



Council Meeting Agenda

Tuesday 3 December 2024 at 6:00 pm
Council Chambers (and by video conferencing)
East Gippsland Shire Council Corporate Centre
273 Main Street, Bairnsdale 3875



Acknowledgement of Country

East Gippsland Shire Council acknowledges the Gunaikurnai, Monero and the Bidawel people as the Traditional Custodians of this land that encompasses East Gippsland Shire, and their enduring relationship with country. The Traditional Custodians have cared and nurtured East Gippsland for tens of thousands of years.

Council value their living culture and practices and their right to self-determination. Council pays respect to all Aboriginal and Torres Strait Islander people living in East Gippsland, their Elders, past, present, and future.

Council information

East Gippsland Shire Council live streams, records and publishes its meetings via webcasting (youtube.com/c/EastGippyTV) to enhance the accessibility of its meetings to the broader East Gippsland community.

These recordings are also archived and available for viewing by the public or used for publicity or information purposes. At the appropriate times during the meeting, any members of the gallery who are addressing the council will have their image, comments or submissions recorded.

No other person has the right to record Council meetings unless approval has been granted by the Chair.

In line with the *Local Government Act 2020*, Councillors are able to attend Council meetings electronically or in person and the meetings will be open to the public via livestreaming.

Members of the public are invited to view the Council Meeting livestreamed by following the link on Council's website or Facebook page.

Councillors

Cr John White (Mayor)
Cr Sonia Buckley (Deputy Mayor)
Cr Arthur Allen
Cr Jodie Ashworth
Cr Tom Crook
Cr Barry Davis
Cr Joanne Eastman
Cr Bernie Farquhar
Cr Ian Trevaskis

Executive Leadership Team

Fiona Weigall Chief Executive Officer
Stuart McConnell General Manager Assets and Environment
Sarah Johnston General Manager Business Excellence
Chris Stephenson General Manager Place and Community

Purpose of Council meetings

- (1) Council holds scheduled meetings and, when required, unscheduled meetings to conduct the business of Council.
- (2) Council is committed to transparency in decision making and, in accordance with the *Local Government Act 2020*, Council and Delegated Committee meetings are open to the public and the community are able to attend.
- (3) Meetings will only be closed to members of the public, in accordance with section 66 of the Act, if:
 - (a) there are clear reasons for particular matters to remain confidential; or
 - (b) a meeting is required to be closed for security reasons; or
 - (c) it is necessary to enable the meeting to proceed in an ordinary manner.
- (4) A meeting closed to the public for the reasons outlined in sub-rule 3(b) or 3(c) will continue to be livestreamed. In the event a livestream is not available:
 - (a) the meeting may be adjourned; or
 - (b) a recording of the proceedings may be available on the Council website.

Governance Rules

A copy of East Gippsland Shire Council's governance rules can be found at
<https://www.eastgippsland.vic.gov.au/council/council-policies>

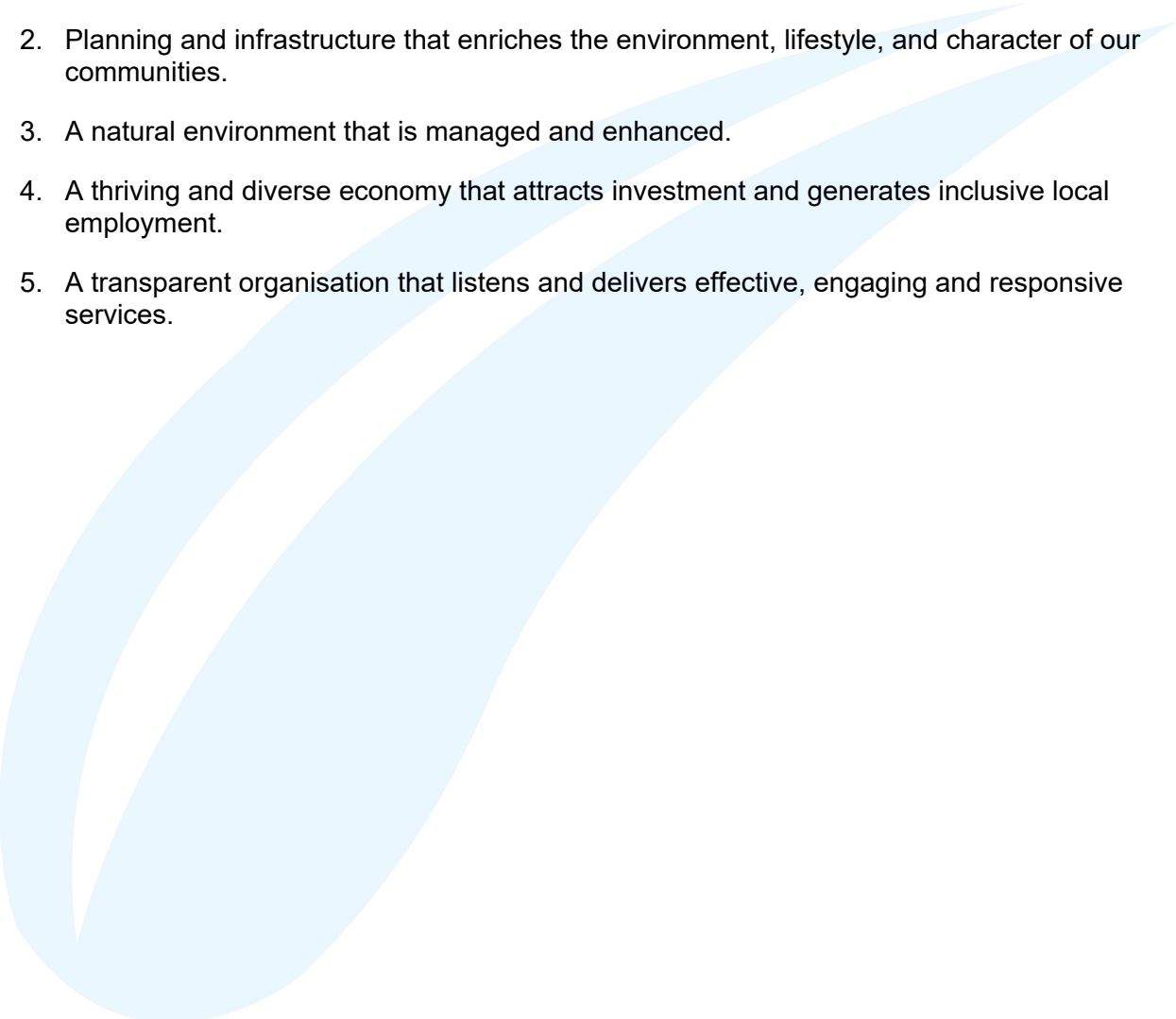
Councillors pledge

As Councillors of East Gippsland Shire Council, we solemnly and sincerely declare and affirm that we will consider each item on this agenda in the best interests of the whole municipal community.

Vision

East Gippsland is an inclusive and innovative community that values our natural environment, puts community at the centre of Council decision-making, and creates the conditions in which communities can thrive.

Our Strategic Objectives

1. An inclusive and caring community that respects and celebrates diversity.
 2. Planning and infrastructure that enriches the environment, lifestyle, and character of our communities.
 3. A natural environment that is managed and enhanced.
 4. A thriving and diverse economy that attracts investment and generates inclusive local employment.
 5. A transparent organisation that listens and delivers effective, engaging and responsive services.
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1 Procedural

1.1 Recognition of Traditional Custodians

East Gippsland Shire Council acknowledges the Gunaikurnai, Monero and the Bidawal people as the Traditional Custodians of this land that encompasses East Gippsland Shire, and their enduring relationship with country. The Traditional Custodians have cared and nurtured East Gippsland for tens of thousands of years.

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1.2 Apologies

Cr Sonia Buckley

1.3 Declaration of Conflict of Interest

1.4 Confirmation of Minutes

That the minutes of the Council Meeting held Tuesday 15 October 2024 and the Statutory meeting of Tuesday 26 November 2024 be confirmed.

1.5 Next Meeting

The next Council Meeting is scheduled to be held on Tuesday 17 December 2024 at the Corporate Centre, 273 Main Street Bairnsdale commencing at 6.00 pm.

1.6 Requests for Leave of Absence

1.7 Condolences

That Council conveys condolences to the family, friends and colleagues of East Gippsland Shire Council Marina Consultative Committee Member, the late Neil Hopkins, who recently passed away.

1.8 Open Forum

1.8.1 *Petitions*

1.8.2 *Questions of Council*

1.8.3 *Public Submissions*

1.9 Items for Noting

In accordance with section 54(4)(b) of the *Local Government Act 2020*, a copy of the Audit and Risk Committee Annual Performance Report is to be tabled and subsequently recorded in the minutes of the meeting.

Attachments

1. Audit and Risk Committee Annual Performance Report [1.9.2.1 - 13 pages]



Audit and Risk Committee

Annual Performance Report

2023/24



EXECUTIVE SUMMARY

This report outlines the results of the Audit and Risk Committee's (the Committee) annual performance review for 2023/24. The Audit and Risk Committee Charter (the Charter) requires the Committee to review its performance against the requirements of the Charter each year and to provide the analysis to the Council.

The annual performance review is discussed with Council at a joint briefing session and a Council report is tabled by the Chief Executive Officer providing an overview for consideration at the next Council meeting.

The Committee met in July to discuss the results of the performance review which was conducted using a survey to elicit feedback on the key elements of the Charter and operation of the Committee. Generally, responses indicated the Committee is meeting the expectations of those involved in its operation.

The Committee thought that it is generally working well and the Committee's observations are summarised below:

- In this year's review the discussions were broadly based and focussed on how the Committee could best provide value by working with Councillors and Council Staff. The Committee is operating effectively within the Charter which provides clarity of its role and to be more strategic.
- The Committee felt that the in-camera pre-meetings are an invaluable tool in helping to focus on issues of importance during the formal meeting.
- An opportunity for the Committee skill development and understanding may be to leverage off other Gippsland Councils Committees to increase Councillor and Independent Member financial literacy and increase the skill set.
- The Committee has full support from Officers during discussions and feel comfortable raising questions. It was also noted, the culture of the Committee has grown over the last two years and an element of trust has been formed which demonstrates the current effectiveness of the Committee.

Background

The Charter requires the Committee to conduct annually, an evaluation of the performance of the Audit and Risk Committee against the Charter and provide a report for the Chief Executive Officer to table at the next Council meeting.

The process undertaken for the review is summarised as follows:

1. A questionnaire on the performance of the Committee was completed by individual Committee members, Councillors who do not sit on the Committee and Senior Officers.
2. Discussion on the collated responses by the Committee at a special members-only session was held on 22 July 2024. The meeting was facilitated by the Committee Chair.
3. This Report outlining the findings of the performance review, is prepared by the Chair and circulated electronically to Committee members for review and endorsement in August 2024.
4. This Report is to be discussed informally at a joint meeting between Councillors and Audit and Risk Committee members at a meeting to be held 24 September 2024.
5. A Council Report providing a summary of the performance review (incorporating this Report and feedback from the discussion with Councillors) is to be tabled by the Chief Executive Officer for consideration by Council at the next available Council meeting.



The evaluation questionnaire completed by survey respondents covered the following areas of the Committee's operations:

- strengths and weaknesses of the Committee over the past 12 months and key focus areas for the next 12 months;
- the Committee's understanding and conduct of its required duties;
- the appropriateness of the Committee charter;
- the mix of skills within the Committee; and
- the conduct of meetings and administrative matters.

The evaluation questionnaire (refer **Attachment 1**) was provided to the four groups: Independent Committee Members; Councillor Committee Members; Senior Officers and Councillors who do not sit on the Committee. The feedback received was used to evaluate the Committee's performance.

In analysing the feedback from the review, it should be emphasised that the scope for meaningful statistical analysis is very limited. This is because the sample size is small and not necessarily representative. Eighteen people were eligible to complete the survey and nine people chose to respond (50%).

Category	Number Surveyed	Responses Received
Independent Committee members	4	2
Councillor Committee members	3	3
Councillors (non-Committee members)	6	2
Senior Officers	5	2
Total	18	9

By necessity, the primary focus of the evaluation is on considering and interpreting comments, especially the issues and suggestions they highlight.

Discussion

Beyond the broad themes identified in the Executive Summary, the review provided an overview of the functioning of the Committee during the 2023/24 period. Taking these areas of performance in turn, the responses are summarised below.

Findings from the review

What does the committee do well? (Q2)

The Committee continues to be perceived by those responding to the survey, as engaged and respectful while thoroughly reviewing the prepared papers. The in-camera pre-meetings of the Committee are seen to be valuable for all members being able to gain an insight into other members attitudes and in prioritising agenda items so sufficient time is allocated to those areas of most critical importance and requiring extensive discussion by the Committee.

Survey respondents noted the Committee challenges Management in a probing, yet respectful manner with all members of the Committee contributing equally to meetings.

A response also indicated that the agenda is more in-depth and forward-looking with strategic focus areas and emerging issues.

Positive comments relating to what the Committee are doing well were made by all respondents.



Are there any specific tasks or functions the Committee could undertake in a better way? (Q3)

For the second year in a row, it has been noted that whilst a wrap up post meeting for Councillor feedback is conducted without Officers present, the feedback in the survey indicated reporting from the Committee to Council, wasn't meeting one Councillor's expectations. It is understood a verbal update is provided to Councillors post meeting. An opportunity has been identified that a template could be developed and populated by Officers during or post the meeting to encapsulate the information to be provided to other Councillors not present at the Committee meeting.

A respondent noted it would be beneficial if Committee members have questions related to the reports, that the questions are provided ahead of the meeting to ensure a response can be provided prior to or at the meeting. This is to ensure the agenda items and the discussion fits within the Committee Charter. The papers would need to be presented earlier than is currently being provided to allow members the time to provide the questions noting Officers can take questions on notice in the meeting. Responses can be circulated out of session if necessary.

As the timeframes are not conducive to allow Councillors (who have both Audit and Risk Papers and Councillor Briefing papers) to review prior to a Committee meeting, and the Independent members may not have the time to read the papers until the weekend preceding the meeting providing questions ahead of time, is not feasible. All Officers are provided the option to take a question on notice, if required and the responses can be circulated out of session or at the next scheduled Committee meeting.

It is noted there has been a change in the Chief Executive Officer and key Executives during the 12 months leading to the survey and the relationships and collaboration during this time has not diminished as all are working towards the best outcome for Council.

An additional action for Officers is to explore whether there is an opportunity for those Councillors who have not presided or attended an Audit and Risk Committee meeting to observe the meeting. This will provide the Councillors with a greater understanding of what is within the remit of the Audit and Risk Committee.

Thinking about what the organisation does to assist the Committee to meet its responsibilities, is there anything Council or Council Officers should stop doing; start doing; do more or do less? (Q4)

Communication and administration of the Committee has developed positively with the appointment of the current Independent Members and Councillors. The Committee members noted the Committee is working effectively and has continued to grow and develop communication within the last 12 months.

There is an ongoing concern with the number of outstanding audit actions and the length of time for completion of actions. It is pleasing these are being discussed with the Chief Executive Officer (through the Chair).

Continued liaison with the Chair ensures the agenda includes items which are required to be presented and any other matters are discussed to determine if they are relevant. This is particularly relevant to include learnings/insights from VAGO and other bodies such as IBAC. It is imperative Audit and Risk Committee members are kept up to date with any emerging risks and issues affecting Council in order to discharge accountabilities and responsibilities of their roles within the scope of the Charter.

The Committee noted there has been a new Chief Executive Officer, members of the executive and governance staff within the last twelve months and notes there has been a continued level of collaboration. The collaboration is noted to be working towards what is the best outcome for East Gippsland Shire.



An opportunity for improvement would be the development of a template to be used for the post meeting wrap up for other Councillors to ensure there is a consistent approach for information being presented post any Committee meeting. It would be beneficial for this template to be developed with the Governance team. Further, there may be an opportunity for those Councillors who have not been involved in a Committee meeting to be an observer of the meeting. This will increase the Councillor observation of the Committee and allow them to obtain a greater understanding of what is within the scope of a meeting.

The Committee members take on board the development of the papers can be time consuming however there needs to be a balance between what Officers assume the Committee want and what is required. Standing items are required as part of the Committee's annual work program and are required for Committee oversight, however there is an opportunity to review reports being presented and whether the required level of detail is essential.

Thinking about the way the Committee operates, is there anything the Committee or Committee members should stop doing; start doing; do more or do less? (Q5)

Overall, responses relating to how the Committee operates was favourable with minor suggestions relating to:

- more succinct verbal reports;
- further discussion relating to financial matters; and
- feedback to be provided by Independent Members to the Councillor cohort relating to
 - What is working well within East Gippsland Shire; and
 - Would a face to face visit be beneficial to East Gippsland Shire annually for fostering relationships?

What should be the key areas of focus for the Committee during the next 12 months? (Q6)

Respondents recommended key areas of focus for the next 12 months include:

- Financial stability and ethical investments;
- Strategic Risk Internal Audit and the related internal control environment (Risk Management System);
- The Committee to be included in the induction of the new Councillors (once elected). This would not be appropriate and Councillors should be provided the Charter as part of their induction;
- Legislative changes and their impact and accountability of compliance;
- Legal, financial, health, environmental risks of Climate Change which will be tackled as an emerging risk; and
- Ensure the Committee is meeting its objectives and is across any emerging risks and have a good understanding of the mitigation strategies proposed by Management.

Do you believe that Strategic Focus Area presentations are beneficial in supporting the Committee, individually and collectively? (Q7)

Respondents noted:

- The presentation from Maddocks on Climate Change was well received and informative.
- The agenda is full and must deal with what is within the Charter and whilst the presentations are informative, they are taking away from discussions on key agenda items.
- Strategic focus areas enable the Committee to focus on high level and broader issues impacting Council beyond financial.



An opportunity for improvement would be an annual calendar of what strategic presentations are scheduled and Committee members could identify and flag anything they wish to be included due to industry reports etc...

Is there anything about the Committee's Charter and/or membership arrangements that you believe needs to be changed? (Q8)

It was noted by respondents that there is a good balance at present however;

- Is there optimisation between the number of Independent Members and Councillors currently on the Committee. Would there be any benefit in reviewing the number of Councillors in the future?
- Would the Charter benefit from an annual review post adoption or completed every two years as a standard similar to what other Council's do?
- Whilst full reference checking of prospective members is conducted, is there an opportunity to seek an understanding as to whether commitment may be of an issue for members?

The Committee's responsibilities are in the areas of: Risk Management; Internal Control; Financial Reporting; and Performance Reporting. The Committee liaises with Council, the external auditor and the internal auditor where required. (Q9)

The respondents generally agreed that the Committee adequately understands, and reviews matters within its responsibility. In addition, there was general, but not universal, agreement that the Committee adequately understands and reviews:

- Council's financial and performance reporting requirements;
- Council's compliance with relevant laws and regulations; and
- Management's systems and arrangements for maintaining effective internal controls.

Understanding Council's legislative and compliance may not be fully visible to the Committee with the absence of a central system or whether the Committee can truly have visibility across them all. All Committee members are presented with the Local Government Performance Reporting Framework results as well as the Governance and Management Checklist and Financial Statements audit.

The Members understand that it can be disappointing for Officers when they put the time and effort into producing and presenting their reports when no or few questions and feedback/or advice to Council is provided. The absence of questions does not reflect poorly on the information being presented, but positively, given the members have felt the report is providing the necessary detail to gain comfort.

Audit and Risk Committee Skills and Understanding (Q10)

The respondents indicated that the Audit and Risk Committee members generally understand the Shire's business sufficiently to fulfil their responsibilities under the Charter and possess the necessary skills to perform their responsibilities, including financial literacy.

There are opportunities for improvement in this area and perhaps probing into specific topics may be an area for improvement.

A further opportunity for Committee skill development and understanding may be to leverage off other Gippsland Councils Committees to increase Councillor and Independent Member financial literacy and increase the skill set. An assumed level is a potential barrier to participation in the Committee meetings by other Councillors.



Meeting Administration (Q11)

It was generally agreed that meeting administration enables well run and productive meetings, and agendas reflect the key responsibilities of the Committee, whilst allowing sufficient time for discussion.

It is noted the pre-meeting and post meeting is critical prior to the Committee meetings.

Further feedback from the Chair and Independent Members is noted as an area for improvement.

An opportunity for improvement would be the development of a template to be used for the post meeting wrap up for other Councillors to ensure there is a consistent approach for information being presented post any Committee meeting. It would be beneficial for this template to be developed with the Governance team. Further, there may be an opportunity for those Councillors who have not been involved within the Committee to be an observer of the meeting. This will increase the Councillor observation of the Committee and allow them to obtain a greater understanding of what is within the scope of a meeting.

Although the members appreciate a lot of time is taken in preparing the papers, is there an opportunity for papers to be provided to members sooner? Given the detail involved in the reports and to allow for a thorough read through, it would be beneficial to have the papers at least a week ahead of the schedule.

Committee Observations

The Committee discussed these and provided the following observations:

- In this year's review the discussions were broadly based and focussed on how the Committee could best provide value by working with Councillors and Council Staff to East Gippsland Shire. The Committee is operating effectively within the new Charter which has improved its clarity of role and be more strategic.
- The Committee felt that the in-camera pre-meetings are an invaluable tool in helping to focus on issues of importance during the formal meeting. The Councillor Cohort noted however they would like to be presented with greater information post meeting.
- Further, the Committee believes that its efforts on continual improvement should make it more responsive to Council needs within the time constraints imposed by infrequent meeting.
- When completing the survey, it would be beneficial for survey participants to provide comments to the question they are providing a response to rather than using "as above". Using "as above" reduces the visibility as to which question the comment would be applicable to.
- It is acknowledged the sample size of the survey and the number of respondents doesn't always give a clear indication of the output and delivery of the Committee. It is inherent with a smaller cohort of those involved.
- It was felt the Committee has full support from Officers during discussions and feel comfortable raising questions. It was also noted, the culture of the Committee has grown over the last two years and an element of trust has been formed which demonstrates the current effectiveness of the Committee.

Attachments

1. Audit and Risk Committee Annual Performance Questionnaire 2023/24

Questionnaire Information

This questionnaire has been prepared to assist in assessing the Audit and Risk Committee's performance. Responses must be submitted by 5pm Monday 24 June 2024.

The questionnaire is intended to be completed online by the seven Committee Members, Senior Officers who are regular participants at the meetings and all Councillors (Non-Committee Members).

Questions 1-8 are designed to obtain general views about the Committee and where it should focus over the next 12 months.

Questions 9-11 contain more specific questions. In response to every statement, respondents are asked to indicate whether they Agree, Disagree or Don't Know. These sections also provide an opportunity to include comments and/or suggestions for improvement.

If respondents Don't Know, or don't feel qualified to answer specific questions, these fields can be left blank. However, where the Disagree response is chosen, respondents are asked to provide the reasons why they disagree in the comments section provided.

* 1. What is your role on the Audit and Risk Committee?

- ☐ Independent Committee Member
- ☐ Councillor Committee Member
- ☐ Councillor (Non-Committee Member)
- ☐ Senior Officer

2. What does the Committee do well?

3. Are there any specific tasks or functions the Committee could undertake in a better way? (If YES, please specify what they are)

4. Thinking about what the organisation does to assist the Committee to meet its responsibilities, is there anything Council or Council Officers should: stop doing; start doing; do more or do less?

5. Thinking about the way the Committee operates, is there anything the Committee or Committee Members should: stop doing; start doing; do more or do less?

6. What should be the key areas of focus for the Committee in the next 12 months?

7. Do you believe that Strategic Focus Area Presentations are beneficial in supporting the Committee, individually and collectively?

- ☐ Yes
- ☐ No

Please provide any comments you may have in relation to Strategic Focus Area presentations.

8. Is there anything about the Committee's Charter and/or membership arrangements that you believe needs to be changed?

9. The Committee's responsibilities are in the areas of: Risk Management, Internal Control, Financial Reporting and Performance Reporting. The Committee liaises with Council, the external auditor and the internal auditor where required.

	Agree	Disagree (Please describe why in the section below)	Don't Know
The Committee adequately understands and reviews Council's financial and performance reporting requirements.	☐	☐	☐
The Committee adequately reviews the effectiveness of the system for monitoring Council's compliance with relevant legislation and regulations.	☐	☐	☐
The Committee understands and reviews management systems and arrangements for maintaining effective internal controls, including in respect of audit plans, audit reports and identified issues.	☐	☐	☐
The Committee adequately understands and reviews the Council's risk management framework.	☐	☐	☐
The Committee understands and reviews whether an effective approach is being followed in managing the Council's strategic	☐	☐	☐

risks.			
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The Committee
meets its
obligations under
the Charter.

☐☐☐

If you selected DISAGREE with any of the above statements, please describe why in this section.

10. Audit and Risk Committee Skills and Understanding

	Agree	Disagree (Please describe why in the section below)	Don't Know
The Committee sufficiently understands the Shire's business to enable the Committee to fulfil its responsibilities under the Charter.	☐	☐	☐
The mix of skills on the Committee allows it to effectively perform its responsibilities.	☐	☐	☐
The Committee's overall financial literacy is adequate in light of the Committee's responsibilities.	☐	☐	☐
The Committee has responded appropriately (eg framed a recommendation for consideration by Council or the CEO) where significant risks and/or control breakdowns have been identified.	☐	☐	☐
The Committee has been sufficiently probing and challenging in its deliberations.	☐	☐	☐

If you selected DISAGREE with any of the above statements, please describe why in this section.

11. Meeting Administration

	Agree	Disagree (Please describe why in the section below)	Don't Know
Committee meetings are well run and productive.	☐	☐	☐
Meeting agendas are structured to ensure that over the course of the year, all key responsibilities in the Charter are addressed.	☐	☐	☐
Meeting agendas allow sufficient time to discuss the most complex and critical issues.	☐	☐	☐
The Committee agendas and supporting papers are of sufficient clarity and quality to make informed recommendations.	☐	☐	☐
Committee minutes are appropriately maintained, of good quality and distributed in a timely manner.	☐	☐	☐
Committee communications to Council about the Committee's activities are of an appropriate quality and Council is kept well informed on a timely basis of the Committee's deliberations.	☐	☐	☐

If you selected DISAGREE with any of the above statements, please describe why in this section.

2 Notices of Motion

3 Deferred Business

4 Councillor and Delegate Reports



5 Officer Reports

5.1 Assets and Environment

5.1.1 CON2025 1706 Provision of Electrical Services

Authorised by General Manager Assets and Environment

Confidentiality Notice

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*, the information contained in **Confidential Attachment 1** to this report is confidential because it contains private commercial information, which if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage, by disclosing financial information to competitors.

Purpose

To award panel contract CON2025 1706 Provision of Electrical Services.

Key Points

The purpose of this procurement is to create a new panel contract to replace the current contract CON2020 1406 Provision of Electrical Services contract which expires 7 February 2025. There were still extension options exercisable under the current contract. However, due to a number of panel providers retiring or now longer being operational, the current contract was not suitable for extension.

This new contract is for a panel of contractors to provide, on request, general electrical services inclusive of all staff, labour, materials and plant for Part A – Emergency Response Services, Part B – General Schedule Services and thermal imaging testing of electrical and mechanical services' switchboards across East Gippsland Shire for:

- Area A – Bairnsdale and District
- Area B – Lakes Entrance and District
- Area C – Paynesville / Eagle Point
- Area D – Orbost and District
- Area E – Cann River / Bemm River
- Area F – Mallacoota
- Area G – Metung and District
- Area H – Omeo and District

The initial term of the contract is for three years at a fixed rate effective 8 February 2025. There are two further extension option terms inclusive of CPI adjustment each for 12 months, at Council's sole discretion. The annual expenditure is approximately \$500,000 to \$700,000. These works include proactive and reactive maintenance of Council assets, in addition to activities associated with capital works projects.

The tender process provides options for pricing services in eight geographic locations throughout East Gippsland Shire.

The panel of providers procurement format provides certainty and efficiency for service providers, as it removes the need for pricing of individual small jobs.

Recommendation

That Council:

- 1. accepts the Schedule of Rates for Area A – Bairnsdale and District for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve months (12) to be made available solely at Council's discretion as outlined in Confidential Attachment 1 and as submitted by:***

a. _____,
b. _____,
c. _____,
d. _____, and
e. _____

- 2. accepts the Schedule of Rates for Area B – Lakes Entrance and District for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve (12) months to be made available solely at Council's discretion as outlined in Confidential Attachment 1 and as submitted by:***

a. _____,
b. _____,
c. _____,
d. _____, and
e. _____

- 3. accepts the Schedule of Rates for Area C – Paynesville / Eagle Point for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve (12) months to be made available solely at Council's discretion as outlined in Confidential Attachment 1 and as submitted by:***

a. _____,
b. _____,
c. _____,
d. _____, and
e. _____

- 4. accepts the Schedule of Rates for Area D – Orbost and District for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve (12) months to be made available solely at Council's discretion as outlined in Confidential Attachment 1 and as submitted by:***

a. _____,
b. _____,
c. _____,
d. _____, and
e. _____

5. ***accepts the Schedule of Rates for Area E – Cann River / Bemm River for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve (12) months to be made available solely at Council’s discretion as outlined in Confidential Attachment 1 and as submitted by:***
- a. _____,
b. _____,
c. _____, and
d. _____
6. ***accepts the Schedule of Rates for Area F – Mallacoota for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two extension options of twelve (12) months to be made available solely at Council’s discretion as outlined in Confidential Attachment 1 and as submitted by:***
- a. _____,
b. _____,
c. _____, and
d. _____
7. ***accepts the Schedule of Rates for Area G – Metung and District for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve (12) months to be made available solely at Council’s discretion as outlined in Confidential Attachment 1 and as submitted by:***
- a. _____,
b. _____,
c. _____,
d. _____, and
e. _____
8. ***accepts the Schedule of Rates for Area H – Omeo and District for Contract No CON2025 1706 Provision of Electrical Services for a three-year (3) term with two (2) extension options of twelve (12) months to be made available solely at Council’s discretion as outlined in Confidential Attachment 1 and as submitted by:***
- a. _____,
b. _____,
c. _____,
d. _____, and
e. _____
9. ***authorises the Chief Executive Officer or delegate to finalise the terms and to sign the contracts in the form proposed; and***
10. ***resolves that Confidential Attachment 1 to this report and all discussions relating to that attachment remain confidential.***

Strategic Alignment

This report has been prepared and aligned with the following strategic objectives set out in the Council Plan 2021-2025:

- Strategic Objective 2: 2.2 Infrastructure provision and maintenance supports a diverse range of current and future user needs and activities and is both environmentally and financially sustainable.

Consultation/Community Engagement/Impacts

Community engagement is not applicable for this contract. Community engagement may be included in the projects using this contract.

Opportunities and Risks

Opportunities

- **Human Resources**

This contract is managed internally by existing staff within the Assets and Engineering Unit.

- **Economic**

Evaluation of the tender includes assessment of each tender against local economic impact criteria, which includes the location of the company, local employment to be generated as part of the project delivery, local purchasing of materials and other ways in which the company supports the local economy.

Risks

- The risks of this proposal have been considered and the contractor is required to conduct all activities as specified in the specifications and following the Occupational Health and Safety Regulations.

Climate change

This report is assessed as having no direct impact on climate change. The electrical services contractors can support renewable energy installations on Council managed buildings.

Options

When considering the best means for procuring electrical repair services a range of options were considered including, sole supplier contract; panel contract or no contract and continue to procure the service on a job-by-job basis. It was determined that a panel contract was the preferred procurement option as:

- It only requires contractors to quote once and then be eligible to work on multiple jobs;
- It determines the price for each service which allows for accurate budgeting by officers; and
- It allows for a spread of contractors across the shire that can be called on based on availability and location of the work.

The option is available to Council to pursue alternative procurement methods for the supply of electrical services.

Conflicts of Interest

Officers preparing this report have no conflict of interest to declare.

Attachments

1. CONFIDENTIAL - CON2025 1706 Tender Evaluation Report [5.1.1.1 - 45 pages]

5.1.2

CON2019 1336 Aerodrome Reporting Officer and Maintenance Services at Mallacoota Airport

Authorised by General Manager Assets and Environment

Confidentiality Notice

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*, the information contained in **Confidential Attachment 1** to this report is confidential because it contains Council business information being information that would prejudice the Council's position in commercial negotiations.

Purpose

To seek Council's approval to exercise its options within CON2019 1336 to extend the existing contract for Aerodrome Reporting Officer and Maintenance Services at Mallacoota Airport for the first extension term of 24 months, to 31 December 2026.

Key Points

This contract is for a suitably qualified and Civil Aviation Safety Authority (CASA) accredited contractor to carry out reporting officer and maintenance services for Mallacoota Airport, including but not limited to:

- completing inspections of the airport in accordance with Civil Aviation Safety Authority (CASA) requirements;
- undertaking routine maintenance;
- reporting non-specified routine maintenance requirements;
- terminal and office cleaning;
- coordinating use of movement areas; and
- providing an emergency response and call-out service.

After a tender process, Colin William Morris A.T.F. Morris Family Trust, trading as Bobing Contractors (Bobing Contractors) was awarded the contract on 16 December 2019, for the initial term scheduled to end on 31 December 2024.

Bobing Contractors has been consistently performing and executing the services required to a very high-standard and in accordance with industry regulations and within the contract specifications.

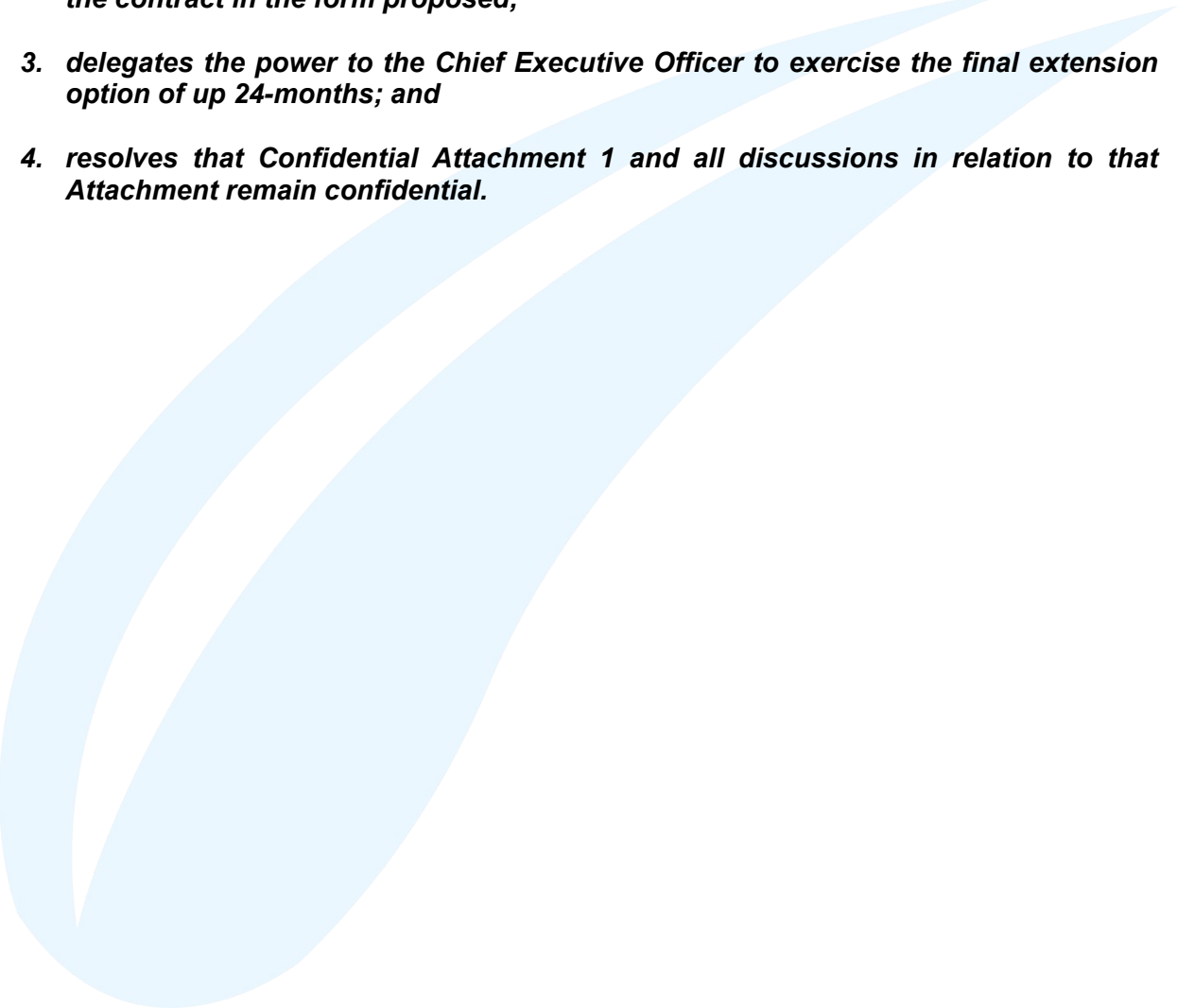
Under the agreement, there are two extension option terms each of 24 months solely at Council's discretion. This proposal is to exercise the initial 24-month extension to 31 December 2026, and to authorise the Chief Executive Officer to exercise the second extension of the provision of the service remains at a high standard.

Under the agreement, the Lump Sum fee and schedule of rates are annually adjusted for the September Quarter CPI as released by the Australian Bureau of Statistics.

The increased cost to Council for the proposed 24-month lump sum increase for 1 January 2025 to 31 December 2025 is \$2,725.80. The proposed increase for 1 January 2026 to 31 December 2026 cannot be determined until the September 2025 quarter is released from the Australian Bureau of Statistics.

Recommendation

That Council:

- 1. approves the first contract extension to the contract CON2019 1336 Aerodrome Reporting Officer and Maintenance Services at Mallacoota Airport to Colin William Morris A.T.F. Morris Family Trust, trading as Bobing Contractors for 24 months to 31 December 2026, for the lump sum tendered price of \$94,925.80 (exclusive of GST) inclusive of CPI adjustment and schedule of rates (Confidential Attachment 1);***
 - 2. authorises the Chief Executive Officer or delegate to finalise the terms and to sign the contract in the form proposed;***
 - 3. delegates the power to the Chief Executive Officer to exercise the final extension option of up 24-months; and***
 - 4. resolves that Confidential Attachment 1 and all discussions in relation to that Attachment remain confidential.***
- 

Strategic Alignment

This report has been prepared and aligned with the following strategic objectives set out in the Council Plan 2021-2025:

- Strategic Objective 2: 2.2 Infrastructure provision and maintenance supports a diverse range of current and future user needs and activities and is both environmentally and financially sustainable.

Consultation/Community Engagement/Impacts

Community Consultation is not required for this contract as there is no service change proposed.

As this is a proposal for the continuation of a high-quality service, the community will continue to be supported.

Opportunities and Risks

Offering the contract extension to the current contractor ensures ongoing services are undertaken by an appropriately experienced operator. Bobing Contractors has a solid history of providing this service for Council over the past 12 years – across several contracts that were market tested.

Effective operation of the Mallacoota aerodrome is a critical service supporting the Mallacoota community, particularly in relation to medical services and transport. Failure to effectively deliver the services in this contract would pose a significant risk to the Mallacoota community.

The spend to date on the services delivered under this contract ex. GST are:

Year	Lump sum (\$) Includes CPI adjustment	Schedule of Rates (\$) @ 30 June 2024	Total (\$)
Year 1: 1 January – 31 December 2020	78,979.96	13,325.00	92,304.96
Year 2: 1 January – 31 December 2021	79,525.15	20,720.00	100,245.15
Year 3: 1 January – 31 December 2022	81,842.07	9,678.84	91,520.91
Year 4: 1 January – 31 December 2023	87,906.98	22,224.25	110,131.24
Year 5: 1 January 2024 - current	92,200.00	10,600.49	102,800.53
Total	420,454.21	76,548.58	497,002.79

Climate change

This service has been assessed as having no impact on climate change.

Options

There are two options available to Council with respect to this report.

Option 1 (recommended)

Exercise the initial 24-month extension option to the contract CON2019 1336 Aerodrome Reporting Officer and Maintenance Services at Mallacoota Airport with Colin William Morris A.T.F. Morris Family Trust, trading as Bobing Contractors, with a completion date being 31 December 2026.

Recommended as the current contractor:

- provides Council with a high quality and reliability service, with a proven track record for over a decade;
- has relevant and experienced key personnel;
- has extensive resources and the capacity to continue to undertake these services;
- Council Officers are satisfied with the service delivery to date; and
- was the only tenderer to submit a response to the Request for Tender when it was released, as there is a very limited market for providing this service.

Option 2

Re-tender for the services provided by Contract CON2019 1336.

Conflicts of Interest

Officers preparing this report have no conflict of interest to declare.

Collaborative procurement

Not applicable.

Attachments

1. CONFIDENTIAL - CON2019 1336 Annual CPI Adjustment Year 6 [5.1.2.1 - 1 page]

5.1.3

Municipal Association of Victoria (MAV) Energy Sites Gas Supply Contract EC8310-2024

Authorised by General Manager Assets and Environment

Confidentiality Notice

Under section 66(2) of the Local Government Act 2020 a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act* 2020, the information contained in **Confidential Attachment 1, 2, 3 and 4** to this report are confidential because they contain private commercial information, which if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Purpose

This report seeks Council decision regarding the MAV gas supply tender 'Energy Sites Supply Contract EC8310-2024'.

Key Points

Council's Procurement Policy provides options for Council to participate in collaborative procurement process with the intent that the buying power of a number of Council's working together results in better prices.

The current mains gas contract is due to expire on 31 December 2024. The gas contract covers heating Bairnsdale Aquatic Recreation Centre, Bairnsdale Library; and Paynesville Community Centre.

Municipal Association of Victoria (MAV) Procurement has conducted a collaborative tender for the supply of mains natural gas on behalf of local governments across Victoria. Two responses were received and assessed by MAV (see **Confidential Attachment 1**).

This report recommends adopting the full term with the contract end date being 31 August 2027 and in accordance with the terms outlined in **Confidential Attachments 2 and 3**.

Recommendation

That Council:

1. ***accepts the tender submitted by _____ for the 'Energy Sites Supply Contract (EC8310-2024)' for the period ending 31 August 2027 and authorises the Chief Executive Officer or delegate to:***
 - a. ***sign the MAV agency deed provided as Confidential Attachment 2;***
 - b. ***sign the Supply Agreement with _____ provided as Confidential Attachment 3; and***
2. ***resolves that Confidential Attachments 1, 2 and 3 to this report and all discussions relating to those attachments remain confidential.***

Strategic Alignment

This report has been prepared and aligned with the following strategic objectives set out in the Council Plan 2021-2025:

- Strategic Objective 5: 5.5 Resources are managed to meet current and future needs and priorities.
- Strategic Objective 2: 2.2 Infrastructure provision and maintenance supports a diverse range of current and future user needs and activities and is both environmentally and financially sustainable.

Consultation/Community Engagement/Impacts

Recognising this report refers to contractual matters for supply of utilities – consultation with community is not applicable in this instance.

Opportunities and Risks

Council monitors use of energy from electricity, gas, and fleet. Officers have overseen the tender process with the MAV for energy contracts, keeping track of utility accounts to find efficiencies.

The cost of mains gas use during the 2023/24 financial year at the following sites was:

- Bairnsdale Aquatic Recreation Centre: \$200,106;
- Bairnsdale library: \$3,601; and
- Paynesville Community Centre: \$2,115.

The collaborative procurement of mains gas via a public tender process through MAV has provided a positive financial outcome.

Climate change

This report has been prepared and aligned with the following Climate Change function/category:

- Asset Management: Climate change is considered in the design and maintenance of assets and includes responses to direct and indirect impacts.

Emissions from mains gas in 2023/24 accounted for 486 tonnes of CO2 equivalent emissions from 8,529 GJ.

Conflicts of Interest

No Officer who has provided advice in the preparation of this report has disclosed a conflict of interest.

Attachments

1. CONFIDENTIAL - Gas Tender Recommendation Report [5.1.3.1 - 4 pages]
2. CONFIDENTIAL - MAV Agency Terms for Tender CEO to sign [5.1.3.2 - 8 pages]
3. CONFIDENTIAL - Contract to sign [5.1.3.3 - 3 pages]
4. CONFIDENTIAL - Officer Recommendation and Full Council Resolution [5.1.3.4 - 1 page]

5.2 Business Excellence

5.2.1 CON2019 1332 Provision of Pound and Shelter Services

Authorised by General Manager Business Excellence

Confidentiality Notice

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*, the information contained in **Confidential Attachment 1** to this report is confidential because it contains Council business information being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Purpose

To seek Council's approval to exercise the option within CON2019 1332 to extend the contract for the Provision of Pound and Shelter Services currently provided by Animal Aid, by a further 12 months.

Key Points

A tender process was conducted in 2019 for the provision of pound and animal shelter services.

A Not-for-Profit entity, the Victorian Animal Aid Trust (trading as Animal Aid) was awarded the contract on 13 November 2019.

The total cost to Council for the first 6 years of the awarded contract has been \$1,263,292.47 ex. GST.

The initial term was scheduled to end on 31 December 2024, however the contract had two extension options of 12 months each.

The detail of the contract is for a suitably qualified and experienced contractor to provide essential pound and shelter services for our community, in accordance with the Victorian [*Domestic Animals Act 1994*](#) and the [Code of Practice for the Management of Dogs and Cats in Shelters and Pounds](#), in the areas of:

- animal pound and shelter facility - operation and management;
- animal transport vehicles;
- release of animals;
- disposal of impounded animals;
- record keeping and reporting; and
- public education.

Since awarding the contract in 2019 to Animal Aid, it has been providing a consistently high-quality service.

Based on the service levels it is proposed to exercise the first 12-month extension to 31 December 2025.

It is also proposed to authorise the Chief Executive Officer to exercise the second extension, if the provision if the service remains at a high standard.

Under the agreement, the Lump Sum Management Fee and Schedule of Rates are indexed annually at 90% of any Fair Work Award Adjustment.

The estimated increased costs to Council for the proposed 12-month extension are set out in **Confidential Attachment 1**.

Recommendation

That Council:

- 1. approves the first extension to the contract CON2019 1332 Provision of Pound and Shelter Services, in East Gippsland to Victorian Animal Aid Trust, trading as Animal Aid for 12 months to 31 December 2025, for the annual lump sum management fee and tendered schedule of rates including the variation for \$..... ex. GST;***
- 2. authorises the Chief Executive Officer or delegate to finalise the terms and to sign the contract in the form proposed;***
- 3. delegates the power to the Chief Executive Officer to exercise the second and final extension option of up 12 months; and***
- 4. resolves that Confidential Attachment 1 and all discussions in relation to that Attachment remain confidential.***

Strategic Alignment

This report aligns with the following strategic objectives set out in the Council Plan 2021-2025:

- Strategic Objective 5: 5.5 Resources are managed to meet current and future needs and priorities.

Consultation/Community Engagement/Impacts

Community consultation is not required for this contract as this is a legislatively required service.

As this is a proposal for the continuation of a high-quality service, the community will continue to be supported.

Opportunities and Risks

Legislation

Under the *Domestic Animals Act 1994* Council is required to accept any animal surrendered to Council. This contract enables Animal Aid to provide pound and shelter services for our community, on behalf of Council.

Service Provision

Animal Aid has a solid history of providing this service for Council over the past 12 years – across several contracts that were market tested. Offering the contract extension to the current contractor ensures ongoing services are undertaken by an appropriately experienced operator. Animal Aid is welfare-focused and endeavors to rehome animals received into its care, which can take months, and uses its network of other providers to move animals to where they can be rehomed. It has many volunteers who assist with the service provision including foster care and receives donations to the Animal Aid Trust.

Animal Aid provides pound and shelter services to other Councils in Victoria, namely:

- | | |
|------------------------------|----------------------------|
| • Yarra Ranges Shire Council | • Knox City Council |
| • Maroondah City Council | • City of Whitehorse |
| • Shire of Murrundindi | • Wellington Shire Council |

According to [Agriculture Victoria](#), the main providers of Pound services are:

- | | |
|------------------------------|-----------------------|
| • Animal Aid | • RSPCA Victoria |
| • Cat Protection Society | • The Lost Dogs' Home |
| • Lort Smith Animal Hospital | |

Financial

The spend to date on the services delivered under this contract ex. GST are:

Year	Lump sum (\$) Includes Fair Work Award adjustment	Schedule of Rates (\$) @ 22 October 2024	Total (\$)
Year 1: 1 January – 31 December 2020	229,446.55	2,708.50	232,155.05
Year 2: 1 January – 31 December 2021	230,952.23	13,181.32	244,133.55
Year 3: 1 January – 31 December 2022	238,886.84	24,905.93	263,792.76
Year 4: 1 January – 31 December 2023	251,309.02	11,900.55	263,209.56
Year 5: 1 January 2024 – current	259,931.42	71.11	260,002.53
Total	1,210,526.06	52,767.40	1,263,292.47

Variation to contract

Animal Aid is agreeable to the contract extension, subject to the revised pricing set out in **Confidential Attachment 1**.

Demand and Cost Increases

General costs of living pressures like increased costs for animal food and veterinary services, have seen all States report significant demand for Council Pound services. Post COVID there has also been a marked increase in unsocialised animals, leading to the animals being abandoned or surrendered.

Animal Shelters and Council Pounds across Australia are facing an unprecedented demand for their services, leading to increased staff, veterinary and consumable costs.

Council's Pound is often at full capacity. Animal Aid is working close to its maximum staff limits on most shifts.

Climate change

This service has been assessed as having no impact on climate change.

Conflicts of Interest

Officers preparing this report have no conflict of interest to declare.

Attachments

1. CONFIDENTIAL - Proposed Animal Aid contract extension [5.2.1.1 - 1 page]

5.2.2 Council Meeting Schedule 2025

Authorised by General Manager Business Excellence

Purpose

To establish the dates, times, and locations for Council meetings in 2025.

Key Points

Council Meetings are held regularly to carry out the ongoing business of Council.

Before the end of each calendar year Council must fix the date, time and place of all Council meetings and any delegated committee meetings for the following calendar year.

The proposed Council meeting schedule for the 2025 calendar year has been developed to enable Council to carry out its decision-making responsibilities effectively and efficiently and to ensure the Community are aware of the meeting dates and times.

Additionally, this schedule also incorporates a monthly community day, during which Councillors will be engaging directly with communities across our Shire.

Council may have unscheduled meetings if an issue requiring a decision arises. This allows Council to respond promptly to urgent issues outside the regular meeting schedule.

Recommendation

That Council adopts the following Council Meeting dates for the 2025 Calendar year, to be held at the Corporate Centre, 273 Main Street Bairnsdale, commencing at 6.00 pm:

<i>Tuesday, 18 February</i>	<i>Tuesday, 19 August</i>
<i>Tuesday, 18 March</i>	<i>Tuesday, 16 September</i>
<i>Tuesday, 15 April</i>	<i>Tuesday, 21 October</i>
<i>Tuesday, 20 May</i>	<i>Tuesday, 18 November</i>
<i>Tuesday, 10 June</i>	<i>Tuesday, 25 November (Statutory)</i>
<i>Tuesday, 24 June</i>	<i>Tuesday, 16 December</i>
<i>Tuesday, 15 July</i>	

Strategic Alignment

This report was prepared in accordance with section 60 (Governance Rules) and 61 (Council Meetings) of the Local Government Act 2020.

The conduct of Council meetings is at the discretion of Council except as described in the *Local Government Act 2020* (the Act) and Council's Governance Rules.

This report has been prepared and aligned with the following strategic objectives set out in the Council Plan 2021-2025:

Strategic Objective 5: 5.3 Communities are engaged in decision-making and support is provided to develop local solutions to local issues.

Consultation/Community Engagement/Impacts

The 2025 Council Meeting schedule will be available on the Council website, supporting transparency and engagement per the Council's Community Engagement Policy.

Council meetings are open to the public and are livestreamed, recorded, and published on Council's website.

Council's Governance Rules, Rule 8 Community questions and submissions, highlights the opportunity for members of the public to ask questions of Council, make a submission or submit a petition on matters important to them or the community.

Opportunities and Risks

This 2025 Council Meeting schedule aims to enhance Council's operational efficiency, governance, and community engagement while balancing financial, environmental, and reputational considerations.

The implications of this report have been assessed against the following risk category:

Corporate Governance: A consistent meeting schedule enables Council to uphold strong governance practices by ensuring decisions are timely and regulatory requirements are met, supporting transparent community engagement.

Climate change

This report is assessed as having no direct impact on climate change.

Conflicts of Interest

Officers preparing this report have no conflict of interest to declare.

Attachments

Nil

5.2.3 Council Representation Policy and Councillor Representation Register

Authorised by General Manager Business Excellence

Purpose

For Council to:

- determine the Councillor representation on internal advisory Committees and external organisations for 2025;
- adopt the Councillor Representation Register (the Register) at **Attachment 1**;
- adopt the draft revised Council Representation Policy (the Policy), at **Attachment 2**, for information the proposed changes to this policy are evident as tracked changes in **Attachment 3**.

Key Points

A critical element of Council's advocacy program is ensuring that Council has properly appointed, and effective representation on relevant external and internal advisory Committees and organisations.

Through its membership of and representation on different entities, Council is well placed to represent and advocate for the interests of East Gippslanders through a range of local, regional and state forums.

Each year Councillor representation on advisory Committees and organisations is considered and decided to get the best assurance and advocacy outcome for Community.

Councillor representation on these Committees and organisations is guided by the Policy.

Minor administrative changes have been made to the Policy as listed:

- removal of the reference to consultative forums, working parties as they are included Groups; and
- a change to when written reports are to be submitted for inclusion in the minutes of the next Council meeting, rather than the agenda of the next Council meeting.

Councillor representatives are supported in their role with information, advice and context in respect of any matters being considered.

Councillors are also required under the Policy to provide a report at the next Council meeting about the meetings they have attended.

Council also has the ability to establish a range of committees as advisory bodies to Council. These internal committees and representation on the committees will be considered by Council in early 2025.

Recommendation

That Council:

- 1. adopts the Councillor Representation Register 2024-2025, for some internal committees and external organisations, as provided at Attachment 1;***
 - 2. adopts the Council Representation Policy, as provided at Attachment 2; and***
 - 3. notes that Council will have further opportunity to consider the internal committees it wishes to see established and representation on these committees in early 2025.***
- 

Strategic Alignment

This report has been prepared and aligned with the following strategic objectives set out in the Council Plan 2021-2025:

- Strategic Objective 5: 5.2 Strong relationships with government, partners and stakeholders are maintained and strengthened to advocate for the community.
- Strategic Objective 5: 5.4 Continuous improvement systems are strengthened, and organisational efficiency enhanced.

Consultation/Community Engagement/Impacts

Councillors have discussed the purposes of the internal advisory committees and external organisations and the Policy with the ELT.

Opportunities and Risks

Effective representation on relevant external and internal organisations and entities enables Council's advocacy program.

Council can consider which groups hold the most benefit for Council to be a member of.

Membership fees to all groups are fully budgeted.

Climate change

This report is assessed as having no direct impact on climate change.

Conflicts of Interest

Officers preparing this report have no conflict of interest to declare.

Attachments

1. Councillor Representation Register 2024 2028 [5.2.3.1 - 1 page]
2. Draft Council Representation Policy - Clean version [5.2.3.2 - 10 pages]
3. Council Representation Policy - Track changed version [5.2.3.3 - 10 pages]



Councillor Representation Register 2024-2028

NOTE - The expiry date for each of the appointments is December 2025

Council internal Committee	Councillor/s	Position	Term	ELT Contact	Meeting Frequency
Audit and Risk Committee Note - Mayor ex-officio as per Charter	Mayor Cr White Cr Eastman Cr Ashworth	Ex-officio Committee Member Committee Member	Mayoral Term	<i>Sarah Johnston Business Excellence</i>	Quarterly
Chief Executive Officer (CEO) Employment and Remuneration Committee Note – Mayor and Deputy Mayor ex-officio as per CEO Employment and Remuneration Policy	Mayor Cr White Deputy Mayor Cr Buckley Cr Farquhar Cr Davis	Ex-officio Ex-officio Committee Member Committee Member	Mayoral Term	<i>Sarah Johnston Business Excellence</i>	Quarterly
External Committee/Group	Councillor/s	Position	Term	ELT Contact	Meeting Frequency
Australian Coastal Councils Association Inc. ** Refer to External Appointments table - delegate	Cr Crook Cr Buckley	Representative Substitute	Annual	<i>Stuart McConnell Assets and Environment</i>	Monthly
Australian Local Government Association Note – Mayor ex officio	Mayor Cr White	Ex-officio	Mayoral Term	<i>Sarah Johnston Business Excellence</i>	Annual
Municipal Association of Victoria Note – Mayor ex-officio	Mayor Cr White Cr Buckley	Delegate Sub - Delegate	Mayoral Term	<i>Sarah Johnston Business Excellence</i>	Biannual
Municipal Association of Victoria – Emergency Management Committee	Cr White Cr Farquhar	Committee Member Substitute	Annual	<i>Chris Stephenson Place and Community</i>	Quarterly
One Gippsland Note – Mayor ex-officio as per Terms of Reference	Mayor Cr White	Ex-officio	Mayoral Term	<i>Fiona Weigall Chief Executive Officer</i>	Monthly
Rail Freight Alliance	Cr Allen Cr White	Delegate Substitute	Annual	<i>Stuart McConnell Assets and Environment</i>	Biannual
Rural Councils Victoria ** Refer to External Appointments table - delegate	Cr TBD	Delegate	Councillor Term	<i>Fiona Weigall Chief Executive Officer</i>	Monthly
South-East Australian Transport Strategy Inc (SEATS) ** Refer to External Appointments table - delegate	Cr Allen	Delegate	Annual	<i>Stuart McConnell Assets and Environment</i>	Quarterly
Timber Towns Victoria	Cr Davis Cr Trevaskis	Delegate Substitute	Councillor Term	<i>Chris Stephenson Place and Community</i>	Monthly
Victorian Local Governance Association	Cr TBD Cr TBD	Representative Representative	Councillor Term	<i>Sarah Johnston Business Excellence</i>	Annual
EXTERNAL APPOINTMENTS					
Executive Appointments/Gippsland Representatives	Appointed Councillor/s	Position	Term	Date of Appointment	Meeting Frequency
**Australian Coastal Councils Association Inc.- Committee of Management	Cr Tom Crook	State Representative	2 Years	Nov 2023	Monthly
**South-East Australian Transport Strategy Inc (SEATS)	Cr Arthur Allen	Executive Member (Victoria)	4 Years	17/08/23	Quarterly



Council Representation Policy

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Council Representation Policy
Date Approved:
Document Owner: Manager Governance

Document Number: CP030
Version Number: 3
Next Review Date: December 2028

This document is uncontrolled when printed

Page 2 of 10

1. Purpose

To provide a framework for the consistent management and administration of appointment, review, reporting and support arrangements in relation to Council representation on external organisations and internal committees and other entities.

2. Scope

This Policy applies to all East Gippsland Shire Councillors and internal and external entities and organisations on which Council agrees to be represented. These include:

- External Committees and Groups;
- Statutory Committees;
- Advisory Committees and Consultative Committees; and
- Other strategic Committees.

3. Context

Ensuring that Council has properly appointed, effective representation on relevant external and internal organisations and entities is a critical element of Council's advocacy program. Through its membership of and representation on a diverse range of relevant entities, Council is well placed to represent and advocate for the interests of East Gippslanders through a range of different local, regional and state forums.

4. Statement

This ensures Council has a 'voice at the table' through its representation arrangements, this Policy commits Councillor representatives to working proactively with other members of these organisations to achieve the best possible outcomes for Council and the East Gippsland community.

In doing so, Councillor representatives will advocate the adopted policy of Council on issues. Through Council meetings and other forums where appropriate, representatives will inform all Councillors and other stakeholders about emerging issues or other matters that are likely to impact on Council's many areas of responsibility.

4.1 Application Process

Requests or invitations received by Council or individual Councillors for Council to be represented on an external organisation by the Mayor or a Councillor/s must be directed to the Chief Executive Officer (CEO) in the first instance.

The CEO will advise the Mayor and Councillors that the request/invitation has been received and arrange for an officer report to be prepared for Council's consideration.

The officer report will advise the details of the opportunity and analyse the merit of the representation proposed. As a minimum, the analysis will address the nature, charter/terms of reference and objectives of the organisation, strategic justification for representation, the anticipated benefits to Council and other stakeholders, and the anticipated cost to Council.

Council Representation Policy		Document Number:	CP030
Date Approved:		Version Number:	3
Document Owner: Manager Governance		Next Review Date:	December 2028

Council will consider the officer's report, determine whether it should be represented on the requesting organisation and if so, resolve to appoint one or more representatives (as required) from among Councillors who have expressed interest.

Opportunities for appointment to internal committees will also be the subject of an officer report, for Council's formal consideration and subsequent appointment of representatives.

In determining the appointment of Councillors to internal committees and external organisations, Council will consider:

- Councillor capacity, particularly in the case of the Mayor and Deputy Mayor;
- the skills, attributes and experience required to carry out the functions of the representative role; and
- equity and accessibility, with a focus on creating opportunities for all Councillors to represent Council on a range of different entities and organisations.

4.2 Term of Appointment

The term of appointment for Councillor representatives will be 12 months from the date of appointment, unless Council specifically resolves otherwise.

4.3 Deputy / Alternate Representatives

If a Councillor representative is unable to attend a meeting and a deputy/alternate representative has been appointed, the deputy/alternate representative will make every effort to attend in the place of the representative Councillor.

4.4 Role and Responsibilities of Councillor Representatives

Representing Council on internal entities or external organisations is a significant responsibility. When representing Council, representatives will:

- make every effort to attend scheduled meetings;
- represent the position of Council and advocate proactively for outcomes that will help to progress the objectives set out in Council's four-year plan and deliver good outcomes for the region;
- actively participate in open and respectful sharing of opinion;
- make every effort to ensure that matters are considered fairly and consistently;
- make decisions based on the best available information;
- keep confidential any matters and/or documents declared to be confidential;
- declare any conflicts of interest at the beginning of meetings and immediately before the matter in which they have a conflict is considered (*see section 4.9 Conflict of Interest for further information*); and
- submit written reports to the Councillor Support Officer promptly for inclusion in the minutes of the next practicable Council Meeting.

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4.5 Reporting Requirements

As soon as possible after attending a seminar, conference, meeting, forum or other relevant event convened by an external organisation to which they have been formally appointed as Council’s delegate/representative, the Councillor representative will:

- submit a written report to the Councillor Support Officer for inclusion in the minutes of the next Council meeting; and
- circulate minutes of the meeting or other event to all other Councillors.

As a minimum, written reports will include the following information:

- name of the organisation on which the Councillor represents Council;
- description of the event (e.g. ordinary meeting; annual conference; special meeting, sub-committee meeting, etc.);
- date and location of the event; and
- any issues that Council needs to be aware of in relation to the activities of the organisation.

Written reporting on Councillor representation on internal Committees is not required under this Policy, as different reporting arrangements apply.

4.6 Support for Councillor Representatives

All Councillor representatives will be supported by a member of the Executive Leadership Team, who on request, will be available to provide information, advice and context in respect of matters being considered by the relevant organisation.

Payment or reimbursement of costs and expenses associated with Councillor representation will be managed in accordance with the Councillor Support and Expenses Policy.

4.7 Councillor Representation Register

Council’s Manager Governance will maintain a Councillor Representation Register, which will record all Councillor representative appointments and be reviewed annually. As a minimum, the Register will detail:

- name of organisation/entity;
- name of representative appointee and deputy/alternate (if appropriate);
- representative position (e.g. representative, Committee member);
- date appointed;meeting frequency;
- purpose / objective of the organisation / entity; and
- title of Executive Leadership Team member supporting the appointee Councillor/s.

4.8 Annual Review

At the Ordinary Council meeting in December each year, the Councillor Representation Register will be presented to Council for review of the following:

- whether any changes to representative appointments are required; and
- whether Council representation on each of the external organisations listed should continue, having regard for any changes in Council’s policy, direction and objectives and the value being derived for Council and its community.

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4.9 Conflict of Interest

The *Local Government Act* 2020 (the Act) requires Councillors to disclose any conflicts of interest that may arise when undertaking their role with Council.

In accordance with sections 130 and 131 of the Act (Disclosure of Conflict of Interest), when attending meetings and other relevant events on behalf of Council, Councillor representatives are required to make a full disclosure of all conflicts of interest prior to discussion of the matter for which the conflict of interest has arisen. Further, having declared such a conflict, the Councillor must leave the room and remain outside the room and any other area within view or hearing of the room until the matter has been concluded.

Councillors are required to proactively assess their individual circumstances and are personally responsible for determining if they have a conflict of interest and declaring this in an honest, timely and transparent manner. Where necessary, additional information and advice can be provided by Council's CEO.

Section 123 of the Act prescribes that Councillors must not misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or cause, or attempt to cause, detriment to Council or any person.

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5. Roles and Responsibilities

The following teams or positions have direct and/or supporting responsibilities associated with this Policy:

Position	Roles and Responsibilities
Chief Executive Officer	Receive requests for Council to be represented (at Councillor level) on external organisations and internal entities; advise the Mayor and Councillors of receipt of the requests and arrange for an officer report on the merits of Councillor representation to be prepared for Council's consideration.
Councillor Support Officer	Receive written Councillor representation reports and arrange for them to be included in the minutes of the next Ordinary Council meeting.
General Manager Business Excellence	Responsible for the implementation of the Council Representation Policy and ensuring appropriate training in its application and use is provided to Councillors and applicable staff.
Manager Governance	Ensure requests for Councillor representation to internal or external organisations / entities are handled in accordance with the provisions of this Policy. Monitor compliance with the requirements of the Policy. Maintain the Councillor Representation Register and ensure it is submitted to Council for review annually.

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6. Definitions

Term	Meaning
Chief Executive Officer	Person appointed by Council to the position of Chief Executive Officer.
Community	People who live in East Gippsland; People and organisations who are ratepayers or conduct activities in East Gippsland.
Council	East Gippsland Shire Council.
Council Representation Register	Register listing internal and external organisations and entities on which Council is represented; the name of representative appointee and deputy/alternate (if appropriate); date of appointment; representative position (e.g. representative, Committee member); purpose/objective of the organisation/ entity; and title of Executive Leadership Team member supporting the appointee Councillor/s.
Councillor	Person who has been elected to the office of Councillor of East Gippsland Shire Council.
Councillor Representative	Councillor appointed by Council to represent it on an external organisation or internal board/committee or other entity.
Executive Leadership Team	Senior leadership team comprising the CEO and General Managers.
Mayor	Councillor elected by Councillors to the position of Mayor for a one or two-year term.
Staff	All staff engaged by East Gippsland Shire Council, including all full-time, part-time and casual employees, labour hire agency staff, contractors and volunteers.

7. Human Rights

Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006* (the Charter). This Policy has been assessed as compliant with the obligations and objectives of the Charter.

8. Gender Equality

This Policy has considered the *Gender Equality Act 2020* in its preparation and has been assessed as not requiring a Gender Impact Assessment (GIA).

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9. Risk Reference

This Policy is implemented as a control to mitigate risks in the following categories:

Risk Category		Risk Category	
Environmental		Technology and Information Management	
Health and Safety		Assets, Facilities and Security	
Project, Product and Service Delivery		Human Resources	
Financial and Economic	✓	Procurement	
Leadership and Political Awareness	✓	Corporate Governance and Compliance	✓
Reputation and Corporate Image	✓	Legal	✓

10. References and Supporting Documents

10.1 Applicable Legislation:

The Local Government Act 2020 is the principal legislation governing the Local Government sector in Victoria. It provides Local Government councils with authority to manage public resources and identifies the primary principle of councils is to achieve the best outcomes for their local community.

10.2 Applicable Policy and Procedure:

Councillors Support and Expenses Policy - recognises and supports Councillor attendance at meetings, seminars and conferences that relate directly to performing their duties as a Councillor; are organised by a Local Government peak body/association; and/or have a demonstrable benefit for the East Gippsland Shire community.

10.3 Supporting Documents:

Councillor Representation Register

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11. Review and Revision History

Version Number	Date Approved	Approved By	Review Summary
1	12/11/19	Council	Original policy
2	16/12/21	Council	Removal of reference to Boards Removal of reference to Councillor Code of Conduct, as it related to the former Code of Conduct. Updated Local Government Act to 2020, previously 1989.

11.1 Administrative Updates

Minor amendments to this document may be required from time to time. Where amendments do not materially alter the intent of a document, they will be made administratively and approved by the Document Owner.

11.2 Document Control Disclaimer

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Council Representation Policy

Commented [AE1]: @Brigitte Dew isn't this one removed for the council meeting?

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1. Purpose

To provide a framework for the consistent management and administration of appointment, review, reporting and support arrangements in relation to Council representation on external organisations and internal committees and other entities.

2. Scope

This Policy applies to all East Gippsland Shire Councillors and internal and external entities and organisations on which Council agrees to be represented. These include:

- External Committees and Groups; Consultative Forums, Working Parties, etc
- ~~Special Committees of Council;~~
- Statutory Committees;
- Advisory Committees and Consultative Committees; and
- Other strategic Committees.

3. Context

Ensuring that Council has properly appointed, effective representation on relevant external and internal organisations and entities is a critical element of Council's advocacy program. Through its membership of and representation on a diverse range of relevant entities, Council is well placed to represent and advocate for the interests of East Gippslanders through a range of different local, regional and state forums.

4. Statement

This ensures Council has a 'voice at the table' through its representation arrangements, this Policy commits Councillor representatives to working proactively with other members of these organisations to achieve the best possible outcomes for Council and the East Gippsland community.

In doing so, Councillor representatives will advocate the adopted policy of Council on issues. Through Council meetings and other forums where appropriate, representatives will inform all Councillors and other stakeholders about emerging issues or other matters that are likely to impact on Council's many areas of responsibility.

4.1 Application Process

Requests or invitations received by Council or individual Councillors for Council to be represented on an external organisation by the Mayor or a Councillor/s must be directed to the Chief Executive Officer (CEO) in the first instance.

The CEO will advise the Mayor and Councillors that the request/invitation has been received and arrange for an officer report to be prepared for Council's consideration.

The officer report will advise the details of the opportunity and analyse the merit of the representation proposed. As a minimum, the analysis will address the nature, charter/terms of reference and objectives of the organisation, strategic justification for representation, the anticipated benefits to Council and other stakeholders, and the anticipated cost to Council.

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Council will consider the officer's report, determine whether it should be represented on the requesting organisation and if so, resolve to appoint one or more representatives (as required) from among Councillors who have expressed interest.

Opportunities for appointment to internal committees will also be the subject of an officer report, for Council's formal consideration and subsequent appointment of representatives.

In determining the appointment of Councillors to internal committees and external organisations, Council will consider:

- Councillor capacity, particularly in the case of the Mayor and Deputy Mayor;
- the skills, attributes and experience required to carry out the functions of the representative role; and
- equity and accessibility, with a focus on creating opportunities for all Councillors to represent Council on a range of different entities and organisations.

4.2 Term of Appointment

The term of appointment for Councillor representatives will be 12 months from the date of appointment, unless Council specifically resolves otherwise.

4.3 Deputy / Alternate Representatives

If a Councillor representative is unable to attend a meeting and a deputy/alternate representative has been appointed, the deputy/alternate representative will make every effort to attend in the place of the representative Councillor.

4.4 Role and Responsibilities of Councillor Representatives

Representing Council on internal entities or external organisations is a significant responsibility. When representing Council, representatives will:

- make every effort to attend scheduled meetings;
- represent the position of Council and advocate proactively for outcomes that will help to progress the objectives set out in Council's four-year plan and deliver good outcomes for the region;
- actively participate in open and respectful sharing of opinion;
- make every effort to ensure that matters are considered fairly and consistently;
- make decisions based on the best available information;
- keep confidential any matters and/or documents declared to be confidential;
- declare any conflicts of interest at the beginning of meetings and immediately before the matter in which they have a conflict is considered (see [section 4.9 Conflict of Interest clause in this Policy](#) for further information); and
- submit written reports to the Councillor Support Officer promptly for inclusion in the [minutes agenda for](#) of the next practicable Council Meeting.

4.5 Reporting Requirements

~~From the first Council meeting in 2020, the agenda for Ordinary Council meetings will include a segment titled, Councillor and Delegate Reports.~~

As soon as possible after attending a seminar, conference, meeting, forum or other relevant event convened by an external organisation to which they have been formally appointed as Council's delegate/representative, the Councillor representative will:

- submit a written report to the Councillor Support Officer for inclusion in the [minutes agenda](#) ~~for~~ the next Council meeting; and
- circulate minutes of the meeting or other event to all other Councillors.

As a minimum, written reports will include the following information:

- name of the organisation on which the Councillor represents Council;
- description of the event (e.g. ordinary meeting; annual conference; special meeting, sub-committee meeting, etc.);
- date, ~~time~~ and location of the event; and
- any issues that Council needs to be aware of in relation to the activities of the organisation.

Written reporting on Councillor representation on internal [Beards/Committees](#) is not required under this Policy, as different reporting arrangements apply.

4.6 Support for Councillor Representatives

All Councillor representatives will be supported by a member of the Executive Leadership Team, who on request, will be available to provide information, advice and context in respect of matters being considered by the relevant organisation.

Payment or reimbursement of costs and expenses associated with Councillor representation will be managed in accordance with the Councillor Support and Expenses Policy.

4.7 Councillor Representation Register

Council's Manager Governance will maintain a Councillor Representation Register, which will record all Councillor representative appointments and be reviewed annually. As a minimum, the Register will detail:

- ~~name of organisation/entity;~~
- name of representative appointee and deputy/alternate (if appropriate);
- ~~representative position (e.g. representative, Committee member);~~
- ~~date appointed;~~
- ~~meeting frequency;~~
- ~~representative position (e.g. representative, Committee member);~~
- ~~name of organisation/entity;~~
- purpose / objective of the organisation / entity; and
- title of Executive Leadership Team member supporting the appointee Councillor/s.

4.8 Annual Review

At the Ordinary Council meeting in December each year, the Councillor Representation Register will be presented to Council for review of the following:

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- whether any changes to representative appointments are required; and
- whether Council representation on each of the external organisations listed should continue, having regard for any changes in Council's policy, direction and objectives and the value being derived for Council and its community.

4.9 Conflict of Interest

The *Local Government Act 2020* (the Act) requires Councillors to disclose any conflicts of interest that may arise when undertaking their role with Council.

In accordance with sections 130 and 131 of the Act (Disclosure of Conflict of Interest), when attending meetings and other relevant events on behalf of Council, Councillor representatives are required to make a full disclosure of all conflicts of interest prior to discussion of the matter for which the conflict of interest has arisen. Further, having declared such a conflict, the Councillor must leave the room and remain outside the room and any other area within view or hearing of the room until the matter has been concluded.

Councillors are required to proactively assess their individual circumstances and are personally responsible for determining if they have a conflict of interest and declaring this in an honest, timely and transparent manner. Where necessary, additional information and advice can be provided by Council's CEO, ~~or by reference to the Councillor Code of Conduct for details of Councillors' obligations in managing Conflicts of Interest.~~

Section 123 of the Act prescribes that Councillors must not misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or cause, or attempt to cause, detriment to Council or any person.

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5. Roles and Responsibilities

The following teams or positions have direct and/or supporting responsibilities associated with this Policy:

Position	Roles and Responsibilities
Chief Executive Officer	Receive requests for Council to be represented (at Councillor level) on external organisations and internal entities; advise the Mayor and Councillors of receipt of the requests and arrange for an officer report on the merits of Councillor representation to be prepared for Council's consideration.
Councillor Support Officer	Receive written Councillor representation reports and arrange for them to be included in the minutes agenda-for-of the next practicable Ordinary Council meeting.
General Manager Business Excellence	Responsible for the implementation of the Council Representation Policy and ensuring appropriate training in its application and use is provided to Councillors and applicable staff.
Manager Governance	Ensure requests for Councillor representation to internal or external organisations / entities are handled in accordance with the provisions of this Policy. Monitor compliance with the requirements of the Policy. Maintain the Councillor Representation Register and ensure it is submitted to Council for review annually.

6. Definitions

Term	Meaning
Chief Executive Officer	Person appointed by Council to the position of Chief Executive Officer.
Community	People who live in East Gippsland; People and organisations who are ratepayers or conduct activities in East Gippsland.
Council	East Gippsland Shire Council.
Council Representation Register	Register listing internal and external organisations and entities on which Council is represented; the name of representative appointee and deputy/alternate (if appropriate); date of appointment; representative position (e.g. representative, Committee member); purpose/objective of the organisation/ entity; and title of Executive Leadership Team member supporting the appointee Councillor/s.
Councillor	Person who has been elected to the office of Councillor of East Gippsland Shire Council.
Councillor Representative	Councillor appointed by Council to represent it on an external organisation or internal board/committee or other entity.
Executive Leadership Team	Senior leadership team comprising the CEO and General Managers.
Mayor	Councillor elected by Councillors to the position of Mayor for a one or two-year term.
Staff	All staff engaged by East Gippsland Shire Council, including all full-time, part-time and casual employees, labour hire agency staff, contractors and volunteers.

7. Human Rights

Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006* (the Charter). This Policy has been assessed as compliant with the obligations and objectives of the Charter.

8. Gender Equality

This Policy has considered the *Gender Equality Act 2020* in its preparation and has been assessed as not requiring a Gender Impact Assessment (GIA).

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9. Risk Reference

This Policy is implemented as a control to mitigate risks in the following categories:

Risk Category		Risk Category	
Environmental		Technology and Information Management	
Health and Safety		Assets, Facilities and Security	
Project, Product and Service Delivery		Human Resources	
Financial and Economic	✓	Procurement	
Leadership and Political Awareness	✓	Corporate Governance and Compliance	✓
Reputation and Corporate Image	✓	Legal	✓

10. References and Supporting Documents

10.1 Applicable Legislation:

The Local Government Act 2020 is the principal legislation governing the Local Government sector in Victoria. It provides Local Government councils with authority to manage public resources and identifies the primary principle of councils is to achieve the best outcomes for their local community.

10.2 Applicable Policy and Procedure:

Councillors Support and Expenses Policy - recognises and supports Councillor attendance at meetings, seminars and conferences that relate directly to performing their duties as a Councillor; are organised by a Local Government peak body/association; and/or have a demonstrable benefit for the East Gippsland Shire community.

10.3 Supporting Documents:

Councillor Representation Register

11. Review and Revision History

Version Number	Date Approved	Approved By	Review Summary
1	12/11/19	Council	Original policy
2	16/12/21	Council	Removal of reference to Boards Removal of reference to Councillor Code of Conduct, as it related to the former Code of Conduct. Updated Local Government Act to 2020, previously 1989.

11.1 Administrative Updates

Minor amendments to this document may be required from time to time. Where amendments do not materially alter the intent of a document, they will be made administratively and approved by the Document Owner.

11.2 Document Control Disclaimer

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5.2.4 Organisational Performance Report July to September 2024

Authorised by General Manager Business Excellence

Purpose

To seek Council consideration of the Organisation Performance Report for the period 1 July to 30 September 2024.

Key Points

The Organisational Performance Report, provided at **Attachment 1**, provides an overview of progress against the quarter one results for 2024/25 of the:

- Council Plan 2021-25; and
- 2024/25 Budget.

The report has been reformatted to bring a range of financial and performance reports together into the one document and present this information in a way that enhances the readability of the reports and transparency of council's performance.

Organisational Performance

The first section of the Organisational Performance Report provides a summary of achievements against the Strategic Objectives of the Council Plan and progress against major initiatives. A full Council Plan Progress Report of all actions listed in the Annual Action Plan 2024-25 is also provided at **Attachment 2**.

Financial Performance

Operating result

The second section of the Organisational Performance Report provides year-to-date financial performance.

The full year operating surplus is forecast to be \$18.047 million which is \$10.914 million less than the adopted budget. This is a result of expenditure for grant funded programs totalling \$11.2 million that were incomplete at the end of the previous financial year and will now be completed in the 2024/25 year. This is offset by additional revenue of \$2.8 million from additional capital and operating grants.

Key financial sustainability indicators

An important ratio reported by Councils is the Working Capital Ratio, sometimes referred to as the Liquidity ratio, which demonstrates the level of current assets to current liabilities. This is well above the target of 150% set in the budget and considered low risk. A further key indicator is the asset renewal gap, which is also over the 100% target set in the budget.

Indicator (%)	Result	Target	Risk rating
Adjusted underlying surplus	(14.88%)	Above 0	Medium
Liquidity	255.31%	Above 150%	Low
Indebtedness	18.07%	Below 60%	Low
Asset renewal gap	237.98%	Above 100%	Low

The adjusted underlying result has a medium risk rating. The calculation for this indicator excludes income from non-cash contributions and non-recurring grant income. The result for the quarter was impacted by expenditure for grant funded programs totalling \$11.2 million that were incomplete at the end of the previous financial year and will now be completed in the 2024/25 year.

Cash Position

The expected end-of-year cash position of \$56.929 million is \$6.655 million greater than the adopted budget.

Capital works

The current forecast capital works expenditure is \$90.952 million. This is a \$0.745 million increase from the budget of \$90.207 million.

Recommendation

That Council

- 1. endorses the full year forecast changes for operating and capital budgets, as included in the Organisational Performance Report for the period to 30 September, as provided at Attachment 1; and***
- 2. notes that if endorsed, the Organisational Performance Report for the period to 30 September, as provided at Attachment 1 will be published on Council's website.***

Strategic Alignment

This report has been prepared in accordance with:

- *Local Government Act 2020*, Section 97 of the *Local Government Act 2020* requires a quarterly budget report be presented to the Council at a Council meeting which is open to the public. The quarterly budget report must include a comparison of the actual and budgeted results to date and an explanation of material variances, and.
- the requirements under the *Local Government (Planning and Reporting) Regulations 2020* and Council have adopted a best practice approach by reporting progress quarterly.

This report has been prepared and aligned with the following strategic objectives set out in the Council Plan 2021-2025:

- Strategic Objective 5: 5.1 A better everyday customer experience is created for our residents and visitors.
- Strategic Objective 5: 5.5 Resources are managed to meet current and future needs and priorities.

Opportunities and Risks

The detailed commentary and analysis of performance is contained in the performance report.

Climate change

This report is assessed as having no direct impact on climate change.

Conflicts of Interest

Officers preparing this report have no conflict of interest to declare.

Attachments

1. Organisational Performance Report [5.2.4.1 - 38 pages]
2. Council Plan Progress Report [5.2.4.2 - 57 pages]



ORGANISATIONAL PERFORMANCE REPORT

July to September 2024

Organisational Performance Report July – September 2024

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Acknowledgement of Country

East Gippsland Shire Council acknowledges the Gunaikurnai, Nindi-Ngujarn Ngarigo Monero, Bidawel, Duduroa Dhargal, Jaithmathang people as the Traditional Custodians of this land that encompasses East Gippsland Shire, and their enduring relationship with country. The Traditional Custodians have cared for and nurtured East Gippsland for tens of thousands of years. Council values their living culture and practices and their right to self-determination. Council pays respect to all Aboriginal and Torres Strait Islander people living in East Gippsland, their Elders, past, present, and future.

About this Report

This Report is prepared as a key component of East Gippsland Shire Council's (Council) commitment to transparent reporting and accountability to our community and to meet statutory reporting requirements under the *Local Government (Planning and Reporting) Regulations 2020*.

Organisational Performance

Council developed the following Strategic Objectives of the Council Plan to guide the Council over the years 2021 to 2025:

- An inclusive and caring community that respects and celebrates diversity.
- Planning and infrastructure that enriches the environment, lifestyle and character of our communities.
- A natural environment that is managed and enhanced.
- A thriving and diverse economy that attracts investment and generate inclusive local employment.
- A transparent organisation that listens and delivers effective, engaging and responsive services.

Council measures its performance delivering the Plan through:

- results achieved against the Strategic Objectives in the Council Plan; and
- progress against the Annual Major Initiatives identified in the Annual Budget.

An inclusive and caring community that respects and celebrates diversity

Objective

To promote inclusivity and respect within the community, aligning with the vision of valuing and encouraging all individuals. Focusing to ensure equitable access to services and support, fostering cultural and artistic collaboration, recognizing community contributions, and enhancing overall well-being through targeted partnerships. Additionally, it emphasises the importance of building strong relationships with Aboriginal communities and celebrating cultural diversity.

Priorities

- Council strives to provide equitable access to their services, support, and facilities.
- Collaboration with key stakeholders fosters the cultural, arts and creative communities for all activities Council has facilitated or financially contributed to.
- Community groups and volunteers are acknowledged, promoted, and supported.
- Through targeted services, partnerships and advocacy, communities enjoy strong mental and physical health, well-being and resilience.
- Strong working relationships are further developed with Aboriginal people and organisations.
- Council is culturally and linguistically inclusive and celebrates diversity.

Achievements to Date:

- 12 public spaces were activated for exhibitions and performances.
- Annual allocation administration for Committees of Management has commenced, allowing them to claim contributions towards operating costs.
- Happy Change Makers have been engaged to develop a partnership roadmap with our volunteer Business and Tourism Associations and Chambers of Commerce.
- Advocacy efforts include working with NBN, the Special Envoy for Disaster Recovery, and relevant Ministers to support the ongoing Strengthening Telecommunications Against Natural Disasters (STAND) initiative.
- Council continues to liaise with Traditional Owners regarding relevant projects.



Locals celebrating the official opening of the Cann River Skatepark

Major Initiatives

Initiative	Comment	Percentage Complete
Develop engagement and collaboration agreements to build sustainable and beneficial relationships with Aboriginal organisation and communities.	Council continues to strengthen lasting relationships with Aboriginal communities and organisations across East Gippsland. This includes supporting cultural events such as the Elders Lunch, seniors' week event planning with community members, Indigenous Literacy Day, kindergarten openings, National Aboriginal and Torres Strait Islander Children's Day, and various NAIDOC Week activities. To ensure respect and understanding during Sorry Business and other cultural events, officers have undertaken Indigenous Mental Health Training. Council remains an active member of the First Nation Local Government Network and engages with Aboriginal organisations and communities throughout East Gippsland.	 25%

Planning and infrastructure that enriches the environment, lifestyle and character of our communities

Objective

To create an accessible, safe, connected, and healthy environment for the community. This involves sustainable land use planning that balances growth with lifestyle and environmental enhancement. It emphasizes the importance of infrastructure that meets diverse user needs while being environmentally and financially sustainable. Additionally, it focuses on engaging with local communities to strengthen preparedness and resilience for natural disasters and emergencies.

Priorities

- Statutory and strategic planning for land use delivers sustainable outcomes that balance the need for growth with the enhancement of our lifestyle, character, the built and natural environment.
- Infrastructure provision and maintenance supports a diverse range of current and future user needs and activities and is both environmentally and financially sustainable.
- Planning with local communities for natural disasters and emergencies strengthens capacity, infrastructure, resilience, preparedness, and recovery.

Achievements to Date:

- The draft Bairnsdale 2050 Strategy is in progress, following an internal workshop and a Community Panel workshop.
- The final phases of the WORLD Sporting Precinct, including the soccer facility and pavilion, are underway, with the final concept design under review and moving toward detailed design.
- The Road Safety Strategy Implementation Plan has been prepared, and projects addressing high-priority tasks for the first year are underway.
- A range of strategic upgrade projects at Bairnsdale City Oval have been initiated, with a strong focus on improving field quality.
- The Omeo Mountain Bike Trails, totalling 22km, are now open to the public, with stages 1 and 2 complete.



Community members celebrating the re-opening of the Old Slipway, which was redeveloped into a vibrant public space!

Major Initiatives

Initiative	Comment	Percentage Complete
Initiate and progress Planning Scheme Amendments including the Municipal Planning Strategy, Planning Policy Framework, Housing and Settlement Strategy, Rural Land Use Strategy and the Paynesville Growth Area Structure Plan.	All four amendments have received authorisation from the Minister, and public exhibition is set to begin in quarter two and three.	 25%
Undertake a climate risk assessment to identify and respond to the likely impact of extreme weather and climate events on Council and community infrastructure and services.	Stage 1 methodology has commenced with the engagement of a consultant who has been tasked with understanding current climate risk management practices and collaborating with municipal stakeholders to establish methods for a climate risk assessment. This includes identifying the best available data sets and developing a framework for an online interface. An initial stakeholder meeting planned for the second quarter will focus on: • Engaging asset managers in proactive resilience building in the region. • Developing an understanding of the need for climate risk information. • Identifying available data sets. • Verifying the risk assessment methodology. • Ensuring the interface framework supports asset management.	 25%

A natural environment that is managed and enhanced

Objective

To ensure that the environment is managed and preserved for future generations. This involves reducing carbon emissions both within the Council and the community, while also helping to mitigate the effects of climate change on various aspects of life. The Council aims to implement sustainable land use practices to protect biodiversity and educate the community about private land management. Additionally, it focuses on enhancing the natural values of Council-managed lands and adopting sustainable practices to minimize waste sent to landfill.

Priorities

- Council works to reduce its own and the communities carbon emissions while supporting the community to mitigate the impact of a changing climate on the environment, safety, health, and lifestyles.
- Sustainable land use practices are used to manage Council land to protect biodiversity and to provide education and incentives to support the management of private land.
- Natural values on key Council managed land are managed and enhanced.
- Environmentally and financially sustainable practices reduce waste going to landfill.

Achievements to Date:

- Out of 43 vehicles, 21 utilise alternative fuels where viable.
- Assessments of weed-affected roadsides are ongoing, with work on high-priority species occurring during the quarter.
- Environmentally Sustainable Design (ESD) principles are integrated into all design processes for future capital works projects.
- Council collaborated on a grant program focused on environmental works along the Mitchell River, involving stakeholders like East Gippsland Catchment Management Authority, Bairnsdale Urban Landcare, Eastwood Landcare, GLaWAC, and Gippsland Grammar.



Progress continues for the Organic Waste Processing facility development at the Bairnsdale Landfill.

Major Initiatives

Initiative	Comment	Percentage Complete
Finalise Council's Greenhouse Gas Emissions Reduction Plan and commence delivery of year one actions.	A draft Greenhouse Gas Emissions Reduction Plan was prepared in August 2024. Efforts to integrate an economic analysis of the draft plan have commenced. Engagement with key internal stakeholders is scheduled for the upcoming quarter prior to finalisation of the plan.	 60%
Progress development of an organic waste processing facility at Bairnsdale Landfill.	SMEC, the design consultants, have completed the Issue for Tendering documentation. Specialist assessments for odour, noise, fire, and technology are 99% complete and are being incorporated into the design reports. The Water Management Plan for the site has been issued, along with a revised Environmental Management Plan. Variations to the contract to include combined access for public and waste contractors are included in the Issue For Construction documentation, which is under review. These drawings will be packaged and submitted to the Waste Team to prepare the EPA submission for approval and the Development Licence submission for approval.	 20%

A thriving and diverse economy that attracts investment and generates inclusive local employment

Objective

To promote a sustainable, innovative economy that supports both existing and emerging industries. This involves leadership that fosters economic prosperity, investment, and resilience, ensuring the community can adapt and grow. The Council aims to facilitate collaboration among key partners to enhance education and skills training pathways, fostering entrepreneurship and new business opportunities, especially in areas experiencing change. It also focuses on streamlining processes to make it easier for businesses to invest and seeks investment in tourism to adapt to evolving market demands. Finally, it emphasizes enhancing the natural strengths of East Gippsland's agriculture and resource-based industries to boost value, employment, and sustainability.

Priorities

- Leadership enables economic prosperity, investment, recovery, resilience, and growth.
- Collaboration amongst key partners is facilitated to improve pathways for education and skills training.
- Council's work with stakeholders fosters entrepreneurship and new business opportunities, particularly with communities facing change.
- Targeted information and streamlined approvals and processes make it easier for business to invest.
- Tourism sector investment is sought in business capability, product development and experience to meet the changing needs of domestic and international markets.
- East Gippsland's natural strengths in agriculture and natural resource-based industries are enhanced to increase value, employment, sustainability, and resilience.

Achievements to Date:

- Council has continued to engage with relevant departments and stakeholders to navigate planning requirements and improve worker accommodation.
- Collaboration with East Gippsland Marketing Inc. has led to the launch of a Young Professionals Network aimed at connecting and retaining professionals in the region.
- All civil works have been completed as part of the Buchan Streetscape project, with only soft landscaping remaining.
- Implementation of financial capability and strengthening programs, including succession planning workshops and one-on-one engagements.
- Marine Parade Stage One is progressing well, with completion anticipated by December 2024.



Council supported and participated at the Bairnsdale Jobs Expo, where job seekers could connect with local employers, explore apprenticeships, and discover career opportunities.

Major Initiatives

Initiative	Comment	Percentage Complete
Support the delivery of the Pathways to Growth program from the Tourism Events Action Plan 2022-26.	Four events are currently participating in the second year of the Pathways to Growth program. These events are the Twin Rivers Bream Classic, Paynesville Classic Boat Rally, Wild Harvest Seafood Festival and East Gippsland Winter Festival. Council is providing event support and facilitation to mentor participants, ensuring that key objectives are achieved.	 40%

A transparent organisation that listens and delivers effective, engaging, and responsive services

Objective

To establish a strong foundation for the Council Plan, enhancing the Council's contributions to the Community Vision. This involves creating a better customer experience for residents and visitors, fostering strong relationships with government and stakeholders to advocate effectively for the community, and engaging communities in decision-making processes to support local solutions. The Council aims to strengthen continuous improvement systems and enhance organizational efficiency. It also focuses on managing resources to meet current and future needs, while attracting, developing, and retaining an inclusive workforce to deliver essential services.

Priorities

- A better everyday customer experience is created for our residents and visitors.
- Strong relationships with government, partners and stakeholders are maintained and strengthened to advocate for the community.
- Communities are engaged in decision-making and support is provided to develop local solutions to local issues.
- Continuous improvement systems are strengthened, and organisational efficiency enhanced.
- Resources are managed to meet current and future needs and priorities.

Achievements to Date:

- The Customer First Point of Resolution program is successfully achieving a high first point resolution rate for all correspondence, received including reports submitted through Snap, Send, Solve.
- All Council motions were accepted by the Australian Local Government Association at the conference held from 1-5 July 2024.
- Service reviews currently in progress include a commercial review of the Livestock Exchange and the evaluation of Waste Services.
- A detailed Councillor Induction Program has been developed, informed by insights from current Councillors and a quality assurance exercise by external experts.



Community engagement for the Community Vision rolled into Mallacoota, where locals joined us for a coffee and shared their thoughts on the future of East Gippsland.

Major Initiatives

Initiative	Comment	Percentage Complete
Place Plans are developed for key areas to capture the needs and priorities of communities at a local level.	This action has not yet commenced due to the recruitment of necessary resources to commence the development of Place Plans for nine districts and review three plans completed prior to the Black Summer Bushfires.	 0%
Review the Community Vision 2040 and support Council in the development of the Council Plan 2025-29.	Throughout July and August, Council commenced the first phase of the review of the Community Vision 2040, engaging with residents through various face-to-face interactions, conversations, and a community survey. Over 2,500 people participated in the review, including 1,400 in a dotmocracy exercise, 955 through our YourSay platform, 155 completed surveys, and 68 entries in our photo competition.	 25%



FINANCIAL REPORT

July to September 2024

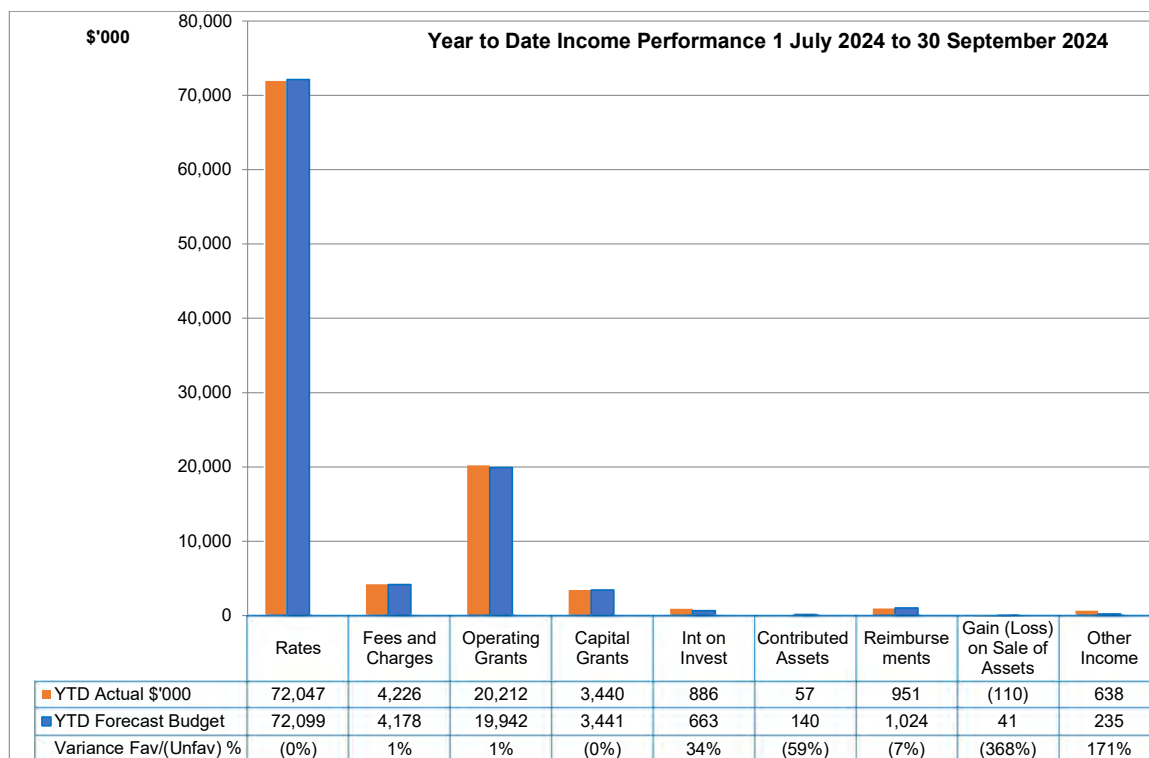
Financial Report Overview and Progress

Quarter One - 1 July to 30 September 2024

- The YTD operating surplus is \$72.186 million, which is \$2.970 million greater than the forecast surplus of \$69.216 million.
- The full year operating surplus is forecast to be \$18.047 million which is \$10.914 million less than the adopted budget. This is a result of expenditure for grant funded programs totalling \$11.2 million that were incomplete at the end of the previous financial year and will now be completed in the 2024/25 year. This is offset by additional revenue of \$2.8 million from additional capital and operating grants.
- The YTD cash and investments are \$117.266 million which is greater than expected because of capital and operating projects and programs that were incomplete at the end of the previous financial year.
- Total borrowings are currently \$9.695 million.
- YTD expenditure on capital works is \$9.356 million and is forecast to be \$90.952 million for the full year.

1.1 Income Statement at 30 September 2024

	Year to date Actual	Year-to-date			Full Year		
		Forecast Budget	Variance Fav/(Unfav)		Adopted Budget	Forecast Budget	Variance Fav/(Unfav)
		\$'000	\$'000		\$'000	\$'000	\$'000
Income							
Rates	72,047	72,099	(52)		72,221	72,221	0
Statutory Charges	470	482	(12)		2,646	2,646	0
User Charges	3,756	3,696	60		13,527	13,531	4
Recurrent Operating Grants	18,766	18,766	0		21,102	21,358	256
Non Recurrent Operating Grants	1,446	1,176	270		4,960	5,567	607
Recurrent Capital Grants	100	100	0		3,610	3,010	(600)
Non Recurrent Capital Grants	3,340	3,341	(1)		32,559	33,560	1,001
Interest on Investment	886	663	223		2,540	2,540	0
Contributed Assets Non monetary	0	0	0		2,000	2,000	0
Contributions Monetary	57	140	(83)		310	365	55
Reimbursements and other contributions	951	1,024	(73)		4,924	6,459	1,535
Gain (Loss) on Sale of Assets	(110)	41	(151)		0	15	15
Other Income	638	235	403		1,100	1,100	0
Total Income	102,347	101,763	584		161,499	164,372	2,873
Expenses							
Employee Benefits	9,551	9,730	179		41,504	42,233	(729)
Materials and services	11,932	13,954	2,022		57,260	68,882	(11,622)
Depreciation and Amortisation	7,986	8,172	186		31,378	32,704	(1,326)
Bad and doubtful debts	0	0	0		48	48	0
Borrowing costs	61	98	37		391	391	0
Finance cost - leases	0	0	0		1	1	0
Other expenses	631	593	(38)		1,956	2,066	(110)
Total expenses	30,161	32,547	2,386		132,538	146,325	(13,787)
Operating Surplus/(Deficit)	72,186	69,216	2,970		28,961	18,047	(10,914)
Adjusted Underlying Surplus/(Deficit)							
Non Recurrent Capital Grants	(3,340)	(3,341)	1		(32,559)	(33,560)	(1,001)
Contributed Assets	0	0	0		(2,000)	(2,000)	0
Capital contributions and reimbursements	(65)	(65)	0		(10)	(1,600)	(1,590)
Adjusted Underlying Surplus/(Deficit)	68,781	65,810	2,971		(5,608)	(19,113)	(13,505)



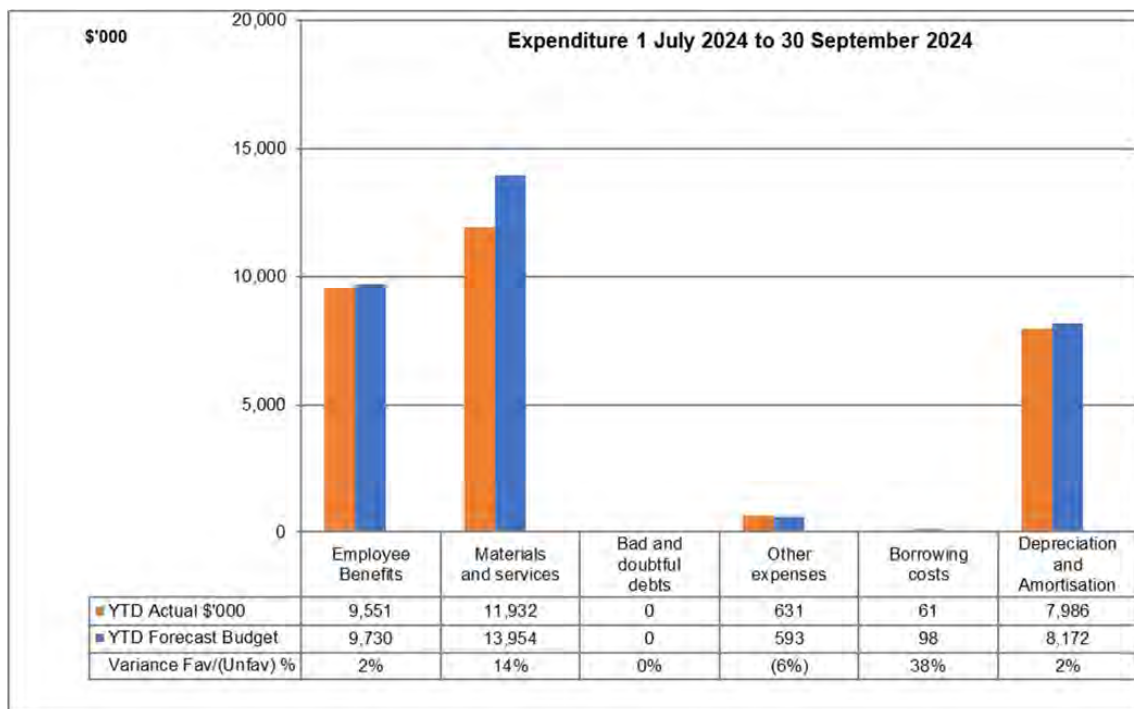
Notes for Income Variances

Variances Year to Date

Category	Variance Fav/(Unfav) \$'000	Commentary
Income		
Non-Recurrent Operating Grants	270	The favourable variance is a result of some grants being received earlier than expected.
Interest on Investment	223	Additional interest on unspent project funding at the end of the previous financial year.
Contributions Monetary	(83)	Contributions will come in at various times during the year and this is just a timing issue.
Gain (Loss) on Sale of Assets	(151)	The variance is a result of the timing for the receipt of sale proceeds for some plant and vehicles.
Other Income	403	The YTD variance is primarily a result of some lease annual payments being raised earlier than expected.

Variances Full Year

Category	Variance Fav/(Unfav) \$'000	Commentary
Income		
Recurrent Operating Grants	256	The final Financial Assistance grant is \$256k greater than the adopted budget.
Non-Recurrent Operating Grants	607	There are several new grants with the most significant being \$330k for Community Recovery Committees and \$150k for Bastion Point Dredging. The additional grants are offset by additional expenditure for the program delivery.
Recurrent Capital Grants	(600)	The allocation for R2R for the 2024/25 year has been adjusted.
Non-Recurrent Capital Grants	1,001	The timing for accounting for the capital grants is adjusted in line with the expenditure and this together with some additional capital grants accounts for the favourable variance.
Reimbursements and other contributions	1,535	The additional reimbursements relate to reimbursements for natural disaster events for several capital projects.



Notes for Expense Variances

Variances Year to Date

Category	Variance Fav/(Unfav) \$'000	Commentary
Expenditure		
Employee Benefits	179	A small variance from roles that are being advertised and currently unfilled.
Materials and services	2,022	The variance is a result of the timing of works and services being delivered later than expected.
Depreciation and Amortisation	186	The variance is a result of the timing for capitalisation for new assets.

Variances Full Year

Category	Variance Fav/(Unfav) \$'000	Commentary
Expenditure		
Employee Benefits	(729)	Because of receiving additional operating grants there will be employee costs associated with delivering those new programs. This is reflected in the forecast increase in employee costs.
Materials and services	(11,622)	Projects and programs that were incomplete at the end of the previous financial year, mostly funded from government grants, have been carried forward into this year. The carry forward total is \$11.2M.
Depreciation and Amortisation	(1,326)	The variance is a result of the timing for capitalisation for new assets.
Other expenses	(110)	This is a result of a carry forward from the previous year for a funded program.
Results		
Operating Surplus/(Deficit)	(10,914)	The increase in the operating deficit is primarily a result of the carry forwards from 23/24 for incomplete projects funded in that year.
Adjusted Underlying Surplus/ (Deficit)	(13,505)	The carry forward expenditure of \$11.2m together with the increased non recurrent capital grants accounts for the increase in the underlying deficit forecast at year end.

1.2 Balance Sheet 30 September 2024

Prior Year Actual (\$'000)		Year to date Actual (\$'000)	Full Year		
			Adopted Budget (\$'000)	Forecast (\$'000)	Variance (\$'000)
Current assets					
117,192	Cash and investments	117,266	50,274	56,929	6,655
10,189	Receivables	68,995	11,693	11,693	0
1,356	Prepayments		711	711	0
4,547	Other Current Assets	3,394	3,819	3,819	0
133,284	Total Current Assets	189,655	66,497	73,152	6,655
Non-current assets					
1,362,142	Property, Infrastructure & Equipment	1,363,477	1,530,010	1,422,955	(107,055)
10,787	Investment Properties	10,787	7,455	10,787	3,332
593	Right of Use Assets	593	611	593	(18)
3,663	Intangible Assets	3,396	8,580	2,499	(6,081)
10	Other financial assets	10	0	10	10
154	Receivables	130	170	154	(16)
1,377,349	Total Non- Current Assets	1,378,393	1,546,826	1,436,998	(109,828)
1,510,633	Total assets	1,568,048	1,613,323	1,510,150	(103,173)
Current liabilities					
12,873	Payables	682	12,565	10,000	(2,565)
4,137	Trust Funds and Other Deposits	4,166	2,311	4,137	1,826
15,815	Contract and other liabilities	13,671	5,950	5,958	8
13,579	Current Provisions	13,279	7,696	7,696	0
79	Lease Liabilities	79	75	75	0
663	Interest Bearing Liabilities	499	786	786	0
47,146	Total Current Liabilities	32,376	29,383	28,652	(731)
Non-current liabilities					
7,694	Non - Current Provisions	7,693	7,847	7,848	1
340	Contract and other liabilities	340	419	419	0
600	Lease Liabilities	600	678	678	0
9,196	Interest Bearing Liabilities	9,196	8,945	8,849	(96)
17,830	Total Non - Current Liabilities	17,829	17,889	17,794	(95)
64,976	Total liabilities	50,205	47,272	46,446	(826)
1,445,657	Net assets	1,517,843	1,566,051	1,463,704	(102,347)
Equity					
937,501	Reserves	937,501	1,062,762	936,165	(126,597)
508,156	Total Retained Earnings	580,342	503,289	527,539	24,250
1,445,657	Total Equity	1,517,843	1,566,051	1,463,704	(102,347)
Net Surplus for year		72,186	28,961	18,047	(10,914)

Notes for Balance Sheet Variances

Variances - Full Year

Category	Variance Fav/(Unfav) '\$000	Commentary
Cash and investments	6,655	The favourable variance is a result of the 2023/24 operating result being more favourable than was forecast in adopted 2024/25 budget.
Property, Infrastructure & Equipment	(107,055)	The reduction in property plant and equipment is a result of the revaluation for infrastructure in the previous financial year which reduced the overall value of infrastructure.
Investment Properties	3,332	There was a reclassification of investment properties at the end of the previous financial year. These moved from Property, Plant and Equipment to Investment properties.
Intangible Assets	(6,081)	Several intangible assets were not completed for capitalisation at year end.
Payables	(2,565)	It is expected that the end of year value will be less than the previous year and has been adjusted accordingly.
Trust Funds and Other Deposits	1,826	The forecast has been increased based on the final balance at the end of the previous financial year.
Reserves	(126,597)	The reduction in the asset revaluation reserve of \$125M in 2023/24 year because of the revaluation of infrastructure accounts for this change.
Total Retained Earnings	24,250	The end of year result for the previous financial year was \$33M greater than the forecast result in the adopted budget. This together with the forecast increase in operating deficit of \$10.9M in the current year together with some transfers from other reserves accounts for this variance.

1.3 Cashflow Statement for the Period 1 July 2024 to 30 September 2024

	Year-to-date		Full Year	
	Actual	Adopted	Forecast	Variance
	(\$'000)	Budget	Budget	
		(\$'000)	(\$'000)	(\$'000)
Cashflows from Operating Activities				
Ratepayer receipts	13,960	72,010	71,536	(474)
Statutory fees and fines	477	2,646	2,598	(48)
User fees	3,845	14,237	10,262	(3,975)
Operating Grants	20,413	26,062	26,532	470
Capital Grants	1,370	36,169	30,106	(6,063)
Contributions	57	310	365	55
Interest Received	1,443	2,500	2,797	297
Trust funds and deposits taken	29	7,928	8,500	572
Other Receipts and reimbursements	1,131	6,063	7,559	1,496
Net GST refund/payment	(195)	0	0	0
Payments to Employees	(9,653)	(40,995)	(42,599)	(1,604)
Payments to Suppliers	(22,720)	(65,589)	(77,969)	(12,380)
Trust funds and deposits repaid	0	(8,650)	(8,500)	150
Other Payments	(694)	(1,956)	(2,066)	(110)
Net cash provided by (used in) operating activities	9,463	50,735	29,121	(21,614)
Cashflows from Investing Activities				
Payments for Property/ Plant	(9,355)	(91,383)	(89,453)	1,930
Proceeds from Investments	0	0	0	0
Proceeds from sale of assets	191	600	615	15
Net cash provided by (used in) investing activities	(9,164)	(90,783)	(88,838)	1,945
Cashflows from Financing Activities				
Finance costs	(61)	(391)	(395)	(4)
Loan Principal Repayments	(164)	(724)	(724)	0
New Loans	0	500	500	0
Interest paid-lease liability	0	(1)	(1)	0
Repayment of lease liabilities	0	0	74	74
Net cash provided by (used in) investing activities	(225)	(616)	(546)	70
Net Increase / (Decrease) in Cash	74	(40,664)	(60,263)	(19,599)
Cash At Beginning of Period/Year	117,192	90,938	117,192	26,254
Cash at End of Period/Year	117,266	50,274	56,929	6,655

1.4 Capital Works Projects

The 2024-25 Capital Works Projects budget was adopted in June 2024 at \$91.383 million. After final adjustments for carry forwards, the total budget was reduced by \$1.176 million, resulting in an initial budget of \$90.207 million.

In the first quarter, the forecasted budget increased by \$0.745 million, raising the revised budget to \$90.952 million.

By the end of the period, Capital projects expenditure and commitments reached \$37.556 million, accounting for 41.29% of the total revised budget.

Capital Works key adjustments included:

- Additional income forecast of \$0.360 million included reimbursement for natural disaster restoration works, adjustments to grants to be received in this financial year as well as funds utilised from internal reserves.
- There was additional expenditure added for natural disaster restoration works and some other increases because of additional grant funding. These were offset in part by projects that have been withdrawn, resulting in the \$0.745 million forecast increase for capital projects for the full year.
- During the first quarter Roads to Recovery and Local Roads and Community Infrastructure funding was reallocated to individual projects and accounts for many of the income and expenditure movements.

Capital Works Program Summary as at end September 2024

Description	Adopted Budget (Total new projects) \$'000	Final adjusted Carried Forward \$'000	Total Adopted Budget plus Carried Forward \$'000	Budget Movement Increases/ Decreases \$'000	Revised Annual Forecast \$'000
Capital Projects	36,146	54,061	90,207	745	90,952
Total Program	36,146	54,061	90,207	745	90,952
% Increase from adopted budget Movement in Program since adopted budget					0.8 % \$745 K

Description	Expended \$'000	Committed \$'000	Total Expended+ Commitments \$'000	Unexpended \$'000
Capital Projects Spend	9,356	28,200	37,556	53,396
% of Revised Forecast Spent or Committed Against Adopted Budget	41.63%			
% of Revised Forecast Spent or Committed Revised Forecast	41.29%			

1.5 Capital Works report by asset class at 30 September 2024

	Year to date Actual \$'000	Full Year		
		Adopted with actual carry forwards \$'000	Forecast Budget \$'000	Variance Adopted budget to Forecast budget \$'000
Property				
Land	78	411	411	0
Total land	78	411	411	0
Buildings	1,296	9,318	9,420	102
Heritage buildings	0	813	105	(708)
Total buildings	1,296	10,131	9,525	(606)
Total property	1,374	10,542	9,936	(606)
Plant and equipment				
Plant, machinery and equipment	977	6,712	6,820	108
Fixtures, fittings and furniture	13	30	30	0
Computers and telecommunications	92	6,400	6,403	3
Library books	24	209	209	0
Total plant and equipment	1,106	13,351	13,462	111
Infrastructure				
Roads	2,030	12,029	13,017	988
Bridges	1	310	584	274
Footpaths and cycleways	340	1,644	922	(722)
Drainage	381	4,720	5,320	600
Recreational, leisure and community facilities	191	6,875	6,850	(25)
Waste management	488	3,392	3,432	40
Parks, open space and streetscapes	3,338	23,082	23,321	239
Aerodromes	69	13,504	13,504	0
Off street car parks	4	174	29	(145)
Other infrastructure	32	584	575	(9)
Total infrastructure	6,874	66,314	67,554	1,240
Total capital works expenditure	9,354	90,207	90,952	745

Landfill Rehabilitation Projects as at 30 September 2024

The 2024-25 adopted budget for Landfill Rehabilitation projects totalled \$6.468 million. After final adjustments for carry forwards, the total budget was increased by \$0.016 million, resulting in an initial budget \$6.484 million.

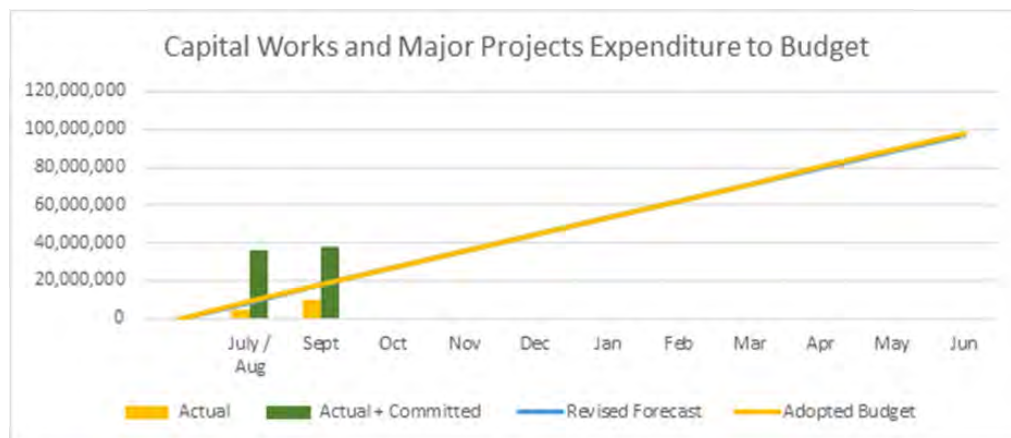
In the first quarter, the forecasted budget increased by \$0.048 million, raising the revised budget to \$6.532 million.

By the end of the period Landfill Rehabilitation Works expenditure and commitments reached \$0.221 million.

Description	Adopted Budget (Total new projects) \$'000	Final adjusted Carried Forward \$'000	Total Adopted Budget plus Carried Forward \$'000	Budget Movement Increases/ Decreases \$'000	Revised Annual Forecast \$'000
Landfill Rehabilitation	95	6,389	6,484	48	6,532

Description	Expended \$'000	Committed \$'000	Total Expended+ Commitments \$'000	Unexpended \$'000
Landfill Rehabilitation	25	196	221	6,311

The graph below shows the relationship between actual spend and committed spend on capital projects and landfill rehabilitation projects compared to the budgeted amounts over a set period.



At the end of Quarter One, the program covered 240 separate projects of which 34 projects had been completed, 187 are progressing, 10 projects are yet to commence, and nine projects have been withdrawn, transferred or are on hold. A detailed list of all project status is provided in **Attachment 1**.

1.5 Treasury

Council has paid \$0.163 million in scheduled principal debt repayments in Quarter 1.

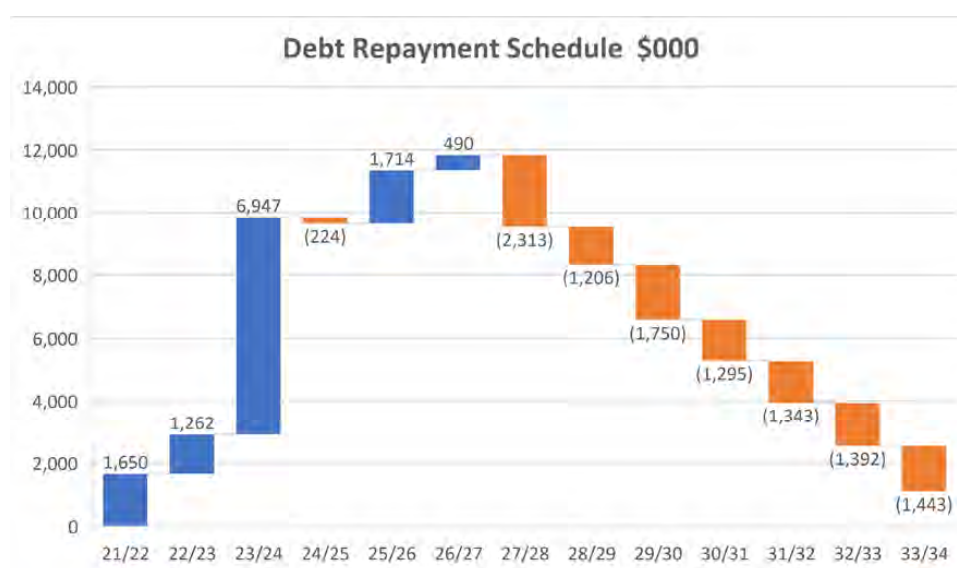
The interest rates as at the end of September for each loan are as follows:

1. Tambo Bluff Special Charge Scheme – 8.66% (recovered from the scheme participants)
2. Community Infrastructure Low Interest Loans from Treasury Corporation of Victoria:
 - WORLD Sporting Precinct – 4.83%
 - Eagle Point Foreshore Hub – 4.62%

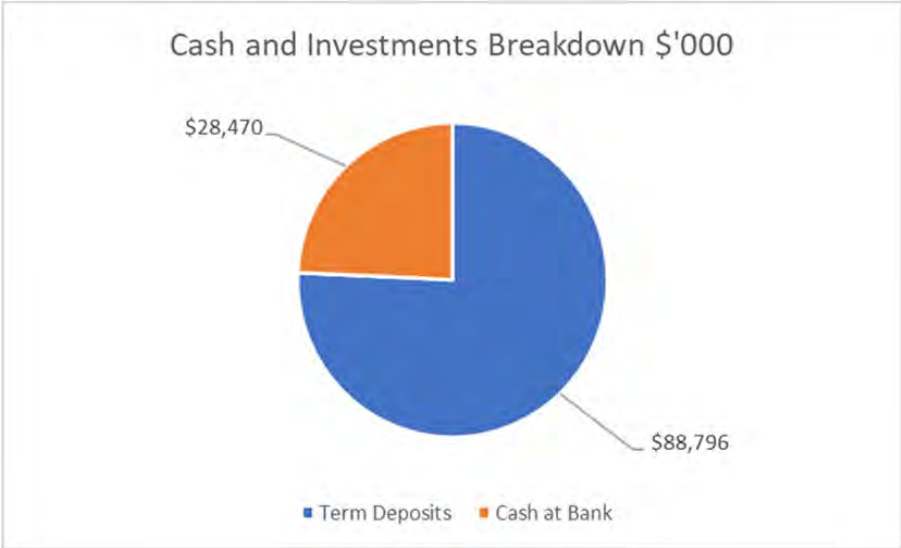
The full year debt repayments are on schedule, with a forecast end of year balance of \$9.635 million.

To note is that the interest rate on Community Infrastructure loans are less than the average interest rate earnings for investments which is a positive cashflow position for Council.

Loan Maturing	YTD September 2024				Full Year			
	Opening Balance \$'000	Principal Repaid \$'000	New Loans \$'000	Closing Balance \$'000	Opening Balance \$'000	Repayments \$'000	New Loans \$'000	Closing Balance \$'000
Current Loans	663	0	0	663	663	0	123	786
Non-Current Loans	9,196	(163)	0	9,033	9,196	(724)	377	8,849
	9,859	(163)	0	9,696	9,859	(724)	500	9,635



Cash and investment holdings total \$117.266 million as of 30 September 2024, an increase of \$0.074 million from the 30 June 2024 balance of \$117.192 million. Council has \$88.8 million in term deposits at 30 September 2024 earning an average interest rate of 4.88%.



1.6 Procurement

To meet the needs of the community and enable the functions of business, Council conducts procurement processes (tenders) and awards contracts for Infrastructure (works), Goods and Services.

As detailed in the Procurement Policy, Council has formally recognised the value of the contribution made through procurement to the economic prosperity of the Shire, local suppliers and providers are encouraged to compete for the provision of Council goods, services and works.

The following is a public summary of all contracts awarded to suppliers by Council or under delegation between 1 July 2024 – 30 September 2024:

Contract number	Contract name	Date of award	Supplier	Estimated contract value (ex GST)	Contract period	Supplier location
CON2025Q 1698	Krauatungalung Walk - Stage 1 - Pavilion Construction	10/07/2024	Design Co Builders Pty Ltd	\$220,531.29	16 weeks from possession of site	East Gippsland based
CON2024 1679	Design & Construct - Wy Yung Recreation Reserve Oval Lighting Project	12/07/2024	W R & E L Jones Electrical Contractors Pty Ltd	\$318,068.19	24 weeks from possession of site	Gippsland
CON2024 1676	Raymond Island Ferry - Mechanical, Welding and Fabrication Services	12/07/2024	East Vic Hydraulics	\$33,215.00 per annum	Five years (up to 24-month extension option)	East Gippsland based
CON2025Q 1691	Detailed design of Rupert Street Upgrade, Bairnsdale	06/08/2024	J.C. Engineers Pty. Ltd.	\$133,236.00	End April 2025	Queensland
2024 000023	Print and Copier Services	07/08/2024	Various	Rates	3 years	4x Gippsland 1x NSW
CON2024 1611	Bastion Point Groyne Wall Remediation Works – Construction	09/08/2024	Paul Volk Contracting Pty Ltd	\$1,012,175.00	20 weeks from possession of site	East Gippsland based
CON2024 1652	Provision of Waste and Trailer Recycling Services	09/08/2024	Tambo Waste Proprietary Limited	Various	2 years (up to 2-year extension option)	East Gippsland based
CON2024 000077	IT – Panel of suppliers	14/08/2024	Various	Rates	3 years	Various
CON2024Q 1668	Raymond Island Drainage Strategy	29/08/2024	Stantec Australia Pty Ltd	\$155,632.00	November 2024	Melbourne
CON2025 1694	Construction of Buchan Recreation Reserve Pavilion and Pony Club Shed	30/08/2024	Cadbuild Construction Pty Ltd	\$4,469,597.44	40 weeks from possession of site	East Gippsland based

Contract number	Contract name	Date of award	Supplier	Estimated contract value (ex GST)	Contract period	Supplier location
CON2024 1658	Implementing a climate risk assessment in East Gippsland Shire Council	04/09/2024	Finity Consulting Pty Limited	\$164,495.00	December 2025	NSW
CON2025 1680	Provision of Banking Services	07/09/2024	National Australia Bank Limited	Rates	To 30 September 2026 (2x 2-year extension options)	Melbourne
CON2025 1672	Supply and delivery of stationery	13/09/2024	OC Bairnsdale Pty Ltd	Rates	3 years (up to 2x twelve-month extension options)	East Gippsland based
CON2025 1701R	Swifts Creek Recreation Reserve Pavilion Construction Works	13/09/2024	Design Co Builders Pty Ltd	\$1,905,429.56	Practical completion 27 June 2025	East Gippsland based
CON2025 1686	Provision of consultancy services for the East Gippsland Livestock Exchange Water Management Project	17/09/2024	Optimal Stormwater Pty Ltd	\$99,000.00	November 2024	South Yarra
CON2025 1659	Construction of Air Ambulance Victoria transfer facility, Bairnsdale Airport	30/09/2024	Middleton Lee Pty Ltd trading as CAL Civil	\$1,754,132.85	20 weeks from possession of site	East Gippsland based

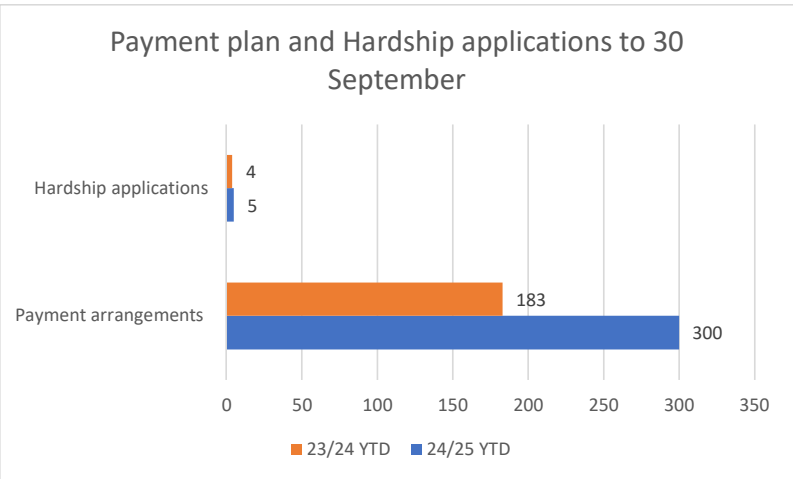
1.7 Rates Performance

At the end of 30 September 17% of rates have been received. This is an increase from the previous financial year being 13% at the end of the quarter.



Council has proactively encouraged ratepayers who may be having difficulty in paying their rates to enter a payment plan, which means people can pay smaller instalments over a longer period of time without incurring interest.

The rates team were out and about over the last quarter visiting all service centres to talk to ratepayers about their annual rate notices and how we can assist them to make payments that suit their needs and budget.



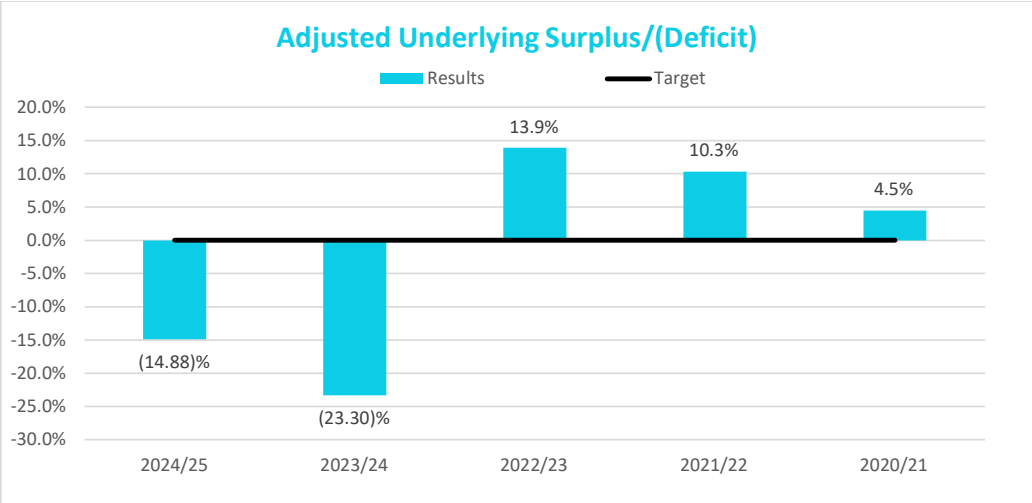
Year to Date Financial Analysis

2.1 Financial Ratios

Adjusted underlying surplus/(deficit)

The adjusted underlying result demonstrates Council's ability to generate a surplus in its ordinary course of business, excluding non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital works from its net result. A surplus or increasing surplus suggest an improvement in the operating position.

The adjusted underlying result for 2024/25 is forecast to be a deficit of 14.88% because of the carry forward expenditure of \$11.2 million together with the increased non recurrent capital grants and capital reimbursements.



Liquidity

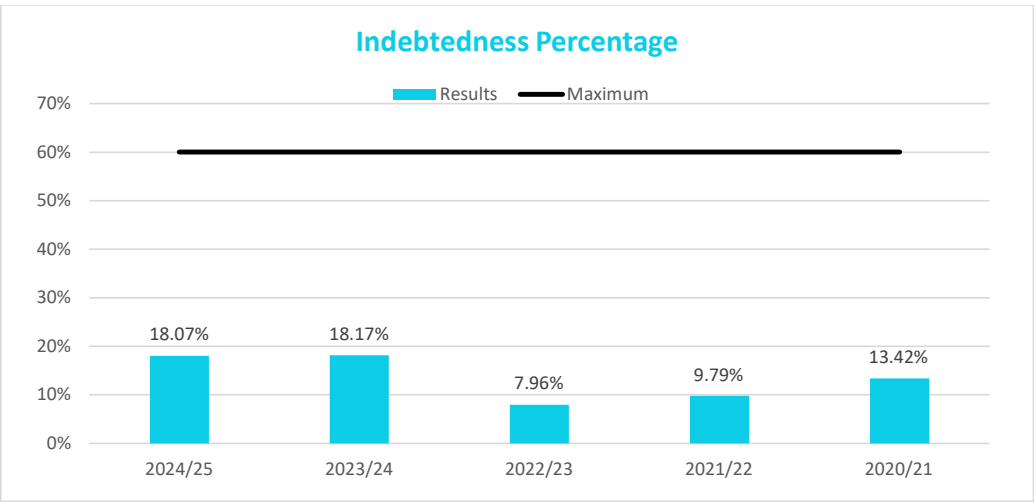
The Working Capital Ratio, which assesses Council's ability to meet current commitments, is calculated by measuring Council's current assets as a percentage of current liabilities.

The forecast Working Capital Ratio at 30 June 2025 is 255.31% against a target of 150%. This indicates that Council's ability to pay for current liabilities is strong.



Obligations

The Indebtedness Ratio Percentage measures Council's level of long-term liabilities is appropriate to the size and nature of the organisation. This measures non-current liabilities against Council's own source revenue. It is forecast to be 18.07% against a target of 60% at 30 June 2025.

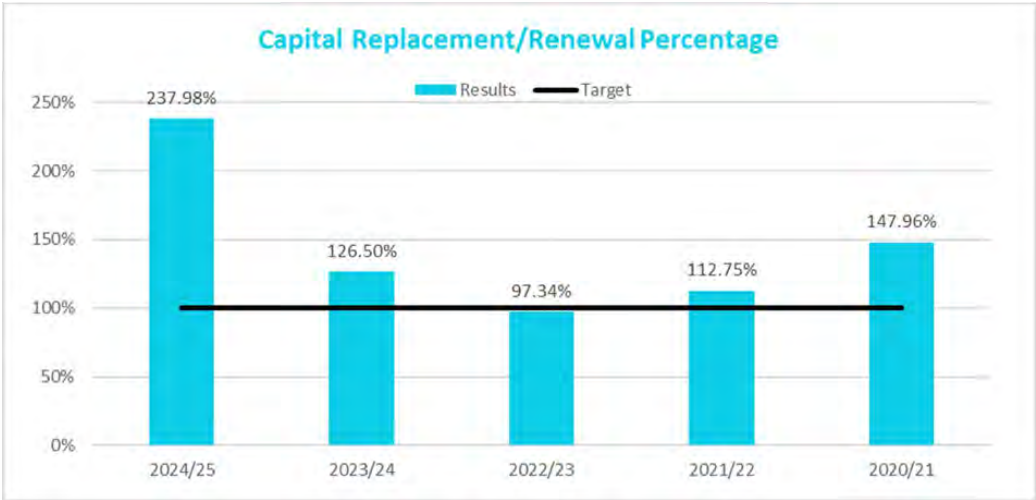


Asset Renewal

The Capital Replacement Ratio/Renewal Percentage compares the rate of renewal expenditure for infrastructure, property, plant and equipment with its depreciations. Ratios greater than 100% indicate that Council is renewing these assets at a greater rate than they are depreciating. Council plans that the ratio sits at 100% or greater for each year.

Council aims to ensure that it can maintain its infrastructure assets at expected levels, while at the same time continuing to deliver the services needed by the community. The investment in asset renewal for the 2024/25 year is forecasted to be \$75 million.

The result is significantly above target due to the size of the program, which includes carry-forward funds from previous years as well as confirmed funding. This additional investment has contributed to surpassing the renewal target by increasing the total funds available towards asset renewal.



East Gippsland Shire Council
Capital Works and Landfill Rehabilitation Projects - Finance Report - September 2024

Project No	Project Name	Status	ACTUALS			COMMITMENTS		ADOPTED BUDGET (with Actual carryovers)			CHANGE			REVISED FORECAST		
			YTD Actual Expenditure - 30 Sep, 2024	YTD Actual Income - 30 Sep, 2024	YTD Total Council Cost - 30 Sep, 2024	YTD Commitments - 30 September, 2024	YTD Actual Expenditure & Commitments - 30 September, 2024	Adopted Budget Expenditure - 1 July, 2024	Adopted Budget Income - 1 July, 2024	Adopted Budget - Council Cost - 1 July, 2024	Expenditure - Change	Income - Change	Council Cost - Change	Forecast Expenditure - 30 September, 2024	Forecast Income - 30 September, 2024	Forecast Council Cost - 30 September, 2024
11774	Jemmy Point lookout infrastructure renewal	Complete - awaiting invoices	-	-	-	1,380	1,380	66,865	-	66,865	(65,485)	257,299	191,814	1,380	257,299	256,679
12192	AJ Freeman Netball Tennis Changerooms	Complete - awaiting invoices	562,470	(237,000)	325,470	125,503	687,973	666,889	(287,000)	379,889	21,084	-	21,084	687,973	(287,000)	400,973
12222	Bogong High Plains Road Landslip	Complete - awaiting invoices	-	-	-	1,069,041	1,069,041	-	-	-	1,069,041	(1,069,041)	-	1,069,041	(1,069,041)	-
12310	Giles Street - RTT	Complete - awaiting invoices	1,150	-	1,150	2,844	3,994	-	-	-	3,994	-	3,994	-	-	3,994
11591	Dust Suppression Seal Non-Specified	Completed	575	-	575	-	575	-	-	-	575	-	575	-	-	575
11662	LRCI3 Eastwood Playground	Completed	-	-	-	-	-	60,000	-	60,000	-	-	-	60,000	-	60,000
11938	CCTV Commercial Marinas	Completed	3,973	-	3,973	-	3,973	932	-	932	3,041	-	3,041	3,973	-	3,973
12024	Buchan Streetscape	Completed	353,538	-	353,538	5,000	358,538	471,483	(11,092)	460,391	-	-	-	471,483	(11,092)	460,391
12047	Network Equipment - Footprint Consolidation	Completed	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12052	Shaving Point Park Metung	Completed	264	-	264	-	264	-	-	-	264	-	264	-	-	264
12058	East Gippsland Trail Network	Completed	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12066	LRCI3 Bairnsdale City Oval Lighting & Scoreboard Upgrade	Completed	113	-	113	-	113	-	-	-	113	-	113	-	-	113
12096	Bemm River Footpath Connections	Completed	327,099	(260,244)	66,855	-	327,099	315,511	(311,607)	3,904	11,588	-	11,588	327,099	(311,607)	15,492
12112	Lake Tyers Beach Hall Upgrade	Completed	77,907	-	77,907	-	77,907	98,958	-	98,958	-	-	-	98,958	-	98,958
12116	Cann River Skatepark (Black Summer Grant)	Completed	1,542	-	1,542	-	1,542	-	-	-	1,542	-	-	1,542	-	1,542
12117	Oneco Netball Court Upgrade (Black Summer Grant)	Completed	379	(37,915)	(37,536)	-	379	-	-	-	379	(37,915)	(37,536)	379	(37,915)	(37,536)
12122	Lake Road Landslip (Newmerella)	Completed	-	-	-	-	-	(199,032)	(199,032)	-	-	-	-	(199,032)	(199,032)	-
12132	Entry Road & Parking at Lucknow Rec Res/Gymnastics	Completed	-	(54,545)	(54,545)	-	-	-	-	-	(54,545)	-	(54,545)	-	(54,545)	(54,545)
12191	Lochiel Park Sport Ground Lighting Upgrade	Completed	113	-	113	-	113	-	-	-	113	-	113	-	-	113
12194	Mississippi Creek, Scriveners Road	Completed	-	-	-	-	-	(137,000)	(137,000)	-	-	-	-	(137,000)	(137,000)	-
12223	R2R55 Moroney Street Stage 3	Completed	49,775	-	49,775	-	49,775	36,556	-	36,556	13,219	-	13,219	49,775	-	49,775
12227	Garnett Track Landslip, Oneco	Completed	-	-	-	-	-	(130,448)	(130,448)	-	-	-	-	(130,448)	(130,448)	-
12250	LRCI4 - Lindenow South Recreation Reserve, Lighting Upgrade	Completed	544	(33,750)	(33,206)	-	544	37,679	(58,750)	(21,071)	(37,135)	24,089	(13,046)	544	(34,661)	(34,117)
12260	McKean Street Pedestrian Crossings	Completed	108	-	108	-	108	739,308	(600,000)	139,308	(739,200)	600,000	-	108	-	108
12275	Raymond Island Hall - Disabled Facility	Completed	6,371	-	6,371	-	6,371	15,341	(1,248)	14,093	(8,970)	-	(8,970)	6,371	(1,248)	5,123
12276	Forge Theatre Lighting Board Renewal	Completed	24,094	-	24,094	-	24,094	24,816	-	24,816	(722)	-	(722)	24,094	-	24,094
12286	Tambo Upper Road Black Spot Safety Improvements	Completed	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12287	LRCI 1- Buchan Orbst Road Reseal	Completed	575	-	575	-	575	-	-	-	575	-	575	-	-	575
12293	LRCI4 Portable Changeroom Wy Yung Oval	Completed	-	-	-	-	-	(11,299)	(4,760)	(16,059)	11,299	-	11,299	-	(4,760)	(4,760)
12308	LRCI 2 LED Lighting Orbst Laneway	Completed	-	-	-	-	-	9,425	-	9,425	(9,425)	-	(9,425)	-	-	-
12324	Recreation Reserve Signage & Branding	Completed	44,340	-	44,340	-	44,340	26,000	-	26,000	18,340	-	18,340	44,340	-	44,340
12327	2 x tools of trade vehicles - Place Facilitators	Completed	76,799	-	76,799	-	76,799	105,000	-	105,000	(28,201)	-	(28,201)	76,799	-	76,799
12328	1 x AWD vehicle for Parks & Gardens Team - Oneco	Completed	47,367	-	47,367	-	47,367	59,000	-	59,000	(11,633)	-	(11,633)	47,367	-	47,367
12329	1 x 2WD vehicle for Parks & Gardens Team - Bairnsdale	Completed	38,193	-	38,193	-	38,193	50,000	-	50,000	(11,807)	-	(11,807)	38,193	-	38,193
11838	Parking Upgrade - Lakes Entrance	Concept Design Progressing	-	-	-	-	-	10,000	(5,000)	5,000	-	-	-	10,000	(5,000)	5,000
11906	GRF Dimmi Birrak Walk - Backwater Ct Paynesville	Concept Design Progressing	1,042	-	1,042	8,766	9,808	123,555	-	123,555	-	-	-	123,555	-	123,555
11932	Council Managed Caravan Park - Fire Safety Works	Concept Design Progressing	2,768	-	2,768	168,900	171,668	276,617	-	276,617	-	-	-	276,617	-	276,617
11950	WORLD 3 Sporting Precinct Stage 1	Concept Design Progressing	98,357	(690,571)	(592,214)	377,552	473,909	4,104,682	(1,467,400)	2,637,282	-	-	-	4,104,682	(1,467,400)	2,637,282
11958	Cann River Waste Transfer Station	Concept Design Progressing	23,370	-	23,370	334,023	357,393	1,001,531	(293,250)	708,281	-	-	-	1,001,531	(293,250)	708,281
12076	Forward Design Seavalls Shirewide	Concept Design Progressing	-	-	-	11,850	11,850	-	-	-	11,850	-	11,850	-	-	11,850
12078	Event Infrastructure - Fencing Aerodrome	Concept Design Progressing	1,899	-	1,899	-	1,899	132,616	-	132,616	-	-	-	132,616	-	132,616
12134	LENGA Drainage	Concept Design Progressing	-	-	-	60,572	60,572	686,270	-	686,270	-	-	-	686,270	-	686,270
12135	Tambo Upper Road, outside Primary School	Concept Design Progressing	-	-	-	13,752	13,752	13,337	-	13,337	415	-	415	13,752	-	13,752
12157	Krautungaling Walk Stage 2	Concept Design Progressing	11,301	-	11,301	18,494	28,795	295,630	(100,000)	195,630	-	-	-	295,630	(100,000)	195,630
12197	Murphy Street - Urban Road Improvement	Concept Design Progressing	215	-	215	84,885	85,100	99,785	-	99,785	-	-	-	99,785	-	99,785
12219	Eagle Point School Connection	Concept Design Progressing	1,563	-	1,563	27,990	529,533	-	-	529,533	-	-	-	529,533	-	529,533
12220	Replace Ferry Landings at Paynesville & Raymond Island	Concept Design Progressing	58,494	-	58,494	8,009	66,503	384,885	-	384,885	-	-	-	384,885	-	384,885
12231	Eagle Point Beach Regeneration	Concept Design Progressing	1,492	-	1,492	-	1,492	23,802	-	23,802	-	-	-	23,802	-	23,802
12249	Lindenow Sports Ground - Fire Services	Concept Design Progressing	-	-	-	8,950	8,950	128,000	-	128,000	-	-	-	128,000	-	128,000
12252	Raymond Island Township Road & Drainage Upgrade	Concept Design Progressing	-	-	-	155,632	155,632	109,388	-	109,388	55,722	-	55,722	165,110	-	165,110
12261	R2R54 Stirling / David Road Metung, Drainage upgrade	Concept Design Progressing	-	-	-	19,686	19,686	411,535	-	411,535	-	-	-	411,535	-	411,535
12277	18 Flounder Road, Lake Tyers Beach	Concept Design Progressing	6,022	-	6,022	31,624	37,646	27,823	-	27,823	9,823	-	9,823	37,646	-	37,646
12281	Skidale Reserve	Concept Design Progressing	522	-	522	-	522	104,205	(96,300)	7,905	(43,043)	43,043	-	61,162	(53,257)	7,905
12320	Mallacoota Foreshore Holiday Park Toilet Block 4	Concept Design Progressing	-	-	-	-	-	30,000	-	30,000	-	-	-	30,000	-	30,000
12321	Leased Caravan Parks - upgrade powerheads	Concept Design Progressing	-	-	-	-	-	65,000	-	65,000	-	-	-	65,000	-	65,000
12323	Lakes Entrance Visitor Information Centre Internal Refit	Concept Design Progressing	538	-	538	-	538	46,000	-	46,000	-	-	-	46,000	-	46,000
12326	Orbst Outdoor Pool	Concept Design Progressing	-	-	-	5,436	5,436	20,000	-	20,000	-	-	-	20,000	-	20,000
12330	Various equipment for Environment Team Inc Vehicle	Concept Design Progressing	1,840	-	1,840	3,387	5,227	100,000	-	100,000	-	-	-	100,000	-	100,000
12333	Lake Tyers Beach Road Drainage Upgrade Stage 2	Concept Design Progressing	1,074	-	1,074	-	1,074	120,000	(100,000)	20,000	-	100,000	100,000	120,000	-	120,000
12335	Payne Street Upgrade	Concept Design Progressing	-	-	-	24,950	24,950	100,000	-	100,000	-	-	-	100,000	-	100,000
12336	Roadwright St, Lakes Entrance	Concept Design Progressing	22,051	-	22,051	21	22,072	100,000	-	100,000	-	-	-	100,000	-	100,000
12338	Buchan Orbst Road - Major Slip Repair	Concept Design Progressing	9,858	-	9,858	82,794	92,652	100,000	-	100,000	-	-	-	100,000	-	100,000
12339	Corringle Road, Newmerella road renewal	Concept Design Progressing	1,761	-	1,761	37,600	39,361	99,856	-	99,856	-	-	-	99,856	-	99,856
12346	Nicholson Street, Orbst Footpath renewal	Concept Design Progressing	5,399	-	5,399	-	5,399	45,000	-	45,000	-	-	-	45,000	-	45,000
12347	Bruthen footpath pedestrian fencing	Concept Design Progressing	1,074	-	1,074	-	1,074	15,000	-	15,000	-	-	-	15,000	-	15,000
12349	Doherty Street drainage with easement upgrade	Concept Design Progressing	5,734	-	5,734	8,680	14,414	17,000	-	17,000	-	-	-	17,000	-	17,000
12350	Rupert Street, Bairnsdale Drainage renewal	Concept Design Progressing	28,987	-	28,987	119,740	148,727	110,000	-	110,000	88,000	-	88,000	110,000	-	110,000
12351	West Bairnsdale Recreation Reserve Redevelopment	Concept Design Progressing	1,253	-	1,253	-	1,253	134,000	(40,000)	94,000	-	-	-	134,000	(40,000)	94,000
12357	Metung Boardwalk Revitalisation	Concept Design Progressing	-	-	-	-	-	200,000	-	200,000	-	-	-	200,000	-	200,000
12358	Eagle Point Foreshore Trail	Concept Design Progressing	-	-	-	22,840	22,840	76,000	-	76,000	-	-	-	76,000	-	76,000
12359	Extension to Carpark - Slip Bight Marine Jetty 5	Concept Design Progressing	4,299	-	4,299	0	4,299	19,463	-	19,463	-	-	-	19,463	-	19,463
12360	Eagle Point Reserve Scout Facility Upgrades	Concept Design Progressing	-	-	-	2,895	2,895	15,000	-	15,000	-	-	-	15,000	-	15,000
12362	Community Resilience and Development Program Phase 2	Concept Design Progressing	-	-	-	50,900	50,900	642,000	(600,000)	42,000	-	-	-	642,000	(600,000)	42,000
12366	Nova Nova Boat Jetty	Concept Design Progressing	575	-	575	-	575	480,000	-	480,000	-	-	-	480,000	-	480,000
12376	Admirals Quay, Paynesville - Drainage Works	Concept Design Progressing	-	-	-	-	-	-	-	-	100,000	-	100,000	100,000	-	100,000

East Gippsland Shire Council
Capital Works and Landfill Rehabilitation Projects - Finance Report - September 2024

Project No	Project Name	Status	ACTUALS			COMMITMENTS		ADOPTED BUDGET (with Actual carryovers)			CHANGE			REVISED FORECAST			
			YTD Actual Expenditure - 30 Sep, 2024	YTD Actual Income - 30 Sep, 2024	YTD Total Council Cost - 30 Sep, 2024	YTD Commitments - 30 September, 2024	YTD Actual Expenditure & Commitments - 30 September, 2024	Adopted Budget Expenditure - 1 July, 2024	Adopted Budget Income - 1 July, 2024	Adopted Budget - Council Cost - 1 July, 2024	Expenditure - Change	Income - Change	Council Cost - Change	Forecast Expenditure - 30 September, 2024	Forecast Income - 30 September, 2024	Forecast Council Cost - 30 September, 2024	
11581	Raymond Island Ferry Renewal	Delivery Progressing	-	-	-	209,178	209,178	350,000	-	350,000	-	-	-	350,000	-	350,000	
11589	Renew Guard Rails Non-Specified	Delivery Progressing	-	-	-	-	-	100,000	-	100,000	-	-	-	100,000	-	100,000	
11679	Omeo Mountain Bike Trails - Stage 1	Delivery Progressing	192,859	-	192,859	414,551	607,410	777,863	-	777,863	-	-	-	777,863	-	777,863	
11698	Construction Cell 4 Bainsdale Tip	Delivery Progressing	-	-	-	67,407	67,407	129,902	-	129,902	-	-	-	129,902	-	129,902	
11715	Progress Jetty Precinct Design	Delivery Progressing	851	-	851	9,500	10,351	172,887	-	172,887	-	-	-	172,887	-	172,887	
11718	Omeo Justice Precinct	Delivery Progressing	-	-	-	101,182	101,182	105,181	-	105,181	-	-	-	105,181	-	105,181	
11823	Parking Design - Marine Parade, Lakes Entrance	Delivery Progressing	618,148	-	618,148	1,154,019	1,772,167	1,835,105	(1,120,000)	715,105	-	-	-	1,835,105	(1,120,000)	715,105	
11854	Street Litter Bins	Delivery Progressing	-	-	-	-	-	20,000	-	20,000	-	-	-	20,000	-	20,000	
11922	Orbost Forest Park Upgrade	Delivery Progressing	889,802	(265,119)	624,683	124,695	1,014,497	927,928	(655,119)	272,809	100,000	-	-	100,000	1,027,928	(655,119)	372,809
11962	Bruthen Streetscape	Delivery Progressing	4,234	-	4,234	-	4,234	171,293	-	171,293	-	-	-	171,293	-	171,293	
11969	Slip Road Maritime Precinct -Paynesville	Delivery Progressing	232,573	-	232,573	6,711,720	6,944,293	8,144,803	(4,925,787)	3,219,016	-	-	-	8,144,803	(4,925,787)	3,219,016	
12001	LRC14 Lakes Entrance Foreshore Park	Delivery Progressing	411,021	(493,580)	(82,559)	223,156	634,177	997,366	(1,587,500)	(590,134)	-	-	-	997,366	(1,587,500)	(590,134)	
12018	Mallicotta Streetscape	Delivery Progressing	316,286	(533,409)	(217,123)	2,716,251	3,032,537	3,063,355	(1,283,409)	1,779,946	-	-	-	3,063,355	(1,283,409)	1,779,946	
12029	Community Resilience and Development Program	Delivery Progressing	6,518	-	6,518	1,364	7,882	153,249	(233,407)	(80,158)	-	-	-	153,249	(233,407)	(80,158)	
12060	Kraftungakung Walk Stage 1	Delivery Progressing	437,514	(424,522)	12,992	713,370	1,150,884	1,140,129	(1,174,000)	(33,871)	10,755	-	10,755	1,150,884	(1,174,000)	(23,116)	
12065	Bainsdale City Oval Changerooms Upgrade	Delivery Progressing	8,803	-	8,803	31,414	40,217	208,187	-	208,187	-	-	-	208,187	-	208,187	
12067	Baston Point Geotactile Groin Wall	Delivery Progressing	29,398	-	29,398	1,030,615	1,060,013	1,700,737	(104,208)	1,596,529	-	-	-	1,700,737	(104,208)	1,596,529	
12080	Mallicotta Hall Upgrades	Delivery Progressing	26,359	-	26,359	32,681	59,040	734,782	(774,440)	(39,658)	-	-	-	734,782	(774,440)	(39,658)	
12086	Bruce Road Depot - Safety Upgrades	Delivery Progressing	1,520	-	1,520	17,717	19,237	53,893	-	53,893	-	-	-	53,893	-	53,893	
12119	Parks and Gardens Plants, Vehicle and Equipment	Delivery Progressing	67,664	-	67,664	67,666	135,530	163,500	-	163,500	-	-	-	163,500	-	163,500	
12120	Mallicotta Mudbrick Pavilion (Black Summer)	Delivery Progressing	119,585	(220,662)	(101,077)	67,296	186,881	305,604	(269,482)	36,122	-	-	-	305,604	(269,482)	36,122	
12123	Air Handling Unit, Lakes Aquadome	Delivery Progressing	101,108	-	101,108	61,826	162,934	115,861	-	115,861	47,073	-	-	47,073	162,934	162,934	
12128	Mallicotta Foreshore Holiday Park Toilet Block 1	Delivery Progressing	-	-	-	-	-	100,000	-	100,000	-	-	-	100,000	-	100,000	
12151	BARC Health Club Floor Upgrade	Delivery Progressing	34,045	-	34,045	33,025	67,070	68,035	-	68,035	-	-	-	68,035	-	68,035	
12158	Omeo Mountain Bike Trails - Stage 2	Delivery Progressing	200,518	-	200,518	1,435,994	1,636,512	2,497,184	(1,895,578)	601,606	-	-	-	2,497,184	(1,895,578)	601,606	
12161	Street Trees Program	Delivery Progressing	35,108	-	35,108	14,086	49,194	50,000	-	50,000	-	-	-	50,000	-	50,000	
12170	Bainsdale Recycling Centre	Delivery Progressing	312,175	200	312,375	971,466	1,283,641	1,383,549	(1,475,000)	(91,451)	-	-	-	1,383,549	(1,475,000)	(91,451)	
12171	Bainsdale Composting Facility	Delivery Progressing	152,074	-	152,074	74,373	226,447	484,205	(277,000)	207,205	-	-	-	484,205	(277,000)	207,205	
12189	Mobile Library Bus	Delivery Progressing	-	-	-	53,259	53,259	78,382	(53,921)	24,461	-	-	-	78,382	(53,921)	24,461	
12193	Lakes Entrance Changing Places Development	Delivery Progressing	28,185	-	28,185	49,537	77,722	193,327	(164,279)	29,048	-	-	-	193,327	(164,279)	29,048	
12224	Greer Street, Mallicotta	Delivery Progressing	-	-	-	48,150	48,150	49,322	-	49,322	-	-	-	49,322	-	49,322	
12238	Upgrade existing facilities for accessibility & Female Friendly	Delivery Progressing	24,667	-	24,667	16,750	41,417	100,270	-	100,270	-	-	-	100,270	-	100,270	
12239	Omeo Service Centre - Floor Replacement	Delivery Progressing	-	-	-	6,636	28,702	6,636	-	6,636	(22,066)	-	(22,066)	6,636	-	6,636	
12242	Paynesville Service Centre - upgrade outdoor space	Delivery Progressing	1,495	-	1,495	1,495	3,488	3,488	-	3,488	-	-	-	3,488	-	3,488	
12284	Cann River – Changing Places Facility	Delivery Progressing	9,126	-	9,126	3,200	12,326	222,432	(180,000)	42,432	-	-	-	222,432	(180,000)	42,432	
12295	Benambra Playground Shade Sails - CRC SUPPORT FUNDING (2295)	Delivery Progressing	20,123	-	20,123	-	20,123	16,792	-	16,792	3,331	-	-	3,331	20,123	-	20,123
12301	LRC13 – Resealing 2023 Bainsdale	Delivery Progressing	-	-	-	7,273	7,273	-	-	7,273	-	-	-	7,273	-	7,273	
12319	Wy Yung Recreation Reserve Oval Lighting Project	Delivery Progressing	3,268	-	3,268	319,068	321,336	411,369	(280,000)	151,369	-	-	-	411,369	(280,000)	151,369	
12322	Nowa Nowa Pony Club Building Recladding*	Delivery Progressing	180	(18,000)	(17,820)	22,601	22,781	30,000	(24,000)	6,000	-	6,000	-	24,000	(18,000)	6,000	
12325	Lakes Water Sports Pavilion	Delivery Progressing	78,241	(100,000)	(21,759)	146,299	224,540	133,970	(50,000)	83,970	100,000	-	(50,000)	50,000	233,970	(100,000)	133,970
12332	R2R1 Upgrade to Moroney Street, Bainsdale, Stage 3B	Delivery Progressing	111,004	(100,000)	11,004	966,434	1,077,438	1,147,000	(947,000)	200,000	-	-	-	1,147,000	(947,000)	200,000	
12341	R2R7 Gulf Road, timber bridge renewal	Delivery Progressing	595	-	595	-	595	75,000	-	75,000	275,000	(299,000)	(24,000)	350,000	(299,000)	51,000	
12345	R2R8 Nodens Access Track, timber bridge renewal	Delivery Progressing	595	-	595	-	595	21,000	-	21,000	213,000	(105,000)	(108,000)	234,000	(105,000)	129,000	
12204	Omeo Valley Road - Road Renewal	Detailed Design	-	-	-	3,900	3,900	-	-	3,900	-	-	-	3,900	-	3,900	
12205	Bung Bung Lane - Road Renewal	Detailed Design	-	-	-	3,900	3,900	3,306	-	3,306	594	-	-	594	3,900	-	3,900
12206	Howitt Avenue - Road Renewal	Detailed Design	-	-	-	6,885	6,885	-	-	-	6,885	-	-	6,885	-	6,885	
11712	Marlo Township Drainage Design	Detailed Design Progressing	2,695	-	2,695	12,955	15,650	483,505	-	483,505	-	-	-	483,505	-	483,505	
11834	LRC13 - Eagle Point Foreshore Hub	Detailed Design Progressing	43,900	-	43,900	37,621	81,521	202,237	-	202,237	-	-	-	202,237	-	202,237	
11930	Mallicotta Foreshore Holiday Park Fire Safety work	Detailed Design Progressing	-	-	-	2,020	2,020	428,565	-	428,565	-	-	-	428,565	-	428,565	
11961	Foreshore Management Plan Implementation - Marlo	Detailed Design Progressing	93,128	-	93,128	35,987	129,115	512,345	-	512,345	-	-	-	512,345	-	512,345	
11963	East Bainsdale Play Area Renewal	Detailed Design Progressing	637	-	637	352,315	352,952	219,091	(50,000)	169,091	250,000	(250,000)	-	469,091	(300,000)	169,091	
11965	Bainsdale Runway 04/22 Extension & Lighting Upgra	Detailed Design Progressing	28,805	-	28,805	22,384	51,189	11,089,126	(9,963,358)	1,125,768	-	-	-	11,089,126	(9,963,358)	1,125,768	
12013	LER - Livingstone Park Community Facilities	Detailed Design Progressing	45,607	-	45,607	114,664	160,271	2,152,995	(891,346)	1,261,649	-	-	-	2,152,995	(891,346)	1,261,649	
12043	Gilsenan Reserve Toilet Replacement	Detailed Design Progressing	-	-	-	9,540	9,540	196,298	-	196,298	-	-	-	196,298	-	196,298	
12071	Raymond Island Koala Experience	Detailed Design Progressing	78,142	-	78,142	5,487	83,629	296,577	(250,000)	46,577	-	-	-	296,577	(250,000)	46,577	
12129	Gippsland Lakes Yacht Club	Detailed Design Progressing	486	-	486	8,911	9,397	-	-	-	20,000	-	-	20,000	-	20,000	
12140	Power Station Road	Detailed Design Progressing	-	-	-	94,994	94,994	330,968	-	330,968	-	-	-	330,968	-	330,968	
12190	Upgrade Omeo Streetscape	Detailed Design Progressing	5,459	-	5,459	4,668	10,127	347,491	(174,793)	172,698	-	-	-	347,491	(174,793)	172,698	
12195	Marine Parade Marlo, Drainage Repair	Detailed Design Progressing	2,031	-	2,031	-	2,031	293,792	-	293,792	-	-	-	293,792	-	293,792	
12200	Comleys Road, Omeo - Rural Road Improvement	Detailed Design Progressing	-	-	-	67,643	67,643	88,392	(20,000)	68,392	-	20,000	20,000	88,392	-	88,392	
12203	Apron & Taxiway C, Bainsdale Airport	Detailed Design Progressing	39,809	-	39,809	54,576	94,385	2,134,616	-	2,134,616	-	-	-	2,134,616	-	2,134,616	
12210	Centre Goon Nure Road - Protective Treatment	Detailed Design Progressing	12,933	-	12,933	7,493	20,426	23,503	-	23,503	-	-	-	23,503	-	23,503	
12211	Boundary Road - Protective Treatment	Detailed Design Progressing	-	-	-	12,396	8,755	23,117	-	23,117	-	-	-	23,117	-	23,117	
12212	Comleys Road - Protective Treatment	Detailed Design Progressing	11,918	-	11,918	7,493	19,411	22,515	-	22,515	-	-	-	22,515	-	22,515	
12213	Aerodrome road - Protective Treatment	Detailed Design Progressing	-	-	-	8,725	7,493	18,926	-	18,926	-	-	-	18,926	-	18,926	
12214	Humphreys Road - Protective Treatment	Detailed Design Progressing	8,726	-	8,726	7,493	16,219	20,364	-	20,364	-	-	-	20,364	-	20,364	
12215	Morrison Road - Protective Treatment	Detailed Design Progressing	4,698	-	4,698	14,904	19,602	17,885	-	17,885	1,717	-	1,717	17,885	-	19,602	
12229	Bainsdale Cell 4a	Detailed Design Progressing	-	-	-	70,383	70,383	70,453	-	70,453	-	-	-	70,453	-	70,453	
12235	Bainsdale Airport Terminal (Air Ambulance Facility)	Detailed Design Progressing	36,428	-	36,428	1,766,828	1,803,256	3,082,455	(1,546,379)	1,536,076	(100,000)	-	(100,000)	2,982,455	(1,546,379)	1,436,076	
12240	Lakes Entrance Service Centre - Courtyard Upgrade	Detailed Design Progressing	3,837	-	3,837	-	3,837	23,368	-	23,368	22,066	-	-	22,066	45,434	-	45,434
12251	Relocation of Lakes Entrance Weighbridge to Bainsdale	Detailed Design Progressing	-	-	-	-	-	261,977	-	261,977	-	-	-	261,977	-	261,977	
12262	Eastern Bees Road Drainage Improvements	Detailed Design Progressing	10,794	-	10,794	809	11,594	-	-	11,594	-	-	-	11,594	-	11,594	
12263	Robin Street, Lakes Entrance Drainage Renewal	Detailed Design Progressing	6,180	-	6,180	7,765	13,945	177,127	(100,000)								

East Gippsland Shire Council
Capital Works and Landfill Rehabilitation Projects - Finance Report - September 2024

Project No	Project Name	Status	ACTUALS			COMMITMENTS		ADOPTED BUDGET (with Actual carryovers)			CHANGE			REVISED FORECAST		
			YTD Actual Expenditure - 30 Sep, 2024	YTD Actual Income - 30 Sep, 2024	YTD Total Council Cost - 30 Sep, 2024	YTD Commitments - 30 September, 2024	YTD Actual Expenditure & Commitments - 30 September, 2024	Adopted Budget Expenditure - 1 July, 2024	Adopted Budget Income - 1 July, 2024	Adopted Budget - Council Cost - 1 July, 2024	Expenditure - Change	Income - Change	Council Cost - Change	Forecast Expenditure - 30 September, 2024	Forecast Income - 30 September, 2024	Forecast Council Cost - 30 September, 2024
12296	Creation of Cormorant Drive, Metung	Detailed Design Progressing	21,193	-	21,193	11,693	32,886	163,144	-	163,144	-	-	-	163,144	-	163,144
12297	Mississippi Creek, Scriveners Road - Stage 2	Detailed Design Progressing	15,383	-	15,383	96,763	112,146	54,429	-	54,429	110,000	-	110,000	164,429	-	164,429
12318	Orbost Airport Apron Extension	Detailed Design Progressing	-	-	-	40,196	40,196	280,236	-	280,236	-	-	-	280,236	-	280,236
12337	Little River Road, Gablon Wall Reconstruction	Detailed Design Progressing	36,081	-	36,081	45,738	81,819	163,844	-	163,844	-	-	-	163,844	-	163,844
12348	65 McTaggarts Road, Eagle Point drainage Renewal	Detailed Design Progressing	4,138	-	4,138	1,407	5,545	67,000	-	67,000	-	-	-	67,000	-	67,000
12356	Toonalook Waters Revegetation Plan	Detailed Design Progressing	1,628	-	1,628	2,965	4,593	48,000	-	48,000	-	-	-	48,000	-	48,000
12361	Marine Parade, Lakes Entrance - Stage 2	Detailed Design Progressing	36,133	-	36,133	16,995	53,128	99,570	-	99,570	-	-	-	99,570	-	99,570
11569	Building Renewal	Progressing	110,952	-	110,952	216,312	327,264	750,000	-	750,000	(160,000)	-	(160,000)	590,000	-	590,000
11577	Plant Renewal	Progressing	494,973	-	494,973	540,834	1,035,807	3,086,655	-	3,086,655	-	-	-	3,086,655	-	3,086,655
11578	Vehicles Renewal	Progressing	191,372	-	191,372	160,317	351,689	1,462,873	-	1,462,873	-	-	-	1,462,873	-	1,462,873
11583	Office Furniture Non-Specified	Progressing	13,200	-	13,200	930	14,130	30,000	-	30,000	-	-	-	30,000	-	30,000
11585	Information Technology Infrastructure	Progressing	34,837	-	34,837	22,829	57,666	529,214	-	529,214	-	-	-	529,214	-	529,214
11586	Purchase Library Resources non-specified	Progressing	24,427	-	24,427	104,802	129,229	200,000	-	200,000	-	-	-	200,000	-	200,000
11587	Gravel Road Resheet Non-Specified	Progressing	263,787	-	263,787	206,011	469,798	1,100,207	-	1,100,207	-	-	-	1,100,207	-	1,100,207
11588	Roads Resealed Non-Specified	Progressing	10,084	-	10,084	168,192	178,276	2,182,000	(1,972,561)	209,439	(1,474,823)	1,417,043	(57,780)	707,177	(555,518)	151,658
11605	Quick Response Fund	Progressing	-	-	-	18,180	18,180	80,000	-	80,000	-	-	-	80,000	-	80,000
11670	Asset Management System	Progressing	-	-	-	-	-	50,000	-	50,000	-	-	-	50,000	-	50,000
11672	Internal CCTV Renewal	Progressing	34,473	-	34,473	-	34,473	241,760	-	241,760	-	-	-	241,760	-	241,760
11695	Skip Bins	Progressing	-	-	-	72,727	72,727	40,000	-	40,000	40,000	-	40,000	80,000	-	80,000
11709	Forward Design - Roads and Drainage	Progressing	18,144	-	18,144	-	18,144	-	-	-	20,000	-	20,000	20,000	-	20,000
11717	Strategic Property Acquisitions	Progressing	13,787	-	13,787	51,510	65,297	161,943	-	161,943	-	-	-	161,943	-	161,943
11738	Property Acquisitions (Admin Services)	Progressing	64,538	-	64,538	1,136	65,674	249,428	(301,449)	(52,021)	-	52,021	52,021	249,428	(249,428)	-
11805	Photocopiers / Printers Renewal	Progressing	-	-	-	-	-	186,466	-	186,466	-	-	52,021	186,466	-	186,466
11807	Renewal and upgrade to corporate systems	Progressing	-	-	-	117,275	117,275	1,565,295	-	1,565,295	-	-	-	1,565,295	-	1,565,295
11825	Kerb and Channel Replacement, Shire-wide	Progressing	2,588	-	2,588	-	2,588	400,000	(350,000)	50,000	(196,040)	186,500	(7,540)	203,960	(161,500)	42,460
11940	Public Space CCTV Refresh	Progressing	19,099	-	19,099	-	19,099	137,808	-	137,808	-	-	-	137,808	-	137,808
11941	Bairnsdale Landfill & Aerodrome Private WAN	Progressing	-	-	-	-	-	55,000	-	55,000	-	-	-	55,000	-	55,000
12062	Integrated Water Management - Bairnsdale	Progressing	-	-	-	-	-	355,000	-	355,000	-	-	-	355,000	-	355,000
12105	EV Charge Points -Streetscapes	Progressing	29,988	(35,000)	(5,012)	209,830	239,818	263,641	(147,500)	116,141	-	-	-	263,641	(147,500)	116,141
12130	Server Equipment Cloud Services	Progressing	-	-	-	-	-	5,995	-	5,995	-	-	-	5,995	-	5,995
12131	Digital Services	Progressing	-	-	-	13,920	13,920	3,547,872	-	3,547,872	-	-	-	3,547,872	-	3,547,872
12147	Jones Bay Southern Catchment WSUD (Crooke St Wetlands)	Progressing	285,566	-	285,566	1,124,262	1,409,828	1,437,306	(255,500)	1,181,806	81,000	(81,000)	-	1,518,306	(336,500)	1,181,806
12165	Final Seal Program	Progressing	1,150	-	1,150	-	1,150	200,000	-	200,000	-	-	-	200,000	-	200,000
12174	Caravan Park Equipment Renewal	Progressing	-	-	-	19,045	19,045	21,278	-	21,278	-	-	-	21,278	-	21,278
12196	LRCl4 Myer Street & service roads - urban road improvement	Progressing	496,611	-	496,611	1,079,963	1,576,574	2,170,662	(1,450,000)	720,662	-	-	-	2,170,662	(1,450,000)	720,662
12207	Limestone Road - Road Renewal	Progressing	9,321	-	9,321	7,005	16,326	2,391	-	2,391	13,935	-	13,935	16,326	-	16,326
12241	Orbost Service Centre - paint internal & external	Progressing	-	-	-	13,636	13,636	17,318	-	17,318	-	-	-	17,318	-	17,318
12245	Street Furniture Renewal (inc Signs)	Progressing	4,719	-	4,719	-	4,719	48,300	-	48,300	-	-	(18,340)	29,960	-	29,960
12248	Lakes Entrance Indoor Courts	Progressing	-	-	-	-	-	150,000	(100,000)	50,000	-	-	-	150,000	(100,000)	50,000
12253	Rural Road Maintenance Seal	Progressing	28,989	-	28,989	-	28,989	200,000	-	200,000	-	-	-	200,000	-	200,000
12285	Road Rehabilitation Program	Progressing	12,957	-	12,957	5,602	18,559	390,000	(300,000)	90,000	-	-	-	390,000	(300,000)	90,000
12331	Electric Mower	Progressing	-	-	-	119,818	119,818	20,000	-	20,000	160,000	-	160,000	180,000	-	180,000
12363	Hardware to enhance livestock traceability	Progressing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12367	Generators for 3 Council Facilities	Progressing	-	-	-	106,094	106,094	350,000	-	350,000	-	-	-	350,000	-	350,000
12369	R2R3 Hazel Road, Kalinna - Reseal	Progressing	-	-	-	-	-	-	-	-	82,160	(79,000)	3,160	82,160	(79,000)	3,160
12370	R2R4 Mechanics, Street Lakes Entrance - Reseal	Progressing	54,919	-	54,919	7,714	62,633	-	-	-	93,600	(90,000)	3,600	93,600	(90,000)	3,600
12371	R2R2 Rowe Street, Lakes Entrance - Reseal	Progressing	66,952	-	66,952	-	66,952	-	-	-	102,440	(98,500)	3,940	102,440	(98,500)	3,940
12372	R2R5 Orbost Road, Swan Reach - Reseal	Progressing	575	-	575	-	575	-	-	-	37,606	(36,159)	1,447	37,606	(36,159)	1,447
12373	LRCl4 Omeo Valley Road, Omeo - Reseal	Progressing	-	-	-	-	-	-	-	-	383,979	(372,795)	11,184	383,979	(372,795)	11,184
12374	LRCl4 Bogong High Plains Road, Omeo - Reseal	Progressing	-	-	-	-	-	-	-	-	331,831	(322,166)	9,665	331,831	(322,166)	9,665
12375	LRCl4 Betka Road, Mallacoota - Reseal	Progressing	-	-	-	-	-	-	-	-	194,006	(188,355)	5,651	194,006	(188,355)	5,651
12376	LRCl4 Karbeethong Road, Mallacoota - Reseal	Progressing	-	-	-	-	-	-	-	-	91,882	(89,206)	2,676	91,882	(89,206)	2,676
12377	R2R6 Hogner Street, Bruthen	Progressing	95,305	-	95,305	-	95,305	-	-	-	115,000	(110,000)	5,000	115,000	(110,000)	5,000
12379	Replacement Flooring - Bairnsdale & District Table Tennis Association	Progressing	-	-	-	-	-	-	-	-	160,000	-	160,000	160,000	-	160,000
12380	R2R10 Inlet View Court, Mallacoota - Reseal	Progressing	-	-	-	-	-	-	-	-	53,560	(52,000)	1,560	53,560	(52,000)	1,560
12381	R2R11 Scenic Court, Mallacoota - Reseal	Progressing	-	-	-	-	-	-	-	-	14,709	(14,281)	428	14,709	(14,281)	428
12382	R2R12 Liddells Road, Nicholson - Reseal	Progressing	-	-	-	-	-	-	-	-	46,350	(45,000)	1,350	46,350	(45,000)	1,350
12383	R2R9 Schnapper Point Drive, Mallacoota - Reseal	Progressing	-	-	-	-	-	-	-	-	98,963	(96,081)	2,882	98,963	(96,081)	2,882
12384	R2R13 Doyles Road, Lucknow - Reseal	Progressing	-	-	-	-	-	-	-	-	12,360	(12,000)	360	12,360	(12,000)	360
12230	Dragway Demolition	On Hold	-	-	-	42,760	42,760	83,760	-	83,760	-	-	-	83,760	-	83,760
11456	Premiers Reading Challenge	Not Started	-	-	-	-	-	9,208	(9,208)	-	-	-	-	9,208	(9,208)	-
11592	Culvert Renewal Non-Specified	Not Started	-	-	-	-	-	300,000	-	300,000	-	-	-	300,000	-	300,000
11939	CCTV Cameras at Waste Transfer Stations	Not Started	-	-	-	-	-	80,000	-	80,000	-	-	-	80,000	-	80,000
12141	Protective treatments for roads vulnerable to changing climate	Not Started	-	-	-	-	-	200,000	-	200,000	-	-	-	200,000	-	200,000
12199	Golf Links Road, Lakes Entrance - Urban Improvement	Not Started	-	-	-	-	-	100,000	-	100,000	-	-	-	100,000	-	100,000
12244	Benambra Streetscape Improvements	Not Started	-	-	-	-	-	75,000	-	75,000	-	-	-	75,000	-	75,000
12291	Omeo Service Centre - Female Toilets Upgrade	Not Started	-	-	-	-	-	80,000	-	80,000	-	-	-	80,000	-	80,000
12352	Lucknow Recreation Reserve & Surrounds improvement works	Not Started	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12354	Seawall Renewal Program	Not Started	-	-	-	-	-	324,000	-	324,000	-	-	-	324,000	-	324,000
12355	Swifts Creek Playspace Upgrade	Not Started	-	-	-	-	-	25,000	-	25,000	-	-	-	25,000	-	25,000
12334	Reconstruction of Giles & Rupert Streets	Transferred	-	-	-	-	-	88,000	(84,000)	4,000	(88,000)	84,000	(4,000)	-	-	-
12340	Sealing of internal gravel roads at Mallacoota Holiday Park	Transferred	-	-	-	-	-	110,000	-	110,000	(110,000)	-	(110,000)	-	-	-

East Gippsland Shire Council
Capital Works and Landfill Rehabilitation Projects - Finance Report - September 2024

Project No	Project Name	Status	ACTUALS			COMMITMENTS		ADOPTED BUDGET (with Actual carryovers)			CHANGE			REVISED FORECAST		
			YTD Actual Expenditure - 30 Sep, 2024	YTD Actual Income - 30 Sep, 2024	YTD Total Council Cost - 30 Sep, 2024	YTD Commitments - 30 September, 2024	YTD Actual Expenditure & Commitments - 30 September, 2024	Adopted Budget Expenditure - 1 July, 2024	Adopted Budget Income - 1 July, 2024	Adopted Budget - Council Cost - 1 July, 2024	Expenditure - Change	Income - Change	Council Cost - Change	Forecast Expenditure - 30 September, 2024	Forecast Income - 30 September, 2024	Forecast Council Cost - 30 September, 2024
12082	Hinnomunjie Bridge Restoration	Withdrawn	-	-	-	-	-	707,341	(200,000)	507,341	(707,341)	200,000	(507,341)	-	-	-
12266	Seventh Parade Carparking, Raymond Island	Withdrawn	-	-	-	-	-	145,000	-	145,000	(145,000)	-	(145,000)	-	-	-
12342	Healeys Road, timber bridge renewal	Withdrawn	-	-	-	-	-	49,000	-	49,000	(49,000)	-	(49,000)	-	-	-
12343	Hollands & O'Briens Road, timber bridge renewal	Withdrawn	-	-	-	-	-	109,000	-	109,000	(109,000)	-	(109,000)	-	-	-
12344	Lees Road, Mossiface, Timber Bridge Renewal	Withdrawn	-	-	-	-	-	56,000	-	56,000	(56,000)	-	(56,000)	-	-	-
12368	McKean Street, Bairnsdale - Stage 2	Withdrawn	4,802	-	4,802	-	4,802	-	-	-	4,802	-	4,802	4,802	-	4,802
Total - Capital			9,355,817	(3,504,117)	5,851,700	28,200,469	37,556,286	90,207,578	(40,163,111)	50,044,467	745,117	(360,049)	385,068	90,952,695	(40,523,160)	50,429,535
50008	Lakes Entrance Landfill Capping	Delivery Progressing	-	-	-	9,655	9,655	28,841	-	28,841	-	-	-	28,841	-	28,841
50009	Bosworth Road Aftercare	Progressing	-	-	-	915	915	21,000	-	21,000	-	-	-	21,000	-	21,000
50011	Orbost Landfill Aftercare	Progressing	-	-	-	-	-	10,000	-	10,000	-	-	-	10,000	-	10,000
50012	Mallacoota Landfill Aftercare	Progressing	-	-	-	91	1,637	7,000	-	7,000	-	-	-	7,000	-	7,000
50015	Cann River Landfill Capping	Detailed Design Progressing	1,546	-	1,546	37,491	37,491	1,590,000	-	1,590,000	-	-	-	1,590,000	-	1,590,000
50016	Bairnsdale Cell 3A Capping Design	Concept Design Progressing	-	-	-	74,689	74,689	2,365,000	-	2,365,000	-	-	-	2,365,000	-	2,365,000
50017	Bairnsdale Cell 1 Aftercare	Progressing	3,422	-	3,422	10,059	13,481	14,000	-	14,000	-	-	-	14,000	-	14,000
50018	Bairnsdale Cell 2 Aftercare	Progressing	3,422	-	3,422	10,059	13,481	11,000	-	11,000	2,481	-	2,481	13,481	-	13,481
50020	Lakes Entrance Landfill Aftercare	Progressing	16,384	-	16,384	48,159	64,543	32,000	-	32,000	32,543	-	32,543	64,543	-	64,543
50022	Bairnsdale Cell 3B capping	Detailed Design Progressing	-	-	-	4,995	4,995	2,404,995	-	2,404,995	-	-	-	2,404,995	-	2,404,995
50023	Bairnsdale Cell 3A Aftercare	Progressing	-	-	-	-	-	-	-	-	13,411	-	13,411	13,411	-	13,411
Total - Rehabilitation			24,774	-	24,774	196,113	220,887	6,483,836	-	6,483,836	48,435	-	48,435	6,532,271	-	6,532,271
Grand Total			9,380,591	(3,504,117)	5,876,474	28,396,582	37,777,173	96,691,414	(40,163,111)	56,528,303	793,552	(360,049)	433,503	97,484,966	(40,523,160)	56,961,806



Council Plan Progress Report – Quarter One 2024-25

Period ending 30 September 2024

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5: A transparent organisation that listens and delivers effective, engaging, and responsive services	50

Front cover image

Broad community engagement on the review of the Community Vision kicked off during the quarter with the first pop-up at the Cassilis Community Market.

Acknowledgement of Country

East Gippsland Shire Council acknowledges the Gunaikurnai, Monero and the Bidawel people as the Traditional Custodians of this land that encompasses East Gippsland Shire, and their enduring relationship with country. The Traditional Custodians have cared and nurtured East Gippsland for tens of thousands of years.

Council value their living culture and practices and their right to self-determination. Council pays respect to all Aboriginal and Torres Strait Islander people living in East Gippsland, their Elders, past, present, and future.

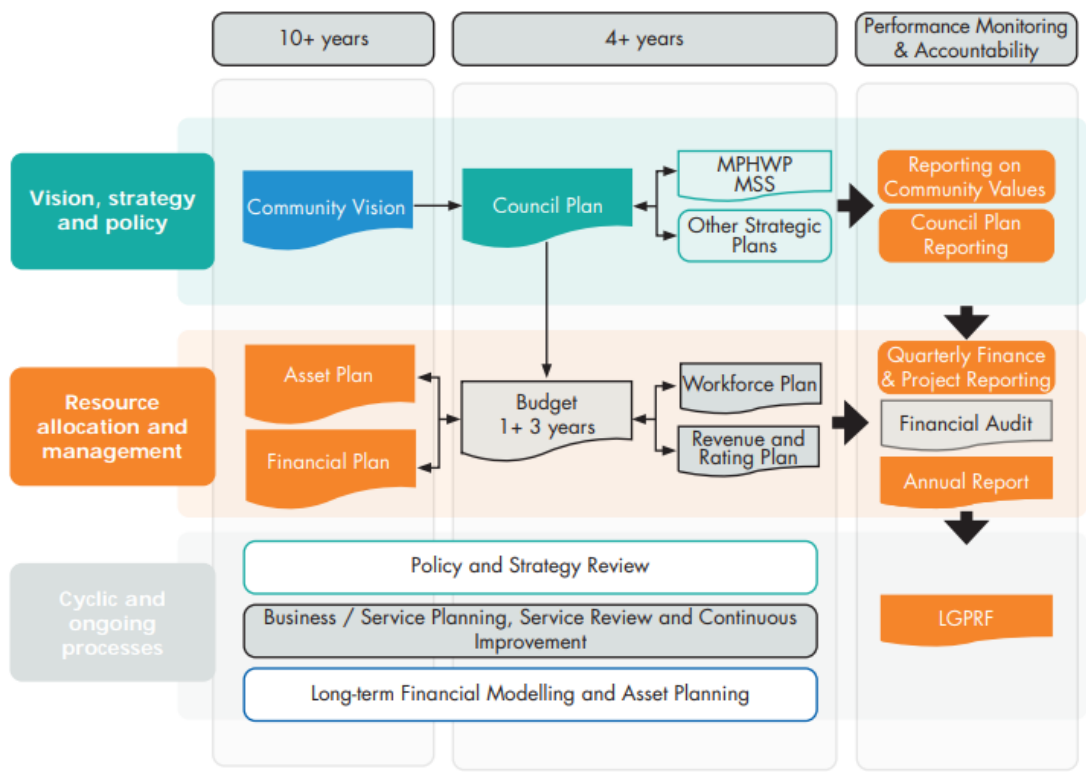
Our Vision

East Gippsland is an inclusive and innovative community that values our natural environment, puts community at the centre of Council decision-making and creates the conditions in which communities can thrive.

Our Strategic Planning Framework

Our Strategic planning framework shows how Our Community Vision 2040 will be delivered through the Council Plan, the Budget and other Council Plans and Strategies.

The Quarterly Council Plan Progress Report is a critical element of the framework below, as it provides a transparent account of how we are performing to the community on a regular basis.



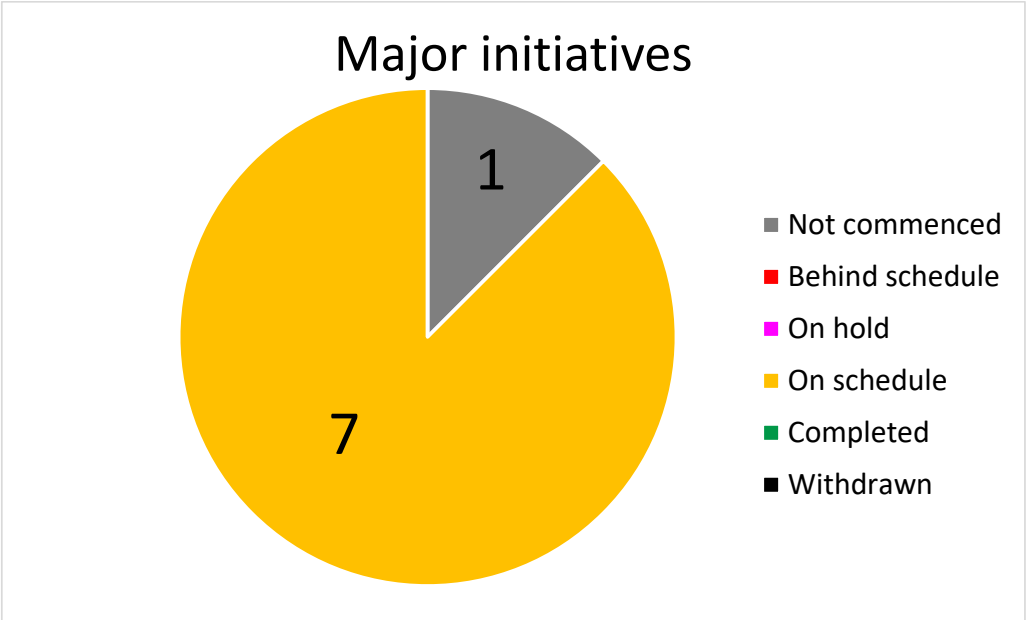
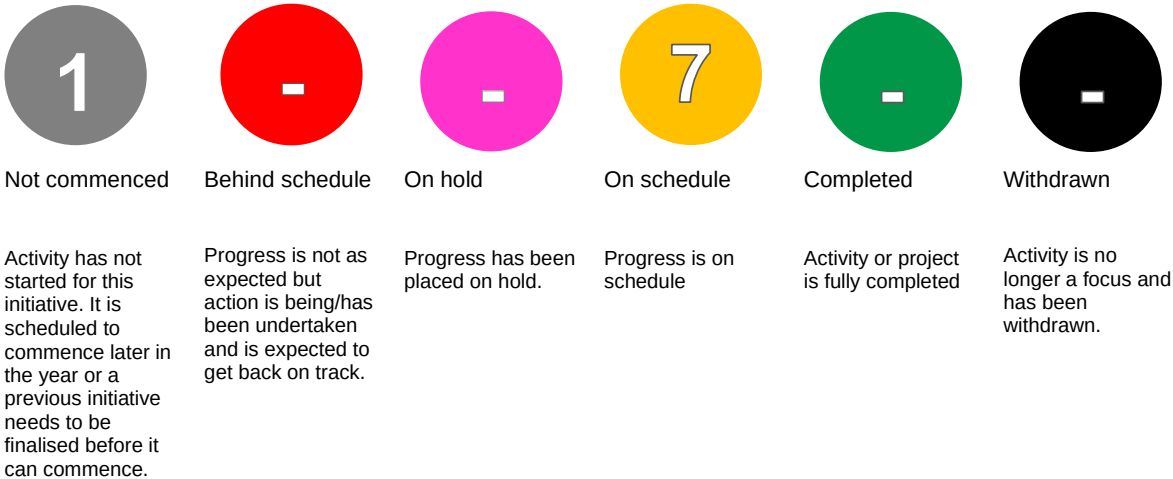
Terminology: MPHWP = Municipal Public Health and Wellbeing Plan
MSS = Municipal Strategic Statement
LGPRF = Local Government Performance Reporting Framework

Major Initiatives

Status of major initiatives

Council identified eight major initiatives for 2024-25. Major initiatives are high priority activities from the Council Plan that will require substantial time and resources to deliver.

Overall progress against these initiatives is summarised below.





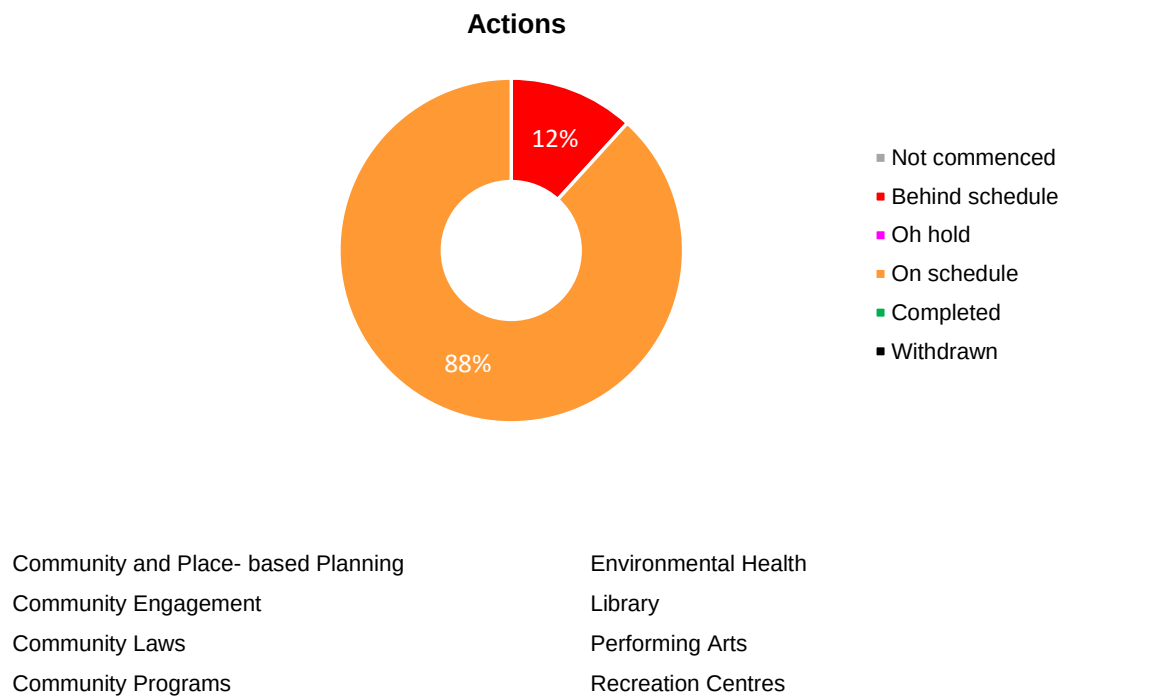
Locals celebrating the official opening of the Cann River Skatepark.

1 An inclusive and caring community that respects and celebrates diversity

1: An inclusive and caring community that respects and celebrates diversity

Strategies	Council's role
1.1 Council strives to provide equitable access to their services, support and facilities, and celebrates diversity	Provider
1.2 Collaboration with key stakeholders fosters the cultural, arts and creative communities for all activities Council has facilitated or financially contributed to	Facilitator
1.3 Community groups and volunteers are acknowledged, promoted, and supported	Provider / Facilitator
1.4 Through targeted services, partnerships and advocacy, communities enjoy strong mental and physical health, wellbeing, and resilience	Provider / Facilitator / Advocate
1.5 Strong working relationships are further developed with Aboriginal people and organisations	Facilitator
1.6 Council is culturally and linguistically inclusive and celebrates diversity	Facilitator

Summary of performance



1.1: Council strives to provide equitable access to their services, support and facilities

Action Code	Action Name	Comments	Progress	Traffic Lights
1.1.1	Implement Gender Impact Assessments for all new projects that have a significant impact upon the community to ensure consideration for gender equity, access and inclusion, socio-economic, and age demographics.	Significant progress has been made in implementing the Gender Impact Assessment (GIA) process. This includes a series of cross-organisational training sessions and the launch of an updated online toolkit and template. This quarter, GIAs have been completed for the Annual Action Plan, the Community Vision, and the Hardship Policy, reinforcing our commitment to promoting gender equity across all initiatives	25%	
1.1.2	Engage with the local community groups to identify culturally sensitive programming and service opportunities.	This quarter, the Recreation Centre services initiated an Indigenous Outreach Project that utilised the BARC stadium for a Hip Hop dance program. This event marks the beginning of a series of collaborations where Recreation Centre services will partner with other Council departments to host multicultural programs. Additionally, a mobile library service now makes ongoing fortnightly visits to the Gippsland and East Gippsland Aboriginal Co-operative (GEGAC) in Bairnsdale, to enhance access to library materials.	20%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Community satisfaction with accessibility to Council facilities	Targeted subject matter expert position currently vacant.	20%	Baseline to be confirmed
Number of community facilities and infrastructure upgraded to improve accessibility	There were four buildings upgraded during the quarter which include: The WORLD Precinct, Lake Tyers Hall, Marlo Toilet Block, and Forest Park. This result is on target to meet 10 upgrades for the year.	4	≥ 10
Utilisation of aquatic facilities	Utilisation of aquatic facilities continues to grow. The BARC saw an increase to Swim School enrolments, as well as additional Aquafit classes being offered. The Aquadome utilisation continues to improve, with the recent replacement of the Air Handling Unit, making for a more pleasant experience of members.	2.56	≥ 10

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

1.2: Collaboration with key stakeholders fosters the cultural, arts and creative communities for all activities Council has facilitated or financially contributed to

Action Code	Action Name	Comments	Progress	Traffic Lights
1.2.1	Identify opportunities to support cultural and creative practitioners to develop their professional skills within the region.	This quarter Council has aligned some of its programming with a new funding source from Emergency Recovery Victoria. We are developing a skills development program with an external provider, MILKE, who will deliver workshops and support to local creatives over a 6-month program in 2025.	35%	
1.2.2	Support the development and activation of public spaces to provide opportunities for the community to present cultural works.	This quarter Council activated approximately 12 public spaces for exhibitions and performance. This included events such as Helios, Bunktopia & Woody's Bush Cabaret all of which toured throughout East Gippsland	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Number of cultural and creativity focused organisations / individuals funded through Council's community grants program	This quarter, Council has awarded 1 community small grant and 4 community impact grants related to culture and creativity.	5	≥ 34

Progress Indicator Legend

 - Not commenced  - Behind schedule  - On hold  - On schedule  - Completed  - Withdrawn

1.3: Community groups and volunteers are acknowledged, promoted and supported

Action Code	Action Name	Comments	Progress	Traffic Lights
1.3.1	Recognise volunteer contributions across the region through the delivery of the Annual Australia Day Awards, National Volunteer Week programs and other volunteer initiatives and programs.	There was minimal activity during the quarter, as volunteer recognition events are scheduled for January and May. However, volunteer contributions have been acknowledged at project openings, including Jemmys Point Lookout. Communications materials published through Council channels have celebrated volunteerism, highlighting partnerships like that between the Bairnsdale City Oval/Football Club and our Parks and Gardens Team, which helped bring Gippsland (Major) League football back to Bairnsdale.	15%	
1.3.2	Support community Committees of Management to oversee the operation of a range of council facilities.	The annual allocation administration for the 24/25 year has commenced during the quarter enabling Committees of Management to claim contributions toward operating costs. Officers continue to liaise with these committees to provide support for various activities, including assistance with applications to the Regional Development Victoria Tiny Towns funding program.	25%	
1.3.3	Harness the benefits of volunteering and the availability of volunteering opportunities across the shire including targeted opportunities to increase youth engagement.	The Economic Development team has engaged Happy Change Makers to develop a partnership roadmap with our 12 volunteer Business and Tourism Associations and Chambers of Commerce, aiming to enhance their capacity and capabilities while improving engagement with Council and other stakeholders. Additionally, 14 Youth Ambassador and FreeZa events were held, along with six community-led emergency recovery training exercises. Volunteers from Omeo, Buchan, Orbost, and Mallacoota participated in these exercises, supported by Council officers and a consultant.	25%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Action Code	Action Name	Comments	Progress	Traffic Lights
1.3.4	Support community-led emergency relief centre volunteers and continue to build volunteer capacity.	Community-led emergency relief centre training conducted last financial year was followed up this quarter with exercises across East Gippsland. Volunteers from Omeo, Buchan, Orbost, Cann River, and Mallacoota participated in these exercises, supported by Council officers and a consultant. Council continues to assist volunteers with relief centre guides, training, updates, and communications to ensure they remain connected ahead of the severe weather season.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Community group satisfaction with Council support	Due to resourcing the survey was not conducted during the quarter.	No Data	Baseline Developed
Number of events held that recognise and support volunteers	None for the first quarter, events planned for January and May 2025.	0	≥ 4

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

1.4: Through targeted services, partnerships and advocacy, communities enjoy strong mental and physical health, well-being and resilience

Action Code	Action Name	Comments	Progress	Traffic Lights
1.4.1	Review the Ageing Well in East Gippsland - Age Friendly Communities Strategy 2017-2030 and implement key actions to support the region's aging population.	The Ageing Well Officer position, tasked with implementing the Ageing Well Framework developed in 2023, and is ready for advertisement in quarter 2.	5%	
1.4.2	Collaborate with key stakeholders to deliver on the actions of the Well place for Wellbeing Plan 2021-25.	Following a meeting with stakeholders at the end of the last financial year, Council officers continue to engage with them to finalise the action plan for the final year of the Well Place for Wellbeing Plan.	10%	
1.4.3	Work with key service providers and government to increase the resilience of telecommunications infrastructure during disasters, improve the quality and extent of coverage to support regional living and provide equitable access to services and digital technologies.	Council continues to collaborate with service providers and advocate with State and Commonwealth Ministers to ensure the resilience of telecommunications infrastructure before, during, and after events and disasters in the municipality. Advocacy efforts include working with NBN, the Special Envoy for Disaster Recovery, and relevant Ministers for the continuation of the Strengthening Telecommunications Against Natural Disasters (STAND) initiative, which is vital to East Gippsland's Municipal Emergency Management Planning. In July, Council invited Telstra, NBN, and Ausnet to the Economic Development Advisory Committee meeting to discuss and develop plans for East Gippsland.	25%	
1.4.4	Encourage health and wellbeing through the delivery of recreation services, including the allied health service program	The allied health service programming at our Recreation Centres continued to operate in the quarter. However, no direct health and wellbeing promotions were conducted during this period.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Number of referrals to Council's recreation centres through an allied health service program delivery.	The cause of the decline in referrals is currently unclear. We will reach out to BRHS to confirm that the proper processes are being followed and that visits are being accurately recorded, as they are utilising the facility.	1	≥ 800

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

1.5: Strong working relationships are further developed with Aboriginal people and organisations

Action Code	Action Name	Comments	Progress	Traffic Lights
Major Initiative One	Develop engagement and collaboration agreements to build sustainable and beneficial relationships with Aboriginal organisation and communities.	Council officers continue to strengthen lasting relationships with Aboriginal communities and organisations across East Gippsland. This includes supporting cultural events such as the Elders Lunch, seniors' week event planning with community members, Indigenous Literacy Day, kindergarten openings, National Aboriginal and Torres Strait Islander Children's Day, and various NAIDOC Week activities. To ensure respect and understanding during Sorry Business and other cultural events, officers have undertaken Indigenous Mental Health Training. Council remains an active member of the First Nation Local Government Network and engages with Aboriginal organisations and communities throughout East Gippsland. Internally, the draft Reconciliation Action Plan has been completed and will be presented to Council in the near future.	25%	
1.5.2	Collaborate with Traditional Owners to ensure cultural heritage values are integrated into infrastructure planning and design.	Council continues to liaise with Traditional Owners regarding relevant projects. Key achievements during the quarter include the progression of the Krauatungalung Walk in Lakes Entrance, which incorporates significant cultural heritage components.	25%	
1.5.3	Introduce cultural awareness training to enhance knowledge of Aboriginal Culture across our organisation.	Council has engaged Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) to deliver a new Aboriginal Cultural Awareness Program aimed at developing knowledge of Aboriginal culture and history and building strong partnerships between Council and local Aboriginal communities. The program will be rolled out to all staff in groups of 25 participants during the 2025 financial year, commencing in October 2024.	30%	
1.5.4	Embed a culture of safety and inclusivity into our internal processes to deepen our connections with Aboriginal Communities.	The draft Reconciliation Action Plan has been completed and Aboriginal Cultural Awareness Training is scheduled for rollout during quarter two and three.	25%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
Number of projects and service reviews that have included formal engagement with traditional owners	Conducting a Cultural Heritage assessment is a routine part of our capital works projects, and the outcomes of these assessments contribute to the level of Council's engagement with Traditional Owners. In the current program, 26 projects have completed Cultural Heritage Assessments, with Council officers actively engaging with Traditional Owners on two projects between July and September 2024: - Krauatungalung Walk Stage 1 - art installations - Orbost Forest Park - opening ceremony Additionally, many of Council's projects include representation from Indigenous partners in their Project Reference Groups.	26	≥ 10
Percentage of Council directorate representation on Reconciliation Action Plan working group	The Place and Community Directorate's Programs team is working to bring the plan back on track for engagement with the rest of Council.	33.00%	= 100%
Percentage of staff who have participated in culture awareness training in the past 24-months	Training will commence during quarter two.	0%	= 100%

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

1.6: Council is culturally and linguistically inclusive and celebrates diversity

Action Code	Action Name	Comments	Progress	Traffic Lights
1.6.1	Promote Council programs that support cultural and linguistic diversity and continue to embed diversity and inclusion in Council events and programs.	During the Australian Citizenship Day and Ceremony, 17 new citizens from Iran, the Philippines, New Zealand, the United States, Vietnam, Taiwan, Italy, and the United Kingdom formally pledged their commitment to Australia in front of a large gathering of family and friends at St Mary's Parish Centre in Bairnsdale. The Council's small grants and impact grants programs supported diverse groups, including initiatives focused on women's financial literacy, events for the blind and low-vision community, gender-based violence prevention, and Indigenous support. The Rainbow Ball was also successfully supported and held locally. Additionally, Council's website is available in 10 languages other than English.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
The number of multicultural initiatives supported by Council	Vacancies across business units has resulted in no targeted approach to multicultural initiatives. Officers are only responding to requests from community of which there has only been one.	1	≥ 10

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn



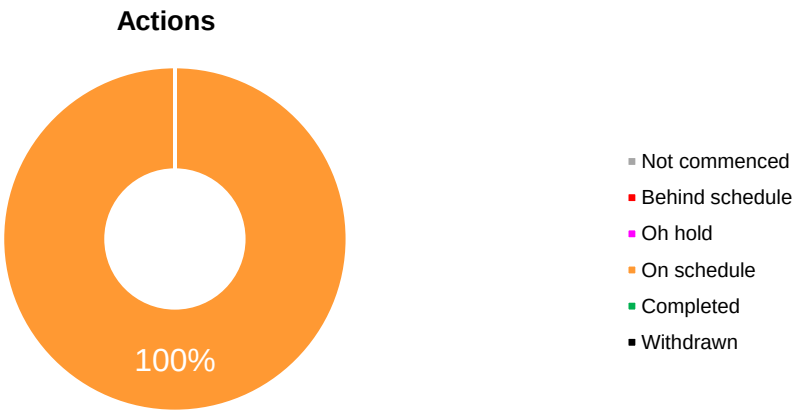
Community members celebrating the re-opening of the Old Slipway, which was redeveloped into a vibrant public space!

2 Planning and infrastructure that enriches the environment, lifestyle, and character of our communities

2: Planning and infrastructure that enriches the environment, lifestyle, and character of our communities

Strategies	Council's role
2.1 Statutory and strategic planning for land use delivers sustainable outcomes that balance the need for growth with the enhancement of our lifestyle, character, the built and natural environment	Facilitator / Provider
2.2 Infrastructure provision and maintenance supports a diverse range of current and future user needs and activities and is both environmentally and financially sustainable	Advocate / Provider / Facilitator
2.3 Planning with local communities for natural disasters and emergencies strengthens capacity, infrastructure, resilience, preparedness, and recovery	Facilitator / Provider

Summary of performance



Council services provided

- Asset Maintenance
 - Asset Management
 - Building Controls
 - Capital Works
 - Emergency Management
 - Emergency Response
- Land use Planning
 - Open Space Management
 - Recreation and Sporting Reserve Management
 - Statutory Planning and Development Services
 - Strategic Planning

Capital Works and Major Projects update

Lakes Entrance Foreshore Park	East Bairnsdale Play Space (Hoddinott Reserve)
 Lakes Entrance Foreshore Park, located on the north side of Cunninghame Arm, is being developed to enhance recreational use, with plans for a playground, pathways, and landscaping. The project aims to create a safe and engaging environment for young people of all abilities, promoting creativity and physical activity. Funding from the Australian Government has made this possible. The project is nearing completion, with playground equipment, shelters, seating, and drinking fountains installed. The gardening team is adding trees, plants, and safety features to ensure an accessible and enjoyable space, including water play, nature play, and inclusive design elements.	 This project, funded by the Victorian Government and Council, aims to create a vibrant destination for the local community that combines play and passive recreation. The upgrade will introduce contemporary and interactive play facilities, new seating, and landscaping to rejuvenate the reserve. Key components will include an accessible and inclusive play space for ages 4 to 12, shade trees, picnic facilities, and seating throughout the area. Advanced boulder play options will be available, alongside structured play equipment under an existing shade structure, and a nature-based play area featuring logs and stepping stones for varied play experiences. The project has been awarded to GLaWAC and is set to commence early December.

Bairnsdale Air Ambulance Facility	Slip Road Maritime Precinct, Paynesville
 The construction of a Patient Transfer Facility for Air Ambulance Victoria (AAV) is a priority outlined in the Bairnsdale Airport Masterplan 2020. Bairnsdale Aerodrome records the highest number of fixed-wing aeromedical retrievals in regional Victoria, with AAV aircraft visiting two to three times daily for patient transfers. The facility design draws on the Patient Transfer Facility Plan for Mildura Airport, with feedback from AAV on potential enhancements. AAV will also upgrade their aircraft from the King Air 200 series to the King Air 360 series. This project is funded by the Australian Government through the Regional Airports Program Round 3. Local contractor CalCivil has been awarded the construction contract, with civil works and site preparations underway, including the building foundation layout.	 Following a comprehensive review of unforeseen lakebed conditions, we have updated the design for the Slip Road project to enhance the long-term durability of the waterfront structures. These updates address the geotechnical review, ensuring the stability and resilience of the water-based infrastructure. Our construction partner, Carter Marine, is making good progress. Piles have been installed using a barge and are ready for splicing/welding. A third-party contractor is testing the driven piles to confirm they have reached the necessary refusal strength, evaluating factors such as load-bearing capacity and overall integrity. This testing is nearing completion. The installation of seawall panels is almost finished, and work on the boardwalk will begin soon. Pontoon designs are close to finalisation, with pre-fabrication set to start once approved. Carter Marine is expected to complete the seawall, jetties, and associated works by December 2025.

Omeo Mountain Bike Trail	Krauatungalung Walk
 The nationally significant mountain bike project located at the base of Sam Hill (Mt Sam) is progressing well, funded by all three levels of government. The planned trail network will span approximately 100 km, catering to beginner, intermediate, and advanced riders with various terrains, including cross-country trails, challenging climbs, and jump runs. Our contractors, Common Ground, trail crew is making significant headway, with work ongoing on XC15 Up and Down on Sam Hill, and GR2 and GR3 on Mt Mesley. The trails developed so far have received positive feedback. Located just 200 meters from the town center, the gravity-descent trails lead back to the main street. Over 100 km of trails are planned, with much of the network set to open this spring, while 22 km are already available for mountain biking enthusiasts to enjoy.	 Krauatungalung Walk Stage 1 began in 2023, featuring the installation of an Indigenous Garden that represents the five Gunaikurnai clans, along with a seating area showcasing Gunaikurnai creators Borun the pelican and Tuk the Musk duck to enhance cultural experiences. Partnering with the GLaWAC emphasizes our commitment to engaging with Gunaikurnai Traditional Owners. GLaWAC will design and install cultural art pieces, ensuring the project is rooted in cultural heritage. Significant construction progress has been made, including the installation of boardwalk piles from the sand spit to the water pavilion, and the demolition of the old boat shed. A concrete footpath from the surf club to the water pavilion has also been completed, providing easy access for visitors. Overall, substantial progress on the Krauatungalung Walk Stage 1 boardwalk has been achieved.

Mallacoota Streetscape	WORLD Sporting Precinct
 Mallacoota's Maurice Avenue is undergoing a major makeover as part of an upgrade to enhance the streetscape, improve functionality, and boost aesthetics. This initiative aligns with the Mallacoota Structure Plan 2007 and the Masterplan, and it plays a crucial role in the Disaster Recovery Plan identified by the Mallacoota and District Recovery Association (MADRA) to support commercial and tourism activities. Funding for the project comes from the Australian Government's Regional Recovery Program and East Gippsland Shire Council. Significant community engagement has informed the upgrade, which will enhance the town center's appeal through native plantings and aggregate pathways inspired by nearby Quarry Beach cliffs. Construction began in July, starting at the IGA end of Maurice Avenue, with the installation of kerbs, channels, and footpaths underway.	 The project stems from the Council's Bairnsdale Sporting Facilities Plan, adopted in September 2018, which prioritised development due to increased participation in Netball, Hockey, Soccer, and Futsal. The project has attracted significant investment from the Australian and Victorian Governments, including grants and a low-interest loan. Currently, the design of the WORLD soccer pavilion and two soccer fields is in progress, supported by a Project Reference Group (PRG) composed of key community interest groups that will utilise the new facilities.

Marine Parade, Lakes Entrance	Swifts Creek Recreation Reserve
 Council secured funding from the Australian Government for the upgrade and redevelopment of Marine Parade in Lakes Entrance, extending from the entry roundabout at Marine Parade and the Princes Highway to the Barks Avenue intersection. The project focuses on implementing traffic calming measures, enhancing pedestrian safety, and improving on-road parking safety. Our contractor, Cranes Asphaltting and Bitumen Sealing, has made visible progress on constructing car parking along the north side of Marine Parade, which is expected to provide a total of 50 formalized parking spaces upon completion. Additionally, improvements will be made to the intersection of Marine Parade and Carstairs Avenue to significantly reduce localized flooding in the area. Cranes is diligently working to complete the project and is on schedule to finish before the Christmas holiday season.	 Like many rural communities, sport and recreation play a vital role in fostering social connections and promoting physical and mental well-being. The Swifts Creek Recreation Reserve Committee of Management recognizes the importance of the reserve as a key asset for Swifts Creek and surrounding areas. Funded by the Victorian Government through the Local Economic Grants Program, we are pleased to announce that the playing courts are now complete, and we are moving forward with the construction of the Pavilion. Local contractor Design Co has been awarded the contract for this project, which will replace existing facilities (changerooms, umpire rooms, toilets, tennis clubroom) with a new multipurpose community pavilion. This pavilion will be accessible and fully compliant with netball and AFL guidelines. Demolition of the existing pavilion and site preparation has already begun.

Lake Tyres Beach Hall	Buchan Recreation Reserve
 We are excited to announce the successful completion of the Lake Tyres Beach Community Hall upgrade, funded through the Australian Government's Black Summer Bushfire Recovery program and significant Council investment. This beloved community hub has been transformed, enhancing both its functionality and contemporary appeal. What's new for the community: • Enhanced IT facilities: Improved connectivity with upgraded infrastructure. • Expanded meeting spaces: New indoor and outdoor areas for various community activities. • Upgraded bathrooms: Increased toilet facilities for greater comfort during events. • Improved accessibility: New compliant parking, pathways, and ramps promote inclusivity. • Modern new look: Termite damage and asbestos led to a redesign of the entry and replacement of exterior cladding with bushfire resistant Colorbond in 'Surfmist,' ensuring safety and a sleek appearance. These enhanced facilities will support a wide range of community activities and events, and we look forward to seeing the hall thrive in its updated form.	 Council, with support from Victorian and Australian Governments and community funding, is investing in the Buchan Recreational Reserve Master Plan. This initiative underscores the importance of sport and recreation in fostering community resilience, especially for small communities like Buchan that face natural disasters. The Buchan Recreational Reserve, located near the Buchan River, serves as a vital staging area during emergencies and is home to several local sporting clubs, including pony, netball, tennis, football, and cricket. Upgrades are currently underway: Netball and Tennis Courts: • The asphalt surface has been removed, and old change rooms have been demolished. • Contractors are adjusting the existing base material and have delivered electrical conduits and stormwater components. • Excavation work continues, along with the construction of new retaining walls. Pavilion: • The contract for the Pavilion construction was awarded in August to local builder Cadbuild, who will begin work on-site before Christmas.

2.1: Statutory and strategic planning for land use delivers sustainable outcomes that balance the need for growth with the enhancement of our lifestyle, character, the built and natural environment

Action Code	Action Name	Comments	Progress	Traffic Lights
2.1.1 - Major Initiative Two	Initiate and progress Planning Scheme Amendments including the Municipal Planning Strategy, Planning Policy Framework, Housing and Settlement Strategy, Rural Land Use Strategy and the Paynesville Growth Area Structure Plan.	All four amendments have received authorisation from the Minister, and public exhibition is set to begin in quarter two and three.	25%	
2.1.2	Finalise and commence delivery of the actions of the Coastal and Marine Management Plan.	The draft Coastal and Marine Management Plan has been presented to Council on 4 June 2024, with amendments made based on feedback. Engagement with key stakeholders is planned, but it is currently on hold until the election period concludes.	20%	
2.1.3	Implement the year one actions of the Public Open Space Strategy.	Council received a briefing on the Draft Public Open Space Strategy on 12 August 2024, with revisions made according to feedback. Community engagement will restart after the election period, with the goal of finalising the strategy early in 2025 and beginning implementation.	25%	
2.1.4	Deliver actions from key growth area plans including Lakes Entrance Northern Growth Area and Paynesville Growth Area Structure Plan.	Work is underway on the review of the Lakes Entrance Northern Growth Area Development Contribution Plan (DCP) and Planning Scheme Amendment. The Planning Scheme Amendment for the Paynesville Growth Area is authorised and ready for public exhibition. Additionally, infrastructure planning for Lucknow/East Bairnsdale is pending a funding agreement with the Victorian Government.	25%	
2.1.5	Finalise the 'Bairnsdale 2050' Project and seek Council endorsement.	The draft Bairnsdale 2050 Strategy is in progress, following an internal workshop and a Community Panel workshop. Further engagement is scheduled for quarter two and three to advance the project towards Council endorsement.	25%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
Completion of 2024-25 milestones for the Public Open Space Strategy	The draft Public Open Strategy is not yet adopted.		≥ 90%
Council planning decisions upheld at VCAT	1 Appeal Outcome - Remit	100%	100%
Planning applications decided within required time frames	This is an improvement from the previous quarters due to improved processing and reporting. Officers are provided weekly reporting to track the progress of current applications. Officers have also implemented improved delegation process to reduce processing times for complex applications.	51.85%	≥ 40%
Time taken to decide planning applications	This is an improvement from the previous quarters due to improved processing and reporting. Officers are provided weekly reporting to track the progress of current applications. Officers have also implemented improved delegation process to reduce processing times for complex applications.	70.00	≤ 110
Community satisfaction with building and planning	Data for this indicator is calculated annually and therefore an update will be made at the end of the financial year.	-	≥ Large Rural Council average

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

2.2: Infrastructure provision and maintenance supports a diverse range of current and future user needs and activities and is both environmentally and financially sustainable

Action Code	Action Name	Comments	Progress	Traffic Lights
2.2.1	Improve the management of Council's assets, by enhancing data accuracy within the Asset Management Framework system	Council is focused on improving processes to ensure accurate data capture for new assets, particularly those arising from the capital works program. Additionally, to address the drainage data backlog, an Asset Management System Administrator has been employed to enter details of old drainage construction plans into the Asset Management System.	25%	
2.2.2	Set and implement service standards for the maintenance of key asset classes.	Work has commenced on componentising Council buildings, which involves separating each building into its various components (e.g., roof, walls, air conditioning) to allow for individual condition ratings. Maintenance and renewal programs will be developed for each building component. Asset Management Plans for the six key asset groups—Roads, Drainage, Bridges, Waste, Buildings, and Open Spaces—are currently under review.	25%	
2.2.3	Deliver the WORLD Sporting Precinct, Omeo Mountain Bike Trails and Bairnsdale Airport Terminal (Air Ambulance Facility) projects.	The final phases of the WORLD Sporting Precinct, including the soccer facility and pavilion, are underway, with the final concept design under review and moving toward detailed design. The Vegetation Management Plan for the offset site has been completed and is being assessed by landowners. The Omeo Mountain Bike Trails, totalling 22km, are now open to the public, with stages 1 and 2 completed. An additional section of trails is set to open in November 2024, increasing the total length to 50km. The tender for the Bairnsdale Airport Terminal was awarded to Cal Civil in August 2024, and on-site work commenced on October 14, 2024.	30%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Action Code	Action Name	Comments	Progress	Traffic Lights
2.2.4	Maintain Council's roads, footpaths, and other infrastructure to provide safe and suitable physical connectivity for all communities.	In the first quarter of 2024-25, the sealed road length totals 1,329.37 km, with 1,276.17 km below the intervention level and 53.22 km above it. This results in a KPI of 96%, exceeding the target of 95%. For footpaths, the intervention levels show 277 km below the intervention level and 7 km above it, achieving a KPI of 97.5%, also surpassing the target of 95%.	25%	
2.2.5	Implement the key actions of the Road Safety Strategy.	The Road Safety Strategy Implementation Plan has been prepared, and projects addressing high-priority tasks for the first year are underway. Anti-hoon treatment is currently being trialled at Eagle Point Bluff, and a range of speed limit changes are in progress. Additionally, funding for road safety treatments, such as roundabout improvements, is being sought from the Department of Transport and Planning and the Transport Accident Commission.	10%	
2.2.6	Commence detail designs for capital projects that have been identified as priority projects for future years, including the Lakes Entrance Indoor Sports Facility, Benambra Streetscape and the West Bairnsdale Recreation Reserve.	The Lakes Entrance Indoor Sports Facility has received approval from the state funding body, allowing Council to release the tender for design services, which are currently under assessment. The Benambra Streetscape project has also commenced, with initial scoping to inform the concept design and further community engagement. Meanwhile, the masterplan for the West Bairnsdale Recreation Reserve is in the final review stage, focusing on establishing an implementation strategy that includes a staging plan and budget.	30%	
2.2.7	Implement key actions for the East Gippsland Sporting Facilities Plan and the Bairnsdale Sporting Facilities Plan.	A range of strategic upgrade projects at Bairnsdale City Oval has been initiated, with a strong focus on improving field quality. This effort has led to the ground being selected to host a Gippsland League final for the first time in over 40 years. Additionally, a grant application for upgraded netball court lighting at this venue has been submitted.	20%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
Percentage of Committees of Management and volunteer groups for Council managed land with a guiding plan	The result remains consistent with previous years, as anticipated.	10%	> 70%
Percentage of community recreation reserves and halls asset condition above target condition rating	Condition ratings are pending determination.	No Data	> 70%
Sealed local roads maintained to condition standards	Data for this indicator is assessed semi-annually and annually, with results expected in quarter two.	-	≥ 80.00%
Asset renewal and upgrade expenses as a percentage of depreciation	Data for this indicator is assessed annually, and an update will be provided at the end of the financial year.	-	> 100%
Community satisfaction with appearance of public areas in East Gippsland	Data for this indicator is assessed annually, and an update will be provided at the end of the financial year.	-	≥ Large Rural Council average
Percentage of adopted capital projects completed at the conclusion of the financial year (based on the most recent amended budget)	Data for this indicator is assessed annually, and an update will be provided at the end of the financial year.	-	> 80%

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

2.3: Planning with local communities for natural disasters and emergencies strengthens capacity, infrastructure, resilience, preparedness, and recovery

Action Code	Action Name	Comments	Progress	Traffic Lights
2.3.1 - Major Initiative Three	Undertake a climate risk assessment to identify and respond to the likely impact of extreme weather and climate events on Council and community infrastructure and services.	Stage 1 methodology has commenced with the engagement of a consultant. Finity has been tasked with understanding current climate risk management practices and collaborating with municipal stakeholders to establish methods for a climate risk assessment. This includes identifying the best available data sets and developing a framework for an online interface. An initial stakeholder meeting in the second quarter will focus on: - Engaging asset managers in proactive resilience building in the region - Developing an understanding of the need for climate risk information - Identifying available data sets - Verifying the risk assessment methodology - Ensuring the interface framework supports asset management	25%	
2.3.2	Commence the use of recycled materials in road maintenance projects.	Recycled silage wrap from Swifts Creek has been mixed with recycled glass to produce asphalt used for resurfacing Giles Street and Bosworth Road in Bairnsdale, as well as Langford Parade and Victoria Street in Paynesville. Ongoing monitoring of these sites will be conducted.	35%	
2.3.3	Enhance community and business emergency management planning and resilience through an understanding of placed based strengths.	Council continues to support communities within the Omeo District in reviewing and updating their Community Emergency Management Plan for presentation to the East Gippsland Municipal Emergency Management Planning Committee. This effort is also being extended to Aboriginal communities, with documents expected to be presented to Council in the second quarter. Planning is underway to begin similar processes in the Lakes Entrance District. Community Recovery Committees are being supported in their requested planning efforts. Several projects funded through Bushfire Recovery are ongoing, assisting businesses in identifying and building on strengths while focusing on agribusiness, digital connectivity, and skills improvement.	25%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
2024 - 25 milestones achieved for climate risk analysis	On track, following the tender process which highlighted the significance of Stage 1 methodology before proceeding with the analysis..	100%	100%
Percentage of communities that need a Local Incident Management Plan have one in place	Communication with communities is ongoing to ensure needs are met.	100%	100%
Community satisfaction with emergency and disaster management	Data for this indicator is collected annually, and an update will be provided at the end of the financial year.	-	≥ Large Rural Council average

Progress Indicator Legend

● - Not commenced ● - Behind schedule ● - On hold ● - On schedule ● - Completed ● - Withdrawn



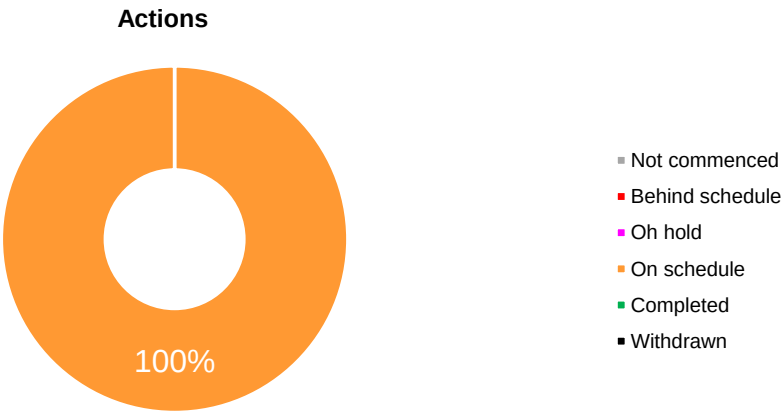
Progress continues for the Organic Waste Processing facility development at the Bairnsdale Landfill. Additional recycling of solar panels and the separation of copper wire using a granulator machine is now available as well.

3 A natural environment that is managed and enhanced

3: A natural environment that is managed and enhanced

Strategies	Council's role
3.1 Council works to reduce its own and the communities carbon emissions while supporting the community to mitigate the impact of a changing climate on the environment, safety, health and lifestyles	Facilitator / Provider
3.2 Sustainable land use practices are used to manage council land to protect biodiversity and to provide education and incentives to support the management of private land	Facilitator / Provider / Advocate
3.3 Natural values on key Council managed land are managed and enhanced	Advocate / Provider / Facilitator
3.4 Environmentally and financially sustainable practices reduce waste going to landfill	Facilitator / Provider

Summary of performance



Council services provided

- Building Maintenance

Delivery of new assets

Environment Projects Management
- Environmental Sustainability

Waste Services

3.1: Council works to reduce its own and the communities carbon emissions while supporting the community to mitigate the impact of a changing climate on the environment, safety, health and lifestyles

Action Code	Action Name	Comments	Progress	Traffic Lights
3.1.1 - Major Initiative Four	Finalise Councils Greenhouse Gas Emissions Reduction Plan and commence delivery of year one actions.	A draft Greenhouse Gas Emissions Reduction Plan was prepared in August 2024. Efforts to integrate an economic analysis of the draft plan have begun, with consultations with key internal stakeholders scheduled for the upcoming quarter before finalisation	60%	
3.1.2	Work with community, business and industry to develop a community greenhouse gas emissions profile, support actions to reduce emissions and increase awareness of the impacts of climate change.	Council has acquired software that provides a data set of community emissions specific to East Gippsland, which will inform future target setting and engagement strategies for practical emissions reduction. Additionally, home energy audit kits have been purchased to assist residents in evaluating their energy use, available for loan from Council libraries. Collaboration with RMIT University and the Swifts Creek community is underway to deliver an arts program focused on climate change education and adaptation.	10%	
3.1.3	Work with local developers and stakeholders to apply Environmentally Sustainable Design principles across new subdivisions and developments.	Ongoing discussions and negotiations with developers are taking place to ensure subdivision designs adhere to Environmentally Sustainable Design (ESD) principles. ESD policies have been included in the Municipal Planning Strategy and Planning Policy Framework amendment.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
New public electric vehicle charging stations operational	Installation of the final three chargers is underway. The charger in Buchan is installed but awaiting connection to the electricity grid. Civil works at Mallacoota are progressing, and discussions with NRMA regarding Lakes Entrance and shared service costs are ongoing.	4	≥ 7
Proportion of Council passenger vehicle fleet is electric, hybrid or uses alternate fuel sources	Out of 43 vehicles, 21 utilise alternative fuels where viable (specifically for private usage and pool vehicles): 20 hybrids and 1 electric vehicle.	48.84%	> 20%
Percentage of Council's electricity use from renewable sources	Data for this indicator is calculated annually, and an update will be provided at the end of the financial year.	-	> 95.00%

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Name	Comments	YTD Actual	Target
Reduce Carbon emissions from Council's operations	Data for this indicator is calculated annually, and an update will be provided at the end of the financial year.	-	< 2,010
Total Kilowatt hours output from renewable energy systems at Council Owned facilities	Data for this indicator is calculated annually, and an update will be provided at the end of the financial year.	-	> 10.00%

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

3.2: Sustainable land use practices are used to manage council land to protect biodiversity and to provide education and incentives to support the management of private land

Action Code	Action Name	Comments	Progress	Traffic Lights
3.2.1	Ensure Water Sensitive Urban Design principals are utilised in urban areas to improve the health of local waterways and wetlands.	Progress on the Shire-wide Stormwater Management Plan is strong, focusing on integrating Water Sensitive Urban Design (WSUD) principles. Phase 1: Data on catchment and drainage assets has been gathered, estimating asset age based on construction drawings due to limited historical records. Phase 2: Identification of specific stormwater issues is next. Phase 3: Flood mapping will follow, utilising data from the earlier phases. WSUD Asset Capture: All WSUD assets are being recorded in the Confirm system, with updates to older records for comprehensive data. Urban Growth and Reviews: Funding has been secured for stormwater reviews in Paynesville and Lucknow/East Bairnsdale, with the Lakes Entrance review pending. Ongoing requirements for stormwater management plans are being implemented in development approvals. Overall, we are on track to enhance stormwater management and protect local ecosystems.	20%	
3.2.2	Support community education programs and funding incentives to promote the natural environment and its preservation.	A variety of projects were supported through the environment stream of Council's community grants program during the quarter. Ongoing efforts continue to assist community groups and individuals with upskilling and grant application support.	25%	
3.2.3	Deliver the Pest, Weed and Vegetation Management Program.	Assessments of weed-affected roadsides are ongoing, with work on high-priority species occurring during the quarter. The typical treatment season begins in November, considering the biology and flowering periods of the species. Officers are also engaging in compliance programs for areas highlighted by Department of Energy, Environment and Climate Action (DEECA).	25%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Action Code	Action Name	Comments	Progress	Traffic Lights
3.2.4	Develop and implement environmental management plans for areas of important biodiversity and develop recommendations for programs on Council and private land.	The Management Plan for Lighthouse Reserve Marlo has been completed, and the final draft for the Raymond Island foreshore management plan is prepared for community engagement following the caretaker period.	25%	
3.2.5	Facilitate the provision of environmental planning assessments and commence the review of key environmental planning scheme tools.	Environmental advice is currently being obtained from referral agencies such as DEECA, EPA, and East Gippsland Catchment Management Authority (EGCMA). The scoping of the review of planning tools has yet to commence.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Community satisfaction with slashing and weed control	Data for this indicator is calculated annually, and an update will be provided at the end of the financial year.	-	≥ Large Rural Council average
Kilometres of regionally controlled and prohibited weeds treated on roadsides.	Data for this indicator is calculated annually, and an update will be provided at the end of the financial year.	-	≥ 200

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

3.3: Natural values on key Council managed land are managed and enhanced

Action Code	Action Name	Comments	Progress	Traffic Lights
3.3.1	Establish partnerships with key organisations and stakeholders as a mechanism for managing natural values on Council land.	Ongoing partnerships and projects continue with organisations such as the EGCMA and Landcare. Recently, Council collaborated on a grant program focused on environmental works along the Mitchell River, involving stakeholders like EGMCA, Bairnsdale Urban Landcare, Eastwood Landcare, GLaWAC, and Gippsland Grammar. This project supported weed control, revegetation, infrastructure management, and community events	25%	
3.3.2	Incorporate Environmentally Sustainable Design principles in all council project planning and design.	Environmentally Sustainable Design (ESD) principles are integrated into all design processes for future capital works projects. Key examples currently underway include the Gippsland Lakes Yacht Club, WORLD Soccer Pavilion, and AJ Freeman Netball/Tennis amenity building.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Total investment in Council managed land to support natural areas	Data for this indicator is calculated annually, and an update will be provided at the end of the financial year.	-	≥ \$1,710,000.00

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

3.4: Environmentally and financially sustainable practices reduce waste going to landfill

Action Code	Action Name	Comments	Progress	Traffic Lights
3.4.1 - Major Initiative Five	Progress development of an organic waste processing facility at Bairnsdale Landfill.	SMEC, the design consultants, have completed the IFT documentation. Specialist assessments for odour, noise, fire, and technology are 99% complete and are being incorporated into the design reports. The Water Management Plan for the site has been issued, along with a revised Environmental Management Plan. Variations to the contract to include combined access for public and waste contractors are included in the IFC documentation, which is under review. These drawings will be packaged and submitted to the Waste Team to prepare the EPA submission for approval and the DL submission for approval.	90%	
3.4.2	Reduce waste going to landfill through the implementation of the Waste Minimisation Action Plan.	A variety of initiatives to reduce waste to landfill progressed in Quarter One, including: - The introduction of new battery recycling bins and procedures for the safe storage and transport of lithium batteries. - The purchase and commissioning of a copper wire granulator to recover copper from e-waste. - The introduction of a forklift to the logistics team to enhance opportunities for new recycling streams and transport from remote transfer stations. Council successfully secured grant funding to support a compost batch trial using green waste mulch and biosolids in partnership with East Gippsland Water.	20%	
3.4.3	Review waste and recycling services to respond to changing regulations and needs of our community.	The review of waste and recycling services is advancing, with a draft Background Report nearing completion and community consultation expected to finish by the end of September. Over 670 community members participated in the online survey, while 324 conversations were held at pop-up stalls across six locations, along with five focus group workshops.	50%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Kerbside collection waste diverted from landfill	The results remain consistent with previous reporting periods; however,	45.99%	≥ 55%

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Name	Comments	YTD Actual	Target
	targets are no longer being met since the introduction of the container deposit scheme. Ongoing waste education will be provided to minimise waste going to landfill.		
Number of community waste education programs delivered	Programs delivered during the quarter include: - Community Centre, Cann River: 10 residents - Paynesville Ritchies IGA: 60 residents - Lakes Entrance Woolworths: 50 residents Additionally, a waste and recycling education incursion was delivered at Gippsland Grammar Early Learning Centre, and a waste and recycling audit was conducted at Snowy River Leadership School, with a report provided to the school.	5	> 5
Number of new waste streams collected through waste facilities	Two new waste streams have been introduced: solar panels and the separation of copper wire using a granulator machine.	2.00	≥ 2.00
Proportion of recycled content in construction projects on Council assets	By the end of the quarter, 57 projects within the capital works program were either complete or in the delivery stage. Of these, 15 reported using recycled materials. A notable example is the construction of Giles Street and Bosworth Road in Bairnsdale, where silage wrap was incorporated into the asphalt road pavement.	26.00%	> 10.00%
Community satisfaction with waste management	Data for this indicator is collected annually, and an update will be provided at the end of the financial year.	-	≥ Large Rural Council average

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn



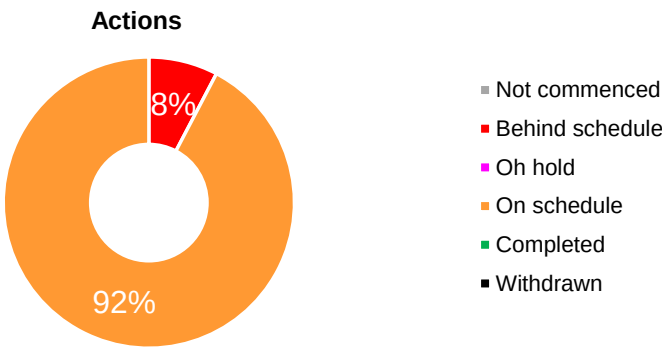
Council supported and participated at the Bairnsdale Jobs Expo, where job seekers could connect with local employers, explore apprenticeships, and discover career opportunities.

4 A thriving and diverse economy that attracts investment and generates inclusive local employment

4: A thriving and diverse economy that attracts investment and generates inclusive local employment

Strategies	Council's role
4.1 Leadership enables economic prosperity, investment, recovery, resilience and growth	Facilitator / Advocate
4.2 Collaboration amongst key partners is facilitated to improve pathways for education and skills training	Facilitator / Advocate
4.3 Council's work with stakeholders fosters entrepreneurship and new business opportunities, particularly with communities facing change	Facilitator / Advocate
4.4 Targeted information and streamlined approvals and processes make it easier for business to invest	Facilitator / Advocate
4.5 Tourism sector investment is sought in business capability, product development and experience to meet the changing needs of domestic and international markets	Facilitator / Advocate
4.6 East Gippsland's natural strengths in agriculture and natural resource-based industries are enhanced to increase value, employment, sustainability and resilience	Facilitator / Provider

Summary of performance



Council services provided

Business Support

Economic Development

Events

Tourism and Visitor Information

4.1: Leadership enables economic prosperity, investment, recovery, resilience and growth

Action Code	Action Name	Comments	Progress	Traffic Lights
4.1.1	Support businesses to transition toward greater resilience in a changing economic landscape.	A range of programs and projects have been planned and delivered to bolster business resilience, including: - Digital confidence training to enhance online capabilities - Disaster preparedness and risk mitigation programs - Agribusiness financial capability and strengthening initiatives - Agribusiness decision-making support on property matters - Small Business Voucher Program - Business Health Check	20%	
4.1.2	Support business to create a collective voice for regional representation.	Progress has been made in the agriculture sector through the Ag Sector Advisory Committee. Initial steps have also begun for engaging businesses in other industry sectors to foster a collective voice.	10%	
4.1.3	Work with partners to establish the Gippsland Circular Economy Hub, to advance new investment and job creation opportunities.	The East Gippsland Circular Hub unites Councils across Gippsland to promote a circular economy, bringing together businesses, industry, community groups, government, and educational institutions. Currently, the group is focused on mapping materials flowing into the region to identify opportunities for value addition. An online platform for utilizing recovered products is being explored. Council Officers are leading the Silage Wrap Circularity Pilot, with the first batch of baled silage wrap expected next quarter for recycling. Circular Economy forums for local businesses are scheduled for October 2024. The Hub's website is now live at: Gippsland Circular Economy Hub .	20%	
4.1.4	Advocate for and support projects aimed at increasing the availability of reasonable priced housing to attract critical workers (including support services, businesses, and industry) to our region.	Officers are preparing position papers for Council consideration on social and affordable housing, along with a report outlining opportunities and constraints related to Tiny Homes. Council will continue to engage with relevant departments and stakeholders to navigate planning requirements and improve worker accommodation. Planning Scheme Amendments have been approved for exhibition in Paynesville and Eagle Point, enhancing development and housing opportunities	30%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
Percentage of actions implemented from the Economic Development Strategy Action Plan 2022-26	The Economic Development team has created an annual Implementation Plan that segments the four-year action plan into manageable yearly tasks. These tasks are scheduled throughout the financial year to effectively manage workload and enhance engagement. Currently, several tasks are in the delivery stage, while others are in the planning phase.	20%	≥ 80%

Progress Indicator Legend

● - Not commenced ● - Behind schedule ● - On hold ● - On schedule ● - Completed ● - Withdrawn

4.2: Collaboration amongst key partners is facilitated to improve pathways for education and skills training

Action Code	Action Name	Comments	Progress	Traffic Lights
4.2.1	Engage young people, youth organisations, training organisations and industries to understand and address the barriers to training and employment.	This financial year, several initiatives have been launched, including the Bairnsdale Jobs Expo and a networking evening featuring a panel discussing apprenticeships and traineeships. Participation in the Gippsland East Local Learning and Employment Network, Jobs of the Future Industry Dinner and the rollout of Study Hubs in Omeo, Orbost, and Mallacoota has also taken place. Ongoing engagement with TAFE Gippsland, Jobs and Skills Centre, and various government and industry stakeholders continues through Education and Skills Innovation Working Groups.	40%	
4.2.2	Support networks and programs that will retain young professionals in the region.	Collaboration with East Gippsland Marketing Inc has led to the launch of a Young Professionals Network aimed at connecting and retaining professionals in the region. Engagement with the Monash Rural School of Health focuses on attracting and retaining student doctors and interns. Additionally, discussions with industry and sector leaders are underway to explore further strategies for retention and support.	10%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

4.3: Council's work with stakeholders fosters entrepreneurship and new business opportunities, particularly with communities facing change

Action Code	Action Name	Comments	Progress	Traffic Lights
4.3.1	Support the development and implementation of Local Development Strategies for communities impacted by changes to the native timber industry with a focus on Orbost, Swifts Creek and Nowa Nowa.	Council is actively involved in the Local Development Strategy initiatives for Nowa Nowa, Orbost, and Swifts Creek, participating in governance arrangements and Innovation Work Groups. Funding has been successfully secured through the Community Development Fund Stream 1, extending project implementation in Swifts Creek until December 2026.	20%	
4.3.2	Advocate for a new approach to agri-forestry to improve forest health, reduced bushfire risk and provide benefits for a range of forest users.	Council continues to advocate for sustainable forest and park management practices to enhance the safety and wellbeing of our region. A paper is being prepared to outline opportunities and challenges related to public land management, in collaboration with the Great Outdoors Taskforce. Meetings with ministerial and senior departmental representatives are scheduled to further these discussions.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Number of businesses that participate in Council run programs delivered to support business growth.	Programs are designed based on evidence of actual business needs, resulting in higher participation rates. Improved structured communications and promotions have contributed to this success.	182	≥ 300
Number of new businesses registered	Data for this indicator is collected annually, and an update will be provided at the end of the financial year.	-	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

4.4: Targeted information and streamlined approvals and processes make it easier for business to invest

Action Code	Action Name	Comments	Progress	Traffic Lights
4.4.1	Streamline the business approval process and strengthen customer information and services for investors.	A suite of activities is being planned to support the relaunch of the Invest East Gippsland website next financial year. Key initiatives include: - Developing an East Gippsland Investment Prospectus. - Finalizing the New Energy Opportunities Study. - Collaborating with East Gippsland Marketing Inc to create a New Business Kit. - Proposing updates to Councils website to enhance access to business support. - Developing case studies and profiles showcasing local business success stories. - Initiating the development of a Priority Planning pathway with the Planning team for high-value and regionally significant investments. - Establishing a Stakeholder Engagement Framework.	20%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Council processing time for events and business permits and registrations - Domestic Animal Business Registration	No new Domestic Animal Businesses were issued permits during the quarter.	0	< 6
Council processing time for events and business permits and registrations - Trading Permits	There were 2 new Trading permits issued during the quarter.	2	< 6
Council processing time for events and business permits and registrations. - Goods on Footpath	A total number of 11 new Goods on Footpath permits were issued during the quarter.	11	< 8

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

4.5: Tourism sector investment is sought in business capability, product development and experience to meet the changing needs of domestic and international markets

Action Code	Action Name	Comments	Progress	Traffic Lights
4.5.1 - Major Initiative Six	Support the delivery of the Pathways to Growth program from the Tourism Events Action Plan 2022-26.	Four events are currently participating in the second year of the Pathways to Growth program. We are providing event support and facilitation to mentor participants, ensuring that key objectives are achieved.	40%	
4.5.2	Plan, deliver and support major project developments that enhance the amenity of our towns, improve the visitor experience and facilitate new business investment.	The Buchan Streetscape project has completed all civil works, with only soft landscaping remaining, including planting and shelter installation, expected to finish by the end of November. In Mallacoota, streetscape work began in July, with the eastern side's pathway demolition and drainage installation now complete, and kerb installation ongoing. Marine Parade Stage One is progressing well, with completion anticipated by December. Tenders for design works for the Lakes Entrance Indoor Sports Stadium and West Bairnsdale Recreation Reserve have been conducted, with decisions expected in quarter two.	25%	
4.5.3	Implement priority recommendations from the Visitor Information Services review.	Council is actively working on several priority recommendations from the Visitor Information Services Review, including: - Developing an Official Visitors Guide to be launched in November. - Delivering visitor signage at key destinations, with design completion expected by the end of the calendar year. - Enhancing the website, with project design and stakeholder engagement currently underway and market approach due by year-end. - Scoping the delivery of an Ambassador Program. - Reviewing the membership model to introduce a free base level membership. Other priorities for this financial year include analysing options for the Bairnsdale Visitor Information Centre, collaborating with the Orbost community on transitioning the Slab Hut service into the Exhibition Space, and delivering industry programs and networking opportunities.	30%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
Number of tourism events held during the low and shoulder season periods	Data for this indicator is calculated half-yearly and annually; therefore, an update will be available at the end of Quarter Two.	-	> 30
Total visitation to East Gippsland (international, domestic and daytrip combined)	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	> 1,300,000
Tourism expenditure in East Gippsland	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	> \$360,000,000.00

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

4.6: East Gippsland's natural strengths in agriculture and natural resource-based industries are enhanced to increase value, employment, sustainability and resilience

Action Code	Action Name	Comments	Progress	Traffic Lights
4.6.1	Support the enhancement of agribusiness productivity and resilience.	Ongoing engagement, partnership, and advocacy efforts are focused on enhancing productivity and resilience within the agricultural sector. Key achievements to date include: • Advocacy regarding wild dog predation. • Collaboration with Ag Vic and service providers to deliver farmer wellbeing programs in Buchan and Bruthen. • Implementation of financial capability and strengthening programs, including succession planning workshops and one-on-one engagements (funded by bushfire recovery). • Currently seeking a consultancy to deliver an Agribusiness decision-making program, which will include workshops and one-on-one mentoring (also funded by bushfire recovery).	30%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Number of jobs in the agriculture sector in East Gippsland	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	
Value added by the agriculture sector in East Gippsland	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn



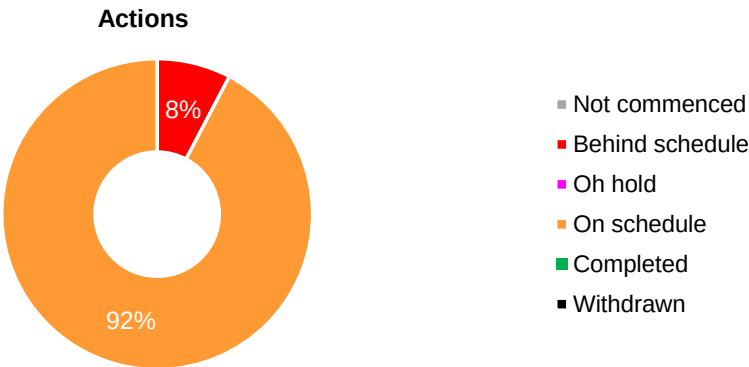
Community engagement for the Community Vision rolled into Mallacoota, where locals joined us for a coffee and shared their thoughts on the future of East Gippsland.

5 A transparent organisation that listens and delivers effective, engaging, and responsive services

5: A transparent organisation that listens and delivers effective, engaging, and responsive services

Strategy	Council's role
5.1 A better everyday customer experience is created for our residents and visitors	Provider
5.2 Strong relationships with government, partners and stakeholders are maintained and strengthened to advocate for the community	Facilitator
5.3 Communities are engaged in decision-making and support is provided to develop local solutions to local issues	Provider / Facilitator
5.4 Continuous improvement systems are strengthened, and organisational efficiency enhanced	Provider
5.5 Resources are managed to meet current and future needs and priorities	Provider / Advocate
5.6 Council attracts, develops, and retains an inclusive workforce to deliver services and priorities	Provider

Summary of performance



Council services provided

- Commercial Business

Communications, Media and Civic Events

Corporate Planning

Council Enterprises

Customer Experience

Finance

Governance

Human Resources
- Information Services

Occupational Health and Safety

Organisation Development

Procurement

Property Administration

Rates and Valuations

Risk Management

5.1: A better everyday customer experience is created for our residents and visitors

Action Code	Action Name	Comments	Progress	Traffic Lights
5.1.1	Undertake customer interaction surveys to inform the development of service improvement plans.	Customer Service Local Government Benchmarking is set to begin on 28 October 2024, targeting customers who have interacted with Council in the past three months. The results will highlight areas for improvement in the quality of information provided to the community (e.g., website and correspondence). Plans for customer call-backs and correspondence surveys are being proposed as part of a new reporting framework starting in quarter three. Communications to support the "Happy or Not" customer interaction surveys have included the development of questions, and promotional efforts to boost participation will increase.	15%	
5.1.2	Refine our customer service and response times to improve customers over all experience when doing business with Council.	The Customer First Point of Resolution program is successfully achieving a high first point resolution rate for all correspondence, received including reports submitted through Snap, Send, Solve. We are currently conducting a review of response timeframes across the entire organization to ensure they align with customer needs. This review will encompass all contact channels, including phone calls, in-person visits, and correspondence.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Community Satisfaction with Customer Service	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≥ Large Rural Council average

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

5.2: Strong relationships with government, partners and stakeholders are maintained and strengthened to advocate for the community

Action Code	Action Name	Comments	Progress	Traffic Lights
5.2.1	Actively participate in networks, forums and alliances to advocate for shire wide community issues and priorities.	All Council motions were accepted by the Australian Local Government Association at the conference held from 1-5 July 2024. We conducted follow-up interviews with WIN News regarding key advocacy priorities, including the need for increased federal funding, improved digital connectivity, housing shortages for workers, and reforms to National Disaster Recovery Funding. Additionally, we presented at both State and Federal inquiries focused on the financial sustainability of local government, as well as at the Climate Change Inquiry.	25%	
5.2.2	Actively undertake and promote the advocacy work of Council.	Advocacy efforts have continued robustly this quarter, with all Council motions accepted at the Australian Local Government Association conference from 1-5 July 2024. Follow-up interviews with WIN News addressed critical advocacy priorities such as the need for more federal grant funding, enhancements in digital connectivity, addressing housing shortages for workers, and reforming National Disaster Recovery Funding. We also participated in presentations at State and Federal inquiries concerning the financial sustainability of local government and the State Government Climate Change Inquiry. Furthermore, we submitted feedback on the Plan for Victoria.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Community satisfaction with advocacy (lobbying on behalf of the community)	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≥ Large Rural Council average

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

5.3: Communities are engaged in decision-making and support is provided to develop local solutions to local issues

Action Code	Action Name	Comments	Progress	Traffic Lights
5.3.1 - Major Initiative Seven	Place Plans are developed for key areas to capture the needs and priorities of communities at a local level.	This action has not yet commenced due to the recruitment of necessary resources to initiate the Place Plans for nine districts and review three plans completed prior to the Black Summer Bushfires.	0%	
5.3.2	Incorporate effective community engagement into the development and delivery of all major strategies and projects.	This quarter saw extensive community engagement to review the Community Vision, including an online survey, a photo competition, and significant in-person interactions. We reached out to the community through four local markets, five sporting events, six community visits, and seven network group and committee meetings, covering areas from Lindenow to Omeo and Mallacoota. Additionally, we communicated the fire slashing program by releasing a maintenance schedule, updated bi-weekly.	25%	
5.3.3	Implement and enhance community engagement practices across the organization, utilising appropriate engagement tools.	A drop-in session is being organised for the Planning Scheme Amendments to encourage direct community interaction and feedback. The Recreation Centre Services team is drafting communications and exploring new software solutions to enhance digital engagement. A consultant is developing a comprehensive community engagement plan, focusing on key documents such as the Community Vision, Long-Term Financial Plan, Asset Plan, and Health and Wellbeing Plan, which includes broad community engagement and data consolidation leading to deliberative engagement. The YourSay platform effectively engaged over 955 participants through the Community Vision Review Survey, receiving 155 completed surveys. A Photo Competition garnered 68 entries, and we solicited Expressions of Interest for a community panel in the deliberative engagement phase.	25%	
5.3.4	Complete the review of General Local Law.	Principles for the review have been established, with a plan to present to the executive team in Quarter Two.	20%	

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

Strategic Indicators

Name	Comments	YTD Actual	Target
Community satisfaction with community consultation and engagement	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≥ Large Rural Council average
Community satisfaction with informing the community	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≥ Large Rural Council average
Community satisfaction with making community decisions	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≥ Large Rural Council average

Progress Indicator Legend

● - Not commenced ● - Behind schedule ● - On hold ● - On schedule ● - Completed ● - Withdrawn

5.4: Continuous improvement systems are strengthened, and organisational efficiency enhanced

Action Code	Action Name	Comments	Progress	Traffic Lights
5.4.1	Implement service reviews and system refinement across a range of services to improve our effectiveness and efficiency.	Service reviews currently in progress this quarter include a commercial review of the Livestock Exchange and the evaluation of Waste Services.	25%	
5.4.2	Delivery of the ICT Strategy 2024-2027, year one action plan including the introduction a new enhanced electronic records management system.	In the first year of the ICT Strategy, Council has made strong progress towards implementing the new Electronic Document and Records Management System , a critical initiative in modernising Council's digital infrastructure. Key highlights include: • Completion of the review and re-alignment of Council's records management processes to ensure improved business practices. • Completion of the configuration and setup of the new records management system to enhance records compliance, operational efficiencies, and user experience. • Completion of staff training and awareness in preparation for the scheduled go-live in November 2024. Council is on track to complete the implementation of the new Electronic Document and Records Management System by November 2024.	10%	
5.4.3	Implement improvement process to reduce statutory planning approval timeframes.	A Business Improvement role has been established, and scoping and project planning are currently underway.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Permanent workforce has access to mobile technology	Data for this indicator is calculated annually; an update will be provided at the end of the financial year	-	≥ 70.00%
Number of service reviews undertaken	Data for this indicator is calculated annually; an update will be provided at the end of the financial year	-	2 reviews per annum

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

5.5: Resources are managed to meet current and future needs and priorities

Action Code	Action Name	Comments	Progress	Traffic Lights
5.5.1 - Major Initiative Eight	Review the Community Vision 2040 and support Council in the development of the Council Plan 2025-29.	Throughout July and August, Council commenced the first phase of the Community Vision 2040, engaging with residents through various face-to-face interactions, conversations, and a community survey. Over 2,500 people participated in the review, including 1,400 in a dotmocracy exercise, 955 through our YourSay platform, 155 completed surveys, and 68 entries in our photo competition.	25%	
5.5.2	Review the 10 Year Financial Plan and develop the 2025/26 Annual Budget.	The 10-Year Financial Plan will be part of the deliberative engagement process for the Council Plan, with the Community Panel starting discussions in December. A refreshed annual budget process is currently under consideration by the Executive Team.	25%	
5.5.3	Implement actions from the Workforce Plan 2021-25 to retain and support the council workforce to deliver services for the community.	Progress continues on the Workforce Plan 2021-25, including the development of an Ageing Workforce Strategy, Capability Framework, and Succession Planning Strategy. These documents aim to enhance workforce preparedness and skill alignment, ensuring a smooth transition as experienced employees retire, ultimately improving organisational resilience and performance outcomes.	25%	
5.5.4	Implement the on-boarding program for the newly elected Council, following the October 2024 Council Elections.	A detailed Councillor Induction Program has been developed, informed by insights from current Councillors and a quality assurance exercise by external experts. The program incorporates requirements from the <i>Local Government Act 2020</i> and the Executive Team, set to commence in quarter two.	40%	

Strategic Indicators

Name	Comments	YTD Actual	Target
Victorian Auditor-General's Office assessment of Council's overall Financial Sustainability is low risk	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	Obtain Low Risk Rating

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

5.6: Council attracts, develops, and retains an inclusive workforce to deliver services and priorities

Action Code	Action Name	Comments	Progress	Traffic Lights
5.6.1	Deliver actions from the Gender Equality Action Plan 2021-25 to continue progress towards achieving workplace gender equality	Progress has been made in implementing the Gender Equality Action Plan 2021-2025, including collaboration with Gippsland's six Local Government Councils to explore a shared anonymous reporting platform. This platform will provide a secure, user-friendly, and confidential channel for employees to report instances of gendered violence, including sexual harassment, and other related concerns.	25%	
5.6.2	Implement recruitment practices to attract and support a diverse workforce.	During the quarter, we updated Council's website content for recruitment by adding video testimonials to promote careers at Council. Engagement with stakeholders occurred at the Bairnsdale Job Expo, and we invited students from Bairnsdale Secondary College and Swifts Creek to visit Council, the BARC, and Forge Theatre to discuss career opportunities. We are also collaborating with agency partners to ensure they understand our workforce culture and practices to effectively promote potential roles to candidates	35%	
5.6.3	Programs and practices are introduced to support a strong positive culture connecting Council to its community.	A new strategic communications tool has been implemented to ensure a consistent voice and tone when communicating with the community across the shire.	25%	

Strategic Indicators

Name	Comments	YTD Actual	Target
The percentage of actions implemented from the Workforce Plan 2021-25	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≥ 80.00%
Unplanned annual staff turnover rate	Data for this indicator is calculated annually; an update will be provided at the end of the financial year.	-	≤ 12.00%

Progress Indicator Legend

 - Not commenced
  - Behind schedule
  - On hold
  - On schedule
  - Completed
  - Withdrawn

6 Urgent Business

7 Confidential Business

7.1 Property Matter

Under section 66(2) of the *Local Government Act 2020* a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*, the information contained in this report is confidential because it contains Council business information being information that would, if released, prejudice the Council's position in commercial negotiations.

8 Close of Meeting