Agenda
Ordinary Meeting of Council

10:30 am, Wednesday 25 November 2026
Council Chamber, Tallangatta Council Office
32 Towong Street, Tallangatta, Victoria

Our Community Vision

Towong Shire will be the ideal place to be: welcoming, vibrant and diverse communities with quality facilities and services.

This information is available in alternative formats on request.

Agenda for the Ordinary Meeting of Council to be held at 32 Towong Street, Tallangatta, Victoria on Wednesday 25 November 2026 commencing at 10:30 am

Commonly Used Acronyms

Abbreviation	Title
Council Officers	
CEO	Chief Executive Officer
DIE	Director Infrastructure and Environment
DCP	Director Community and Planning
DCOD	Director Corporate and Organisational Development
MF	Manager Finance
SAE	Senior Asset Engineer
Government/Organisation	
CH	Corryong Health (formerly Upper Murray Health and Community Services)
DFFH	Department of Families, Fairness and Housing
DJSIR	Department of Jobs, Skills, Industry and Regions
DTP	Department of Transport and Planning
DEECA	Department of Energy, Environment and Climate Action
GMW	Goulburn Murray Water
HRGLN	Hume Region Local Government Network
MAV	Municipal Association of Victoria
NECMA	North East Catchment Management Authority
NERPEN	North East Regional Procurement Excellence Network
NEW	North East Water
NEWRRG	North East Waste and Resource Recovery Group
RCV	Rural Councils Victoria
RDA	Regional Development Australia
RDV	Regional Development Victoria
THS	Tallangatta Health Service
VGC	Victorian Grants Commission
WBNC	Walwa Bush Nursing Centre

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1 Opening Prayer

"Almighty God, we ask that you be present at this meeting to assist us in our service to the Community through Local Government.

We pray that our decisions will be wise and taken with goodwill and clear conscience.

Amen."

2 Acknowledgement of Country

Towong Shire Council acknowledges all the Traditional Custodians throughout the Shire, we recognise their continued care of lands and waters, and their living knowledges and wisdom.

We pay our respect to Elders past and present. We are committed to listening and working together to help build a stronger and more inclusive society.

3 Councillor and Officer Presence at the Meeting

Councillor Attendance
Crs Tolsher, Anderson, Whitehead, Wortmann and Pitman.

Officer Attendance:	Title:
Ms Phelps	Chief Executive Officer
Mr Heritage	Director Infrastructure and Environment
Mr Florence	Director Community and Planning
Ms Taylor	Director Corporate and Organisational Development

4 Apologies and Granting of Leave of Absence

5 Disclosure of Conflicts of Interest

Section 130 of the Act requires that a 'Relevant person' (which means a person who is a Councillor, a member of a delegated committee who is not a Councillor or a member of Council staff) disclose any conflict of interest in the manner required by Council's Governance Rules and exclude themselves from the decision making process in relation to the matter including any discussion or vote on the matter at any Council meeting.

Council's *Governance Rules* state as follows:

A2 Obligations with regards to conflict of interest

Councillors, members of delegated committee, and Council staff are required to:
a. Avoid all situations which may give rise to conflicts of interest;
b. Identify any conflicts of interest; and
c. Disclose or declare all conflicts of interest.

A3 Disclosure of a conflict of interest at a Council meeting

A Councillor who has a conflict of interest in a matter being considered at a Council meeting at which he or she:

A3.1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the Council meeting immediately before the matter is considered; or
A3.2 intends to be present must disclose that conflict of interest by providing to the Chief Executive Officer before the Council meeting commences a written notice:

A3.2.1 advising of the conflict of interest;

A3.2.2 explaining the nature of the conflict of interest; and

A3.2.3 detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:

a. name of the other person;
b. nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and
c. nature of that other person's interest in the matter, and then
immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the Chief Executive Officer under this sub-Rule.

The Councillor must, in either event, leave the Council meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

6 Election of Mayor

Section 25 of the *Local Government Act 2020,* which sets out the requirements in relation to the election of a Mayor, is provided below for the information of Councillors.

Election of Mayor

1. *At a Council meeting that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.*

2. *Subject to section 167, any Councillor is eligible for election or re-election to the office of Mayor.*

3. *The election of the Mayor must—*
   a. be chaired by the Chief Executive Officer; and
   b. subject to this section, be conducted in accordance with the Governance Rules.

4. *Subject to subsections (5) and (6), the Mayor must be elected by an absolute majority of the Councillors,*

5. *If an absolute majority of the Councillors cannot be obtained at the meeting, the Council may resolve to conduct a new election at a later specified time and date.*

6. *If only one Councillor is a candidate for Mayor, the meeting must declare that Councillor to be duly elected as Mayor.*

7. *In this section, "absolute majority" means the number of Councillors which is greater than half the total number of the Councillors of a Council.*

Section 26(3) requires that a resolution of Council be made before the election of Mayor as to whether the Mayor is to be elected for a one or two year term.

The Mayor is to vacate the chair and the Chief Executive Officer is to assume the chair to preside over the Mayoral term resolution and the election of the Mayor.

6.1 Term of Office of Mayor

Section 26 of the *Local Government Act 2020* requires that, before the election of the Mayor, Council determine by resolution whether the Mayor is to be elected for a one (1) year or a two (2) year term.

In accordance with Council's Governance Rules, the Chief Executive Officer will request a motion on the term of the Office of Mayor. The term must be either one year or two years.

Recommendation:

That the Mayoral term be determined.

6.2 Election of Mayor

The role of the Mayor is defined in Section 18 of the Act and the specific powers of the Mayor are set out in Section 19 of the Act. Both sections are provided below for the information of Councillors:

Role of the Mayor

(1) The role of the Mayor is to—

- *(a)* chair Council meetings; and
- *(b)* be the principal spokesperson for the Council; and
- *(c)* lead engagement with the municipal community on the development of the Council Plan; and
- *(d)* report to the municipal community, at least once each year, on the implementation of the Council Plan; and
- *(e)* promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct; and
- *(f)* assist Councillors to understand their role; and
- *(g)* take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer; and
- *(h)* provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
- *(i)* perform civic and ceremonial duties on behalf of the Council.

(2) The Mayor is not eligible to be elected to the office of Deputy Mayor.

Specific powers of the Mayor

(1) The Mayor has the following specific powers—

(a) to appoint a Councillor to be the chair of a delegated committee;

(b) to direct a Councillor, subject to any procedures or limitations specified in the Governance Rules, to leave a Council meeting if the behaviour of the Councillor is preventing the Council from conducting its business;

(c) to require the Chief Executive Officer to report to the Council on the implementation of a Council decision.

(2) An appointment under subsection (1)(a) prevails over any appointment of a chair of a delegated committee by the Council.

In accordance with Council's Governance Rules, the Chief Executive Officer will invite nominations for the Office of Mayor, and will ask for a seconder for each nomination. If a seconder is not forthcoming the nomination will lapse.

If a nomination is seconded, the Chief Executive Officer will ask the nominated Councillor if they accept the nomination. If the nominated Councillor refuses the nomination the nomination lapses. If the nominated Councillor accepts the nomination, the nomination is put to the vote.

If only one nomination (seconded and accepted) is received, a vote is not taken and the councillor nominated will be declared elected to the office of Mayor.

Following the election of the Mayor, the Chief Executive Officer, in accordance with Council's Governance Rules, will invite the outgoing Mayor to address the Council. The Chief Executive Officer will also invite the incoming Mayor to address the Council.

Recommendation:

That a Councillor be elected to the Office of Mayor.

6.3 Statement by Outgoing Mayor

In accordance with Council's *Governance Rules,* the Chief Executive Officer will invite the outgoing Mayor to address the Council.

6.4 Statement by Incoming Mayor

In accordance with Council's *Governance Rules*, the Chief Executive Officer will invite the incoming Mayor to address the Council.

At the conclusion of the Mayoral election the Mayor must take the Chair of the meeting and preside over the balance of the business to be transacted at the meeting including the matters relating to the office of Deputy Mayor.

7 Election of Deputy Mayor

7.1 Election of Deputy Mayor (preamble)

Section 20A of the *Local Government Act 2020* states that a Council may establish an office of Deputy Mayor.

Section 21 of the *Local Government Act 2020* sets out the role and powers of the Deputy Mayor and is provided below for the information of Councillors.

Role and powers of the Deputy Mayor

The Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if—

a. *the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or*
b. *the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or*
c. *the office of Mayor is vacant.*

If the Council does not establish an office of Deputy Mayor, Section 20B of the Act contains the following provisions in relation to the role of 'Acting Mayor':

Acting Mayor

1. *A Council may appoint a Councillor to be the Acting Mayor when—*

    a. *the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or*
    b. *the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or*
    c. *the office of Mayor is vacant.*

2. *An appointment under subsection (1) must be for a period specified by the Council.*

3. *If—*

    a. *an appointment has not been made under subsection (1) or has expired; and*

    b. *any of the circumstances specified in subsection (1)(a), (b) or (c) apply—*

the Council must appoint a Councillor to be the Acting Mayor for a period specified by the Council.

4. *An Acting Mayor—*

   a. *must perform the role of the Mayor; and*
   b. *may exercise any of the powers of the Mayor—*

   until the circumstances specified in subsection (1) no longer apply or the period of the appointment expires, whichever first occurs.

5. *If an Acting Mayor has been appointed, unless inconsistent with the context or subject matter, a reference in this Act (except in sections 20 and 23, Division 4 of this Part and sections 61(6) and 236(4)) to the Mayor includes a reference to the Acting Mayor.*

7.2 Office and Term of Deputy Mayor

In past years the office of Deputy Mayor has been established by Council. This has enabled the continuity of Council business when the Mayor has been unable to attend Council meetings or perform the duties of the office of Mayor.

Whilst an Acting Mayor is an alternative option for Council should the Mayor not be available, an Acting Mayor can only be appointed by Council at a Council meeting and this may be problematic in terms of scheduling a Council meeting at short notice.

In accordance with Council's *Governance Rules*, Council must also decide on the term of office for the Deputy Mayor prior to the election of a Deputy Mayor. The term must be either one year or two years.

Council has, historically, aligned the length of the term of the Deputy Mayor to that of the office of the Mayor.

Recommendation:

That the establishment of the Office of Deputy Mayor, and the term of that office, be determined.

7.3 Election of Deputy Mayor

Section 25 of the *Local Government Act 2020* applies to the election of a Deputy Mayor by the Councillors as if any reference in that section to the Mayor was a reference to the Deputy Mayor.

In accordance with Council's Governance Rules, if Council has resolved to establish the office of Deputy Mayor, the Mayor will invite nominations for the office, and will ask for a seconder for each nomination. If a seconder is not forthcoming the nomination will lapse.

If a nomination is seconded, the Mayor will ask the nominated Councillor if they accept the nomination. If the nominated Councillor refuses the nomination the nomination lapses. If the nominated Councillor accepts the nomination, the nomination is put to the vote.

Recommendation:

That, subject to the resolution to establish the Office of Deputy Mayor, an election be conducted to appoint a Councillor to the Office.

8 Confirmation of Minutes

The minutes of the meeting listed below were circulated to Councillors following the meeting. Confirmation of the minutes is now sought.

Minutes – Ordinary Council Meeting – Unconfirmed – 28OCT2026

Recommendation:

That the Minutes of the Ordinary Council Meeting held on the 28 October 2026 be confirmed.

9 Petitions and Joint Letters

Nil

10 Public Question Time

In accordance with Council's Governance Rules, all questions must be submitted to Council in writing by 2.00pm on the day prior to the Council meeting.

An online form is available on Council's website, and a hard copy of the form is available at both the Tallangatta and Corryong Council offices.

Public Notice of Public Question Time was included in the advertisement for the Council meeting.

The CEO will advise of any Public Question Time submissions at the meeting.

11 Informal Meetings of Councillors

In accordance with Council's *Governance Rules*, a written summary of the matters discussed at each informal meeting of Councillors is to be tabled at the next convenient Council meeting and recorded in the minutes of that meeting.

The Meeting Records from the informal meeting of Councillors held recently are attached as follows:

1. Workshop Meeting Record - 14 Oct 2026 [**11.1.1** - 3 pages]

Recommendation:

That the information be noted.

12 Appointments to Committees and boards

12.1 Appointment to Committees and Boards (CEO)

Disclosure of Interests (S.130):

This report was prepared by Ms Juliana Phelps, Chief Executive Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The report is provided for Council to determine Councillor appointments to internal and external boards and committees for the next twelve (12) months.

Summary:

Several internal and external boards and committees require Councillor representation. A Council resolution is required for the appointment of Councillors. Formal endorsement by Council ensures that any expenses incurred by a Councillor in discharging their responsibilities in representing Council can be reimbursed.

Recommendation:

That representatives be determined for the boards and committees listed.

Attachments:

Nil.

Background/History:

Council representatives are required for the boards and committees shown in the table following. The Officer recommendations for 2027, based on Councillor feedback, are shown in the following table:

COMMITTEE	2026	2027
Advisory Committees		
Albury Wodonga Regional Local Government Health Alliance	Cr Whitehead Cr Anderson	Cr Whitehead Cr Anderson
Audit and Risk Committee	Mayor (Substitute Deputy Mayor)	Deputy Mayor (Substitute Cr Whitehead)
CEO Employment and Remuneration Committee	All Councillors	All Councillors
Corryong Saleyards	Cr Whitehead	Cr Whitehead
Community Asset Committee		
Riverview Independent Living Units (Walwa) Community Asset Committee	Cr Pitman (Substitute Cr Wortmann)	Cr Pitman (Substitute Cr Wortmann)
External Committees		
Alliance of Councils and Shires of the Upper Murray (ACSUM)	All Councillors	All Councillors
Australian Local Government Women's Association	Cr Anderson	Cr Anderson
Better Border Health	Cr Whitehead Cr Anderson	Cr Anderson
Corryong Cemeteries Trust	All Councillors	All Councillors
Dartmouth Progress Association	Mayor (Substitute Cr Anderson)	Mayor (Substitute Cr Anderson)
Eskdale Progress Association	Mayor	Mayor
Goulburn Murray Climate Alliance	Mayor	Mayor
Mitta Mitta Progress Association		Mayor
Hume Region Local Government Network (HRLGN)	Mayor (Substitute Deputy Mayor)	Mayor (Substitute Deputy Mayor)
Local Development Strategy (LDS) Steering Group and Leadership Group	Cr Whitehead (Substitute Cr Pitman)	Cr Whitehead (Substitute Cr Pitman)
Local Development Strategy (LDS) - Biomass Working Group	Cr Whitehead	Cr Whitehead

COMMITTEE	2026	2027
Mitta Valley Inc	Mayor (Substitute Cr Anderson)	Mayor (Substitute Cr Anderson)
Municipal Association of Victoria (MAV)	Cr Wortmann (Substitute Cr Anderson)	Cr Wortmann (Substitute Cr Anderson)
Murray Darling Association	Cr Wortmann (Substitute Mayor)	Cr Wortmann (Substitute Mayor)
Towong Shire Plantations Committee	Cr Whitehead (Substitute Cr Pitman)	Cr Whitehead (Substitute Cr Pitman)
Murray River Forestry Hub		Cr Whitehead
North East Waste and Resource Recovery Group (NEWRRG)	Mayor	Mayor
Roadsafe North East	Mayor (Substitute Cr Pitman)	Mayor (Substitute Cr Pitman)
Rural Councils Victoria	Mayor	Mayor (Substitute Deputy Mayor)
Thrive	Cr Whitehead	Cr Whitehead (Substitute Cr Pitman)
Towong Alliance	Mayor (Substitute Deputy Mayor)	Mayor (Substitute Deputy Mayor)
Upper Murray Incorporated	Cr Pitman (Substitute Cr Whitehead)	Cr Pitman (Substitute Cr Whitehead)
Tallangatta Health Service – Consumer Engagement Advisory Group (CEAG)	Cr Anderson	Cr Anderson
Corryong Health Service – Community Health Advisory Group (CHAG)	Cr Whitehead (Substitute Cr Pitman)	Cr Whitehead (Substitute Cr Pitman)

Relevant Law (s.9(2)(a)):

Local Government Act 2020

Options – Best Outcomes for the Community (s.9(2)(b)):

It is in the interests of Council and the communities we serve to have Councillor representations on the internal and external boards and committees as listed.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Not applicable.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)) :

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is opened to the public.

Risk Assessment:

Not applicable.

Officer's View:

It is the officer's recommendation that Council formally endorse Councillor appointments to the boards and committees as detailed in this report.

13 Council Meeting Arrangements

13.1 Council Meeting Arrangements (CEO)

Disclosure of Interests (S.130):

This report was prepared by Ms Juliana Phelps, Chief Executive Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

To determine the 2027 Ordinary Council meeting schedule.

Summary:

In accordance with Council's Governance Rules, the date, time and locations of Ordinary Council meetings is to be determined by Council. A schedule of Council meetings must be prepared and published on Council's website at least once a year, and with such frequency as the Chief Executive Officer determines.

Council needs to decide its meeting arrangements and schedule for 2027. It is proposed that these meetings alternate between Tallangatta and Corryong according to the schedule below.

Recommendation:

That the Ordinary Council meetings for 2027 be scheduled as follows, with the meetings commencing at 10.30am:

Date	Location
24 February 2027	Corryong
24 March 2027	Tallangatta
21 April 2027	Corryong
26 May 2027	Tallangatta
23 June 2027	Corryong
28 July 2027	Tallangatta
25 August 2027	Corryong
22 September 2027	Tallangatta
27 October 2027	Corryong
24 November 2027	Tallangatta
15 December 2027	Corryong

Attachments:

Nil

Background/History:

Historically, Ordinary Council meetings have been held on the fourth Wednesday of the month, commencing at 10.30am with meeting venues alternating between the Corryong and Tallangatta Council offices.

Relevant Law (s.9(2)(a)):

Council meetings are held in accordance with section 61 of the *Local Government Act 2020* and Council's Governance Rules.

Options – Best Outcomes for the Community (s.9(2)(b)):

Option 1

That Council resolve to hold the Ordinary meeting of Council, commencing at 10.30am, according to the schedule included in this report.

Option 2

That Council consider holding the Ordinary meetings of Council on a different day, at a different time or at a different location.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

No community engagement has been undertaken recently to gauge the views of the community in relation to where and when Council meetings are held.

Innovation and Continuous Improvement (s.9(2)(e):

Not applicable.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

There are additional costs and logistic issues involved in holding Council meetings in locations other than Tallangatta and Corryong.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in an open meeting.

Risk Assessment:

Not applicable.

Officer's View:

It is the officer's view that Council should resolve to hold all Ordinary Council meetings at the Corryong and Tallangatta Council offices as set out in the table included in this report. This schedule maintains consistency and transparency.

14 Organisational Improvement

14.1 Action Sheet Report (CEO)

Disclosure of Interests (S.130):

This report was prepared by Ms Aleth Barnes, Senior Governance Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide an update on the status of the resolutions from the Ordinary Council Meeting held on 28 October 2026.

Summary:

The attached report summarises the progress made in relation to the resolutions from the Ordinary Council meeting held on 28 October 2026.

Recommendation:

That the report be noted.

Attachment:

1. Action Sheet - Ordinary Council Meeting - 28OCT2026 [**14.1.1** - 3 pages]

Officer's View:

It is the officer's view that good progress has been made.

14.2 Chief Executive Officer Leave Request (Mayor)

Disclosure of Interests (S.130):

This report was prepared on behalf of the Mayor, Cr Peter Tolsher, by Mrs Rhonda Ramsdale, Executive Assistant.

At the time of preparation of this report, neither Mrs Ramsdale nor Cr Tolsher had a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to seek approval for the Chief Executive Officer to take Annual Leave over the period specified in this report and to appoint an Acting Chief Executive Officer for the period.

Summary:

The Chief Executive Officer has requested Annual Leave for the following period:

Wednesday 2 December – Friday 11 December 2026

The Chief Executive Officer has recommended that Ms Narelle Taylor, Director Corporate and Organisational Development, be appointed to the role of Acting Chief Executive Officer for the period.

Recommendation:

That:

1. The Chief Executive Officer be granted Annual Leave for the period Wednesday 2 December 2026 to Friday 11 December 2026 inclusive;

2. Ms Narelle Taylor, Director Corporate and Organisational Development, be appointed Acting Chief Executive Officer for the period 2 December 2026 to Friday 11 December 2026 inclusive.

14.3 Chief Executive Officer - Annual Performance Review (Mayor)

Disclosure of Interests (S.130):

This report was prepared by Cr Peter Tolsher, Mayor.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present the annual Performance Review of the Chief Executive Officer for the period 1 December 2025 to 20 November 2026.

Summary:

The Chief Executive Officer's Performance Review for the period 1 December 2025 to 20 November 2026 was conducted during November 2026 by the Chief Executive Officer Employment and Remuneration Committee. The review process was facilitated by an independent consultant, Ms Fiona Shanks, Director, HR Partners.

The Chief Executive Officer's performance is reviewed annually in accordance with the requirements of the *Local Government Act 2020* and the Chief Executive Officer's *Contract of Employment*.

Recommendation:

That:

1. The Performance Review for Chief Executive Officer Ms Juliana Phelps, for the period 1 December 2025 to 20 November 2026, be adopted;
2. The Chief Executive Officer be congratulated on her performance; and
3. A review of the Chief Executive Officer's remuneration package be conducted within one month of the performance review in accordance with the Chief Executive Officer's Contract of Employment.

Attachment:

The Performance Review report prepared by Ms Shanks was provided to Councillors prior to the meeting.

Background/History:

Section 45 of the *Local Government Act 2020* requires that Council maintain a Chief Executive Officer Employment and Remuneration Policy that provides for, amongst other things, performance monitoring and an annual review of the Chief Executive Officer.

In accordance with Council's Chief Executive Officer Employment and Remuneration Policy, the annual review of the Chief Executive Officer's performance was overseen by the Chief Executive Officer Employment and Remuneration Committee comprising an Independent Chairperson and all Councillors.

The Committee sought a proposal from, and recommended the selection of independent consultant, Ms Fiona Shanks, Director, HR Partnering to lead the review. Ms Shanks was appointed by Council.

The performance appraisal was made against the agreed KPI's and Performance Criteria set out in the Chief Executive Officer's *Contract of Employment,* and a report was provided to the Committee.

It is also a requirement of the Chief Executive Officer's *Contract of Employment* that a review of the Chief Executive Officer's Remuneration Package be reviewed annually within one month following the Performance Review having regard to:

(a) the Employment and Remuneration Policy;

and, to the extent the following are not inconsistent with the Employment and and Remuneration Policy,

(b) the Officer's achievement of the Performance Criteria;

(c) the extent of any increase over the preceding 12 months in the Consumer Price Index (All Groups, Melbourne) as issued by the Australian Statistician;

(d) market rates for comparable positions; and

(e) the acquisition and satisfactory utilisation of new or enhanced skills by the Officer is beneficial to or required by the Council.

Relevant Law (s.9(2)(a)):

The *Local Government Act 2020*, section 45(2)(b)(iv) states that Council must undertake an annual review of the Chief Executive Officer's employment and remuneration.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

The establishment of the Chief Executive Officer Employment and Remuneration Committee, led by an Independent Chairperson, has strengthened the robustness and independence of the annual review of the Chief Executive Officer.

Collaboration (s.9(2)(f)):

Not applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The total cost of the Performance Review was within the allocated budget.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not applicable.

Council Plans and Policies:

The Performance Review was conducted in accordance with the Chief Executive Officer Employment and Remuneration Policy.

Transparency of Decision (s.9(2)(i)):

It is the Mayor's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

The Local Government Inspectorate highlights several risks in the 2019 report "Protecting Integrity: Leading the way – Managing the employment cycle of a council CEO" given that there has historically been a lack of sector guidance for Councillors regarding how the employment cycle of the Chief Executive Officer is to be managed.

The *Local Government Act 2020* has introduced additional controls by requiring that councils adopt a Chief Executive Officer Employment and Remuneration Policy. Further, Council's policy requires that the employment cycle is overseen by a Chief Executive Officer Employment and Remuneration Committee which is led by an Independent Chairperson, providing additional independence and assurance.

Mayor's View:

The performance of our CEO over the review period has once again been of a high standard and the independent review process demonstrated that Juliana has performed very well against the Key Performance Indicators.

It is my recommendation that the Performance Review for the period 1 December 2025 to 20 November 2026 be adopted and Juliana be congratulated on her performance.

14.4 Risk and Occupational Health and Safety Report (Dir. Corporate and Organisational Development)

Disclosure of Interests (S.130):

This report was prepared by Ms Loren Murray, Manager People and Safety.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide an update on the Risk and Occupational Health and Safety (OHS) strategy, performance, activities, and key initiatives for the reporting period.

Summary:

This report provides a high-level summary of Council's Risk and OHS performance for the quarter 1 July – 30 September 2026. The key points are:

- Injuries: there were no lost time injuries (more than 10 days lost) this quarter. Three medical treatment injuries and 12 first aid injuries were recorded, and there were no non-work-related injuries with more than 10 days lost. Three previously reported WorkCover claims relating to injuries from earlier periods are now closed.
- High potential incidents: no high potential incidents were reported.
- Insurance: one notable claim was recorded in August 2026. Repairs are being claimed through the third party's insurance.
- Legislative changes: Safe Work Australia has published new guidance on AI and digital technologies, which Victoria is likely to adopt. The amended Heavy Vehicle National Law commenced on 1 August 2026 with no grace period. The Chain of Responsibility obligations apply to Council, and a procedure and training are being developed.
- Projects and systems: the focus has shifted to OHS compliance for Council to act as Principal Contractor on the Hanson Street Project. 75% of system-level OHS and HR procedures are developed, many still in consultation. The OHS Risk Management, Contractor Management and Health and Safety Coordination Plan documents were completed this quarter. Skytrust is implemented at both depots, though this project and the Risk Management Framework have slowed due to the priority of attaining Principal Contractor status. The Chain of Responsibility framework has not yet started.

Recommendation:

That the Risk and Occupational Health and Safety report be noted.

Attachment:

Nil

Background/History:

Identification and management of risk across all Council operations is essential to meeting Council's legislative and regulatory obligations, protecting people and assets, and achieving strategic objectives. This includes providing a safe workplace for staff, Councillors and contractors.

Regular reporting to Council ensures Councillors are kept up to date with how the organisation is performing against its OHS strategic plan, applicable legislation and accepted industry standards. Council's Risk and OHS management performance measures and indicators quantify the inputs, outputs, and outcomes of a risk management system. They identify whether the risk management processes are implemented and working as intended, and whether the risk management system is effective.

Relevant Law (s.9(2)(a)):

Occupational Health and Safety Act 2004
Occupational Health and Safety Regulations 2017
The *Local Government Act 2020*

Options – Best Outcomes for the Community (s.9(2)(b)):

Not applicable.

Sustainability Implications (s.9(2)(c)):

Not applicable.

Community Engagement (s.9(2)(d)):

Not applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Innovations and improvements during this reporting period:

- Skytrust training and implementation has been successfully completed in both Corryong and Tallangatta Depots.
- 75% of People and Culture and OHS system level procedures have been developed. Significant progress has been made on the development of the Occupational Health and Safety Management System (OHSMS) and alignment with ISO45001
- Steady progress is being made on OHS compliance requirements for the Hanson Street Project. The legislatively required Health and Safety Coordination Plan has been completed, and two consultants have been engaged to support in the development of the OHS management system. One of the consultants is skilled at developing digital training assets and the other will focus on the development of OHS compliance documents for the project.
- Council's contractor management system has been reviewed and updated. This is important for the Hanson Street Project. The procedure has been developed, and a due diligence process has been created for ensuring contractors meet OHS requirements.

Collaboration (s.9(2)(f)):

Not Applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Budget requirements and availability have been confirmed, grant funding has been sought where possible, and all expenditure is being monitored and managed within agreed budget allocations.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:
This report supports the following Council Plan 2025-2029 priorities.
6. Organisational Improvement - Maintain a high performing customer-centred organisation that works with the community to develop and deliver priorities.
6.19 Ensure all safety procedures, processes and systems are compliant with all legislative and regulatory requirements.

Council Policies:
Occupational Health and Safety Policy
Risk Management Policy

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Project activities are prioritised commensurate to the likelihood and impact of identified business and OHS risks.

Officer's View:

The strategic focus for this reporting period has shifted to achieving OHS compliance to Principal Contractor requirements for Stage 2 of the Hanson Street Project in Corryong, due to the urgency of attaining compliance.

75% of the strategic, systems level, OHS procedures, as required legislatively and for alignment to ISO 45001, are developed. Although many are still at the consultation stage. This is a major step forward for achieving our OHS compliance and governance objectives at Council.

To operationalise our systems procedures and to prepare for Principal Contactor status, the Manager People and Safety will step back from procedural development and will focus on coordination of resources and implementation of the procedures at the operational level.

Historically, due to resource limitations, it has been a challenge to develop and deliver OHS training assets to the workforce. Hanson Street has created the opportunity to engage a consultant to complete this project.

14.5 Quarterly Budget Report (Dir. Corporate and Organisational Development)

Disclosure of Interests (S.130):

This report was prepared by Mr Dylan Howard, Manager Finance.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to present the Quarterly Budget Report in accordance with the requirements of the *Local Government Act 2020*.

Summary:

The financial position for the year to date to 30 September 2026 is a surplus of $6.6M against a full year adopted budget surplus of $4.4M (noting the budgeted underlying result for 2026/27 is a deficit of $4.6M).

The reported surplus is expected to reduce over the remainder of the year as services are delivered and expenditure incurred.

The attached report includes a detailed analysis of grant income, expenditure including employee costs, cash and debtors.

Recommendation:

That the report be noted.

Attachment:

1. Quarterly Budget Report - September 2026 [**14.5.1** - 9 pages]

Background/History:

This report provides a quarterly update on the financial performance of the organisation and is a requirement of the *Local Government Act 2020*.

Relevant Law (s.9(2)(a)):

Section 97 of the *Local Government Act 2020* requires the following:

1) As soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.
2) A quarterly budget report must include –
   a. a comparison of the actual and budgeted results to date; and
   b. an explanation of any material variations; and
   c. any other matters prescribed by the regulations.
3) In addition, the second quarterly report of a financial year must include a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required.

This report meets the requirements of the *Act.* This is the first quarterly budget report for the financial year.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not Applicable.

Sustainability Implications (s.9(2)(c)):

Financial sustainability is an ongoing challenge for Council, primarily due to the large municipal area serviced and the very small rate base to draw on to fund asset maintenance and service delivery. Accordingly, there is a heavy reliance on grant funding to meet the needs of the dispersed communities Council serves.

Community Engagement (s.9(2)(d)):

Not Applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not Applicable.

Collaboration (s.9(2)(f)):

Not Applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

The adopted Budget 2026/27 presents a surplus for the year of $4.4M.

The advanced payment of $5.5M of Financial Assistance Grants has contributed significantly to a positive cashflow position, which will generate higher interest income from investments.

The 2027/28 budget process will commence in the December quarter which will involve strong reviews of our current year budget to form a forecast to the year-end 30 June, which at this point remains in surplus.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:
6. Organisational Improvement - Maintain a high performing customer-centred organisation that works with the community to develop and deliver priorities.
6.1 Implement appropriate systems and processes for the regular review and reporting of budgets, long term financial plan and financial sustainability.

Council Policies:
Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Whilst the quarterly budget report presents a positive operating result and the cash position remains strong, a large portion of this is committed to projects (operating and capital) for which funding was obtained.

Officer's View:

The organisation remains in a strong financial position with net current assets of $35M and $29M in cash at the end of the quarter.

It is noted that a significant portion of Council resources are committed to budgeted infrastructure projects, delivery of Council services, and current liabilities.

We remain dependant on grant funding to afford the delivery of infrastructure projects, as well as DRFA funding to restore infrastructure damaged because of natural disasters.

15 Community Wellbeing

There are no Community Wellbeing reports to present this meeting.

16 Asset Management

16.1 Asset Management Report (Dir. Infrastructure and Environment)

Disclosure of Interests (S.130):

This report was prepared by Mrs Anna Taylor, Manager Assets and Environment.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to provide an overview of asset management activities undertaken during the reporting period.

Summary:

This report presents Council with an update on the Asset Management Team's activities and achievements during the June to September 2026 quarter, including progress against the Council Plan 2025-2029, delivery of asset maintenance and renewal programs, disaster recovery initiatives, fleet and infrastructure management, and actions undertaken to support community service levels and maximise Disaster Recovery Funding Arrangements (DRFA) outcomes.

Recommendation:

That the report be noted.

Attachment:

Nil

Background/History:

This report is prepared quarterly by the Infrastructure and Environment Department's Asset Management Team to provide Council with an overview of progress against key

asset management activities and the delivery of priorities outlined in the Council Plan 2025-2029.

Over the past 12 months, the increasing frequency and severity of natural disaster events across the municipality have significantly influenced the focus and operational priorities of the Asset Management Team. In response, several service areas within the team have evolved to better support disaster recovery, asset resilience, and ongoing service delivery.

A key example is the transition of parts of Council's light vehicle fleet to more suitable four-wheel-drive vehicles. Fleet replacement planning is now incorporating the increased travel demands associated with post-disaster asset inspections and recovery activities across remote and impacted areas. This has included the replacement of smaller passenger vehicles, such as the Hyundai i30, with four-wheel-drive Isuzu D-MAX vehicles, ensuring staff can safely and efficiently access affected locations during and following disaster events.

The Asset Management Team continues to work closely with the Operations Team to coordinate both planned and reactive asset inspections. This collaborative approach supports the timely restoration of assets to a safe and serviceable condition, while also ensuring compliance with Disaster Recovery Funding Arrangements (DRFA) requirements and maximising Council's eligibility for available recovery funding.

During the reporting period, the Asset Management Team commenced delivery of its planned maintenance and asset renewal programs, with a strong focus on progressing the REPA tender packages associated with the AGRN 1281 Towong Flood Event bridge reconstruction projects in the Burrowye area, led by Yellow Boots Group. Interim maintenance and asset protection works at these sites were delivered through Council's pre-qualified supplier, Tallangatta Construction and Maintenance (TCM). These proactive measures, combined with ongoing monitoring and targeted reactive works, have successfully protected critical infrastructure assets throughout a particularly wet winter period and several significant rainfall events.

On 9 August 2026, Towong Shire was impacted by a further severe rainfall event, subsequently recognised as AGRN 1294. In response, Council engaged a suitable consultant with extensive experience in emergency management and DRFA claims providing valuable support in the management of disaster recovery submissions and funding applications. This will assist Council in ensuring damage assessments, evidence collection, and funding submissions are prepared in accordance with DRFA requirements and industry best practice.

Overall, the Asset Management Team remains focused on balancing disaster recovery commitments with the delivery of strategic asset management initiatives, ensuring Council's assets continue to provide safe, reliable, and sustainable services to the community.

Asset Management Activities

Description	Status - % Completion to 30 September 2026	Remarks
Road Condition Assessment	Ongoing	Night inspections - completed Next round of link road inspections due to commence in November 2026
Road Management Plan – Compliance Inspection	Ongoing	Asset inspections scheduled for this quarter were temporarily suspended due to ongoing weather events, which required the reallocation of available resources.
Playground/Open Spaces Inspection/Maintenance	0/28	Level 3 – Annual Comprehensive Inspections due to commence for FY26/27
	95%	Bridge Street Playground, Bethanga • Shade Sail – installed • Minor landscaping works to commence – scope TBC
	90%	Roy Williams Park, Bellbridge • Line marking parking bays – In Progress • Landscaping – Completed
	50%	Attree Park Playground / CEYLC playground – significant rain event in Corryong in January 2026 • Storm water work in Attree Park - Completed • CEYLC – initial back yard renewal works completed, shade sail replacement and front yard landscaping/softfall works in progress.

Fleet – 2026/27 Renewal Programme	10%	2026/27 Budget Adopted • Review of current fleet conditions, business requirements and programmed replacement – In Progress
Buildings and Facilities	Ongoing	• 2026 Essential Safety Measures (ESM) Inspections - Completed • Building Condition and Valuation inspections completed; the report, originally expected in mid to late August 2026, has been delayed due to scope changes • Attree Park toilets refurb starting November 2026 • Karrika St Depot Lunchroom refurbishment - Completed • 591 Murray Valley Hwy (100ac), leased for two-year period for cattle grazing.
Tree and Weed Inspections	Ongoing	• 3 x Timber Harvesting Plans received by HVP addressing bushfire salvage operations. • 43 x Tree Inspections completed as part of ongoing assessments relating to AGRN 1242 – Walwa Bushfire. • 89 x Tree Inspections completed as part of BAU. • RFQ for 2026-2027 Roadside Weeds and Pests Program has been issued. • 22 x trees planted. • 41 x Hazard tree assessments for HVP.

Environment & Waste Management	60%	Climate Variability Action Plan – with SMT for Approval
	50%	Improve use of recycled materials in infrastructure projects: • Crushed concrete being used as road surface base where appropriate. • Partnership to be developed with Upper Murray Group to explore establishment of pyrolysis facility for processing of waste material.
	75%	Reconstruction of Retaining Wall at Tallangatta RRC • Site redevelopment to meet OHS standards • Flowing access point for green waste, general waste and resource recovery. • Expected re-opening date late November 2026.
Road, Bridge, Footpath and Drainage Maintenance	100%	Footpath Inspections Completed
	Ongoing	Bridge Inspections – utilisation of Indigo and Alpine Asset Inspectors potentially to be reengaged.
Town Maintenance	Ongoing	• Annual CPI increase implemented for July 2026 Garden renewals: • Walwa, Dartmouth, Mitta, Bellbridge – Completed • Corryong, Tallangatta – In Progress • Programmed – Tintaldra, Bethanga, Eskdale

	95%	Flagpole Project – Tallangatta Office • Concrete works, install flagpoles, landscaping works – Completed • Updated Office Signage – In Progress
	30%	Corryong Office • Concept plans provided to local concreter, date for installation TBC – In progress
Road Reseals	Ongoing	Stabilisation contract extension awarded to Szabolics for 2026-27 and works are currently underway in preparation for resealing works. Reseal contract awarded to Szabolics for 2026-27 for $635,494.73 (ex GST). Proposed works are scheduled to commence on the 24th of November 2026 with completion anticipated by mid to late December 2026.
Road – Digouts/Heavy Patching/Stabilisations		
Drainage Renewals		
Asset Management System	Ongoing	Several demonstrations undertaken and planned with: • Civica - completed • ReadyTech - completed • AssetVision – demonstration completed in 2025, liaising with other regional councils for real time feedback. • Siemens – Tailored demonstration scheduled. • Univerus – Working closely with Indigo and Alpine Councils to determine suitability.

Relevant Law (s.9(2)(a)):

No relevant laws are applicable with any Council decisions or actions required from this report.

Options – Best Outcomes for the Community (s.9(2)(b)):

Not Applicable.

Sustainability Implications (s.9(2)(c)):

No economic, social or environmental sustainability factors for the municipal district is required to be promoted through this report.

Community Engagement (s.9(2)(d)):

Not Applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Council has continued to strengthen its collaborative approach to asset management by working closely with both Alpine and Indigo Shires to ensure road asset inspections are undertaken within the required timeframes outlined in Council's Road Management Plan. This commitment has been maintained as a matter of best practice despite the temporary suspension of the Road Management Plan following the January 2026 bushfire event.

Fleet renewal and procurement activities have also been reviewed through a resilience and operational readiness lens following a number of significant weather events across the region. As a result, Council is transitioning from smaller passenger vehicles, such as the Hyundai i30, to Isuzu D-MAX 4x4 utilities. This strategic shift ensures staff are equipped with vehicles better suited to accessing remote, off-road and potentially hazardous locations, improving Council's ability to safely undertake inspections, emergency response activities and essential works during and after natural disaster events.

Council has further enhanced its capacity to deliver disaster recovery outcomes through continued engagement with specialist project management consultants, including Yellow Boots Group, Road Maint Consulting and 12P Consulting. These partnerships support the timely delivery of both Emergency Works and REPA Works in accordance with strict DRFA funding requirements. The consultants' extensive infrastructure and asset management expertise has also provided Council with robust and sustainable design solutions for asset restoration and renewal projects, including major road reconstruction works and the design and construction of replacement bridges within the Burrowye area following significant damage caused by the March

2026 flash flood event (AGRN 1281). This collaborative approach is helping to ensure Council not only restores damaged assets but also improves their long-term resilience and serviceability.

Collaboration (s.9(2)(f)):

Council has engaged regularly with Alpine and Indigo Shires through the scheduled Tri-Council Collaboration, where a joint tender for a new Asset Management System (AMS) is being considered. This collaboration is helping Council select an AMS that suits its current and future work practices.

Financial Viability/Budget Impact (s.9(2)(g)):

Maintenance Budget

Asset Class	Actuals	Budget	% Expended	Forecast
Road, Footpath, Bridge and Drainage	$ 82,782.90	$ 565,000.00	7%	$ 565,000.00
Open Space	$ 70,208.25	$ 381,166.00	16%	$ 381,166.00
Facility and Building	$ 174,429.55	$ 912,031.00	16%	$ 912,031.00
Playground	$ 4,541.62	$ 100,000.00	14%	$ 100,000.00
Utilities	$ 50,998.25	$ 211,450.00	22%	$ 211,450.00
Grand Total	$ 382,960.57	$ 2,169,647.00	15%	$ 2,169,647.00

Maintenance expenditure remains within budget parameters, and current forecasts indicate that year-end expenditure will align with adopted budget allocations. The Asset Management Team will continue to monitor expenditure and program delivery throughout the year to ensure service levels are maintained and emerging priorities, including disaster recovery requirements, are appropriately managed.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:
This report supports the following *Council Plan 2025-2029 priorities*.
2. Asset Management - Maintain and improve our Shire's infrastructure to meet the levels of service established in consultation with our communities.
2.1 Deliver the annual Capital Works Program.

2.3 Complete upgrades of Hanson Street, Corryong from Sugarloaf Road to Kiel Street in staged increments.
2.4 Progressively deliver the upgrade of the unsealed sections of Lake Road.

2.5 Progressively deliver the upgrade of Flagstaff Road, Bethanga in staged increments.

2.9 Seek funding to deliver upgrades of key transport routes and hazardous road alignments to improve efficiency and safety.

2.23 Implement an Asset Management system for all Council owned assets.

2.24 Deliver annual asset inspection and renewal programs per asset management and Road Management Plan requirements.

Council Policies:

Community Engagement Policy
Asset Management Policy
Stock Grid Policy
Asset Valuation Policy
Road Construction Policy

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Key risks identified relate to continued severe weather and natural disaster events, which have temporarily suspended scheduled asset inspections and reallocated resources; and the need to meet strict DRFA requirements to protect recovery funding eligibility. These risks are being managed through close coordination with the Asset Management Team, engagement of specialist consultants, fleet renewal to support safe access to impacted areas, collaboration with Alpine and Indigo Shires on inspections, and ongoing monitoring of budget and program delivery.

Officer's View:

The Asset Management Team has continued to deliver essential services to the Towong Shire community while managing the significant challenges associated with ongoing disaster recovery activities. Throughout the reporting period, the team has successfully balanced recovery works, asset inspections, maintenance programs and strategic initiatives to ensure Council's infrastructure remains safe, functional and responsive to community needs.

Key achievements during the quarter include progressing disaster recovery works and DRFA submissions, completing critical bridge inspections, maintaining compliance with road inspection requirements, advancing playground and community asset renewal projects, and delivering improvements across Council facilities and public spaces. These outcomes demonstrate the team's commitment to maintaining service levels and protecting Council's assets despite increasing demands on resources.

The team has also continued to strengthen Council's long-term asset management capability through strategic fleet planning and the ongoing assessment of asset management systems to support more informed and efficient decision-making. Combined with sound budget management and strong collaboration across our organisation and the sector, these initiatives position Council well to meet future infrastructure challenges and community expectations.

It is the officer's view that the Asset Management Team continues to make a valuable contribution to the delivery of the Council Plan and the ongoing provision of safe, reliable and sustainable infrastructure services for residents across the Shire.

17 Land Use Planning

17.1 Street Name Correction - Bellbridge Multi-lot Subdivision (Dir. Community and Planning)

Disclosure of Interests (S.130):

This report was prepared by Mr Mark Florence, Director Community and Planning

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to seek approval to make a correction to a street name in the Bellbridge multi-lot development (August 2026 Council Meeting - PA250032).

Summary:

At the 26 August 2026 Council meeting, a resolution was made at Item 13.2 to endorse the street names for the multi-lot development at Bellbridge. One of the endorsed names, Highview Close, was incorrect due to an administrative error made in preparing the report. The name originally proposed by the developer and assessed by officers for compliance with the Naming Rules, was Highwater Close. This report seeks approval to amend this street name to Highwater Close.

Recommendation:

That

1. The administrative error at Item 13.2 in the 26 August 2026 Council Meeting report and subsequent resolution be acknowledged;
2. Highwater Close be endorsed as the street name in place of Highview Close; and
3. The Chief Executive Officer be authorised to submit the endorsed name to the Registrar of Geographic Names Victoria.

Attachment:

1. Bellbridge Road Names and Themes [**17.1.1** - 1 page]

Background/History:

The street names for this subdivision were originally selected as part of the development approval process to reflect the local character, landscape and history of the Bellbridge area. Several of the approved road names were chosen to acknowledge the close relationship between the township and Lake Hume, with themes relating to water, the lake environment and the unique features of the surrounding locality.

The name Highwater Close was specifically selected to recognise the fluctuating water levels of Lake Hume, particularly during periods of high storage when the lake reaches elevated levels and becomes a defining feature of the Bellbridge landscape.

Relevant Law (s.9(2)(a)):

No relevant laws are applicable with any Council decisions or actions required from this report.

Options – Best Outcomes for the Community (s.9(2)(b)):

Approving the correction to Highwater Close represents the best outcome for the community as it corrects an administrative error, restores the original street name approved as part of the subdivision's local place-naming theme, and preserves the connection between the development and the history of Lake Hume and the Bellbridge locality.

Sustainability Implications (s.9(2)(c)):

No economic, social or environmental sustainability factors for the municipal district is required to be promoted through this report.

Community Engagement (s.9(2)(d)):

Not Applicable.

Innovation and Continuous Improvement (s.9(2)(e)):

Not Applicable.

Collaboration (s.9(2)(f)):

Not Applicable.

Financial Viability/Budget Impact (s.9(2)(g)):

Not Applicable.

Regional, State and National Plans and Policies (s.9(2)(h)):

Not Applicable.

Council Plans and Policies:

Council Plans:
Not applicable.

Council Policies:
Not applicable.

Transparency of Decision (s.9(2)(i)):

It is the officer's view that it is appropriate to consider this matter in a Council meeting that is open to the public.

Risk Assessment:

Not Applicable.

Evaluation and Conclusion:

Whilst the administrative error discovered after the original Council report was considered is unfortunate, the above resolution corrects the error and reinstates Highwater Close as the preferred name within the new estate.

18 Environmental Sustainability

There are no Environmental Sustainability reports to present this meeting.

19 Economic and Tourism Development

There are no Economic and Tourism Development reports to present this meeting.

20 Councillor Reports

An opportunity is provided for Councillors to table or present a Delegate's report.

20.1 Mayor's Report October/November

Disclosure of Interests (S.130):

This report was prepared by Mrs Rhonda Ramsdale, on behalf of Cr Peter Tolsher, Mayor.

At the time of preparation of this report, neither the officer nor the Mayor had a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of the report is to provide a summary of the activities undertaken by the Mayor during the reporting period Saturday 17 October to Sunday 15 November 2026.

Summary:

I was pleased to represent Council as follows:

The Hon. Tim Richardson MP – Post Bushfire Recovery (Tuesday 20 October)

The Hon. Tim Richardson MP, Minister for Local Government took time to connect with the Mayors and Chief Executive Officers from local Councils across the North East. An opportunity was given to each of the Councils in attendance to discuss current issues within their shire.

I took the opportunity to thank them for the support offered after the January 2026 fire event and speak to the aftermath concerning mental health, bridges on the rail trail, and the follow up of drought and flooding impacts.

I highlighted that this was the second fire event in six (6) years and the impact to half the municipality (3000^{+} km^2). The need for a gathering place in Koetong, concerns for the seasons ahead in the Mitta Valley, and the need for ongoing emergency management funding to build resilience in communities, and the restrictions with the funding that is available.

Cross border connections with the Snowy Valleys Council in NSW and the success of the 'The First 72Hr' emergency preparedness sessions across our communities and the feedback from these events was also highlighted.

Murrindindi Shire Council Recovery Weekend (Saturday/Sunday 24/25 October)

Following the devastating bushfires in January 2026, Murrindindi Shire Council arranged a weekend where local Mayor's from throughout Victoria were invited to a special event recognising the collaboration and offers of assistance during one of the communities most challenging times.

Bellbridge EYLC – Before School Care (Monday November 9)

I joined Council staff at a meeting with principals and P & C representatives from both Bethanga and Talgarno Primary Schools, to discuss options and opportunities for maintaining before and after school care for the 2027 year.

Bales on the Trail – 2AY Interview (Tuesday November 10)

2AY gave me the opportunity via a radio interview to promote Bales on the Trail. This was a bush fire recovery initiative with the view to promoting community connection and tourism.

There have been 21 entries to the event, and the friendly rivalries are now patiently awaiting the announcement of the winners. I am sure the bragging rights will be proudly claimed and long remembered.

Remembrance Day - Tallangatta (Wednesday November 11)

It is always a privilege to speak at the Remembrance Day Ceremony and acknowledge and honour those brave Australian servicemen and women that served from our local communities. The ceremony was well attended by communities and local schools.

Standing with Murrindindi (Thursday November 12)

This online meeting was open to all Victorian Council where Murrindindi shared lessons learnt from the 2026 bushfires. As a follow up from to discussions held during a recent weekend event, participants explored the valuable support provided by metropolitan councils during emergencies and the extensive resources and expertise that can be leveraged to assist smaller rural and regional councils.

First 72 Hours & Community Consultation (November 13 – 15)

The final three emergency preparedness sessions were held in Bullioh, Cudgewa and Mitta Mitta. Cr Anderson and I attended the Buillioh and Mitta Mitta sessions and Cr Pitman attended the Cudgewa session. It was a great opportunity to get feedback from those in attendance about the needs of the community and Council's performance.

Correspondence sent:

Date	Recipient	Subject
6 Nov	Bethanga Primary School	2026 Presentation Day
6 Nov	Corryong Senior & Junior College	2026 Presentation Day
6 Nov	Eskdale Primary School	2026 Presentation Day
6 Nov	Mitta Mitta Primary School	2026 Presentation Day
6 Nov	Sacred Heart Primary School	2026 Presentation Day
6 Nov	St Michael's Primary School	2026 Presentation Day
6 Nov	Talgarno Primary School	2026 Presentation Day
6 Nov	Tallangatta Primary School	2026 Presentation Day
6 Nov	Tallangatta Secondary College	2026 Presentation Day
6 Nov	Walwa Primary School	2026 Presentation Day

Attachments:

Nil

Recommendation:

That the report be noted.

20.2 Deputy Mayor Report - Cr Anderson

Disclosure of Interests (S.130):

This report was prepared by Cr Denise Anderson, Deputy Mayor.

At the time of preparation of this report, the Deputy Mayor did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of the report is to provide a summary of the recent activities undertaken by the Deputy Mayor.

Summary:

I was pleased to represent Council as follows:

North East Australian Local Government Women's Association (ALGWA) Vic

I attended the North East ALGWA Vic meeting at Indigo Shire offices in Beechworth in October.

Representatives from across the region attended, including Wodonga, Indigo, Benalla, Strathbogie, Towong, Alpine and Wangaratta, along with ALGWA Vic representatives.

The meeting provided an opportunity to share experiences, discuss local government issues, exchange ideas and learn from one another. We also discussed professional development and the importance of personal wellbeing.

These gatherings are a valuable opportunity to build connections and support women in local government.

Thank you to Indigo Shire Council for hosting.

Albury Wodonga Regional Local Government Health Alliance

October–November Meetings

The Alliance continues to meet monthly to coordinate its position and advocate for a pause to the current hospital redevelopment plan. Our position remains firm: we need a new, single-site hospital on a new greenfield site.

At this time of year, many councils are holding their Mayoral and Deputy Mayoral elections. The Chair, Mayor Michael Gobel, welcomed the new Albury City Mayor Kylie King as the Deputy Chair of the Alliance.

October Meeting

At the October meeting, we heard from candidates contesting the upcoming Victorian State Election, providing an opportunity to discuss our hospital advocacy and the importance of securing better health services for our communities.

We also welcomed the new Albury Wodonga Health CEO, Ms Susan Delroi, who addressed the Alliance.

Following the meeting, a press conference was held to reaffirm our commitment to our communities and confirm that our position remains unchanged: we need a new hospital on a new site.

November Meeting

At the November meeting, we welcomed Ms Cathy McGowan AO and took the opportunity to share our sadness regarding the recent events involving our Federal Independent Member for Indi, Dr Helen Haines MP. Both Cathy and Helen have been valued colleagues, and we have worked closely with them over many years.

The Alliance also discussed the upcoming Victorian election and the opportunities it may present for further advocacy, particularly in calling for the current hospital plan to be paused and reassessed.

The meeting considered the NSW Auditor-General's report, and the recommendations it may present, particularly in light of the NSW Beasley Report, and discussed how its findings may further inform our position.

Ongoing Advocacy

Across both months, the Chair and Deputy Chair have continued to advocate for a pause to the current plan and a reassessment of the need for a new hospital on a new site.

The Alliance remains committed to working together and ensuring our communities have a strong, united voice in advocating for the health services our growing region needs.

Attachment:

Nil

Recommendation:

That the report be noted.

21 Urgent Business

In accordance with Council's Governance Rules, matters of urgent business can only be considered if:

a) It relates to or arises out of a matter which has arisen since distribution of the agenda; and
b) It cannot safely or conveniently be deferred until the next Council meeting; and
c) The Council resolves to admit an item considered to be urgent business.

22 Committee Minutes

22.1 OHS Committee Minutes - October 2026 (Dir. Corporate and Organisational Development)

Disclosure of Interests (S.130):

This report was prepared by Ms Aleth Barnes, Senior Governance Officer.

At the time of preparation of this report, the officer did not have a general or material conflict of interest in any matter to which the report or advice relates.

Purpose of Report:

The purpose of this report is to inform Council of the outcomes of the recent OHS Committee meeting.

Summary:

The minutes of the Occupational Health and Safety Committee meeting held on 27 October 2026 have been provided to Councillors as a confidential attachment.

Attachments:

OHS Committee minutes – 27OCT2026 (confidential attachment)

The minutes of the meeting are considered confidential under Section 3(1) of the Local Government Act 2020 due to: (f) Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Recommendation:

That the unconfirmed minutes of the Occupational Health and Safety Committee meeting held on 27 October 2026 be noted.

23 Council Policies

23.1 Policies for Adoption (Dir. Corporate and Organisational Development)

The following policy is tabled for review:

- Investment Policy

Attachment:

1. Policy - Investment - FOR ADOPTION - 18NOV2026 [**23.1.1** - 9 pages]

Recommendation:

That the Investment Policy as amended and presented be adopted, with the Chief Executive Officer authorised to make minor administrative changes where necessary.

24 Confidential

Section 66 of the *Local Government Act 2020* declares that meetings are to be open to the public unless the following specified circumstances apply:

1. *A Council or delegated committee must keep a meeting open to the public unless the Council or delegated committee considers it necessary to close the meeting to the public because a circumstance specified in subsection (2) applies.*

2. *The circumstances are –*
    a) *the meeting is to consider confidential information; or*
    b) *security reasons; or*
    c) *it is necessary to do so to enable the meeting to proceed in an orderly manner.*

3. *If the circumstance specified in subsection (2)(b) or (2)(c) applies, the meeting can only be closed to the public if the Council or delegated committee has made arrangements to enable the proceedings of the meeting to be viewed by members of the public as the meeting is being held.*

4. *For the purposes of subsection (3), the arrangements may include provision to view the proceedings on the Internet or on closed circuit television.*

5. *If a Council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection –*
    a) *the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of confidential information in section 3(1); and*
    b) *an explanation of why the specified ground or grounds applied.*

As defined in section 3(1) of the Local Government Act 2020 "confidential information" means the following information

a. *Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
b. *Security information, being information that if released is likely to endanger the security of Council property or the safety of any person;*
c. *Land use planning information, being information that if prematurely released is likely to encourage speculation in land values;*

d. Law enforcement information, being information which if released would be reasonably likely to prejudice the investigation in an alleged breach of the law or the fair trial or hearing of any person;

e. Legal privileged information, being information to which legal professional privilege or client legal privilege applies;

f. Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;

g. Private commercial information, being information provided by a business, commercial or financial undertaking that –

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

h. Confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);

i. Internal arbitration information, being information specified in section 145;

j. Councillor Conduct Panel confidential information, being information specified in section 169;

k. Information prescribed by the regulations to be confidential information for the purposes of this definition; and

Information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

Nil

25 Closure of Meeting

Council Meeting - 25 November 2026 Attachments

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14.1.1 Action Sheet - Ordinary Council Meeting - 28OCT2026 5
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17.1.1 Bellbridge Road Names and Themes 17
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Meeting Record
Councillor Workshop

Wednesday 14 October 2026 – Tallangatta

Attendees: Crs Tolsher, Anderson, Whitehead, Wortmann, and Pitman
CEO Juliana Phelps and officers as listed below

Apologies: Nil

Disclosures of Conflicts of Interest: Nil

9.30am **Councillor Time**

9.45am **Councillor feedback/issues/questions:**

Cr Tolsher:

Cr Anderson:
9 Oct - Bethanga EPA update
12 Oct – Silage disposal points
13 Oct – Albury Wodonga Health Alliance update
13 Oct – Employment AI (ageism)

Cr Whitehead:

Cr Wortmann:
13 Oct – Update Deb Mudra review
14 Oct – Talgarno Tennis Courts
14 Oct – Cleanaway truck on MRR – driving too fast
14 Oct – MRR – DoT traffic lights on bend

Cr Pitman:

innovation : technology : sustainability

towongshire

10.15am **Director Infrastructure and Environment** *(Jamie Heritage)*

Briefing re: October Council Meeting reports

Forestry Report
Pre-Qualified Suppliers Report

Updates:
Kerb plant equipment
Bethanga legacy mine waste

11.15am **Director Community and Planning** *(Mark Florence)*

Briefing re: October Council Meeting reports

Land use planning update *(Margaret Fox, Josh Muller)*

Updates: *(Michael Stanton)*

Bethanga Pavilion
Mitta Mitta Mountain Bike Track
Corryong Recreation Reserve Lighting Project – Tender submissions

12.30pm **Lunch**

1.00pm **Upper Murray Neighbourhood House**
Eames Architects – Mr Tom Eames

innovation : technology : sustainability

2.00pm **Director Corporate and Organisational Development** *(Narelle Taylor)*

Briefing re: October Council Meeting reports

Corryong Cemetery Trust report
- Corryong Cemetery reference group
- Burial policy
- Memorialisation policy

Council Plan priorities
Corporate and Organisational Development report
Performance Reporting Graphs
Annual Financial report

Updates:

AI Policy
AI computer training

3.30pm **Chief Executive Officer** *(Juliana Phelps)*

Updates:

General update
End of year event
Credit card surcharge – payment methods
Meeting with Minister LG re: fire recovery
Insurance – Community Halls
Tri Council meeting

innovation : technology : sustainability

ACTION SHEET
FROM 28 October 2026 - ORDINARY COUNCIL MEETING

Item	Description	Responsible Officer	Progress
Ordinary Council Meeting – 28 October 2026			
10.5	**Annual Report 2025/26** That: 1. The Mayor be thanked for his presentation of the Annual Report 2025/26; and 2. The Annual Report 2025/26 as presented be approved and made available to residents, ratepayers and the general public.	Director Corporate and Organisational Development	Complete
11.1	**Corryong Recreation Reserve Lighting Tender Evaluation** That: 1. Contract No. 2026/27-006 for the supply of Corryong Recreation Reserve Lighting Upgrade be awarded to Positive Electrical Services for the lump sum of $271,231 excluding GST; 2. A Council contribution to the project of up to $32,000 be approved; 3. The Chief Executive Officer be authorised to sign and seal Contract No. 2026/27-006 in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties; and 4. The Chief Executive Officer be authorised to approve contract variations up to the total value of the allocated budget.	Manager Community Wellbeing	Complete Contract document has been signed.
12.1	**Asset Plan** That the Asset Plan 2025–2035 be adopted.	Director Infrastructure and Environment	Complete
12.2	**Prequalified Supplier Panel** That: 1. The Contractors listed be approved for inclusion on the Prequalified Supplier Panel, for utilisation of services in the nominated Industry and within the nominated Procurement Cap; and 2. The Contractors be required to complete a Contractor Induction and Safety briefing prior to engagement of these contractors under the terms of the Pre-qualified Supplier Panel arrangement.	Director Infrastructure and Environment	In Progress

ACTION SHEET
FROM 28 October 2026 - ORDINARY COUNCIL MEETING

13.1	**Planning Permit Application - 125-127 Lake Road, Bellbridge (PA260005)** That Planning Permit Application PA260005 for the subdivision of the land at 125 and 127 Lake Road Bellbridge, more particularly described as Lots 5 and 6 PS523015V, be approved subject to the conditions listed below, and a Notice of Decision to Grant a Planning Permit be issued.	Director Community and Planning	In Progress On exhibition for 28 days
17.1	**Colac Colac Caravan Park Lease** That: 1. A 21-year lease for the Colac Colac Caravan Park be awarded to Camp Crusty Operations Pty Ltd; 2. The sale of the assets included in Attachment 3 of the lease be approved for a lump sum of $100,000 plus the non-monetary contribution of the Project Works included in Attachment 2 listed under Landlord assets; 3. The Chief Executive Officer be authorised to submit the proposed lease to the Minister for Environment for approval, as required under S17D of the Crown Land (Reserves) Act 1978; 4. The Chief Executive Officer be authorised to make any minor or administrative changes to the lease as required; and 5. The Chief Executive Officer be authorised to sign and seal the lease in accordance with Local Law 1 – Common Seal and Miscellaneous Penalties upon receipt of Ministerial approval.	Director Corporate and Organisational Development	In Progress Negotiations completed and lease sent to the Minister's delegate for review.

ACTION SHEET
FROM 28 October 2026 - ORDINARY COUNCIL MEETING

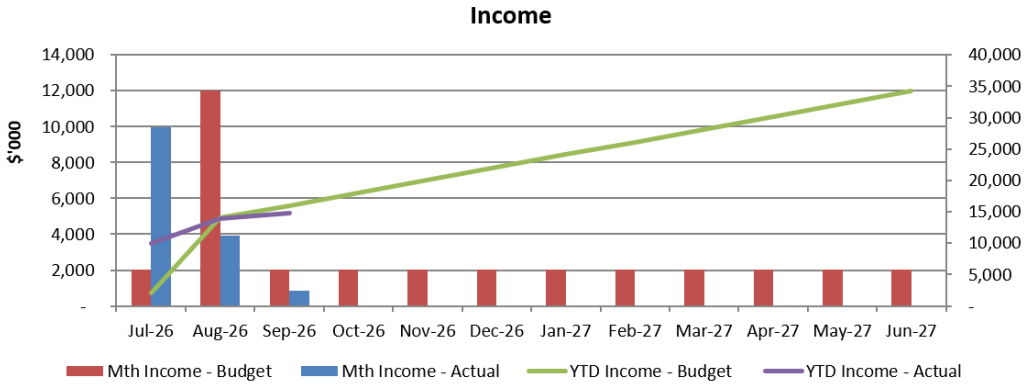
17.2	**Expression of support and solidarity for Dr Helen Haines MP independent member for Indi** That Council: 1. Expresses its profound shock, sadness and concern at the violent incident involving the Federal Member for Indi Dr Helen Haines MP in Wangaratta on 19 October 2026; 2. Unequivocably condemns all forms of violence, threats and intimidation, particularly those towards elected representatives and those participating in public life, and affirms that such conduct has no place in our communities or our democracy; 3. Expresses its heartfelt support and wishes to Dr Haines and extends its thoughts, compassion and solidarity to her family, friends, staff and all others affected by the incident. 4. Acknowledges the courage and actions of those who assisted during and following the incident, including members of Dr Haines' staff, the public, first responders and emergency services personnel; 5. Reaffirms its commitment to respectful democratic participation, recognising that differences of opinion, robust debate and public scrutiny are essential to democracy and should never be used to justify violence, intimidation or threats against others; and 6. Convey council's formal resolution of support to Dr Haines, her family and her office.		In Progress Letter in draft

Quarterly Budget Report as at 30 September 2026

SUMMARY INCOME STATEMENT – YEAR TO DATE

	ACTUAL YTD (1,000)	ADOPTED BUDGET 2026/27	VARIANCE	ACTUAL vs BUDGET %
Income				
Rates & Charges	10,787	11,435	(648)	94%
Statutory Fees & Fines	56	277	(221)	20%
User Fees	301	1,115	(814)	27%
Grants - Operating	2,799	10,160	(7,361)	28%
Grants - Capital	838	8,954	(8,116)	9%
Contributions - Monetary	60	31	29	
Net Gain / Loss on PIPE	56	360	(304)	
Fair Value Adjustment to Investment Properties	-	96	(96)	
Other Income	(87)	1,768	(1,855)	-5%
Total Income	14,812	34,195	(19,384)	
Expenses				
Employee Costs	3,022	12,330	(9,308)	25%
Material and Services	3,187	11,168	(7,981)	29%
Depreciation	1,966	5,919	(3,953)	33%
Finance Costs	4	19	(15)	23%
Other Expenses	10	358	(348)	3%
Total Expenses	8,190	29,794	(21,604)	
Surplus/(Deficit)	6,621	4,401	2,219	
Underlying Surplus/Deficit	5,783	(4,553)	(2,219)	

INCOME

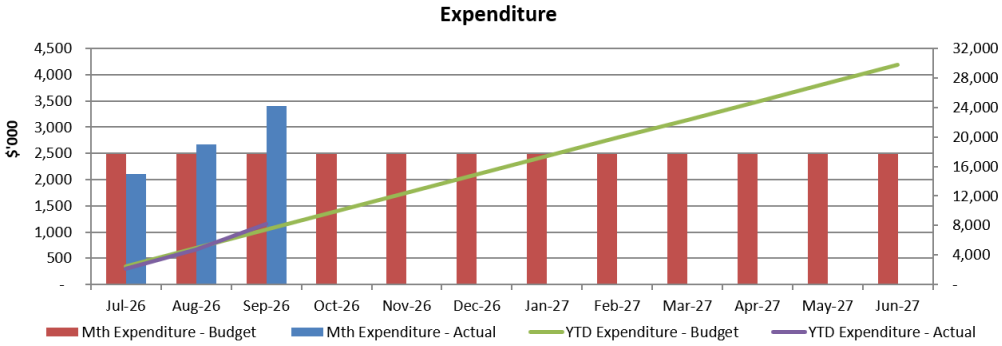


Note 1:

Income for the quarter amounted to $14.8M. Highlights for the quarter included:

- $10.7M in rates and charges issued
- $3.6 net in grants including $350K of financial assistance grants (85% of current year allocation now received).
- $60K in community contributions (CFA towards the Walwa Shed).

EXPENDITURE



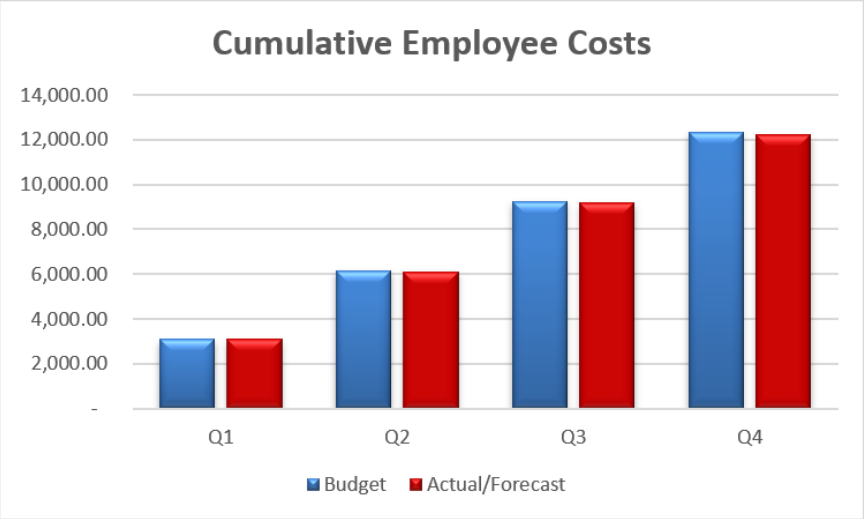
Expenditure for the quarter reached $9.6M. Highlights for the quarter:

- $3.02 million in employee costs (on budget).
- $3.1 million in material and services.
- $1.9 million in depreciation expenses
- Included in the material and services expenditure was:
    - $477K in insurance premiums
    - $346K in waste related charges
    - $841K on community projects including $705K to Bethanga Pavilion

Employee Costs

Employee Costs for the September 2026 quarter came in at $3.08M, right on budget.

In January 2027, Finance will review the wages for the first half of the year that can reasonably be "capitalised" to the cost of the assets and therefore reducing the wage expenses. At present, these wages are included in the below costs to end of September.



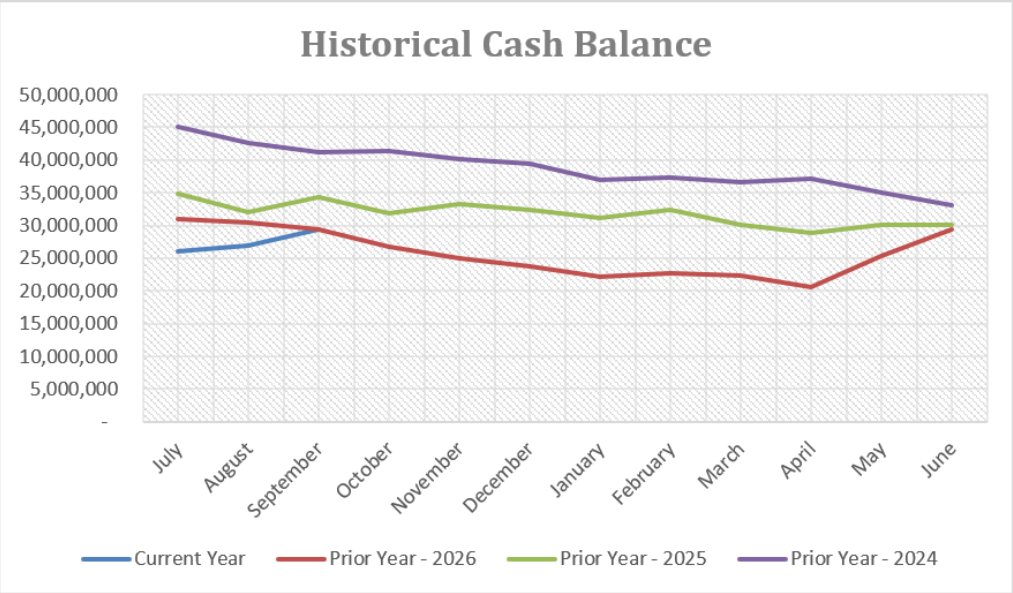
At 30 September 2026 vacant positions at this time that were in the process of recruitment included:

- Project Manager Infrastructure
- Operations Manager

CASH POSITION

Total cash and investments as at quarter end was **$29.3M**
Current 12 Month Term Deposit Interest Yield: 5.25% pa

Current Cash & Investments ($M)		
Total Cash	$	10,858
Total Investments < 12 months	$	18,523
Total Investments > 12 months	$	-
	$	29,381

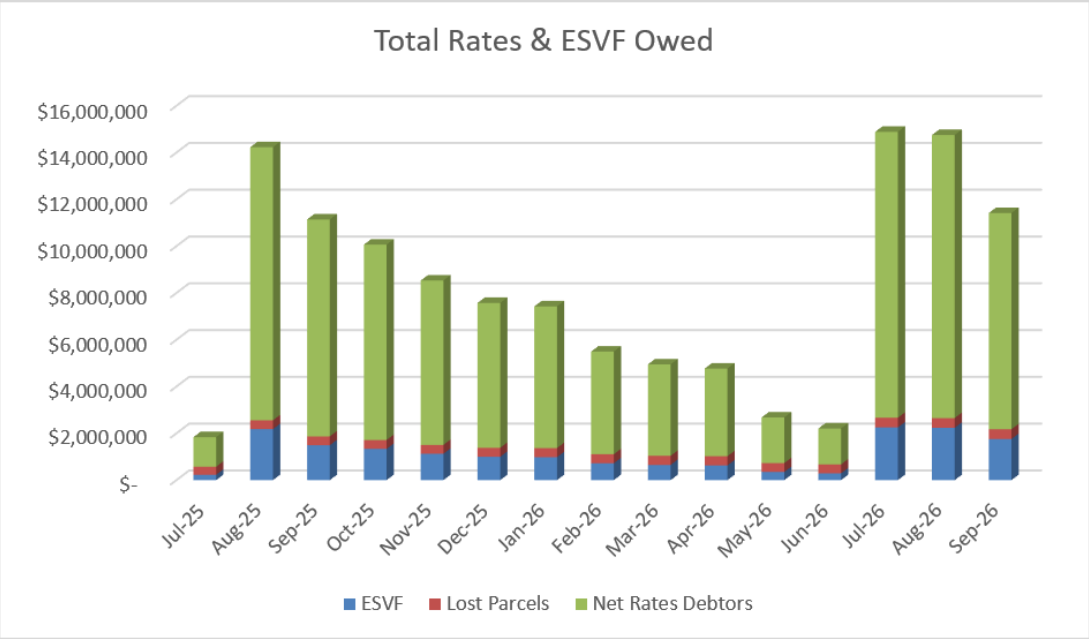


RECEIVABLES

Rates debtors

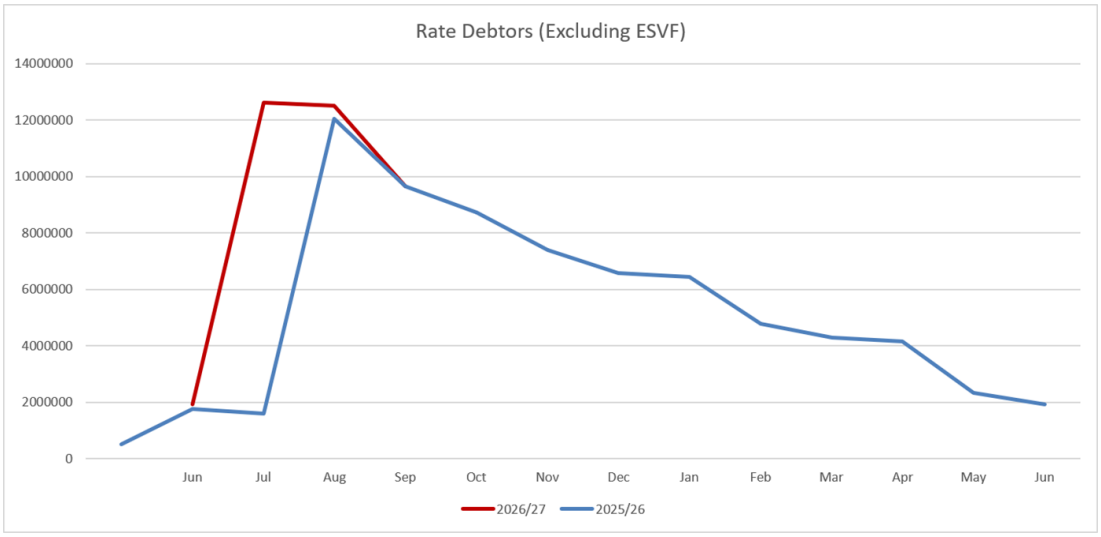
Total rates debtors to the end of September reached $11.4 million, down from $14.8 million at end of July when the annual rate notices had been raised.

To provide further context into the breakdown of our total rates debtors, the below illustrates three main components – ESVF, lost parcels and net rate debtors.

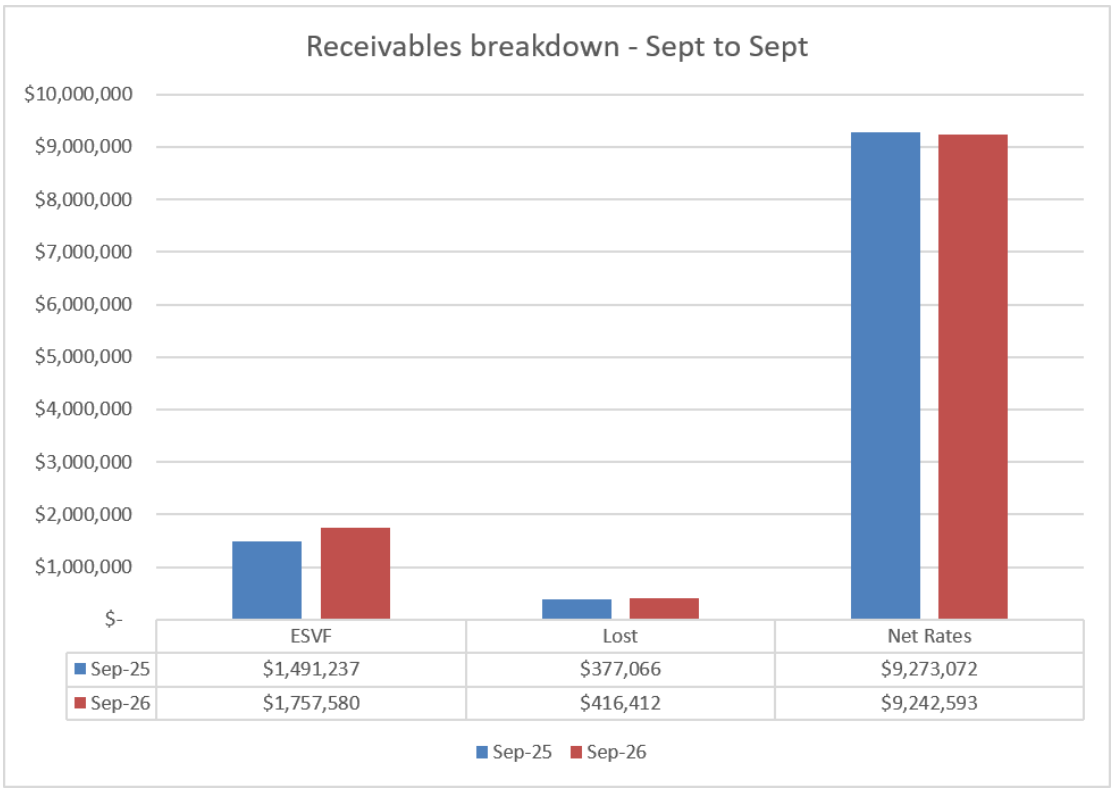


September 2026 marked an important milestone for net rate debtors. Ratepayer payments were $300K higher than in the prior corresponding year ($3.3M in September 2026 compared with $3.0M in September 2025). Excluding ESVF and the growing balance of lost parcels, net debt fell below the level of the same time last year. At $9.2M (current and arrears), it was $30,500 lower than a year earlier.

Note, annual instalments were raised in July, 1 month early than the prior year.



Comparison of three categories of rate debtors, year to year:

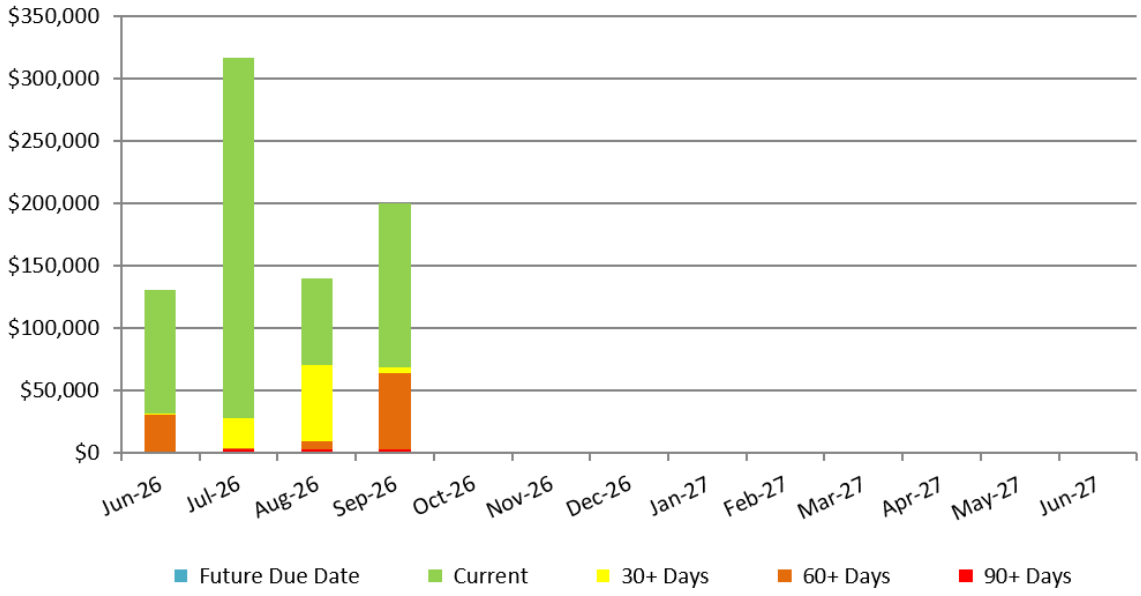


Sundry Debtors

The Sundry Debtors balance amounts to $200K and doubtful debts remain low.

The second 50% instalment of the $120K pledged by Bullioh Football Netball Club, invoiced on 30 June 2026 remains unpaid. Note that finance have not yet sent a reminder notice and await Council instructions.

Insurance invoices were issued in early September to community groups and at end of month, less than 50% had been received. A contributing factor to the slow payments from community groups is due to the increased premiums and claim excess, causing reconsideration in insuring their assets.



DEFINED BENEFITS VBI

As at 30 June 2026, the Local Authorities Superannuation Fund (LASF) Defined Benefit Plan recorded a Vested Benefit Index (VBI) of **116.9%**, indicating that the Fund's assets substantially exceeded its vested benefit liabilities. This result remains well above the Fund's nominated shortfall threshold of 98% under the superannuation prudential standards and reflects a strong funding position. For context, the lowest VBI recorded over the past several years was 104.1% at 30 June 2023, which also remained above the regulatory threshold. Should the VBI fall below the shortfall threshold, the Trustee would be required to develop a restoration plan to return the VBI to at least 100% within three years. Towong Shire Council currently has three employees who remain members of the Defined Benefit Plan and therefore continues to monitor the Fund's financial position and funding measures as part of its superannuation obligations.

CAPITAL WORKS

Capital Works Quarterly Budget prepared and presented separately in a Capital Works report to Council presented quarterly.

Scope PROJECT CONSULTING

12th August 2026

Dear Towong Council

Bellbridge Land Development
Road Names

Below, is a list of suggested road names for five proposed roads at Bellbridge.

- Waterview Drive - Refers to the lakeside dwellings and facilities that developed around Lake Hume following the dam's construction, reflecting the area's transition from infrastructure zone to recreational and residential setting.
- Highwater Close – Reference to high water levels of Lake Hume during periods of peak storage and managing, reflecting the reservoir's role in capturing large river flows following the construction of the Hume Dam.
- Weir Street - References the Hume Dam, which was historically known as the Hume Weir, acknowledging early terminology used for major river-control structures on the Murray River.
- Junction Court -References the Mitta Mitta River, a major tributary that joins the Murray River near Lake Hume and contributes significantly to the lake's catchment.
- Gates Way - References the gate control structures and operational buildings associated with managing water releases from the Hume Dam.

SCOPE PROJECT CONSULTING
PO Box 281 Wodonga VIC 3689 | 69 Hovell Street Wodonga VIC 3690
0414 280 033 | admin@scopepc.com.au | scopepc.com.au

Investment Policy

Responsible officer:	Manager Finance
Key Result Area:	Organisational Improvement
Document type:	Operational Policy
Reference:	10.06.05
Approved by:	Council
Date approved:	(Enter Date approved)
Date of next review:	(Enter Date for next scheduled review)

1. Purpose

This policy establishes a framework for the prudent management of Council's surplus funds to:

- Protect capital
- Maintain sufficient liquidity to meet operational needs
- Achieve appropriate returns within acceptable risk parameters
- Ensure compliance with the *Local Government Act 2020 (Vic)*

2. Scope

This policy applies to:

- All Council funds available for investment
- All officers involved in investment decision-making, execution, and reporting

To the extent that the contents of this policy refer to obligations on Council, they are guidelines for management or summaries of applicable legislative requirements only, and are not contractual terms, conditions or representations on which an employee or other workers may rely.

3. Objectives

The objectives of this policy are:

- **Preservation of capital** – minimise risk of loss
- **Liquidity** – ensure funds are available to meet liabilities when due
- **Return** – optimize earnings within risk constraints
- **Diversification** – reduce exposure to any single institution
- **Community alignment** – consider ethical and environmental impacts

4. Policy Details

In order to meet the above objectives, the following matters are to be considered:

4.1. Cashflow

Before seeking investment quotes, Council must assess its working capital needs by comparing forecast outgoings, including creditor payments, payroll and other liabilities, with expected income such as rates, grants and cash contributions. Where Council is expected to have surplus working capital for an appropriate period, those funds may be invested to maximise returns. Finance staff must take a cautious approach when assessing working capital requirements.

4.2. Credit Rating of Institution

Council shall consider the credit rating of a financial institution and/or product, as set by Standard and Poor's or similar, prior to investment. Ratings for each of these agencies differ for short- and long-term investments and the most conservative (lowest) rating should be used.

Council shall only invest funds in short term investment products with a credit rating of A-3 or higher. For long term investments Council will only invest in products with a rating of BBB or higher.

The ratings of A-3 and BBB are given to products where the financial institution is considered to have an adequate capacity to pay and are deemed appropriate across the industry.

In supporting local institutions, an exemption to the required minimum ratings will be applied.

4.3. Existence of Guarantee and Security

Council shall consider whether the investment is guaranteed by the institution. Commercial and Bank Bills although guaranteed, rank as an unsecured creditor in the event of winding up in comparison to bank accounts and term deposits which are ranked higher. Given the nature of Commercial and Bank Bills the ratings detailed in this policy must be adhered to ensure Council funds are not exposed to unnecessary risk.

4.4. Interest Rate

Council will ensure that its investments are spread across different financial institutions in a manner that addresses financial concentration risk. Along with looking to optimise (as opposed to maximise) the return on these funds within the risk profile of council.

4.5. Period of Investment

The period of investment shall be determined following consideration of Council's cash flow requirements.

For the purposes of Towong Shire Council, short-term investments are investments with a term of no more than 12 months. Investments with a term greater than 12 months will be classified as long-term investments.

Some investments may be influenced by specific regulations or Council policy such as where Council is obliged to cash back a specific reserve i.e. the Long Service Leave requirements. In this instance Council shall consider when these specific funds are likely to be called upon and invest accordingly.

4.6. Spread of Investments

The following details the Standard and Poor's short term issue credit ratings:

S & P Credit Rating	Definition
A-1+	Highest available short-term rating, indicating that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.
A-1	Indicates the obligor's capacity to meet its financial commitment on the obligation is strong.
A-2	Indicates the obligor may be somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories, however the capacity to meet its financial commitment on the obligation is satisfactory
A-3	A short-term obligation rated 'A-3' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to weaken an obligor's capacity to meet its financial commitments on the obligation.

Short term rating	Individual ADI limit	Max Investment proportion
A-1+/A-1/P-1	30%	100%
A-2/P-2	15%	50%
A-3	10%	25%

a) Council shall spread its investments to minimise its risk with any one bank. The parameters in the above table show the credit ratings and institutional limits that apply:

b) If redemption of funds causes a shift in percentage of funds held with any single investment body to the counterparty limit, investments will be returned to correct the imbalance at either the next available maturity date or a period of six months, whichever is the earlier of the two.

c) If an existing Council investment falls below the minimum rating level, Council will take action to withdraw funds immediately

d) Consideration should be given to the Financial Claims Scheme detailed below.

e) Investments with local ADI's do not count towards the Individual ADI limit or the Max Investment proportion.

4.7. Ethical and Environmental Considerations

Council shall consider ethical and environmental factors when determining which investments to enter into. This may include institutions or investments exposed to fossil fuels, tobacco, alcohol or gambling activities.

In developing this Investment Policy, Council has considered both ethical and environmental issues. Given the scope of allowable investments contained within the policy, Council will not invest in any unethical or environmentally detrimental products.

4.8. Types of Investments

Council shall only invest with Banks which are Approved Deposit-Taking Institutions (ADI).

Council endeavours to obtain quotes from local institutions (those that are located within shire boundaries).

Locally based institutions will receive a preference margin of 0.25%. That is the local institution will be preferred if the quoted rate is within 0.25% of the highest quoted rate from other ADI's.

4.9. Investment Register

The Senior Finance Officer shall be responsible for maintaining an Investment Register. The Investment Register shall be updated following each investment and be reconciled to the ledger monthly as part of the balance sheet reconciliation process.

5. Responsibilities

Responsibility	Role/Position
The Chief Executive Officer is responsible for managing risks across the Council.	Chief Executive Officer
The Director Corporate and Organisational Development has the responsibility for the implementation of the policy but functional application of the polity is the responsibility of the Manager Finance	Director Corporate and Organisational Development Manger Finance
The Coordinator Finance and Senior Finance Officer shall manage Council's cash flow and identify surplus funds available for investment and recommend investments to Manager Finance for authorisation. As evidence of the authorisation process the Manager Finance shall sign off the investment confirmation. The Investment Register shall be included with the finance report to Council on at least a quarterly basis.	Manager Finance Coordinator Finance Senior Finance Officer
The Audit and risk Committee shall monitor the implementation of this policy.	Audit and Risk Committee

6. Related Documents

6.1. Relevant Legislation and Standards

This policy should be read in conjunction with the following legislation/standards:

- *Local Government Act 2020 (Vic) (particularly s103)*
- *Accounting Standards*

6.2. Relevant Council Documents and Policies

This policy should be read in conjunction with the following Council plans and policies:

- Long-term Financial Plan
- Enterprise Risk Management Policy

7. Human Rights

The policy gives regard to relevant legislation, principles of natural justice and procedural fairness, community values and Council's resource capacity. It is considered that this policy supports the rights identified in the *Charter of Human Rights and Responsibilities Act (2006)*.

8. Privacy and Confidentiality

The collection, storage, use, and disclosure of personal information will comply with the Privacy Act 1988 (Cth) to the extent that it applies to Council and the Privacy and Data Protection Act 2014 (Vic), which provides for the responsible handling of personal information by Victorian local governments. For the avoidance of doubt, all personal health information provided to Council in the course of administering this policy will be treated in the strictest of confidence and will only be used for the purposes of this policy.

9. Policy Review

This policy should be reviewed every two years from the date of adoption, or when there is:

- change in relevant legislation,
- change in Council's position,
- a recommendation from a governance body (e.g. Audit and Risk Committee, Regulatory Authority, external auditor etc).

10. Definitions

Term	Definition
Approved Deposit Taking Institution (ADI)	A financial institution authorised by the Australian Prudential Regulation Authority (APRA) to accept deposits from the public, including banks, credit unions and building societies.
Credit Rating	An assessment by a recognised rating agency (e.g. Standard & Poor's) of the creditworthiness of a financial institution or investment product, indicating the likelihood of default.
Diversification	The practice of spreading investments across multiple institutions or products to minimise exposure to any single counterparty or risk.

Investment	The placement of Council funds in an approved financial product for the purpose of earning a return, in accordance with legislative requirements and this policy.
Liquidity	The ability of Council to access funds when required to meet operational and financial obligations.
Preservation of Capital	The principle of minimising the risk of loss of the original amount invested.
Return on Investment	The earnings generated from an investment, typically expressed as interest income relative to the amount invested.
Short-term Investment	An investment with a term of 12 months or less.
Long-term Investment	An investment with a term greater than 12 months.
Counterparty	The financial institution with which Council places an investment.
Working Capital	The funds available to Council to meet its day-to-day operational expenses and liabilities.
Investment Register	The official record maintained by Council detailing all investments, including amounts, terms, institutions and maturity dates.
Financial Claims Scheme (FCS)	An Australian Government scheme that provides a guarantee on certain deposits held with ADIs, up to the legislated limit.
Ethical Investment	The consideration of environmental, social and governance (ESG) factors when selecting investment institutions or products.

Authorised by: _____

Juliana Phelps
Chief Executive Officer

Appendix A

Short-Term Issue Credit Ratings

Category	Definition
A-1	A short-term obligation rated 'A-1' is rated in the highest category by S&P Global Ratings. The obligor's capacity to meet its financial commitments on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitments on these obligations is extremely strong.
A-2	A short-term obligation rated 'A-2' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitments on the obligation is satisfactory.
A-3	A short-term obligation rated 'A-3' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to weaken an obligor's capacity to meet its financial commitments on the obligation.
B	A short-term obligation rated 'B' is regarded as vulnerable and has significant speculative characteristics. The obligor currently has the capacity to meet its financial commitments; however, it faces major ongoing uncertainties that could lead to the obligor's inadequate capacity to meet its financial commitments.
C	A short-term obligation rated 'C' is currently vulnerable to nonpayment and is dependent upon favourable business, financial, and economic conditions for the obligor to meet its financial commitments on the obligation.
D	A short-term obligation rated 'D' is in default or in breach of an imputed promise. For non-hybrid capital instruments, the 'D' rating category is used when payments on an obligation are not made on the date due, unless S&P Global Ratings believes that such payments will be made within any stated grace period. However, any stated grace period longer than five business days will be treated as five business days. The 'D' rating also will be used upon the filing of a bankruptcy petition or the taking of a similar action and where default on an obligation is a virtual certainty, for example due to automatic stay provisions. A rating on an obligation is lowered to 'D' if it is subject to a distressed debt restructuring.

Long-Term Issue Credit Ratings*

Category	Definition
AAA	An obligation rated 'AAA' has the highest rating assigned by S&P Global Ratings. The obligor's capacity to meet its financial commitments on the obligation is extremely strong.
AA	An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitments on the obligation is very strong.
A	An obligation rated 'A' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. However, the obligor's capacity to meet its financial commitments on the obligation is still strong.
BBB	An obligation rated 'BBB' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to weaken the obligor's capacity to meet its financial commitments on the obligation.
BB, B, CCC, CC, and C	Obligations rated 'BB', 'B', 'CCC', 'CC', and 'C' are regarded as having significant speculative characteristics. 'BB' indicates the least degree of speculation and 'C' the highest. While such obligations will likely have some quality and protective characteristics, these may be outweighed by large uncertainties or major exposure to adverse conditions.
BB	An obligation rated 'BB' is less vulnerable to nonpayment than other speculative issues. However, it faces major ongoing uncertainties or exposure to adverse business, financial, or economic conditions that could lead to the obligor's inadequate capacity to meet its financial commitments on the obligation.
B	An obligation rated 'B' is more vulnerable to nonpayment than obligations rated 'BB', but the obligor currently has the capacity to meet its financial commitments on the obligation. Adverse business, financial, or economic conditions will likely impair the obligor's capacity or willingness to meet its financial commitments on the obligation.
CCC	An obligation rated 'CCC' is currently vulnerable to nonpayment and is dependent upon favourable business, financial, and economic conditions for the obligor to meet its financial commitments on the obligation. In the event of adverse business, financial, or economic conditions, the obligor is not likely to have the capacity to meet its financial commitments on the obligation.
CC	An obligation rated 'CC' is currently highly vulnerable to nonpayment. The 'CC' rating is used when a default has not yet occurred, but S&P Global Ratings expects default to be a virtual certainty, regardless of the anticipated time to default.
C	An obligation rated 'C' is currently highly vulnerable to nonpayment, and the obligation is expected to have lower relative seniority or lower ultimate recovery compared with obligations that are rated higher.
D	An obligation rated 'D' is in default or in breach of an imputed promise. For non-hybrid capital instruments, the 'D' rating category is used when payments on an obligation are not made on the date due, unless S&P Global Ratings believes that such payments will be made within the next five business days in the absence of a stated grace period or within the earlier of the stated grace period or the next 30 calendar days. The 'D' rating also will be used upon the filing of a bankruptcy petition or the taking of similar action and where default on an obligation is a virtual certainty, for example due to automatic stay provisions. A rating on an obligation is lowered to 'D' if it is subject to a distressed debt restructuring.

*Ratings from 'AA' to 'CCC' may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the rating categories.

S & P Credit Ratings		
Long Term	**Short Term**	**Risk Characteristic**
AAA	A-1+	Prime
AA+	A-1+	High Grade
AA	A-1+	High Grade
AA-	A-1+	High Grade
A+	A-1	Upper Medium Grade
A	A-1	Upper Medium Grade
A-	A-1	Upper Medium Grade
BBB+	A-2	Lower Medium Grade
BBB	A-2	Lower Medium Grade
BBB-	A-3	Lower Medium Grade
BB+	B	Non-investment grade speculative
BB	B	Non-investment grade speculative
BB-	B	Non-investment grade speculative
B+	B	Highly Speculative
B	B	Highly Speculative
B-	B	Highly Speculative
CCC+	C	Substantial Risks
CCC	C	Extremely Speculative
CCC-	C	In default with little prospect for recovery
CC	C	In default with little prospect for recovery
C	C	In default with little prospect for recovery
D	/	In default