



GANNAWARRA

Shire Council

Wednesday, 19 May 2021

6:30pm

Senior Citizens Centre

Kerang

AGENDA

Council Meeting

The Council Meeting will be live-streamed via Council's website which can be accessed at this link gannawarra.vic.gov.au/Council/Council-Meetings/Meeting-livestream

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	Nil	

Tom O'Reilly
CHIEF EXECUTIVE OFFICER

1 WELCOME TO COUNTRY

Playing of the Welcome to Country video clip.

2 OPENING DECLARATION

We, the Councillors of the Shire of Gannawarra, declare that we will undertake the duties of the office of Councillor, in the best interests of our community, and faithfully, and impartially, carry out the functions, powers, authorities and discretions vested in us, to the best of our skill and judgement.

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Meeting - 21 April 2021

5 DECLARATION OF CONFLICT OF INTEREST

General conflict of interest

Unless exempt under section 129 of the *Local Government Act 2020* (the Act) or regulation 7 of the Local Government (Governance and Integrity) Regulations 2020, a Councillor or member of Council staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests (as defined in section 127(2) of the Act) could result in that person acting in a manner that is contrary to their public duty.

Material conflict of interest

Unless exempt under section 129 of the *Local Government Act 2020* or regulation 7 of the Local Government (Governance and Integrity) Regulations 2020, a Councillor or member of Council staff has a material conflict of interest in respect of a matter if an affected person (as defined in section 128(3) of the Act) would gain a benefit or suffer a loss depending on the outcome of the matter.

Disclosure of a conflict of interest

A Councillor who has a conflict of interest and is attending a meeting of the Council must make a full disclosure of that interest by either advising:

- a) the Council at the meeting immediately before the matter is considered at the meeting; or
- b) the Chief Executive Officer in writing before the meeting –

whether the interest is a general conflict of interest or a material conflict of interest; and the nature of the interest.

Note: If a Councillor advises the Chief Executive Officer of the details under b) above, the Councillor must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.

In accordance with section 130 of the Act, a councillor who has disclosed a conflict of interest in respect of a matter must exclude themselves from the decision making process in relation to the matter, including any discussion or vote on the matter at any Council meeting, and any action in relation to the matter.

Failure to comply with section 130 of the Act may result in a penalty of 120 penalty units

6 BRIEFING SESSIONS

6.1 RECORDS OF COUNCILLOR BRIEFINGS - 13 APRIL TO 11 MAY 2021

Author: Mel Scott, Executive Assistant - Chief Executive Office

Authoriser: Tom O'Reilly, CEO

Attachments: 1 Record of a Councillor Briefing - 10 May 2021

RECOMMENDATION

That Council note the records of Councillor Briefings from 13 April to 11 May 2021.

EXECUTIVE SUMMARY

This report presents to Council written records of Councillor Briefings in accordance with Clause 31 of the Gannawarra Shire Council Governance Rules.

DECLARATIONS OF CONFLICT OF INTEREST

The Officer preparing this report declares that they have no conflict of interest in regards to this matter.

COUNCIL PLAN

Council Plan 2017-2021: Good Governance and a Healthy Organisation.

BACKGROUND INFORMATION

In accordance with Clause 31 of the Gannawarra Shire Council Governance Rules, a written record of a meeting held under the auspices of Council is, as soon as practicable, reported at a meeting of the Council and incorporated in the minutes of that Council meeting.

The record must include:

1. The names of all Councillors and members of Council staff attending
2. The matters considered
3. Any conflict of interest disclosures made by a Councillor attending
4. Whether a Councillor who has disclosed a conflict of interest left the meeting.

CONSULTATION

Consultation with Councillors and staff has occurred to ensure the accuracy of the Councillor Briefing records.

CONCLUSION

To ensure compliance with Clause 31 of the Gannawarra Shire Council Governance Rules, it is recommended that Council note the Councillor Briefing records as attached to this report.

RECORD OF A COUNCILLOR BRIEFING



Type of Meeting	Councillor Briefing	
Date:	Monday, 10 May 2021	
Time:	9:00am – 4:15pm	
Location:	Senior Citizens Centre, Kerang	
In Attendance: (Councillors)	Cr Charlie Gillingham Cr Ross Stanton Cr Kelvin Burt Cr Travis Collier Cr Jane Ogden Cr Keith Link Cr Garner Smith	
Apologies:	Nil	
In Attendance: (Officers)	Tom O'Reilly, Phil Higgins, Geoff Rollinson, Stacy Williams, Lisa Clue, Mel Scott, Leigh Hollingworth, Shana Johnny, Alissa Harrower, Paul Fernee, Katrina Thorne, Kieran Schneider, Jenny Keating, Trish Carse	
In Attendance: (Other)	Mark Williams, Managing Director – Grampians Wimmera Mallee Water David Jochinke, Director – Grampians Wimmera Mallee Water Ian Gumley, Valuer – LG Valuation Services Pty Ltd Inece Bray, Valuer – LG Valuation Services Pty Ltd Peter Hann, Director – LG Valuation Services Pty Ltd Justin Ryan – Valuer General's Office	
Matters Discussed:	Draft Council Agenda –February Meeting of Council Reports: 7.1 Council Policy Review 7.2 2020 Victorian Electoral Commission Election Report 7.3 Quarterly Financial Report – Quarter ending 31 March 2021 7.4 G01-2021 Cohuna All Abilities Playground	
	Councillor Briefing Updates: <ul style="list-style-type: none"> • Corporate Performance Report Framework Quarterly Report • Related Party Disclosures • Council Memberships • Asset Disposal – Council Property • 2020/21 Swimming Pool Season Update • Council Plan 2021-2021 Update • Children's Services Update – May 2021 	
	Councillor Strategic Briefing Update: <ul style="list-style-type: none"> • 2020/2021 Capital Works Program Update • Strategic Projects – Towards 2025 Update Councillor Issues Raised	
Conflict of Interest Disclosures		
Matter No.	Councillor/Officer making disclosure	Councillor/Officer left meeting Yes/No
Nil		
Completed By:	Tom O'Reilly –Chief Executive Officer	

7 BUSINESS REPORTS FOR DECISION

7.1 COUNCIL POLICY REVIEW

Author:	Lisa Clue, Manager Governance
Authoriser:	Phil Higgins, Director Corporate Services
Attachments:	1 Policy No. 098 - Asset Naming
	2 Policy No. 102 - Community Grants
	3 Policy No. 107 - Public Interest Disclosure

RECOMMENDATION

That Council:

- 1. Endorse the following reviewed policies:**
 - Policy No. 098 – Asset Naming**
 - Policy No. 102 – Community Grants**
 - Policy No. 107 – Public Interest Disclosure**
- 2. Authorise the Chief Executive Officer to make amendments to the documents to correct any minor drafting errors that do not materially alter the intent of the policies.**

EXECUTIVE SUMMARY

Council officers undertake regular reviews of Council policies to ensure compliance with relevant legislation and that they are reflective of current practices. This report addresses the following policies which have recently been reviewed:

- Policy No. 098 – Asset Naming**
- Policy No. 102 – Community Grants**
- Policy No. 107 – Public Interest Disclosure**

PURPOSE

This report addresses three recently reviewed policies for the consideration of Council.

ATTACHMENTS

Policy No. 098 – Asset Naming

Policy No. 102 – Community Grants

Policy No. 107 – Public Interest Disclosure

DISCUSSION

Council officers undertake regular reviews of Council policies to ensure compliance with relevant legislation and that they are reflective of current practice. Council policies are reviewed as needed, however most policies must be reviewed within either 12 months or two years after a General Election. Reviewed policies are presented to Council for endorsement, or for repeal if it has been determined the policy is no longer required.

Council policies provide guidance to staff, Council and the community and are published on Council's website.

Below is a list of reviewed policies and summary of recommended adjustments.

Policy No.	Policy Title	Comments
098	Asset Naming	<p>Policy No. 098 and associated procedure sets the guidelines for asset naming and applies when selecting, approving or assigning names for roads and streets, reserves, open spaces and facilities within the Gannawarra Shire.</p> <p>Minor adjustments are recommended to remove the reference to the <i>Local Government Act 1989</i> replacing this with reference to the <i>Road Management Act 2004</i>, with Council being a responsible road authority.</p>
102	Community Grants	<p>Policy No. 102 provides a framework for Council to allocate funds for community grants in an effective and equitable manner.</p> <p>Recommended adjustments to the policy will reflect the current practice of opening Community Grant Program applications annually, as well as strengthening the assessment and distribution process and outlining the process to be applied for unspent funds.</p>
107	Public Interest Disclosure	<p>This policy and associated procedure outlines Council's approach to the administration of the <i>Public Interest Disclosures Act 2012</i> (the Act). The main purpose of the Act is to encourage and facilitate the making of disclosures of improper conduct by public officers and public bodies and establish a system for matters to be investigated. The Act provides protection from detrimental action to any person affected by a protected disclosure.</p> <p>This policy was reviewed and updated in 2020 in line with changes to the Act. There are no proposed changes to Policy No. 107 at this time.</p>

RELEVANT LAW

Road Management Act 2004

Public Interest Disclosures Act 2012

Independent Broad-based Anti-corruption Commission Act 2011

Public Interest Disclosure Regulations 2013

RELATED COUNCIL DECISIONS

Council Policy No. 098 – Asset Naming was last reviewed in May 2017

Council Policy No. 102 – Community Grants was last reviewed by Council in March 2017

Council Policy No. 107 – Public Interest Disclosure was last reviewed in February 2020

OPTIONS

Council may wish to endorse the recommended, or alternative adjustments or decide to not make any adjustments to the policies at this time.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Council policies provide guidance to Council, staff and the community in decision making and service delivery.

Policies are reviewed as required however most policies must be reviewed within either 12 months or two years of a Council election. Regular reviews of Council policies ensure compliance with relevant legislation and that they are reflective of current practices.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

Not applicable.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Naming Rules for Places in Victoria – statutory requirements for naming roads, features and localities 2016.

COUNCIL PLANS AND POLICIES

Gannawarra Shire Council Plan 2017 – 2021 – Good Governance and a Healthy Organisation

Gannawarra Shire Council Asset Naming Procedure

Council Policy No. 117 – Complaint Handling

Gannawarra Shire Council Public Interest Disclosure Procedure

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officers preparing this report declare that they have no conflict of interest in regards to this matter.



ASSET NAMING

COUNCIL POLICY NO. 098

1. POLICY

This policy should be read in conjunction with Gannawarra Shire Council's Asset Naming Procedure when selecting, approving or assigning names for roads and streets:-

- In new subdivisions;
- For unnamed roads and streets; and
- To change the name of existing roads and streets.

This policy and associated procedure will also apply to the name of other Council assets including reserves, open spaces and facilities.

The importance of having appropriate names for streets, roads and other assets is recognised to enable the efficient and orderly operation of services in our community including emergency, postal and transport services as well as facilitating good community communication, in accordance with the *Naming Rules for Places in Victoria – Statutory requirements for naming roads, features and localities 2016*.

Council has responsibility under the *Road Management Act 2004* for the naming of roads and streets. Approaches are made to Council from time to time to name or rename roads and streets or other assets. This policy will provide a framework in which to consider these proposals and to recognise community heritage, identity and aspirations.

2. POLICY REVIEW

Council will review this policy as required but always within twelve months after a general election of the Council. At the time it was developed, this policy was compliant with the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

3. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna office or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Chief Executive Officer on (03) 5450 9333.

Records – Document Profile No. 14/00465

Altus ECM Folder: 3.000518

Originally adopted: 25/10/2006

Reviewed: 20/05/2009 Minute Book Reference: 7456

Reviewed: 18/11/2015 Minute Book Reference: 12255

Reviewed: 17/05/2017 Minute Book Reference: 12534

Reviewed: 19/05/2021

To be reviewed: 2025



COMMUNITY GRANTS

COUNCIL POLICY NO. 102

1. POLICY PURPOSE

This Policy provides a framework for Gannawarra Shire Council ('Council') to allocate funds for community grants in an effective and equitable manner for the benefit of community organisations, groups and individuals.

2. SCOPE

Gannawarra Shire Council will provide a Community Grants Program which will open for applications annually and will offer support for community projects and events

Council will determine the amount of funds for the Community Grants Program each year as part of the budget preparation process.

Assessment and Distribution

Funds will be administered in a transparent and equitable manner and they will be promoted across the municipality in a way that will allow maximum opportunity for organisations and individuals to apply.

Funds will be administered using the eligibility criteria and conditions in the Guidelines as approved by Council from time to time and where practicable, be distributed equitably amongst eligible applicants.

All grants, sponsorships and donations are approved on a discretionary basis.

Council funds are not to be used by recipients to make subsequent grants, sponsorships or donations to other individuals or organisations, without the prior approval of Council.

Unspent Funds

Any unspent part of the community grant must be returned to the Council by the end of the funding period unless an extension or the project is re-scoped and approved by Council.

2. POLICY REVIEW

Council will review this policy within 12 months after a general election of the Council.

At the time of review, this policy was compliant with the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

3. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Chief Executive Officer on (03) 5450 9333.

Records Altus Folder: 3.000518

Originally adopted: 28/06/2006

Reviewed: 24/10/2007

Reviewed: 17/03/2010

Reviewed: 15/03/2017

Reviewed: 19/03/2021

To be reviewed: 2025

Minute Book Reference: 5042

Minute Book Reference: 6164

Minute Book Reference: 12502





Public Interest Disclosure

COUNCIL POLICY NO. 107

1. PURPOSE

The objective of this policy is to ensure a consistent approach to the administration of the *Public Interest Disclosures 2012 Act* (formally the *Protected Disclosure Act 2012* which replaced the *Whistleblowers Protection Act 2001*).

2. POLICY

Gannawarra Shire Council does not tolerate improper conduct by its employees, officers or Councillors, nor the taking of reprisals against those who come forward to disclose such conduct.

Gannawarra Shire Council is committed to the Public Interest Disclosures Act.

The main objective of the Public Interest Disclosures Act is to:

"..encourage and facilitate the making of disclosures of improper conduct by public officers and public bodies and establish a system for matters to be investigated. The Act provides protection from detrimental action to any person affected by a protected disclosure whether it is a person who makes a disclosure, a witness, or a person who is the subject of an investigation."

Gannawarra Shire Council recognises the value of transparency and accountability in its administrative and management practices, and supports the making of disclosures that reveal corrupt conduct, conduct involving a substantial mismanagement of public resources, or conduct involving a substantial risk to public health and safety or the environment.

Gannawarra Shire Council will take all reasonable steps to protect people who make such disclosures from any detrimental action in reprisal for making the disclosure. It will also afford natural justice to the person who is the subject of the disclosure.

In addition to this, the Chief Executive Officer will automatically notify the Independent Broad-based Anti-corruption Commission Victoria, of any matter that he or she suspects, on reasonable grounds, involves corrupt conduct.

This Policy should be read in conjunction with 107 – Public Interest Disclosure Procedure and Gannawarra Shire Council Policy No. 117 - Complaint Handling.

3. POLICY REVIEW

Council will review this policy at least every two years and within twelve months after a general election of the Council.

At the time of review, this policy was compliant with the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

4. FURTHER INFORMATION

Enquiries in relation to this policy should be directed to The Chief Executive Officer on (03) 5450 9333

Further information can be obtained from the Independent Broad-based Anti-corruption Commission Victoria – www.ibac.vic.gov.au

RecFind Document Profile No. 14/00474

AltusECM Folder 3.000518

Originally adopted: 25/02/2009

Reviewed: 17/04/2013

Reviewed: 23/01/2017

Reviewed: 15/03/2017

Reviewed: 19/02/2020

Reviewed: 19/05/2021

To be reviewed: 2023

Minute Book Reference: 7269

Minute Book Reference: 9849

Minute Book Reference: 12502



7.2 2020 VICTORIAN ELECTORAL COMMISSION ELECTION REPORT**Author:** Lisa Clue, Manager Governance**Authoriser:** Tom O'Reilly, CEO**Attachments:** 1 2020 Local Government Elections - Gannawarra Shire Council Election Report**RECOMMENDATION**

That Council receive and note the Victorian Electoral Commission 2020 Local Government Elections – Gannawarra Shire Council Election Report as attached to this report.

EXECUTIVE SUMMARY

The Local Government (Electoral) Regulations 2020 require that the Victorian Electoral Commission (VEC) must prepare a report to the Chief Executive Officer (CEO) on the conduct of an election within the period of six months after an Election Day, and that the CEO must ensure that the report is submitted to Council at the earliest practicable meeting of the Council held after the report is received.

On Monday, 19 April 2021 the CEO received a report from the VEC on the conduct of the Gannawarra Shire Council General Election 2020.

PURPOSE

The purpose of this report is to submit to Council the *'2020 Local Government Elections – Gannawarra Shire Council Election Report'*.

ATTACHMENTS

2020 Local Government Elections - Gannawarra Shire Council Election Report

DISCUSSION

The *'2020 Local Government Elections - Gannawarra Shire Council Election Report'* contains information and statistical data relating to:

- Voters' roll
- Advertising and communication
- Election Manager
- Election office
- Candidates
- Voting
- Results
- Election statistics
- Complaints
- Post-election activities

- Non-voter follow up
- Evaluating the VEC's services.

Some of the more significant items to note in the report are:

- The certified voters' roll included 9,129 enrolled voters (up from 9,059 in 2016).
- The Election Manager received 5,511 returned ballot paper envelopes through the post by close of voting and accepted 1,285 ballot paper envelopes during the extended postal vote receipt period.
- Of the 6,581 ballot paper envelopes admitted to the extraction and counting process, 6,564 were submitted for counting (17 were rejected during the extraction activity).
- The overall voter turnout (measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election) was 83.32%. This is compared to the State average turnout of 81.74% (excluding Melbourne City Council). The voter turnout at the 2016 general election for Council was 81.71%..
- The informal vote recorded was 1.98%, compared with 4.76% for all postal elections across the State. Gannawarra Shire Council recorded an informal rate of 2.08% at the last general election in 2016.
- The VEC received three written complaints relating to the election for Gannawarra Shire Council, all of which related to a possible breach of the Local Government Act or local laws.
- There were no applications to the Victorian Civil and Administrative Tribunal (VCAT) disputing the result of the 2020 Gannawarra Shire Council general election.
- The VEC has commenced its compulsory voting enforcement process.

Council staff will further analyse the report and use relevant information to assist with planning for the 2024 Council election.

RELEVANT LAW

Local Government Act 2020

Local Government (Electoral) Regulations 2020

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

It is a requirement of the Local Government (Electoral) Regulations 2020 that the CEO submit to Council the '*2020 Local Government Elections – Gannawarra Shire Council Election Report*'.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

Not applicable.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Gannawarra Shire Council Plan 2017-2021 – Good Governance and a Healthy Organisation.

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officer preparing this report declares that they have no conflict of interest in regards to this matter.

2020 Local government elections

Gannawarra Shire Council

Election Report





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(Victorian Electoral Commission)
April 2021

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vec.vic.gov.au

Acknowledgement of Country

The Victorian Electoral Commission pays respect to Victoria's traditional owners and their elders past and present who have been custodians of this country for many thousands of years. Their living culture and their role in the life of Victoria is acknowledged by the VEC.

Letter of Transmittal

19 April 2021

Mr Tom O'Reilly
Chief Executive Officer
Gannawarra Shire Council
PO Box 287
KERANG VIC 3579

Dear Mr O'Reilly

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, I submit this report to the Chief Executive Officer of Gannawarra Shire Council on the general election held in October 2020.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Warwick Gately'. The signature is written in a cursive style with a large 'W' and 'G'.

Warwick Gately AM
Electoral Commissioner

Gannawarra Shire Council

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Gannawarra Shire Council

Introduction

The Victorian local government general elections are held every four years as defined by the *Local Government Act 2020 (Vic)* (**LG Act**). In 2020, general elections were held for 76 of the 79 Victorian councils¹ with Saturday 24 October marking election day. In accordance with section 263(1) of the LG Act, the Victorian Electoral Commission (**VEC**) is the statutory election service provider for the conduct of local government elections in Victoria.

This report provides information on the 2020 Gannawarra Shire Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election items including compulsory voting enforcement.

About the Victorian Electoral Commission

The VEC is an independent statutory authority established under the *Electoral Act 2002 (Vic)* (**the Electoral Act**). The VEC's principal functions are to conduct State elections, local government elections, certain statutory elections and polls, commercial and community elections, and to support electoral representation processes for local councils and the Electoral Boundaries Commission for State electoral boundaries. The VEC is also responsible for maintaining the Victorian register of electors and administering political funding and donation disclosure laws. The VEC has a mandated role to conduct electoral research, provide communication and education services, and inform and engage Victorians in the democratic process.

Warwick Gately AM is the appointed Electoral Commissioner and Liz Williams is the appointed Deputy Electoral Commissioner. The Electoral Commissioner and Deputy Electoral Commissioner report to the Victorian Parliament in relation to the VEC's operations and activities.

The Electoral Commissioner heads the VEC's Executive Management Group that comprises the Deputy Electoral Commissioner, the Executive Director, Corporate Services and seven Directors, each leading the main functional areas of the VEC. Each Director acts as subject matter experts within their legislative responsibilities under the LG Act and the Electoral Act.

The VEC has a dedicated local government election program which is managed by Katrina Collins and incorporates a range of programs, projects and activities that are supported through strategic planning, project management, and process mapping. The program is overseen by the VEC's Planning Group and has sponsorship from the Executive Management Group.

¹ The South Gippsland Shire Council was placed into administration in mid-2019. The Council's general election has been postponed until October 2021. Casey City Council and Whittlesea City Council were placed into

administration in early 2020. The Councils' general elections have been postponed until October 2024.

Gannawarra Shire Council

Key changes

Changes in legislation

The new LG Act received royal assent on 24 March 2020 and introduced a number of changes, some requiring immediate implementation and others to be implemented progressively. Those requiring immediate implementation had a significant impact on the 2020 local government election program.

Following the LG Act completing its passage through Parliament, the VEC implemented the necessary changes to the 2020 local government election program in response to the reforms as they applied to the elections.

The key changes from the LG Act are as follows:

Local government electoral structures	<p>The default electoral structure for all local councils is single-councillor wards, although some regional and rural local councils may be unsubdivided or divided into wards with equal numbers of councillors in each ward.</p> <p>The VEC is no longer responsible for conducting electoral representation reviews of all local councils in Victoria.</p> <p>An independent Local Government Electoral Representation Advisory Panel will review council electoral structures. The panel includes the Electoral Commissioner and other members appointed by the Minister for Local Government.</p>
Voting system	<p>The voting system (attendance or postal) is set by the Minister for Local Government.</p> <p>All local council elections are conducted according to the same voting system.</p>
Enrolment and voters' rolls	<p>Non-resident property owners need to apply to be enrolled (this change will be implemented in stages leading up to the 2024 local government elections).</p> <p>Amendments to the voters' roll are completed by the VEC only (excluding Melbourne City Council).</p>
Candidate qualifications	<p>It is compulsory for local government candidates to complete mandatory training prior to nominating for local government elections.</p>
Nominations/candidate statements	<p>When nominating, candidates are required to declare they have completed the mandatory Local Government Candidate Training.</p> <p>The maximum number of words for a candidate statement was increased to 300 (350 for the Melbourne City Council Leadership Team and Councillor Groups).</p>
Election staff	<p>The term 'Election Manager' replaced 'Returning Officer' making the term consistent with the <i>Electoral Act 2002</i>.</p>
Extraordinary vacancies	<p>The VEC will fix the timeline for local council by-elections (previously fixed by the Minister).</p> <p>Changes to the countback process which now draws on a broader pool of ballot papers to determine the successful candidate at a countback.</p>
Compulsory voting	<p>From the 2024 local government general elections onwards, it will be compulsory for everyone enrolled on a voters' roll to vote.</p>

Gannawarra Shire Council

The LG Act made other changes to the local government electoral landscape, including:

- operational and technical provisions for electoral matters are now prescribed in the Regulations rather than being contained in the LG Act.
- disputed election results are now heard by the Victorian Civil and Administrative Tribunal (**VCAT**).

On 8 May 2020, the Minister determined² all of the 2020 general elections would be held by postal voting. As such, the VEC adjusted preparations in response to the Minister's determination.

In addition, new Local Government (Electoral) Regulations 2020 (**the Regulations**) came into operation on 13 July 2020.

Response to public health crisis: Coronavirus (COVID-19)

In response to the coronavirus (**COVID-19**) global pandemic, a State of Emergency was declared in Victoria on 16 March 2020. While the VEC was well advanced in planning for the elections, some uncertainty arose due to speculation that the elections could be rescheduled.

Following the Local Government Minister's confirmation on 15 May 2020 that the 2020 local government elections would proceed, the VEC's operating model was adjusted to deliver a compliant election while meeting health, safety, social distancing and hygiene obligations to voters, election staff, councils, candidates and all other stakeholders.

On Wednesday 1 September 2020, the Governor in Council made amendments to the regulations to allow certain provisions to be varied in response to the COVID-19 pandemic. Specifically, the amendments allowed the VEC to determine an appropriate method for eligible candidates to lodge their nomination form and pay their nomination fee electronically; and to allow the Election Manager to determine the maximum number of scrutineers that may be present for any activity at any one time. The amended regulations commenced the day after

they were made and remain in place until 26 April 2021.

On 29 September 2020, the Governor in Council made further changes to the Regulations to provide greater clarity of mitigation options for any disruptions to the voting timeline, including delays across the postal network that could threaten the integrity of the elections. The changes allowed the Electoral Commissioner to alter the last day of voting and/or the extended postal vote receipt deadline if necessary, to maintain and protect election integrity.

The VEC developed a COVIDSafe Election Plan³ in consultation with the Department of Health and Human Services which complemented the VEC's Service Plan. The COVIDSafe Election Plan outlined the VEC's actions and strategies to deliver safe and compliant local government elections.

The plan considered all electoral operations and activities and included changes such as (but not limited to):

- acquiring larger election office spaces to accommodate social distancing practices
- moving operations from face-to-face to online (when legislation permitted), for example:
 - the VEC's briefing meetings with individual councils
 - the candidate information sessions
- modifying the timeline for ballot paper extraction and counting activities
- modifying scrutineer practices.

The VEC acknowledges the collaboration and contributions of council officers in navigating the changes required to the program due to COVID-19.

² The Minister published this decision in the Government Gazette on 18 May 2020

³ 'VEC COVIDSafe election plan' - <https://www.vec.vic.gov.au/about-us/publications/local-council-election-reports-and-plans>

Gannawarra Shire Council

Election dates

The key timelines that applied to the 2020 local government elections were as follows.

Deadline fixed by the VEC for council primary enrolment data	Monday 13 July 2020
Close of roll	4 pm Friday 28 August 2020
Opening of the election office to the public	Wednesday 16 September 2020
Certification of the voters' roll and opening of nominations	Thursday 17 September 2020
Close of nominations	12 noon Tuesday 22 September 2020
*Ballot draw	From 1 pm on Tuesday 22 September 2020
*Deadline for lodging candidate statements, photographs and questionnaires	12 noon Wednesday 23 September 2020
*General mail out of ballot packs to voters	Tuesday 6 October to Thursday 8 October 2020
*Close of voting	6 pm Friday 23 October 2020
Day prescribed as Election Day	Saturday 24 October 2020
*Close of extended postal vote receipt period	12 noon Friday 30 October 2020
Declaration of election results	No later than Friday 13 November 2020

*Dates with asterisks relate to contested elections only.

Gannawarra Shire Council

About Gannawarra Shire Council

Gannawarra Shire Council is comprised of seven councillors elected from one three-councillor ward, one two-councillor ward and two single-councillor wards.

The structure was last reviewed in accordance with the *Local Government Act 1989* through an electoral representation review in 2015.



Figure 1: The electoral structure of Gannawarra Shire Council at the general election held on 24 October 2020.

Voters' roll

The VEC prepared the voters' roll for the election under section 8(2)(c) of the Electoral Act and in accordance with section 249 of the LG Act. The close of roll for the election was 4 pm on Friday 28 August 2020. Pursuant to section 249(4) of the LG Act, the VEC certified the voters' roll on Thursday 17 September 2020.

At certification, the voters' roll for the 2020 Gannawarra Shire Council general election included 9,129 enrolled voters.

Composition of the voters' roll

The LG Act specifies that the voters' roll for a local government election is formed by combining two separate lists of voters.

1. The Electoral Commissioner's list (EC list) – List of State electors that are enrolled within that local government area.
2. The Chief Executive Officer's list (CEO list) – List of council-entitled voters.

Refer to **Appendix 1** for a breakdown of the Gannawarra Shire Council general election voters' roll.

Amendments to the voters' roll

In accordance with section 250 of the LG Act, the VEC is able to amend any error or omission in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. Following the passage of the LG Act, amendments to the voters' roll are to be certified by the VEC. All voters added to the roll were issued with a ballot pack. Where a voter was deleted from the roll after the mail-out of ballot material, the VEC had systems in place to ensure that returned ballot papers from the deleted voters could be identified and excluded from the extraction and count. Where roll amendments were required, the total number of voters on the roll was updated.

Following the close of roll, no amendments were required to the Gannawarra Shire Council voters' roll.

Advertising and communication campaign

State-wide advertising

The VEC delivered a state-wide advertising campaign to maximise public awareness and participation amongst all eligible voters. Campaign activities and consistent messaging were delivered across two phases – enrolment and voting – and through multiple traditional and emerging mediums, including radio, digital and social media, and offline/outdoor advertising.

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Statutory advertising

The VEC published a series of statutory notices throughout the election as required by the LG Act. The notices included critical information relevant to each milestone of the election timeline.

For the 2020 statutory notices, Gannawarra Shire Council nominated the following newspapers for the statutory notices to appear in:

- Barham Bridge
- Gannawarra Times

In 2020, the VEC established a new policy position for statutory advertising in alignment with the updated definition of 'publish' in the LG Act. The policy position included the following:

- all statutory and non-statutory election advertising would be published on the VEC website, and
- where available, all statutory and non-statutory election advertising would be published in local newspapers and/or other selected newspapers identified following consultation with the council.

Refer to **Appendix 2** for further information in relation to the statutory advertising.

VEC website

The VEC provided council specific information regarding the election on its website under the '2020 local council election' page. The VEC website went live for the local government elections in early August 2020. Whilst some council specific data remained static during the election, the website was regularly updated with content relevant to the election and at each key milestone such as close of roll, nominations, voting and results.

Media liaison

An online media webinar was held on Friday 21 August 2020. The webinar could be downloaded or accessed at a later time for those who were unable to participate live. The media briefing summarised the planning and timeline for the 2020 local government elections, and also provided a specific update in relation to the availability of election results in light of COVID-19.

Media outlets were provided with a media information booklet that outlined the election timeline and key messages, and provided the VEC's head office media contacts. The VEC's communication team supported each Election Manager as the primary media spokesperson in relation to each election.

The VEC's media liaison program principally featured staged media releases aimed to highlight key milestones during the election timeline, and capitalise on existing general news coverage. More information on the VEC's media release schedule is available at **Appendix 3**.

Social media campaign

As part of its state-wide advertising campaign, the VEC used paid promotions on social media platforms including Facebook, Twitter, Instagram, LinkedIn, Snapchat and WeChat, targeting voters through audience segmentation.

This advertising was supported by a defined timeline of organic social media posts on the VEC's channels, designed to cover each of the key messages of the communication campaign to further extend the reach to the community and promote conversation about the democratic process.

VEC VoterAlert advisories

Electors on the State enrolment register are able to sign up to the VEC's free SMS or email alert service VoterAlert, to receive reminder messages pertinent to elections that affect them. They can subscribe to receive SMS messages only, email only, or both SMS and email.

During the general election, the VEC used its VoterAlert service to send the following direct messages to those State-enrolled voters on the roll for the election.

The messages were rolled out in the following schedule:

Wednesday 19 August to Wednesday 26 August 2020 – 4,573 VoterAlert messages were sent by SMS and email reminding voters to enrol or update their details by the close of roll.

Friday 25 September 2020 – 530 VoterAlert messages were sent by SMS and email advising voters in wards where an election is uncontested that they are not required to vote.

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Friday 9 October to Friday 13 October 2020 – 4,177 VoterAlert messages were sent by SMS and email advising that the VEC had commenced posting ballot packs.

Monday 19 October 2020 – 4,152 VoterAlert messages were sent by SMS and email reminding voters that it was the last week to post their ballot material back to the VEC.

In mid-October, the VEC commenced sending its final VoterAlert – a reminder to post ballot packs by the voting deadline. Whilst approximately 900,000 of the 1.8 million voters scheduled to receive an alert were contacted it was identified that an unanticipated high volume of calls was received by both the VEC and councils as a result of the alert. Therefore the VEC suspended the VoterAlert messages scheduled for the remaining 900,000 voters.

More information on the VEC's VoterAlert advisories is available at **Appendix 4**.

Voter engagement

The VEC delivered an extensive voter engagement program. The program sessions were implemented throughout Victoria and were specific to local demographics. Please refer to **Appendix 5** to view the full list of initiatives for the 2020 local government elections. Due to the coronavirus (COVID-19) pandemic, the VEC's programs traditionally offered through face-to-face education and engagement were redesigned to comply with health, safety, social distancing and hygiene obligations.

Blind and low vision services

Braille and large print ballot material was available to blind and low vision voters who had registered for these products by 5 pm on Tuesday 15 September 2020.

The VEC received and processed two requests for large print ballot material for Gannawarra Shire Council. There were no requests for braille ballot material for the election.

Interpreting services

The VEC engaged the Victorian Interpreting and Language Services' Language Link to provide a telephone interpreting service for telephone enquiries from voters who had a first language other than English. The VEC advertised direct lines

for 20 languages other than English and a general line for all other languages.

Telephone enquiry service

A local telephone enquiry service was provided at the election office from Wednesday 16 September 2020 until the close of voting, for enquiries regarding the election.

The local telephone enquiry service was supplemented by an overflow call centre at the VEC's head office. The overflow call centre received calls made directly to the VEC's head office line (131 VEC, 131 832 or +61 3 8620 1100 for callers outside of Australia) and diverted calls from the election office when the election office lines were at capacity. Additionally, email enquiries were received and processed through info@vec.vic.gov.au.

The types of calls that are typical during an election relate to:

- voting entitlements and compulsory voting obligations
- enrolment questions
- ballot pack had not been received
- ballot material was spoilt or destroyed, so replacement ballot material was required
- a voter advising that they were overseas or interstate
- queries regarding the content of the ballot pack.

A breakdown of the daily number of calls received by the telephone enquiry service and the overflow call centre in respect to the election is available at **Appendix 6**.

Election Manager

The VEC maintains a pool of trained senior election officials located across the state to fill election management roles for State and local government elections. Election-specific training is provided to senior election officials prior to each election management appointment.

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The size of the election management team appointed for the conduct of an election is based on the size of the council. As required under the LG Act an Election Manager is appointed to conduct the election and is supported by one or more Assistant Election Managers for larger councils, or a senior election official for smaller councils.

In accordance with section 3 of the LG Act, the Electoral Commissioner appointed Vanessa Reynolds as the Election Manager for the 2020 Gannawarra Shire Council general election.

Based on the size of the Gannawarra Shire Council election, an Assistant Election Manager was not appointed, however the Election Manager was supported by a senior election official.

Election office

The Election Manager was responsible for the establishment and management of the election office located at Patchell Plaza, 47 Victoria Street, Kerang. The election office was provided by council.

In accordance with the VEC's COVIDSafe election plan, the election office was open to the public by appointment only. The election office was available for appointments from Wednesday 16 September until Friday 23 October 2020 between 9 am and 5 pm. Opening hours were extended on Thursday 22 October (9 am to 8 pm) and Friday 23 October (9 am to 6 pm) to allow for final enquiries and the hand-delivery of ballots prior to the close of voting. Enquiries regarding the election were also managed by phone.

Candidates

Nominations for the election opened at 9 am on Thursday 17 September and closed at 12 noon on Tuesday 22 September 2020. Candidates were required to lodge their nomination forms in person at the election office. A \$250 nomination fee applied.

On Wednesday 9 September 2020, the Electoral Commissioner published a determination⁴ establishing a framework for prospective candidates who were prevented from attending

⁴ VEC 2020 Determination No.1 - Nominations from candidates impacted by COVID-19 Public Health Directions in respect to local government elections -

the election office due to health directions regarding COVID-19 under the *Public Health and Wellbeing Act 2008*. The determination outlined provisions for electronic lodgement of the nomination form and nomination fee for affected candidates.

Candidate information

The VEC developed a suite of resources that were accessible to prospective candidates prior to the nomination period. From early September, candidates were able to access the VEC's information about the process of nominating and becoming a candidate for the election. The VEC's online *Candidate Helper*, accessible via the VEC website, went live on Thursday 3 September 2020. The *Candidate Helper* enabled candidates to pre-complete their nomination form and other forms online before lodging them with the Election Manager.

For the 2020 elections, the VEC's candidate information session was recorded and available for online streaming from the VEC website. The session was complemented by three state-wide interactive seminars consisting of a panel from the VEC's leadership and executive teams.

Nominations

At the close of nominations, 15 candidates had nominated for election to council.

The following is a breakdown of candidate nominations per ward:

- Avoca Ward - one nomination
- Murray Ward - three nominations
- Patchell Ward - seven nominations
- Yarran Ward - four nominations

As there was only one nomination for Avoca Ward for the one vacancy the election was uncontested.

<https://www.vec.vic.gov.au/about-us/legislation/determinations>

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Ballot draws for the contested elections to determine the order in which the names would appear on the ballot paper were held at the election office following the close of nominations using the VEC's computerised ballot draw application.

See **Appendix 7** for the list of candidates in ballot draw order.

Candidate statements and photos

In accordance with Regulation 39 of the Regulations, candidates were able to lodge a 300 word statement and submit a recent photograph for inclusion in the ballot packs sent to voters. The deadline for the submission of candidate statements and photographs was 12 noon on Wednesday 23 September 2020.

See **Appendix 7.1** for a breakdown of submitted statements and photos, and **7.2** for the sample website version product.

Candidate questionnaires

In accordance with Regulation 43 of the Regulations, candidates were able to complete and lodge their answers to a set of prescribed questions in addition to a statement and photograph. The Election Manager accepted questionnaire submissions lodged by all 15 candidates at the election.

The completed questionnaires were accessible to voters on the VEC website or by contacting the election office.

Uncontested elections

As Avoca Ward was uncontested, an uncontested election leaflet was mailed out to voters in that ward. The VEC mailed out all uncontested ward leaflets between Tuesday 6 October and Thursday 8 October 2020. See **7.3** for the sample version of the uncontested leaflet product and **Appendix 8.1** for a breakdown of the leaflets mailed out on each day during the general mail-out.

Voting

Redirection of ballot packs

The Regulations provide that a voter may – no later than the day the roll is certified (or a later

date if specified by the Election Manager under Regulation 22(2)(f) of the Regulations) – make a request in writing to the Election Manager to have their postal ballot envelope redirected to another address. For the 2020 elections voters had until Thursday 17 September to submit requests for redirection.

The Election Manager received one request for redirection of a ballot pack for the election.

Early votes

A voter may request an early postal ballot envelope (early vote) prior to the general mail out of ballot packs. The Election Manager processes the request and issues the early vote if the request is assessed as reasonable. Requests for early votes could be processed from Wednesday 23 September 2020, the day after nominations closed, until the commencement of the general mail out of ballot packs on Tuesday 6 October 2020. Due to the timing of early votes, some early voters may not have had access to the candidate statements, photographs or questionnaires.

Due to the impact that COVID-19 restrictions had on election services for the 2020 elections, requests for early votes were managed by appointment.

The Election Manager issued three early votes for the election.

Mail-out of ballot packs

The VEC mailed 7,877 ballot packs between Tuesday 6 October and Thursday 8 October 2020. See **Appendix 8** for a breakdown of the packs mailed out on each day during the general mail-out, noting that ballot packs were not mailed to any voters that had passed away between the close of the roll and generation of the mail-out file.

This included one ballot pack that was redirected to an alternative address for a voter that had applied to redirect their ballot pack by Thursday 17 September 2020.

In accordance with Regulation 49(3) of the Regulations, no more than 35% of ballot packs were mailed or delivered to voters on any one day during the mail out period. All ballot packs were lodged with Australia Post under the priority paid delivery timetable.

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The VEC liaised closely with Australia Post during the mail out period to confirm that ballot packs had been delivered to voters. The VEC received confirmation that all ballot packs had been delivered to delivery addresses by Wednesday 14 October 2020.

During the voting period, 190 ballot packs were returned to the election office by Australia Post as return-to-sender mail. Most of this mail was due to the addressee not residing at the address.

Election office counter services

In order to safeguard the health and wellbeing of voters and VEC personnel in the COVID-19 environment, the VEC did not provide an over-the-counter replacement or unenrolled vote service at election offices in the Metropolitan Melbourne region (including Mitchell Shire Council) for the elections. Similar restrictions were initially imposed on election offices in Regional Victoria and were relaxed in the final weeks of voting. Voters were advised to request replacement or unenrolled ballot material by phone, which was sent to them by post.

Unenrolled votes

Unenrolled votes are issued to people whose name cannot be found on the voters' roll but who claim they are entitled to vote at the election. The unenrolled ballot pack includes a declaration that is signed by the applicant and assessed by the Election Manager prior to either admitting or disallowing the vote.

The Election Manager issued four unenrolled votes and following relevant checks, two were admitted to the count.

Replacement ballot packs

Following the general mail-out of ballot packs, a voter who claimed that their ballot pack had not been received, or had been lost, spoilt or destroyed, could apply to the Election Manager for a replacement ballot pack. Requests for replacement ballot packs within metropolitan councils were processed and fulfilled at the election office then lodged at the local postal facility. In order to assist in the mail turnaround time for regional councils, the VEC established a centralised postal vote issuing service at head

office. Replacement vote requests were processed at the election office and fulfilled and lodged with Australia Post from the VEC in Melbourne. The Election Manager issued 88 replacement ballot packs across all wards during the voting period. Please refer to **Schedule 1** for further information on replacement ballot packs issued.

Return of ballot paper envelopes

Voters were provided with a priority reply-paid envelope for the return of their ballot paper envelope containing their completed ballot paper. The return mail was delivered to the election office from local postal facilities or mail distribution centres. Voters who chose to hand-deliver their vote to the election office were able to do so by placing their ballot paper envelope containing their completed ballot paper into ballot boxes located at the election office. The ballot boxes allowed voters to drop off their ballot envelopes without interaction with staff, therefore remaining compliant with a COVIDSafe election⁵.

As ballot paper envelopes were returned, they were progressively checked by the election management team to ensure they had been signed by the voter. Additionally, processes were in place to ensure that only one returned ballot from any one voter could proceed to the extraction and count.

The Election Manager received a total of 5,511 returned ballot paper envelopes across all wards by the close of voting at 6 pm on Friday 23 October 2020.

The Regulations provide that the Election Manager can accept returned ballot paper envelopes up until 12 noon on the Friday following the close of voting, if satisfied that the ballot paper envelope was completed by the voter prior to the close of voting. The Election Manager accepted 1,285 ballot paper envelopes across all wards during the extended postal vote receipt period.

The total returned ballot paper envelopes for Gannawarra Shire Council was 6,796.

The Election Manager set aside 215 returned ballot paper envelopes that were not admitted to the extraction and counting process due to the voter not having signed the declaration envelope

⁵ 'VEC COVIDSafe election plan' - <https://www.vec.vic.gov.au/about-us/publications/local-council-election-reports-and-plans>

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or, in the case of unenrolled declaration votes, an entitlement was not found for the person, or the declaration envelope was not returned with the vote.

Refer to **Schedule 1** for the total certified record of ballot papers and declaration envelopes across all wards.

Results

Extraction

A total of 6,581 ballot paper envelopes were admitted to the extraction process.

The extraction of ballot papers occurred at the Council Chambers, Patchell Plaza, 47 Victoria Street, Kerang commencing on Monday 26 October 2020. The extraction of all admitted ballot paper envelopes was completed on Monday 2 November 2020, following the close of the extended postal vote receipt period.

The extraction process involved separating the declaration flaps containing voters' details from each admitted ballot paper envelope, and then extracting the ballot papers from the envelopes. This two-stage process maintains anonymity and ensures the number of envelopes is tracked for ongoing reconciliation.

Any returned ballot paper envelopes found not to contain a ballot paper, or that contained more than one ballot paper, were required to be rejected and could not be counted. There were 17 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the ballot paper envelopes, a total of 6,564 ballot papers proceeded to the count.

Manual count

Ballot papers for Murray Ward were counted manually using the preferential method of counting at the Council Chambers, Patchell Plaza, 47 Victoria Street, Kerang. The ballot papers were sorted to the first preference votes for each candidate and to informal votes. At this

point, the ballot paper votes sorted to first preferences were counted.

Where a candidate had not achieved an absolute majority of votes (>50%) on first preference votes, a preference distribution was conducted. A distribution of preferences was required for Murray Ward.

Computer count

Following the extraction of ballot papers admitted to the count for Patchell Ward and Yarran Ward preferences on ballot papers were data entered into the VEC's computer counting application at the Council Chambers, Patchell Plaza, 47 Victoria Street, Kerang. The application distributes preferences using the proportional representation method once data entry of ballot paper preferences is complete. The computer count information session explaining the process was recorded and available for online streaming from the VEC website from Monday 19 October 2020. Results were calculated at the election office on Monday 9 November 2020.

The provisional results were published to the VEC website as they became available. Results were updated as finalised⁶ once declarations had taken place.

For a breakdown of the first preference results by ward, refer to **Appendix 9**.

Recounts

At any time before a candidate is declared as elected, a recount may be initiated by the Election Manager or requested in writing by a candidate stating the reasons for their request. Such requests are assessed by the Election Manager supported by the VEC and either accepted or declined.

The Election Manager did not receive any requests for a recount following the count for Gannawarra Shire Council.

Declaration of results

The declaration of results was scheduled later than at previous elections, due to the impact of COVID-19 restrictions on extraction and counting timelines. As per the Service Plan, the latest date

⁶ A preference distribution report can be found at [2020 council election results | Victorian Electoral Commission \(vec.vic.gov.au\)](https://www.VEC.vic.gov.au/council-election-results).

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for all results declarations to have been completed was Friday 13 November 2020.

The results of the 2020 Gannawarra Shire Council general election were declared at 11.30 am on Monday 9 November 2020 at Victoria Square, 47 Victoria Street Kerang.

The VEC website was updated following the declaration to reflect the elected candidates from the election.

Election statistics

Participation

Participation is measured by the number of marks on the roll as a percentage of the total enrolment and can vary from turnout. The overall participation rate in the Gannawarra Shire Council election was 85.52%, which is higher than the State average of 84.12% (excluding Melbourne City Council) and higher than the 83.07% rate at the 2016 Gannawarra Shire Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is higher for voters who are enrolled on the EC's List (87.94%) compared to voters enrolled on the CEO's List (60.60%).

Refer to **Appendix 10** for further information on participation, including a breakdown by enrolment category.

Turnout

Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

The overall voter turnout for the 2020 Gannawarra Shire Council general election was 83.32%. This is compared to the State average turnout of 81.47% (excluding Melbourne City Council). The voter turnout at the 2016 general election for council was 81.71%.

Informality

The overall informal voting rate recorded at the 2020 Gannawarra Shire Council general election was 1.98%, compared with the State average of 4.76%. An informality rate of 2.08% was recorded

at the Gannawarra Shire Council general election held in October 2016.

Complaints

Type of complaints

At local government elections, complaints generally fall into two broad categories:

1. The conduct of participants in the election.

Complaints about the conduct of candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.

2. The administration of the election.

Complaints about the conduct of the election and services to voters.

The majority of complaints at the 2020 local government elections related to category one, often where the complainant alleged inappropriate or illegal action by another person or group associated with the election.

Complaints process

The VEC operates a streamlined complaints process during elections, developed in consultation with local councils and enforcement agencies. The process requires complaints to be lodged in writing, and they are then processed through the VEC's head office. For the 2020 local government elections, customers were able to provide feedback and complaints through an online submission form on the VEC's website.

Each complaint is evaluated and an appropriate course of action is determined. Complaints alleging a breach of the LG Act, for example, are forwarded to the Local Government Inspectorate (LGI). Complaints relating to local laws are referred to council. Complaints about the VEC's services or the behaviour or actions of VEC staff and election officials are the responsibility of the VEC. In these cases, the VEC investigates the matter and determines the most appropriate response. The VEC committed to responding to each complaint within five working days, however due to the unanticipated high volume of complaints received this extended in some instances.

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Complaints received

The VEC received three written complaints relating to the election for Gannawarra Shire Council, all of which related to a possible breach of the LG Act or local laws.

Post-election activities

Storage of election material

All records from the election will be kept by the VEC safely and secretly in accordance with Regulation 79 of the Regulations.

Refund of nomination fees

Nomination fees were refunded to eligible candidates on Thursday 10 December 2020. Eligible candidates included elected candidates or those who received at least 4% of the first preference vote. Any forfeited nomination fees were remitted to Council on 10 December 2020.

Courts and tribunals

The Victorian Civil and Administrative Tribunal (VCAT) is responsible for hearing disputes on the validity of an election under section 311 of the LG Act.

Applications for a review of the declaration of the results of an election must be lodged within 14 days of the election and can be made by a candidate in the election, 10 persons who were entitled to vote at the election, or the VEC.

There were no applications to the VCAT disputing the result of the Gannawarra Shire Council general election.

Non-voter follow up

In accordance with section 267 of the LG Act, the VEC has commenced its compulsory voting enforcement program. Any person who was required to vote at the election and failed to vote will be issued with an Apparent Failure to Vote Notice. Apparent non-voters have 28 days in which to respond.

People who do not respond to that notice, or do not provide a satisfactory response to the notice, may be issued with an Infringement Notice that will incur a penalty. Further follow-up by way of a

Penalty Reminder Notice may also take place – this stage includes the original penalty and a Penalty Reminder Notice fee. Penalties collected on behalf of council will be reimbursed at the end of the Infringement and Penalty Reminder Notice stages.

Additionally, during the Infringement and Penalty Reminder Notice stages, non-voters may request for their matter to proceed directly to the Magistrates' Court.

Any such requests will be actioned at the conclusion of the Infringement and Penalty Reminder Notice stages. The VEC will lodge the file of any remaining non-voters with Fines Victoria at the conclusion of the Penalty Reminder Notice stage.

Evaluating the VEC's services

The VEC is committed to providing high quality election services to its local government clients. Through the VEC's formal feedback and debriefing program, the VEC is able to gauge its performance and seek advice for future local government election projects.

Feedback from councils

The VEC invited feedback from councils on its services in December 2020 and acknowledges the receipt of feedback provided by Gannawarra Shire Council. Additional feedback can be provided to the Program Manager for Local Government elections by emailing LGProgram2020@vec.vic.gov.au.

Internal debriefing program

After every electoral event, the VEC conducts an internal debriefing program which includes input from all areas across the VEC's workforce. Internal debriefing following the local government elections commenced in December 2020. In due course, the VEC will publish a consolidated report on its performance and key statistics from the elections. This report will be tabled in Parliament and available on the VEC website.

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Schedule 1: Record of ballot papers and declaration envelopes

Gannawarra Shire Council Murray Ward election	
BALLOT PAPERS PRINTED	
Victorian Electoral Commission	2,250
Election Manager	3
Total	2,253
BALLOT PAPERS ISSUED	
General mail out	1,454
Early and replacement votes	14
Unenrolled declaration votes	0
Spoilt	0
Sub total	1,468
Unused	785
Total	2,253
DECLARATIONS RETURNED	
General mail out admitted to the extraction	1,199
Early and replacement votes admitted to the extraction	12
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to admit to the extraction	41
Declarations returned to sender	21
Sub total	1,273
Declarations not returned	195
Total	1,468

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Gannawarra Shire Council Patchell Ward election	
BALLOT PAPERS PRINTED	
Victorian Electoral Commission	5,250
Election Manager	0
Total	5,250
BALLOT PAPERS ISSUED	
General mail out	3,665
Early and replacement votes	62
Unenrolled declaration votes	2
Spoilt	0
Sub total	3,729
Unused	1,521
Total	5,250
DECLARATIONS RETURNED	
General mail out admitted to the extraction	2,911
Early and replacement votes admitted to the extraction	55
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to admit to the extraction	101
Declarations returned to sender	124
Sub total	3,192
Declarations not returned	537
Total	3,729

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Gannawarra Shire Council Yarran Ward election	
BALLOT PAPERS PRINTED	
Victorian Electoral Commission	4,250
Election Manager	0
Total	4,250
BALLOT PAPERS ISSUED	
General mail out	2,758
Early and replacement votes	15
Unenrolled declaration votes	2
Spoilt	0
Sub total	2,775
Unused	1,475
Total	4,250
DECLARATIONS RETURNED	
General mail out admitted to the extraction	2,390
Early and replacement votes admitted to the extraction	12
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to admit to the extraction	73
Declarations returned to sender	45
Sub total	2,521
Declarations not returned	254
Total	2,775

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Schedule 2: Certification statement

In accordance with Regulation 77, I certify that Schedule 1 of this report on the conduct of the 2020 Gannawarra Shire Council local government election is a true and correct account of the number of ballot papers issued, returned and not used in this election and declarations not returned.



Warwick Gately AM
Electoral Commissioner

Gannawarra Shire Council

Appendix 1: Breakdown of the voters' roll

Gannawarra Shire Council	
Voters enrolled through an entitlement under section 241 of the LG Act	8,167
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	962
Total	9,129
Avoca Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	987
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	264
Avoca Ward election total	1,251
Murray Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	1,237
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	217
Murray Ward election total	1,454
Patchell Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	3,337
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	329
Patchell Ward election total	3,666
Yarran Ward election	
Voters enrolled through an entitlement under section 241 of the LG Act	2,606
Voters enrolled through entitlements under sections 242 – 245 of the LG Act	152
Yarran Ward election total	2,758

Gannawarra Shire Council

Appendix 2: Statutory advertising

Gannawarra Shire Council election schedule of public notices

Close of roll notice (see Appendix 2.1 for example)

VEC Website	8 August 2020
Barham Bridge	13 August 2020
Gannawarra Times	11 August 2020

Notice of election (see Appendix 2.2 for example)

VEC Website	31 August 2020
Barham Bridge	3 September 2020
Gannawarra Times	1 September 2020

Voting details notice (see Appendix 2.3 for example)

VEC Website	28 September 2020
Barham Bridge	1 October 2020
Gannawarra Times	29 September 2020

Reminder notice (see Appendix 2.4 for example)

VEC Website	12 October 2020
Barham Bridge	15 October 2020
Gannawarra Times	13 October 2020

Notice of result (see Appendix 2.5 for example)

VEC Website	23 November 2020
Barham Bridge	26 November 2020
Gannawarra Times	24 November 2020

Gannawarra Shire Council

Appendix 2.1: Close of roll notice for Gannawarra Shire Council

Gannawarra Shire Council postal election

Your council, your vote



You must be enrolled to vote

A general election will be held for Gannawarra Shire Council in October 2020. To be able to vote in the election, you must be enrolled by the close of roll at 4 pm on Friday 28 August 2020. Two categories of voters can be enrolled to vote in the Gannawarra Shire Council election: State-enrolled voters and Council-enrolled voters.

State-enrolled voters

Am I enrolled to vote?

You are automatically enrolled for this election if:

- you will be 18 years of age or over on Saturday 24 October 2020 AND
- you live in Gannawarra Shire AND
- you are on the State electoral roll for your current address.

You need to enrol if:

- you are an Australian citizen aged 18 or over on Saturday 24 October 2020 AND
- you live in Gannawarra Shire and you are not on the State electoral roll OR
- you have lived at your current residential address within Gannawarra Shire for at least a month and have not yet updated your enrolment details, including any changes to your postal address.

How do I enrol?

You can enrol online at vec.vic.gov.au

You can also download an enrolment form from the website. All enrolment applications must be received by the Victorian Electoral Commission by the close of roll at 4 pm on Friday 28 August 2020.

How can I check my State enrolment?

You can check your enrolment details online at vec.vic.gov.au at any time, or call 1300 805 478.

Council-enrolled voters

Am I enrolled to vote?

To be a Council-enrolled voter, you must be:

- 18 years of age or over on Saturday 24 October 2020 AND
- not a State-enrolled voter within Gannawarra Shire.

You are automatically enrolled for this election if you were enrolled as a non-resident owner at the most recent election for your local area. This includes any by-elections held since the last general election.

If your circumstances have changed since the most recent election and you are no longer a non-resident owner of that property, you will not be automatically enrolled for this election. Depending on your circumstances, you may still be eligible to apply to be enrolled as a Council-enrolled voter.

Who else can enrol & vote?

You may also apply to enrol if:

- you have purchased a rateable property in Gannawarra Shire since the last election or by-election and you are not automatically enrolled OR
- you are not an Australian citizen and you live in, and pay rates for, a property within Gannawarra Shire OR
- you pay rates on a property you occupy in Gannawarra Shire, for example you are a shop tenant and pay rates to the Council for the tenancy, and you have no other voting entitlement within Gannawarra Shire OR
- you are a director or company secretary of a corporation that pays rates to Gannawarra Shire Council and you have no other voting entitlement within Gannawarra Shire.

How do I apply to be a Council-enrolled voter?

If you meet any of the mentioned criteria and wish to enrol, contact Gannawarra Shire Council on (03) 5450 9333 for a council enrolment form. Council enrolment forms must be received by the Council by the close of roll at 4 pm on Friday 28 August 2020.

How can I check if I am Council-enrolled?

You can check your enrolment details by contacting the Council on (03) 5450 9333.

Thinking about standing for election?

Candidate requirements have recently changed. To nominate as a candidate for Gannawarra Shire Council, you must:

- be an Australian citizen and enrolled on the voters' roll for Gannawarra Shire Council AND
- be eligible to become a councillor should you be elected AND
- have completed the mandatory candidate training before lodging your nomination with the Election Manager.

For further information, visit vec.vic.gov.au

Enrolment closes
4 pm Friday 28 August

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

vec.vic.gov.au | 131 832

For enquiries in languages other than English call our interpreting service:
 • Arabic 0209 0190 • Bengali 0209 0191 • Bosnian 0209 0192 • Cantonese 0209 0193 • Croatian 0209 0194 • Dari 0209 0195 • English 0209 0196 • Greek 0209 0197 • Italian 0209 0198 • Japanese 0209 0199 • Korean 0209 0200 • Macedonian 0209 0201 • Mandarin 0209 0202 • Persian 0209 0203 • Polish 0209 0204 • Russian 0209 0205 • Serbian 0209 0206 • Somali 0209 0207 • Spanish 0209 0208 • Turkish 0209 0209 • Vietnamese 0209 0210 • All other non-English languages 0209 0211

Authorised by W. Gately, JM, Electoral Commissioner, 330 Collins Street, Melbourne, Victoria.

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Gannawarra Shire Council

Appendix 2.2: Notice of election for Gannawarra Shire Council

Gannawarra Shire Council postal election

Your council, your vote

Vote by post this October

Voting
Ballot packs will be mailed to voters enrolled in the Gannawarra Shire Council election from Tuesday 6 October 2020. Return your completed ballot material by mail ASAP or hand-deliver it to the Election Manager by the close of voting at 6 pm on Friday 23 October 2020.

If you will be away
If you will be away when ballot packs are mailed, or your address has changed since Friday 28 August 2020, you can request for your ballot pack to be redirected by writing to:
Election Manager
Gannawarra Shire Council election
c/- Victorian Electoral Commission
Level 11, 530 Collins Street
Melbourne VIC 3000
Alternatively, you can email your request to: redirections@vec.vic.gov.au
Please include the address for redirection. Each voter requesting redirection must sign their request.
Requests for redirection must be received by **Thursday 17 September 2020**.

Large print and braille ballot papers
Large print or braille ballot papers are available for voters who are blind or have low vision—please register by **Tuesday 15 September 2020**. To register, call (03) 8520 1222 during business hours.

Request an early postal vote
To apply for an early postal vote, contact the Election Manager from **Wednesday 23 September 2020** on 1300 112 730 and make an application. You must provide a valid reason.

How to nominate as a candidate
Candidate requirements have recently changed. To nominate as a candidate, you must:
• be an Australian citizen and enrolled on the voters' roll for Gannawarra Shire Council AND
• be eligible to become a councillor should you be elected AND
• have completed the mandatory candidate training before lodging your nomination with the Election Manager.
To nominate, complete the nomination form and lodge it with the Election Manager together with the \$250 nomination fee. Nomination forms can be lodged by appointment during business hours from **Thursday 17 September 2020** until **12 noon on Tuesday 22 September 2020** at:
Patchell Plaza, 47 Victoria Street, Kerang
Visit vec.vic.gov.au for more information and to pre-complete your nomination form using the online Candidate Helper. The online Candidate Helper will be available from **Thursday 3 September 2020**.
If you use the online Candidate Helper, print your pre-completed form and make an appointment to lodge it with the Election Manager along with the nomination fee.
Call the Election Manager from **Wednesday 16 September 2020** on 1300 112 730 to make a nomination appointment.

Online candidate information session
Due to COVID-19 restrictions, the VEC's recorded candidate information session can be streamed online from **Thursday 3 September 2020** complemented by state-wide interactive candidate seminars based on the information video. To watch the information session or find out how to join an online interactive seminar, visit vec.vic.gov.au

Nominations close
12 noon Tuesday 22 September
State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

vec.vic.gov.au | 131 832

For enquiries in languages other than English call our interpreting service:
• Arabic 8209 0190 • Azərbaycanca 8209 0190 • Bosanski 8209 0191 • Български 8209 0101 • Català 8209 0102 • Čeština 8209 0193 • Dinka 8209 0194 • English 8209 0195 • Español 8209 0108 • Français 8209 0196 • Galego 8209 0197 • German 8209 0198 • Greek 8209 0199 • Gujarati 8209 0100 • Hindi 8209 0101 • Indonesian 8209 0102 • Italian 8209 0103 • Japanese 8209 0104 • Korean 8209 0105 • Latvian 8209 0106 • Lithuanian 8209 0107 • Macedonian 8209 0108 • Malay 8209 0109 • Malayalam 8209 0110 • Marathi 8209 0111 • Nepali 8209 0112 • Persian 8209 0113 • Polish 8209 0114 • Portuguese 8209 0115 • Punjabi 8209 0116 • Romanian 8209 0117 • Russian 8209 0118 • Serbian 8209 0119 • Sinhala 8209 0120 • Slovenian 8209 0121 • Spanish 8209 0122 • Tamil 8209 0123 • Telugu 8209 0124 • Turkish 8209 0125 • Vietnamese 8209 0126 • All other non-English languages 8209 0127

Authorised by W. Gethig, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Appendix 2.3: Voting details notice for Gannawarra Shire Council

Gannawarra Shire Council postal election

Your council, your vote

Check the mail for your ballot pack
Ballot packs containing voting material will be mailed to enrolled voters from **Tuesday 6 October 2020**.
This is a postal election only.
If you do not receive your ballot pack by **Friday 16 October 2020**, please call 1300 112 730 during office hours to arrange a replacement.

How to vote correctly
You must complete your ballot paper correctly for your vote to count. Put the number **1** in the box next to the candidate you most want to see elected, then number **ALL** the other boxes in order of your choice. You must number **EVERY BOX** and only use each number once.

How to return your completed ballot paper
Follow the instructions on your ballot paper to complete your vote. To return your completed ballot paper, put it in the ballot paper envelope then use the reply-paid envelope provided or hand-deliver it during office hours to:
Patchell Plaza, 47 Victoria Street, Kerang

Voting is compulsory
Voting is compulsory for all voters who were on the State roll at 6 pm on **Friday 28 August 2020**.
You may be fined if you do not vote — this includes homeowners and tenants.
You are encouraged to vote, but you will not be fined if you don't vote, if:
• you live outside this local council area OR
• you are enrolled directly with the Council to be on the voters' roll for this election.

Your completed ballot pack must be in the mail or hand-delivered by 6 pm* Friday 23 October
*Local mail clearance times vary. Ballot packs must be mailed before final clearance times in the last week of voting. Don't risk a fine.
State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

vec.vic.gov.au | 1300 112 730

For enquiries in languages other than English call our interpreting service:
• Arabic 8209 0190 • Azərbaycanca 8209 0190 • Bosanski 8209 0191 • Български 8209 0101 • Català 8209 0102 • Čeština 8209 0193 • Dinka 8209 0194 • English 8209 0195 • Español 8209 0108 • Français 8209 0196 • Galego 8209 0197 • German 8209 0198 • Greek 8209 0199 • Gujarati 8209 0100 • Hindi 8209 0101 • Indonesian 8209 0102 • Italian 8209 0103 • Japanese 8209 0104 • Korean 8209 0105 • Latvian 8209 0106 • Lithuanian 8209 0107 • Macedonian 8209 0108 • Malay 8209 0109 • Malayalam 8209 0110 • Marathi 8209 0111 • Nepali 8209 0112 • Persian 8209 0113 • Polish 8209 0114 • Portuguese 8209 0115 • Punjabi 8209 0116 • Romanian 8209 0117 • Russian 8209 0118 • Serbian 8209 0119 • Sinhala 8209 0120 • Slovenian 8209 0121 • Spanish 8209 0122 • Tamil 8209 0123 • Telugu 8209 0124 • Turkish 8209 0125 • Vietnamese 8209 0126 • All other non-English languages 8209 0127

Authorised by W. Gethig, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Gannawarra Shire Council

Appendix 2.4: Reminder notice for Gannawarra Shire Council

Gannawarra Shire Council postal election

Your council, your vote

Check the mail for your ballot pack
Ballot packs containing voting material were mailed to enrolled voters from Tuesday 6 October 2020.

This is a postal election only.
If you do not receive your ballot pack by Friday 16 October 2020, please call 1300 112 730 during office hours to arrange a replacement.

How to vote correctly
You must complete your ballot paper correctly for your vote to count. Put the number 1 in the box next to the candidate you most want to see elected, then number ALL the other boxes in order of your choice. You must number EVERY BOX and only use each number once.

How to return your completed ballot paper
Follow the instructions on your ballot paper to complete your vote. To return your completed ballot paper, put it in the ballot paper envelope then use the reply-paid envelope provided or hand-deliver it during office hours to:
Patchell Plaza, 47 Victoria Street, Kerang

Voting is compulsory
Voting is compulsory for all voters who were on the State roll at 4 pm on Friday 28 August 2020.

You may be fined if you do not vote – this includes homeowners and tenants.
You are encouraged to vote, but you will not be fined if you don't vote, if:
• you live outside this local council area OR
• you are enrolled directly with the Council to be on the voters' roll for this election.

Your completed ballot pack must be in the mail or hand-delivered by 6 pm* Friday 23 October

*Local mail clearance times vary. Ballot packs must be mailed before final clearance times in the last week of voting. Don't risk a fine.

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

vec.vic.gov.au | 1300 112 730

@electonline

For enquiries in languages other than English call our interpreting service:
 • Arabic 9009 0100 Amharic • বাংলা 9009 0100 Assamese • Босански 9009 0101 Bosnian • 普通话 9009 0101 Cantonese • Hrvatski 9009 0100 Croatian • العربية 9009 0100 Dari
 • Dinka 9009 0100 Dinka • বাংলায় 9009 0100 Gaeil • Italiano 9009 0104 Italian • Igbo 9009 0100 Igbo • 한국어 9009 0104 Korean • Македонски 9009 0105 Macedonian
 • 普通话 9009 0106 Mandarin • العربية 9009 0105 Persian • Русский 9009 0106 Russian • Српски 9009 0107 Serbian • Soomaali 9009 0108 Somali • Español 9009 0109 Spanish
 • Türkçe 9009 0110 Turkish • Việt Nam 9009 0111 Vietnamese • All other non-English languages 9009 0112

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Appendix 2.5: Notice of results for Gannawarra Shire Council

Gannawarra Shire Council election

Declaration of results

The following candidates were elected to the Gannawarra Shire Council at the general election held in October 2020:

Avoca Ward
GILLINGHAM, Charles (elected unopposed)

Murray Ward
STANTON, Ross

Patchell Ward
BURT, Kelvin John (1st elected)
COLLIER, Travis (2nd elected)
OGDEN, Jane E (3rd elected)

Yarran Ward
SMITH, Garner J. (1st elected)
LINK, Keith Harold (2nd elected)

Further details about the results are available at vec.vic.gov.au

Vanessa Reynolds
Election Manager
Monday 9 November 2020

vec.vic.gov.au | 131 832

@electionsvic

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Gannawarra Shire Council

Appendix 3: Schedule of media releases and advisories


Gannawarra Shire Council Council-specific media releases and advisories	
Enrol now for the Gannawarra Shire Council election	7 August 2020
Call for candidates for the upcoming Gannawarra Shire Council election	24 August 2020
Candidates announced for the Gannawarra Shire Council election	23 September 2020
Ballot packs mailed this week for Gannawarra Shire Council election	5 October 2020
Voting closes soon for the Gannawarra Shire Council election	12 October 2020
New councillors for Gannawarra Shire Council	9 November 2020
Statewide media releases and advisories	
Victorians urged to enrol for upcoming council elections	7 August 2020
October local council elections to proceed under COVIDSafe election plan	19 August 2020
Last chance to enrol for Victorian council elections	21 August 2020
Enrolment closes tomorrow for October's council elections	26 August 2020
Nominations open soon for Victorian local council elections	31 August 2020
Council election information one click away on VEC website	4 September 2020
Accessing candidate information for the 2020 Victorian local council elections	14 September 2020
Victorian voters encouraged to sign up for free election reminders	16 September 2020
Nominations are in for the October council elections	23 September 2020
Authority granted for postal vote contingency	30 September 2020
Voting underway for Victoria's local council elections	5 October 2020
Mobile numbers not from VEC	12 October 2020
Local council elections voting deadline looms	19 October 2020
Strong voter response to local council elections	20 October 2020
Results timeline for Victorian local council elections (media advisory, not for publication)	21 October 2020
Final day of voting shows high voter turnout for council elections	23 October 2020
VEC won't risk public health for quick results in record turnout	28 October 2020
A win for democracy in a challenging year	13 November 2020
Didn't vote in the election? Please explain.	8 February 2021

Gannawarra Shire Council


Appendix 4: VoterAlert advisories

Appendix 4.1: SMS alerts


4.1.1 close of roll – sent from Wednesday 19 August to Wednesday 26 August 2020

 Council elections will be held by post in October. Make sure you are correctly enrolled by 4pm 28 Aug. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/tohMhA5l>


4.1.2 uncontested ward - Friday 25 September 2020

 VEC VoterAlert: the election in **Council Name Council, Ward Name Ward** was uncontested and you do not have to vote. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/t2of6wcY>

4.1.3 mail out of ballot pack Friday 9 October to Friday 13 October 2020

 VEC has posted a ballot pack to your enrolled address. Voting in council elections is compulsory. More info or unsubscribe at: <https://voteralert.vec.vic.gov.au/s/ufDvSR07>

4.1.4 reminder close of voting - Monday 19 October 2020

 Council elections: voting closes 6pm Friday. Post your vote or return it to your election office ASAP. More info or unsubscribe: <https://voteralert.vec.vic.gov.au/s/usSUBkIM>

Gannawarra Shire Council

Appendix 4.2: Email alerts

4.2.1 Close of roll email

VoterAlert

2020 Local council elections

Hello,

Local council elections will be held in Victoria by post this October. It is important that you are correctly enrolled so you receive a ballot pack at your correct address.

Enrolment closes at 4 pm on Friday 28 August 2020.

If you haven't changed your postal address, residential address or name, there is no need to do anything.

Are your details up to date?

You can check your details online on the VEC's Check My Enrolment portal. Complete all fields, making sure you:

- enter your first and middle names in the 'Given names' field
- start to enter your suburb and pick it from the list suggested
- start to enter your street name only and pick it from the list suggested.

CHECK MY ENROLMENT

Do you need to update your details?

CHANGE MY DETAILS

Are you eligible to vote in another council?

In a council election, there are two types of enrolment: State enrolment and council enrolment.

You are receiving this message because you are State-enrolled.

But if you own property or pay rates in another council, you may be enrolled or eligible to enrol directly with that council.

Find out more: [Enrolling for council elections](#)

Do I have to vote at these elections?

Voting is compulsory for State-enrolled voters. Don't risk a fine! If you are on the roll for Melbourne City Council, it is also compulsory for council-enrolled voters to vote.

FIND OUT MORE

Authorised by Mr. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.


Our mailing address is:
 Level 11, 530 Collins Street, Melbourne VIC 3000
 This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

UNSUBSCRIBE

[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Gannawarra Shire Council

4.2.2 Uncontested ward email

VoterAlert  Victorian Electoral Commission

Your election was uncontested

Hello **Voter Name**

At the close of nominations, the number of candidates who nominated for the **Council Name** Council election in **Ward Name** Ward was the same as the number of vacancies.

This is known as an uncontested election.

The candidates who nominated are successful and you are not required to vote.

Are you eligible to vote in another council?

If you have an enrolment entitlement in another council, you may be on the roll for that council.

[Find out more information about council enrolment on our website](#)

More information




For more information [visit our website](#).

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Our mailing address is:
Level 11, 530 Collins Street Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

[UNSUBSCRIBE](#)


  

[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Gannawarra Shire Council

4.2.3 Ballot Pack mailout email

Please do not reply to this email. Replies go to our administrators for enquiries. [Contact us](#)

VoterAlert  Victorian Electoral Commission

2020 local council elections

Hello

You are enrolled to vote in the 2020 local council elections in Council Name.

Voting in this election will be by post. We posted you a ballot pack between Tuesday 9 and Thursday 3 October 2020.

Please follow the instructions in your ballot pack to return your vote and seal it inside an secure envelope. Voting closes at 6 pm on Friday 22 October 2020. But local time / timezone issues may be earlier than the count. We recommend you return your completed vote as soon as possible.

Didn't get a ballot pack?

If you didn't get a ballot pack by Friday 19 October, call your local Election Office to request a replacement. You can find [Election Office contact details](#) on our website.

Are you away from your enrolled address?

If you are away from your enrolled address call your local Election Office to request a replacement ballot pack. You can find [Election Office contact details](#) on our website.

Do I have to vote?

Voting is compulsory for everyone on the State and Melbourne City Council voters' rolls. Don't risk a fine!


[FIND OUT MORE ABOUT THE ELECTION](#)

Powered by [W. Gulp, ME Bolina Gannawarra, SE Gulp, Choc, Melbourne, VNET](#).

Our mailing address is:
Electoral Commission
100 Collins Street
Melbourne VIC 3000

This message sent to you by the Electoral Commission. Reply to your comments below are listed in the Order below.

[UNSUBSCRIBE](#)




[VEC website](#) | [Contact Us](#) | [Terms & Conditions](#)

Gannawarra Shire Council

4.2.4 Last week to vote email

Please do not reply to this email. Replies go to an unmonitored inbox. For any queries, [contact us](#)

VoterAlert  Victorian Electoral Commission

2020 local council elections

Disregard this email if you have already voted.

Hello

You are enrolled to vote in the 2020 local council elections in Council Name Council.

Voting closes 6 pm this Friday 23 October.

How to vote

As soon as possible, make sure you:

- mail your completed ballot paper in the reply-paid envelope provided

OR

- drop your completed ballot paper off at [your local Election Office](#)

Please note: voting closes at 6 pm on Friday 23 October. However, local mail clearance times vary and we recommend you return your completed vote as soon as possible.

Didn't get a ballot pack?

If you haven't received a ballot pack, [check our website to understand your options](#)

Do I have to vote?

Voting is compulsory for everyone on the State and Melbourne City Council voters' rolls. Don't risk a fine!




[FIND OUT MORE ABOUT THE ELECTION](#)

Authorised by W. Gately, AM, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Our mailing address is:
Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll.

[UNSUBSCRIBE](#)

[VEC website](#) | [Contact Us](#) | [Privacy](#) | [Legal](#)

Gannawarra Shire Council

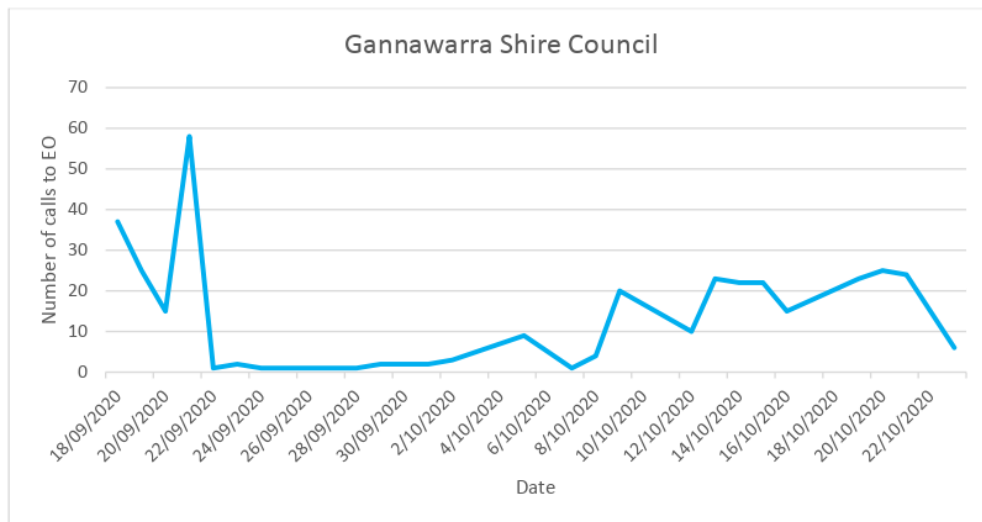
Appendix 5: Voter engagement program and initiatives

Program	Program Details
Be Heard Democracy Ambassador program	This program normally provides face-to-face electoral education sessions and was adapted to an online delivery model, providing peer-led electoral education to residents in specialist disability services and culturally and linguistically diverse (CALD) communities. A total of 47 sessions were provided to people with disabilities and a total of 80 sessions were provided to CALD communities through councils and community organisations hosting online sessions.
Myth busting campaign.	This offline campaign addressed myths around enrolling and voting for those experiencing homelessness or with unstable housing. Four myths were dispelled and displayed on billboards and street posters, in metropolitan Melbourne areas with high populations of people experiencing homelessness. During the enrolment period, no-fixed-address enrolment forms were distributed with 4,500 meals to those suffering financial hardship, through a sponsorship with StreetSmart. This partnership included social media and Electronic Direct Mail distribution to StreetSmart's database of homeless services and community partners. A 1800 freecall number was also established to support those with financial hardship to provide support for enrolling and voting. This phone number was advertised on posters distributed through homelessness agencies, drug and alcohol services and services providing COVID-19 testing in hotels.
CALD in-language social media videos.	This project produced a series of three videos in 10-12 different languages which provided electoral information on how to enrol, how to vote by post, and how to respond to an Apparent Failure to Vote Notice. These were widely distributed and shared through the VEC's social media platforms and community networks.
Aboriginal short videos.	This project produced five videos in collaboration with Reconciliation Victoria. Two videos featured Aboriginal Elders and other leading Aboriginal community members discussing the value and ways to engage with local council elections. A further three videos, using culturally relevant animation, explained what services councils are responsible for, how to vote and the role of a councillor. These were shared through Aboriginal community channels and organisations.
DemGraphics young people co-designed social media project.	This project involved conducting research to identify barriers to enrolling and voting with a diverse group of young people. This information was then used to pilot a social media campaign in selected councils to encourage engagement in the elections for those aged 18-29.
Easy English tutor guide and worksheets.	These were produced for people with low English proficiency and designed as a co-read product where a person supports the learner through the worksheets. The tutor guide and worksheets were based on the VEC's Easy English guides for local council elections and were available for download from the VEC's website in PDF and Word formats.

Gannawarra Shire Council

Appendix 6: Daily telephone enquiries

The following graph shows the number of telephone calls recorded by the election office telephone enquiry service including those received by the VEC's overflow call centre and tagged as relating to Gannawarra Shire Council during the 2020 local government elections.



Gannawarra Shire Council

Appendix 7: Final list of candidates in ballot paper order

Gannawarra Shire Council election

The candidates, in ballot paper order, were as follows:

Murray Ward election

MYHILL, Yvette

TASKER, Steven

STANTON, Ross

Patchell Ward election

BURT, Kelvin John

HIBBET, Rodney

GANNON, Neil William

FAWCETT, Jenny L.

DONOVAN, Paul

COLLIER, Travis

OGDEN, Jane E

Yarran Ward election

OTTO, Andrea

LINK, Keith Harold

SMITH, Garner J.

GOULDING, Neville

Gannawarra Shire Council

Appendix 7.1: Candidate statements and photographs**Gannawarra Shire Council election**

Avoca Ward election (see Appendix 7.3.1 for uncontested ward leaflet)		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
1	1	1

Murray Ward election (see Appendix 7.2.1 for candidate statement leaflet)		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
3	3	3

Patchell Ward election (see Appendix 7.2.2 for candidate statement leaflet)		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
7	7	7

Yarran Ward election (see Appendix 7.2.3 for candidate statement leaflet)		
Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
4	4	4

Gannawarra Shire Council

Appendix 7.2: Candidate statement leaflets

Appendix 7.2.1: Candidate statement leaflet for Murray Ward election

Don't Risk a Fine
VOTING CLOSSES 6.00 PM
Friday 23 October 2020

Your ballot paper is attached to this leaflet.
Complete and return as soon as possible.
See the ballot paper envelope for voting instructions.


VOTING IN THIS ELECTION IS BY POST ONLY

Your completed ballot material must be posted or in the hands of the Election Manager on or before **6.00 pm on Friday 23 October 2020**. Local mail clearance times may vary. Ballot material must be mailed before final clearance times in the last week of voting. Late votes cannot be included in the count. Alternatively, you may hand-deliver your envelope during business hours to:
Patchell Plaza
47 Victoria Street
Kerang


CANDIDATE QUESTIONNAIRES
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COMPULSORY VOTING PROVISIONS APPLY
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2020 Council Election
VOTING CLOSSES 6.00 PM
Friday 23 October 2020



Murray Ward
THIS IS A POSTAL ELECTION ONLY.
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For further information visit vec.vic.gov.au or phone 1300 112 730

 **Victorian Electoral Commission**
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MYHILL, Yvette

My name is Yvette Myhill. I live in Murrumbidgee with my partner, Kent McNeil, and our young son, Barjo. We chose this place to raise a family because of the strength of this community, and the beauty of the area. I'd like to ask you what you want from a councillor? Do you want clearer communication and an improved level of transparency between council and our community? I am the one who is going to help make it happen. Do you want council to be loud about the need for affordable water for our farmers, and to ensure the health of our precious local waterways? I will fight for water. Do you want increased support and access to rural health and wellbeing services, especially fast access to local doctors, and local treatment for chronic conditions and mental health? I will advocate for us for our families and loved ones. Do you want post-COVID support for local businesses, progress associations and new investment, including support for our ongoing access to community events and activities, including sports, markets, arts and culture? I have the experience to guide and support this. I'd like to provide opportunity and a voice to those that may not normally have one. I have a background working with community events and performing arts. I have high-level experience in both state and local government, and with national industry advocacy. In our community I am President on the Board of the local Day Care centre and am a current participant in the Murray Darling Association Leadership Program, gaining leadership with water literacy at a community level. Do you want a clear and unique voice, without a political history? If this resonates with you, please vote for me in this election. Every voice has the power to make a difference.

1

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TASKER, Steven

Steve was first elected in October 2016, having completed his first 4 year term he would like to put his hand up to run again for the Murray Ward of the Gannawarra Shire. Steve has lived in Koonaddock for over 35 years, had his own mechanical business for 18 years in Koonaddock, taught at the Kerang Technical High School for 4 years along with 13 years volunteering for the NSW Bushfire Unit of the State Emergency Service (SES) Steve still has a passion for the environment and enjoys camping and fishing. During his term, Steve would like to continue his focus on the access to recreation in parks for people with special needs or in wheelchairs, focus on tourism within the Gannawarra and involve himself with the local Indigenous community and Elders Group of the Gannawarra.

2

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STANTON, Ross

The Gannawarra area has been good to me. I was born in Cobuna and outside of 6yrs military service with the Australian Army. I have lived and worked my life in the Kerang and surrounding area. The last 30yrs with GMW. The last 5yrs of that as Manager of the Tombarbarry Irrigation Area. I'm happily married with 2 adult children. I'm a life Member of the Murrumbidgee Football Netball club, having served as Football and Netball presidents. I'm currently a Board member of the Central Rivers Board, managing the Central Murray and Golden Rivers football netball leagues. We can all see challenges for the Gannawarra area, with increased demand on irrigation water below the choke, our irrigation industry is under pressure, but the area has many benefits, established irrigation infrastructure, good quality irrigation and dryland opportunities. Our natural lakes and rivers, provide opportunity to develop sustainable tourism markets. We have access to road and rail, that should allow for the development of small and medium businesses within the shire. I believe Council has a role to play in advocating and supporting new and developed business ventures. My career with GMW has given me a good grounding on change and change management, something I believe we will see more of over the next 2-4yrs. Covid-19 will see many people and businesses rethink, how and where they do business and live, I will advocate strongly for any change that increases the wellbeing and opportunities available to our residents. I only make one promise, as a Councillor I will provide open, honest, consultative and respectful leadership, I will support, and work closely with community members and organizations who want to provide greater opportunity for all Gannawarra residents.

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Gannawarra Shire Council

Appendix 7.2.2: Candidate statement leaflet for Patchell Ward election

Don't Risk a Fine

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2020 Council Election

VOTING CLOSSES 6.00 PM
Friday 23 October 2020



Patchell Ward

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Voting is compulsory for residents.

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BURT, Kelvin John

Let's Get Gannawarra Going. I was born in the Kerang Hospital, started school at Mead and completed my education in Kerang. I am a local. My heart is in this community. I recognise the need to support our employers and help them prosper. Having raised a family here in Kerang I am aware of the challenges that families face living in a regional centre. I know and understand the area, its people and their needs. As a councillor I will bring a practical approach to Council. I will Focus on the need for community engagement and consultation. I will build positive relationships between the Councillors, the CEO and the Community. I make a strong commitment that I will act in the communities best interest. I will seek to promote Growth, Trust and Prosperity for the entire Shire. I will always be approachable and be respectful of the opinions of others. I will strive to ensure that all wards work together for the greater good of our region. As a past business owner I recognise the need to ensure that all local business, including farms have a strong voice in council. Twenty five years as an employee with Mavson's and six years as President of Kerang Progress shows that I am a loyal and committed person. By voting for me you are indicating that you also recognise the potential for our region and share the belief that a change is necessary for us to create a greater place in the Gannawarra Shire. Let's Get Gannawarra going.

1

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HIBBET, Rodney

If you vote for me you are voting for a councillors that is accountable to their local community for their decisions and actions and to have a council that is transparent in there workings and decisions I am looking to be involved in a sustainable shire that moves forward and develops with the changing times I have been in business in Kerang for more then 20 years and farmed before that and have seen many changes over this time both in the community and also the area as a whole .We must grasp the opportunities for the area and make solid decisions for the whole shire and community. I understand that the shire is owned by all the community and rate payers not by a select couple and the councilor should represent all the rate payers. We need to maintain or infrastructure with ceasantly improving our roads. I feel that it will be a challenge to the shire and councilors with the ongoing covid 19 and the change in the way we live even after the we do come out of this and am sure, we need to keep a open mind on the changes and listen to the community and there needs. I stand to represent the people of the shire

2

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GANNON, Neil William

Following requests that I nominate for Council 2020, I have decided to do just that. I believe my experiences in business and administration well qualify me for a position of a Councillor for the Patchell Ward. I have resided in the Shire for around 47 years, the last 4 as a Kerang town resident. I have served as Councillor for Aucca Ward for two terms (2008-12 and 2012-16). In requesting your support, may I say that I have no 'axes to grind' nor 'hidden agendas' nor political preferences. My decision is purely based on a desire to continue to see our town, and area prosper and make it a great place to live and work, as well as encouraging tourism to our great Lakes system. I respectfully request your support. Neil Gannon. 0413 907 317 n.jvg@optusnet.com.au

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Election Report Local Government elections 2020

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Item 7.2- Attachment 1

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Gannawarra Shire Council

<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p>FAWCETT, Jenny L.</p> <p>I am Jenny Fawcett a resident of Gannawarra for 20 plus years, wife to Jeffrey and mother and mother in law to 4 adult children and one teenager at home currently studying year 10. I am currently a fulltime Child Educator in FDC. I have been involved in the council as a councillor for the past 6 months due to a resignation, it has been a very eventful but enjoyable learning curve. This has given me some insights to what it is like and what can be achieved as well as what growth there is potential for if we work as a team with a common goal of what is the best practice for our whole community of Gannawarra. We are just emerging from a difficult time and it is feel more important than ever to embrace our differences and build a strong sense of community, even though we may or may not have been affected less than others we still need to work together. To revive our Businesses, Agriculture, Tourism, Education, Local culture including our sporting teams, our Spiritual growth, our Charity, our Emotional/Mental health and Understanding. There are some wonderful and diverse assets in our local environment both natural and manufactured, this along with the amazingly talented people who reside here make this a desirable place to be. Lets open up Gannawarra to new potential, possibilities and our biggest asset people. Let's grow Gannawarra!</p> <p>4</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p>DONOVAN, Paul</p> <p>Moving from sunny Robinvale to Kerang this year, I accepted a teaching position in regional Victoria. Previously, I have served as a councillor and mayor for a metropolitan council in Victoria. I feel I am the right person to serve you on the council in Gannawarra Shire because I have good communication skills, heaps of local government experience and a proven track record of getting things done. In each organisation I have worked for, I looked for ways to bring people together, to be innovative and I have advocated for practical solutions to problems. As part of my work as a local councillor my city developed a series of major works including a performing arts centre, new shopping malls and a market. So I was part of a team which delivered tangible improvements with lasting impact. Since moving to Kerang I've met a number of great people, people who have been very helpful and supportive in my transition to the town. I want to put my skills to use to support this community, delivering much needed infrastructure and putting in place a framework to support the agricultural, business and retail sector, especially in light of the deleterious effect of the crushing Covid restrictions. We need to bring back democracy to Gannawarra, advocating for a better deal from other levels of government. We need to move more quickly on major infrastructure projects and develop a masterplan to ensure Kerang and the surrounding districts are viable going forward. We need to advocate for changes in restrictions more befitting of a country town where infection rates are low and there is no need to stifle productivity. A vote for me is a vote for someone who will fight for you. Follow me at Instagram at @pauldono2020 or on Twitter at @PaulDono9029138 for updates.</p> <p>5</p>	<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p>COLLIER, Travis</p> <p>Why am I standing for election in the Patchell Ward? It's because in the 9 years I've been living and working throughout this shire I have developed a real passion for this community and I want to see it grow and prosper for not only my children but their children. I want to see all the towns within the shire thrive and not battle to survive, I don't want to see empty shop windows in the main streets. I want a vibrant community I want tourists to flock to our waterways whether it be the lakes, rivers or creeks. There is so much untapped potential at our doorstep I truly believe the Gannawarra Shire is the perfect place to visit, work and live. My key focus areas are the increased promotion of the region, attracting new business to the region, looking after our aged care communities, keeping our youth engaged in and out of school, attracting and retaining doctors, teachers and emergency workers, enhancing my partnership with our indigenous and multi-cultural communities and promoting sport and recreation. With a work background that includes finance, policing and currently serving as a community engagement officer, that coupled in with being involved in numerous community and sporting groups including leadership roles as the president of the Murrabit Netball Club and KTHS school council I believe I have developed the skills and attribute's required to nominate for this challenging role. If the people of the Patchell Ward elect me to council I can promise you that you will get someone who is enthusiastic, passionate and driven who will do his very best to represent the people of Patchell and the Gannawarra Shire with integrity and respect and will strive to make the Gannawarra Shire a safe and inclusive community for all.</p> <p>6</p>
<p><small>NOTICE: The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the Election Manager.</small></p>  <p>OGDEN, Jane E</p> <p>I am asking you to vote for me as one of Gannawarra Shire Councils three Patchell Ward representatives. With me, you will have a positive, experienced and balanced voice in council. I have a heart for people and the environment. I understand and know how essential it is to work together to accomplish projects and will be a passionate representative and advocate for our community. Having lived in Kerang for 14 years and having worked at the Gannawarra Shire Council, co-owned a small business and coordinated a not-for-profit community drought project, I have learned just how important my local community is to me. It is the times we spend talking, listening, working and connecting that grow us together as one big community. Issues I aim to advocate for are creative opportunities for all ages, continued successful financial stability and governance, ongoing development of Nature Based Tourism, environmental projects and continued work towards the establishment of a multi-purpose community centre. We are facing challenging times but, with your help, I will provide thoughtful input into how the council and our community can work together to get through the tough times and enjoy and share the benefits of the good times ahead of us.</p> <p>7</p>		

Gannawarra Shire Council

Appendix 7.2.3: Candidate statement leaflet for Yarran Ward election

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2020 Council Election
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Yarran Ward

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OTTO, Andrea

If elected I will drive better community engagement making sure that projects meet our community's needs. I will fight to ensure that our infrastructure is maintained to an appropriate standard and insist on transparency and accountability in decision making and financial stability into the future. Because we live in the most amazing place! The natural beauty of our Red Gum forests, rivers and creeks is good for the soul and the jewel in our crown. Yarran ward is a vibrant and strong community with a can-do attitude that always punches above its weight. A community that looks after its own with fierce determination and a strength that can only be found in regional Australia. Shire management need to support us further on important matters such as MDSB, better roads and public transportation along with better management of our wild places which we need to protect for ourselves and the valuable eco-tourism industry. As a keen kayaker I have seen the damage to our waterways due to the enormous volumes of water being pushed down them delivering water to SA under the MDSB - or watering the bush at the wrong time of year - to justify the Commonwealth environmental water holding. We do not accept the unintended consequences that state and federal policies deliver; vigorous lobbying on issues affecting us, pushing for better outcomes for our communities. Community engagement is the building block of trust. I will work hard to ensure that the values, aspirations and concerns of community are heard and lead to better decision making. My experience in local government has equipped me with an excellent understanding of how local government works. I understand how plans and budgets are built and what questions to ask and I promise to work hard to ensure our community's voice is heard.

1

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LINK, Keith Harold

I have been a proud resident of the Gannawarra Shire for 44 years. We're a great community and I believe working together we can make our community even better. An active member of the community for over 40 years, I've been a Justice of the Peace for many years, charter member of the Leitchville Lions Club for 15 years, including holding offices of President and Secretary, was on the founding committee of the Leitchville Rural Transaction Centre and have served on numerous committees including Kindergarten, Scouts, Pony Club and School Council. My children were born and raised here on our farm, and now my grandchildren grow up here. I want to help create a better community for them and future generations to come. I believe that the Council's job is to serve its residents, and that proper consultation and consideration for all residents should be undertaken before the Council makes any major decisions. It's time for honest conversations with ratepayers to rebuild trust between our community and the Shire. I will be a strong, calm voice for all residents and offer a fair, impartial perspective without party politics and be approachable, accountable and transparent. I won't make promises that I can't keep, but I can promise that I will listen and consider every issue on its merit. I will have the ratepayers' interests in the forefront of my mind for a better future for the many, not just the few. Over the past four decades our community has come up against numerous challenges and has always come together to rally around each other and offer support. Right now, we are facing challenging times, but I believe that by working together we can restore and promote our Shire as one unified place we can all equally be proud of.

2

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SMITH, Garner J.

I am nominating for the Yarran Ward of the Gannawarra Council to bring a fresh approach and a new perspective. In business, I prioritise initiative and responsibility. I strive to provide my customers with practical information and value for money. As a councillor I will apply the same standards. Like the majority of residents, I am extremely disappointed in the direction of the Gannawarra council. Where the shire refused to support significant investment in the Cohuna pool while condemning it as uneconomical, or blocking investment and absolving itself of responsibility of the Cohuna airfield, amidst large scale public objection. All while charging rates higher than affluent Melbourne suburbs and increasing executive salaries. This cannot continue. If it does, who knows what else we will lose. I believe in a can do approach and I believe in a Shire providing continuity and responsible management to preserve our community livability and assets for generations to come. I am well equipped with knowledge, experience and perspective. I have extensive studies in maths, science, accounting, contract/corporations law and an Honours Degree in Economics. I have 24 years experience serving local farmers and operating a beef farm. I was previously a Ministerial Adviser for Roads and Ports in the Victorian Government. I saw the good and bad in government, bureaucrats, CEOs and politicians. I challenged the Shire's deception over the Cohuna Airfield depreciation. I have presented to the ACCC, Mick Keelty and other water inquiries. While they pretend to listen, it is very clear that reason does not matter if you can be ignored. Electing me to council will mean the needs of Cohuna and Leitchville districts will not be ignored. To that end, I ask for your support and your vote.

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Gannawarra Shire Council

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GOULDING, Neville

Neville Goulding The past four years is not who Gannawarra is, please vote for change. I was a member of a stable and respected Council for 13 years. Cohuna airstrip needs to be managed well so that it remains suitable for the air ambulance to land. Irrigation water is the other big issue and I am still a member of the Goulburn Murray Irrigation District Leadership Group, which continues to lobby Government to secure future water supply in the Tomumberry district. Diversification /innovation in agriculture is and will be important Kew Swamps; I have and will continue to work to restore and stabilize the foreshore of the Leitchville Lions Picnic ground at Kew Swamp, ensuring its continued use into the future. it is worth about \$1.3 million in tourism. Covid 19 has and continues to create issues in our community. Council will need to support the community to ensure the recreation areas are available to use safely and support initiatives that not only look after the community's health and well being, but hopefully help the economic recovery of the Shire. I would like to hear your thoughts on possible projects and any other issue. 0427 563 270 noap@bigpond.com.
Solar; I am lobbying for Cohuna and Leitchville to be included in the Government rebate on solar batteries, as we are in a prime solar area. With the other elected Councilors I hope we would be able to have robust discussion, but respect each other and not denigrate each other in the media. It would be good to gain back the respect of the community and Regional Development, so that my knowledge and contacts would help to gain grant money to develop projects within the Shire.

Gannawarra Shire Council

Appendix 7.3: Uncontested ward leaflet

Appendix 7.3.1: Uncontested ward leaflet for Avoca Ward election






GANNAWARRA
Shire Council


Gannawarra Shire Council elections
Avoca Ward
October 2020

At the close of nominations for the Avoca Ward election, one nomination was received for the single vacancy. Therefore, Charles Gillingham will be elected unopposed.

You are not required to vote.

Vanessa Reynolds, Election Manager
Information: 1300 112 730

@electionsvic   

vec.vic.gov.au 

Gannawarra Shire Council

Appendix 8: Daily breakdown of the general mail-out

Gannawarra Shire Council election			
6 October 2020	7 October 2020	8 October 2020	Total
2,678	2,678	2,521	7,877

Murray Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
494	494	466	1,454

Patchell Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
1,246	1,246	1,173	3,665

Yarran Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
938	938	882	2,758

Appendix 8.1 Daily breakdown of the uncontested leaflet mail-out

Avoca Ward election			
6 October 2020	7 October 2020	8 October 2020	Total
425	425	401	1,251

Gannawarra Shire Council

Appendix 9: Result information

Gannawarra Shire Council election

Avoca Ward – uncontested election

GILLINGHAM, Charles (Elected unopposed)

Murray Ward Count summary

Enrolment: 1,454

Formal votes: 1,184

Informal votes: 21 (1.74% of the total votes)

Voter turnout: 1,205 (82.87% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
MYHILL, Yvette	340	28.72%
TASKER, Steven	373	31.50%
STANTON, Ross	471	39.78%

Successful candidate

STANTON, Ross

Gannawarra Shire Council

Patchell Ward Count summary		
Enrolment:	3,666	
Formal votes:	2,891	
Informal votes:	75 (2.53% of the total votes)	
Voter turnout:	2,966 (80.91% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
BURT, Kelvin John	1,029	35.59%
HIBBET, Rodney	120	4.15%
GANNON, Neil William	222	7.68%
FAWCETT, Jenny L.	179	6.19%
DONOVAN, Paul	244	8.44%
COLLIER, Travis	678	23.45%
OGDEN, Jane E.	419	14.49%
Successful candidates		
BURT, Kelvin John (1st elected candidate)		
COLLIER, Travis (2nd elected candidate)		
OGDEN, Jane E (3rd elected candidate)		

Yarran Ward Count summary		
Enrolment:	2,758	
Formal votes:	2,359	
Informal votes:	34 (1.42% of the total votes)	
Voter turnout:	2,393 (86.77% of the total enrolment)	
Candidates (in ballot paper order)	First preference votes	Percentage
OTTO, Andrea	291	12.34%
LINK, Keith Harold	465	19.71%
SMITH, Garner J.	1,246	52.82%
GOULDING, Neville	357	15.13%
Successful candidates		
SMITH, Garner J. (1st elected candidate)		
LINK, Keith Harold (2nd elected candidate)		

Gannawarra Shire Council

Appendix 10: Election participation statistics

Note: Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

Gannawarra Shire Council election			
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Gannawarra Shire Council general election	Comparator for 2016 Gannawarra Shire Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	87.94%	85.31%	86.27%
aged 18 to 69 years old on election day	86.66%	85.13%	85.48%
aged 70 years and over on election day	91.20%	85.83%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	60.60%	64.48%	60.96%
Council total	85.52%	83.07%	84.12%

Murray Ward election		
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Gannawarra Shire Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	88.20%	86.27%
aged 18 to 69 years old on election day	87.09%	85.48%
aged 70 years and over on election day	91.33%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	69.12%	60.96%
Ward total	85.35%	84.12%

Gannawarra Shire Council

Patchell Ward election		
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Gannawarra Shire Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	85.50%	86.27%
aged 18 to 69 years old on election day	84.36%	85.48%
aged 70 years and over on election day	88.57%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	56.53%	60.96%
Ward total	82.90%	84.12%

Yarran Ward election		
Enrolment category	Participation as a percentage of voters enrolled in each category for 2020 Gannawarra Shire Council general election	Statewide postal election comparator for 2020 LG elections (excl. Melbourne City Council)
Voters enrolled through section 241 of the LG Act	90.94%	86.27%
aged 18 to 69 years old on election day	94.12%	85.48%
aged 70 years and over on election day	89.54%	90.14%
Voters enrolled through sections 243 - 245 of the LG Act	57.24%	60.96%
Ward total	89.09%	84.12%

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7.3 QUARTERLY FINANCIAL REPORT - QUARTER ENDING 31 MARCH 2021

Author: Shana Johnny, Acting Manager Finance

Authoriser: Phil Higgins, Director Corporate Services

Attachments: 1 Quarterly Finance Report - March 2021

RECOMMENDATION

That Council receive the report outlining the 2020/2021 quarterly financial report as at 31 March, 2021.

EXECUTIVE SUMMARY

At 31 March, 2021 Council is anticipating that the budgeted underlying surplus of \$1.154 million will increase by \$506k to an anticipated underlying surplus of \$1.660 million.

The budgeted Operating Result of \$7.944 million surplus will decrease by \$1.803m to an anticipated Operating Result of \$6.141 million surplus. This decrease is due to the deferral of grant income anticipated to be recognised into 2021/22.

Council's Capital Works program is progressing with an anticipated variation in scheduled works of \$3.312m. The adopted capital budget for 2020/2021 is \$17.504 million and it is expected to decrease to \$14.192 million by 30 June, 2021. This decrease is due to the timing of major multi-year projects awaiting confirmation or delayed notification of grants.

The financial position of the Council remains stable.

PURPOSE

Council prepares a quarterly financial report as at 30 September, 31 December and 31 March each year. The purpose of the report is to ensure that the financial position of the Council is being managed.

ATTACHMENTS

March 2021 Quarterly Financial Report.

DISCUSSIONOperating Budget

The 'Summary of Adjustments' details the changes between the approved budget and the forecast to 31 March 2021. The major changes in the operating budget are:-

- An increase in rate revenue of \$100k following supplementary valuations of approximately \$18 million being processed in the first part of the year.
- An increase in statutory fees is primarily due to increased planning and building fees due to increased development \$121k.
- A decrease in the anticipated level of fees and charges primarily due to COVID-19 hardship support and the temporary closure of facilities (\$62k). There is also a decrease in swimming pool attendance due to the cooler weather (\$35k). The decrease is partly offset by additional funding received from the Commonwealth Government to support childcare

services (\$95k). This category also includes the reclassification of childcare subsidy from reimbursements to user fees (\$1.267m).

- An increase in operating grants of \$1.329m is primarily due to COVID-19 related grants (\$971k) and drought relief program funding (\$293k). Funds have been reallocated between capital and operating drought funded projects to ensure that the drought grant funding will be fully expended. Council has also been successful in receiving a number of minor grants to assist in the delivery of community services. The increase is offset by a reduction in the Victorian Grants Commission 2020/21 annual allocation (\$138k).
- A significant increase in reimbursements due to the growth within the National Disability Insurance Scheme (NDIS) services provided by Council (\$1.020m). There is also an increase in the demand for community care brokerage services (\$130k). This category also includes the reclassification of childcare subsidy from reimbursements to user fees (\$1.267m).
- At Council meeting of 15 July 2020, Council approved land swap with Department of Health and Human Services (DHHS). Accounting entries showing land transfer of \$236k against book value of \$430k has the net non-cash impact of \$194k. Council's assets are held at depreciated replacement cost in accordance with the accounting standards. The corresponding land acquisition of \$163k from DHHS is shown in the Capital Works Report. The net cash increase from land swap is \$81k.
- A significant increase in employee costs primarily due to employee costs associated with the delivery of the NDIS services and community care brokerage services provided by Council (\$1.023m). This increase is offset by external reimbursements. Employee costs have also increased to facilitate the implementation of the COVID-19 related grant funded programs (\$454k). In the previous years, Council operated the swimming pools by using a contractor to provide staffing, this year Council will be employing day labour to undertake this function, this leads to a shift of costs from operational materials and services to employee costs (\$92k).
- An increase in operational materials and services is primarily due to increased spend to deliver the COVID-19 funded programs (\$300k) and drought relief programs (\$100k). There is a shift influenced by transfer of \$125k from operating to capital for the Morton Garner pavilion at the recreation reserve at Cohuna. Office modifications to ensure COVID safe requirements have been deferred to 2021/22 and included in Proposed Budget 2021/22 (\$160k).
- Capital grants have decreased by \$2.338m. This decrease is primarily due to the deferral of grant funding for the major multi-year projects to 2021/22 (Kerang CBD Upgrade - \$958k, Sustainable recreation water for Quambatook - \$406k, Kerang to Koondrook rail trail project - \$367k, Murrabit Stormwater - \$463k, Apex Bridge - \$150k). It must be noted that the new accounting standard requires Council to recognise grant funding that has not been expended at 30 June as 'unearned income' in the Balance Sheet. After a review of the works required on the Appin South Bridge the level of expenditure has been decreased by \$290k with a corresponding decrease in the level of funding.
The above decreases mentioned have been offset by a grant for \$250k to expand outdoor eating capacity on Council land to comply with COVID-19 restrictions.

At the end of March 2021, 78% of the forecasted capital works budget had been spent or committed. The capital budget adopted by Council was \$17.504 million. There is a reduction in the forecasted capital works budget of \$3.312m to recognise deferral of budgeted spend on major multi-year projects. The anticipated budgeted spend on capital works by 30 June 2021 is \$14.192m. A detailed listing of variations is included in the attachment. The major variations relate to:-

- Deferral of part of the Kerang CBD Upgrade in line with grant funding expected. This project is expected to be delivered over 2 financial years (\$958k).
- Murrabit stormwater project due to grant funding being announced in December and works programmed in 2021/22 (\$926k). This project is expected to be fully funded by external grants.
- Kerang to Koondrook Rail Trail project is awaiting confirmation of grant funding and the project has been deferred to 2021/22 (\$733k).
- Sustainable Recreation Water for Quambatook project is awaiting confirmation of grant funding and the project has been deferred to 2021/22 (\$813k).
- Reduction in expenditure on the Appin South Bridge project \$290k.
- Kerang Children's Centre project expected to be carried forward into 2021/22 with an anticipated spend of \$100k in 2020/21. The scope of this multi-year project is expected to increase in line with the anticipated grant funding.
- A shift in the project expenditure in relation to Drought Stage 1 and 2.
- \$250k to be spent on the additional outdoor eating areas.
- Morton Garner pavilion project is expected to be delivered over two financial years with an anticipated spend of \$125k in 2020/21.
- Due to the delays experienced in contractor availabilities and approval authority consent the completion of the Koondrook Nature Based Tourism project has incurred \$260k expenditure.
- At Council meeting of 15 July 2020, Council approved land swap with Department of Health and Human Services. Acquisition of land is part of this swap (\$163k). The net cash increase to Council is \$81k.

Proposed borrowings of \$3.5 million under the Adopted Budget 2020/21 is no longer required. Loan funding for the nominated capital works projects is now offset by grant funding. The Balance Sheet has been adjusted to reflect this.

RELEVANT LAW

Section 97 of the *Local Government Act 2020* requires a quarterly report be presented to Council at a Council meeting which is open to the public showing a comparison of the actual and budgeted results to date and an explanation of any material differences.

RELATED COUNCIL DECISIONS

The Quarterly Financial Report links to the budget process and the Council decision relating to the budget adoption in June 2020.

OPTIONS

The variations projected are not significant and therefore a revised budget is not required.

SUSTAINABILITY IMPLICATIONS

The key risks are financial and compliance risks. As the projected variations are positive and minor there is no increased financial risk with the Quarterly Financial Report.

COMMUNITY ENGAGEMENT

The budget went through extensive consultation. This report highlights only minor change and no further community engagement has been undertaken.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Council Officers with responsibility for line budgets have had input into the report.

The March quarterly financial report is to be presented to Council's Audit and Risk Committee meeting on 15 June, 2021.

FINANCIAL VIABILITY

The Quarterly Financial Report presents the interim financial position to 31 March 2021 and is consistent with the budget.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The budget and annual financial statements are prepared in accordance with the accounting standards.

COUNCIL PLANS AND POLICIES

This report aligns to the Council Plan strategy to pursue initiative to achieve long term financial sustainability.

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officer preparing this report declares they have no conflict of interest in regards to this matter.




Financial Report for
the Quarter Ending
31 March 2021



GANNAWARRA
Shire Council

Comprehensive Income Statement

	Note	As at 31 March 2021			Projected Year End		
		YTD Budget \$	YTD Actual \$	YTD Variance \$	FY Budget \$	FY Forecast \$	FY Adjustments \$
Income							
Rates and Charges	1	13,451,567	13,409,651	(41,916)	13,380,135	13,480,135	100,000
Statutory Fees and Fines	2	354,138	343,148	(10,990)	352,551	473,807	121,256
User Fees	3	2,476,773	2,558,227	81,454	1,974,868	3,220,568	1,245,700
Grants Operating	4	7,964,686	8,477,652	512,966	11,639,991	12,968,886	1,328,895
Contributions and Donations		60,856	63,280	2,424	81,225	109,703	28,478
Reimbursements	5	2,052,747	2,260,096	207,349	2,878,598	2,826,186	(52,412)
Sale of Assets	6	443,500	483,728	40,228	390,000	626,000	236,000
Cost of Assets Sold	6	(502,841)	(485,115)	17,726	(164,439)	(594,439)	(430,000)
Interest Earned	7	18,766	17,682	(1,084)	110,704	24,726	(85,978)
Other Income		198,436	206,583	8,148	292,044	271,034	(21,010)
Total income		26,518,628	27,334,931	816,303	30,935,677	33,406,606	2,470,929
Expenses							
Employee Costs	8	(11,415,826)	(11,220,627)	195,199	(13,743,579)	(15,457,239)	(1,713,660)
Operational Materials and Services	9	(6,936,769)	(6,834,688)	102,080	(9,135,426)	(9,443,368)	(307,942)
Bad and Doubtful Debts		-	(78)	(78)	(3,294)	(3,294)	-
Borrowing Costs	10	(18,941)	(18,978)	(37)	(78,279)	(25,779)	52,500
Depreciation		(4,756,905)	(4,754,138)	2,767	(6,345,113)	(6,345,113)	-
Other Expenses		(222,436)	(191,477)	30,959	(476,375)	(472,230)	4,145
Total expenses		(23,350,876)	(23,019,986)	330,890	(29,782,066)	(31,747,023)	(1,964,957)
Underlying surplus/(deficit)		3,167,752	4,314,944	1,147,193	1,153,611	1,659,583	505,972
Grants Capital and Major Projects	11	3,594,541	3,455,026	(139,514)	6,740,489	4,402,579	(2,337,910)
Contributions - Non Monetary Assets		-	-	-	-	-	-
Capital Contributions - Other Sources		53,500	50,196	(3,304)	50,000	78,500	28,500
Surplus/(deficit) for the year		6,815,792	7,820,167	1,004,374	7,944,100	6,140,662	(1,803,438)

Favourable greater than 10% 
 Constant between plus or minus 10% 
 Unfavourable less than 10% 

Overall Result

At 31 March 2021 Council is showing an underlying surplus YTD of \$4.315 million, this is \$1.147 million more than budgeted for the same period. Income has a favourable variance of \$0.816m and there is a \$0.331m favourable variance for expenditure YTD.

Grants operating is showing a YTD variance of \$513k which is primarily due to receipt of the full annual Roads to Recovery allocation by March 2021. This is a timing issue. Reimbursements being higher than YTD budget relates to the timing of funds.

Council is forecasting a \$1.660 million underlying surplus for 30 June 2021 which is an increase of \$0.506m on the 2020/21 adopted budget.

Note	Income	
1	Rates and charges	Favourable 100,000
1.1	115 supplementary valuations processed prior to rate run leading to an increase of approximately \$18m in CIV.	100,000
2	Statutory fees and fines	Favourable 121,256
2.1	An increase in the number of building permits, new dwelling permits and swimming pool registrations.	59,476
2.2	Planning Permits have increased due to COVID-19 Building Stimulus.	63,008
3	User fees	Favourable 1,245,700
3.1	Additional grant funding for childcare services to help with the impact of COVID-19 on fee paying parent community.	94,959
3.2	Child Care Subsidy payments from the Commonwealth Government were reclassified from reimbursements to fee for service.	1,266,843
3.3	Initiative to provide free Kindergarten to support the recovery from the COVID-19 Pandemic.	(64,937)
4	Grants - Operating	Favourable 1,328,895
4.1	VGC grant funding for 2020/21 has been adjusted to show confirmed Federal Assistance Grants allocation.	(138,484)
4.2	Grant funding for delivery of Drought Mental Health Support programs.	100,000
4.3	Additional grant funding to provide Meal on Wheels services.	39,424
4.4	Additional grant funding to provide frail, older people access to CHSP services.	168,949
4.5	Funding to provide an In-Home At-Risk Education Support Service for young carers and students with special education support needs.	40,622
4.6	2019/20 Maternal Child and Health funding unspent carried over to facilitate completion of the funded program.	37,010
4.7	Unspent grant funding received in 2019/20 under the Drought Relief Package Stage 1 carried forward.	186,055
4.8	The Move It Loddon Mallee Project to encourage physical activity in the over 65 age group grant funding increased.	86,425
4.9	Local Sport Infrastructure Program for Murrabit netball change room redevelopment (\$219k).	(30,800)
4.10	Victorian Government initiative to provide free Kindergarten and long day care to support the recovery from the COVID-19 Pandemic.	228,666
4.11	Community Activation and Social Isolation Initiative Program (CASI) to help vulnerable people stay connected with family, friends & community.	138,600
4.12	Council has received additional Maternal Child and Health Care (MCHC) funding for Sleep and Settling, and Enhanced programs. This grant is offset by the employment of an additional MCHC nurse to deliver this program.	35,231
4.13	Council has received funding under the Working for Victoria program which is part of the Government's Coronavirus response to stimulate the economy by encouraging increased employment activity.	355,126
5	Reimbursements	Unfavourable (52,412)
5.1	There is an increased local demand for Community Care Brokerage services.	130,000
5.2	The demand for National Disability Insurance Scheme (NDIS) services within the Shire has exceeded budgeted growth.	1,020,000
5.3	Child Care Subsidy payments from the Commonwealth Government were classified as reimbursements and have now been reclassified as fee for service.	(1,266,843)
5.4	Reimbursement to provide on-site Municipal Building Surveyor services to Swan Hill Rural City Council.	81,000
6	Sale of Assets & Cost of Assets Sold	Unfavourable (194,000)
6.1	Land swap with Department of Health and Human Services.	(194,000)
7	Interest Earned	Unfavourable (85,978)
7.1	Interests rates have been lower than expected during the year due to COVID-19.	(85,978)
	Expenses	
8	Employee Direct Costs	Unfavourable (1,713,660)
8.1	Emergency support for COVID-19 has an additional 2,064 hours of personal care services and an additional 1,080 hours of Individual Social Support services and towards providing personal alarms and devices.	(111,442)
8.2	The increase in local demand for Community Care Brokerage services has resulted in additional employee hours.	(92,640)
8.3	The demand for NDIS services within the Shire has exceeded budgeted growth.	(743,777)
8.4	In-Home At-Risk Education Support Service for young carers and students with special education support needs.	(32,401)
8.5	Two additional full time administration staff have been appointed to support the increased demand for NDIS services.	(186,786)
8.6	Additional Maternal Child and Health Care (MCHC) funding for Sleep and Settling, and Enhanced program is offset by the employment of an additional MCHC nurse to deliver this program.	(51,600)
8.7	Funding under the Working for Victoria program allowed increased employment opportunities within Council for 6 months.	(291,102)
8.8	The Council run swimming pools are now staffed by council employees and not labour hire as in prior years. The budget for the lifeguards have now been moved from operational services to employee costs.	(85,104)
8.9	There has been some savings due to temporary staff vacancies during the year and redeployment of staff hours towards funded projects	133,959

9	Operational Materials and Services	Unfavourable	(307,942)	
9.1	The Morton Garner Pavilion Project was originally intended to be provided to the community group to facilitate this project. With Council now managing this project as part of its 2020/21 Capital Works Program, this contribution has now been reallocated from operating to capital expenditure.			125,000
9.2	Council received funding to deliver Drought Mental Health Support programs.			(100,000)
9.3	Grant funding received for CHSP for additional hours of services and towards providing personal alarms and devices.			(12,095)
9.4	Grant funding received under the Grow Gannawarra Early Children Program in June 2020 has been carried forward into 2020/21 to facilitate the completion of the project.			(20,000)
9.5	The Move It Loddon Mallee Project now be delivered using external services.			(31,877)
9.6	Insurance premiums has been higher than budgeted			(45,000)
9.7	Grant funding for childcare services to fee paying parent community has been disbursed to family day care educators.			(80,259)
9.8	Funding received under Community Activation and Social Isolation Initiative Program (CASI) will be delivered by 2 staff and external services.			(116,678)
9.9	The Working for Victoria program to stimulate the economy by encouraging increased employment opportunities within Council for 6 months.			(64,025)
9.10	Implementation of new phone system			(35,000)
9.11	Office modifications to ensure COVID safe requirements have been included in the 2021/22 capital works program.			160,000
9.12	Scope of works under ACRE21 (Artwork) project included in Council's capital works program planned to be undertaken on Council land has now been changed to partnering with Swan Hill Rural City Council to deliver a community project. This budget has been moved from capital to operating.			(25,000)
9.13	Contractors used to fill in temporary staff vacancies			(54,485)
9.14	Major Projects allocated at March meeting \$250k which was the total budget. In addition the Murrabit change rooms works \$82k were funded this year.			(82,500)
9.15	The Council run outdoor swimming pools are now staffed by council employees and not labour hire as in prior years.			115,000
10	Borrowing Costs	Favourable	52,500	
10.1	Borrowing costs reduced to reflect no new loan borrowings			52,500
	Total Expenditure Adjustments			
11	Grants - Capital	Unfavourable	(2,337,910)	
11.1	Council has been successful in receiving grant funding for the Morton Garner Pavilion Project of \$475k. This reduction in grant is reflected to show timing of recognition of grant.			99,000
11.2	Grant funding for the Appin South Bridge has been reduced to reflect grant funding expected in 2020/21.			(289,500)
11.3	Grant funding to support expanded outdoor dining and entertainment in the Third Step of Victoria's roadmap to reopening program.			250,000
11.4	Funding under the Community Safety Infrastructure Grants Program to improve public safety at Atkinson Park and the Library in Kerang.			64,656
11.5	Grant funding of \$600k for the Kerang Children's Centre 3 year old Kinder project. This reduction in grant is reflected to show timing of recognition of grant.			(75,000)
11.6	Grant funding of \$390k for the Koondrook All Abilities Park project. This reduction in grant is reflected to show final instalment of \$70k in 2021/22.			(70,000)
11.7	Murrabit Stormwater project has been successful in its application for grant funding of \$1.153m and the project has been deferred to 2021/22.			(463,196)
11.8	Grant funding of \$1.31m for the Kerang CBD Upgrade (Stage 2) is expected to be received over 2 years.			(957,956)
11.9	The Apex Bridge replacement is awaiting confirmation of grant funding of \$150k and the project has been deferred to 2021/22.			(150,000)
11.10	Funding under Building Blocks Improvement fund for the Cohuna Preschool refurbishment.			45,318
11.11	Kerang to Koondrook Rail Trail project has been deferred to 2021/22.			(366,763)
11.12	Sustainable Recreation Water for Quambatook project is awaiting confirmation of grant funding and the project has been deferred to 2021/22.			(406,250)

**Capital Works Report as at
31 Mar 2021**

Note	Adopted Budget	YTD Actuals	Hard Commitments	Total Expenditure	Projected Forecast - Total Project Cost	Permanent Adjustments
PROPERTY						
Land Improvements						
1	\$ 1,300,000.00	\$ 458,589.47	\$ 949,127.14	\$ 1,407,716.61	\$ 1,550,000.00	\$ 250,000.00
Buildings						
	\$ 100,000.00	\$ 74,822.60	\$ 12,307.18	\$ 87,129.78	\$ 100,000.00	\$ -
	\$ 20,000.00	\$ 8,179.07	\$ -	\$ 8,179.07	\$ 20,000.00	\$ -
Building Improvements						
	\$ 50,000.00	\$ 40,411.14	\$ 5,205.67	\$ 45,616.81	\$ 50,000.00	\$ -
2	\$ 25,000.00	\$ 10,472.73	\$ -	\$ 10,472.73	\$ 10,500.00	\$ (14,500.00)
3	\$ 250,000.00	\$ -	\$ 29,736.00	\$ 29,736.00	\$ 100,000.00	\$ (150,000.00)
Leasehold Improvements						
	\$ 280,000.00	\$ -	\$ 76,437.16	\$ 76,437.16	\$ 280,000.00	\$ -
	\$ 2,025,000.00	\$ 592,475.01	\$ 1,072,813.15	\$ 1,665,288.16	\$ 2,110,500.00	\$ 85,500.00
PLANT AND EQUIPMENT						
Plant, Machinery and Equipment						
4	\$ 790,000.00	\$ 194,224.73	\$ 221,400.00	\$ 415,624.73	\$ 753,965.00	\$ (36,035.00)
	\$ 387,000.00	\$ 269,881.34	\$ 66,855.39	\$ 336,736.73	\$ 387,000.00	\$ -
Fixtures, Fittings and Furniture						
Computers and Telecommunications						
	\$ 200,000.00	\$ 151,218.84	\$ 25,284.66	\$ 176,503.50	\$ 200,000.00	\$ -
	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -
	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -
Library books						
	\$ 100,000.00	\$ 43,829.27	\$ 14,851.35	\$ 58,680.62	\$ 100,000.00	\$ -
	\$ 1,627,000.00	\$ 659,154.18	\$ 328,391.40	\$ 987,545.58	\$ 1,590,965.00	\$ (36,035.00)
INFRASTRUCTURE						
Roads						
	\$ 816,000.00	\$ 401,713.41	\$ 229,004.50	\$ 630,717.91	\$ 816,000.00	\$ -
	\$ 973,000.00	\$ 680,503.82	\$ 49,218.30	\$ 729,722.12	\$ 973,000.00	\$ -
1	\$ 2,023,000.00	\$ 1,172,248.68	\$ 67,380.33	\$ 1,239,629.01	\$ 1,773,000.00	\$ (250,000.00)
	\$ 35,000.00	\$ 24,832.88	\$ -	\$ 24,832.88	\$ 35,000.00	\$ -

	Note	Adopted Budget	YTD Actuals	Hard Commitments	Total Expenditure	Projected Forecast - Total Project Cost	Permanent Adjustments
Bridges							
Apex Park Bridge	5	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	\$ (300,000.00)
Appin South Bridge	6	\$ 290,000.00	\$ -	\$ -	\$ -	\$ -	\$ (290,000.00)
Footpaths and Cycleways							
Footpath replacement program		\$ 102,000.00	\$ 21,600.52	\$ 40,678.19	\$ 62,278.71	\$ 102,000.00	\$ -
Mead Street Cohuna	7	\$ 43,000.00	\$ 46,698.62	\$ -	\$ 46,698.62	\$ 46,699.00	\$ 3,699.00
Kerang to Koondrook Rail Trail (Murray River Adventure Trail)	8	\$ 733,000.00	\$ -	\$ -	\$ -	\$ -	\$ (733,000.00)
Kerb and channel							
Kerb replacement program		\$ 150,000.00	\$ 99,653.96	\$ 981.82	\$ 100,635.78	\$ 150,000.00	\$ -
Drainage							
Murrabit Stormwater	9	\$ 926,000.00	\$ 3,975.00	\$ -	\$ 3,975.00	\$ -	\$ (926,000.00)
Recreational, Leisure & Community Facilities							
Promotional infrastructure		\$ 50,000.00	\$ 41,041.61	\$ -	\$ 41,041.61	\$ 50,000.00	\$ -
Swimming Pool Renewal Program		\$ 135,000.00	\$ 77,002.96	\$ 2,890.00	\$ 79,892.96	\$ 135,000.00	\$ -
Town/Boundary Entrances and Signage		\$ 25,000.00	\$ 2,957.45	\$ -	\$ 2,957.45	\$ 25,000.00	\$ -
ReSpark the Park - Cullen Street		\$ 65,000.00	\$ 1,200.00	\$ 43,186.44	\$ 44,386.44	\$ 65,000.00	\$ -
Community Drought Resilience Support Program Round 2	10	\$ 313,000.00	\$ 112,037.69	\$ 28,412.72	\$ 140,450.41	\$ 214,616.27	\$ (98,383.73)
Cohuna Skate Park		\$ 600,000.00	\$ 137,931.43	\$ 243,904.66	\$ 381,836.09	\$ 600,000.00	\$ -
Cohuna CBD Waterfront Development		\$ 1,693,000.00	\$ 986,454.08	\$ 190,983.18	\$ 1,177,437.26	\$ 1,693,000.00	\$ -
Parks, Open Space and Streetscapes							
Automating irrigation systems	7	\$ 50,000.00	\$ 38,990.90	\$ -	\$ 38,990.90	\$ 46,301.00	\$ (3,699.00)
Tree planting program		\$ 30,000.00	\$ 24,810.46	\$ 3,640.00	\$ 28,450.46	\$ 30,000.00	\$ -
Local Road and Community Infrastructure Program - Kerang							
CBD Upgrade Stage 2	11	\$ 1,318,000.00	\$ 346,745.77	\$ 10,456.27	\$ 357,202.04	\$ 360,000.00	\$ (958,000.00)
RSL Memorial Park upgrades	10	\$ 30,000.00	\$ 91,019.60	\$ -	\$ 91,019.60	\$ 91,000.00	\$ 61,000.00
Koondrook All Abilities Park	12	\$ 520,000.00	\$ 280,159.60	\$ 312,860.10	\$ 593,019.70	\$ 592,000.00	\$ 72,000.00
Sustainable Recreational Water for Quambatook	13	\$ 813,000.00	\$ -	\$ -	\$ -	\$ -	\$ (813,000.00)
Other Infrastructure							
Acre21 (Art Work)	14	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ (30,000.00)
Climate Adaptation - Car Charger		\$ 110,000.00	\$ 4,023.75	\$ -	\$ 4,023.75	\$ 110,000.00	\$ -
Climate Adaptation - Street Lights		\$ 150,000.00	\$ 56,290.00	\$ 87,620.91	\$ 143,910.91	\$ 150,000.00	\$ -
Koondrook Levee Construction (inc Walking Track to Cassidy Lane)		\$ 350,000.00	\$ -	\$ -	\$ -	\$ 350,000.00	\$ -
Strategic program development		\$ 200,000.00	\$ 150,127.36	\$ 23,851.41	\$ 173,978.77	\$ 200,000.00	\$ -
TOTAL INFRASTRUCTURE		\$ 12,873,000.00	\$ 4,802,019.55	\$ 1,335,068.83	\$ 6,137,088.38	\$ 8,607,616.27	\$ (4,265,383.73)
TOTAL NEW CAPITAL WORKS		\$ 16,525,000.00	\$ 6,053,648.74	\$ 2,736,273.38	\$ 8,789,922.12	\$ 12,309,081.27	\$ (4,215,918.73)

	Note	Adopted Budget	YTD Actuals	Hard Commitments	Total Expenditure	Projected Forecast - Total Project Cost	Permanent Adjustments
Works carried forward from the 2019/20 year							
INFRASTRUCTURE							
Recreational, Leisure & Community Facilities							
Koondrook Caravan Park - Stage 2 (Road & Drainage)		\$ 350,000.00	\$ 319,659.66	\$ 3,850.00	\$ 323,509.66	\$ 350,000.00	\$ -
Community Drought Resilience Support Program Stage 1	15	\$ 61,000.00	\$ 45,179.02	\$ 6,953.64	\$ 52,132.66	\$ 45,379.02	\$ (15,620.98)
Footpaths and Cycleways							
Gannawarra Arts Trail		\$ 50,000.00	\$ 24,887.50	\$ 24,863.41	\$ 49,750.91	\$ 50,000.00	\$ -
Bridges							
Appin South bridge		\$ 406,000.00	\$ 406,000.00	\$ -	\$ 406,000.00	\$ 406,000.00	\$ -
Drainage							
Southern levy acquisition	16	\$ 80,000.00	\$ 2,273.75	\$ -	\$ 2,273.75	\$ 2,273.00	\$ (77,727.00)
Quambatook Levee continuation stage 2		\$ 32,000.00	\$ 32,000.09	\$ -	\$ 32,000.09	\$ 32,000.00	\$ -
TOTAL INFRASTRUCTURE		\$ 979,000.00	\$ 830,000.02	\$ 35,667.05	\$ 865,667.07	\$ 885,652.02	\$ (93,347.98)
TOTAL CARRIED FORWARD CAPITAL WORKS 2019/20		\$ 979,000.00	\$ 830,000.02	\$ 35,667.05	\$ 865,667.07	\$ 885,652.02	\$ (93,347.98)
Other Projects							
Outdoor Dinning - Misc	17	\$ -	\$ 28,425.11	\$ -	\$ 28,425.11	\$ 20,883.44	\$ 20,883.44
Outdoor Dinning - The Bower Tavern		\$ -	\$ 23,277.91	\$ 1,599.09	\$ 24,877.00	\$ 23,000.00	\$ 23,000.00
Outdoor Dinning - Chinos On Victoria		\$ -	\$ 6,412.16	\$ 16,438.41	\$ 22,850.57	\$ 23,000.00	\$ 23,000.00
Outdoor Dinning - Royal Hotel Kerang		\$ -	\$ 14,785.94	\$ -	\$ 14,785.94	\$ 14,785.94	\$ 14,785.94
Outdoor Dinning - Kerang Family Tenpin Bowling & Leisure Lounge		\$ -	\$ 26,066.10	\$ -	\$ 26,066.10	\$ 26,066.55	\$ 26,066.55
Outdoor Dinning - Sh'Marnas Place		\$ -	\$ 9,875.16	\$ -	\$ 9,875.16	\$ 11,000.00	\$ 11,000.00
Outdoor Dinning - Mystic Park Hotel		\$ -	\$ 5,433.40	\$ -	\$ 5,433.40	\$ 5,433.40	\$ 5,433.40
Outdoor Dinning - Quambatook Hotel		\$ -	\$ 46,130.66	\$ -	\$ 46,130.66	\$ 46,130.66	\$ 46,130.66
Outdoor Dinning - Leitchville Hotel		\$ -	\$ 12,678.46	\$ -	\$ 12,678.46	\$ 12,678.46	\$ 12,678.46
Outdoor Dinning - Old Pharmacy		\$ -	\$ 17,109.88	\$ -	\$ 17,109.88	\$ 17,109.89	\$ 17,109.89
Outdoor Dinning - The Woodbox		\$ -	\$ 4,092.16	\$ -	\$ 4,092.16	\$ 5,500.00	\$ 5,500.00
Outdoor Dinning - Birds Eye Bakery		\$ -	\$ 12,171.66	\$ -	\$ 12,171.66	\$ 12,171.66	\$ 12,171.66
Outdoor Dining - Colour Cones & Coffee		\$ -	\$ 1,150.00	\$ -	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00
Outdoor Dining - Koondrook General Store		\$ -	\$ -	\$ -	\$ -	\$ 7,908.00	\$ 7,908.00
Outdoor Dining - Murrabit Store & Tavern		\$ -	\$ -	\$ -	\$ -	\$ 9,881.00	\$ 9,881.00
Outdoor Dining - Quambatook Café		\$ -	\$ -	\$ -	\$ -	\$ 6,205.00	\$ 6,205.00
Outdoor Dining - Tnt Takeaway, Cohuna		\$ -	\$ -	\$ -	\$ -	\$ 7,096.00	\$ 7,096.00
Koondrook Wharf And Good Shed Phase 3 Power	18	\$ -	\$ 35,076.27	\$ -	\$ 35,076.27	\$ 35,000.00	\$ 35,000.00
Morton Garner Pavilion	19	\$ -	\$ 1,000.00	\$ 588,144.00	\$ 589,144.00	\$ 125,000.00	\$ 125,000.00
Cohuna Preschool Renovation Works	20	\$ -	\$ -	\$ 16,100.00	\$ 16,100.00	\$ 45,318.00	\$ 45,318.00
Atkinson Park - A Safer Precinct For All	21	\$ -	\$ -	\$ 58,738.71	\$ 58,738.71	\$ 74,840.00	\$ 74,840.00
Computers for Children's Services (Building Blocks Improvement)	22	\$ -	\$ 3,642.00	\$ -	\$ 3,642.00	\$ 3,869.10	\$ 3,869.10

	Note	Adopted Budget	YTD Actuals	Hard Commitments	Total Expenditure	Projected Forecast - Total Project Cost	Permanent Adjustments
Koondrook Nature Based Tourism Hub	23	\$ -	\$ 265,879.11	\$ -	\$ 265,879.11	\$ 260,000.00	\$ 260,000.00
Mckenzie Rd & Wandella Rd Upgrade		\$ -	\$ 6,716.69	\$ -	\$ 6,716.69	\$ -	\$ -
Lower Loddon Road		\$ -	\$ (1,920.00)	\$ -	\$ (1,920.00)	\$ -	\$ -
Other Plant And Equipment	4	\$ -	\$ 31,191.03	\$ -	\$ 31,191.03	\$ 30,000.00	\$ 30,000.00
Koondrook Waterfront Connections		\$ -	\$ 1,350.00	\$ -	\$ 1,350.00	\$ -	\$ -
Purchase of Land - 6 Murray Street & 45 McCann Crescent, Kerang	24	\$ -	\$ 166,317.25	\$ -	\$ 166,317.25	\$ 163,500.00	\$ 163,500.00
Tower Street Stormwater (Koondrook)	4	\$ -	\$ -	\$ 10,909.09	\$ 10,909.09	\$ 10,100.00	\$ 10,100.00
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OTHER PROJECTS		\$ -	\$ 716,860.95	\$ 691,929.30	\$ 1,408,790.25	\$ 997,627.10	\$ 997,627.10
TOTAL WORKS 2020/2021		\$ 17,504,000.00	\$ 7,600,509.71	\$ 3,463,869.73	\$ 11,064,379.44	\$ 14,192,360.39	\$ (3,311,639.61)

Summary - Overall Result

The adopted capital budget for 2020/2021 is \$17.504m. There has been a reduction in the forecasted capital works budget by \$3.312m to recognise deferral of budgeted spend on multi-year projects. Anticipated budgeted spend by 30 June 2021 is \$14.192m. 78% of the forecasted capital works budget has been spent at the end of March.

As projects proceed a need may arise where the budget allocation needs to be reviewed, the following projects have been reviewed:

Note	\$
As per Council Resolution of 17 February 2021, an additional \$250k was allocated towards the Tate Drive Industrial Estate Expansion. \$250k has been moved from Sealed Road Rehabilitation program budget to facilitate this.	250,000
Leitchville Pool Bird proofing project is completed with savings.	(14,500)
Council has been successful in its application for grant funding of \$600k for the Kerang Children's Centre 3 year old Kinder project. This is a multi-year project with \$100k of the total project cost \$725k to be spent in 2020/21	(150,000)
Transfer of funds from heavy plant replacement towards minor capital equipment replacement and the tower street stormwater project.	(36,035)
The Apex Bridge replacement is awaiting confirmation of grant funding of \$150k and the project has been deferred to 2021/22.	(300,000)
Expenditure for the Appin South Bridge has been reduced to reflect total project cost.	(290,000)
\$3,699 moved from Automating Irrigation systems to offset overspend on Mead Street Footpath Project	3,699
Kerang to Koondrook Rail Trail project is awaiting confirmation of grant funding and the project has been deferred to 2021/22.	(733,000)
Murrabit Stormwater project with grant funding of \$1.153m is expected to commence in August 2021.	(926,000)
Shift between grant funding received under the Drought Relief Program Stages 1 & 2 between operating and capital jobs to ensure that the funding of \$2m is fully expended. Cohuna RSL project is now fully funded under the Drought Relief Program.	(37,384)
Kerang CBD Upgrade (Stage 2) is a multi-year project with a total project cost \$1.31m (fully grant funded). Works to be spent in 2020/21 to develop the residential area and in 2021/22 to complete the retail section. Programmed works for 2020/21 is now complete awaiting invoices. Budget has been adjusted to reflect total expenditure incurred in 2020/21.	(958,000)
Koondrook All Abilities Park increase project spend to \$592k due to tender award price increase	72,000
Sustainable Recreation Water for Quambatook project is awaiting confirmation of grant funding and the project has been deferred to 2021/22.	(813,000)
Scope of works under ACRE21 (Artwork) project included in Council's capital works program planned to be undertaken on Council land has now been changed to partnering with Swan Hill Rural City Council to deliver a community project. This budget has been moved from capital to operating.	(30,000)
Drought Funding Stage 1 additional capital shifted from capital to operating Projects	(15,621)
Southern levy acquisition project delayed till 2021/22	(77,727)
Grant received for outdoor eating and entertaining improvements to expand venue capacity on Council Land	250,000
Koondrook Wharf and Good Shed supply of 3 phase power to the Wharf area to compliment weddings and events to be held at the wharf	35,000
Council has been successful in receiving grant funding for the Morton Garner Pavilion Project of \$475k. This is a multi-year project with \$600k of the total project cost \$125k to be spent in 2020/21.	125,000
Council has received funding under Building Blocks Improvement fund for the Cohuna Preschool refurbishment, new vinyl flooring, painting and bathroom upgrades.	45,318
Funding received under the Community Safety Infrastructure Grants Program to improve public safety will be used to install lighting, CCTV and a smart bench at Atkinson Park and the Library in Kerang	74,840
Grant received to purchase new computers for the Cohuna, Koondrook and Leitchville Preschools	3,869
Koondrook Nature Base Hub was expected to be completed by 30 June 2020 however due to issues with contractor availabilities and approval authority consent, project is due to be completed in 2020/21	260,000
At Council meeting of 15 July 2020, Council approved land swap with Department of Health and Human Services. The net cash increase to Council is \$81k.	163,500

Balance Sheet As at 31 March 2021

	2019/20	Year to Date	Projected Forecast To 30 June 2021
	\$	\$	\$
Assets			
Current assets			
Cash and cash equivalents	5,621	11,136	3,975
Trade and other receivables	3,506	6,012	2,976
GST Receivable	285	-	285
Financial assets	4,471	1,700	4,471
Inventories	726	430	726
Other Assets	925	11	925
Non-current assets classified as held for sale	-	-	
Total current assets	15,534	19,290	13,357
Non-current assets			
Property, infrastructure, plant and equipment	202,821	205,179	210,074
Investment Assets	1,152	1,152	1,152
Total non-current assets	203,973	206,332	211,227
Total assets	219,507	225,621	224,583
Liabilities			
Current liabilities			
Trade and other payables	1,217	424	1,217
Trust funds and deposits	717	815	717
Unearned Income	954	3	3
Provisions (CL)	3,085	3,124	3,088
Interest-bearing loans and borrowings (CL)	116	16	90
Total current liabilities	6,089	4,381	5,114
Non-current liabilities			
Provisions (NCL)	1,103	1,104	1,103
Interest-bearing loans and borrowings (NCL)	340	340	250
Total non-current liabilities	1,443	1,444	1,353
Total liabilities	7,532	5,825	6,467
Net Assets	211,975	219,797	218,117
Equity			
Accumulated surplus	91,273	99,094	97,415
Reserves	120,702	120,703	120,702
Total Equity	211,975	219,797	218,117

STATEMENT OF CASH FLOWS ('000)

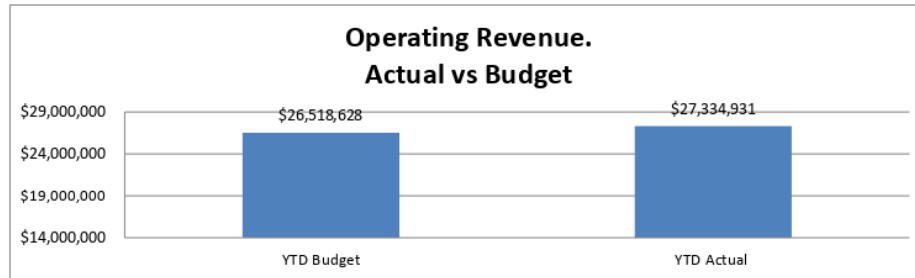
Description	2019/20	Year to Date	Projected Forecast To 30 June 2021
Cash Flows from Operating Activities			
Rates and charges	12,604	11,311	14,010
Statutory Fees and Fines	371	342	471
User Fees	1,490	2,153	3,543
Grants Operating	9,043	8,478	12,018
Grants Capital	5,920	3,455	4,403
Contributions monetary	150	113	188
Interest received	108	18	25
Trust funds and deposits taken	231	-	-
Other receipts	3,524	2,467	3,407
Net GST refund	(0)	285	1,716
Employee Costs	(13,913)	(11,180)	(15,454)
Materials & Services	(10,159)	(7,368)	(10,388)
Trust funds and deposits paid	-	99	-
Other Payments	(873)	(191)	(519)
Net Cash provided by operating activities	8,496	9,980	13,419
Cash Flows from Investing Activities			
Payment for property, infr. p&e	(10,327)	(7,601)	(15,612)
Proc. from sale property, infr. p&e	243	484	689
Payment for investments	(283)	-	-
Proc. from sale of Investments		2,771	-
Net Cash used in Investing activities	(10,367)	(4,346)	(14,923)
Cash Flows from Financing Activities			
Proceeds from borrowings			-
Finance Costs	(33)	(19)	(26)
Loan Redemption	(108)	(100)	(116)
Net Cash used in Financing Activities	(141)	(119)	(142)
Net Increase / (Decrease) in Cash/ Invest.	(2,012)	5,516	(1,646)
Cash / Investments at beginning of year	7,633	5,621	5,621
Cash / Investments at end of financial period	5,621	11,136	3,975
Investments on Hand at Year end	4,471	1,700	4,471
Total Cash, cash equivalents and investments	10,092	12,836	8,446

FINANCIAL OVERVIEW

	Year to Date		
	YTD Budget	YTD Actual	Variance
Total income	\$26,518,628	\$27,334,931	\$816,303
Total expenses	(\$23,350,876)	(\$23,019,986)	\$330,890
Underlying Surplus/(deficit)	\$3,167,752	\$4,314,944	\$1,147,193

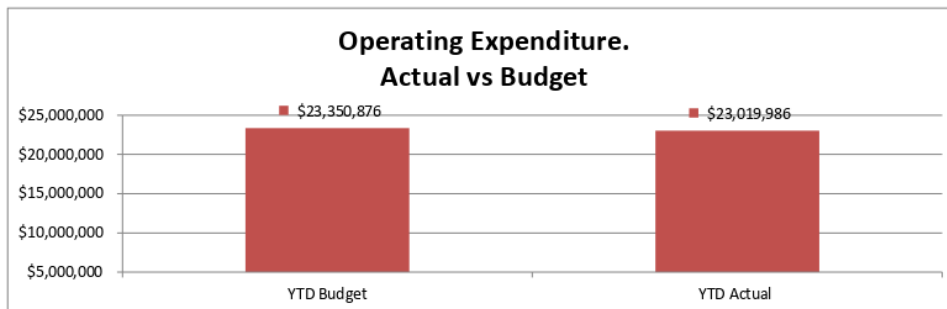
Abbreviations: YTD - Year to date EOY - End of year FY - Full year

Operating Revenue:



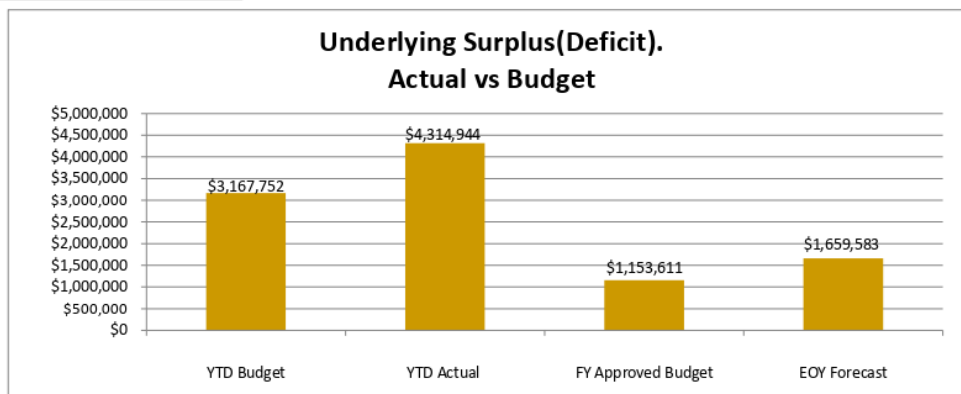
To date there is a favourable variance of \$0.816 million.

Operating Expenditure:



To date there is a favourable variance of \$0.330 million

Result from ordinary activities:

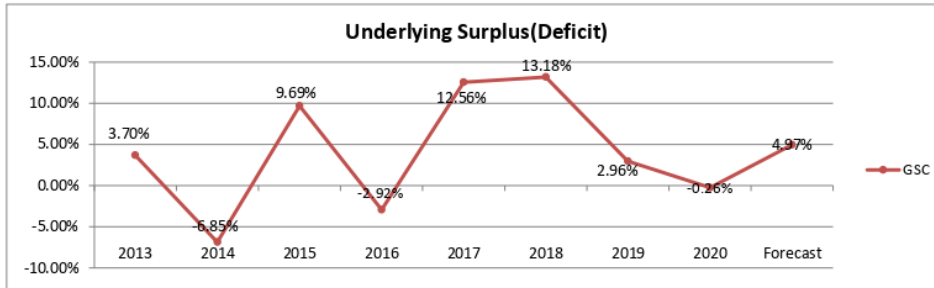


A favourable year to date result has been achieved with a forecasted favourable change on budget at 30 June 2021

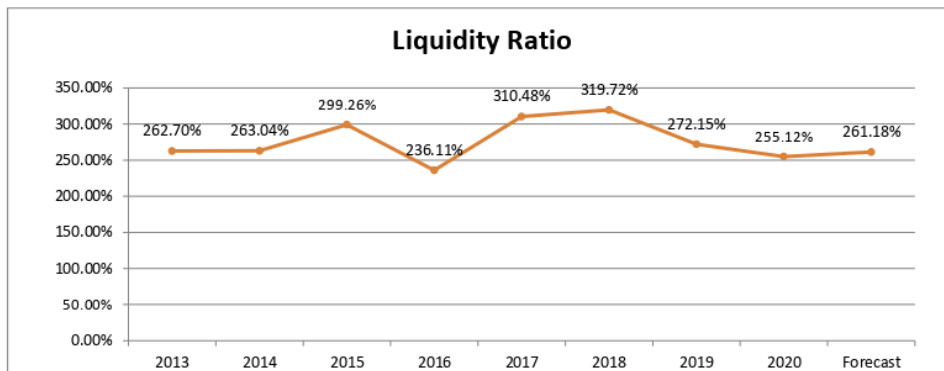
Abbreviations: YTD - Year to date FY - Full year EOY - End of year

Financial Ratios

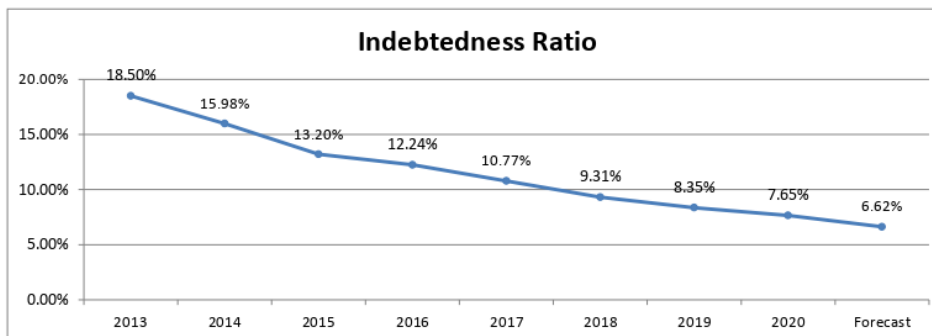
Financial Sustainability:



Underlying surplus(deficit): An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. The underlying deficit removes Non-Recurrent Capital grants from the surplus and reflects Council's ability to fund its operating expenditure out of all other operating income. A shift in the level of operating grants leads to a material change in the underlying deficit.



Liquidity ratio: Measures the level of Council's current assets to meet its current liabilities. A ratio higher than 100% indicates current assets being greater than current liabilities.



Indebtedness Ratio: Measures Council's non-current liabilities as a percentage of Council own source income.

7.4 G01-2021 COHUNA ALL ABILITIES PLAYGROUND

Author: Leigh Hollingworth, Acting Manager Projects and Property

Authoriser: Geoff Rollinson, Director Infrastructure and Development

Attachments: 1 Tender Evaluation
2 Tender Prices

RECOMMENDATION

1. That Council award tender G01-2021 for the Cohuna All Abilities Playground to CJ & BT McLoughlan Pty Ltd for the lump sum amount, not subject to rise and fall, of \$667,279.00 excluding GST.

EXECUTIVE SUMMARY

The Cohuna All Abilities Playground forms part of the \$3.4 million Cohuna CBD and Waterfront Connections project, supported by the State Government's \$2.7 billion Building Works package.

Council officers have completed a tendering and evaluation process and recommend the appointment of CJ & BT McLoughlan Pty Ltd as the successful tenderer for the development of the new Cohuna All Abilities Playground.

PURPOSE

This report provides information to inform Council in the decision making process, to award contract G01-2021 the Cohuna All Abilities Playground for the development of a play space located at Apex Park, Cohuna.

ATTACHMENTS

G01-2021 Evaluation.

G01-2021 Tender Prices

DISCUSSION

The existing Apex Park Playground has reached its end of life with ageing non-compliant amenities no longer fit for purpose. Site investigations have shown that the timber foundations have become rotten and will soon become a risk to the equipment users.

The current playground at Apex Park will remain in place during the construction of the Cohuna All Abilities Playground, but will be removed once this project is complete.

This project will create a new modern play space, suitable for all children with various abilities to engage with play infrastructure and gardens. The all abilities playground will be within the vicinity of the newly erected BBQ shelters and Cohuna Beach.

Key features of the proposed design include a stand-up see saw that pumps water into a water channel, a three-storey play area designed as an old farm shack, climbing areas and flying fox, all located along a pathway that replicates the Gunbower Creek.

Tenders for the development of the Cohuna All Abilities Playground were advertised through Council's E-Tendering Portal, and closed at 4pm on 9 April 2021. A total of 2 submissions were received and evaluated by a panel of Council officers.

Evaluation of the submissions included weighted criteria demonstrating price, contractor capability, project experience, timeframe for completing the works, risk minimisation and local benefit, all of which were included in the tender specification package as detailed in Table 1.

Table 1: Evaluation Criteria

EVALUATION CRITERIA	RELATIVE WEIGHTING
Financial costs to Council - including rates for variations etc. and any additional overhead costs and/or liabilities Council could bear (such as WorkCover).	30%
Tenderer's and any nominated sub-contractors' resources, technical and financial capabilities to successfully complete the contract.	25%
Tenderer's and any nominated sub-contractor's experience on similar projects and standing, experience and skill within the industry.	20%
Tenderer's and any nominated sub-contractor's OH&S record and procedures and ability to minimise Council's insurance risks.	15%
Local Benefit	10%

Council Officers requested tenderers to supply pricing schedules for all tendered items. Table 2 provides totals for the Tendered amounts.

Table 2: Tender Prices

Tenderer	Tender Price (excluding GST)
CJ & BT McLoughlan Pty Ltd	\$661,229.00
Tender 2	\$753,183.50

Further to the tender closing, Officers negotiated minor additional items resulting in a revised post tender contract amount of \$667,279.00 excluding GST.

RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

1. Award the tender to CJ & BT McLoughlan Pty Ltd for the lump sum amount of \$667,279.00 excluding GST, not subject to rise and fall.
2. Abandon the project and return the grant funding.

Council officers recommend proceeding with Option 1.

SUSTAINABILITY IMPLICATIONS

- **Maintenance**

Maintenance of the new playground will be the responsibility of the Gannawarra Shire Council. The site is Crown Land of which Council has been delegated the Committee of Management. Material selections and design features of the playground have been designed to minimise maintenance costs.

- **Social**

The improved play space will encourage more social interaction allowing children and parents to play in the new area together, while taking advantage of the surrounding new assets such as the Cohuna Beach and BBQ shelters.

- **Climate Change**

The design incorporates environmentally friendly features such as water efficient play equipment and low maintenance materials.

COMMUNITY ENGAGEMENT

The project has evolved with input via community engagement particularly with Cohuna Consolidated School and St Mary's Catholic Primary School. A total of 220 children provided valued input to prepare the playground design, closely working with Council officers and the designer to conceive the project deliverables.

Communication with the local community will be ongoing, via representatives of the user groups, as the project progresses.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Council has worked closely with the Cohuna community, and will continue to develop ongoing relationships with residents as the project continues.

FINANCIAL VIABILITY

There will be no significant impact to Council's ongoing maintenance budget, as once the works are completed, the removal of the old playground is expected to result in a net reduction in maintenance as it is of predominately timber construction which requires increased attention.

Responsibility for ongoing operations of the asset will revert to Council's Operations team.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Council Plan 2017 – 2021: Sustainable Natural and Built Environment

- To initiate, develop and manage sustainable natural and built environments.
- Managing facilities and assets now and into the future

Council Plan 2017 – 2021: Strong and Healthy Communities

- Seek funding to improve and develop infrastructure that encourages physical and leisure activities.
- Develop a plan to make playgrounds across the shire all-abilities accessible.

Gannawarra Shire Sport and Recreation Strategy 2019-2029:

- High priority project G.

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officer preparing this report declares no conflict of interest in regards to this matter.

Gannawarra Shire Council
Cohuna Park All Ability Playground
G01-2021

Criteria	Weight	CJ & BT Mccloughlan Pty Ltd.		Tenderer 2	
		Score	Wghtd score	Score	Wghtd score
Price - Financial Cost to Council	0.30	5.65	1.70	4.35	1.30
Capability of Tenderer and nominated sub-contractors resources, technical and financial capabilities to successfully complete the contract	0.25	8.33	2.08	8.17	2.04
Tenderer's experience on similar projects and standing, experience and skill within the industry	0.20	8.17	1.63	9.67	1.93
Tender's and nominated sub contractors OH&S record and procedures and ability to minimise Council's insurance risks	0.15	8.33	1.25	8.67	1.30
Tenderers and nominated sub-contractor's operational base including assessment of business, staff location, materials purchasing and sub-contractor locations.	0.10	9.33	0.93	5.00	0.50
TOTAL WEIGHTEDSCORE :			7.60		7.08

Approximate Contract Total

Criteria	Weight	Comments	Comments
Price - Financial cost to Council	0.30	Auto Calculation	Auto Calculation
Capability of Tenderer and nominated sub-contractors resources, technical and financial capabilities to successfully complete the contract	0.25	<ul style="list-style-type: none"> Tenderer has extensive building experience including sub contractor. Currently working on Koondrook All Ability playground Construction works and some previous experience through ESP. Expereince in installation is through individual supplier installation service. 	<ul style="list-style-type: none"> Tenderer has extensive experience in construction industry specially in playground. Experience in installation is through individual supplier installation. Good project management experience. Team experinecd 35 team members.
Tenderer's experience on similar projects and standing, experience and skill within the industry	0.20	<ul style="list-style-type: none"> Tenderer is currently working on similar project for Council. Have the necessary resource to complete the works. Use of specialist sub contractor to manage the individual part of the project. Individual specialiset supplier install there own component for playground. 	<ul style="list-style-type: none"> Tenderer has extensive experience in construction of playground. Completed many successful projects for many local councils. Combined experience of over 75 years. Specialised in Landscaping and playground installation. 103 days of project completion time.
Tender's and nominated sub contractors OH&S record and procedures and ability to minimise Council's insurance risks	0.15	<ul style="list-style-type: none"> Rapid registered with Council. Have submitted necessary policies and procedure documents. No 3rd party accreditation. 	<ul style="list-style-type: none"> Not Registered on Rapid Have the necessary policies and procedures in place. 3rd party accredited.
Tenderers and nominated sub-contractor's operational base including assessment of business, staff location, materials purchasing and sub-contractor locations.	0.10	<ul style="list-style-type: none"> Local contractor and base in Cohuna. Regional based partner Use of local contractor where possible. 37% of the works would be done using local contractors. 	<ul style="list-style-type: none"> Contractor based in easternside of Melbourne. Most of the Sub-contractors are not from the regional area.

Evaluation Panel

Name Amit Patel
 Title **Civil Projects Officer**



Name Leigh Hollingworth
 Title **Civil Projects Officer**



Name Jon Haw
 Title **Acting Works Coordinator**



The above personnel were previously approved to form the Evaluation Panel.

Consideration has been given when establishing the above evaluation panel to ensure proper probity issues are considered, especially when an existing contractor may be involved in the tender process.
 All members of the Evaluation Panel shall being signatories to this report declare their probity and confidentiality in dealing with this tender evaluation.

The evaluation process used was in accordance with the adopted policies of Gannawarra Shire Council and were advised to all tenderers in the Tender Conditions.

**Gannawarra Shire Council
Cohuna Park All Ability Playground
G01-2021**

<i>Based on "Lump Sum" only</i>	CJ & BT Mcloughlan Pty Ltd.	Tenderer 2
Tender price (excluding GST):	\$ 661,229.00	\$ 753,183.50
Median Price (excluding GST):	\$ 707,206.25	\$ 707,206.25
(Median Price -Tender Price)	\$ 45,977.25	-\$ 45,977.25
10 x (Median \$ -Tender \$) / Median \$	0.65	-0.65
Financial Criteria Score:	5.65	4.35

Median Price: \$ 707,206.25

8 URGENT ITEMS**9 NOTICES OF MOTION**

Nil

10 QUESTION TIME

Question Time provides an opportunity for members of the public to submit questions, in advance, to gain a response at the Council meeting.

Completed Question Time forms must be submitted to the Chief Executive Officer via email council@gannawarra.vic.gov.au no later than 5.00 pm on the day prior to the Council meeting.

A maximum number of two questions may be submitted in writing by any one person.

Questions will be read by the Mayor or Chief Executive Officer.

The Mayor or Chief Executive Officer may indicate that they require further time to research an answer. In this case, an answer will be provided in writing generally within ten (10) business days.

Questions will be answered at the meeting, or later in writing, unless the Mayor or Chief Executive Officer has determined that the relevant question seeks confidential information defined in Section 3 of the Local Government Act 2020 such as:

- Council business information
- security information
- land use planning information
- law enforcement information
- legal privileged information
- personal information
- private commercial information
- confidential meeting information
- internal arbitration information
- Councillor Conduct Panel confidential information
- an issue outside the Gannawarra Shire Council core business

or if the question is:

- defamatory, indecent, abusive or objectionable in language or substance
- repetitive of a question already answered (whether at the same or an earlier meeting)
- asked to embarrass a Councillor or Council officer.

No debate or discussion of questions or answers shall be permitted and all questions and answers shall be a brief as possible.

11 DELEGATES REPORTS

11.1 DELEGATES REPORTS

Author: Mel Scott, Executive Assistant - Chief Executive Office

Authoriser: Tom O'Reilly, CEO

Attachments: Nil

EXECUTIVE SUMMARY

Council has memberships with peak Local Government associations, local and regional forums along with statutory committees. Some memberships require that a Councillor be appointed to act as a delegate to formally represent Council; typically in a voting capacity. This Agenda item provides an opportunity for Council appointed delegates to present a verbal update on any pertinent matters arising from Council's membership on the following associations.

Association	Appointed Council Delegate
Central Victorian Greenhouse Alliance	Cr Stanton
Community Halls Community Asset Committee	Cr Burt
Loddon Campaspe Group of Councils	Mayor
Loddon Mallee Waste and Resource Recovery Group (LMWRRG) Forum	Cr Ogden
Municipal Association of Victoria	Cr Collier
Municipal Fire Management Planning Committee (MFMPC)	Cr Link
Murray River Group of Councils (MRGC)	Mayor
Rail Freight Alliance	Cr Stanton
Rural Councils Victoria	Cr Smith

NB: * Audit and Risk Committee - no delegate report is required as the Audit and Risk Committee formally reports back separately to Council in accord with the Audit and Risk Committee Charter.

12 CONFIDENTIAL ITEMS

Nil