refine communications approaches, and 'iron out' challenges • Identifies champions and collects feedback and data to inform what messaging is needed in the full rollout communications (e.g. testimonials, outcomes for diversion, cost outcomes) • Helps identify and consider the scale of resources needed to support the service transition, e.g. staff to handle community queries.	• Extra time for service transition (adds another 12-18 months) • Extra cost depending on size and scope (the average cost of EPA-supported apartment block pilots was \$550,000) • Pilots do not provide a realistic measure of what the participation and diversion rates will be for the entire rollout • Expectation of residents that were part of the pilot need to be managed if there is a break before full-service rollout, as they may not like the service being taken away.



Designing a pilot

Table 5 outlines considerations for designing a pilot. A pilot should reflect the service the council will roll out across the local government area.

Table 5: Considerations for pilot design and delivery

Delivery	Considerations
Purpose	The purpose of your pilot will affect how you design, measure and report back on its findings. For example, is the pilot to help decide whether to provide certified, compostable liners? Whether or not to offer multiple options for the residual waste bin? Or test whether the communication materials resonate with the local community?
Length	Pilots should last at least six months, ideally 12, to cover all seasons. This will provide residents enough time to adjust and assess how long it takes to establish new behaviours.
Start date	Avoid summer and holiday periods. It's challenging to capture the community's attention during these times, and they may be less open to change.
Selecting participants	- Consider piloting across all households or a representative sample within the council area. If piloting a sample of households, limit them to across 1-2 collection areas to make it more cost effective and efficient. - Avoid opt-in trials as participants will probably not be a representative sample and the logistics of education and collections will be difficult as these will need to be delivered to specific households rather than everyone in a single street.

Delivery**Considerations****Expenditure**

- Ensure the budget allows for collection and processing of FOGO material, purchase and distribution of kitchen caddies, development and distribution of multiple forms of educational material before, during and after the pilot, monitoring and evaluation, and staff resources.
- Monitoring and evaluation are essential to pilots and often expensive. Consider the cost of pre and post surveys, plus the incentives to increase survey response rates and visual or weight-based audits (aggregated or bin by bin) of residual waste and FOGO bins.

Stakeholder engagement

- Pilots need a higher level of community education than a full-service rollout as there is less opportunity for reinforcement of behaviours by other community members, family and friends.
- You are unlikely to be able to use mass media (radio, television, and newspapers) due to the limited coverage of the pilot area so be creative in ensuring that pilot participants are fully aware of the FOGO service. For example, in-person engagements or geotargeting with social media advertising.
- Collect testimonials from pilot participants to support the full service rollout.
- Seek feedback from council staff during the pilot.
- Keep councillors informed of the pilot's progress and outcomes.
- Inform the community about the pilot's progress to build awareness of FOGO and its benefits.

Record keeping

- Keep records on participation rates, complaints, queries, budgets, amount of organics waste collected, contamination, feedback on education materials etc.

Measurement and reporting

- Measure and track weekly bin collections and weighbridge data to track performance over time and observe diversion trends.
- Undertake kerbside bin audits at the beginning, middle and end of the pilot to get insights on bin compositions, use of kitchen caddy liners, contamination, etc.
- Do pre and post community surveys to monitor change in attitudes and awareness and to get feedback on any barriers, opportunities for improvement, which communications material worked best etc. to inform the broader rollout.
- Ensure data lets you evaluate both average performance and performance variation. For example, determine if the average food recovery is due to everyone recycling a little or if it's because half the group recycles a lot.

Ending the pilot

- If transitioning to full rollout of the service, continue the service for the pilot participants until the new service begins. This will avoid disruption.

CASE STUDY



Bathurst pilot

With the support of a Local Government NSW research and innovation grant, Bathurst Regional Council ran a pilot over four months to test the impact of seven interventions on FOGO service performance.

Variables included reducing the red lid bin from 240 to 140 litres, changing the red lid bin collection frequency from weekly to fortnightly, and repeating the delivery of kitchen caddies and compostable liners. Pre, mid and post pilot surveys, and compositional and visual audits were used to monitor impact on awareness, attitudes, and behaviour.

Across seven trial areas, FOGO waste in red bins was reduced for all variables. This averaged a 35% reduction for households with a kitchen caddy, a 42% reduction for households with a 140L bin and a 46% reduction for households that had moved to fortnightly residual collection. An analysis to isolate the effects of each variable found that fortnightly collection was the most significant in reducing FOGO in the red lid bin.

The full report is available on the Local Government [LGNSW website](#).



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Section 9

Post rollout

To ensure the community continues to use the service well, provide feedback on progress, plan for ongoing monitoring, and maintain engagement and education.

Measuring performance

Tracking performance through activities like kerbside audits allows you to see if adjustments are needed. Metrics include:

- the amount of food and garden organics diverted from landfill through the FOGO service
- food waste generation (kg/household/year)
- food waste recovery rate (% of kerbside food organics in FOGO bins)
- garden organics efficiency (% of kerbside garden organics in FOGO bins)
- bin contamination rate levels (% weight) and common contaminants
- bin presentation rates
- comparisons between different areas in your council area, houses vs apartment blocks etc to identify where extra engagement is needed.

Community feedback surveys may identify areas where the service can be improved or provide testimonials or other statistics (i.e. X% of households use their FOGO bins) which can be used as part of the ongoing education activities.

These metrics provide rich content for ongoing community engagement, including messaging on the environmental benefits, community achievements and championing success stories.

New residents

Consider how new residents will get kitchen caddies, liners (if applicable), and information kits:

- Will new residents need to collect them from council?
- Can real estate agents or strata/building managers distribute them?
- What will happen to the old ones if previous tenants leave them behind? Will you provide replacements if previous tenants take them?

Consider the difference between rental turnover and newly constructed buildings, as this may determine whether residents receive their caddy and liners along with their new kerbside bins.

Set aside time to update the information booklet regularly to keep it current. Broad-scale communication isn't just for educating new residents; it also helps remind current residents about what can go in the FOGO bin.



Figure 3 Bin label

There are multiple new behaviours you want new residents to adopt

New residents might come from places where only garden waste is collected. They might not realise that households in your area put both food and garden waste in the green lid bin. They may not have a kitchen caddy, know what FOGO means, or understand its benefits. It's important to educate newcomers to fill this gap in knowledge:

- sorting food scraps in the kitchen
- emptying the kitchen caddy into the FOGO bin
- putting the FOGO bin out for weekly collection.

Ongoing education

Regular education is important to maximise performance efficiency while keeping contamination at a minimum.

Some key considerations include:

- reviewing communications delivered during the service launch phase to identify which channels and messages worked best in your community
- working with local community groups or champions to help spread the message
- working with collection contractors and processors to tailor education campaigns to address local issues
- linking key milestones to education, e.g. service launch anniversary or collecting X tonnes of FOGO or making X tonnes of compost
- developing targeted campaigns or materials for specific issues
- considering the use of testimonials from farmers or sports field managers who use the FOGO product.

It is important to adequately staff and fund ongoing education. Regular reviews of channels, messages and their effectiveness will help achieve value for money. Building yearly education into your FOGO collection contract price helps ensure funds are available each year specifically for FOGO education.

After FOGO is well established and your residents are practicing good food waste recycling behaviours, consider increasing education on avoiding food waste.

Managing contamination

A contamination management plan needs to be part of the logistical preparation process. Will you want to remove bins if persistent contamination occurs? What will trigger that and how will that be communicated to the collection contractor and the community? This process will also provide you with certainty on messaging when it comes to education and communication

Ongoing education is vital to keep FOGO bin contamination low. Multiple research studies have shown most people use services well and contamination is caused by a small number of households (Fight Food Waste et al, 2022).

The EPA's 2023 [Analysis of NSW Food and Garden Bin Audit Data](#) shows an average 2.2% contamination in FOGO by weight, ranging from 0.04% to 17.83%. The bin-by-bin analysis shows that a large proportion of bins have no contamination (49% to 92%).

The top five contaminants by weight were plastic, all other organics (leather, rubber, and oils), containerised food, other miscellaneous (bagged materials, household goods) and metals.

The EPA's [Scrap Together FOGO education program](#) targets contamination reduction behaviours. Councils can also use feedback loops to identify and notify households of contamination, for example:

- bin tags showing what can/can't go into FOGO bins
- letters to residents with photos of the contamination in their bins (provided by the collection contractor's in-vehicle cameras)
- home visits to discuss the importance of only putting food scraps and garden waste in the FOGO bin
- offering bin locks (if neighbours are contaminating bins)
- changing the location of bins in apartment blocks to reduce bin misuse.

BehaviourWorks Australia recommends providing constructive feedback on bin contamination privately, via letterboxes. This prevents shaming residents, maintains positive relationships with the council and avoids creating a social norm around contamination by making it seem common.

Where households continue to contaminate their bins, you can consider removing the FOGO service to prevent them from affecting the quality of the entire loads.

In NSW, only food organics (FO), garden organics (GO) and certified compostable caddy liners are allowed into the FOGO bin.

These requirements are published on the EPA [website](#) and follow findings from the [What's the Go with FOGO](#) study that showed low levels of PFAS and other contaminants in the compost made from FOGO materials.

Minimising FOGO inputs to only food organics and garden organics minimises the risk of contamination. Further information is available on the [FOGO Information for Households](#) webpage.

10

Section 10

Extra resources

The EPA has a wide range of resources on its [FOGO Education webpage](#) to support councils with all stages of FOGO including:

FOGO Masterclass series	Six online masterclasses featuring Australian and international speakers covering planning, contracts and procurement, education, rollout, processing technologies and end uses. Each class has show-notes and resources.
Case studies	Ten case studies showing the process each council used to rollout new organics waste services, from GO to FOGO, to new services in apartment blocks.
Analyses of NSW Green Lid Bin Audit Data	Independent review and analysis of every green lid bin audit done in NSW. They show performance efficiency, contamination levels, performance against bin configuration, and the length of time the service has been in place.
NSW guide to food waste recovery in multi-unit dwellings	Information on infrastructure, education, and engagement specifically tailored to apartment blocks. It also includes links to national and international case studies and resources.
Research on FOGO	Includes EPA's 'What's the Go with FOGO?' study that looked at the characteristics of GO and FOGO composts and research into compostable plastics in FOGO.
Emissions of food waste recovery technologies fact sheets	Describes and compares the greenhouse gas emission profiles of six different food waste processing options.
Carbon credit income from FOGO manual and factsheet	Takes councils through the process of applying for Australian Carbon Credits from the Clean Energy Regulator's Emissions Reduction Fund scheme.

Local Government Procurement supports member councils procuring goods and services. It includes bulk purchasing price negotiation and advice on probity, governance, auditing, and legislation compliance. For more information email info@lgp.org.au.

The EPA has developed a model waste and recycling contract for councils to streamline the tendering process. It includes information on the conditions of tendering, advertising as well as the formal instrument of the contract. Section D Part 4 contains the organics specification. The tool is accompanied by a user guide and timeline tool.

Councils are often happy to share their experiences with others. Bega Valley Shire Council has developed a suite of resources following its Ready Set FOGO campaign including FAQs, kitchen caddy hot stamp, social media posts and FOGOmentary, which can be found on its [website](#).

The [Western Sydney Regional Organisation of Councils \(WSROC\)](#) guide to the procurement of kitchen caddies and certified compostable liners. Available [here](#).

Other WSROC resources on FOGO are available [here](#).

Scrap Together FOGO education resources: www.scraptogether.com.au

For further assistance, contact the EPA Organics Unit at organics.recycling@epa.nsw.gov.au, or call 131 555





Published by **NSW Environment Protection Authority**

Email: info@epa.nsw.gov.au

Website: www.epa.nsw.gov.au/fogo

Report pollution and environmental incidents: **131 555**

Photos: NSW EPA / WSROC

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Pros and Cons scenarios:

Mandatory Weekly FOGO (for all residents who have a “kerbside” service)

PROS	CONS
Maximises collection of food and garden organics	Attracts higher contamination rates if residents are not compliant because they have been forced to have the service
Maximises diversion rates of organic waste from landfill	Push back from community and negative perceptions (being forced into having the service)
Reduces methane production in landfill	Increased costs due to procurement of more bins (one-off cost only though)
Reduces municipal levy paid on waste to landfill	Contractor’s capability
Contributes to circular economy	Residual garbage collection would change to fortnightly
Retains resources in the community	All FOGO will be required to be returned to the Ultima compost facility (currently Robinvale and environs general waste is transported to Robinvale Landfill site)
Reduces the likelihood of odour complaints	
Service route is already determined	

Mandatory Fortnightly FOGO (for all residents who have a “kerbside” service)

PROS	CONS
Potential for less contamination in FOGO bin	Does not maximise opportunity for residents to dispose of FO material appropriately
Reduces methane production in landfill	Does not maximise diverting food waste to landfill as previous councils found residents only used it for GO
Retains same frequency of general waste pick up as a weekly service = less change for community	Heavy FOGO bins due to material accumulating over longer period of time
Reduces municipal levy paid on waste to landfill	Increases likelihood of odour complaints from FOGO bin
Contributes to circular economy	Councils who had adopted this frequency have experienced a high number of complaints and contamination, leading them to adopt a frequency change post implementation of the service

Service route is already determined	Potential for more contamination of the general waste bin because it is weekly

Opt-out weekly FOGO (opportunity available to all residents having a “kerbside” service)

PROS	CONS
Avoids potential contamination from unwilling residents	Need to provide weekly collection of garbage not aligned with schedule, or none at all
Allows community preference	Heavy bins if no weekly service
Complies with draft standards	Does not encourage uptake of the service
Reduces capital purchases for new bins	Does not maximise diverting food waste to landfill as previous councils found residents only used it for GO
	Creates division between residents who can't opt out
	Reduced fees collected from rates payers
	Service route issues arise
	General waste bin service issue may arise

Opt-out fortnightly FOGO (opportunity available to all residents having a “kerbside” service)

PROS	CONS
Minimal change to service as general waste bin still collected weekly	No incentive for diversion of organic waste away from landfill
Allows community preference	Does not encourage uptake of the service
Complies with suggested standards	Does not maximise diverting food waste to landfill as previous councils found residents only used it for GO
Reduces capital purchase of new bins	Creates division between residents who can't opt out
	Reduced fees collected from rates payers
	Service route issues arise
	General waste bin service issue may arise

Opt-out rural only FOGO (mandatory service for urban residents, however opt-out opportunity for rural residents)

PROS	CONS

Complies with suggested standards	Creates division between rural and town residents
Reduces capital purchase of new bins	Potential increased contamination from unwilling urban residents
Satisfies rural residents' opinion	No incentive of diversion of organic material from red lid bin, as audit data suggests
	Less efficient for contractor collections if rural collections are "peppered" in outer areas
	General waste bin service issue may arise



Communications Plan

Green FOGO Service rollout



Project manager	Leah Johnston Peter Ross Ron Gibbs Supported by Kim Kelly

FOGO Service Rollout

Objectives

- Build community awareness of the upcoming mandatory FOGO service
- Clearly explain environmental, financial and legislative drivers
- Support behaviour change to minimise contamination
- Reduce confusion, complaints and service disruption at rollout
- Achieve high participation rates from commencement
- Maintain community trust and transparency

Key Messages

Why is FOGO being introduced?

- State Government landfill diversion and climate targets
- Reducing landfill costs and protecting landfill lifespan
- Turning food and garden waste into valuable compost
- Environmental benefits including reduced methane emissions

What residents need to do

- All households must use the FOGO bin for food and garden waste
- Food scraps must no longer go in the general waste bin
- Use compostable liners or loose waste in the FOGO bin
- Correct sorting keeps costs down for everyone

Enquiries to Swan Hill Rural City Council, Communications department on 5036 2325 or media@swanhill.vic.gov.au

What support Council will provide

- Kitchen caddies and liners (if applicable)
- Clear guides and education resources
- Local help through customer service and outreach
- Ongoing reminders and support after rollout

Audience

Primary audiences:

- Residential households
- Rental properties and landlords
- New residents
- Multi-unit dwellings

Secondary audiences:

- Schools and students
- Community groups
- Real estate agents and property managers
- Businesses that generate household-like waste
- Hard-to-reach and culturally diverse communities

Internal audiences:

- Customer service staff
- Operations and waste teams
- Councillors
- Community partners

Communication Phases & Activities

Phase 1 – Awareness (4–6 months before rollout)

Goal: Introduce the change and explain why it is happening

Activities:

- Media announcement and mayoral message
- Website project page and FAQs
- Social media awareness posts
- Community information sessions
- Councillor briefing pack
- Stakeholder briefings (schools, real estate agents, community leaders)

Phase 2 – Education (2–3 months before rollout)

Goal: Teach residents how to use the service correctly

Activities:

- Letter to all households explaining changes
- Bin lid stickers and fridge magnets
- Printed A-Z waste guide
- Instructional videos and animations
- School education sessions
- Pop-up stalls at community locations
- Translated resources and accessibility formats

Phase 3 – Preparation (2–4 weeks before rollout)

Goal: Ensure residents are ready for day one

Activities:

- Delivery of caddies/liners (if applicable)
- Service start reminder letters
- Social media countdown campaign
- SMS/email reminders (if available)
- Local newspaper advertising
- Customer service scripts activated

Phase 4 – Launch (Week of rollout)

Goal: Support behaviour change and prevent contamination

Activities:

- Daily social posts and reminders
- Bin tagging education program
- On-street waste educators
- Rapid response to enquiries
- Radio interviews and media updates

Phase 5 – Reinforcement (0–6 months after rollout)

Goal: Build habits and improve performance

Activities:

- Contamination feedback tags
- Follow-up education letters to problem areas
- Performance updates to community
- Positive reinforcement campaigns
- Case studies and local success stories

Communication methods

- Direct mail

- Council website
- Social media platforms
- Local newspaper and radio
- Community events and pop-ups
- Schools and youth networks
- Email newsletters
- SMS alerts
- Customer service centre
- Bin stickers and printed guides

Stakeholder Engagement

- Councillors: regular briefings and FAQs
- Waste contractor: aligned messaging and training
- Schools: education partnership
- Community leaders: ambassadors and translators
- Property managers: tenant communication support

Risk Management

Risk	Mitigation
Community resistance	Early messaging focusing on benefits
Contamination	Clear visuals and repeated education
Confusion about what goes where	Simple guides and consistent branding
Call centre overload	Scripts, FAQs and extra staffing during rollout
Misinformation	Rapid response communications

Evaluation & Success Measures

- Reduction in landfill waste volume
- FOGO participation rate
- Contamination rate
- Customer enquiry trends
- Social media sentiment
- Community satisfaction survey feedback

Roles & Responsibilities

- Communications team: messaging, campaigns and media

- Waste team: technical accuracy and operations
- Customer service: frontline support
- Educators/contractors: community outreach
- Councillors: community advocacy

Timeline

- 6 months prior: Awareness campaign begins
- 3 months prior: Education materials distributed
- 1 month prior: Preparation reminders
- Launch week: Intensive support
- 6 months after: Reinforcement and optimisation

Budget

- Printing and postage
- Advertising
- Education materials
- Outreach staffing
- Translation and accessibility services
- Digital content production

Continuous Improvement

The communications approach will be adjusted based on contamination data, feedback trends and community understanding to maximise long-term success of the FOGO service.

Done	Communication tool	Budget	Responsible	Date
	Council highlights page	\$0 Absorbed by Comms	Comms	
	Media Release Boosted	\$100	Comms	
	¼ page advert in Guardian and Sentinel	\$500	Comms	
	Radio advertising	\$600	Comms	

Done	Communication tool	Budget	Responsible	Date
	Council highlights page	\$0 Absorbed by Comms	Comms	
	Mayoral column	\$0	Comms	
	Our Swan Hill – Trent Rose	\$95 (still in credit)	Comms/Mayor	
	Reminder Media release and socials	\$0	Comms	

Swan Hill Rural City Council prepares community for upcoming FOGO service rollout

Swan Hill Rural City Council is preparing residents for the introduction of a new Food Organics and Garden Organics (FOGO) kerbside service, which will become mandatory for all households from [insert rollout date].

The new service is part of a statewide initiative to reduce landfill waste, cut greenhouse gas emissions, and transform food and garden waste into valuable compost for agriculture and soil improvement.

Mayor Cr Stuart King said the change is an important step in managing waste more sustainably and keeping long-term costs down for the community.

“FOGO is about making better use of the resources we already have.

“By keeping food and garden waste out of landfill, we reduce emissions, extend the life of our landfill, and create a useful product that comes back to benefit our region,” Cr King said.

Once the service begins, all households will be required to place food scraps and garden waste into their green-lid FOGO bin. Food waste will no longer be accepted in general rubbish bins.

Council’s Director Infrastructure, Leah Johnston said Council would support residents through the transition with clear information, online resources, and community information sessions.

“We understand change takes time, which is why we’re focusing heavily on education and support before and after rollout.

“Our goal is to make it as simple as possible for every household to get it right from day one,” she said.

Council will also run a comprehensive awareness and education campaign in the months leading up to rollout, including direct mail, school programs, community pop-ups, and translated resources for culturally diverse communities.

Residents are encouraged to start learning what can go into each bin now to avoid confusion and contamination once the service begins.

More information, including frequently asked questions and resources, is available at: XXXX

Post 1 – Awareness (Why FOGO is coming)

 BIG CHANGE IS COMING TO YOUR BIN COLLECTION

From XX, we're introducing a new FOGO service for all households.

FOGO stands for Food Organics and Garden Organics – meaning your food scraps and garden waste will go into your green bin.

Why?

- ✓ Reduce landfill waste
- ✓ Cut harmful emissions
- ✓ Turn waste into compost
- ✓ Keep costs down long-term

We'll be sharing everything you need to know in the lead-up.

Learn more:

Post 2 – What goes in the bin

 WHAT GOES IN YOUR FOGO BIN?

From rollout day:

- ✓ Fruit & vegetable scraps
- ✓ Meat, bones & dairy
- ✓ Tea bags & coffee grounds
- ✓ Garden clippings & leaves
- ⊘ No plastics, glass or general rubbish

Getting it right helps keep the service efficient and affordable for everyone.

More info coming soon.

Post 3 – Behaviour change focus

 SMALL CHANGE. BIG IMPACT.

Putting food scraps in your FOGO bin instead of landfill helps:

-  Reduce greenhouse gases
-  Create nutrient-rich compost
-  Lower long-term waste costs

Every household plays a part.

We're here to help you get it right from day one.

Post 4 – Support message

WE'RE HERE TO HELP WITH FOGO 

Council will support households with:

-  Easy-to-follow guides
-  How-to videos
-  Community info sessions

No one has to figure it out alone.

More details soon at: XX

Post 5 – Countdown (pre-launch phase)

 FOGO IS COMING SOON

Only X weeks until Swan Hill's new FOGO service begins.

Now is the time to start thinking:

✓ Do I know what goes in each bin?

✓ Am I ready for the change?

We'll be sharing reminders and tips right up to rollout day.

Stay tuned.

Post 6 – Launch week



FOGO STARTS THIS WEEK!

Your new green bin service is now active.

Remember:

✓ Food scraps → green bin

✓ Garden waste → green bin

✗ No food in red bin anymore

If you're unsure, check the guide or visit our website.

We're here to help you get it right.

FOGO (Food Organics and Garden Organics) Service Rollout**About you**01. What best describes your household? **Required**

Select one answer only
☐ House
☐ Unit/apartment
☐ Rental property
☐ Owner occupier
☐ Other

02. How many people live in your household? **Required**

Select one answer only
☐ 1
☐ 2
☐ 3-4
☐ 5+

03. Do you currently compost at home? **Required**

Select one answer only
☐ Yes, regularly
☐ Sometimes
☐ No

04. What types of materials do you typically compost at home?

If you answered yes or sometimes to previous question.

Select one answer only
☐ Food scraps only
☐ Garden waste only

☐ Both food scraps and garden waste
☐ Not sure
☐ Other

05. What are the main reasons you don't currently compost at home?

Select all that apply (If you answered no to the previous question.)

Select all that apply
☐ I don't know how to compost
☐ I don't have space
☐ I don't have time
☐ I don't have the right equipment
☐ I'm not interested in composting
☐ Other

Awareness and understanding

06. Before today, were you aware of the upcoming FOGO service? **Required**

Select one answer only
☐ Yes
☐ No

07. How confident are you about what goes in a FOGO bin? **Required**

Select one answer only
☐ Very confident
☐ Somewhat confident
☐ Not confident

08. What information would help you most?

Select all that apply

Select all that apply
☐ What goes in each bin
☐ Collection frequency
☐ How to manage smells/pests
☐ What liners to use
☐ What happens to the waste
☐ Other

Using the FOGO service

09. What challenges do you think you may face using FOGO?

Select all that apply
☐ Smell or hygiene concerns
☐ Space for bins
☐ Remembering what goes where
☐ Managing food waste in the kitchen
☐ Shared bins (units)
☐ No concerns
☐ Other

10. What would make it easier for you to use FOGO correctly? **Required**

Select all that apply
☐ Kitchen caddy
☐ Compostable liners
☐ Clear bin stickers
☐ Simple guides/magnets
☐ Reminders (SMS/email)
☐ Videos or demonstrations

☐ Other

Communication preferences

11. How would you like to receive information? **Required**

Select all that apply

Select all that apply
☐ Mail
☐ Email
☐ SMS
☐ Social media
☐ Council website
☐ Local newspaper
☐ Community events
☐ Other

12. Do you need information in another language or format? **Required**

Select one answer only
☐ Yes
☐ No

13. What is your preferred language?

Final Feedback

14. What concerns do you have about the FOGO service?

15. What would help you feel confident and ready for rollout?

16. Any other comments or suggestions?

Frequently Asked Questions:

State Governments regulations are yet to be endorsed therefore some changes may occur to the FAQ responses below prior to the service roll out.

What is FOGO?

FOGO stands for Food Organics and Garden Organics. It's a kerbside bin service for food scraps and garden waste, which are turned into compost instead of going to landfill.

Why is FOGO being introduced?

FOGO is being rolled out to:

- Reduce the amount of waste going to landfill
- Cut greenhouse gas emissions
- Extend the life of local landfill facilities
- Turn organic waste into useful compost
- Meet Victorian Government waste and recycling requirements

Is the FOGO service mandatory?

Yes. All households with an existing kerbside service will be required to use the FOGO bin once the service begins.

What goes in the FOGO bin?

You can put:

- Fruit and vegetable scraps
- Meat, bones and seafood
- Dairy products
- Bread, rice and pasta
- Tea bags and coffee grounds
- Garden waste like grass, leaves and small branches

What does NOT go in the FOGO bin?

Do not put:

- Plastic bags or packaging
- Glass, metal or general rubbish
- Treated timber or soil
- Pet waste (unless specified by Council)

Can I use bags in my kitchen caddy?

Yes, you can:

- Use compostable liners (recommended), or
- Wrap food scraps in newspaper, or
- Place food scraps loose in the bin

What happens to my FOGO waste?

Your food and garden waste is collected and processed into compost, which can be used in agriculture, landscaping and soil improvement.

Will it smell?

FOGO bins can be managed to reduce smell:

- Empty your kitchen caddy regularly
- Keep the lid closed
- Store your bin in a shaded area
- Use compostable liners or wrap food in paper

What happens if I put the wrong items in the bin?

Bins may be checked for contamination. If incorrect items are found:

- You may receive an education tag
- The bin may not be collected if contamination is severe

Correct sorting helps keep costs down and ensures the system works properly.

Will my bin collection change?

The FOGO Service (240 litre green bin) will operate as a weekly collection service.

The existing General Waste service (120 litre red bin) will convert to a fortnightly collection, once the FOGO service has been implemented.

Council will provide clear information before the service begins.

What support will Council provide?

Council will provide:

- Kitchen caddies
- Compostable liners
- Printed guides and bin stickers
- Online resources and videos
- Community information sessions
- Customer support

2.4 Ending Section 173 Agreement - 10 River Road Swan Hill

Directorate: Development and Planning
File Number: PLN2023055-2
Purpose: For Decision

EXECUTIVE SUMMARY

Application Number:	N/A
Proposal:	End a Section 173 Agreement
Applicant's Name:	Roy Costa Planning & Development
Address:	10 River Road Swan Hill
Land Size:	3.262 hectares
Zoning:	Farming
Overlays:	Land Subject to Inundation Overlay (LSIO) & Environmental Significance Overlay - Schedule 1 (ESO1)

Declarations of Interest:

Council Officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

Summary:

The purpose of this report is to seek a final decision from Council to support or not support ending the Section 173 Agreement attached to the title at 10 River Road, Swan Hill. The decision is sought under Section 178A of the *Planning and Environment Act 1987*.

At the Council meeting held December 2025, Council resolved to provide in-principal support to end the agreement. In accordance with Section 179C of the *Planning and Environment Act 1987*, the application to remove the agreement was required to be advertised.

The required advertising was undertaken with an objection received from Lower Murray Water (LMW).

It should be noted that if Council refuses to consent to removal of the Section 173 Agreement the requirement will remain on the title and will continue to apply to, and be transferred to, any future allotments in accordance with the conditions of PLN202305.

Discussion:

Section 173 Agreement AY983423E is currently registered on the parent title of Lot 2 PS 405848E, known as 10 River Road, Swan Hill (the subject land).

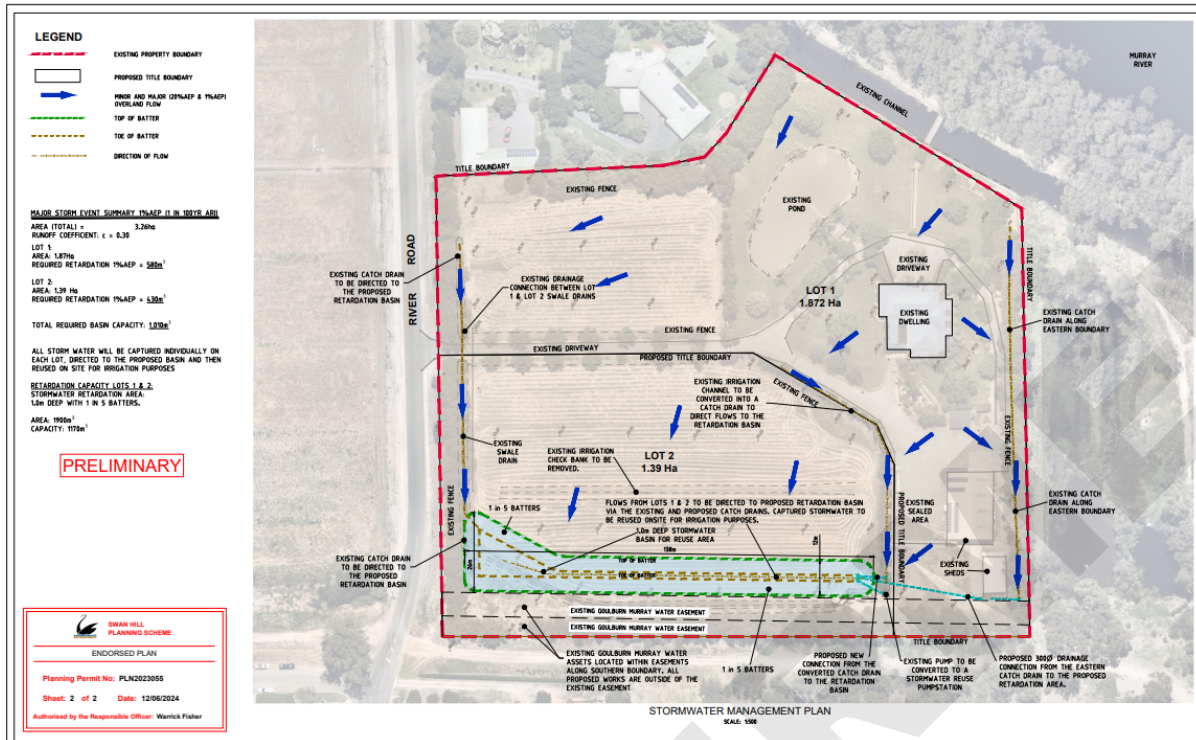
The agreement states the following:

“The Owner acknowledges and agrees that:

- a) There will be no further subdivision of the Land by any means with the exception of consolidation.*
- b) A dwelling must not be constructed on Lot 2;*
- c) Lot 1 is adjacent to and nearby farmland which is used for agricultural activity;*
- d) The existing agricultural use on nearby farmland may cause potential nuisance to the occupiers of Lot 1, included but not limited to dust, noise, odour, use of chemicals and farm machinery, traffic, and hours of operation; and*
- e) The level of amenity expected on Lot 1 will not be the same as experienced in a residential area.”*

The owner of the land has already agreed and entered into the agreement (registered on the Certificate of Title) to comply with the relevant condition in planning permit PLN2023055 which was issued on 12 June 2024. The decision to grant PLN2023055 was made by Council at the March 2024 Council meeting. Council considered at the time of granting the permit the Section 173 Agreement was a relevant condition to be included in the permit.

Figure 1: Approved Plan of Subdivision PLN2023055



Key Points / Issues:

The agreement was placed on planning permit PLN2023055, which allowed the subdivision of the land at 10 River Road, Swan Hill into 2 lots.

The subdivision is not yet finalised, with Statement of Compliance outstanding at the time of this report being written.

The owner/applicant has complied with the condition and executed the Section 173 Agreement on the current title.

As required by Section 178C(2) of the Planning and Environment Act 1987, the Responsible Authority must give notice of the proposal to:

- all parties to the agreement; and
- any other persons, if the Responsible Authority considers that the decision to amend or end the agreement may cause material detriment to them.

Notice was given to the same surrounding landowners/occupiers and referral authorities as per the advertising undertaken as part of PLN2023055.

One (1) objection was received from Lower Murray Water (LMW) as an adjoining landowner. The objection stated:

'LMW as an adjacent landowner advises that it objects to the removal of the Section 173 Agreement.

Removing the Section 173 Agreement from the Farming Zoned land would imply that the future use and development of a dwelling would be acceptable, contrary to the intent of the Farming Zone and LSIO Overlay within the Swan Hill Planning Scheme.

Most recently Council had an application at VCAT in 2025 for removal of a similar condition in a Section 173 Agreement with an objection from an adjoining landowner. In this case VCAT handed down its decision verbally and referred to:

“Inconsistent with the purpose of the agreement to enable a dwelling on Lot 2. In my opinion, I’ve considered how much weight to give the underlying planning controls that would allow for such an outcome on the land. A S173 agreement always has more work to do. Not a reason to remove it. The amendment would go against the purpose of the agreement – because as I asked Council, there are provisions in the Farming Zone that if a dwelling was to be established there may be an argument that the underlying controls in the scheme would allow for further subdivision (and impose greater pressure on amending that aspect of the agreement. A future purchaser may wish to use the land as a lifestyle property.

The removal of Clause 3.5 would facilitate applications to be made for the use of the land for accommodation. For example, a camping and caravan park could be applied for. This has the potential to cause detriment and go against current planning policies.

When I consider policies in the Planning Scheme they are essentially the same as those which were in place in 2015. I have concerns about a lack of consistency with the farming policies. Are there any changes in circumstances? Only that there is now a desire for a dwelling. Some potential for disadvantage to Mr Farmer because it would allow the use of the land for a dwelling, where it is otherwise prohibited. No reciprocal provision in the agreement to protect his right to farm.”

Should Council agree to end the Section 173 Agreement, LMW can appeal Council’s decision at VCAT under Section 184C of the Planning and Environment Act.

It is considered highly likely that an application for planning permit to use and develop the subject land for a dwelling will be submitted to Council. It is expected that LMW and NCCMA would object to an application of this nature and would have appeal rights at VCAT should a dwelling be approved.

Policy Impacts:

Assessment

The assessment is not a planning merits assessment, including not having regard to the planning scheme or the objectives of planning.

Below is an assessment that is required to be undertaken by Council and was presented to Council at the previous Council Briefing.

Section 178B sets out the matters that the responsible authority (Council) must consider when forming a view about a proposal. An assessment against Section 178B is set out below.

Section 178B(2) – Ending an Agreement

In considering a proposal under Section 178A to end an Agreement, the responsible authority must consider:

Matter	Response
The purpose of the agreement	- The agreement: - Prohibits further subdivision of the land; - Prohibits a dwelling being constructed on lot 2; and - Alerts any owner to amenity issues which may be caused by surrounding or nearby farming used. The agreement was placed on the title to protect the land from further fragmentation and to avoid dwellings being constructed in inappropriate areas which are likely to cause land use conflict.
Whether and why the agreement is no longer required	The surrounding context of the land remains unchanged. The agreement was considered appropriate in March 2024 at the time of the Council's decision, given only 18 months has passed since this time and no significant changes to the surrounding area need to be considered, the agreement is considered to still be required.
Whether ending the agreement would disadvantage any person, whether or not party to the agreement ^[1]	- The parties to this agreement are Swan Hill Rural City Council and the owner. - Given Council entered in the agreement with the intent to prevent or reduce future land use conflict between occupiers of the dwelling on Lot 1 and nearby agricultural activities, eliminate the risk of further fragmentation of farming land though subdivision and the use of the land for a dwelling it is considered that ending the agreement would disadvantage Council as a party to the agreement. - Council entered into the agreement to ensure inappropriate development would not be able to proceed in the future; the owners of the land have clear intentions to try and develop Lot 2 with a dwelling, ending the agreement is at odds with Council's recent decision to include the agreement on a planning permit.
The reasons why the responsible authority	The Responsible Authority entered into the agreement to ensure inappropriate development

entered into the agreement	would not proceed in the future and to protect itself from dealing with likely land use conflict issues.
Any relevant permit or other requirements the land is subject to under the Subdivision Act 1988	• Council's decision to issue PLN2023055 was made in March 2024 and allowed the land to be subdivided into two lots. • The subdivision permit has not yet been finalised (Lot 2 is yet to receive Statement of Compliance) and the application is already seeking to remove the 173-agreement and showing clear intent to apply for what the agreement prohibited.
Any other prescribed matter	• It is not considered that there is any other prescribed matter.

Consultation:

The request to remove the Section 173 Agreement was advertised as outlined in this report and one (1) objection was received.

Financial Implications:

All legal costs are borne by the applicant. There is potential VCAT costs that could be associated with removing the section 173 agreeing and any future planning applications for a dwelling on the land.

Social Implications:

Not applicable

Economic Implications:

Not applicable

Environmental Implications:

Any impacts will be assessed as part of the application process.

Risk Management Implications:

Council is following a legislative process, and this minimises risk.

Conclusion

Given the above information, it is considered Council should reconsider their position and not support the removal of the Section 173 Agreement after having followed a statutory procedure required by the Planning and Environment Act 1987.

Options:

1. Council refuse to end Section 173 Agreement AY983423E registered on Lot 2 PS 405848E, 10 River Road, Swan Hill.

2. Council approves ending 173 Agreement AY983423E registered on Lot 2 PS 405848E, 10 River Road, Swan Hill.

- Attachments:**
1. Application to Amend or End S_173 Agreement Redacted [2.4.1 - 20 pages]
 2. Lower Murray Water Objection to End 173 Agreement [2.4.2 - 1 page]

Recommendation/s

That Council refuses to end Section 173 Agreement AY983423E registered on Lot 2 PS 405848E, 10 River Road, Swan Hill.

CM 2026/49 Motion

MOVED Cr Thornton

Council approves ending 173 Agreement AY983423E registered on Lot 2 PS 405848E, 10 River Road, Swan Hill.

SECONDED Cr Englefield

The Motion was put and CARRIED 5 / 0

Cr Rogers returned to the meeting at 3:59 pm and was informed of the decision.



Please return this completed form to:
 PO Box 488, Swan Hill VIC 3585 | DX 30166
 45 Splatt Street, Swan Hill VIC 3585
 Tel: 03 5036 2333 | Fax: 03 5036 2340
 Email: planning@swanhill.vic.gov.au

Amending or Ending a Section 173 Agreement Application Form

You are able to apply to Swan Hill Rural City Council to amend or end a Section 173 Agreement on a land title. Depending on the complexity of the Agreement, the amendment/ending proposal will be actioned by Council officers and maybe referred to Council's solicitors if required. Interested parties to the Section 173 Agreement may be notified of the proposal, as applicable.

Applicant's details	
Name:	Roy Costa Planning & Development
Postal Address:	PO Box 2925 Mildura Vic 3502
Contact Phone:	5021 0031
Email:	admin@roycosta.com.au

Section 173 Agreement Detail	
Reference and Date of Section 173 Agreement:	AY983423E 24/03/2025
Planning Permit Number that required the Agreement:	PLN2023055
Address of Subject Land:	10 River Road Swan Hill Vic 3585
Title details (Volume, Folio, Plan of Subdivision numbers):	Volume 10332 Folio 720 Lot 2 PS 405848E
Details of the nature of the change sought to the Section 173 Agreement	Amendment ☐ End ☒

Reason for the proposed change to the Agreement	
See attached	The information contained in these documents have been redacted as defined in the Privacy & Data Protection Act 2014 and is provided for the purpose of the planning process as set out in the Planning & Environment Act 1987. The information must not be used for any other purpose. By entering this internet site, you acknowledge and agree that you will only use the document for the purpose specified above and that any dissemination or distribution of this information is strictly prohibited. If you have any questions, please contact Council's Privacy Officer on 5036 2333.
Has written consent to the proposed change been obtained from all parties to the Agreement?	
Owner of land consents, seeking Council consent	

Declaration

I declare that I am the applicant, and that all the information in this application is true and correct; and the owner (if not myself), has been notified of the application.

Signature: Roy Costa Digitally signed by Roy Costa
 Date: 2025.11.11 15:47:14 +11'00' Date: 11/11/2025



Please return this completed form to:
 PO Box 488, Swan Hill VIC 3585 | DX 30166
 45 Splatt Street, Swan Hill VIC 3585
 Tel: 03 5036 2333 | Fax: 03 5036 2340
 Email: planning@swanhill.vic.gov.au

Amending or Ending a Section 173 Agreement Checklist

When applying to Council to amend or end a Section 173 Agreement, the following documentation must be submitted with your application:

Checklist	Have you provided?
A completed application form	☒
A copy of the title A full, current copy of the title of the property, including any restrictions/covenants listed. A copy of this can be purchased from the Land Titles Office www.landata.vic.gov.au . Copies of Titles must not be older than 3 months from the lodgment date of your application.	☒
Detail of all parties to the Section 173 Agreement. A suitably qualified legal practitioner must prepare this information.	☒
A company search If the subject land is owned by a company, a company search must be submitted with the application to confirm the correct ownership details. The company search must not be older than 3 months from the lodgment date.	☒
The appropriate fee. A statutory fee is required. This covers the administration costs (including advertising or referral) of amending or ending the agreement. Please refer to Council's website for current fee: https://www.swanhill.vic.gov.au/building-and-planning/planning/fees-forms-checklists/ PLEASE NOTE: * Fees may be subject to change * If the agreement requires referral to Council's solicitors, the applicant will be responsible for any associated costs. An estimate of costs will be provided prior to the application being referred.	☒
Written statement outlining the reasons for amending or ending the Agreement. The application must be accompanied by a written statement that outlines the purpose of the amendment or ending of the Agreement, why the amendment or ending of the agreement is required, and any changes in circumstances that necessitates the proposed amendment.	☒

Personal Information

The personal information on this form is collected by Swan Hill Rural City Council (Responsible Authority) for the purpose of considering your application under the Planning & Environment Act 1987 (the Act). If you do not provide the prescribed information, Council will not be able to consider your application. You must not submit any personal information or copyrighted material of third parties without their informed consent. By submitting the material, you agree that the use of the material as detailed above does not breach any third party's right to privacy and copyright. Personal Information includes:

- * a third party's opinion about the planning application or related issue
- * photographs of a third party or their property
- * the name, address or contact details of any third party

If you have any concerns or wish to request access to your personal information, please contact Council's Planning Department on 5036 2352.



ROY COSTA PLANNING & DEVELOPMENT

164 Eighth Street Mildura
PO Box 2925 Mildura 3502
Phone (03) 50210031 Email: admin@roycosta.com.au

Our Ref: 21-062
Your Ref: PLN2023055-2

25 September 2025

Warrick Fisher
Planning Department
Swan Hill Rural City Council
PO Box 488
SWAN HILL VIC 3585

Dear Warrick,

**REQUEST TO REMOVE SECTION 173 AGREEMENT AY983423E
LOT 2 PS 405848E RIVER ROAD SWAN HILL**

We refer to the above Section 173 Agreement registered upon Lot 2 PS 405848E River Road Swan Hill.

On behalf of the owner of the land, we hereby request Council consent to the removal of this Section 173 Agreement from the title.

The request is sought due to the following:

- Lot 2 is only 1.186ha in area and therefore not suited for a standalone agricultural use.
- Proposed Lot 2 is located in front of Lot 1 of the subdivision that contains an existing dwelling.
- Proposed Lot 2 is the first allotment located along River Road over Arnoldt Street; with the southern side of Arnoldt Street developed into residential housing.
- The development of a dwelling would be keeping in character with the surrounding area.
- It should be noted that on the eastern side of River Road; for which 10 River Road exists; proposed Lot 2 would be the only allotment without a dwelling.
- Every allotment on the eastern side of River Road from Arnoldt Street for a distance of 1 kilometre contains a dwelling as follows:
 - 10 River Road(Proposed Lot 1 of this subdivision) 2.079ha
 - 20 River Road 0.7ha (approx.)
 - 62 River Road 0.7ha (approx.)

PLANNING INSTITUTE AUSTRALIA – REGISTERED PLANNER (RPIA)

Rokar Pty. Ltd. ABN 86 087 497 685 Trading As Roy Costa Planning & Development



- 68 River Road 1ha (approx.)
- 74 River Road 1ha (approx.)
- 82 River Road 1ha (approx.)
- Swan Hill Council approved the subdivision permits and dwelling permits that created the above allotments and construction of dwellings.
- The approval of this amendment is seen to meet the provisions of the Swan Hill Planning Scheme.
- The land is not valuable agricultural land; is not able to be used for any form of viable agricultural purposes; and importantly is not able to be consolidated with any other large agricultural allotment to increase an agricultural holding for farming purposes.
- The provisions within the Swan Hill Planning Scheme refer to the protection of agricultural land for agricultural pursuits/production; for which is not seen to reflect this land, as this land is not located within a surrounding farming area or in an area where agricultural/horticultural production is occurring.

We seek Council to consent to the removal of this Section 173 Agreement from the title.

If you have any queries in relation to the above, please contact Mr. Roy Costa from our office who will be pleased to assist.

Yours sincerely,

ROY COSTA RPIA
ROY COSTA PLANNING & DEVELOPMENT



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The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

Page 1 of 1

VOLUME 10332 FOLIO 720

Security no : 124127390364R
Produced 22/08/2025 11:05 AM

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 405848E.
PARENT TITLES :
Volume 09374 Folio 848 to Volume 09374 Folio 849
Created by instrument PS405848E 17/06/1997

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

AGREEMENT Section 173 Planning and Environment Act 1987
AY983423E 24/03/2025

DIAGRAM LOCATION

SEE PS405848E FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

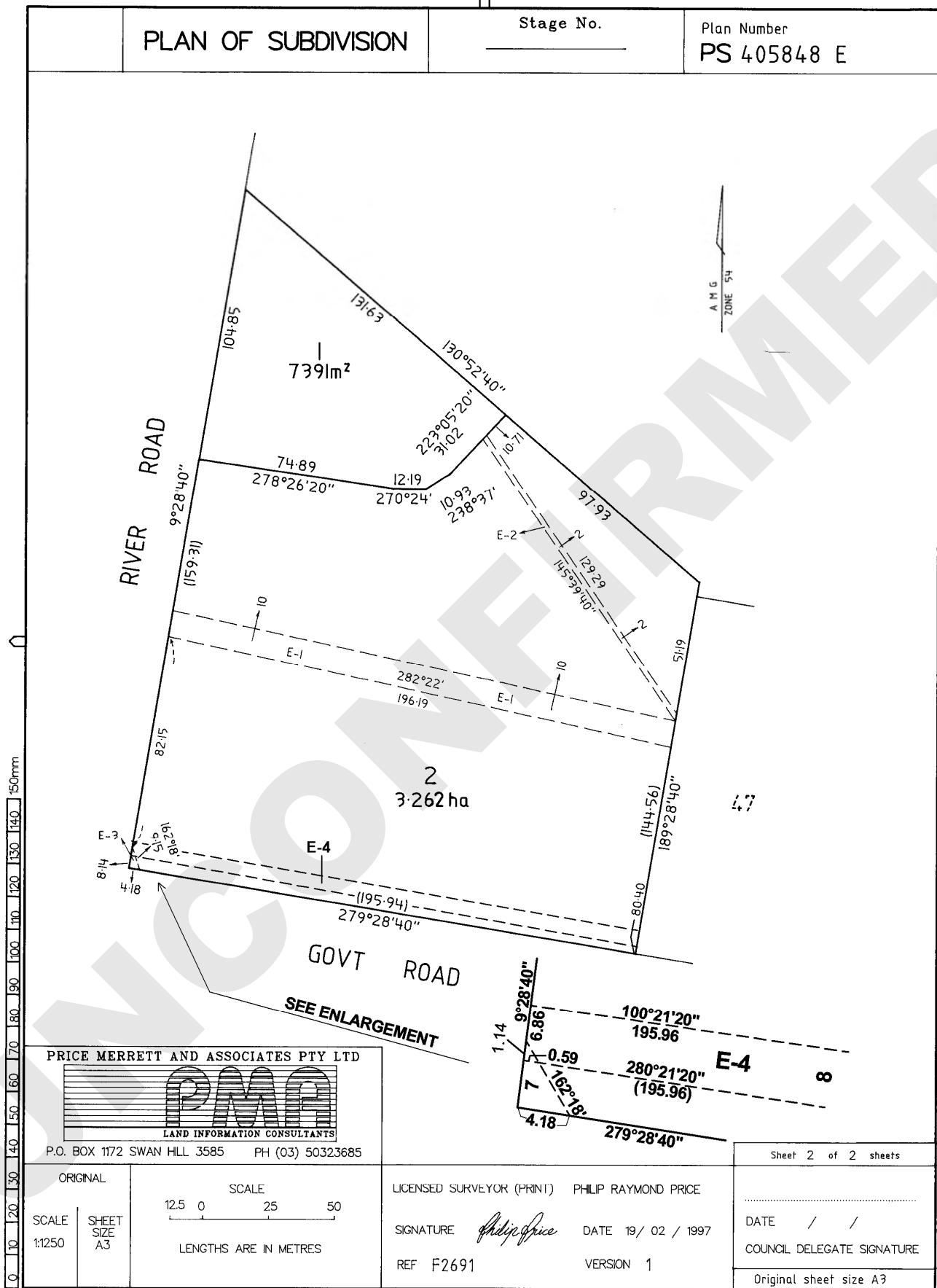
-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 10 RIVER ROAD SWAN HILL VIC 3585

DOCUMENT END

PLAN OF SUBDIVISION		STAGE NO. —	LTO use only EDITION 2	Plan Number PS 405848 E
Parish: CASTLE DONNINGTON Township: Section: Crown Allotment: 46 (PART) & 47 (PART) Crown Portion: LTO Base Record: LITHO Title Reference: VOL 9374 FOL 848 VOL 9374 FOL 849 Last Plan Reference: Postal Address: RIVER ROAD (at time of subdivision) SWAN HILL AMG Co-ordinates E 732800 Zone. 54 (of approx. centre of land in plan) N 6087450		Council Certificate and Endorsement Council Name. SWAN HILL RURAL CITY COUNCIL Ref. 97/16 C 1. This plan is certified under section 6 of the Subdivision Act 1988. ~~2. This plan is certified under section 11(7) of the Subdivision Act 1988.~~ ~~Date of original certification under section 6 / /~~ 3. This is a statement of compliance issued under section 21 of the Subdivision Act 1988. OPEN SPACE (i) A requirement for public open space under section 18 of the Subdivision Act 1988 has not been made. (ii) The requirement has been satisfied. ~~(iii) The requirement is to be satisfied in Stage~~ Council delegate ~~Council seal~~ Date 7 / 4 / 97 Re-certified under section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date / /		
Vesting of Roads and/or Reserves				
Identifier	Council/Body/Person			
NIL	NIL			
Notations				
Staging		This is/is not a staged subdivision Planning Permit No. 97 /		
Depth Limitation		DOES NOT APPLY		
WATERWAY NOTATION: LOT 1 IN THIS PLAN MAY ABUT CROWN LAND THAT MAY BE SUBJECT TO A CROWN LICENCE TO USE Survey This plan is/is not based on survey This survey has been connected to permanent marks no(s) In Proclaimed Survey Area No.				
Easement Information				
Legend		LTO use only		
E-Encumbering Easement or Condition in the Nature of an Easement A-Appurtenant Easement R-Encumbering Easement (Road)		Statement of Compliance/ Exemption Statement		
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	POWER SUPPLY	10	THIS PLAN SECTION 44 ELECTRICITY INDUSTRY ACT 1993	POWERCOR AUST LTD
E-2	SEWERAGE	2	THIS PLAN	LOT ONE IN THIS PLAN
E-3	WAY	SEE DIAG	C/E R424197E	C/T V. 10051 F. 830
E-3 & E-4 WATER SUPPLY & DRAINAGE		8	AD102292T	GOULBURN-MURRAY RURAL WATER AUTHORITY
PRICE MERRETT AND ASSOCIATES PTY LTD		LICENSED SURVEYOR (PRINT) PHILIP RAYMOND PRICE		LTO use only
		SIGNATURE <i>Philip Price</i> DATE 19/02/1997		PLAN REGISTERED TIME 8:40 AM DATE 17 / 6 / 97 <i>John D. Teunissen</i> Assistant Registrar of Titles
P.O. BOX 1172 SWAN HILL 3585 PH (03) 50323685		REF F2691 VERSION 1		Sheet 1 of 2 Sheets
				DATE 7 / 4 / 97 COUNCIL DELEGATE SIGNATURE Original sheet size A3



PRICE MERRETT AND ASSOCIATES PTY LTD



P.O. BOX 1172 SWAN HILL 3585 PH (03) 50323685

ORIGINAL

SCALE
1:1250SHEET
SIZE
A3

SCALE
12.5 0 25 50
LENGTHS ARE IN METRES

LICENSED SURVEYOR (PRINT) PHILIP RAYMOND PRICE

SIGNATURE

DATE 19/ 02 / 1997

REF F2691

VERSION 1

Sheet 2 of 2 sheets

DATE / /

COUNCIL DELEGATE SIGNATURE

Original sheet size A3

PLAN NUMBER PS405848E							
MODIFICATION TABLE RECORD OF ALL ADDITIONS OR CHANGES TO THE PLAN WARNING: THE IMAGE OF THIS PLAN/DOCUMENT HAS BEEN DIGITALLY AMENDED. NO FURTHER AMENDMENTS ARE TO BE MADE TO THE ORIGINAL PLAN/DOCUMENT.							
AFFECTED LAND/PARCEL	LAND/PARCEL IDENTIFIER CREATED	MODIFICATION	DEALING NUMBER	DATE	TIME	EDITION NUMBER	ASSISTANT REGISTRAR OF TITLES
LOT 2	E-4	CREATION OF EASEMENT	AD102292T	20/09/04		2	W.S.



Department of Environment, Land, Water & Planning

Electronic Instrument Statement

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Produced 30/05/2025 12:52:24 PM

Status	Registered	Dealing Number	AY983423E
Date and Time Lodged	24/03/2025 10:28:43 AM		

Lodger Details

Lodger Code	16984L
Name	BECK LEGAL
Address	
Lodger Box	
Phone	
Email	
Reference	MWO:564496-119

APPLICATION TO RECORD AN INSTRUMENT

Jurisdiction	VICTORIA

Privacy Collection Statement

The information in this form is collected under statutory authority and used for the purpose of maintaining publicly searchable registers and indexes.

Estate and/or Interest	FEE SIMPLE

Land Title Reference	10332/720

Instrument and/or legislation

RECORD - AGREEMENT - SECTION 173
Planning & Environment Act - section 173

Applicant(s)

Name	SWAN HILL RURAL CITY COUNCIL
Address	
Street Number	45
Street Name	SPLATT
Street Type	STREET
Locality	SWAN HILL
State	VIC
Postcode	3585

Additional Details

Reference :MWO:564496-119
Secure Electronic Registries Victoria (SERV), Level 13, 697 Collins Street Docklands 3008
Locked bag 20005, Melbourne 3001, DX 210189
ABN 86 627 986 396

AY983423E Page 1 of 2





Department of Environment, Land, Water & Planning

Electronic Instrument Statement

Refer Image Instrument

The applicant requests the recording of this Instrument in the Register.

Execution

1. The Certifier has taken reasonable steps to verify the identity of the applicant or his, her or its administrator or attorney.
2. The Certifier holds a properly completed Client Authorisation for the Conveyancing Transaction including this Registry Instrument or Document.
3. The Certifier has retained the evidence supporting this Registry Instrument or Document.
4. The Certifier has taken reasonable steps to ensure that this Registry Instrument or Document is correct and compliant with relevant law and any Prescribed Requirement.

Executed on behalf of	SWAN HILL RURAL CITY COUNCIL
Signer Name	JOSHUA CRAIG ENNIS
Signer Organisation	BOWCOLE PTY LTD
Signer Role	AUSTRALIAN LEGAL PRACTITIONER
Execution Date	24 MARCH 2025

File Notes:

NIL

This is a representation of the digitally signed Electronic Instrument or Document certified by Land Use Victoria.

Statement End.



Imaged Document Cover Sheet

The document following this cover sheet is an imaged document supplied by LANDATA®, Secure Electronic Registries Victoria.

Document Type	Instrument
Document Identification	AY983423E
Number of Pages (excluding this cover sheet)	9
Document Assembled	

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The document is invalid if this cover sheet is removed or altered.



Agreement pursuant to section 173 of the Planning and Environment Act 1987 (Vic)

BETWEEN

SWAN HILL RURAL CITY COUNCIL

and



Section 173 Agreement – 10 River Road, Swan Hill 3585

THIS AGREEMENT is made the **24TH** day of **MARCH** 2025

PARTIES:

SWAN HILL RURAL CITY COUNCIL of 45 Splatt Street, Swan Hill in the State of Victoria

(Council)

AND

of 10 River Road, Swan Hill in the State of Victoria

(the Owner)

BACKGROUND:

- A. The Owner is the registered proprietor of the Land.
- B. Council is the Responsible Authority for the administration and enforcement of the Act for the Scheme.
- C. The Land is within the municipality of Council and affected by the Scheme.
- D. On 12 June 2024 Council issued the Planning Permit which permits subdivision of land (2 lots) and associated drainage works in the farming zone affected by the environmental significance overlay - schedule 1 and the land subject to inundation overlay.
- E. Condition 6 of the Planning Permit provides:

"Before the Statement of Compliance is issued under the Subdivision Act 1988, the owner must enter into an agreement with the Responsible Authority under section 173 of the Planning and Environment Act 1987. This agreement must provide for the following:

 - a. No further subdivision by any means with the exception of consolidation.*
 - b. No dwelling is permitted on proposed Lot 2.*
 - c. The owner of Lot 1 acknowledges and accepts the possibility of nuisance from agricultural activities on adjacent and near land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.*

The owner of the land must pay all of the Responsible Authority's reasonable legal costs and expenses of this agreement, including preparation, execution and registration on title."
- F. If the Land is encumbered by a mortgage, the mortgage is identified in the Definitions and the Mortgagee's consent will be affixed to the Agreement.
- G. The parties acknowledge that this Agreement provides for:
 - (a) matters intended to satisfy Condition 6 of the Planning Permit;
 - (b) matters intended to achieve and advance the objectives of planning in Victoria; and
 - (c) matters intended to achieve and advance the objectives of planning in the Scheme and is made pursuant to Section 173 of the Act.



1. DEFINITIONS

In this Agreement:

Act means the *Planning and Environment Act 1987* (Vic).

Agreement means this Agreement, including the Schedule and Annexures and the background to this Agreement.

Business Day means Monday to Friday excluding public holidays in Victoria.

Endorsed Plans means the plan or plans endorsed with the Stamp of Council from time to time attached to the Planning Permit, which can be inspected from Council Offices upon appointment.

Lot means any lot created by the proposed subdivision under the Planning Permit.

Land means all that piece of land being Lot 2 on Plan of Subdivision 405848E being the whole of the land described in Certificate of Title Volume 10332 Folio 720.

Planning Permit means planning permit #PLN2023055 a copy of which can be inspected from Council Offices upon appointment.

Plan of Subdivision means the proposed plan of subdivision of the Land a copy of which can be inspected from Council Offices upon appointment.

Scheme means the Swan Hill Planning Scheme or any other planning scheme which applies to the Land from time to time.

2. INTERPRETATION

The parties agree and acknowledge that in this Agreement:

- 2.1 The singular includes the plural and the plural includes the singular.
- 2.2 A reference to a gender includes a reference to each other gender.
- 2.3 The reference to a person includes a reference to a firm, corporation, association or other entity and their successors in law.
- 2.4 If a party consists of more than one person this Agreement binds them jointly and each of them severally.
- 2.5 A reference to a statute includes any statute amending, consolidating or replacing that statute and includes any subordinate instruments made under that statute.
- 2.6 The Background to this Agreement is and will be deemed to form part of this Agreement including any terms defined within the Background.

3. COMMENCEMENT

This Agreement came into force on the date it was made and set out above or and if no date is specified on the day in which the Agreement was registered on the relevant Certificate of Title to the Land.



4. TERMINATION OF AGREEMENT

This Agreement may be ended by mutual agreement between Council and the Owner either wholly or in part or as to any part of the Land. As soon as reasonably practicable after this Agreement has ended, Council must, at the request and at the cost of the Owner, apply to the Registrar of Titles under Section 183 of the Act to cancel the recording of this Agreement on the Register.

5. OWNER'S COVENANTS

5.1 Specific Obligations on the Owner

The Owner acknowledges and agrees that:

- 5.1.1 there will be no further subdivision of the Land by any means with the exception of consolidation;
- 5.1.2 a dwelling must not be constructed on Lot 2;
- 5.1.3 Lot 1 is adjacent to and nearby farmland which is used for agricultural activity;
- 5.1.4 the existing agricultural use on nearby farmland may cause potential nuisance to the occupiers of Lot 1, including but not limited to dust, noise, odour, use of chemicals and farm machinery, traffic, and hours of operation; and
- 5.1.5 the level of amenity expected on Lot 1 will not be the same as experienced in a residential area.

5.2 Further Obligations on the Owner

5.2.1 Covenants run with the Land

The Owner's obligations in this Agreement are intended to take effect as covenants which shall be annexed to and run at law and in equity with the Land and every part of it, and bind the Owner and their successors, assignees and transferees, the registered proprietor or proprietors for the time being of the Land and every part of the Land.

5.2.2 Successors in title

Until this Agreement is recorded on the folio of the Register which relates to the Land pursuant to Section 181 of the Act, the Owner must ensure that its successors in title give effect to and do all acts and sign all documents which will require those successors to give effect to this Agreement including requiring the successors in title to execute a deed agreeing to be bound by the terms of this Agreement. Until that deed is executed, the Owner, being party to this Agreement, remain liable to perform all of the Owner's obligations contained in this Agreement.

5.2.3 Further assurance

The Owner agrees to do all that is necessary to enable Council to make an application to the Registrar of Titles to make a recording of this Agreement



Section 173 Agreement – 10 River Road, Swan Hill 3585

on the Certificate of Title to the Land in accordance with Section 181 of the Act, including the signing of any further agreement, acknowledgement or other document which relates to the Land.

5.2.4 Payment of Council's costs

The Owner agrees to pay on demand to Council Council's costs and expenses incurred and incidental to the preparation, execution and registration of this Agreement pursuant to Section 181 of the Act, together with all costs of enforcing this Agreement if deemed necessary by Council.

5.2.5 Mortgagee to be bound

The Owner agrees to obtain the consent of any Mortgagee to be bound by the covenants in this Agreement if the Mortgagee becomes mortgagee in possession of the Land.

5.2.6 Indemnity

The Owner agrees to indemnify and keep Council, its officers, employees, agents, workmen and contractors indemnified from and against all costs, expenses, losses or damages which they or any of them may sustain, incur or suffer or be or become liable for or in respect of any suit, action, proceeding, judgment or claim brought by any person arising from any non-compliance with this Agreement.

5.2.7 Non-compliance

If the Owner has not complied with this Agreement within 14 days after the date of service on the Owner by Council of a notice which specified the Owner's failure to comply with any provision of this Agreement, the Owner agrees:

5.2.7.1 to allow Council's officers, employees, contractors or agents to enter the Land and rectify the non-compliance;

5.2.7.2 to pay to Council on demand, Council's reasonable costs and expenses incurred as a result of the Owner's non-compliance; and

5.2.7.3 to pay interest at the rate of 2% above the rate prescribed under Section 2 of the *Penalty Interest Rates Act 1983* on all monies which are due and payable but remain owing under this Agreement until they are paid in full;

And the Owner agrees;

5.2.7.4 to accept a certificate signed by the Chief Executive Officer of Council (or any nominee of the Chief Executive Officer) as prima facie proof of the costs incurred by Council in rectifying the Owner's non-compliance with this Agreement;



Section 173 Agreement – 10 River Road, Swan Hill 3585

5.2.7.5 that any payments made for the purposes of this Agreement shall be appropriated first in payment of any interest and any unpaid costs of Council and then applied in repayment of the principal sum; and

5.2.7.6 that all costs or other monies which are due and payable under this Agreement but which remain owing shall be a charge on the Land until they are paid in full.

5.3 Council access

The Owner agrees to allow Council and its officers, employees, contractors or agents or any of them to enter the Land (at any reasonable time) to assess compliance with this Agreement.

5.4 Owner's warranty

The Owner warrants and covenants that:

5.4.1 the Owner is the registered proprietor (or is entitled to become the registered proprietor) of the Land and is also the beneficial owner of the Land;

5.4.2 there are no mortgages, liens, charges or other encumbrances or leases or any rights inherent in any person other than the Owner affecting the Land which have not been disclosed by the usual searches of the folio of the Register for the Land or notified to Council;

5.4.3 no part of the Land is subject to any rights obtained by adverse possession or subject to any easements or rights described or referred to in Section 42 of the *Transfer of Land Act 1958*; and

5.4.4 until this Agreement is recorded on the folio of the Register which relates to the Land, the Owner will not sell, transfer, dispose of, assign, mortgage or otherwise part with possession of the Land or any part of the Land without first disclosing to any intended purchaser, transferee, assignee or mortgagee the existence and nature of this Agreement.

6. GENERAL

6.1 Council's powers not restricted

This Agreement does not fetter or restrict Council's power or discretion in respect of any of Council's decision making powers including but not limited to an ability to make decisions under the *Local Government Act 1989*, and the *Local Government Act 2020* or to make or impose requirements or conditions in connection with any use or development of the Land or the granting of any planning permit, the approval or certification of any plans of subdivision or consolidation relating to the Land or the issue of a statement of compliance in connection with any such plans.

6.2 Time of the essence

Time is of the essence as regards all dates, periods of time and times specified in this Agreement.



6.3 Governing law and jurisdiction

This Agreement is governed by and is to be construed in accordance with the laws of Victoria. Each party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts and tribunals of Victoria and waives any right to object to proceedings being brought in those courts or tribunals.

6.4 Enforcement and severability

6.4.1 This Agreement shall operate as a contract between the parties and be enforceable as such in a court of competent jurisdiction regardless of whether, for any reason, this Agreement were held to be unenforceable as an Agreement pursuant to Division 2 of Part 9 of the Act.

6.4.2 If a court, arbitrator, tribunal or other competent authority determines that a word, phrase, sentence, paragraph or clause of this Agreement is unenforceable, illegal or void, then it shall be severed and the other provisions of this Agreement shall remain operative.

7. NOTICES

7.1 Service of notice

A notice or other communication required or permitted to be served by a party on another party must be in writing and may be served:

- 7.1.1 by delivering it personally to that party;
- 7.1.2 by sending it by prepaid post addressed to that party at the address set out in this Agreement or subsequently notified to each party from time to time; or
- 7.1.3 by sending it by facsimile provided that a communication sent by facsimile shall be confirmed immediately in writing by the sending party or by hand delivery or prepaid post.

7.2 Time of service

A notice or other communication is deemed served

- 7.2.1 if delivered, on the next following business day;
- 7.2.2 if posted, on the expiration of two business days after the date of posting; or
- 7.2.3 if sent by facsimile, on the next following business day unless the receiving party has requested re-transmission before the end of that business day.



Section 173 Agreement – 10 River Road, Swan Hill 3585

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and year first hereinbefore written.

THE COMMON SEAL of the SWAN HILL
RURAL CITY COUNCIL was hereunto affixed
in the presence of,

Chief Executive Officer

SCOTT BARBER

Full name (print)

Councillor

LES MYPHEE

Full name (print)

Councillor

STUART KING

Full name (print)



Section 173 Agreement – 10 River Road, Swan Hill 3585

SIGNED SEALED AND DELIVERED by the)
said in the)
presence of:)
)

Witness

Print full name



18 March 2026

Ref: SN22/007454
Pac: 27653

Swan Hill Rural City Council
DX 30166
Swan Hill Vic 3585

Dear Sir/Madam

**Application to end Section 173 Agreement
10 River Road, Swan Hill**

Lower Murray Water (LMW) acknowledge receipt of your letter dated 5 March 2026, advising Council has received an application to end the Section 173 Agreement on the above land.

Objection

LMW as an adjacent landowner advises that it objects to the removal of the Section 173 Agreement.

Removing the Section 173 Agreement from the Farming Zoned land would imply that the future use and development of a dwelling would be acceptable, contrary to the intent of the Farming Zone and LSIO Overlay within the Swan Hill Planning Scheme.

Yours faithfully

AO'Rourke

**ANNE O'ROURKE
MANAGER GROWTH & DEVELOPMENT**

Mildura (Head Office)
T 03 5051 3400
741-759 Fourteenth Street
Mildura Victoria 3500
PO Box 1438
Mildura Victoria 3502
AUSDOC DX 50023

Swan Hill (Area Office)
T 03 5036 2150
73 Beveridge Street
Swan Hill Victoria 3585
PO Box 1447
Swan Hill Victoria 3585
AUSDOC DX 30164

Kerang (Area Office)
T 03 5450 3960
56 Wellington Street
Kerang Victoria 3579
PO Box 547
Kerang Victoria 3579
AUSDOC DX 57908

E contactus@lmw.vic.gov.au

lmw.vic.gov.au



ABN 18 475 808 826

**All Emergencies
1800 808 830**



3 Officer Report for Noting

3.1 Planning Quarterly Report (January-March 2026)

Directorate: Development and Planning
File Number: N/A
Purpose: Information Only

Council Plan Strategy Addressed

1. Growth and Development – Building a resilient local economy, supporting businesses and attracting investment for a thriving future. Objective 1.2: Strengthen the visitor economy by showcasing the municipality's unique places, culture, and experiences.

1.2.1 Grow the visitor economy.

1.2.2 Support a range of accommodation options to attract and retain overnight visitors.

Current Strategic Documents

Swan Hill Rural City Council Planning Scheme

Declarations of Interest

Council Officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

Summary

This report provides a quarterly update (January – March 2026) on the status of planning permit applications.

Discussion

Planning Permit Activity Data

The following data has been sourced from the State Government's Planning Permit Activity Reporting System (PPARS). Planning permit activity data is submitted by council and reported through the State Government's planning activity reporting system.

These figures are effective from 9 April 2026.

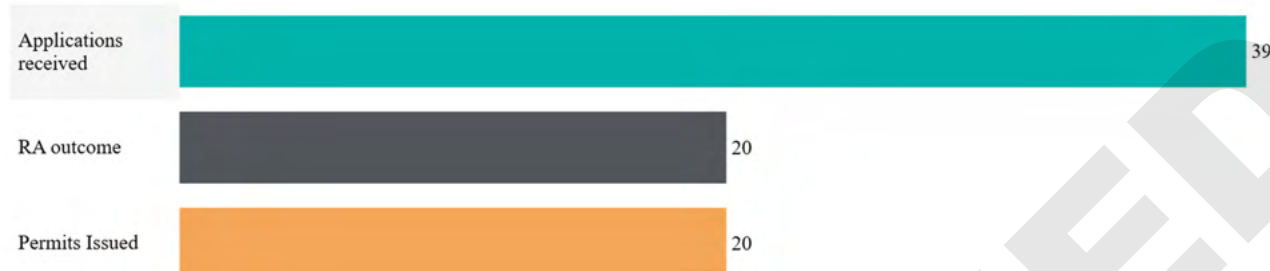
During the quarter from 1 January – 31 March 2026, the following planning permit activity was recorded:

Number of Applications

- 39 applications received
- 20 permits issued
- No refusals
- 0 withdrawn

Figure 1: Graph of planning activity

Source: PPARS



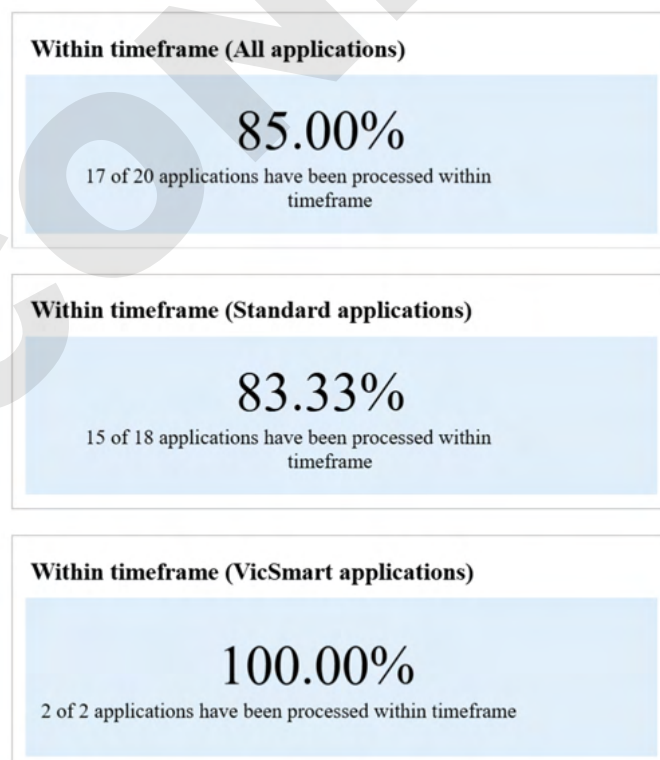
Processing timeframes

During quarter 3 the following planning permit processing time frames were recorded:

- 85% of all applications were processed within statutory timeframes
- 83% of standard applications were processed within 60 days
- 100% of Vicsmart applications were processed within 10 days
- Median processing days for standard applications was 58 days
- Median processing days for Vicsmart applications was 8.5 days

Figure 2: Decisions within statutory timeframe percentages

Source: PPARS

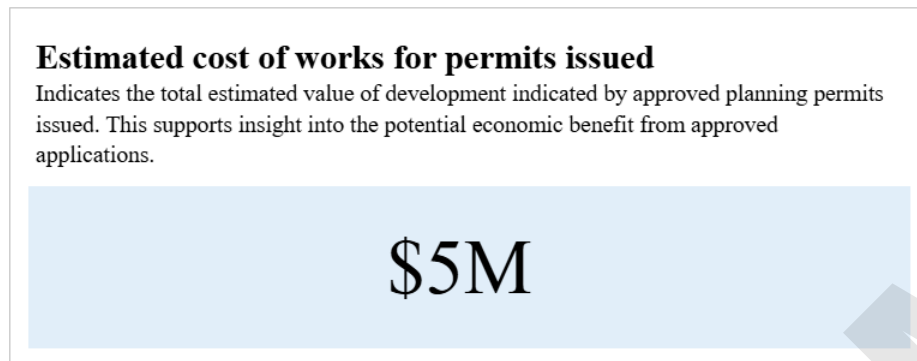


Estimated Cost of works

For quarter 3 the estimated value of developments which have received planning permit approval is estimated to be \$5 million.

Figure 3: Estimate cost of development

Source: PPARS



Consultation

Out of the 20 applications determined for the quarter:

- 3 involved pre application meetings
- 10 required further information
- 12 applications were advertised/notice given
- 1 attended a Council Briefing

Post Permit Applications

During the quarter the following post permit applications were issued:

- 1 Secondary consent

Subdivisions (Certification and Statement of Compliance)

During the quarter:

- 6 plans of subdivision were certified; and
- 7 statements of compliance were issued, creating 22 new lots.

Current Permit Applications

Council has currently 49 active planning applications (effective 9 April 2026). These include:

- 7 are considered complex
- 21 are on track
- 21 waiting on further information.

Applications of note

- Mallee Catchment Management Authority's Levee Bank Works applications lodged (x 6 sites)
- Extension to an Existing Medical Centre (Headspace building) at 11 Pritchard Street, Swan Hill.
- Extension of time request for 25 Murray Valley Highway, Swan Hill (Worker Accommodation) received.

- 49 Herbert Street, Robinvale – Development of two dwellings (funded by Regional Development Victoria)

VC Amendments

A VC amendment is a direct change to the Victoria Planning Provisions (VPP) of one or more planning schemes, authorised by the Minister for Planning to update state policies, rules, or mapping.

Amendment VC265

Amendment VC265 streamlines planning scheme content by introducing administrative and technical changes across all Victorian planning schemes. It supports the implementation of updated policy directions, improves consistency, and corrects minor errors or omissions without changing planning outcomes.

What's new:

The amendment updates local planning schemes to align with the current Victorian Planning Provisions, including revised references, formatting corrections, and minor policy refinements. These changes do not alter existing land use controls or introduce new development rights.

In short:

The amendment tidies up and modernises planning scheme documents across Victoria, ensuring they remain accurate, consistent, and aligned with state planning policy—without affecting how land can be used or developed.

Amendment VC271

Amendment VC271 updates the Victoria Planning Provisions (VPP) and all Victorian Planning Schemes by changing the Farming Zone (Clause 35.07) and the Rural Activity Zone (Clause 35.08). It introduces a new planning exemption from the minimum subdivision lot size requirement where land is being subdivided to allow for utility installations used to transmit, distribute or store electricity.

What's new:

Land in the Farming Zone and Rural Activity Zone can now be subdivided below the minimum lot size specifically for electricity infrastructure purposes, such as substations or other utility installations, without triggering the usual minimum subdivision controls.

In short:

The amendment removes a key planning barrier for electricity infrastructure in rural zones, supporting the rollout of energy transmission, distribution and storage projects across Victoria.

Amendment VC300

Amendment VC300 implements the Mid-Rise Code, introducing new deemed-to-comply assessment provisions for four to six storey residential developments in residential zones.

What it means in practice:

Eligible mid-rise housing developments that meet the specified standards can be assessed more quickly and with greater certainty, as they are considered to comply with planning requirements if they meet the set criteria. This aims to streamline approvals, provide clearer design expectations, and support increased housing development in appropriate residential areas.

Commencement:

The amendment comes into operation on 16 April 2026.

Amendment VC304

Amendment VC304 extends the expiry date of Clause 52.04 (Transitional Provisions for a Dependent Person's Unit) by 12 months, moving the expiry to 28 March 2027. This allows the continued use and development of land for dependent person's unit under the existing transitional provisions.

What it means in practice:

The amendment ensures that the current planning arrangements supporting dependent person's units remain available for an additional year, providing continued flexibility for families needing to accommodate dependent relatives on the same property.

GC Amendments

A GC amendment (Government Combined amendment) is used by the Minister for Planning to make a change to more than one planning scheme simultaneously.

Amendment GC269

During the gazettal of VC286 the Schedule to Clause 52.27 was removed from the Darebin, Greater Shepparton, Port Phillip and Pyrenees Planning Schemes but inadvertently left in the remaining 78 planning schemes. GC269 removes the Schedule to Clause 52.27 from the remaining schemes.

What it means in practice:

This amendment fixes an earlier oversight. A schedule relating to gaming machines (Clause 52.27) was meant to be removed from all planning schemes, but it was accidentally left in some. This amendment removes it from those remaining schemes, so everything is consistent across Victoria:

- **Clause 52.27 (Gaming)** still exists and continues to control gaming machines through the planning system.
- What was being removed was the **local schedule** to that clause in some planning schemes.
- These schedules often contained **old, duplicated or inconsistent local rules** about gaming machines.

- Over time, the State has moved toward a more **standardised, statewide framework**, with stronger controls also sitting outside planning (e.g. licensing and caps).

The schedules were removed to clean up outdated local rules and make the system more consistent across Victoria, not to weaken controls on gaming machines.

Financial Implications

N/A

Social Implications

Applications for housing are being monitored to ensure Council's housing target and that set by the State are being added to our totals.

Economic Implications

Approved permits this quarter are worth \$5M to the community in new development.

Environmental Implications

Applications need to consider:

- Natural environment
- Existing built environment
- Future of the community

Risk Management Implications

Planning Scheme codifies to reduce risks to community are being implemented via State led amendments.

Attachments: Nil

Options

1. That Council notes the content of this report.

Recommendation/s

That Council note the Planning Permit Progress Report January to March 2026.

CM 2026/50 Motion

MOVED Cr Jennings

That Council note the Planning Permit Progress Report January to March 2026.

SECONDED Cr Thornton

The Motion was put and CARRIED 6 / 0

3.2 Major Projects Progress Update - March 2026

Directorate: Infrastructure

File Number: S15-28-04

Purpose: For Discussion

Council Plan Strategy Addressed

6. Transparency and Effectiveness – Ensuring Council is open, accountable and responsive, with services and decision-making that reflect community expectations.

Objective 6.2: Strengthen Council's internal capability, resources, systems and financial sustainability.

6.2.3 Strengthen planning and data to support long-term decision-making.

Current Strategic Documents

10 Year Major Project Plan

Declarations of Interest

Council Officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

Summary

This report provides an update on the status of major and complex projects being delivered across Swan Hill Rural City Council for the quarter ending 31 March 2026.

Overall, the portfolio is performing well, with the majority of projects progressing well. Several projects have reached completion during the quarter, while others have transitioned into delivery or advanced design stages.

Discussion

The third quarter of the financial year has seen continued progress across the capital works program, with key achievements including:

Completion of multiple civil and infrastructure projects, including:

- Ten Steps Renewal
- Retaining Wall Works
- Tyntynder Road Rehabilitation
- Milloo Street Boat Mooring Platform (Design)

Significant advancement of major projects:

- Robinvale Workers Accommodation progressing well, with fit-out nearing completion
- Quambatook Road Reconstruction progressing through Stage 1 construction

Progression of several projects into delivery phase:

- Karinie Street Reconstruction (construction commenced)
- Woorinen South Footpath (contract awarded)
- Nyah Barbecue Shelter (contract awarded)

Advancement of design and planning activities across upcoming projects, including:

- Lake Boga Netball Courts
- Herbert Street Accommodation

As of 31 March 2026, Council is managing an active portfolio with multiple projects in design, procurement, and construction phases, reflecting a balanced and forward pipeline of works.

Further details on individual project status are provided in Appendix 1.

Completed Projects

Several key projects have been successfully delivered across the municipality, demonstrating continued progress in both renewal and new infrastructure delivery.

The table below lists projects completed to date in this financial year:

Location	Project
Swan Hill	SH Art Gallery Redevelopment
Swan Hill	SH Tourism and Cultural Hub @ Pioneer Settlement
Swan Hill	Public Open Space - Tower Hill Stage 15
Swan Hill	McCallum Street Public Toilet Renewal
Swan Hill	Starter Blocks at Swan Hill Outdoor Pool
Swan Hill	Council Chamber Refurbishment
Swan Hill	Alan Garden Reserve - Filtration System Upgrade
Swan Hill	Bryan St drainage upgrade (150m)
Swan Hill	Monash Drive Viewing platform irrigation and landscaping
Swan Hill	Pental Island Pedestrian Bridge Design
Robinvale	Latje Road Footpath, 398m
Robinvale	Centenary Park Public Toilet
Robinvale	Robinvale Caravan Park Bank Protection - Design, Consent & Permits
Manangatang	Footpath from CBD to P-12 School, 300m
Nyah	Nyah Community Centre Renewal
Hayesdale	Hayesdale Kooloonong Road Widening & Rehabilitation

Woorinen North	Glover Road widening & rehabilitation
Swan Hill	Ten Steps Renewal
Swan Hill	Retaining Wall
Tyntynder	Tyntynder Road Rehabilitation

The total value of these works is approximately \$19M. These projects form part of Council's broader capital works program, with expenditure distributed across multiple financial years.

Consultation

Consultation has been undertaken with project managers prior to drafting this report.

Financial Implications

There are no financial implications associated with receiving this report.

Social Implications

There are no social implications associated with receiving this report.

Economic Implications

There are no economic implications associated with receiving this report.

Environmental Implications

There are no environmental implications associated with receiving this report.

Risk Management Implications

There are no risk management implications associated with receiving this report.

Attachments: 1. CM MPP Monthly Report Mar 2026 [3.2.1 - 2 pages]

Options

1. That the Council notes the progress made on projects reported.

Recommendation/s

That Council notes the progress made on projects reported.

CM 2026/51 Motion

MOVED Cr Rogers

That Council notes the progress made on projects reported.

SECONDED Cr Broad

The Motion was put and CARRIED 6 / 0

Major Projects Progress Update – March 2026

Major Projects Plan (MPP) - Quarterly Report - Ending 31 March 2026					
Location	Project Title	Overall Project Status	Work completed %	Project status as at 31 March 2026	Forecasted completion date*
Swan Hill	Ten Steps Renewal	On Budget, On Schedule, Agreed Scope	100%	Works complete.	Mar-26
Swan Hill	Retaining Wall	On Budget, On Schedule, Agreed Scope	100%	Works complete.	Feb-26
Swan Hill	Tyntynder Road Rehabilitation	On Budget, On Schedule, Agreed Scope	100%	Works complete.	Feb-26
Swan Hill	Milloo Street Boat Mooring Platform - Design only	On Budget, On Schedule, Agreed Scope	100%	All permits received. Certain permits to be obtained by contractor prior to start of works.	Mar-26
Swan Hill	SH Tourism and Cultural Hub @ Pioneer Settlement - Construction	Under Budget, On Schedule, Agreed Scope	95%	Majority of defects rectified, with few defects such as entry doors currently being addressed.	Feb-28
Swan Hill	Riverside Park Mooring Platform	On Budget, Behind Schedule, Agreed Scope	Design -100% Construction - 0%	Contract awarded. Project team progressing approval of the development application. Shop drawings approved.	Nov-26
Swan Hill	Little Beveridge Street Reconstruction	On Budget, Behind Schedule, Agreed Scope	98%	Works completed in accordance with tender design. Tree root barriers approved as a contract variation and scheduled for installation in May.	May-26
Swan Hill	Swan Hill Sporting Hub - Design	On Budget, On Schedule, Agreed Scope	90%	Detailed design 90% complete and being reviewed.	May-26
Woorinen	Woorinen South Footpath	On Budget, On Schedule, Agreed Scope	0%	Contract awarded to local Contractor.	May-26
Robinvale	Robinvale Community Arts Centre - Electrical switchboard upgrade	On Budget, Behind Schedule, Agreed Scope	0%	Contract awarded. Project Manager working with Powercor for a potential upstream infrastructure upgrade.	Nov-26
Robinvale	Robinvale Workers Accommodation	On Budget, On Schedule, Agreed Scope	70%	Fit-out complete for five units, with works at an advanced stage for the remaining five units. Landscaping works awarded to local contractor.	Jun-26
Robinvale	Herbert Street Accommodation	On Budget, On Schedule, Agreed Scope	0%	Go-ahead received from Council and approval received from funding body. Civil design in progress. Building- concept design for modular homes underway. Planning permit application submitted.	Apr-27

Major Projects Progress Update – March 2026

Major Projects Plan (MPP) - Quarterly Report - Ending 31 March 2026					
Location	Project Title	Overall Project Status	Work completed %	Project status as at 31 March 2026	Forecasted completion date*
Robinvale	Robinvale Dog Park	On Budget, On Schedule, Agreed Scope	0%	Consultant engaged for design.	Sep-26
Lake Boga	Lake Boga Netball Courts Replacement	On Budget, On Schedule, Agreed Scope	0%	Detailed design in progress.	Feb-27
Nyah	Nyah Barbecue Shelter	On Budget, On Schedule, Agreed Scope	0%	Contract awarded to local contractor.	Jun-26
Lake Boga	Quambatook Road Reconstruction	On Budget, On Schedule, Agreed Scope	35%	Stage 1 sub-base complete. Base layer works for Stage 1 scheduled to commence in April.	Jul-26
Swan Hill	Ken Harrison Reserve Irrigation Upgrade	On Budget, On Schedule, Agreed Scope	0%	Tender evaluation in progress.	TBC
Swan Hill	Karinie Street Reconstruction	On Budget, On Schedule, Agreed Scope	5%	Site works commenced early March. Shared path construction progressing on northern side.	Nov-26
Robinvale	Robinvale Riverfront Terraces	On Budget, Behind Schedule, Agreed Scope	Design - 100% Construction - 0%	Contract awarded to local contractor. RFI received regarding Council's CHMP application, with review and resubmission planned for April.	Nov-26
Swan Hill	Pental Island Bridge - Design & Construction	On Budget, Behind Schedule, Agreed Scope	Design - 100% Construction - 0%	Fabrication complete. CHMP approved. Contractor to apply for maritime permits once landowner consent is received.	Nov-26
Nyah	Nyah Cricket Pavilion	On Budget, On Schedule, Agreed Scope	10%	Tender released to market. A fire control requirement for the building has been identified which may have significant cost implications for the project. Further specialist advice is being obtained to investigate potential mitigation options.	Apr-27

*Subject to weather conditions, permit approvals and any other unforeseen delays

4 Decisions Which Need Action / Ratification

4.1 Sign and Seal

Directorate: Chief Executive Officer
File Number: S16-05-01
Purpose: For Noting

Declarations of Interest:

Council officers affirm that no general or material conflicts need to be declared in relation to the subject of this report.

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 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
1213	173 Agreement – 7354 Murray Valley Highway, Kenley VIC 3597	Between Swan Hill Rural City Council and B.H.Lanyon and A.J.Lanyon and Mallee Catchment Authority	05/05/26
1214	173 Agreement – 50A Fisher Road, Narrung VIC 3597	Between Swan Hill Rural City Council and A.J.Fisher and Mallee Catchment Authority	05/05/26

Note: A Section 173 Agreement is 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 refer to Section 173 of the Planning and Environment Act 1987.

Consultation

Council authorise the signing and sealing of the above documents.

Recommendation/s

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

CM 2026/52 Motion

MOVED Cr Englefield

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

SECONDED Cr Rogers

The Motion was put and CARRIED 6 / 0

4.2 Councillor Briefings - Record of Attendance and Agenda Items

Directorate: Chief Executive Officer
File Number: S15-05-06
Purpose: For Noting

Declarations of Interest:

Council officers affirm that no general or material conflicts need to be declared in relation to the matter of this report.

Summary

The following report provides attendance details of Councillor Briefings on a monthly basis.

Discussion

Whilst Minutes have not been recorded, Agenda items and those in attendance are reported and presented to Council.

A briefing of Councillors is defined as a meeting that is planned or scheduled 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 a briefing but rather direction can be given that is likely to lead to a formal decision of Council.

Details of the most recent briefings of Council are attached.

Council Plan Strategy Addressed

6. Transparency and Effectiveness – Ensuring Council is open, accountable and responsive, with services and decision-making that reflect community expectations.
Objective 6.1: Deliver accessible, responsive and inclusive customer and community engagement.

6.1.3 Improve community engagement and participation in Council decisions.

Current Strategic documents

No strategic documents applicable.

Key Legislation

There is no key legislation applicable

Attachments: 1. COUNCILLOR BRIEFINGS ATTENDANCE AND AGENDA
May [4.2.1 - 4 pages]

Options

Council Briefings are reported to ensure good governance and transparency.

Recommendation

That Council note the contents of the report.

CM 2026/53 Motion

MOVED Cr Jennings

That Council note the contents of the report.

SECONDED Cr Englefield

The Motion was put and CARRIED 6 / 0

COUNCILLOR BRIEFINGS ATTENDANCE AND AGENDA

21 April 2026 at 11.30pm, Swan Hill Town Hall, Council Chambers

AGENDA ITEMS

- Murray Darling Basin Plan - Submission

ADDITIONAL ITEMS DISCUSSED

- Lake Boga issues

ATTENDANCE

Councillors

- Cr Stuart King
- Cr Terry Jennings
- Cr Hugh Broad
- Cr Lindsay Rogers
- Cr Peta Thornton
- Cr Philip Englefield

Apologies / Leave of Absence

- Cr Les McPhee

OFFICERS

- Scott Barber, Chief Executive Officer
- Leah Johnston, Director Infrastructure
- Michelle Grainger, Director Development and Planning

Other

- Geoff Turner – Murray River Group of Councils – Executive Officer

CONFLICT OF INTEREST

- Nil

COUNCILLOR BRIEFINGS ATTENDANCE AND AGENDA

28 April 2026 at 10.00am, Swan Hill Town Hall, Council Chambers

AGENDA ITEMS

- Swan Hill Comfort Centre
- Regional Industry Skills Connector (RISC)
- Budget
- Caravan Park Lease Renewals
- Robinvale Resource Centre
- VCAT Outcome 5332 Murray Valley Highway Swan Hill

ADDITIONAL ITEMS DISCUSSED

- Nil

ATTENDANCE

Councillors

- Cr Stuart King
- Cr Les McPhee
- Cr Hugh Board
- Cr Terry Jennings
- Cr Philip Englefield
- Cr Peta Thornton

Apologies / Leave of Absence

- Cr Lindsay Rogers

OFFICERS

- Scott Barber, Chief Executive Officer
- Bruce Myers, Director Community and Cultural Services
- Michelle Grainger, Director Development and Planning
- Leah Johnston, Director Infrastructure
- Stephen Fernando, Director Corporate Services
- Dennis Hovenden, Economic Development Co-ordinator
- Jess Chislett, Procurement and Properties Co-ordinator
- Nathan Keighran, Economic Development Co-ordinator
- Alexandra Jefferies, Planning Manager

Other

- Glenn Stewart, Regional Industry Skills Connector (RISC)

CONFLICT OF INTEREST

- Nil

COUNCILLOR BRIEFINGS ATTENDANCE AND AGENDA
5 May 2026 at 10.00am, Swan Hill Town Hall, Council Chambers

AGENDA ITEMS

- Concrete crushing report
- Planning Quarterly Report (Jan-Mar 2026)
- 10 River Road Swan Hill_ Ending Section 173 Agreement
- Strategic Planning
- Audit and Risk Committee Chairperson – Rosanne Kava
- Governance Report - Council Policy Review & Delegations Update
- Major Projects Progress Update
- Furniture for Council Chamber
- Presentation on Rating calculations
- FOGO report
- Drag strip / Mechanical concrete

ADDITIONAL ITEMS DISCUSSED

- CUC Mallee – Appointment to the Board – Stephen Fernando
- Number 9 Channel
- Government Land opportunities
- Vendor Panel (point of sale system, records management system, Gov Hub, Customer Request System, CX strategy and IT Strategy)
- Cancellation of permit – 8 saleyards Road
- Liquor license
- Nyah District Action Group
- Insurance Manangatang Hall
- Tooleybuc bridge and Swan Hill bridge
- Independent person on the CEO Employment and Remuneration Committee (Executive staff left the Council Chambers for this item)

ATTENDANCE

Councillors

- Cr Stuart King
- Cr Hugh Board
- Cr Lindsay Rogers
- Cr Terry Jennings
- Cr Peta Thornton
- Cr Les McPhee

Apologies / Leave of Absence

- Cr Philip Englefield

OFFICERS

- Scott Barber, Chief Executive Officer
- Bruce Myers, Director Community and Cultural Services
- Michelle Grainger, Director Development and Planning
- Leah Johnston, Director Infrastructure
- Stephen Fernando, Director Corporate Services
- Helen Morris, Organisational Development Manager
- Alexandra Jefferies, Planning Manager
- Peter Ross, Engineering and Strategic Projects Manger
- Azam Suleman, Manager – Project Manager Office
- Dennis Hovenden, Economic and Community Development Manager

Other

- Rosanne Kava – Audit and Risk Committee Chairperson
- Mark Humpries – Skid City

CONFLICT OF INTEREST

- Nil

5 Notices of Motion

Nil.

6 Foreshadowed Items

Nil.

7 Urgent Items Not Included In Agenda

Nil.

8 To Consider and Order on Councillor Reports

8.6 Cr Hugh Broad

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
25/04	RSL	ANZAC Day March
01/05	Swan Hill Inc	North Traders Twilight Market
06/05	Swan Hill Inc	Biznet After Dark
18/05	Swan Hill Inc	Board Meeting

8.5 Cr Philip Englefield

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
25/04	RSL	Robinvale ANZAC Day Ceremonies
04/05	REBA	Meeting

8.7 Cr Lindsay Rogers

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
22/04	MDBA	Basin Plan Council Briefing

8.3 Cr Terry Jennings

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
3/5/2026	SHRCC	Chat with Councillor Sunday Market
1/5/2026	Swan Hill Inc	Swan Hill North Traders Twilight Event
22/4/2026	Murray Darling Basin Authority	Council briefing

8.4 Cr Peta Thornton

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
03/05	SHRCC	Chat with Councillor Sunday Market
13/05	Swan Hill Sustainability Group	Meeting
14/05	Swan Hill Neighbourhood House	Neighbourhood House Week celebration
22/04	Murray Darling Basin Authority	Council briefing
Various		Phone calls and community consultation re: Victorian floodplain restoration projects - Nyah-Vinifera

8.1 Cr Stuart King

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
22/04/2026	MDBA	Basin Plan Council Briefing
23/04/2026	James Newbury MP	State Election Advocacy (RCV)
25/04/2026	RSL Swan Hill Sub Branch	Dawn Service & Morning March/Service
27/04/2026	Rikkie Lee Tyrell MLA	State Election Advocacy
28/04/2026	Victorian Museum & Galleries Awards	Art Gallery Nominated
29/04/2026	MRGC	Meeting to approve MRGC Basin Plan Submission
29/04/2026	Australian Christian College - Swan Hill Campus	Briefing re expansion to Secondary in 2027
29/04/2026	Anne Webster MP	Discussion re fuel crisis & cost escalations
30/04/2026	RCV	Committee Meeting
02/05/2026	Swan Hill Bowls Club	Official Opening of 60th May Carnival
04/05/2026	Nyah District Action Group	Monthly Meeting
06/05/2026	Meeting with Ratepayer	
06/05/2026	WIN TV	State Budget Interview
06/05/2026	SH Inc	BizNet After Dark
14/05/2026	WIN TV	Federal Budget Interview

8.2 Cr Les McPhee

List events / meetings attended

Date	Organisation / Group	Details (if relevant)
22/04/26	Murray Darling Basin Authority review	
23/04/26	MAV Board meeting	
25/04/26	ANZAC Dawn Service Nyah	
25/04/26	ANZAC Service Lake Boga	
4/05/26	Swan Hill Bowls Club 60th Anniversary Dinner	
14/05/26	MEMPC meeting	
14/05/26	Neighbourhood House Community BBQ Lunch	

9 In-Camera Items

RECOMMENDATION

That, in accordance with sections 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for the consideration of the following confidential items:

CM 2026/54 MOTION

MOVED Cr Rogers

That Council, resolve to close the meeting at 4:33 pm to members of the public to consider the following items.

SECONDED Cr Englefield

The Motion was put and CARRIED 6 / 0

9.1 Independent Chair - CEO Employment and Remuneration Committee

CONFIDENTIAL ITEM This item is to be considered at an In Camera meeting in accordance with Section 3(1) (g(ii)) of the Local Government Act 2020, on the grounds that the item concerns private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

CM 2026/55 Motion

MOVED Cr Englefield

That Council appoint Aldo Antolli as the independent professional member for the CEO Employment and Remuneration Committee for the 2026 CEO review cycle.

SECONDED Cr Rogers

The Motion was put and CARRIED 6 / 0

CM 2026/56 MOTION

MOVED Cr Rogers

That the meeting move out of closed session at 5:01 pm.

SECONDED Cr Englefield

The Motion was put and CARRIED 6 / 0

10 Close of Meeting

There being no further business the Mayor, Cr King closed the meeting at 5:02 pm.