

ORDINARY MEETING OF COUNCIL

Notice is hereby given of the
Ordinary Meeting of Council to be held at
Council Chamber, 15 Stead Street, Ballan on
Wednesday 6 May 2015,
commencing at 5:00 p.m.

Members:

Cr. Paul Tatchell (Mayor)	Central Ward
Cr. Allan Comrie	East Moorabool Ward
Cr. David Edwards	East Moorabool Ward
Cr. John Spain	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. Tom Sullivan	West Moorabool Ward
Cr. Pat Toohey	Woodlands Ward

Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Community Services

Rob Croxford
Chief Executive Officer

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1. OPENING OF MEETING AND PRAYER

Almighty God be with us as we work for the people of the Shire of Moorabool.

Grant us wisdom that we may care for the Shire as true stewards of your creation.

May we be aware of the great responsibilities placed upon us.

Help us to be just in all our dealings and may our work prosper for the good of all.

Amen

2. ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the traditional owners of this land, their spirits and ancestors.

3. PRESENT

4. APOLOGIES

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council – Wednesday 1 April 2015

Recommendation:

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 1 April 2015.

5.2 Special Meeting of Council – Wednesday 1 April 2015

Recommendation:

That Council confirms the Minutes of the Special Meeting of Council held on Wednesday 1 April 2015.

5.3 Special Meeting of Council – Wednesday 22 April 2015

Recommendation:

That Council confirms the Minutes of the Special Meeting of Council held on Wednesday 22 April 2015.

6. DISCLOSURE OF CONFLICT OF INTEREST

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- a direct interest
 - (section 77A, 77B)
- an indirect interest (see below)
 - indirect interest by close association (section 78)
 - indirect financial interest (section 78A)
 - indirect interest because of conflicting duty (section 78B)
 - indirect interest because of receipt of gift(s) (section 78C)
 - indirect interest through civil proceedings (section 78D)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the Local Government Act 1989 (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

7. PUBLIC QUESTION TIME

The Council has made provision in the business of the Ordinary Meetings of the Council for the holding of a Public Question Time.

Public Question Time is required to be conducted in accordance with the requirements contained within the Public Question Time Protocols and Procedural Guidelines as provided for in the *Local Law No. 8 Meeting Procedure Local Law* Division 8 . Clause 57.

The person asking the question is to stand and identify themselves by name and residential address before asking the question.

All questions are to be directed to the Mayor as Chairperson, who shall determine the appropriate person to respond to the question.

The person asking the question must be present in the gallery when the question is considered and may be asked for clarification by the Mayor.

At the discretion of the Mayor, a lengthy question may be required to be placed into writing by the person asking the question. The Mayor may accept a question on notice, in the event that research is required to provide a response. In the case of questions taken on notice, both the question and response shall be recorded in the Minutes of the Meeting.

8. PETITIONS

No petitions have been made to Council for consideration as part of this Agenda.

9. PRESENTATIONS / DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item. No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

List of Persons making Presentations/Deputations other than in relation to a planning item listed on the agenda:

Item No	Description	Name	Position
-	-	-	-

List of Persons making Presentations/Deputations to a planning item listed on the agenda:

Individuals seeking to make a presentation to the Council on a planning item listed on the agenda for consideration at the meeting will be heard by the Council immediately preceding consideration of the Council Officer's report on the planning item.

Item No	Description	Name	Applicant/ Objector
-	-	-	-

10. OFFICER'S REPORTS

10.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

10.2 GROWTH AND DEVELOPMENT

10.2.1 Third Quarter (January - March) 2014/15 Council Plan Actions Progress Report

Introduction

File No.: 02/02/002
Author: Michelle Morrow
Manager: Natalie Abbott

Background

The 2013-2017 Council Plan was revised and adopted by Council in July 2014. As part of the development of the framework of the Council Plan, Council determines appropriate actions which will support the framework, delivering agreed outcomes for the Community.

The Council Plan outlines three key result areas (KRA) or main themes that guide new initiatives and continuing services these being:

- Representation and leadership of our community;
- Community Wellbeing; and
- Enhanced infrastructure and Natural and Built Environment.

Each KRA has a set of strategic objectives or desired outcomes with sets of strategies to be undertaken over the planned 4 years to achieve the objectives.

All Council actions aligned with the strategies are linked back to the Council Plan. The Council Plan is reviewed annually

Discussion

The attached 2014/15 Council Plan Actions Third Quarter Progress Report indicates each of the actions and the progress comments for the 2014/15 Financial Year. Overall there are 30 actions with 21 actions having reached 90% of the action target achieved for the January - March period with 5 actions having reached completion. Eight actions have achieved between 60 and 90% of the action target achieved. Only one action is less than 60% of action target achieved with this action being deferred due to anticipated grant funding for the project being unsuccessful.

Proposal

This report is to inform Council and the community on the progress of key Council Plan actions for the 2014/15 Financial Year.

Policy Implications

The 2014. 2015 Council Plan provides as follows:

Key Result Area	Representation and Leadership of our community
------------------------	------------------------------------------------

Objective Effective strategic and business planning for a growing community

Strategy Development of service plans that link service delivery, asset management and business excellence.

Financial Implications

There are no financial implications from this report. All projects being delivered have been allocated a budget.

Risk & Occupational Health & Safety Issues

There are no Risk or Occupational Health and Safety issues in relation to this report.

Communications and Consultation Strategy

Specific projects may have their own communications strategy nevertheless this report will be displayed on Council's website and the annual progress will be reported in Council's Annual Report.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

Manager – Natalie Abbott

In providing this advice to Council as the Manager, I have no interests to disclose in this report.

Author – Michelle Morrow

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Council is making progress in all areas of the Council Plan for this second quarter. Overall there are 30 actions with 21 actions having reached 90% of the action target achieved for the January - March period with 5 actions having reached completion. Eight actions have achieved between 60 and 90% of the action target achieved. Only one action is less than 60% of action target achieved with this action being deferred due to anticipated grant funding for the project being unsuccessful.

Recommendation:

That Council receives the Third Quarter (January - March) 2014/15 Council Plan Actions Progress Report.

Report Authorisation

Authorised by:

Name: Satwinder Sandhu
Title: General Manager Growth and Development
Date: Wednesday, 29 April 2015



Attachment - Item 10.2.1



Moorabool Shire Council

PREMIUM Action and Task Progress Report

July 2014 - March 2015

Report Filters:

Date From :01-07-2014


Date To :31-03-2015

Display Task : No

Action Filter :Council Plan

2014/2015 Council Plan Actions Progress Report Third Quarter - January to March

Key Result Area: 1 Representation and Leadership of our Community
Objective: 1.1 Good governance through open and transparent processes and strong accountability to the community.
STRATEGY: 1.1.1 Ensure policies and good governance are in accordance with legislative requirements and best practice.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.1.5 Review Meeting Procedure Local Law and General Local Laws.	Natalie Abbott - Manager Customer & Business Services	In Progress	1/07/2014	30/06/2015	50%	75%	 YELLOW
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Governance & Corporate Reporting	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments Council officers have completed the Local Government Professionals (LGPro) Better Local Law Program. Having undertaken the LGPro Program including a review of Council's Local Laws throughout this program, officers will now work to prepare a project scope and plan for the review to be commenced. The review will not be completed by June 2015. Last Updated - 29/04/2015							

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.1.6 Review Sealing of Unsealed Roads and Street Light policies in line with Council's Policy Framework	Sam Romaszko - Manager Engineering Services	In Progress	1/07/2014	30/04/2015	90%	90%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Road Safety	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

The draft Sealing of Unsealed Roads Policy was presented to the Ordinary Meeting of Council on Wednesday 1 April 2015 to lay on the table, and is included in the agenda for formal adoption at the May meeting. The draft Street & Public Place Lighting Policy was presented to the S86 Place Making Committee on Wednesday 15 April 2015 and is included in the agenda for presentation to the May Ordinary Meeting of Council.

Last Updated - 30/04/2015

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.1.7 Review the Community Development Fund	Kate Diamond-Keith - Manager Community Development	Completed	1/07/2014	30/11/2014	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Community Development	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Discussion paper completed for the October S86 Social Development Committee Meeting. Discussion Paper endorsed, developed and presented to the Ordinary Meeting of Council on 5 November, to lay on table until December OMC. The report into the review of the Community Development Fund was presented to the Ordinary Meeting of Council on 3 December. The Council resolved to continue to operate the Community Development Fund. Review completed.

Last Updated - 16/01/2015

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.1.1.8 Implement the statutory planning related Milner's Review - Action carried forward from 2013/14	Sian Smith - Manager Statutory Planning & Community Safety	In Progress	1/07/2014	30/06/2015	70%	75%	<div><div></div><div></div><div></div><div>GREEN</div></div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Statutory Planning	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments Sept 2014: The VicSmart process has been introduced however an application of this type has not yet been received . Aug 2014: E-Vis had completed a range of templates within Greenlight for officers to review . Sept 2014 - Confirmation on the effectiveness of delegate report templates in the Greenlight system will be explored in October . During August and September 2014, E-Vis (provider of Greenlight) has been upgrading Greenlight and officers are waiting for the upgrade to be finalised . Oct 2014 - E-Vis is awaiting feedback from officers regarding system and report changes . Nov 2014 - E-Vis is awaiting feedback from officers regarding system and report changes . Dec 2014 - Feedback has been provided on some of the changes they have made. A complete assessment of changes will be provided in the coming months . Jan 2015 - The Milner report is an analysis of the Statutory Planning Department and highlights a wide variety of recommendations ranging from delegation to department structure to specific operational changes. These recommendations seek to improve the efficiencies and effectiveness of the Statutory Planning Department . Some of the recommendations were able to be implemented very quickly, however some require a more detailed analysis or are being addressed by the organisation as a whole. In summary there were 66 recommendations within the Report and 46 of these have been completed (this equates to 69.7%). The current work being undertaken relates to our Greenlight system to further enhance our effectiveness . This process is quite lengthy and involves a third party provider in trying to achieve a better outcome. Feb 2015: No change since previous update. March 2015: No change since previous update.							
Last Updated - 08/04/2015							

Objective: 1.3 Advocate for services and infrastructure that meet the Shire's existing and future needs.

STRATEGY: 1.3.2 Represent Council at a regional level to improve services and infrastructure within the Shire.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
1.3.2.1 Provide a leadership role in the Peri Urban Group of Councils	Satwinder Sandhu - General Manager Growth & Development	In Progress	1/07/2014	30/06/2015	87%	75%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Recommendations, advice and guidance provided to the Peri Urban Group of Rural Councils (PUGRC) as required.

Moorabool Shire Council representatives present at all bi-monthly Peri Urban Group of Rural Councils meetings.

Last meeting attended Friday 13 February, 2015, next scheduled meeting Friday 10 April, 2015.

Projects for 2015 have been identified as follows:

- Initiatives for agriculture across the peri urban region to be identified through the Agriculture Working Group ;
- The Peri Urban Policy Statement;
- Infrastructure Planning and Settlement Planning across the region; and
- Technology – access to fast internet and mobile connectivity and a reduction in black spots .

February 2015



A letter has been circulated to the Peri Urban Group of Rural Councils (Baw Baw Shire Council, Surf Coast Shire Council, Murrindindi Shire Council, Golden Plains Shire Council, Bass Coast Shire Council and Macedon Ranges Shire Council) seeking commitment and support for the Peri Urban Group of Rural Councils for the 2015/16 financial year for consideration.

The Executive Officer PUGRC has accepted the 12 month contract extension effective from 9 February 2015 until 12 February, 2016.

Last Updated - 29/04/2015

Key Result Area: 2 Community Wellbeing
Objective: 2.1 Community self reliance and resilience

STRATEGY: 2.1.1 Provide community development support and partnership projects.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.1.2 Prepare a position paper on Community Development in Moorabool	Kate Diamond-Keith - Manager Community Development	In Progress	1/07/2014	30/06/2015	70%	75%	 GREEN
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Community Development	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments Community Engagement Plan currently being implemented. Council and stakeholder workshop completed; first stage of community engagement completed. A discussion paper was presented to the S86 Social Development Committee. The next stage of the preparation of the Community Development position paper is in progress including an action planning session and community engagement progress. The paper will be presented to the Council for endorsement for community engagement in May and for final consideration in June. February 2015 - Draft Community Development Paper is in progress. Feedback from the first stage of engagement and priority areas currently on have Your Say for engagement . Consultation for the action plan has commenced. March 2015 - Draft paper still in progress, consultation for action plan completed. paper to be presented to the Social Development Committee in May. This action will not be completed this financial year as initially planned. It is expected that the final draft will be presented to the August Ordinary Meeting of Council Last Updated - 29/04/2015							
Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.1.3 Implement the economic development strategy key outcomes	Peter Forbes - Manager Economic Development & Marketing	In Progress	1/07/2014	30/06/2015	75%	75%	 GREEN
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Marketing and Communications	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments The draft Agribusiness Analysis: Proposed Parwan Employment Precinct for Moorabool Shire Council has been received. Information from this report is currently being integrated into the Economic Development Strategy. Preliminary work plans have been developed for priority projects identified within the Strategy. A Draft Integrated Strategy report has been prepared for Council . It is anticipated that the Report and the suite of Strategies, including the Economic Development Strategy, will be presented to Councillors in June 2015. Last Updated - 30/04/2015							

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.1.4 Prepare an Parwan Agribusiness, Employment and Industrial Land Strategy	Andrew Goodsell - Senior Strategic Planner / Acting Manager SSD	In Progress	1/07/2014	30/06/2015	75%	75%	<div><div></div><div></div><div></div><div>GREEN</div></div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Statutory Planning	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments Spiller Gibbons & Swan (SGS) have been engaged by Council to prepare the Employment and Industrial Land Strategy. A Project Reference Group was convened in July 2014 with a meeting with internal and external stakeholders held. A Draft Strategy and Action Plan will be presented to the S86 Place Making Committee in April 2015. Relevant Stakeholder Consultation and Workshops - Stakeholder Consultation and Workshops for the Industrial Strategy is completed , however the Parwan Agribusiness Strategy is 90% complete. Overall stakeholder consultation and workshops are approximately 90% completed. Updated draft report has been prepared by CBRE Australia and is currently being reviewed by relevant staff . Feedback to be provided to CBRE by March 2015. A Report to Council for adoption of the Strategy and Prioritised Action Plan will be prepared upon dependant tasks to the strategy being completed . Implementation of the key priorities, including Planning Scheme Amendments (as relevant) will commence upon the completion of the Agribusiness , Employment and Industrial Land Strategy as a component of M2041. Last Updated - 29/04/2015							

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.1.1.5 Develop a plan to maximise economic and employment opportunities at the Bacchus Marsh airfield (Aerodrome)	Peter Forbes - Manager Economic Development & Marketing	In Progress	1/07/2014	30/06/2015	65%	75%	<div><div></div><div></div><div></div></div> YELLOW
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Marketing and Communications	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments Budget was allocated towards future planning work for the Bacchus Marsh Aerodrome as a part of the 2014/15 budget. A Request for Quote (RFQ) re Bacchus Marsh Aerodrome Options Report and Project Scoping Document was circulated . The Bacchus Marsh Aerodrome Committee of Management met with Council Representatives to discuss the project outline in detail. No suitable quotes within budgetary parameters were received in response to the RFQ . An amended proposal recommending an internal review as stage one has been developed. The Stage One proposal is commencing 30 April 2015 and will be completed by June 30, 2015. A report will be presented to Council upon completion of the project. Last Updated - 29/04/2015							

Objective: 2.2 Inclusive, responsive and accessible community services

STRATEGY: 2.2.1 Work in partnership with government and non-government service providers to deliver early years facilities and services.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2.1.8 Finalise the preparation of the Municipal Early Years Plan	Sharon McArthur - Manager Early Years	In Progress	1/07/2014	30/04/2015	90%	90%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
- Action carried forward from 2013/14							

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Child & Family Advocacy and Planning	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Consultation for the development of the plan was completed in July/August 2014 through a family survey, a service provider survey, small focus groups and consultation with children. The total number of children, families and service providers who took part in the consultations (including the focus groups, children's consultations and surveys) was 536. This included input from 161 children, 271 families and 104 service providers.

A discussion paper was presented to the October 2014 Section 86 Social Development Committee.

The draft Early Years plan was presented at the Ordinary Meeting of Council in April 2015, Council resolved to endorse "in principle" the Draft Municipal Early Years Plan for the purposes of public exhibition for a period of four (4) weeks, and requested a further report to be presented at the conclusion of the community engagement. It is expected that the final draft Municipal Early Years Plan will be presented to the June Ordinary Meeting of Council

Last Updated - 29/04/2015

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2.1.9 Complete the detailed design of the Darley Early Years Hub	Sam Romaszko - Manager Engineering Services	In Progress	1/07/2014	31/05/2015	75%	82%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Project Management	Recurrent						

Linked action filters: Council Plan

Action Progress Comments

An initial report was presented to Council in February 2014 outlining site options for the project, with the resolution confirming that Council endorse the Darley Civic & Community Hub (Science Wing) as the site for the proposed Darley Early Years Hub.

The conceptual plans have now been adopted by Council and procurement of a principal consultant to complete the detailed design has now occurred. Detailed design commenced in January 2015 and is due to be completed by June 2015.

Last Updated - 29/04/2015


STRATEGY: 2.2.3 Advocate, support and provide aged and disability services.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2.3.2 Prepare an Ageing Well Strategy (Age Well Live Well)	Robyn Salt - Manager - Aged & Disability	In Progress	1/07/2014	30/04/2015	75%	90%	<div><div></div><div></div><div></div></div> YELLOW
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Assessment and Care Management	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments A discussion paper was prepared and presented to the December meeting of the S 86 Social Development Committee of Council for comment. This action will not be completed by June as initially planned. It is expected that the final Ageing Well Strategy will be presented to the August Ordinary Meeting of Council . Last Updated - 30/04/2015							

STRATEGY: 2.2.4 Ensure Council's services and facilities are accessible.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.2.4.1 Prepare an Access and Inclusion Plan	Robyn Salt - Manager - Aged & Disability	In Progress	1/07/2014	30/04/2015	75%	90%	<div><div></div><div></div><div></div></div> YELLOW
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Assessment and Care Management	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments A discussion paper was prepared and presented to the December meeting of the S 86 Social Development Committee of Council for comment. This action will be not be completed this financial year. It is expected that the final Access and Inclusion Plan will be presented to the August Ordinary Meeting of Council . Last Updated - 30/04/2015							

Objective: 2.3 Increase and encourage participation in a range of sport, recreation and leisure activities**STRATEGY:** 2.3.1 Promote community health and well-being through the provision of recreation facilities, open space, programs and activities.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.3.1.4 Complete the review of the Recreation and Leisure Strategy	Troy Scoble - Manager Recreation & Youth Development	In Progress	1/07/2014	30/12/2014	80%	100%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Recreation Development	Recurrent				

Linked action filters: Council Plan**Action Progress Comments**

Draft Strategy presented to the s.86 Social Development Committee of Council and to the April 2015 Ordinary Meeting of Council for the purposes of placing the strategy on public exhibition. Council resolved to place the Draft Strategy on public exhibition for a period of 8 weeks with a further report to Council following that process. This action will not be completed by this financial year as initially planned. It is expected that the final Recreation and Leisure Strategy will be presented to the July Ordinary meeting of Council.

Last Updated - 29/04/2015

STRATEGY: 2.3.3 Pursue efficiencies in managing sporting and recreation facilities in partnership with Section 86 committees of management and other committees of management and sporting groups.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
2.3.3.2 Adopt the revised Bacchus Marsh Racecourse Recreation Reserve (BMRRR) Masterplan	Phil Jeffrey - General Manager Infrastructure	In Progress	1/07/2014	30/04/2015	80%	90%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Management	Recurrent				

Linked action filters: Council Plan**Action Progress Comments**

Following a period of user group consultation and options analysis by officers, a report was presented to an Ordinary Meeting of Council in November 2014 where it was resolved to locate the active sports precinct in the centre of the reserve and to finalise the masterplan and preliminary design of the active sports precinct components.

A lead consultant has been engaged to progress both masterplan and design work commenced in January, that included further stakeholder engagement. A draft masterplan is scheduled to be presented to the Ordinary Meeting of Council in June 2015 and following that will be placed on public exhibition to provide the opportunity for further comment by the community.

Last Updated - 30/04/2015

Key Result Area: 3 Enhanced Infrastructure and Natural Built Environment
Objective: 3.1 Effective and integrated strategic planning in place to create sustainable communities.

STRATEGY: 3.1.2 Development of Urban and Rural Growth Strategies in conjunction with other related plans.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.2.2 Perform Urban Growth Strategy (UGS) tasks: – Implement new residential zones (Ministerial Zones Review - MZR) – Complete Urban Settlement Strategic vision paper - UGS - Complete the Bacchus Marsh Precinct Study - UGS - Action carried forward from 2013/14	Andrew Goodsell - Senior Strategic Planner / Acting Manager SSD	In Progress	1/07/2014	30/06/2016	65%	36%	<div><div></div><div></div><div></div><div>GREEN</div></div>

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

The Minister approved the Ministerial Zones Review - Amendment C72 - in October 2014. This Amendment has now been incorporated into the Planning Scheme .

The Bacchus Marsh Draft Housing Needs Context Report was presented to the Ordinary Meeting of Council in March 2014 and adopted as part of Draft Amendment C72 which is now completed.

Consultants Macroplan Dimasi have been appointed to manage the retail component for the Urban Growth Strategy. An inception meeting was held in September 2014. A discussion paper was issued in October 2014. A draft report was tabled with Council staff for internal review in December , 2014.

It is expected that the Retail Strategy will be tabled at the June 2015 Ordinary Meeting of Council along with the Industrial Strategy and the Economic Development Strategy for Council to consider commencement of the Public Exhibition process.

The Housing Strategy component will be completed in the 2015/16 financial year once the Urban Growth Framework is completed.


Project Scoping document was provided to the Executive Group in March, 2015.

Fitness for Purpose assessment for buildings has been designed and currently being completed with service Managers. Provision standards for community facilities drafted and currently being tested with service Managers. Pilot community facilities database in development by Social Infrastructure Planner. Mapping of all facilities to GIS completed.

Once the Memorandum of Understanding (MOU) is finalised with the Metropolitan Planning Authority (MPA) an updated Infrastructure Plan Framework can be prepared for Bacchus Marsh and surrounding areas. It is anticipated that the Framework will be completed and adopted by Council by December, 2015. Amendments to follow.

Last Updated - 29/04/2015

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.2.3 Perform Rural Growth Strategy Projects tasks: – Complete agricultural enterprise investment needs on smaller lots study – Develop the Small Towns and Settlement Clusters Strategy - Action carried forward from 2013/14	Andrew Goodsell - Senior Strategic Planner / Acting Manager SSD	In Progress	1/07/2014	30/06/2016	51%	38%	<div><div></div><div></div><div></div><div>GREEN</div></div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Strategic Land Use Planning	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments The Agricultural Enterprise Investment Needs Strategy has been completed . Urban Enterprise work on the Small Towns Residential Demand Analysis has now been completed . Copy has been provided to S86 Rural Growth Strategy Committee. The first round of Community Consultation Workshops was completed on 31 March 2015. There is additional consultation scheduled for April 2015 which will include attending various Primary Schools throughout Moorabool Shire and a session at the Ballan Train Station . The Environmental Constraints Mapping of Small Towns is substantially completed . It is expected that Council will receive the final draft report from Ecology and Heritage Partners by Mid-April 2015. Finalise Strategy and Action List Including identified small towns for detailed structure planning (Pending resources) - pending finalisation of the Small Towns Settlement Strategy scheduled for completion by 2015. Small Towns and Clusters Settlement Strategy Background Research and Analysis - Completed The report is now on the Council website. The Retail Strategy to support growth of small towns was commissioned August 2014. The draft Retail Strategy, Industrial Strategy and the Economic Development Strategy will be tabled at the June 2015 Ordinary Meeting of Council for consideration and with the intent to progress with the Public Exhibition process. Community visioning has commenced and will be completed by June 2015. A report will be tabled at the July 2015 Ordinary Meeting of Council which will detail a vision and key directions for the strategy to follow. The draft Small Towns and Clusters Settlement Strategy will be completed by late 2015.							
Last Updated - 29/04/2015							

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.2.4 Participate in initiatives that advance the Central Highlands Regional Growth Plan (CHRGF) and Plan Melbourne key directions	Satwinder Sandhu - General Manager Growth & Development	In Progress	1/07/2014	30/06/2015	75%	75%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Growth & Development Governance	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Current member of the Regional Cities Forum Working Group and attendance at regular meetings with the Metropolitan Planning Authority .

The Framework Plan has been prepared between the Metropolitan Planning Authority (MPA) and Department of Transport Planning and Local Infrastructure (DTPLI) and Moorabool Shire Council to prioritise key Infrastructure delivery into Bacchus Marsh and district. This work is expected to be completed by December 2015.


A letter was sent to The Hon. Richard Wynne, Minister for Planning regarding Bacchus Marsh District - Request for Assistance – Metropolitan Planning Authority – Bacchus Marsh Future Growth Framework in December, 2014.

Council will prepare a further letter to the Minister seeking a reply to Council's request for MPA's assistance on the Urban Growth Strategy.

The Small Towns Strategy Work Program (Rural Growth Strategy) has been finalised.

Last Updated - 29/04/2015

STRATEGY: 3.1.4 Undertake integrated infrastructure and land use planning to guide future growth and development of our towns and settlements.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.1.4.2 Develop a plan for the long term use of the Darley Civic Hub	Danny Colgan - General Manager Community Services	Completed	1/07/2014	31/08/2014	100%	100%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Community Services Governance	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Council adopted a plan for the future use of the Darley Civic Hub at its Ordinary Meeting in August 2014. Work has now commenced on attracting the priority services and organisations outlined in the report following the revision of the guidelines and expression of interest documentation.

Last Updated - 13/02/2015

Objective: 3.2 Enhance and protect the long term integrity and biodiversity of the natural environment.

STRATEGY: 3.2.4 Develop a Domestic Wastewater Management Plan in accordance with new ministerial guidelines.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.2.4.2 Complete a Domestic Wastewater Management Plan, as per new ministerial guidelines	Sian Smith - Manager Statutory Planning & Community Safety	Completed	1/07/2014	30/09/2014	100%	100%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Environmental Health Investigation, Inspection & Education	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments							
The plan was adopted by Council on 1 October 2014							
Last Updated - 29/04/2015							



Objective: 3.3 Ensure current and future infrastructure meets the needs of the community.


STRATEGY: 3.3.1 Develop long term social and physical infrastructure plans and funding modelling as part of the Moorabool 2041 Framework including opportunities for development contributions.

Opportunities for development contributions.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.1.3 Commence Development of the “Beyond 2041 Community Plan” framework.	Satwinder Sandhu - General Manager Growth & Development	Completed	1/07/2014	30/06/2015	100%	75%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Growth & Development Governance	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments							
This Council Plan Action listed under Representation and Leadership of our Community in the 2013-2017 Council Plan (revised 2014) was not due to be solely acted upon at this time and has been included into the Moorabool 2041 Projects.							
Last Updated - 27/10/2014							

STRATEGY: 3.3.2 Plan and maintain a long term and annual capital improvement program.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.2.10 Resolve the future location of a new Ballan Depot.	Glenn Townsend - Manager Operations	Completed	1/07/2014	31/03/2015	100%	100%	 GREEN
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Management	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments							
A consultant has been appointed to the project and has evaluated a number of potential sites for the future location of a new Ballan depot . The report and recommendation endorsed 54 Haddon Drive Ballan as the preferred option for the future location of a Ballan depot.							
Last Updated - 29/04/2015							
Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.2.14 C51 Bacchus Marsh Activity Centre Structure Plan	Damien Drew - Senior Strategic Planner	In Progress	1/07/2014	30/06/2015	99%	75%	 GREEN
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Growth & Development Governance	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments							
Council adopted the Amendment at a Special Meeting held on Wednesday , 18 February, 2015.							
Final amendment documents were submitted for Ministerial (Minister for Planning) approval on Tuesday, 17 March, 2015.							
Last Updated - 31/03/2015							

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.2.8 Finalise Structure Plan for Ballan - Action carried forward from 2013/14	Lisa Gervasoni - Co-Ord Strategic Planning / Acting Manager SSD	In Progress	1/07/2014	30/06/2015	85%	75%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				

Linked action filters: Council Plan


Action Progress Comments

Draft text of Final Plan is being amended to reflect the comments of the Residential Zones Standing Advisory Committee .

It is anticipated that the Ballan Structure Plan implementation documents will be presented to the S86 Place Making Committee in July, 2015.

A report will then be tabled at the August Ordinary Meeting Council seeking adoption of the Ballan Structure Plan and seek authorisation to prepare a Planning Scheme Amendment to implement the plan into the Moorabool Planning Scheme. Council Officers are amending the text of the document based on consultation and the outcome of Moorabool C 72 Amendment.

Last Updated - 29/04/2015

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.2.9 Implement C53 Gordon Structure Plan - Awaiting Ministerial Approval (Pending C72 Outcome)	Damien Drew - Senior Strategic Planner	In Progress	1/07/2014	30/06/2015	99%	75%	 GREEN

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Strategic Land Use Planning	Recurrent				


Linked action filters: Council Plan

Action Progress Comments

Amendment has been approved by the Minister for Planning and was gazetted on Thursday , 26 February, 2015. Public notice was published in the Moorabool News on Tuesday , 31 March, 2015.

Last Updated - 29/04/2015

STRATEGY: 3.3.4 Provision of effective and safe transport networks.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.4.1 Complete the traffic and transport study for Bacchus Marsh	Sam Romaszko - Manager Engineering Services	In Progress	1/07/2014	30/04/2015	75%	90%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Project Management	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Cardno Pty Ltd has been appointed to undertake the transport study for Bacchus Marsh. The outcome of this study will produce a traffic model for Bacchus Marsh , including various scenarios for 2014, 2021, 2031 and 2041, and recommend potential projects to manage traffic issues into the future .

Transport model development and initial engagement with the community has occurred , with scenario modelling and network option assessment continuing.

Following a presentation to Council, the document will be placed on public exhibition for community members to provide further comment prior to adoption.

Last Updated - 30/04/2015

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.3.4.2 Perform progress planning for the extension of Halletts Way at north and south ends	Phil Jeffrey - General Manager Infrastructure	In Progress	1/07/2014	31/05/2015	60%	81%	 YELLOW

Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance
Management	Recurrent				

Linked action filters: Council Plan

Action Progress Comments

Halletts Way North End: Procurement for the project has been completed, a contractor engaged and works commenced in April 2015. Subject to weather, it is anticipated that the road will be open to traffic in August-September 2015.

Halletts Way South End: The detailed design commenced in January 2015 and is anticipated to be completed in June 2015. This involves design of all civil engineering aspects, flood and drainage, street lighting, structural engineering, geotechnical investigation and procurement of all statutory and authority approvals for the project. Following this process, the project should be in a position to tender for construction if budget is available.

Last Updated - 10/04/2015

Objective: 3.6 Management of assets and infrastructure.

STRATEGY: 3.6.5 Proactive maintenance of roads, bridges and footpaths at documented standards in the Road Management Plan.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.6.5.4 Perform Level of Service Review for Street Sweeping and Cleaning	Glenn Townsend - Manager Operations	In Progress	1/07/2014	30/06/2015	85%	75%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Roads Management	Recurrent						
Linked action filters: Performance Objective,Council Plan							
Action Progress Comments							
As part of the review process, an internal working group was formed to document current levels of service for street, footpath and pit cleaning, undertake benchmarking of similar Council and produce a draft Maintenance Management Plan. The draft document has been prepared and has been included on the agenda for the Section 86 Place Making Committee meeting scheduled Wednesday 15 April 2015.							
Last Updated - 29/04/2015							

STRATEGY: 3.6.6 Proactive maintenance of buildings, structures, public amenities and community facilities at appropriate standards.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.6.6.4 Undertake a review of Council owned properties in order to provide better utilisation and benefits	Satwinder Sandhu - General Manager Growth & Development	In Progress	1/07/2014	30/06/2015	79%	75%	<div><div></div><div></div><div></div></div> <div>GREEN</div>
Activity	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Building Services	Recurrent						
Linked action filters: Council Plan							
Action Progress Comments							
Council is currently conducting background research and undertaking an analysis of Council's Property Register.							
A review of Council's Property Register is required to ensure properties are being utilised and providing benefit to the community.							
Last Updated - 29/04/2015							

STRATEGY: 3.6.7 Proactive maintenance of Council owned and managed parks, gardens, trees, playgrounds, open space and town entrances at appropriate standards.

Action	Responsibility	Action Status	Start Date	End Date	% Comp.	Target	% OnTarget
3.6.7.9 Develop a Street Tree Strategy (subject to budget)	Glenn Townsend - Manager Operations	Deferred	1/07/2014	30/06/2015	5%	75%	<div><div></div><div></div><div></div></div> <div>RED</div>
Activitv	Budget Type	Budget	YTD Budget	YTD Actual	YTD Variance		
Parks and Gardens	Recurrent						
Linked action filters: Performance Objective,Council Plan							
Action Progress Comments A New Initiative was approved as part of the 2014/15 budget for the development of the strategy. A grant application for supplementary funds was submitted , however officers have been advised that the application was unsuccessful. A scoping document has been prepared and a project brief is being developed in conjunction with the finalisation of the ' Tree Policy ' which will be a major factor given the documents are closely aligned. Given anticipated grant funding has not been successful, officers are currently discussing the project with consultants to guage if the funds available can deliver a strategy . Last Updated - 10/04/2015							

10.2.2 Revised 2013-2017 Council Plan

Introduction

File No.: 02/02/002
Author: Natalie Abbott
General Manager: Satwinder Sandhu

Background

Council adopted the Council Plan 2013-2017 at the Ordinary Meeting of Council held on 19 June 2013.

As part of a community engagement process to understand the community needs for the future, Council has embarked on the project known as, *"The Talking 2041"* community engagement process for Moorabool 2041. This process commenced in October 2014 and is the most comprehensive community engagement process ever undertaken by Moorabool Shire Council.

Within the engagement process two key elements of Moorabool 2041, being an Urban Growth Strategy and a Rural Small Towns Strategy, have focused on the urban areas of Bacchus Marsh and surrounds and separately, the rural areas of the Shire. The engagement for both the urban and rural areas has been very successful.

The outcomes of the engagement process will be presented to Council later in the year which will be reflected in future Council Plans.

Proposal

A review of the Council Plan has been conducted which has resulted in changes to the document. In accordance with Section 125 of the Local Government Act 1989 (the Act) Council must consider whether the Council Plan requires any adjustment and if there are adjustments Council must seek public submissions under Section 223 of the LGA.

The Council Plan has been reviewed by Councillors and officers and changes have been made to the strategies under each Key Result Area to reflect the Council activities in each area. The actions supporting the Council Plan have been updated and the performance measures have been updated in accordance with the Local Government Performance Reporting Framework.

The reviewed 2013-2017 Council Plan (2015 revision) is shown in Attachment 10.2.2.

Policy Implications

The 2013. 2017 Council Plan provides as follows:

Key Result Area	Representation and Leadership of our Community
------------------------	------------------------------------------------

Objective Good governance through open and transparent processes and strong accountability to the community.

Strategy Ensure policies and good governance are in accordance with legislative requirements and best practice.

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

In accordance with Section 126 of the Local Government Act 1989, Council has prepared the attached Strategic Resource Plan that details the resources required to achieve the objectives and strategies outlined in the 2013-2017 Council Plan.

The Strategic Resource Plan includes the following information in respect of next 5 financial years:

- the standard statements describing the required financial resources in the form and containing the information required by the regulations; and
- statements describing the required non-financial resources, including human resources.

This five-year forecast is Council's accountability to the community in the way it will deliver on the 3 key result areas as set out in the 2013-2017 Council Plan (2015 revision) being:

1. Representation and Leadership of our Community
2. Community Wellbeing
3. Enhanced Infrastructure and Natural and Built Environment

The Strategic Resource Plan for each financial year is subject to final determination as part of Council's Annual Budget process.

Risk & Occupational Health & Safety Issues

No risk and occupational health and safety issues have been identified.

Communications and Consultation Strategy

Under section 125 (9) of the Local Government Act 1989, a person has a right to make a submission under section 223 on a proposed adjustment to a Council Plan which relates to the following matters:

- the strategic objectives of the Council;
- strategies for achieving the objectives for at least the next 4 years;
- strategic indicators for monitoring the achievement of the objectives;

A communications plan has been developed to advise the community via Council's website, media release, social media, Council's community consultation website: haveyoursay.com.au and with hard copies available at all Council offices.

Public notice of the revised Council Plan will be placed in The Moorabool News and members of the community will have no less than 28 days to make a submission.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Natalie Abbott

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The 2013-2017 Council Plan (2015 revision) and Strategic Resource Plan are presented for Council to place on public exhibition to commence public consultation.

Recommendation:

- 1. That, having considered the details of the Council Plan 2013-2017 (2015 revision) appended to this report, Council, in accordance with the requirements of Part 6 Section 125 and 126 of Local Government Act 1989**
 - 1.1 authorises the Chief Executive officer to give public notice that the Council Plan 2013-2017 (2015 revision) has been prepared and is available for public inspection; and**
 - 1.2 gives public notice and have ready for public inspection all prescribed information to be available from 7 May 2015 until 5 June 2015.**

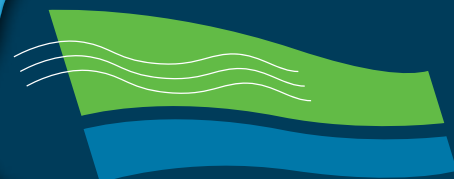
2. That Council resolves to allow no less than 28 days for submissions to be made by members of the public and that all submissions are to be made in the prescribed manner. Council will hear submissions on Wednesday, 17 June 2015 at a Special Meeting of Council to be held in the James Young Room, Lerderderg Library, 215 Main Street, Bacchus Marsh commencing at 5pm.
3. That in accordance with Section 125 of the Local Government Act 1989, Council resolves to notify and place on public notice its intention to adopt the Council Plan 2013-2017 (2015 revision) on Wednesday 1 July 2015 at the Ordinary Meeting of Council to be held in the Ballan Council Chambers, 15 Stead Street, Ballan commencing at 5pm.

Report Authorisation**Authorised by:**

Name: Satwinder Sandhu
Title: General Manager Growth and Development
Date: Wednesday, 29 April 2015



Attachment - Item 10.2.2



MOORABOOL
SHIRE COUNCIL

COUNCIL PLAN 2013-2017

(Revised 2015)

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MESSAGE FROM THE MAYOR AND CEO

It is with great pleasure that we present the 2015 review of the 2013 - 2017 Council Plan.

This review is an important milestone; it heralds the halfway point of the original four year plan put together by the Council elected by the local community in 2012.

The plan represents the key directions and critical projects required to respond to a constantly changing and challenging environment. It is a framework from which we strive to achieve our vision of facilitating “vibrant and resilient communities with unique identities” and to satisfy the mission to “work together with our people to deliver valued outcomes that improve community well-being and are economically responsible”.

Council has set itself the challenge of visioning what our communities across the Shire will look like in 2041.

This task is well in hand at the half way mark of the plan with many of the key building blocks being completed. This includes key strategies in areas of land use planning, infrastructure and social development already being considered by the Council. Importantly, the vision has been enhanced by a comprehensive engagement strategy with our urban and rural communities in more recent times.

The framework of the journey to 2041 is set out on page 10. Councillors and staff are working cooperatively within the framework to deliver the best outcome possible for our communities.

A Strategic Financial Plan (SFP) shows that the Council remains in a satisfactory financial position whilst undertaking a \$15 million capital improvement program into the 2015/16 financial year that will increase investment in renewed, upgraded and new infrastructure plans and deliver new initiatives to enhance services.

In order to finance the SFP, Council has implemented measures to drive down operating costs and is undertaking reviews of service levels it provides as part of our business excellence philosophy. While this will facilitate more activity from existing resources, a level of rate increase and indebtedness is required to fully implement the plan.

I encourage you to find out more about the key projects and strategies Council has planned to deliver improvements to our communities. These are set out in this document under the pillars of Representation and Leadership of our Community, Community Wellbeing and Enhanced Infrastructure and Natural and Built Environment.

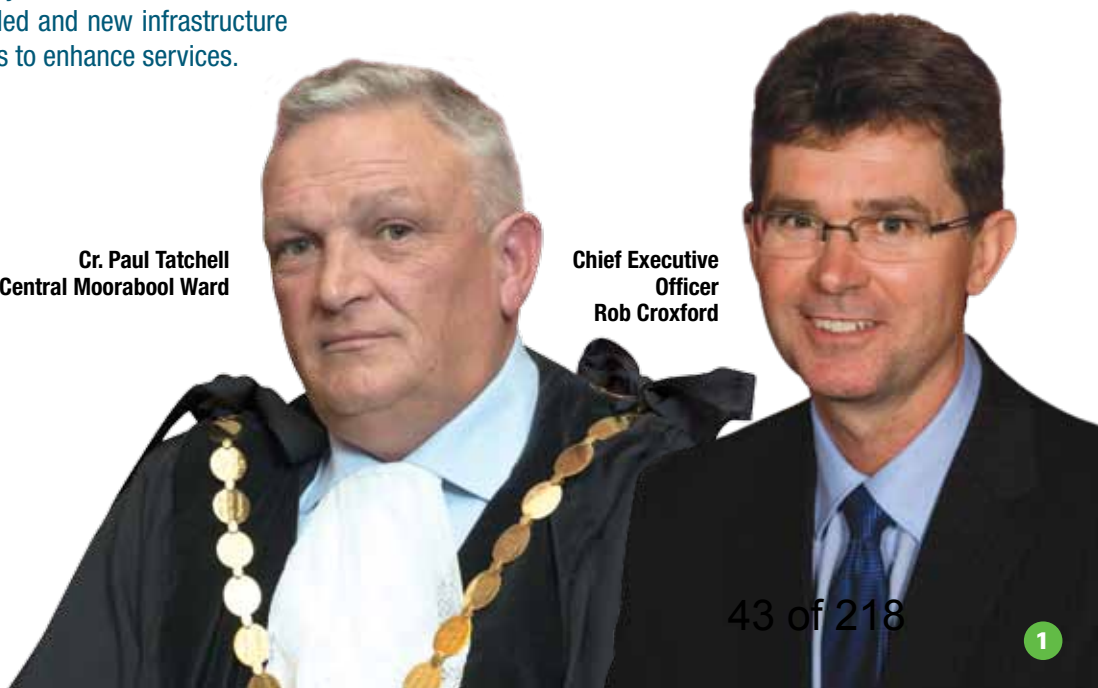
It is particularly poignant as we commemorate the centenary of the volunteer ANZAC forces that served in the First World War, that we remember the contribution of our local volunteers and acknowledge the enormous contributions volunteers make each and every day to the Shire and the communities they reside, work and recreate in. While much of the work goes on without fuss and behind the scenes, it is noticed and highly valued by Council.

Council commends the Council Plan 2013-2017 (revised 2015) to the community and seeks your support in delivering this plan with your continued involvement, feedback and interest in the actions set out.

We are confident that by continuing to work together we can ensure Moorabool remains a progressive and vibrant Shire into the future and a highly sought after place to live, work, invest and visit.

Cr. Paul Tatchell
Central Moorabool Ward

**Chief Executive
Officer**
Rob Croxford



VISION

Vibrant and resilient communities with unique identities.

MISSION

Working with our people to deliver valued outcomes that improve community wellbeing and are economically responsible.

VALUES

Respect
Integrity
Practicality
Excellence
Equity

Treat others the way you want to be treated.
Do what is right.
Always be part of a solution.
Continually improve the way we do business.
Fair distribution of resources.



OUR COUNCILLORS

Moorabool Shire is represented by seven Councillors who are elected by residents to govern the municipality. Our Councillors for this four year term were elected in October 2012.

Councillors strive to determine the strategic direction for the Shire in terms of budget and Council Plan frameworks, economic growth; quality of life for the community; and broadening opportunities for all communities, urban and rural. A Councillor's time is often divided between family and work commitments whilst performing specific Council duties such as community involvement, advocacy, community leadership, debating and decision making at Council forums and meetings.

Moorabool Shire is divided into three single-Councillor wards and one ward which has four Councillors. Wards are the electorates a Councillor represents.

- Central Moorabool Ward – 1 Councillor
- East Moorabool Ward – 4 Councillors
- West Moorabool Ward – 1 Councillor
- Woodlands Ward – 1 Councillor

The election of the Mayor is conducted each year at a special meeting of Council and where it is the responsibility of the elected Councillors to elect one Councillor to become Mayor.



OUR COUNCILLORS



Cr. Paul Tatchell (Mayor)
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Cr. Allan Comrie
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Cr. Pat Toohey
Woodlands Ward
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ptoohey@moorabool.vic.gov.au



Cr. Tom Sullivan
West Moorabool Ward
Mobile: 0418 323 221
tsullivan@moorabool.vic.gov.au







OUR SHIRE

Moorabool Shire is a fast growing semi-rural municipality nestled between Melbourne, Geelong and Ballarat. It offers residents picturesque and friendly surrounds with the vibrancy of an active, growing community.

The Shire's landscape provides an array of living options. Residents can enjoy an urban lifestyle in towns like Bacchus Marsh (45km west of the Melbourne CBD) and Ballan (70km west of the Melbourne CBD) or take advantage of Moorabool's small towns and hamlets, rural open spaces and natural surrounds.

A stunning Shire spanning more than 2,110 square kilometres, Moorabool is made up of 64 localities, hamlets and towns. More than 74% of the Shire comprises of water catchments, state forests and national parks. Moorabool boasts breathtaking landscapes, national parks, forests, gorges, mineral springs and tourism attractions. Some of its key attractions include the Wombat State Forest, Brisbane Ranges National Park, Lerderderg State Park, Werribee Gorge State Park and the Bacchus Marsh Avenue of Honour.

The district was settled by Europeans between 1830 and 1850 and the character of our towns and surrounding areas reflect this era.

Gold was discovered in the region and a timber industry quickly developed. The availability of water attracted many people and resulted in pastoral and agricultural development led by pioneers such as Sir William Henry Bacchus, who in 1834 settled on the fertile soil of what is now the township of Bacchus Marsh.

Moorabool Shire is positioned along the major road and rail transport corridors between Melbourne and Adelaide.

Moorabool's eastern boundary is located just 40km west of Melbourne's CBD and extends westwards to the City of Ballarat municipal boundary. The Shire straddles Victoria's Western Highway and has excellent transport access to Melbourne, Ballarat and Geelong.

Bacchus Marsh is equi-distant to Melbourne and Avalon airports and close to the sea ports of Geelong and Melbourne.

TRADITIONAL OWNERS

We acknowledge the Indigenous history of Moorabool Shire. The land was traditionally occupied by and connected to a number of Aboriginal communities, most notably the Wathaurung Tribe in the south and west and the Wurundjeri Tribe in the east. In February 2015, the Council adopted a Statement of Commitment to Indigenous People.

OUR POPULATION

Moorabool Shire is a popular tree change destination, growing as fast as any other local government area in inland regional Victoria.

The official population of Moorabool Shire in 2015 is 31,737. This is estimated to grow to 32,620 by the end of 2016. More than half the population lives in Bacchus Marsh and surrounds (18,247). The Shire's second largest population can be found in and around Ballan (2,985). The remaining population is distributed throughout the large number of small towns, hamlets and farming areas within the Shire. The majority of people who relocate to Moorabool Shire are young families seeking a semi-rural lifestyle. Moorabool's demographic reflects this trend.

POPULATION GROWTH

When considering future growth of Moorabool Shire, Council has identified three key residential locations where the majority of that growth will occur. These locations – Bacchus Marsh, Ballan and Gordon – already have established infrastructure to accommodate new growth. As part of the Moorabool 2041 (Small Towns and Clusters Settlement Strategy) framework, Council is also consulting with other settlements such as Wallace and Bungaree in reference to the growth opportunities.

The population of the Shire is estimated to increase by 72% between 2015 and 2041 to 54,418. The majority of growth during this period will come from the new estates in Maddingley which are forecast to increase by over 174% during this same period.

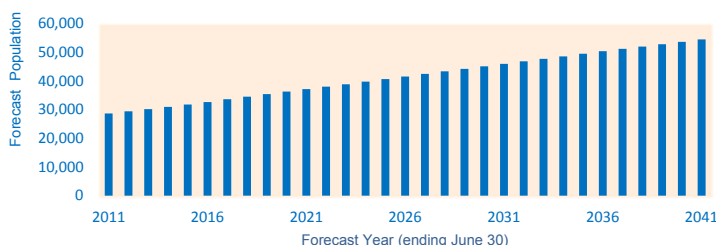
AFFORDABILITY AND LIVEABILITY

Moorabool offers diverse living options. Bacchus Marsh, Ballan, Gordon and the smaller Shire townships offer a vital array of community infrastructure, established social and sporting networks, combined with the charm and character only experienced in rural areas.

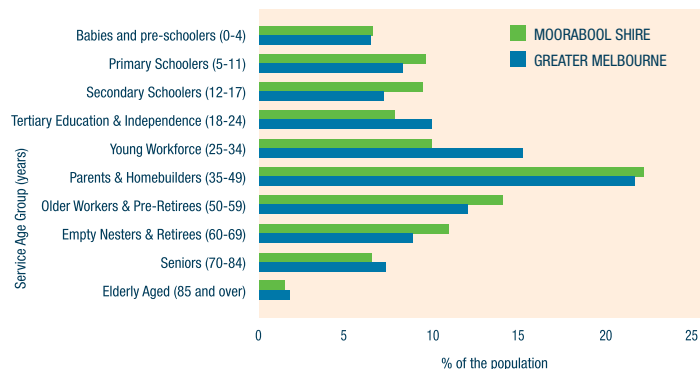
Bacchus Marsh ranks in the top three of regional Australia's housing markets that are likely to be the best suited for family living. Maintaining liveability for families is an important element for Council. This national ranking was based on a range of factors including house prices, typical block size, average number of bedrooms, expected capital gains and a range of proximity attributes involving schools, health care facilities, child care centres and retail facilities. The analysis also includes socioeconomic wellbeing measures.

Bacchus Marsh was the first area in regional Victoria to receive the National Broadband Network's (NBN) super high-speed Fibre to the Premises (FTTP) service, with further NBN rollouts planned. Fixed wireless and satellite NBN services are already available in parts of western Moorabool.

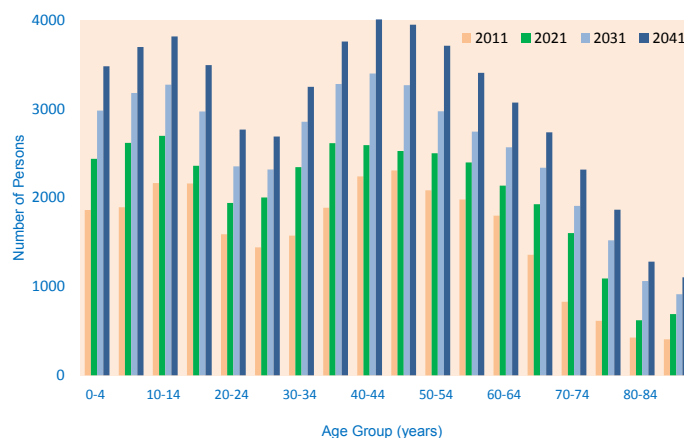
FORECAST POPULATION – Shire of Moorabool



AGE STRUCTURE – Service Age Groups 2011



FORECAST AGE STRUCTURE



OUR BUSINESS

BUSINESS PROFILE

Traditional economic drivers such as agriculture, timber, wool and beef production and mineral, stone and water extraction remain extremely important to Moorabool's economy.

Residential growth, construction, retail and service industries, light manufacturing and tourism are emerging factors of growth.

The Shire's growing population provides tremendous opportunities for business growth and investment. The excellent services we provide, and those planned for the future, will see Moorabool become an even more attractive prospect.

The key drivers of Moorabool's regional economy in terms of regional exports, employment, value added and local expenditure on goods and services are: Agriculture, Forestry and Fishing (Output \$131.541m) ; Construction (Output \$196.656m); Health Care and Social Assistance (\$78.179m); and Education and Training (\$67.714m). Once all industry sectors are included, the total output, based on gross revenue generated by businesses and organisations within Moorabool, is estimated at \$1,442 million (REMPAN 2014, based on 2011 Census data).

EMPLOYMENT PROFILE

Between the last two Census periods the employment base of Moorabool Shire changed substantially. The most significant shifts in employment by industry sector included a lower share of employment in agriculture, forestry and fishing (-84 persons) manufacturing (-142 persons); and a higher proportion of jobs in construction (+396 persons), health care and social assistance (+251 persons), public administration and safety (+177 persons) and accommodation and food services (+166 persons).

An analysis of the jobs held by the resident population in Moorabool Shire in 2011 showed the top ranking industry sectors were:

- Construction (1,639 people or 12.3%)
- Health care and social assistance (1,397 people or 10.5%)
- Retail (1,307 people or 9.8%)
- Manufacturing (1,248 people or 9.4%)
- Education and training (1,115 people or 8.4%)
- Transport, postal and warehousing (1,018 people or 7.6%)

- Public administration and safety (935 people or 7.0%)
- Accommodation and food services (682 people or 5.1%)
- Professional, scientific and technical services (674 people or 5.1%)
- Agriculture, forestry and fishing (580 people or 4.4%)

More industry and commercial development is required to meet the needs of the rising population. The existing industrial estates, such as Ballan Industrial Estate and the Kennedy Place Industrial Estate in Bacchus Marsh are near capacity. To meet this need, Council is developing a plan for economic development over the next 10 years and investigating the future demand and supply for industrial land and how potential development locations like Parwan and Ballan will attract investment and cater for job growth.

Moorabool Shire is well positioned to capture new business opportunities from the digital economy with the early rollout of the National Broadband Network which delivers faster, more reliable broadband speeds than that available in metropolitan areas.

TRANSPORT

Moorabool Shire is well connected to Melbourne, Geelong and Ballarat, with easy access to major highways.

Improvements to the Western Highway, the main arterial road between Melbourne and Adelaide, upgraded with the recently completed Deer Park Bypass and the realignment of Anthonys Cutting east of Bacchus Marsh makes Moorabool increasingly accessible to Melbourne. The establishment of vehicle bypasses for Bacchus Marsh, in particular an alternative heavy vehicle north-south route, would dramatically increase the amenity of the town.

The rail link between Ballarat and Melbourne services Moorabool residents with scheduled stops at Ballan and Bacchus Marsh. Public Transport Victoria announced an expansion to bus services in Bacchus Marsh, adding increased frequency, new routes and improved coordination with the train network. Furthermore, Bacchus Marsh is included as part of an integrated metropolitan public transport ticketing system, providing seamless public transport access to metropolitan Melbourne. The trial V/Line bus service which serves the communities between Daylesford and Ballan, and Mt Egerton and Gordon to Ballan has been extended till at least 2015.

Council recognises the need for further connections in the more remote communities to link up with the existing

OUR COMMUNITY

public service network and is advocating for new services. Council has implemented Transport Connections projects to provide practical solutions that relieve transport issues in many of Moorabool's smaller communities.

LANDSCAPE AND NATURAL HERITAGE

Visitors are attracted to Moorabool for many reasons. The beauty of its landscape showcases mountain ranges, gorges, national and state parks, lakes and forests are integral to the sense of place experienced in Moorabool Shire.

The rich volcanic and river delta soils nurture the landscape drawing many visitors to the farm gate stalls set up by local growers, producing everything from apples to truffles.

The South West Landscape Assessment study identified four state significant landscapes and four regional significant landscapes within Moorabool Shire.

State

- Lal Lal Falls
- Werribee Gorge
- Brisbane Ranges & Rowsley Scarp
- Parwan Valley

Regional

- Bacchus Marsh Agricultural Valley
- Mount Warrenheip
- Wombat State Forest & Mineral Springs
- Lerderderg Gorge & Park

Moorabool's history as a goldfield area and the main route to many others has left a treasure of historic buildings, bridges and infrastructure widely recognised for their heritage values. Council is currently working on documenting the history and heritage values of West Moorabool following the successful implementation of the Bacchus Marsh Heritage Study.

MOORABOOL IN A REGIONAL CONTEXT

Moorabool Shire Council borders Hepburn Shire, City of Melton, Macedon Ranges Shire, Golden Plains Shire, City of Wyndham, City of Greater Geelong and City of Ballarat. Council works strategically with local, state and federal governments in regional planning processes and projects via membership of bodies like the Central Highlands Mayors and CEOs Forum and the Peri-Urban Group of Rural Councils.

The Peri-Urban Group of Rural Councils aims to promote a comprehensive vision for the Peri-Urban region focussed on the Melbourne metropolitan fringe.

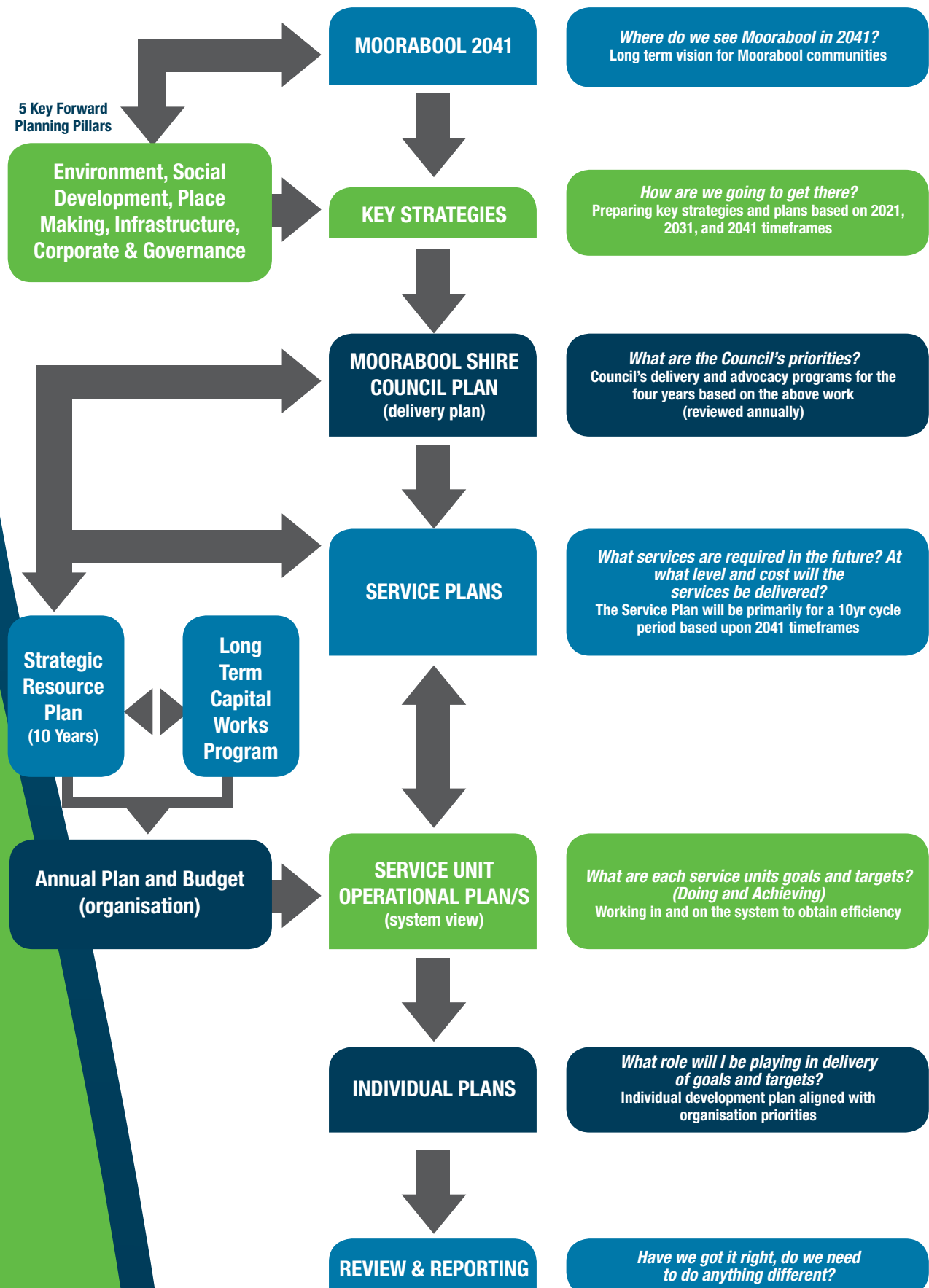
LINK TO THE REGIONAL/ STATE GROWTH PLANS

Moorabool Shire is covered by the Central Highlands Regional Growth Plan. Along with Ballarat, Bacchus Marsh is defined as an area for significant growth. Furthermore, the Parwan area (south east of Bacchus Marsh) is identified as a potential area for an industry employment hub. Due to existing infrastructure capacity the township of Ballan is considered as a desirable township for future growth.

Plan Melbourne identifies Bacchus Marsh and Ballan as Peri-Urban towns with potential to attract housing and population growth out of Melbourne.



INTEGRATED PLANNING & DELIVERY FRAMEWORK (IPDF)





KEY RESULT AREAS

Representation and Leadership of our Community
Community Wellbeing
Enhanced Infrastructure and Natural and Built Environment

REPRESENTATION AND LEADERSHIP OF OUR COMMUNITY

In representing and leading our community, Council will continue to improve its understanding of community needs. We will listen to and recognise the diversity of expectations and priorities across Moorabool, whether in urban centres, small towns and hamlets, or rural areas. In building these relationships, we will communicate effectively and provide fair representation.

We will value our staff and community, supporting them with learning opportunities, leadership development, a safe and functional workplace and a sense of wellbeing.

We acknowledge that we need to continue to enhance our engagement with the community, in recognition of this, Council will be revising its community engagement policy and framework in the next 12 months. We will be facilitating community input into the policy and framework to ensure our practice of engaging with the communities of Moorabool continues to improve.

Council will build mutually beneficial partnerships with federal and state governments, municipalities in our region and other key agencies such as the Melbourne Planning Authority to gain acknowledgement, respect, understanding and support for the needs of its communities. Council will continue to advocate to federal and state governments and non-government organisations for greater investment in services and facilities in the Shire to meet the current and future needs of our communities.

We recognise that in representing our communities interests we need to operate in a regional and state wide context. We are well placed to do this. As a Council in 2013 we provided strong input into the Central Highlands Regional Strategic plan and feature in the state government blueprint for Victoria “Plan Melbourne” in which the townships of Ballan and Bacchus Marsh are identified as growth centres. The Regional Plan also identifies growth for the township of Gordon.

The towns of Bungaree and Wallace have been noted in the Regional Strategy and our Rural Policy as a settlement cluster closer to the regional City of Ballarat.

As a Shire we are well placed geographically being in close proximity to Melbourne’s western suburbs, Geelong, Ballarat and, to a lesser degree, Bendigo. Our future planning needs to take account of key transport linkages and our local land use planning in reference to these regional and capital centres.

We recognise that there are extraordinary pressures on Moorabool Shire to deliver services and facilities appropriate for our diverse populations.

Council has established a Recreation and Leisure Strategy Advisory Committee to provide strategic advice into the planning and provision of active and passive recreation and leisure services and facilities across the municipality. The development of Council’s Recreation and Leisure Strategy (2015-2021) will be informed through the input of the Advisory Committee.

The Council operates in a rapidly changing environment. Fiscally, the Council needs to balance service demand from a growing population with reasonable levels of rates and debt. Grants from other levels of government cannot be relied upon.

In order to address these challenges the Council uses the Integrated Planning and Delivery Framework that is set out on page 10 of this Plan.

The key aspects of the Framework are briefly explained below:

Moorabool 2041:

Council is planning for the long term direction of our communities and has commenced Moorabool 2041 (M2041) which is a process/framework aimed at documenting the opportunities, pressures and challenges facing Moorabool.

M2041 will be a key framework to:

- Plan for the long term direction of our communities.
- Understand current and future opportunities, pressures and challenges in order to develop the future.
- Provide a holistic framework focussed on key strategic issues that prioritise land use planning activities, required infrastructure as well as service planning and delivery.

Service Plans:

Based on what we know from the initial M2041 work, the Council will put in place plans that forecast the future level of service needed by our communities. This will be balanced by the long term financial plan of the Council and explore innovation in service delivery.

Operational Plans:

Operational plans take a systems approach to the day to day operations of the organisation. The plans are drawn from the Australian Business Excellence Framework and are known as Systems Views. This snapshot of the current state is also used in the service planning element set out above.

Business Excellence:

The business excellence philosophy and framework is incorporated into everything we do at Moorabool and is the driver for continuous improvement, innovation and superior organisational performance. As a team we operate and drive the culture of the organisation using the "Fish" principles*.

* Make Their Day, Be Present, Play Have Fun and Choose Your Attitude are trademarks or service marks of ChartHouse Learning and used with permission. All rights reserved.

Advocacy Priorities as reflected in the adopted Advocacy Plan

Community Projects:

- Recreation Reserves for our growing communities
- Racecourse Reserve Upgrade (Bacchus Marsh)
- West Maddingley Early Years Hub
- Moorabool Indoor Aquatic Centre

Transport Projects:

- Bacchus Marsh Traffic and Transport Issues
 - Bacchus Marsh Package of Works
 - Bacchus Marsh Western Link
 - Bacchus Marsh Eastern Link

Environment Projects:

- Moorabool River
- Wind Farms

Shire Development Projects:

- Extension of Natural Gas
- Sewerage for Small Towns
- Bacchus Marsh Irrigation District
- Reopening of Gordon Railway Station
- Parwan Employment Zone
- Mobile Phone Towers
- Supporting Agriculture

Strategic Objective:

Advocate for services and infrastructure that meets the Shire's existing and future needs.

Strategy:

Advocate on behalf of the community to improve services and infrastructure within the Shire.

Represent Council at a regional level to improve services and infrastructure within the Shire.

Strategic Objective:

Good governance through open and transparent processes and strong accountability to the community.

Strategy:

Ensure policies and good governance are in accordance with legislative requirements and best practice.

Support an Audit Committee to provide Council with pro-active management of corporate governance and risk.

Strategic Objective:

Leadership through best practice community engagement.

Strategy:

To make well-informed decisions based on input from the community and other key stakeholders through effective community engagement.

Pursue strategic alliances, stakeholder forums and advisory committees that assist Council in policy development and service planning.

Strategic Objective:

Provide quality customer services that respond to the needs of our whole community.

Strategy:

Deliver responsive customer service in accordance with Customer Service Charter.

Explore option for on line service delivery, particularly using the National Broadband Network (NBN).

Strategic Objective:

Sound, long term financial management.

Strategy:

Develop and maintain a long term financial planning, management and reporting system, which ensures resources to deliver services and manage Council's assets.

Strategic Objective:

Professional and skilled staff in a safe and supportive environment.

Develop a Workforce Plan that supports the future needs of Council.

Strategy:

Foster a motivated, responsive, innovative and performance oriented workforce.

Provide a safe and effective work environment.

Strategic Objective:

Effective strategic and business planning for a growing community.

Strategy:

Plan for and manage Council's strategic and operational risks.

Refine and implement a project management framework and processes to guide project prioritisation and delivery.

Develop service plans consistent with Business Excellence principles that reflect systems thinking and value for the community.

Critically review the services provided by council.

2015/16 Projects

- Prepare and present to Council a service review policy, framework and prioritisation plan
- Undertake a review and implement shared services with other organisations
- Enhance strategic partnerships with other organisations, e.g: Melbourne Planning Authority
- Finalise the Meeting Procedure Local Law and General Local Law

Strategic Indicators:

Local Government Victoria has developed a new performance reporting framework to ensure that all councils are measuring and reporting on their strategic indicators in a consistent way. The framework became mandatory from 1 July 2014.

Governance

- Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community.
- Council decisions made at Council meetings closed to the public as a percentage of overall decisions.
- Community consultation and engagement satisfaction rating out of 100.
- Councillor attendance at Council Meetings (Ordinary and Special) as a percentage of overall meetings.
- Direct cost of delivering Governance service per Councillor.

Financial Performance:**Operating Position**

- Adjusted underlying surplus (or deficit) as a percentage of underlying revenue.

Liquidity

- Current assets as a percentage of current liabilities.
- Unrestricted cash as a percentage of current liabilities.

Obligations

- Interest bearing loans and borrowings as a percentage of rate revenue.
- Interest and principal repayments on interest bearing loans and borrowings as a percentage of rate revenue.
- Non-current liabilities as a percentage of own source revenue.
- Renewal expenditure as a percentage of depreciation.

Stability

- Rate revenue as a percentage of adjusted underlying revenue.
- Rate revenue as a percentage of the capital improved value of rateable properties in the municipality.

Efficiency

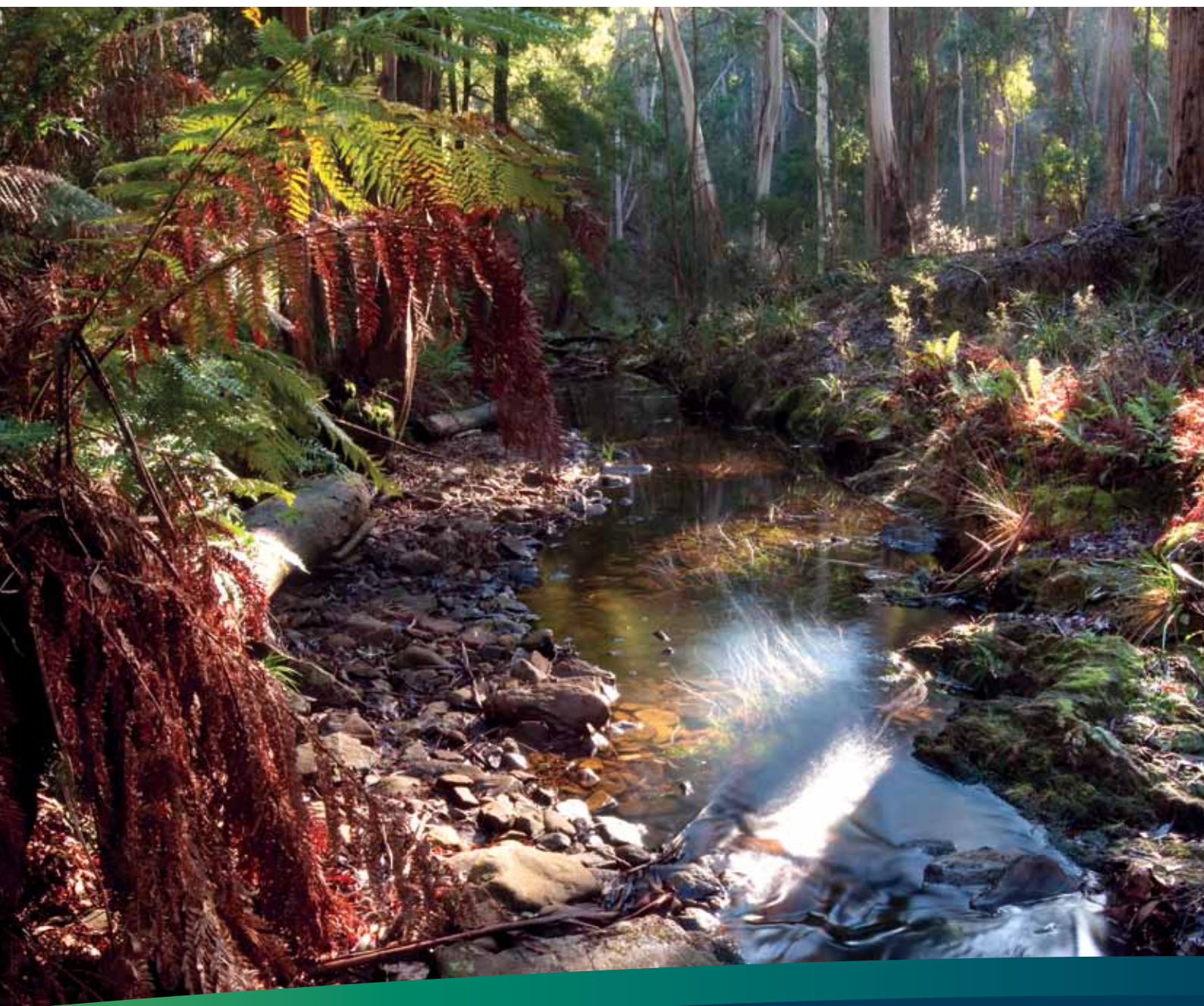
- Total expenditure per property assessment.
- Percentage of specific purpose grants received that are expended.
- Residential rate revenue per residential property assessment.
- Number of staff resignations and terminations as a percentage of average staff number.

Capacity

- Own source revenue per head of municipal population.
- Recurrent grants per head of municipal population.
- Total expenditure per head of municipal population.
- Value of infrastructure per head of municipal population.
- Municipal population per kilometre of local road.
- Relative socio-economic disadvantage of the municipality.

2014/15 Achievements

- Reviewed the following policies in line with Council's Policy Framework:
 - Sealing of Unsealed Roads Policy
 - Street Light Policy
- Undertook staff training in the use of Council's Community Engagement Policy and Framework



COMMUNITY WELLBEING

We will support volunteers, recognising and celebrating their vital role in community participation and service delivery.

Council recognises the individuality, diversity and identity of each community. We will work together to strengthen each community's capacity to plan, develop and implement projects that build the community they envisage.

Council will monitor and plan for the needs and aspirations of our changing communities and opportunities to contribute to community life through enhancing our social, health and recreation planning.

In the past three years, Council has undertaken considerable social, health and recreation planning that will inform and be informed by the Moorabool 2041 Framework.

The following health and social plans have been adopted by Council:

- Health and Wellbeing Plan (December 2013) – Including a Health Profile;
- Youth Strategy (December 2013); and
- Hike and Bike Strategy (August 2014).

The following social plans are being finalised:

- Municipal Early Years Plan;
- Ageing Well (Live Well Live Better);
- Access and Inclusion Plan;
- Recreation and Leisure Strategy; and
- Community Development Strategy.

Through increasing our understanding of the needs of our communities, Council places itself in a better position to improve the quality of life for the people who live, work and play/recreate in the municipality.

Council will plan, lead and facilitate high quality services to families and children, young people, the aged, the people with disabilities and the disadvantaged. We will work with the community to plan and deliver services and facilities that are appropriate and affordable, reflecting the size, location and diversity of our communities.

Council will work with other levels of government and non-government organisations to increase their investment in services and facilities across the municipality.

We will protect the peace, wellbeing and safety of our communities by the fair and equitable management of local laws, fire prevention and animal control. Furthermore, Council will work closely with the Municipal Association of Victoria and state government in order to address potential wind farm issues that communities may be affected by during and post construction phase of wind turbine facilities.



To build the economic capacity of Moorabool Shire, along with its residential growth, Council will refocus its resources toward:

- ensuring the local investment climate supports and encourages local businesses;
- encouraging the formation of new enterprises and supporting the growth of particular clusters of businesses; and
- advocating and forming partnerships in delivering key infrastructure.

Strategic Objective:

Community self-reliance and resilience.

Strategy:

Provide community development support and partnership projects.

Support and recognise the vital role and contribution of volunteers in our communities.

Support community and cultural events.

Support advisory committees and committees of management to manage and develop community assets in accordance with the Appointments and Delegations Policy.

Pursue initiatives that promote lifelong learning, literacy and information needs of the community.

Strategic Objective:

Inclusive, responsive and accessible community services.

Strategy:

Undertake social, health and recreation planning that increases our understanding of the needs of our communities now and into the future and articulates the role of Council.

Work in partnership with government and non-government service providers to deliver early years facilities and services.

Advocate, support and deliver youth development programs and services in partnership with other agencies.

Advocate, support and provide aged and disability services.

Ensure Council's services and facilities are accessible.

Strategic Objective:

A safe community.

Strategy:

Support the community in emergency management planning, response, recovery and in the prevention and mitigation of all hazards and works towards community resilience.

Respond to the Bushfire Royal Commission recommendations.

Deliver public and environmental health programs in accordance with relevant legislation.

Support police and other community safety programs and initiatives.

Promote and administer Council's Local Laws and other relevant legislation.

Review Council's Wind Farm Policy in line with Council policy and legislative developments.

Strategic Objective:

Increase and encourage participation in a range of sport, recreation and leisure activities.

Strategy:

Promote community health and wellbeing through the provision of recreation facilities, open space, programs and activities.

Provide and promote walking and cycling trails for recreation and commuter use.

Pursue efficiencies in managing sporting and recreation facilities in partnership with Section 86 committees of management and other committees of management and sporting groups.

Strategic Objective:

A strong and diverse local economy.

Strategy:

Investigate and plan areas for potential employment zones.

Evaluate and implement support programs that assist the growth of existing business.

Collaborate with other agencies/business partners in pursuing agricultural value adding industries in the region.

Encourage tourism initiatives through local and regional groups.

2015/16 Projects

- Finalise the Ageing Well Strategy (Live Well Age Well)
- Finalise the Access and Inclusion Plan
- Finalise the Community Development Strategy
- Finalise the Recreation and Leisure Strategy
- Undertake Community Emergency Management Planning (CEMP) Pilots in Moorabool
- Finalise the Digital Strategy and implement key actions including the corporate website and information management officer to improve communications and customer service outcomes. (15/16 Budget Initiative)
- Review the Community Engagement Policy and Framework
- Prepare a Fees and Charges Policy for Recreation Reserves
- Prepare a Community Facilities Funding Policy
- Review the Appointments and Delegations Policy
- Construct the Darley Early Years Hub
- Construct the Darley Civic and Community Hub Multi-Purpose facility

2014/15 Achievements

- Completed the detailed design of the Darley Early Years Hub
- Reviewed the Community Development Fund
- Hike and Bike Strategy adopted
- Preparation of a Municipal Early Years Plan

Strategic Indicators

Local Government Victoria has developed a new performance reporting framework to ensure that all councils are measuring and reporting on their strategic indicators in a consistent way. The framework became mandatory from 1 July 2014.

Libraries

- Percentage of the municipal population that are active library members.
- Number of library collection loans per collection item
- Percentage of library collection that has been purchased in last 5 years
- Cost of library service per visit

Home and Community Care (HACC)

- Percentage of the municipal target population that receive HACC service.
- Percentage of the municipal target population in relation to CALD people who receive a HACC service.

- Number of days taken for new client to commence HACC service (applicable from 1 July 2015)
- Percentage of Community Care common standards outcomes met
- Cost of domestic care service per hour of service
- Cost of personal care service per hour of service
- Cost of respite care service per hour of service

Maternal and Child Health (MCH)

- Percentage of children attending the Maternal and Child Health key ages and stages visits.
- Percentage of Aboriginal children attending the Maternal Child and Health key ages and stages visits.
- Percentage of infants enrolled MCH service who receive the first home care service
- Percentage of infant enrolments in MCH service compared to birth notices
- Cost of MCH service per hour of service

Food Safety

- Percentage of critical and major non-compliance outcome notifications that are followed up by Council.
- Average days taken to action food complaints from public about safe handling of food for sale (applicable from 1 July 2015)
- Percentage of registered class 1 and 2 premises that undertake an annual food safety assessment
- Cost of Food Safety Service per registered food premise

Aquatic Facilities

- Number of visits to aquatic facilities per head of municipal population.
- Number of health inspections by authorised officer per Council aquatic facility
- Number of WorkSafe reportable aquatic facility safety incidents
- Direct cost to Council (less any income) of outdoor aquatic facilities per visit

ENHANCED INFRASTRUCTURE AND NATURAL AND BUILT ENVIRONMENT

Moorabool Shire is a peri-urban area between Melbourne and Ballarat and is experiencing significant change in response to the pressures of growth. This provides many challenges for Moorabool given the scale of planning and development issues it faces and the limited rate base of the municipality. In addition, much of the municipality sits within potable water catchments and this presents difficulties associated with development within these areas, thus highlighting the importance of a Domestic Wastewater Management Plan.

Moorabool's Domestic Wastewater Management Plan (DWMP) was adopted by Council in October 2014. Moorabool became one of the first Council's in Victoria to develop and adopt a DWMP in accordance with the Minister's guidelines and has immediately commenced implementing the Plan. The DWMP will guide Council in the management of existing onsite wastewater systems and will assist in managing new housing development in water catchment areas.

As previously mentioned, Council planning for the long term direction of our communities has commenced Moorabool 2041 which is a process/framework aimed at documenting the opportunities, pressures and challenges facing Moorabool.

At the same time, the municipality has vast rural expanses and significant existing infrastructure and Council needs to plan, create, renew and maintain its physical assets whilst balancing community expectations and the resource capacity of the growing Shire. As a principle, we will renew existing assets before constructing new assets and balance this with our communities' needs and growth pressures.

We will continue our commitment to invest in Capital Improvement by progressively increasing renewal expenditure by \$400,000 per annum as well as investing in new and upgrade projects as outlined in the strategic financial plan.

We will manage our physical assets such as roads, bridges, drains, footpaths, buildings, structures, community facilities, parks and sports grounds to meet a practical level of service in the most cost effective manner for present and future residents. We will advocate strongly for the resources, infrastructure and strategies required to sustain a quality future for Moorabool.

We will support state and federal environmental programs to continue to raise community awareness regarding waste minimisation, recycling and water management.



Strategic Objective:

Effective and integrated strategic planning in place to create sustainable communities.

Strategy:

Adoption of Moorabool 2041 Framework and vision.

Development of Urban and Rural Growth Strategies in conjunction with other related plans.

Advocate and lobby government for increased infrastructure funding and ensure state land use plans are in line with the Moorabool community needs.

Advocate and lobby government for increased funding/support for project implementation via the planning scheme amendment process.

Lobby government to significantly increase the planning scheme amendment fees to assist in cost recovery of an increasingly complex and time consuming process.

Undertake integrated infrastructure and land use planning to guide future growth and development of our towns and settlements.

Proactive maintenance of buildings, structures, public amenities and community facilities.

Proactive maintenance of Council owned and managed parks, gardens, trees, playgrounds, open space and town entrances.

Strategic Objective:

Enhance and protect the long term integrity and biodiversity of the natural environment.

Strategy:

Pursue initiatives to reduce greenhouse gases, energy and water consumption.

Work with Landcare networks, government and community to implement and support environmental and sustainability initiatives.

Provide integrated stormwater infrastructure in accordance with the principles of water sensitive design.

Implement the Domestic Wastewater Management Plan in accordance with new ministerial guidelines.

Strategic Objective:

Ensure current and future infrastructure meets the needs of the community.

Strategy:

Develop long term social and physical infrastructure plans and funding modelling as part of the Moorabool 2041 Framework including opportunities for development contributions.

Plan and maintain a long term and annual capital improvement program.

Construct physical infrastructure to appropriate standards.

Provision of effective and safe transport networks.

Strategic Objective:

Effective management of municipal waste and recycling.

Strategy:

Implement the Moorabool Waste Management and Resource Recovery Strategy.

Promote recycling, reuse and minimisation of waste.

Strategic Objective:

Management of assets and infrastructure.

Strategy:

Develop Asset Management Plans for all asset classes.

Address the infrastructure renewal gap through prudent financial strategies and an accurate understanding of the renewal demand.

Management of gifted assets through development.

Delivery of the annual Capital Improvement Program.

Proactive maintenance of roads, bridges and footpaths to the documented standards in the Road Management Plan.

Strategic Objective:

Promote, and enhance places of heritage, landscape and environmental significance.

Strategy:

Develop future planning policy to ensure it :

- preserves the unique character and sense of place
- maintains the rural setting of the Shire
- provides a sense of connection with the town's origins and familiarity with the country town feel
- ensures environmentally sensitive areas such as Lerderderg State Park and remnant vegetation are protected in accordance with relevant legislation.

Complete West Moorabool Heritage Study Stage 2A and include funding its implementation and the completion of Stage 2 in the Strategic Resource Plan. (2015/16 Budget initiative)

Strategic Objective:

Effective and efficient land use planning and building controls.

Strategy:

Implement high quality, responsive, and efficient processing systems for planning and building applications.

Ensure the Planning Scheme is reviewed and updated in order to facilitate land use and development to support the social, economic, environment and well-being of the Shire.

Ensure that development is sustainable, resilient to change and respects the existing character

2015/16 Projects

- Prepare a Water Asset strategy including allocations for sports grounds and irrigation.
- Complete the construction of Halletts Way (north) extension
- Commence the construction of Halletts/O'Leary Way (south) extension
- Develop a Street Tree Policy
- Complete a Moorabool 2041 framework based on Council adopted work program (Subject to 2015/16 Budget Initiative)
- Progress the West Moorabool Heritage Study
- Finalise and endorse the Economic Development Strategy
- Investigate frameworks for cost recovery in terms of ongoing monitoring of Domestic Wastewater Management Plan
- Resolve Council's position in relation to energy efficient street lighting
- Finalise the Parwan Employment Strategy (Investment Attraction)
- Prepare amendment to Ballan Structure Plan for inclusion in the Planning Scheme (Subject to 2015/16 Budget Initiative)
- Develop the Urban Growth Framework in conjunction with Melbourne Planning Authority
- Undertake Bacchus Marsh Urban Zone review based on the Housing and Retail Strategies (Subject to 2015/16 Budget Initiative)
- Complete Moorabool West Heritage Study – Stage 2A (Subject to 2015/16 Budget Initiative)
- Complete the Community Infrastructure Plan
- Undertake planning scheme amendments as per Council approved work plan (Subject to 2015/16 Budget Initiative)
- Survey residents and resolve Council's position in relation to green waste and hard waste.

2014/15 Achievements

- Completed the traffic and transport study for Bacchus Marsh Need to monitor for completion
- Level of Service Review for Street Sweeping and Cleaning
- Urban Growth Strategy - Implementation of new residential zones (Ministerial Zones Review)
 - C6 Bacchus Marsh Heritage Study
 - C53 Gordon Structure Plan
 - C51 Bacchus Marsh Activity Centre Structure Plan
 - C62 Underbank Rezoning
- Rural Growth Strategy Projects
- Completion of the agricultural enterprise investment needs on smaller lots study
 - C53 Gordon Structure Plan
 - C51 Bacchus Marsh Activity Centre Structure Plan
- Implementation of Milner's Review recommendations in reference to the statutory planning area
- Completion of a Domestic Wastewater Management Plan in accordance with new ministerial guidelines
- Progress planning for the extension of Halletts Way at north and south ends
- Adoption of the revised Bacchus Marsh Racecourse and Recreation Reserve (BMRCR) Master Plan
- Completion of:
 - Parwan Agribusiness Employment Strategy
 - Economic Development Strategy
- Resolved the future location of a new Ballan Depot
- Developed a plan for the long term use of the Darley Civic and Community Hub

Strategic Indicators

Local Government Victoria has developed a new performance reporting framework to ensure that all councils are measuring and reporting on their strategic indicators in a consistent way. The framework became mandatory from 1 July 2014.

Statutory Planning

- Percentage of planning application decisions subject to review by VCAT and that were upheld in favour of the Council.
- Median number of days taken to decide planning applications from date of receipt to date of decision.
- Percentage of planning applications decided within 60 days to overall planning application decisions.
- Direct cost to Council of statutory planning service per planning application received.

Roads

- Community satisfaction rating out of 100 how Council has performed on the condition of sealed local roads.
- Number of sealed local road requests per 100km of sealed local road.
- Percentage of sealed local roads below the intervention level set by Council and not requiring renewal.
- Direct construction cost to Council per square kilometre of sealed local road reconstructed.
- Direct resealing cost to Council per square kilometre of sealed local road resealed.

Waste Collection

- Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill.
- Number of kerbside bin collection requests per 1,000 kerbside bin collection households
- Number of kerbside bin collection bins missed per 10,000 scheduled kerbside collection bin lifts
- Direct cost of kerbside garbage bin collection service per kerbside garbage collection bin
- Direct cost of kerbside recyclable bin collection service per kerbside recyclable collection bin

Animal Management

- Number of successful animal management prosecutions.
- Average number of days taken to action animal management related requests (applicable from 1 July 2015)
- Percentage of collected registered animals under the Domestic Animals Act 1994 reclaimed
- Direct cost of animal management service per registered animal under the Domestic Animals Act 1994



STRATEGIC RESOURCE PLAN

Assumptions

The Financial Plan is based on the following key assumptions.

- CPI is based on 3.0% per year
- Existing fees and charges will increase by 5.0% with the exception of fees set by legislation
- Operating grants will increase by 3.0% per annum with an allowance for population growth
- Financial Assistance Grants indexation will be frozen for years 2015/16 to 2016/17 inclusive
- Employee costs will increase by 4.3% per annum (excluding new staff)
- Other revenue will increase by 3.0% per annum with an additional allowance for population growth
- An allowance is made for service growth and new initiatives which is provided for in employee costs and materials and consumables
- General rate in the dollar will increase by 5.0% in 2015/16 and 5.0% each year after

Financial Position

Standard Statements

1. Comprehensive Income Statement

The Comprehensive Income Statement shows what is expected to happen over the next five years in terms of revenues, expenses and other gains/losses.

Comprehensive Income Statement					
For the four years ending 30 June 2019					
	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Strategic Resource Plan Projections		
			2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
Income					
Rates and charges	27,677	29,113	30,979	32,943	35,027
Statutory fees and fines	490	545	562	579	596
User fees	1,652	1,700	1,835	1,978	2,128
Contributions - monetary	106	780	2,334	85	3,221
Contributions - non-monetary assets	4,500	4,500	4,635	4,774	4,917
Grants - Operating (recurrent)	8,360	8,578	8,907	9,422	9,948
Grants - Operating (non-recurrent)	423	232	238	252	266
Grants - Capital (recurrent)	900	1,757	879	879	879
Grants - Capital (non-recurrent)	5,504	2,760	1,827	500	1,150
Other income	1,190	1,029	1,060	1,092	1,125
Interest received	415	397	379	464	566
Total income	51,217	51,391	53,635	52,967	53,822
Expenses					
Employee costs	16,832	17,822	18,773	19,824	20,952
Materials and services	16,159	14,674	15,425	15,597	16,262
Depreciation and amortisation	8,120	8,595	9,962	10,416	10,832
Finance costs	776	864	954	994	991
Other expenses	453	447	461	474	489
Net gain on disposal of property, infrastructure, plant and equipment	1,542	1,491	1,500	1,500	1,500
Total expenses	43,862	43,893	47,074	48,804	51,026
Surplus (deficit) for the year	7,335	7,498	6,561	4,163	8,796
Other comprehensive income					
Items that will not be reclassified to surplus or deficit:					
Impairment of fire impacted infrastructure	0	0	0	0	0
Net asset revaluation increment /(decrement)	0	35,932	0	3,814	38,621
Share of other comprehensive income of associates and joint ventures accounted for by the equity method	0	0	0	0	0
Comprehensive result	7,335	43,430	6,561	7,977	47,416

2. Balance Sheet

The Balance Sheet provides a snapshot of the Council's expected financial position at the end of each of the next five years. It shows the total of what is owned (assets) less what is owed (liabilities). The bottom line of this statement is net assets which is the net worth of Council.

Balance Sheet

For the four years ending 30 June 2019

	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Strategic Resource Plan Projections		
			2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
Assets					
Current assets					
Cash and cash equivalents	5,745	4,927	7,248	10,146	13,683
Trade and other receivables	4,064	4,118	4,308	4,533	4,767
Non current assets classified as held for resale	991	991	991	991	991
Other assets	182	182	182	182	182
Total current assets	10,982	10,216	12,728	15,851	19,622
Non-current assets					
Trade and other receivables	127	127	127	127	127
Property, infrastructure, plant & equipment	430,992	476,298	483,963	490,969	536,102
Other non-current assets	0	0	0	0	0
Total non-current assets	431,119	476,425	484,090	491,096	536,229
Total assets	442,101	486,641	496,818	506,947	555,851
Liabilities					
Current liabilities					
Trade and other payables	6,418	3,780	3,971	4,018	4,188
Trust funds and deposits	760	760	760	760	760
Provisions	3,520	4,163	4,619	5,100	5,609
Interest-bearing loans and borrowings	1,464	1,431	1,364	1,121	1,120
Total current liabilities	12,162	10,134	10,714	10,998	11,676
Non-current liabilities					
Provisions	923	1,017	1,117	1,222	1,334
Interest-bearing loans and borrowings	10,567	13,611	16,548	18,311	19,009
Total non-current liabilities	11,490	14,629	17,665	19,533	20,343
Total liabilities	23,652	24,763	28,378	30,531	32,019
Net assets	418,450	461,880	468,441	476,417	523,834
Equity					
Accumulated surplus	131,732	138,094	142,890	144,562	150,377
Asset revaluation reserve	283,470	319,402	319,402	323,216	361,836
Other reserves	3,249	4,384	6,149	8,640	11,620
Total equity	418,450	461,880	468,441	476,417	523,834

3. Cash Flow

The Cash Flow Statement shows what is expected to occur during the next five years with respect to cash. It explains what cash movements are expected to result in the difference in the cash balance at the beginning and the end of the year.

The net cash flow from operating activities shows how much cash is expected to be available after providing services to the community.

Statement of Cash Flows

For the four years ending 30 June 2019

	Forecast Actual 2014/15 \$'000 Inflows (Outflows)	Budget 2015/16 \$'000 Inflows (Outflows)	Strategic Resource Plan Projections		
			2016/17 \$'000 Inflows (Outflows)	2017/18 \$'000 Inflows (Outflows)	2018/19 \$'000 Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	27,465	29,060	30,788	32,718	34,792
Statutory fees and fines	490	545	562	579	596
User fees	1,652	1,700	1,835	1,978	2,128
Contributions - monetary	106	780	2,334	85	3,221
Grants - operating	8,783	8,809	9,145	9,674	10,214
Grants - capital	6,404	4,517	2,706	1,379	2,029
Interest received	415	397	379	464	566
Other receipts	1,190	1,029	1,060	1,092	1,125
Net GST refund / payment	0	0	0	0	0
Employee costs	(16,370)	(17,085)	(18,218)	(19,237)	(20,332)
Materials and consumables	(17,438)	(17,312)	(15,234)	(15,550)	(16,092)
Other payments	(453)	(447)	(461)	(474)	(489)
Net cash provided by operating activities	12,245	11,993	14,898	12,707	17,758
Cash flows from investing activities					
Payments for property, plant and equipment	(15,112)	(15,253)	(14,743)	(10,532)	(14,194)
Proceeds from sale of property, plant and equipment	481	294	251	258	266
Net cash used in investing activities	(14,632)	(14,959)	(14,492)	(10,334)	(13,928)
Cash flows from financing activities					
Finance costs	(776)	(864)	(954)	(994)	(991)
Proceeds from borrowings	1,000	4,476	4,300	2,884	1,818
Repayment of borrowings	(1,667)	(1,464)	(1,431)	(1,364)	(1,121)
Net cash provided by (used in) financing activities	(1,444)	2,147	1,915	526	(293)
Net (decrease) increase in cash & cash equivalents	(3,831)	(818)	2,321	2,899	3,537
Cash and cash equivalents at beginning of the financial year	9,576	5,745	4,927	7,248	10,146
Cash and cash equivalents at end of the financial year	5,745	4,927	7,248	10,146	13,683

4. Capital Works

At Moorabool we face the challenge, as do all other municipalities, of sustaining our built infrastructure. This is referred to as the infrastructure gap. It is a major focus of Council to reduce this gap, however this is not a problem that will be solved in the short term.

This statement sets out all expected capital expenditure in relation to non-current assets for the next five years. It also shows the amount of capital works expenditure which is expected for renewing, upgrading and expanding or creating new assets. This is important because each of these categories has a different impact on Council's future costs.

Capital expansion expenditure extends an existing asset to a new group of users. It is discretionary expenditure which increases future operating and maintenance costs because it increases Council's asset base but may be associated with additional revenue from the new user group.

Capital renewal expenditure reinstates existing assets. It has no impact on revenue but may reduce future operating and maintenance expenditure if completed at an optimal time.

Capital upgrade expenditure enhances an existing asset to provide a higher level of service or expenditure that will increase the life of the asset beyond that which it had originally. It is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in Capital asset base.

New capital expenditure does not have any element of renewal, expansion or upgrade of existing assets. New capital expenditure may or may not result in additional revenue for Council and will result in additional operating, maintenance and capital renewal costs.

Council has a number of major projects that it is considering in the next 5 years. These include:

- Halletts Way / Western Route – Southern Connection
- Darley Children's Hub
- Bacchus Marsh Racecourse Reserve Upgrade

Statement of Capital Works

For the four years ending 30 June 2019

	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Strategic Resource Plan Projections		
			2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
Property					
Land	0	40	39	28	37
Buildings	1,830	240	232	167	223
Building improvements	0	0	0	0	0
Total property	1,830	280	271	194	261
Plant and equipment					
Plant, machinery and equipment	1,907	1,367	1,321	949	1,272
Library books	0	0	0	0	0
Total plant and equipment	1,907	1,367	1,321	949	1,272
Infrastructure					
Roads	8,634	7,981	7,714	5,542	7,427
Bridges	390	175	169	122	163
Footpaths	599	207	200	144	193
Drainage	88	90	87	63	84
Recreational, leisure and community facilities	1,514	5,145	4,973	3,573	4,788
Parks, open space and streetscapes	45	0	0	0	0
Other infrastructure	104	8	8	6	7
Total infrastructure	11,374	13,606	13,151	9,449	12,661
Total capital works expenditure	15,112	15,253	14,743	10,592	14,194
Represented by:					
Asset renewal expenditure	10,645	5,947	5,748	4,130	5,534
New asset expenditure	3,567	7,015	6,780	4,872	6,528
Asset upgrade expenditure	899	2,291	2,215	1,591	2,132
Asset expansion expenditure	0	0	0	0	0
Total capital works expenditure	15,112	15,253	14,743	10,592	14,194

NON FINANCIAL RESOURCES

At Moorabool we believe in building and sustaining our relationships with our customers and stakeholders. Service to our community will be the key driver. This means becoming a flexible organisation where one mode of service delivery may not be applicable for all communities.

The Moorabool Shire Council is committed to delivering public value and continuously improving and refining our service delivery. The wellbeing of our community is paramount.

As a team we operate using the nine business excellence principles and the broader Business Excellence Framework.

1. Clear direction and mutually agreed plans enable organisational alignment and a focus on the achievement of goals.
2. Understanding what customers and other stakeholders value, now and in the future, enables organisational direction, strategy and action.
3. All people work IN a system. Outcomes are improved when people work ON the system and its associated with processes.
4. Engaging people's enthusiasm, resourcefulness and participation improves organisational performance.
5. Innovation and learning influence the agility and responsiveness of the organisation.
6. Effective use of facts, data and knowledge leads to improved decisions.
7. Variation impacts predictability, profitability and performance.

8. Sustainable performance is determined by an organisation's ability to deliver value for all stakeholders in an ethically, socially and environmentally responsible manner.
9. Leaders determine the culture and value system of the organisation through their decisions and behaviour.

Additionally as individuals we aim to:

- Choose our attitude.
- Make the customers day
- Be present in conversations, and
- Enjoy what we are doing.

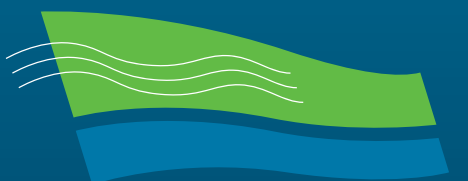
* Make Their Day, Be Present, Play Have Fun and Choose Your Attitude are trademarks or service marks of ChartHouse Learning and used with permission. All rights reserved.

In delivering our services we will provide excellent customer service using our values, principles, policy and Customer Service Strategy.

We will value our staff and community people, supporting them with learning opportunities, leadership development, a safe and functional workplace and a sense of wellbeing.

Our aim is to provide high level customer services, governance and leadership whilst managing our finance and human resources and ensuring the integrity of systems, data and processes to benefit the community.





MOORABOOL
SHIRE COUNCIL

CONTACTING COUNCIL

COUNCIL OFFICES

Ballan, 15 Stead Street

Bacchus Marsh, Lerderderg Library
– Customer Service, 215 Main Street

Darley, Civic & Community Hub, 182 Halletts Way

OPENING HOURS

Weekdays: 8.30am – 5.00pm (all offices)

Saturdays: 10.00am – 4.00pm (Lerderderg Library only)

GENERAL INFORMATION

Telephone: 03 5366 7100

Facsimilie: 03 5368 1757

Website: www.moorabool.vic.gov.au

Email: info@moorabool.vic.gov.au

Mail to: PO Box 18, Ballan, 3342

Interpreter and TTY service available



– moorabool shire council



– @mooraboolshire





10.3 COMMUNITY SERVICES

10.3.1 Community Grants Program Summer 2015 Supplementary Report

Introduction

File No.: 06/03/004
Author: Kate Diamond-Keith
General Manager: Danny Colgan

Background

The purpose of this report is to present the Council with an assessment of the application submitted by Acrofun into the Summer 2015+ round of Community Grants.

The Summer round of the Community Grants Program opened on 1 February and closed on 28 February 2015. Acrofun submitted an application to info@moorabool.vic.gov.au on 27 February 2015 that was not received by Council officers. After an investigation by Council's IT department it was found that the email was blocked by the MailMarshal spam filter and was not released or forwarded to officers, therefore was not included in the initial assessment.

At the Ordinary Council Meeting on Wednesday 1 April 2015, the Council allocated Community Grants to the value of \$70,800.

Policy Assessment Criteria:

- a. Project Description and why the applicant wants to do the project . 10%
- b. What will this project achieve? . 20%
- c. Why is this project needed in your community? . 20%
- d. Who will be involved in the project? 15%
- e. How will you carry out your project? (including risk management) . 15%
- f. Project budget and explanation of how the group arrived at the costs? 20%

Each criterion is given a score between 0 and 10 and this score is weighted according to the criteria percentage. The maximum possible score for any application is 100.

Amended number of applications and amounts requested due to Acrofun submission

In total, including the additional application from Acrofun, 34 applications were received across the three program categories: Community Strengthening (30), Events (0) and Arts (4). A total of \$126,770 was requested with \$70,000 available. (\$50,000 for Community Strengthening, \$10,000 for Events, \$10,000 for Arts)

Assessment

An assessment of the Acrofun application was conducted by a panel of officers and ranked according to the extent to which the application addressed Council's policy assessment criteria.

Proposal

Officers have conducted an assessment of the Acrofun application in accordance with the Community Grants Guidelines. As a result of the assessment it is proposed that Acrofun be awarded \$5,000 for the Purchase of New Sprung Floor Project.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Community Self Reliance
Strategy	Provide community development support and partnership projects

The proposed allocation of the grant to Acrofun under the Community Grants Summer 2015 Program is consistent with the 2013-2017 Council Plan.

Financial Implications

The budget for the 2014/2015 community grants program will be exceeded if the grant is awarded.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines	Medium	<ul style="list-style-type: none"> - Terms and conditions agreements required to be signed by grant recipients - Scheduled monitoring of projects
Financial	Grant recipients appropriate expenditure of Council funds	Medium	<ul style="list-style-type: none"> - Terms and conditions agreements required to be signed by grant recipients - Grant acquittal required upon completion of projects

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups	Meetings with applicant groups	Various	February 2015	Applicants groups supported to submit applications

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Kate Diamond-Keith

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Recommendation:

1. That Council allocate a Community Grant under the Community Grants Summer 2015 round to Acrofun for \$5,000 for the purchase of a new sprung floor.
2. That the applicant be notified in writing of the outcome of their application.

Report Authorisation

Authorised by:

Name: Danny Colgan

Title: General Manager Community Services

Date: Wednesday, 29 April 2015

10.3.2 Community Development Fund 2015/16

Introduction

File No.: 06/03/004
Author: Kate Diamond-Keith
General Manager: Danny Colgan

Background

The Community Development Fund opened on the 2 February 2015 and closed on the 13 March 2015. A total of 15 applications were received.

The Community Development Fund is offered on a yearly basis as part of Councils Annual Budget process. A total of \$100,000 is available to community groups/committees, community networks, progress groups and development associations as seed funding (and leverage for external funding opportunities) to support community infrastructure projects that have a significant impact on community development, liveability and wellbeing in the Shire.

The Community Development Fund is offered in Feb/March each year. Eligible groups and organisations can submit an Expression of Interest (EOI) for up to \$25,000 funding with preference given to those who can demonstrate:

- " a contribution toward the cost of the project by cash or in-kind support,
- " the leveraging of funds to support external funding opportunities,
- " a strategic basis . the project is detailed in a community plan, master plan or strategic plan.

The key objectives of the Community Development Fund are to:

- " support the development of projects that enhance community capacity, liveability and wellbeing in local communities;
- " support and encourage community networks to build capacity and sustainability by undertaking planning activities and developing new skills;
- " support community networks, committees and other groups to leverage Community Development funds by applying to external funding programs;
- " support projects that increase participation and provide opportunities for older adults, young people, people with a disability and young families; and
- " foster collaborative relationships between community groups, Council, state and federal government and other organisations.

The Community Development Fund assessment process is competitive and based on merit. To be considered, Expressions of Interest must meet the eligibility criteria outlined in the guidelines. Applicants are also encouraged to read the assessment criteria carefully before submitting their expression of interest.

Policy Assessment Criteria:

Expressions of Interest are assessed against seven (7) weighted assessment criteria. The assessment criteria are as follows.

- a. Project description? 10%
- b. Project Location and demographics 10%
- c. How will the project enhance community and economic development, liveability or wellbeing 20%
- d. What will the project achieve 20%
- e. Who are the community partners / stakeholders and how will maintenance and sustainability be addressed 20%
- f. Costs, contributions and grant requested 20%

Application Support

The Community Development Fund Policy specifies that applicant groups are encouraged to meet with a Community Development/Engagement Officer prior to lodging an application. The majority of applicant groups for the Community Development Fund 2015 received support and advice from Community Development/ Engagement Officers.

Number of applications and amount requested

In total, 15 applications were received. A total of \$295,678 was requested with \$100,000 available.

Assessment

Assessment of applications was conducted by a panel of officers and ranked according to the extent to which the application addressed Council's policy assessment criteria.

Implementation Process

The Community Development Fund grants will be made available to the successful groups from the 1 July 2015, following the adoption of the Council budget. In accordance with the guidelines, officers will then support successful groups to leverage this grant for external funding from State and Federal Government Grant programs. Further reports on project progress will be provided to the Council.

Proposal

It is proposed that the amount of \$100,000, be allocated to fund Community Development Fund projects. As a result, council will have the opportunity to fund 5 out of 15 Community Development Fund projects.

Based on the above process and funding criteria, it is proposed that the Council allocate the grants for the Community Development Fund as follows:

Community Development Fund Grants:

Groups demonstrating Council Policy criteria of, or better than, a score of 71.20 may be provided with funding if Council so determine

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Gordon Recreation Reserve	Kitchen Upgrade at the Gordon Recreation Reserve	Deliver an improved working environment for Gordon Football/Netball Club volunteers and the broader community. Includes the purchase and installation of industrial deep fryers; fridge/freezer; new cabinetry, benches and replacement of flooring.	\$25,000	Regional Development Victoria	\$15,000	\$8,615	\$4,000	\$52,615	\$25,000	77.80
Lal Lal Anzac Commemorations Committee	Lal Lal Anzac Memorial Park	Establish an Anzac Memorial Park in Lal Lal incorporating a car park, memorial pine in lieu of an Avenue of Honour, Rock Cairn, commemorative plaque and bench seating.	\$15,000	ANZAC Centenary Local Community Infrastructure Grants	\$16,700	\$500	\$2,800	\$35,000	\$40,000	73.60
Bacchus Marsh BMX Club Incorporated	Bacchus Marsh BMX Race Track Development	Design and build a UCI (Union Cycliste Internationale) specification BMX racing and training facility at the Bacchus Marsh Racecourse Recreation Reserve.	\$25,000	Sport and Recreation Victoria	\$50,000	\$0	\$52,840	\$127,840	\$65,000	72.80

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Ballan and District Vintage Machinery and Vehicle Club Incorporated	Ronaldson and Tippet Heritage Museum at the Ballan Racecourse	Build a shed to house a Ronaldson and Tippet collection and to operate as a Vintage Machinery Museum to be open to the public to enjoy.	\$25,000	Regional Development Victoria	\$86,530	\$25,000	\$11,050	\$147,580	\$90,000	71.40
Korweinguboorra Recreation Reserve	Korweinguboorra Recreation Reserve Improvement Project	Install picnic tables and bench seating around the BBQ area and cover with shade sail. Erect a fence to prevent vandalism and theft at the site.	\$6,366	Regional Development Victoria	\$12,734	\$1,000	\$1,000	\$21,100	\$96,366	71.20

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
St Andrews Bacchus Marsh Uniting Church	Community Peace Garden	Establish an area on the St Andrews Uniting Church property in Bacchus Marsh as a community space including a terraced area, pathways, seating and landscaping.	\$10,000	Regional Development Victoria	\$23,300	\$6,300	\$10,050	\$49,650	\$106,366	71.00
The Neighbours Place Incorporated	Neighbour's Place Extension	Add an extension to the existing Neighbour's Place building to provide extra storage and office space as well as interview rooms to accommodate financial counselling services at the site.	\$25,000	Regional Development Victoria	\$25,000	\$0	\$0	\$50,000	\$131,366	68.20
Elaine Fire Brigade	Elaine Community Space	Fit out the Brigade meeting room attached to the Elaine Fire Station for use by the wider community. This includes the installation of a kitchen facility, office storage, IT appliances and general meeting room.	\$25,000	Volunteer Emergency Services Equipment Program	Not specified by applicant	\$25,809	\$0	\$50,809	\$156,366	67.20

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Bacchus Marsh Community Unlimited Incorporated	Feasibility Study for the ANZAC Living Memorials - Land of Honour Project	The preparation a Feasibility Study / Master Plan to include the scope, route of trail, agreements with land owners, sustainability/maintenance requirements and risk assessment/mitigation for the ANZAC Living Memorials - Land of Honour Project.	\$25,000	ANZAC Centenary Local Community Infrastructure Grants	\$60,000	\$0	\$5,000	\$90,000	\$181,366	65.20
Blackwood Crown Reserves Committee of Management	Blackwood Hall Upgrade Project	Upgrade facilities at the Blackwood Hall to modernise the facility and support increased use by the community. Upgrade includes improvements to the kitchen and toilet facilities.	\$15,812	Regional Development Victoria	Not specified by applicant	\$0	\$0	\$15,812	\$197,178	65.00
Bacchus Marsh Pony Club	BM Pony Club Relocation Feasibility/Strategic Plan	Develop a strategic plan for relocating the Bacchus Marsh Pony Club including an initial assessment/feasibility of the proposed new site, financial feasibility, land surveying and initial drawings.	\$17,500	Sport and Recreation Victoria	\$21,500	\$0	\$11,000	\$50,000	\$214,678	64.00

Name of Organisation	Project Name	Project Description	Requested Amount	Potential External Funding Source	Estimated External Funding Amount	Community Cash	Community In- Kind	Project Total Value	Progressive Total	Policy Score
Maddingley Park Committee of Management	Maddingley Park Heritage Restoration Project	Restoration of Heritage Gates and Dickie Gas Light at Maddingley Park.	\$25,000	Regional Development Victoria ANZAC Centenary Local Community Infrastructure Grants	\$35,000	\$7,000	\$3,000	\$70,000	\$239,678	63.60
Bacchus Marsh Football Netball Club and Bacchus Marsh Bulls Cricket Club	Clubroom Improvement Project	Extension of existing clubrooms and the addition of an outdoor alfresco area that includes an enclosed bar and outdoor cool room with new entry/exit to existing kitchen area.	\$25,000	Sport and Recreation Victoria	\$90,000	\$15,000	\$10,000	\$140,000	\$264,678	61.20
1st Ballan Scout Group	Feasibility study for a new Scout Hall/ Community Facility for Ballan	Undertake a feasibility study to better understand the wider community need for a shared community facility and to determine the best method for acquiring the land required for the project.	\$15,000	Regional Development Victoria	\$20,000	\$15,000	\$20,000	\$70,000	\$279,678	57.80
Moorabool Environment Group	Connecting Community in Bacchus Marsh	Develop an Active/Sustainable Transport Strategy for Bacchus Marsh and suburbs that examines ways to promote walking, cycling and bus travel.	\$16,000	Community Road Safety Grants	Not specified by applicant	\$0	\$5,000	\$21,000	\$295,678	47.80
TOTAL			\$295,678					\$991,406		

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Community Wellbeing
Objective	Community Self Reliance
Strategy	Provide community development support and partnership projects

The proposed allocation of grants under the Community Development Fund Program is consistent with the 2013-2017 Council Plan.

Financial Implications

Consistent with the Community Development Fund Policy and 2014/15 budget allocation, a total of \$100,000 is available for allocation in the Community Development Fund. The total of grants being recommended for allocation in this round is \$100,000.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines	Medium	-Terms and conditions agreements required to be signed by grant recipients -Scheduled monitoring of projects
Financial	Grant recipients appropriate expenditure of Council funds	Medium	- Terms and conditions agreements required to be signed by grant recipients -Grant acquittal required upon completion of projects

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups	Meetings with applicant groups	Various	February / March 2015	Applicants / groups supported to submit applications

Communications and Consultation Strategy

Applicants for the Community Development Fund will be advised in writing of the outcomes of their grant applications in July 2015.

Community Development Officers will provide feedback to unsuccessful applicant groups via meetings or phone contact. Feedback will include:

- “ Advice to applicant groups of the relative strengths and areas for improvement in their Community Development Fund applications
- “ Options for alternative funding
- “ Supporting a group to re-lodge their application in the next appropriate round of Community Development Fund Program

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Kate Diamond-Keith

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Applications received under the Community Development Fund are reflective of the diverse range of activities that community groups are engaged in and the areas in need of financial support from Council. In total, 15 applications were received.

This is the first round of the Community Development Fund following the review in 2014. Council officers observed a significant increase in applications to the Community Development Fund compared to previous rounds and reported a higher quality of applications.

Recommendation:

1. That the Council allocates the following grants from the Community Development Fund.

Name of Organisation	Project Name	Recommended Amount
Gordon Recreation Reserve	Kitchen Upgrade at the Gordon Recreation Reserve	\$25,000
Lal Lal Anzac Commemorations Committee	Lal Lal Anzac Memorial Park	\$15,000
Bacchus Marsh BMX Club Incorporated	Bacchus Marsh BMX Race Track Development	\$25,000
Ballan and District Vintage Machinery and Vehicle Club Incorporated	Ronaldson and Tippet Heritage Museum at the Ballan Racecourse	\$25,000
Korweinguboorra Recreation Reserve	Korweinguboorra Recreation Reserve Improvement Project	\$6,366
Total		\$96,366

2. That all applicants be notified in writing of the outcome of their application.
3. That Council Staff provide feedback to unsuccessful groups and provide suggestions for alternative funding, or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Development Fund Program.

Report Authorisation**Authorised by:****Name:** Danny Colgan**Title:** General Manager Community Services**Date:** Friday, 17 April 2015

10.3.3 Appointment of User Group and Community Representatives to the Maddingley Park Recreation Reserve Committee of Management

Introduction

File No.: 20/01/013
Author: Anthony McGrath
General Manager: Danny Colgan

The purpose of this report is to recommend that the Council appoints user group and community representatives to the Maddingley Park Recreation Reserve Committee of Management, consistent with the Appointments and Delegations policy adopted by Council in April 2012.

Background

The Maddingley Park Recreation Reserve Committee of Management is a section 86 Committee of Council in accordance with the Local Government Act 1989. At the Ordinary Meeting of Council on the 18 April 2012 Council adopted the Appointments and Delegations Policy.

At the Ordinary Meeting of Council on the 3 December 2014, Council resolved to appoint Mr Russell Hendry to the position of Chairperson, Maddingley Park Recreation Reserve Committee of Management.

Appointment User Group and Community Representatives to the Committee of Management

An advertisement was placed in local papers inviting nominations for Community Representatives positions. Existing user groups were also invited to nominate a representative to the Committee of Management consistent with the criteria outlined in Council's Appointment and Delegations Policy.

The first community representative nomination period was open for four weeks with officers receiving no nominations. A second nomination period was agreed to, running for an additional two weeks, with four nominations received.

Community Representatives Positions

Four community representative nominations were received that met the criteria from Pamela Pinney, Heather Chambers, Chris Kearney and Margaret Scarff.

User Group Nominations

User group nominations have been received from the following groups consistent with the criteria outlined in the Appointment and Delegations Policy; Bacchus Marsh Football Club, Bacchus Marsh Junior Football Club, Bacchus Marsh Cricket Club, Bacchus Marsh Junior Cricket Club, Bacchus Marsh Lawn Tennis Club.

Proposal

It is proposed that in accordance with Council's Appointment and Delegations Policy, the following appointments be made to the Maddingley Park Recreation Reserve Committee of Management in the schedule under the Instrument of Delegation;

1. That Council appoint existing user groups to the Maddingley Park Recreation Reserve Committee of Management by ratifying Committee members listed as ~~U~~User Representatives
2. That Council appoint Pamela Pinney, Heather Chambers, Chris Kearney and Margaret Scarff to the Maddingley Park Recreation Reserve Committee of Management by ratifying them as a ~~C~~ommunity Representatives for a period of two years;
3. That Council appoint the Bacchus Marsh Football Club, Bacchus Marsh Junior Football Club, Bacchus Marsh Cricket Club, Bacchus Marsh Junior Cricket Club, Bacchus Marsh Lawn Tennis Club to the Maddingley Park Recreation Reserve Committee of Management by ratifying Committee members listed as ~~U~~User Group Representatives for a period of two years.

Policy Implications

The 2013. 2017 Council Plan provides as follows:

Key Result Area	Community Well Being
Objective	Community Self Reliance
Strategy	Actively support Committees of Management of community assets.

The proposal to appoint the Committee of Management of the Maddingley Park Recreation Reserve Committee of Management is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications. Council provides operational funding to Maddingley Park Recreation Reserve Committee of Management as part of the Recreation Reserve Funding Policy. An Annual Management Agreement is in place outlining the service level for maintenance, roles and responsibilities in management of both Council and delegated to the Committee of Management.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Vacant chairperson position	Position remains vacant	Low	Appoint User Groups and Community Members to the committee or Council manage the reserve.

Communications and Consultation Strategy

The outcomes of this report will be communicated to the applicants for the Chairperson Position, Community Representative Positions and User Group Representatives of the Maddingley Park Recreation Reserve Committee of Management.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Anthony McGrath

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Maddingley Park Recreation Reserve Committee of Management is a Section 86 Committee of Management and is delegated management and maintenance responsibilities at the reserve on behalf of Council.

Recommendation:

That the Council appoint the following 'User Group Representatives' and 'Community Representatives' to the Maddingley Park Recreation Reserve Committee of Management for a period of two years

User Groups Nominees	Representative
Bacchus Marsh Football Club	Steven Denham
Bacchus Marsh Junior Football Club	Adrian Bettio
Bacchus Marsh Cricket Club	Peter Wakefield
Bacchus Marsh Junior Cricket Club	Steven Lalor
Bacchus Marsh Lawn Tennis Club	Michael Love

Community Representative Nominees	
Pamela Pinney	
Chris Kearney	
Heather Chambers	
Margaret Scarff	
TOTAL	9

Report Authorisation

Authorised by:

Name: Danny Colgan

Title: General Manager Community Services

Date: Thursday, 16 April 2015

10.4 INFRASTRUCTURE SERVICES

10.4.1 Quarterly Financial Report – March 2015

Introduction

File No.: 07/01/004
Author: Steve Ivelja
General Manager: Phil Jeffrey

This Quarterly Financial Report covers the period of 1 July 2014 to 31 March 2015. The report outlines the year to date financial position of Council and forecast projections for the full year results.

The forecast result at the end of the financial year is an increase in the surplus by \$0.261m. Please refer to the attached report for a detailed review of the financials.

Background

Under section 138 . Quarterly Statements, of the Local Government Act (1989), Council is to receive a quarterly report on progress against the adopted budget.

Proposal

That Council receives the Quarterly Financial Report . March 2015.

Policy Implications

The adoption of the Quarterly Financial Report . March 2015 meets Council's statutory obligations under section 138 . Quarterly Statements of the Local Government Act (1989).

The 2014-2018 Council Plan provides as follows:

Key Result Area	Representation and Leadership of our Community
Objective	Sound, long term financial management
Strategy	Develop and maintain a long term financial planning, management and reporting system, which ensures resources to deliver services and manage Council's assets.

Amended Budget

Generally, at the end of the financial year it is not uncommon for projects (both Capital projects and Operating projects) to be incomplete at the end of the financial year. This can happen for a number of reasons such as delays in construction due to weather or other events, deferral of projects due to operational matters, late receipt of government funding for one off projects,

lack of internal resources to complete one off new initiatives due to staff turnover etc.

Throughout this report Council will be reporting on the Amended Budget rather than the Adopted Budget. The Amended Budget contains items approved as carry forwards from the 2013/14 financial year. These include grant funded one off projects, Council approved New initiatives from prior years that are not yet complete, Flood recovery funds, and incomplete/deferred capital projects. The following schedule provides an overview at a high level of the items that have been added to the Adopted Budget to arrive at the Amended Budget.

Impact on Cash on hand as at 30 June 2014

Based on the aggregate of both the Operating Budget and Capital Budget carry forward, a sum of \$2.143m in cash will be required to fully fund the carry forward. These are made up of the following;

Net Operating Budget Carry forwards	\$0.835m
Net Flood Recovery Project Commitments	(\$1.853m)
Net 2013/14 CIP Program Commitments	<u>\$3.160m</u>
Total cash required to complete the carry forward	\$2.143m

As at the 30 June 2014, Council held \$9.576m in cash and cash equivalents. Cash holdings were high in part due to the impact of these uncompleted projects.

Operating Budget

The net effect on the Operating Budget is a favourable variance of \$2.380m.

Net Operating Surplus in the Adopted 2014/15 Budget	\$4.695m
Net New Initiatives / Grant Funded Projects	(\$0.835m)
Flood Recovery Capital Grants	\$1.853m
2013/14 Carry Forward Capital Grants	<u>\$1.362m</u>
Amended Operating Budget Surplus	\$7.074m

Capital Budget

The effect on the capital budget is an increase in expenditure of \$4.522m.

2014/15 Adopted Budget for Capital Expenditure	\$ 9.637m
Add 2013/14 Carry Forward Capital Projects	<u>\$ 4.522m</u>
Amended Capital Budget	\$14.159m

The attached Quarterly Financial Report, **Attachment 10.4.1**, provides an explanation of the Income Statement, Balance Sheet, Cash Flow Statement and Capital Works Statement with the year-to-date actuals compared to the year-to-date amended budget, and the amended annual budgets compared to the annual forecasts.

Income Statement

The main changes within the Income Statement are as follows:

- Decrease in %Rates and Charges+ (\$0.282) mainly due to overestimating Rates and Supplementary Rates in the budget;
- Increase in %Other Revenue+ (\$0.209m) mainly due to income from unbudgeted Insurance Claims;
- Decreased %Employee Costs+ (\$0.395m) expenditure mainly due to predicted savings in employee oncosts including leave provisions, WorkCover and Parental leave;
- Increase in %Capital Grants and Contributions+ (\$0.296m) mainly due to new funding identified since the adoption of the budget.

The net effect of these changes and other minor variances causes the total surplus for the year to increase by \$0.261m to \$7.335m.

Cash

The forecast cash balance at 30 June 2015 has decreased by \$1.404m to \$5.746m in comparison to the amended budget. This is mainly due to deferred cash receipts for the sale of land held for investment, as well as Council funding part of the Halletts Way project with borrowings from a prior year.

Capital Improvement Program (CIP)

The total cash expenditure forecast for the CIP has increased by \$0.953m, from the amended budget of \$14.159m to \$15.112m. This is due to:

- | | |
|---------------------------------------------------|------------------|
| • Prior year borrowings for Halletts Way Project | \$ 0.500m |
| • New funding received: | |
| ○ Bacchus Marsh Public Hall Kitchen Upgrade | \$ 0.165m |
| ○ Aged and Disability Services Minor Capital | \$ 0.055m |
| ○ Yankee Flat Road / Navigators Road Intersection | \$ 0.052m |
| ○ Elaine-Morrison's Road | \$ 0.040m |
| ○ Hike and Bike | \$ 0.040m |
| ○ Yendon Recreation Reserve Project | \$ 0.034m |
| ○ Masons Lane Athletics Development | \$ 0.032m |
| ○ Mt Egerton Community Facilities | \$ 0.028m |
| • Other | \$ 0.007m |
| | \$ 0.953m |

Risk & Occupational Health & Safety Issues

There are no identified risks associated with this process.

Communications Strategy

To Council, through the Ordinary Meeting of Council on 6 May 2015, and to the Audit Committee meeting on 20 May 2015.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the Manager, I have no interests to disclose in this report.

Author – Steve Ivelja

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

The Quarterly Financial Report . March 2015 has been prepared in accordance with Section 138 . Quarterly Statements of the Local Government Act (1989) for review and receiving by Council.

Recommendation:

That Council receives the Quarterly Financial Report – March 2015.

Report Authorisation

Authorised by:

Name: Phil Jeffrey

Title: General Manager Infrastructure

Date: Wednesday, 29 April 2015

Attachment - Item 10.4.1

MOORABOOL SHIRE COUNCIL

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2014/15 Quarterly Financial Report - March 2015

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1 Amended Budget

Generally, at the end of the financial year it is not uncommon for projects (both Capital projects and Operating projects) to be incomplete at the end of the financial year. This can happen for a number of reasons such as delays in construction due to weather or other events, deferral of projects due to operational matters, late receipt of government funding for one off projects, or lack of internal resources to complete one off new initiatives due to staff turnover etc.

Throughout this report Council will be reporting on the Amended Budget rather than the Adopted Budget. The Amended Budget contains items approved as carry forwards from the 2013/14 financial year. These include grant funded one off projects, Council approved New Initiatives from prior years that are not yet complete, flood recovery funds, and incomplete/deferred capital projects. The following schedule provides an overview at a high level of the items that have been added to the Adopted Budget to arrive at the Amended Budget.

1.1 Impact on Cash on hand as at 30 June 2014

Based on the aggregate of both the Operating Budget and Capital Budget carry forward, a sum of \$2.143m in cash will be required to fully fund the carry forward. These are made up of the following;

Net Operating Budget Carry forwards	\$0.835m
Net Flood Recovery Project Commitments	(\$1.853m)
Net 2013/14 CIP Commitments	<u>\$3.160m</u>

Total cash required to complete the carry forward \$2.143m

As at the 30 June 2014, Council held \$9.576m in cash and cash equivalents. Cash holdings were high in part due to the impact of these uncompleted projects.

1.2 Operating Budget

The net effect on the Operating Budget is a favourable variance of \$2.380m.

Net Operating Surplus in the Adopted 2014/15 Budget	\$4.695m
Net New Initiatives / Grant Funded Projects	(\$0.835m)
Flood Recovery Capital Grants	\$1.853m
2013/14 Carry Forward Capital Grants	<u>\$1.362m</u>
Amended Operating Budget Surplus	\$7.074m

1.3 Capital Budget

The effect on the capital budget is an increase in expenditure of \$4.522m.

2014/15 Adopted Budget for Capital Expenditure	\$9.637m
------------------------------------------------	----------

Add

2013/14 Carry Forward Capital Projects	<u>\$4.522m</u>
----------------------------------------	-----------------

Amended Capital Budget	\$14.159m
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2 Operating Performance

Year to Date Operating Performance 31 March 2015

2.1 Overall:

For the nine months to 31 March, the Net Result was a Surplus of \$10.978m with a favourable variance of \$0.719m compared to the year to date amended budget.

2.2 Operating Revenues [\$0.172m unfavourable]:

Rates and Charges – Unfavourable by \$220,000 due to an overestimation of Rates and Supplementary Rates income in the budget.

Operating Grants – Favourable by \$117,000 due to increases in grant income for Fire Services Levy (\$29,000), Library Services (\$22,000), Meals on Wheels (\$16,000) and other Aged & Disability grants (\$36,000), Werribee Gorge Bio-link Project (\$15,000), Valuation Contract (\$13,000), and Regional Victoria Living Expo (\$10,000). These increases have been reflected in the year end forecast.

The increased funding is slightly offset by a timing variance with funding for the Natural Assets Support Program (\$25,000) which has not yet been received.

User Fees and Charges – Unfavourable by \$80,000 mainly due to less than expected revenue from Subdivisions (\$40,300), and Asset Protection Fees (\$31,400).

Statutory Fees and Charges – Unfavourable by \$37,000 mainly due to less than expected revenue from Animal Fees/Infringements (\$40,900).

Other Revenue – Favourable by \$83,000 mainly due to unbudgeted income from reimbursements under the Recycling contract (\$38,600), as well as timing variances relating to lease income from Communication Towers (\$38,800). These favourable transactions have been reflected in the year end forecast.

Interest Received – Unfavourable by \$36,000. Investment interest is lower than budget (\$93,000) due to a lower cash balance held. This has occurred for a number of reasons, such as the cancellation of the early payment of the Financial Assistance Grants in 2014/15 and a significant delay in the receipt of the final flood assistance grant. Also, investment returns have generally been lower than the rates assumed in the calculation of the budget. Partially offsetting this is a timing issue with Rates Interest income (\$47,900).

2.3 Operating Expenses [\$0.653m favourable]:

Employee Costs – Favourable by \$210,000 due to lower than expected overheads such as WorkCover Premium (\$66,700), Parental Leave costs (\$56,500) and Leave Provision Increase (\$63,100).

Materials and Consumables – Favourable variance of \$495,000 due savings in the costs of IT Servers (\$43,300), which has been adjusted in the forecast, as well as timing differences for a number of items, including:

- Community Leadership Program \$109,600

-
- Building Maintenance \$93,900
 - Leisure Services \$53,600
 - Condition Assessments \$68,300
 - Traffic Study \$40,000
 - Growing Moorabool Strategy \$36,700
 - Urban Drainage Maintenance \$39,000

2.4 Capital Income and Asset Items [\$0.239m favourable]:

Capital Grants and Contributions – Favourable by \$185,000 mainly due to timing variance of Roads to Recovery grant (\$134,000), as well as grants received since adoption of the budget for Elaine-Morrisons Rd (\$40,000) and Hike and Bike projects (\$40,000).

Net Gain (Loss) on Disposal of Property, Infrastructure, Plant and Equipment – Favourable by \$111,000 mainly due to more items of plant being sold at this stage of the year than budgeted.

Forecast Results for Year Ending 30 June 2015

As at 31 March, the Forecast Surplus for the year has increased by \$0.261 million. The Forecast is now expected to be a surplus of \$7.335m. Major variances are the following:

2.5 Operating Revenues [\$0.188m unfavourable]:

Rates and Charges – Unfavourable by \$282,000 due to an overestimation of Rates and Supplementary Rates income in the original budget.

Operating Grants – Favourable by \$141,000 mainly due to increased grants for Aged & Disability funding (\$74,000), Fire Services Levy (\$29,100), Library Services (\$22,000), and Roadside Slashing (\$17,500).

Other Revenue – Favourable by \$209,000 mainly due to some unbudgeted insurance claims (\$85,700). However, this will also result in a matching increases in “Materials and Consumables” and capital expenditure for plant purchases. Other increases relate to refunds of prior years' over charged bank fees (\$50,000) and reimbursements for prior year's profit share under the leisure services contract (\$70,000).

Interest Received – Unfavourable by \$115,000 due to the impact of a lower cash balance held. This has occurred for a number of reasons, such as the cancellation of the early payment of the Financial Assistance Grants in 2014/15 and a significant delay in the receipt of the final flood assistance payments. Also, investment returns have generally been lower than the rates assumed in the calculation of the budget.

2.6 Operating Expenses [\$0.139m favourable]:

Employee Costs – Favourable by \$395,000 mainly due to predicted savings in Employee Oncosts (\$306,000). This includes Leave Provisions (\$189,000), Workcover Premium (\$67,000) and Maternity/Paternity Leave (\$50,000). Other favourable variances include a forecast reduction in FBT liability (\$69,000) and reduced WorkCover salaries (\$28,000).

Borrowing Costs – Unfavourable by \$137,000 due to under budgeting for interest repayments in the original budget.

2.7 Capital Income and Asset Items [\$0.309m favourable]:

Capital Grants and Contributions – Favourable by \$296,000 due to new funding identified since the adoption of the budget. The projects include:

- Bacchus Marsh Public Hall Kitchen Upgrade (\$165,000)
- Aged & Disability – Minor Capital (\$55,000)
- Yankee Flat Road / Navigators Road Intersection (\$52,000)
- Elaine-Morrisons Road (\$40,000)
- Hike and Bike (\$40,000)
- Yendon Recreation Reserve Development Project (\$33,850)
- Mason's Lane Athletics Development (\$32,000)
- Mt Egerton Hall and Recreation Reserve (\$28,200)
- Maddingley Park Lifestyle Fitness Circuit (\$20,100)
- Lal Lal Soldier's Memorial Hall Multi-purpose Facility (\$15,200)

These are partially offset by a decrease in the amount Council will receive for Ballan Mechanic Hall Improvements (\$60,000), Mt Wallace Hall Improvements (\$45,000) and Coimadai Avenue of Honour Project (\$35,000), Gordon Tennis Courts (\$28,000) and Balliang Public Hall – BBQ & Seating (\$20,000).

3 Balance Sheet

Forecast as at 30 June 2015

The Balance Sheet shows the movements from the Budget to the Forecast, as well as the current year to date balance (at 31 March 2015) compared to the same time last year (31 March 2014).

3.1 Assets

Cash Assets – the year to date cash balance is \$1.248m more than the same time last year, mainly as a result of the timing of the completion of major capital works projects. Capital works are forecast to increase in activity over the last quarter of this financial year. At this stage last financial year Council was in the process of completing a large amount of Flood Recovery works. The final grant payment relating to these works was not received until December this financial year.

The forecast cash balance is expected to be \$1.404m lower than the amended budget. This is predominantly due to the deferred cash payments for the sale of land held for investment (\$0.850m), as well as \$0.500m payment for the Halletts Way Project for which Council borrowed funds in prior years and will be spent in 2014/15. This was not included in the original budget.

Current Receivables – the balance is \$0.575m more than at the same time last year, mainly relating to Rates debtors outstanding and GST refund.

Property, Infrastructure, Plant and Equipment – the balance is \$67.570m less than last year due to the revaluation of Infrastructure Assets in the 2013/14 financial year. The forecast balance is greater by \$1.735m compared to the amended budget which reflects the net of capital spend, contributed assets, depreciation, and written down value of assets disposed.

3.2 Liabilities

Payables – the balance is higher by \$1.965m compared to last year which reflects the timing of the last creditor payment run in March.

Trust Funds – the balance is less by \$94,000 compared to last year mainly due to a reduction in refundable building deposits (\$64,000) and retentions held (\$59,000).

Provisions – the balance is higher than this time last year by \$351,000 (current and non-current) primarily due to an increase in the provision for Long Service Leave.

Interest-Bearing Liabilities – the balance is less by \$707,000 overall compared to the same time last year. This relates to the net impact of debt redemption and any new loans being taken up in 2014/15.

3.3 Equity

Accumulated Surplus – the decrease of \$32.236m since March last year mainly relates to the accounting treatment of the reversal of found assets during the 2013/14 financial year.

Asset Revaluation Reserve – the decrease of \$35.580m relates to the revaluation of infrastructure assets and the restatement of found assets during the 2013/14 financial year.

4 Forecast Cash Flows

4.1 Overall

The overall cash forecast for 30 June 2015 is \$5.746m and \$1.404m less than the amended budget.

This forecast is a result of movements in each of the three types of cash flows as follows:

4.2 Operating Cash Flows

Capital Grants and Contributions – Favourable by \$296,000 due to new funding received since the adoption of the budget. These projects and other adjustments are highlighted earlier in section 2.7.

Other Revenue – Favourable by \$130,000 mainly due to some unbudgeted insurance claims (\$85,700) as well as other items identified in section 2.5.

Interest Received – Unfavourable by \$115,000 due to the impact of lower cash holdings as receipt of the final Flood Grant has been delayed and the early payment of Financial Assistance Grant did not occur in 2014/15.

Employee Costs – Favourable by \$394,000 mainly due to predicted savings in Employee Oncosts (\$306,000), amongst other variances. Refer to details in section 2.6.

4.3 Investing Cash Flows

Proceeds from Sale of Property, Plant and Equipment, Infrastructure – Unfavourable by \$0.689m mainly due to staggered receipts for the sale of land held for investment (\$850,000), partially offset by increased plant sales related to carried forward funding.

Payments for Property, Plant and Equipment, Infrastructure – the total cash expenditure forecast for the Capital Improvement Program has increased by \$0.953m from the Amended Budget of \$14.159m to \$15.112m.

The main increase relates to \$0.500m in borrowings taken up in the 2008/09 financial year to fund part of the Halletts Way Project. This and other variances can be seen below:

- Prior year borrowings for Halletts Way Project \$ 0.500m
- New funding received:
 - Bacchus Marsh Public Hall Kitchen Upgrade \$ 0.165m
 - Aged and Disability Services Minor Capital \$ 0.055m
 - Yankee Flat Road / Navigators Road Intersection \$ 0.052m
 - Elaine-Morrisons Road \$ 0.040m
 - Hike and Bike \$ 0.040m
 - Yendon Recreation Reserve Project \$ 0.034m
 - Masons Lane Athletics Development \$ 0.032m
 - Mt Egerton Community Facilities \$ 0.028m
- Other \$ 0.007m
- \$ 0.953m**

4.4 Financing Cash Flows

Borrowing Costs – Unfavourable by \$137,000 due to under budgeting for interest in the original budget calculations.

5 Investment Activity Report

In line with Council's Investment Policy (adopted February 2010), a quarterly report on investment activity will be presented to Council as part of the quarterly financial report.

Investment Activity Report

For the quarter ending: March 2015

On call balances:

Month ending	Amount	Rate	Interest Paid
January 2015	\$918,412	2.40%	Quarterly
February 2015	\$2,482,631	2.15%	Quarterly
March 2015	\$3,986,176	2.15%	Quarterly

Interest paid in the quarter: \$23,066

Term deposits:

Institution	Amount	Rate	Maturity Date
Bendigo Bank	\$1,000,000	3.10%	9/02/2015
IMB	\$2,000,000	3.30%	12/02/2015
IMB	\$1,000,000	3.40%	10/03/2015
IMB	\$2,000,000	2.75%	27/03/2015
Bendigo Bank	\$1,000,000	2.65%	27/04/2015
IMB	\$2,000,000	2.75%	27/04/2015
Bendigo Bank	\$1,000,000	3.05%	11/05/2015
IMB	\$1,000,000	2.90%	11/05/2015
IMB	\$2,000,000	3.10%	13/05/2015
Suncorp	\$2,000,000	3.05%	26/05/2015

Interest paid in the quarter: \$32,329

6 Rating & Debtors Information

6.1 General Rating Information

The Total Rates and Charges raised for the 2014/15 year, as at 31 March, is \$27.631m, compared to the year to date Amended Budget of \$27.851m.

6.2 Rates & Sundry Debtors Outstanding

For the year to date, 79.0% of the 2014/15 Rates & Charges raised have been collected. In addition, the level of Sundry and Other Debtors has increased from \$0.743m to \$1.227m.

Current Receivables as at 31 March 2015, as shown in the Balance Sheet, consist of:

• Rates & Charges	\$ 7.637m
• Sundry Debtors	\$ 0.869m
• GST Receivable	\$ 0.333m
• Other	\$ 0.025m
	\$ 8.864m

The outstanding Rates & Charges consist of:

• Current Year Rates and Charges	\$ 5.448m
• Arrears (prior to 2014/15)	\$ 1.705m
• Pensioner Rebate Claim (DHS)	\$ 0.484m
	\$ 7.637m

6.3 Property Rate Debt Management Policy

Council first adopted this policy on 5 March 2007, with the requirement for Quarterly reporting on all applications made under this policy. The policy has since been updated and adopted on 6 April 2011. For the Quarter to 31 March 2015, the table on the following page displays the applications that have been received.

Please note that this table also includes the following information:

- Rates outstanding by differential rate category
- Sundry debtors outstanding
- Infringement status

Property Rate Debt Management as at 31 March 2015

			at 31 March	Year to Date				
Type/Function	Authority Limit	Delegation	Number	Number Applications	Application Value	Approved Value	Denied Value	Comments
Special Payment Arrangements	All Arrangements	Revenue Service Unit	560	784				
Escalation of Accounts to Debt Collection	All outstanding accounts	Revenue Services Co-ordinator	283	199				
Value of Penalty Interest Calculated Year to Date	All calculations	Revenue Services Co-ordinator	\$75,053.25					
Waiver of Interest and Costs	Up to \$500	Revenue Services Co-ordinator		6	\$735.95	\$735.95	\$0.00	
Waiver of Interest and Costs	>\$500 and <\$1,000	Finance Manager		2	\$1,864.95	\$1,864.95	\$0.00	
Waiver of Interest and Costs	>\$1,000	General Manager - Corporate Services		4	\$6,258.83	\$6,258.83	\$0.00	
Waiver of Rates and Charges	All applications	Council via resolution (Closed Session)		1	\$1,131.85	\$1,131.85		
Deferral of Rates, Charges & Interest	All applications	Council via resolution (Closed Session)		NIL				
Application for Financial Hardship	Reviewed	Council via resolution (Closed Session)		6	\$29,302.96	\$22,843.05		
Application for Financial Hardship	Awaiting Review	Council via resolution (Closed Session)		16	\$61,744.39	\$3,308.33		
Appeal of Decision	All appeals	Council via resolution (Closed Session)		NIL				
Sale of Property for Unpaid Rates	All sales	Council via resolution (Closed Session)		6		\$56,688.90		Progressing
Sale of Property for Unpaid Rates	All sales	Council via resolution (Closed Session)		4		\$56,372.22		Sold and settled
Applications for partial Waiver - Cultural and Recreational Land	50% General Rate	Revenue Service Co-ordinator/Finance Manager		3		\$5,221.90		
Other General Revenue Statistics			Summary of Outstanding Rates					
Function	Year To Date	Rate Category	Current	1 Year	2 Years	3 Years	Over 3 Years	Total
Percentage of Rates Collected	79.00%	General	4,596,871.94	584,347.03	261,868.88	142,081.75	234,108.63	5,819,278.23
Land Information Certificates	981	Residential Retirement	10,455.00	0.00	0.00	0.00	0.00	10,455.00
Value of Supplementary Rates Levied	\$234,342	Commercial/Industrial	417,399.64	45,986.45	51,131.45	5,893.79	7,760.80	528,172.13
		Vacant Land Commercial/Industrial	66,475.02	4,512.12	1,879.70	2,045.25	1,129.20	76,041.29
Objections Lodged (Closing Date 27 October 2014)								
		Extractive Industry	35,822.28	0.00	0.00	0.00	0.00	35,822.28
Under Review	17							
Recommendation Notices	40	Farm	421,365.21	45,206.54	33,591.13	26,020.21	11,117.10	537,300.19
Disallowance Notices	22							
Total Objections	79							
		Vacant Land General	233,170.13	32,358.98	15,433.19	9,610.39	31,105.11	321,677.80
		Vacant Land FZ or RCZ	170,765.26	30,680.19	18,109.27	8,489.63	61,632.63	289,676.98
		Vacant Land R1Z or R2Z	325,525.16	34,863.96	13,485.69	4,949.77	325.75	379,150.33
Pension Rebates								
Total Pensioners as at end of last quarter	2,255							
Changes	96	Non Rateable FSPL Leviable	786.10	200.00	0.00	0.00	0.00	986.10
Closing Balance	2,351	Garbage & FSPL	8,743.11	1,646.50	584.65	593.35	179.16	11,746.77
Sundry Debtor Overview								
		Grand Total Rates Outstanding	6,287,378.85	779,801.77	396,083.96	199,684.14	347,358.38	8,010,307.10
Penalty Infringement Overview								
Sundry Debtors	Balance	% Outstanding	Infringement Status @ September Audit	# Infringements	\$ Infringements			
Current	87,363.27	14.3%	Too old to escalate					
30 Days	108,030.72	17.6%	Infringement Court	831	193,828.79			
60 Days	300,120.04	49.0%	Infringement Court - Expired - Write Off	0	0.00			
90 Days	0.00	0.0%	Debt Collection Agency - LOD Issued	3	848.30			
120+ Days	117,467.71	19.2%	Infringements Requiring Write Off	210	73,407.55			
			MSC Arrangements	13	5,055.80			
Total Outstanding	612,981.74	100.0%	MSC Arrangement Not Maintained - To escalate	3	362.80			
			MSC Objection	5	518.00			
			Within payment timeframes	177	37,372.40			
			Referred or to be referred Magistrates Court	29	14,282.40			
Grand Total of Infringement Trial Balance				1,271	325,676.04			

7 Financial Statements as at 31 March 2015

Income Statement

	Last Year \$'000	Amended \$'000	Year to Date Actual \$'000	Variance \$'000	%	Amended \$'000	Annual Forecast \$'000	Variance \$'000	%
Income									
Rates and charges	26,018	27,851	27,631	(220)	-1%	27,959	27,677	(282)	-1%
Operating grants	6,644	6,566	6,683	117	2%	8,642	8,783	141	2%
User fees and charges	1,420	1,186	1,106	(80)	-7%	1,748	1,652	(96)	-5%
Statutory fees and charges	460	430	393	(37)	-9%	536	490	(46)	-9%
Other revenue	1,013	759	842	83	11%	981	1,190	209	21%
Interest received	478	328	292	(36)	-11%	530	415	(115)	-22%
Total Income	36,034	37,119	36,947	(172)	0%	40,395	40,207	(188)	0%
Expenses									
Employee costs	16,712	12,887	12,677	210	2%	17,227	16,832	395	2%
Materials and consumables	16,081	10,946	10,451	495	5%	16,052	16,159	(107)	-1%
Depreciation	7,280	6,090	6,090	0	0%	8,120	8,120	0	0%
Borrowing costs	852	489	525	(36)	-7%	639	776	(137)	-21%
Other expenses	508	288	305	(17)	-6%	442	453	(11)	-2%
Total Expenses	41,433	30,700	30,047	653	2%	42,480	42,341	139	0%
Result before capital income and asset items	(5,399)	6,420	6,899	479	7%	(2,085)	(2,134)	(49)	2%
Capital grants and contributions	4,054	3,498	3,683	185	5%	6,108	6,404	296	5%
Capital contributions - cash (developer contributions)	104	139	82	(57)	-41%	185	106	(79)	-43%
Contributions - non-monetary assets	4,275	0	0	0	0%	4,500	4,500	0	0%
Net gain (loss) on disposal of property, infrastructure, plant and equipment and land held for sale	(1,380)	202	313	111	55%	(1,634)	(1,542)	92	-6%
Surplus (Deficit)	1,654	10,259	10,978	719	7%	7,074	7,335	261	4%

Balance Sheet

	Last Year \$'000	Last Year \$'000	Year to Date Current \$'000	Change \$'000	%	Amended \$'000	Annual Forecast \$'000	Variance \$'000	%
Assets									
Current Assets									
Cash assets	9,576	11,852	13,100	1,248	11%	7,150	5,746	(1,404)	-20%
Receivables	3,926	8,289	8,864	575	7%	4,066	4,064	(2)	0%
Non-current assets classified as held for sale	991	1,053	991	(62)	-6%	991	991	0	0%
Other assets	182	55	60	5	9%	182	182	0	0%
Total current assets	14,674	21,250	23,015	1,765	8%	12,388	10,983	(1,405)	-11%
Non-current assets									
Receivables	127	127	127	0	0%	127	127	0	0%
Investments in associates	0	0	0	0	0%	0	0	0	0%
Other non-current assets	0	42	0	(42)	-100%	0	0	0	0%
Property, infrastructure, plant and equipment	421,522	487,325	419,755	(67,570)	-14%	429,257	430,992	1,735	0%
Total non-current assets	421,649	487,494	419,882	(67,612)	-14%	429,385	431,119	1,734	0%
Total Assets	436,323	508,744	442,897	(65,847)	-13%	441,772	442,102	330	0%
Liabilities									
Current liabilities									
Payables	6,418	443	2,408	1,965	443%	6,418	6,418	0	0%
Trust funds	760	790	696	(94)	-12%	760	760	0	0%
Provisions	3,520	3,315	3,542	227	7%	3,520	3,520	0	0%
Interest-bearing liabilities	5,107	4,084	2,289	(1,795)	-44%	1,464	1,464	0	0%
Total current liabilities	15,805	8,632	8,936	304	4%	12,162	12,162	0	0%
Non-current liabilities									
Provisions	923	764	888	124	16%	923	923	0	0%
Interest-bearing liabilities	7,592	9,004	10,092	1,088	12%	10,498	10,567	69	1%
Total non-current liabilities	8,514	9,768	10,980	1,212	12%	11,420	11,490	70	1%
Total Liabilities	24,319	18,400	19,916	1,516	8%	23,583	23,652	69	0%
Net Assets	412,003	490,344	422,981	(67,363)	-14%	418,189	418,450	261	0%
Represented by:									
Accumulated surplus	124,397	167,611	135,375	(32,236)	-19%	131,471	131,732	261	0%
Asset revaluation reserve	284,358	319,938	284,358	(35,580)	-11%	283,470	283,470	0	0%
Statutory and other reserves	3,249	2,795	3,249	454	16%	3,249	3,249	0	0%
Total Equity	412,003	490,344	422,981	(67,363)	-14%	418,189	418,450	261	0%

Cash Flow Statement

	Last Year \$'000	Amended \$'000	Year to Date Actual \$'000	Variance \$'000	%	Amended \$'000	Annual Forecast \$'000	Variance \$'000	%
Cash flows from operating activities									
Receipts									
Rates and charges	26,100	23,032	22,533	(499)	-2%	27,747	27,465	(282)	-1%
Operating grants	6,496	6,566	7,843	1,277	19%	8,642	8,783	141	2%
Capital grants and contributions	4,161	3,498	2,683	(815)	-23%	6,108	6,404	296	5%
User fees and charges	1,523	1,186	1,106	(80)	-7%	1,748	1,652	(96)	-5%
Statutory fees and charges	460	430	393	(37)	-9%	536	490	(46)	-9%
Other revenue	1,146	898	925	27	3%	1,166	1,296	130	11%
Interest received	478	328	319	(9)	-3%	530	415	(115)	-22%
Net GST refund/payment	1,938	0	0	0	0%	0	0	0	0%
	42,301	35,938	35,801	(137)	0%	46,476	46,505	29	0%
Payments									
Employee costs	(16,259)	(13,236)	(12,689)	547	-4%	(16,764)	(16,370)	394	-2%
Materials and consumables	(17,200)	(12,592)	(11,762)	830	-7%	(17,331)	(17,438)	(107)	1%
Other expenses	(508)	(288)	(341)	(53)	18%	(442)	(453)	(11)	2%
	(33,967)	(26,116)	(24,792)	1,324	-5%	(34,537)	(34,261)	276	-1%
Net cash provided by (used in) operating activities	8,334	9,822	11,009	1,187	12%	11,939	12,245	306	3%
Cash flows from investing activities									
Proceeds from sale of property, plant and equipment, infrastructure	415	202	313	111	55%	1,170	481	(689)	-59%
Payments for property, plant and equipment, infrastructure	(10,922)	(8,518)	(6,955)	1,563	-18%	(14,159)	(15,112)	(953)	7%
Net cash provided by (used in) investing activities	(10,507)	(8,316)	(6,642)	1,674	-20%	(12,989)	(14,632)	(1,643)	13%
Cash flows from financing activities									
Borrowing costs	(852)	(489)	(525)	(36)	7%	(639)	(776)	(137)	21%
Proceeds from interest bearing liabilities	2,845	1,000	1,000	0	0%	1,000	1,000	0	0%
Repayment of interest bearing liabilities	(1,517)	(1,332)	(1,319)	13	-1%	(1,737)	(1,667)	70	-4%
Net cash provided by (used in) financing activities	477	(821)	(843)	(22)	3%	(1,376)	(1,444)	(68)	5%
Net increase (decrease) in cash and cash equivalents	(1,696)	685	3,524	2,839	414%	(2,426)	(3,831)	(1,404)	58%
Cash and cash equivalents at the beginning of the financial year	11,272	9,576	9,576	0	0%	9,576	9,576	0	0%
Cash and cash equivalents at the end of the financial year	9,576	10,261	13,100	2,839	28%	7,150	5,746	(1,404)	-20%

Capital Works Statement

	Last Year \$'000	Amended \$'000	Year to Date			Amended \$'000	Annual Forecast \$'000	Variance \$'000	
			Actual \$'000	Variance \$'000	%				%
Capital Works Expenses									
Sealed Roads	3,519	1,832	1,611	221	12%	6,716	7,308	(592)	-9%
Unsealed Roads	426	605	324	281	46%	686	686	0	0%
Footpaths, Kerb & Channel, and Other	4,074	601	364	237	39%	1,391	1,431	(40)	-3%
Stormwater and Drainage	1,243	88	63	25	29%	88	88	0	0%
Community Land and Facilities	696	1,258	614	644	51%	3,065	3,190	(125)	-4%
Corporate Land and Facilities	271	188	78	110	59%	378	503	(125)	-33%
Plant and Equipment	675	1,315	1,270	45	3%	1,836	1,907	(71)	-4%
Total Capital Works	10,905	5,886	4,323	1,563	27%	14,159	15,113	(954)	-7%
Represented by:									
Renewal	9,970	5,023	3,791	1,232	25%	10,191	10,646	(455)	-4%
Upgrade	473	262	190	72	27%	676	899	(223)	-33%
New	462	602	341	261	43%	3,292	3,567	(275)	-8%
Total Capital Works	10,905	5,886	4,323	1,563	27%	14,159	15,113	(954)	-7%

10.4.2 Capital Improvement Program Quarterly Report (March 2015)

Introduction

File No.: 16/01/001
Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

The delivery of the Capital Improvement Program (CIP) is an important function of Council's operations and represents a significant portion of Council's overall expenditure. Accordingly, the status of the overall program is reported to Council every quarter.

Proposal

This quarterly report provides Council with an overview of the progress of Council's 2014/2015 Capital Improvement Program to 31 March 2015.

Implementation of the 2014/2015 Capital Improvement Program

The 2014/2015 Capital Improvement Program currently consists of 74 projects, of which 12 are inactive and cannot commence. Therefore the table below reports on the 62 active projects in terms of percentage. This number will be adjusted throughout the year as other projects become active.

This list incorporates projects from various sources including but not limited to the following:

- Projects carried forward from 2013/2014 program
- 2014/2015 Council budgeted projects
- Grant funded projects

Also for simplicity sake the reseal, final seal, gravel road resheet and shoulder resheet programs have been listed as 4 projects in total rather than listing each individual road under each respective program.

The Engineering Services Unit nominates 6 key stages of the project delivery process and will report with reference to these stages in regard to the overall program status. The table below summarises the overall program status as at 31 March 2015:

CIP Program Delivery Stage	Actual as of 31 March 2015	
	No. of Projects	%
Not Commenced (inactive)	12	-
Not Commenced	0	0.0
Documentation/Design Preparation	2	3.2
Tender/Quote Stage	10	16.1
Project Awarded . Waiting Commencement	6	9.7
In Progress/Under Construction	21	33.9
Complete	23	37.1
TOTAL	62	100.0

The attached report details the proposed timeframe and progress of each individual project. In addition the report also provides specific comments in relation to each project and its status.

Program Status

At this stage of the financial year the program is generally tracking as scheduled however a small number of projects are slightly behind. 37% of the program is complete with a majority of other projects in the in progress/under construction phase.

Project Additions

The Maddingley Park Lifestyle Fitness Circuit is now active following confirmation of the site for the works.

Halletts Way shared path is now anticipated to be delivered this financial year.

Inactive Projects

Of the 74 projects identified in this year's program there are 12 inactive projects. An overview is provided below and each is listed individually under one heading in the attached report;

- 7 projects are subject to external funding and cannot commence until successful matching grants are obtained.
- 3 projects are currently on hold pending completion of detailed design phases and a further funding allocation.
- 2 projects have been delayed following requests from the committee of management for delivery in 2015/2016.

The Masons Lane Recreation Reserve Development Project (Local Facilities for Local Clubs program) has been changed to inactive following a request from the Athletics user group. The project will be delivered in September 2015 prior to the commencement of the athletics season and as a result will be carried forward for delivery in the 2015/2016 financial year.

Gordon Public Park - tennis court reconstruction project update

Procurement of this project has occurred and tender evaluation is complete. Awarding of the project has been delayed because the project is slightly over budget. The project will now be awarded and the timing for construction will be discussed with the preferred contractor.

Predicted Carry Forwards

The inactive projects referred to above will be carried forward into the 2015/16 financial year. In addition to this though, the projects below will not be completed by end of June and are proposed to be carried forward to the 2015/2016 financial year.

Project Description	Comments
Ballan Depot relocation - preplanning	A brief is currently being developed for the detailed design of the depot.
Moon Reserve Toilet - construction of toilet facility	Construction of the toilet facility has been tendered and an evaluation is currently in progress. Issues surrounding services connections are still being resolved.
Darley Lift - construction of new lift	After considering a number of options, a design and construct brief is currently being developed for tender.
Lees Road Bridge - bridge replacement	This project is currently in the design phase and will be delivered by the City of Greater Geelong.
Main Street Streetscape - including Gell Street	Project is ready to recommence following Telstra works on the replacement of Telstra pit lids which is likely to take place in June.
Ballan Recreation Reserve - Oval resurfacing	Drainage and resurfacing works have been completed. Reinstatement of the cricket pitch is scheduled for September 2015.
Gordon Public Park - Tennis court reconstruction	Discussion with contractor to occur to finalise timing for construction. Final surfacing works that include a plexipave finish applied over the asphalt surface is scheduled for November 2015.

Bacchus Marsh Racecourse Recreation Reserve - Active sports precinct (preplanning)	The draft masterplans are scheduled to be presented to the June Ordinary Meeting of Council for endorsement for the purpose of community consultation. Following the proposed adoption of masterplans at the August Ordinary Meeting of Council, preplanning of the active sports precinct can progress.
---------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

With the exception of the inactive projects and the projects detailed above, the successful delivery of all other projects is progressing as programmed.

Policy Implications

The 2013-2017 Council Plan provides as follows:

Key Result Area	Enhanced Natural and Built Environment
Objective	Ensure current and future infrastructure meets the needs of the community.
Strategy	Construct physical infrastructure to appropriate standards.

The Capital Improvement Program reporting is consistent with the 2013-2017 Council Plan.

Financial Implications

Reporting of the Capital Improvement Program has been resourced as part of Council's budget; accordingly there are no additional financial implications. At this point in time, the program is within budget parameters.

Risk & Occupational Health & Safety Issues

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and dealt with as part of the delivery of each individual project.

Communications Strategy

Progress on the Capital Improvement Program will be reported in the following formats:

▪ Infrastructure update on active projects	Weekly
▪ Update on major projects	Monthly
▪ Moorabool Matters	Bi Monthly
▪ Moorabool News	As required
▪ Report to Council	Quarterly

Specific projects are communicated to the community and affected residents as required through a range of methods including but not limited to advertisements, mail outs and letter drops.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

This report provides a summary of the progress of the Capital Improvement Program for the third quarter of the 2014/2015 period for the information of Councillors.

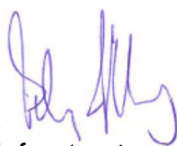
Recommendation:

That Council receives the Capital Improvement Program quarterly report to 31 March 2015.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Wednesday, 29 April 2015






Attachment - Item 10.4.2



2014/15
Capital Improvement Program
Quarterly Report
March 2015

BUDGET LEGEND

-  - Currently on or under budget
-  - Currently within 10% of allocated budget
-  - In excess of 10% of budget allocation

SEALED ROADS PROGRAM

Elaine-Morrisons Road, Morrisons
From Ch6340 to Ch7340m **Budget \$** 820,000

Task	Start Date	End Date	Complete	Budget Status
Road rehabilitation and safety improvements	23-Mar-15	17-Apr-15	15%	

Project has been awarded to Bitu-Mill (Vic) Pty Ltd. Works commenced on site in March 2015 and are scheduled for completion in May 2015.

Bacchus Marsh-Balliang Road, Balliang
From Ch13335 to Ch13420m - At intersection with Lees Road **Budget \$** 90,000

Task	Start Date	End Date	% Complete	Budget Status
Lees Road intersection improvements and patching	02-Mar-15	29-May-15	0%	

Design works were awarded to CRE Consultants. Project is currently out for quotation with commencement anticipated for May 2015.

Springbank Road, Springbank (preplanning)
From Ch7485 to Ch7545m - At intersection with Ormond Road **Budget \$** 30,000

Task	Start Date	End Date	% Complete	Budget Status
Ormond Road intersection improvements - preplanning allocation	28-Jul-14	30-Apr-15	90%	

Project was awarded to Smith Civil Design. Preliminary design is complete, with final design anticipated for completion in April 2015.

Clarkes Hill Road, Clarkes Hill (preplanning)
From Ch3485 to Ch4530m **Budget \$** 30,000

Task	Start Date	End Date	% Complete	Budget Status
Road rehabilitation - preplanning allocation	21-Jul-14	13-Feb-15	100%	

Project was awarded to Techrds Design and was completed in December 2015.

Egerton-Ballark Road, Mt Egerton (preplanning)
From Ch5320 to Ch6013m **Budget \$** 30,000







Task	Start Date	End Date	% Complete	Budget Status
Road rehabilitation - preplanning allocation	21-Jul-14	02-Mar-15	100%	






Project was awarded to TAC Design. Plans and was completed in March 2015.

Links Road, Darley (preplanning)
From Ch0 to Ch495m - Albert St to Manning Blvd **Budget \$** 40,000

Task	Start Date	End Date	% Complete	Budget Status
Rehabilitation of isolated locations - preplanning allocation	15-Feb-15	15-Mar-15	40%	


Geotechnical investigation has been undertaken and engineering design is anticipated for completion in June 2015.

Butter Factory Road, Gordon From Ch950 to Ch1150m				Budget \$	50,000
Task	Start Date	End Date	% Complete	Budget Status	
Pavement widening	02-Feb-15	03-Apr-15	100%		
Project was carried out by the Operations Department and was completed in March 2015.					
Fisken Street, Bacchus Marsh From Ch0 to Ch20m - At intersection with Main Street				Budget \$	12,500
Task	Start Date	End Date	% Complete	Budget Status	
Asphalt overlay	01-Apr-15	13-Apr-15	100%		
Project was awarded to Smith and Will Asphaltting. Works commenced on site in March 2015 and completed in early April 2015. A Vicroads contribution has been received to complete additional sections in Main Street.					
Halletts Way, Darley From Ch1445 to Ch1515m - Roundabout in Grey Street				Budget \$	60,000
Task	Start Date	End Date	% Complete	Budget Status	
Pavement rehabilitation and asphalt overlay	01-Apr-15	30-Apr-15	100%		
Project was awarded to Fulton Hogan. Works commenced on site in March and completed in early April 2015. Over expenditure (40%) for this project was due to an increase in the scope of works to include additional sections which have seen a increased rate of deterioration since the project was included in the CIP.					
Masons Lane, Bacchus Marsh From Donald Street to Simone Road				Budget \$	35,000
Task	Start Date	End Date	% Complete	Budget Status	
Asphalt overlay to compliment kerb & channel replacement in 13/14	01-Oct-14	29-Dec-14	100%		
Project was awarded to Elite Roads and completed in mid November 2014.					
Holts Lane, Darley From Ch2800 to Ch2300m				Budget \$	420,000
Task	Start Date	End Date	% Complete	Budget Status	
Road rehabilitation and widening	12-Jan-15	15-May-15	100%		
Project was awarded to Corrib Drainage and completed in December 2014.					
Blakeville Road, Ballan From Ch300 to Ch2270m				Budget \$	675,000
Task	Start Date	End Date	% Complete	Budget Status	
Road rehabilitation	15-Sep-14	27-Feb-15	100%		
Project was carried out by the Operations Department and was completed in February 2015.					

Spencer Road, Ballan From Cowie Street to Densley Street				Budget \$	350,000
Task	Start Date	End Date	% Complete	Budget Status	
Road rehabilitation	20-Jan-15	25-May-15	50%		
<i>Project is being carried out by the Operations Department. Works commenced on site in February and are scheduled for completion in April 2015. This project is forecast to be over budget. This over expenditure is due to an increase in scope which will see the completion of footpath connections between Cowie Street and Densley Street.</i>					
Spargo Creek Road, Barkstead From Ch7500 to Ch9280m				Budget \$	559,000
Task	Start Date	End Date	% Complete	Budget Status	
Road rehabilitation and widening	03-Mar-15	30-Apr-15	60%		
<i>Project was awarded to Fulton Hogan Pty Ltd. Works commenced on site in February and are scheduled for completion in April 2015.</i>					
Halletts Way/O'Leary Way Southern Extension - Design Connor Street to Stonehill Estate				Budget \$	431,000
Task	Start Date	End Date	% Complete	Budget Status	
Design	14-Jan-14	30-Jun-15	60%		
<i>Preliminary design is now complete, with the detailed design component awarded to SMEC. Completion of the detailed design phase is scheduled for June 2015.</i>					
Halletts Way Northern Extension Ramsay Crescent to Albert Street				Budget \$	500,000
Task	Start Date	End Date	% Complete	Budget Status	
Road Construction	01-Jul-14	31-Dec-15	10%		
<i>The project was awarded to All Equip. Works are scheduled to commence in April 2015 and completion in August/September 2015.</i>					
Yankee Flat Road / Navigators Road Intersection				Budget \$	52,000
Task	Start Date	End Date	% Complete	Budget Status	
Intersection improvements - Black Spot Program	28-Apr-15	30-May-15	0%		
<i>Tender / Quotation evaluation is currently underway with commencement anticipated for May 2015. The current forecast expenditure is over budget due to the amount of widening required.</i>					


RESEAL PROGRAM

Reseal Contract - various locations **Budget \$** 996,620

Task	Start Date	End Date	Complete	Budget Status
Reseal works on various roads	01-Feb-15	15-Mar-15	55%	

The Reseal Contract consists of 80 locations covering 47km. These works have been awarded to Sprayline. Works commenced on site in February 2015 and are scheduled for completion in April 2015


Final Seals - various locations **Budget \$** 128,534

Task	Start Date	End Date	Complete	Budget Status
Final Sealing of roads throughout the Shire	01-Feb-15	15-Mar-15	55%	

These works have been awarded to Sprayline. Works commenced in February 2015 and are scheduled for completion in April 2015. (The roads include: Blakeville Road, Yendon-Egerton Road, Foxes Lane, Old Melbourne Road and Westcotts Road.)

SHOULDER RESHEETING PROGRAM

Shoulder Resheeting Program - various locations **Budget \$** 302,260

Task	Start Date	End Date	Complete	Budget Status
Resheeting of road shoulders throughout the Shire	01-Mar-15	22-May-15	10%	

Project will be carried out by the Operations Department. Works commenced in March 2015 and are scheduled for completion in May 2015. The program consists of 10 roads covering 17km.

- Bacchus Marsh-Balliang Road, Rowsley - Not commenced
- Bacchus Marsh-Balliang Road, Balliang - Not commenced
- Reids Road, Rowsley - Not Commenced
- Austins Road, Elaine - Not Commenced
- Bamganie Road, Elaine - Not commenced
- Harbours Road, Yendon - Complete
- Mount Blackwood Road, Myrniong - Complete
- Powells Road, Clarkes Hill - Not Commenced
- Yendon No 2 Road, Scotsburn - Not Commenced

This project is forecast to be 18% over budget. This over expenditure is due to the use of different materials from previous years that will see reduced maintenance costs into the future.

UNSEALED ROADS PROGRAM

Gravel Road Resheeting Program Budget \$ 685,650

Task	Start Date	End Date	Complete	Budget Status
Resheeting of gravel roads through the Shire	17-Nov-14	17-Apr-15	60%	

Project will be carried out by the Operations Department. Works commenced in January and are scheduled for completion in May 2015. The program consists of 13 roads covering 18km.

- Agars Road, Balliang East - Not Commenced
- Atchison Road, Morrisons - Complete
- Bakes Road, Cargerie - Complete
- Bobbys Lane, Bullarto South - Complete
- Eaglehawk Road, Lal Lal - Complete
- Elaine-Egerton Road, Morrisons - Complete
- Horsehill Road West, Elaine - Complete
- Kingfisher Drive, Lal Lal - Complete
- Long Point Road, Myrniong - Complete
- Moretons Road, Balliang East - In Progress
- Orrells Road, Elaine - Complete
- School Road, Balliang East - Not Commenced
- Sharkeys Road, Balliang East - Not Commenced

This project is forecast to be 20% overbudget. This over expenditure is due to the use of different materials from previous years that will see reduced maintenance costs into the future.

BRIDGES & CULVERTS PROGRAM

Lees Road, Balliang East Budget \$ 250,000
Over Little River

Task	Start Date	End Date	Complete	Budget Status
Replacement of timber bridge with concrete structure	01-Jun-15	30-Aug-15	0%	

This project is currently in the design phase and will be delivered by the City of Greater Geelong. Council is contributing funds toward the replacement of the project in accordance with Council's Boundary Agreement. This project will be carried forward into the 2015/2016 financial year.


Spargo Creek Road, Springbank Budget \$ 140,000
Over Moorabool River

Task	Start Date	End Date	Complete	Budget Status
Concrete deck overlay and strengthening	19-Jan-15	13-Mar-15	100%	

Project was awarded to Mad Cat Constructions and completed in March 2015. Over expenditure was due to unforeseen variations to the contract.

PATHWAYS


DDA Upgrade Program **Budget** \$ 20,000

Task	Start Date	End Date	Complete	Budget Status
Upgrade pedestrian crossings and footpaths	02-Feb-15	30-Mar-15	100%	

Project was awarded to Rockart Landscapes and Concreting. Footpath upgrades are now complete in;


- Bennett Street, Bacchus Marsh
- Church Street, Bacchus Marsh
- Stead Street, Ballan
- Fiskens Street, Ballan
- Edols Street, Ballan

Duncan Street, Ballan **Budget** \$ 20,000
Steiglitz Street to Atkinson Street

Task	Start Date	End Date	Complete	Budget Status
Installation of new pedestrian ramps with associated kerb and channel	01-May-15	30-May-15	0%	


Quotation evaluation is currently underway with commencement anticipated for late April 2015.

Main Street, Bacchus Marsh **Budget** \$ 320,000

Task	Start Date	End Date	Complete	Budget Status
Bacchus Marsh Streetscape Project - Stage 3	25-May-15	31-Jul-15	15%	


Project has been awarded to Rustel Pty Ltd and has been on hold due to various issues with Powercor, Telstra and NBN which have now been resolved. This project is scheduled to recommence in May 2015 and will be carried forward into the 2015/2016 financial year.

Gell Street, Bacchus Marsh **Budget** \$ 50,000

Task	Start Date	End Date	Complete	Budget Status
Bacchus Marsh Streetscape Project - Stage 3	20-Jan-15	15-Apr-15	0%	

Project has been awarded to Rustel Pty Ltd and has been on hold due to various issues with Powercor, Telstra and NBN. This project is scheduled to recommence in June 2015 and may be carried forward into the 2015/2016 financial year.

Halletts Way, Darley **Budget** \$ 86,000
Holts Lane to Grey Street

Task	Start Date	End Date	Complete	Budget Status
Design and construction of new shared path between Grey Street and Holts Lane	01-May-15	30-Jun-15	0%	

Project is currently out for quotation and will close mid April. An application for funding through TAC was unsuccessful and will see an over expenditure on this project.


KERB & CHANNEL PROGRAM

William Street, Bacchus Marsh (preplanning) **Budget \$** 20,000

Task	Start Date	End Date	Complete	Budget Status
Kerb & channel replacement - preplanning allocation	18-Aug-14	06-Mar-15	100%	


Project was awarded to Smith Civil Design. Design works and documentation was completed in March 2015.

Sutherland Street, Bacchus Marsh (preplanning) **Budget \$** 20,000

Task	Start Date	End Date	Complete	Budget Status
Kerb & channel replacement - preplanning allocation	18-Aug-14	06-Mar-15	100%	

Project was awarded to Smith Civil Design. Design works and documentation was completed in March 2015.

Madden Drive, Bacchus Marsh
Main Street to Clarinda Street **Budget \$** 20,000

Task	Start Date	End Date	Complete	Budget Status
Kerb & channel replacement - preplanning allocation	18-Aug-14	27-Feb-15	90%	


Project was awarded to CRE Consulting. Design and documentation is scheduled for completion in April 2015.

McFarland Street, Bacchus Marsh
Gisborne Road to Young Street **Budget \$** 310,000

Task	Start Date	End Date	Complete	Budget Status
Kerb & channel replacement - both sides	08-Sep-14	30-May-15	100%	



Project was carried out by the Operations Department and completed in December 2014. Street tree planting is scheduled to occur in May 2015.

George Street, Bacchus Marsh
Lerderberg Street to McFarland Street **Budget \$** 72,000







Task	Start Date	End Date	Complete	Budget Status
Kerb & channel replacement - both sides	08-Sep-14	30-May-15	100%	




Project was carried out by the Operations Department. Works commenced on site in September, with civil works completed in December 2014. Street tree planting will follow in May 2015.

STORMWATER PROGRAM

Pit Replacement Program - Stage 1				Budget	\$	50,000
Task	Start Date	End Date	Complete	Budget Status		
Replacment of pit lids in various locations throughout the Shire	01-Sep-14	30-Jun-15	5%			
Project was awarded to Rustel Pty Ltd. Works commenced on site in April and scheduled for completion in May 2015.						
Vance Close, Darley Stage 2				Budget	\$	37,000
Task	Start Date	End Date	Complete	Budget Status		
Relining of existing drainage pipe	04-Aug-14	31-Aug-14	100%			
Project was awarded to Kembla Watertech Pty Ltd and completed in August 2014.						


COMMUNITY LAND PROGRAM

Maddingley Park Recreation Reserve				Budget	\$	34,910
Task	Start Date	End Date	Complete	Budget Status		
Replacement of fence and removal of hedge	15-Apr-15	30-May-15	0%			
<i>Planning permit was received in March 2015. Building Permit application has been submitted. Quotation evaluation is currently underway with commencement scheduled for April 2015.</i>						
Werribee Vale Road - Basin				Budget	\$	15,000
Task	Start Date	End Date	Complete	Budget Status		
Installation of isolation valve and water meter replacement	15-May-15	15-Jun-15	0%			
<i>Southern Rural Water are completing a design for the works following their request to install a flow meter. This project is scheduled to commence in late May 2015.</i>						
Maddingley Park Recreation Reserve				Budget	\$	40,000
Task	Start Date	End Date	Complete	Budget Status		
Installation of new water tank	15-Mar-15	15-Jun-15	0%			
<i>Quotation evaluation is currently underway with commencement anticipated for late May 2015.</i>						
Maddingley Park Lifestyle Fitness Circuit				Budget	\$	45,000
Task	Start Date	End Date	Complete	Budget Status		
Installation of exercise equipment	01-Jun-15	30-Jun-15	0%			
<i>Quotations have been sought for this project, with works anticipated to commence in June 2015.</i>						
Avenue of Honour, Coimadai				Budget	\$	60,000
Task	Start Date	End Date	Complete	Budget Status		
Construction of gazebo and memorial encove, interpretive signage and palques, memorial gates and beautification works	05-Aug-14	25-Feb-15	100%			
<i>This project is being completed by the Coimadai Avenue of Honour Restoration Association. This was funded through the Community Development Fund and the grant has been provided to the group for delivery.</i>						
Moon Reserve, Bacchus Marsh				Budget	\$	200,000
Task	Start Date	End Date	Complete	Budget Status		
Design and construction of new toilet facility	30-May-15	30-Aug-15	5%			
<i>Tender evaluation is currently underway for the construction of the toilet facility. Services connections for sewerage and water supply have delayed the project with formal approval from Western Water still pending. Construction is anticipated to commence late May 2015.</i>						

Masons Lane Recreation Reserve Redevelopment - Stage 2				Budget	\$	269,820
Task	Start Date	End Date	Complete	Budget Status		
Building extension, irrigation, tank and car park works	11-Aug-14	30-May-15	50%			
<i>Irrigation project was awarded to Advanced Irrigation and Sprinklers and was completed in October 2014. Stage 2 Building Extension works has been awarded to MKM Constructions. Works commenced on site in March 2015 and scheduled for completion in May 2015. Quotations for the tank are currently being evaluated with commencement anticipated for late May 2015. Car park works are anticipated to commence in May 2015.</i>						
Ballan Recreation Reserve				Budget	\$	100,000
Task	Start Date	End Date	Complete	Budget Status		
Oval Refurfacing	01-Dec-15	30-Mar-15	95%			
<i>Project was awarded to Turf Care & Hire Pty Ltd and completed in March 2015. Over expenditure was due to changes in scope to increase the spacing of subsurface drainage. Reinstatement of the cricket pitch is scheduled for September 2015 and will be carried forward to the 2015/2016 financial year.</i>						
Wallace Recreation Reserve				Budget	\$	40,000
Task	Start Date	End Date	Complete	Budget Status		
Upgrade to power	02-Feb-15	30-Mar-15	90%			
<i>There are two components to this project, infrastructure upgrades to the meter board and infrastrure upgrades to Powercor assets. On site electrical works were awarded to Keemin Electrical and completed in March 2015. Powercor upgrade works are scheduled for completion in April 2015.</i>						


COMMUNITY BUILDINGS PROGRAM

Blackwood Public Toilet **Budget** \$ 40,000

Task	Start Date	End Date	Complete	Budget Status
Refurbishment of toilet facility	27-Oct-14	22-Dec-14	100%	


Project was awarded to GJW Constructions and completed in December 2014.

Ballan Pre School - Simpson Street, Ballan **Budget** \$ 50,000

Task	Start Date	End Date	Complete	Budget Status
Refurbishment of building including internal and external painting and minor upgrades to the kitchen facilities	06-Jan-15	02-Feb-15	100%	


Project was awarded to Ciro Painting Pty Ltd and completed in January 2015.

Riverside Park - Werribee Vale Road, Bacchus Marsh **Budget** \$ 40,000

Task	Start Date	End Date	Complete	Budget Status
Refurbishment of toilet facility	03-Nov-14	02-Jan-15	100%	


Project was awarded to GJW Constructions and completed in January 2015.

Darley Park Recreation Reserve **Budget** \$ 30,000





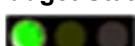
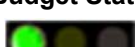
Task	Start Date	End Date	Complete	Budget Status
Refurbishment of pavilion - painting	03-Nov-14	29-Dec-14	0%	

Project is currently being procured, with works scheduled to commence in June 2015.

Wallace Recreation Reserve **Budget** \$ 70,000


Task	Start Date	End Date	Complete	Budget Status
Construction of pavilion verandah	01-Mar-15	30-May-15	10%	

Project was awarded to DRAR Construcitons Pty Ltd. Works commenced on site in March and scheduled for completion in April 2015.

Ballan Mens Shed				Budget	\$	25,000
Task	Start Date	End Date	Complete	Budget Status		
Construction of Men's Shed facility	01-Jul-14	15-Aug-15	100%			
<i>This project was carried forward from 2013/2014. Project was awarded to Easy Sheds and was completed in August 2014.</i>						
Darley Early Years Hub				Budget	\$	476,000
Task	Start Date	End Date	Complete	Budget Status		
Detailed design	01-Jul-14	30-Jun-15	60%			
<i>The detailed design component of this project has been awarded to Insite Architects. Completion of the detailed design phase is scheduled for June 2015.</i>						
BMCCH Pavilion (preplanning)				Budget	\$	50,000
Task	Start Date	End Date	Complete	Budget Status		
Changeroom amenity - preplanning allocation	01-Jul-14	30-Jun-15	60%			
<i>The detailed design component of this project has been awarded to Insite Architects. Completion of the detailed design phase is scheduled for June 2015.</i>						
Conceptual design and cost planning of projects (14/15)				Budget	\$	150,000
Task	Start Date	End Date	Complete	Budget Status		
Preplanning for various projects	01-Nov-14	30-Mar-15	0%			
<i>Quotation documentation is currently in progress that will include site investigation, conceptual design and cost planning to inform future CIP programs. The projects include; Maddingley Park Tennis Club Redevelopment, Maddingley Park sports lighting (main oval and siberia), Maddingley Park lighting of path and pavilion at siberia, Maddingley Park passive irrigation system, Masons Lane sports lighting to oval No. 1, Masons Lane western pavilion redevelopment, Dunnstown Rec Reserve netball court lighting, Darley sports lighting to oval. This project will be carried forward to the 2015/2016 financial year.</i>						
Lal Lal Soldiers Memorial Hall				Budget	\$	47,000
Task	Start Date	End Date	Complete	Budget Status		
Construction of verandah	01-May-15	15-Jun-15	0%			
<i>Quotation evaluation is currently underway with commencement anticipated for May 2015.</i>						
Gordon Community Hall				Budget	\$	50,000
Task	Start Date	End Date	Complete	Budget Status		
Construction of store room and deck	15-May-15	30-Jun-15	0%			
<i>Quotation evaluation is currently underway with commencement anticipated for May 2015.</i>						

BUS SHELTERS / BUS ROUTE DEVELOPMENT

Bus Stop Shelters Budget \$ 8,000

Task	Start Date	End Date	Complete	Budget Status
Installation of new bus stop shelters	01-Apr-15	15-Jun-15	60%	

Installation of bus shelters are based on requests from residents. Project is being carried out by the Operations Department. Works on site commenced in March 2015 and scheduled for completion in April 2015.

Riverview Drive, Hopetoun Park - In Progress





Hammond Drive, Hopetoun Park - In Progress

Long Forest Road / Sundew Avenue, Long Forest - In Progress

Bences Road, Merrimu - In Progress


Over expenditure on this project is due to an unexpected number of requests for shelters. Reusing redundant shelters will provide some cost savings however it is anticipated this project will be over budget.

NON COUNCIL LAND / BUILDINGS PROGRAM

Yendon Recreation Reserve Redevelopment				Budget	\$	64,000
Task	Start Date	End Date	Complete	Budget Status		
Upgrade of kitchen facilities, construction of verandah and liberty swing	01-Oct-14	30-Apr-15	95%			
<i>Project was awarded to Geoff Beechey Engineering. Works commenced on site in December 2015 with outstanding electrical works scheduled for completion in April 2015.</i>						
Bungaree Recreation Reserve				Budget	\$	90,000
Task	Start Date	End Date	Complete	Budget Status		
Installation of sportsground irrigation system	09-Dec-14	31-Jan-15	100%			
<i>Project was awarded to Advanced Irrigation and Sprinklers and completed in January 2015.</i>						
Mt Egerton Hall				Budget	\$	43,000
Task	Start Date	End Date	Complete	Budget Status		
Construction of disabled toilet facility and playground	18-Mar-15	15-May-15	20%			
<i>The playground installation was completed in February 2015. The construction of the disabled toilet has been awarded to SJ Weir with commencement anticipated for mid April 2015.</i>						
Gordon Tennis Courts				Budget	\$	108,500
Task	Start Date	End Date	Complete	Budget Status		
Reconstruction of Tennis Courts	15-Aug-15	30-Oct-15	0%			
<i>Quotation evaluation is complete. This project will be carried forward to the 2015/2016 financial year.</i>						


CORPORATE BUILDINGS PROGRAM

Ballan Depot (preplanning) **Budget \$** 72,000

Task	Start Date	End Date	Complete	Budget Status
Relocation of existing depot in Ballan - preplanning allocation	02-Feb-15	30-Aug-15	0%	


The preparation of a design brief has been awarded to Pavan Consultants. This project will be carried forward into the 2015/2016 financial year.

Darley Office **Budget \$** 250,000

Task	Start Date	End Date	Complete	Budget Status
Design and construction of a new lift	21-Jul-14	31-Dec-15	0%	

Preliminary design and options for this project have been completed. Procurement will commence in April 2015.

Bacchus Marsh Racecourse Recreation Reserve **Budget \$** 200,000

Task	Start Date	End Date	Complete	Budget Status
Completion of masterplan and preliminary design of active sports precinct.	01-Jan-15	30-Sep-15	30%	

Land Design Partnership has been awarded the masterplan and design of this project. The revised masterplan will go to Council in June and following approval the detailed design will be completed. This project will be carried forward to the 2015/2016 financial year.

INACTIVE / ON HOLD PROJECTS

Halletts Way/O'Leary Way Southern Extension - Construction	Budget	\$	1,500,000
Connor Street to Stonehill Estate	Council	\$	250,000

Task	Start Date	End Date	% Complete	Budget Status
Road and bridge construction	On hold	-	0%	

This project is on hold pending completion of the detailed design phase and further funding allocation.

Darley Neighbourhood House	Budget	\$	85,000
	Council	\$	25,000

Task	Start Date	End Date	Complete	Budget Status
Construction of walking trail	On Hold		0%	

An EOI has been submitted with Regional Development Victoria.

Maddingley Park Recreation Reserve	Budget	\$	72,500
	Council	\$	7,500

Task	Start Date	End Date	Complete	Budget Status
Restoration of ANA Memorial Gates	On Hold		0%	

Project is currently on hold pending external funding.

Avenue of Honour, Bacchus Marsh	Budget	\$	30,000
	Council	\$	10,000

Task	Start Date	End Date	Complete	Budget Status
Feasibility	On Hold		0%	

An EOI has been submitted with Regional Development Victoria.

Ballan Recreation Reserve	Budget	\$	60,000
	Council	\$	10,000

Task	Start Date	End Date	Complete	Budget Status
Upgrade to Sporting Pavilion kitchen	On Hold		0%	

An EOI has been submitted to SRV. Preliminary advice indicates this project is unlikely to attract external funding.

Balliang Public Hall	Budget	\$	28,000
	Council	\$	8,000

Task	Start Date	End Date	Complete	Budget Status
BBQ and seating improvements	On Hold		0%	

Project is currently on hold pending external funding.

Ballan Mechanics Institute			Budget	\$	90,000
			Council	\$	30,000
Task	Start Date	End Date	Complete	Budget Status	
Improvements to kitchen, stage lighting and heating and cooling system	On Hold		0%		
<i>Project is currently on hold pending external funding.</i>					
Mt Wallace Hall & Recreation Reserve			Budget	\$	65,000
			Council	\$	20,000
Task	Start Date	End Date	Complete	Budget Status	
Restumping of toilet block, installation of BBQ and shade sail	On Hold		0%		
<i>Project is currently on hold pending external funding.</i>					
Maddingley Park Recreation Reserve			Budget	\$	140,000
			Council	\$	45,000
Task	Start Date	End Date	Complete	Budget Status	
Installation of path lighting	On Hold		0%		
<i>Project is currently on hold pending external funding.</i>					
BMCCH - Building E Refurbishment			Budget	\$	908,500
			Council	\$	150,000
Task	Start Date	End Date	Complete	Budget Status	
Refurbishment of Building E Notice of Motion	On Hold		0%		
<i>This project is on hold pending completion of the detailed design phase and further funding allocation.</i>					
Bacchus Marsh Public Hall			Budget	\$	250,000
			Council	\$	55,000
Task	Start Date	End Date	Complete	Budget Status	
Upgrade of kitchen and toilet facilities	15-Jun-15	15-Sep-15	0%		
<i>Funding Application submitted to Regional Development Victoria under the Putting Locals First Program. This application has been approved. Funding application has been signed. Design works are currently underway, with construction anticipated for late June 2015.</i>					
Masons Lane Athletics Development			Budget	\$	42,000
			Council	\$	42,000
Task	Start Date	End Date	Complete	Budget Status	
Resurfacing the existing long and triple jump run ups, and the extension of the running straight.	01-Apr-15	30-May-15	0%		
<i>Council has received a request from the user group to deliver this project prior to commencement of the new athletics season. This project will be carried forward into the 2015/2016 financial year.</i>					

10.4.3 Draft Sealing of Unsealed Roads Policy

Introduction

File No.: IS001
Author: Phil Jeffrey
General Manager: Phil Jeffrey

Background

Council is responsible for the management of over 560km of unsealed roads throughout the Shire and regularly receives requests to upgrade roads to a sealed surface.

A policy is required to ensure requests are dealt with in a consistent manner and to guide Council and officers in decision making in relation to sealing of unsealed road requests. Essentially, Council will consider the upgrading of unsealed roads where the road meets the warrants and the Sealing of Unsealed Roads Policy that outlines the criteria by which an assessment of the need for the upgrade will be made.

The draft Sealing of Unsealed Roads Policy was presented to the Section 86 Place Making Committee in March 2015 and subsequently the Ordinary Meeting of Council on Wednesday 1 April, where it was resolved that in accordance with Council policy, the document lay on the table for further consideration at the May meeting.

Proposal

Council receives regular requests for sealing of unsealed roads, and the existence of a formal Council policy contributes greatly to the speed with which such requests can be addressed.

The purpose of this policy is to:

- Establish clear guidelines and principles for the assessment of warrants and cost apportionment for upgrading unsealed roads to sealed road status.
- Facilitate the application of equitable and reasonable principles when determining whether an unsealed road should be sealed.
- Provide guidance to Council and officers to manage and evaluate requests to seal unsealed roads.
- Establish the criteria for determining and prioritising which unmade roads are to be considered for construction on an objective needs basis within the scope of Council budget affordability.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Ensure current and future infrastructure meets the needs of the community
Strategy	Construct physical infrastructure to appropriate standards

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications associated with the recommendation within this report.

Where a road is assessed as meeting the warrants for sealing, it would form a new project for inclusion in Council's long term capital program for consideration or trigger a possible special charge scheme.

Risk & Occupational Health and Safety

There are no direct Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Communications Strategy

There is no requirement for a communications strategy associated with the recommendation within this report. Following the policy being formally adopted, a copy will be placed on Council's website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Phil Jeffrey

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Council is responsible for the management of over 560km of unsealed roads throughout the Shire and regularly received requests to upgrade roads to a sealed surface.

A policy is required to ensure requests are dealt with in a consistent manner and to guide Council and officers in decision making in relation to sealing of unsealed road requests.

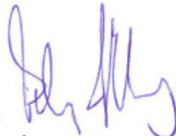
The draft Sealing of Unsealed Roads Policy was presented to the Section 86 Place Making Committee in March 2015 and subsequently the Ordinary Meeting of Council on Wednesday 1 April, where it was resolved that in accordance with Council policy, the document lay on the table for further consideration at the May meeting. It is now recommended that the policy be formally adopted.

Recommendation:**That Council:**

1. **Formally adopts the Sealing of Unsealed Roads Policy IS001 as attached.**
2. **Places a copy of the Policy on Council's website.**

Report Authorisation**Authorised by:**

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Wednesday, 29 April 2015



Attachment - Item 10.4.3

Policy No.:	IS001	<i>IS001 – Sealing of Unsealed Roads Policy</i>
Review Date:	April 2020	
Revision No.:	001	
Policy Manual Version No.:	001	
Adopted by:	Moorabool Shire Council	

1. Purpose and Scope of the Policy

The purpose of this policy is to:

- Establish clear guidelines and principles for the assessment of warrants and cost apportionment for upgrading unsealed roads to sealed road status.
- Facilitate the application of equitable and reasonable principles when determining whether an unsealed road should be sealed.
- Provide guidance to Council and officers to manage and evaluate requests to seal unsealed roads.
- Establish the criteria for determining and prioritising which unmade roads are to be considered for construction on an objective needs basis within the scope of Council budget affordability.

2. Policy

2.1 Introduction

Moorabool Shire has an extensive proportion of its road network that is unsealed. The Council acknowledges that it does not necessarily have the financial resources or receive enough external grants funding to meet all of the infrastructure demands in the municipality or to meet the community demand for the development of unsealed roads to a sealed standard.

The cost to seal an unsealed road is not simply the cost of bitumen spray. It generally involves:

- Constructing and/or increasing the pavement depth depending on heavy vehicle traffic loading
- Reconstructing driveways and drainage including widening of culverts
- Addressing environmental issues such as removal of trees and other native vegetation
- Primer and final seal.

This policy provides guidance on how Council determines which unsealed roads are to be developed. It establishes general criteria to be applied when determining the unsealed roads that may be developed within the parameters of financial affordability. The intent of the policy is to ensure that assessments are applied consistently and objectively, thus ensuring a transparent, methodical and equitable approach in recommending and allocating resources for the sealing of unsealed roads.

2.2 Warrants

The 'Unsealed Roads Manual - Guide to Good Practice', March 2009 by the Australian Roads Research Board (ARRB) outlines key principles in applying economic evaluations

as a method to justify the sealing of a road and shall be used as a guide. The principles demonstrate that it is generally not economically warranted to seal a gravel road carrying fewer than 100 vehicles per day, whereas if the road is carrying over 250 vehicles per day it will probably be justified. In between the 100 and 250 vehicles per day is where additional social, practical or maintenance criteria may influence the warrants of sealing of these roads even though the economic benefit falls short.

2.3 Policy Objectives

To provide:

- A consistent, transparent and equitable approach in the prioritisation of unmade roads for development.
- Guidance and direction in applying the criteria for the development of unmade roads.
- To ensure that solutions developed are cost effective, affordable and of a standard that meets community expectations.
- To ensure that the development of necessary infrastructure projects occur in a controlled, managed manner. This will involve the prioritisation of projects, having regard factors such as:
 - Risk, health and safety
 - Amenity
 - Environment
 - Demonstrated need; and
 - Financial
- To inform the relative priority and consideration of sealing of unsealed roads within the parameters of available financial resources allocated through the budgeting process

2.4 Policy Implementation

- Proactive sealing of unsealed roads will generally not be pursued for economic and fiscal reasons.
- Unsealed roads that carry in excess of 250 vehicles per day will be automatically referred to the long term Capital Improvement Program for prioritisation in accordance with the Capital Works Evaluation Guidelines.
- Unsealed roads that carry less than 100 vehicles per day will generally not be considered for sealing unless there is a contribution from adjacent land owners in accordance with the Special Rates and Charges Scheme provisions.
- Unsealed roads that carry between 100 and 250 vehicles per day must meet at least 5 of the following criteria before being considered for sealing unless there is a contribution from adjacent land owners in accordance with the Special Rates and Charges Scheme provisions.
 - Casualty crash 5 year history
 - Longitudinal gradient in excess of 5%
 - Heavy vehicles percentage in excess of 15%
 - School bus route
 - Development density greater than 50 houses per kilometre
 - Average house setback less than 20m from road reserve (dust problems)
 - Reactive maintenance more than 3 time per annum.
- Other factors that will be considered when assessing requests for sealing of unsealed roads will be:
 - Links to existing sealed roads
 - Road hierarchy classification
 - Planning Scheme and future development potential

- Traffic generators
- Soil type
- Customer request history
- Road condition and maintenance costs
- Road geometry and road safety
- Roadside vegetation and biodiversity
- Contour distance
- All candidate projects will be referred to the long term Capital Improvement Program for prioritisation in accordance with the Capital Works Evaluation Guidelines.
- Construction of unsealed roads to a sealed standard will have reference to engineering guidelines and best practice for design and construction.
- Council periodically undertakes traffic counts on its road network. This database will be used as part of the implementation of this policy.

3. Process

The sealing of unsealed roads process may be initiated by Council representatives, members of the public, residents within the area, or Council officers. The final outcome of many proposals will depend to a large degree on the priority placed upon the work, the level of community support, available funding and cash flow resources

When a Special Rates and Charge process is to be pursued, this shall be in accordance with Special Rates and Charges Policy.

4. Precedents

Many Councils adopt a Sealing of Unsealed Roads Policy providing guidance in relation to how requests for sealing will be assessed and/or seeking property owner contributions toward infrastructure projects. A small number of unsealed roads have been sealed previously in this Shire.

5. Related Legislation/Policies/Guidelines

- Local Government Act 1989 and subsequent amendments
- Special Rates and Charges Policy
- Community Engagement Framework
- Council Policies
- Unsealed Roads Manual: Guidelines to Good Practice – ARRB
- Capital Works Evaluation Guidelines

6. Council Plan Reference – Key Performance Area

Key Result Area 3	Enhanced Infrastructure and Natural and Built Environment
	Ensure current and future infrastructure meets the needs to the community
	Construct physical infrastructure to appropriate standards.

7. Review

This policy will be reviewed in 2020.

8. Definitions

Unsealed Road	An unformed, formed, or formed and gravelled road that does not have a wearing course, such as a sprayed bitumen seal, to protect the road pavement.
Sealed Road	A road with a pavement of imported stabilised in-situ material (pavement of crushed rock and/or natural gravels) and a waterproof seal. The sealed surface may comprise bitumen, asphalt, chip seal, concrete or pavers to hold the road surface together. The road shoulder may or may not be sealed
Special Rate or Charge Scheme	A financial arrangement, between Council and property owners as set out in the Local Government Act, to provide funds in relation to necessary infrastructure works that Council considers is or will be of special benefit to persons required to pay the special rate or charge.
Property	Refers to property in the form of land.
Council	Moorabool Shire Council
Shire	The Moorabool municipality, its Councillors, Council staff, residents and ratepayers.

10.4.4 Draft Street and Public Lighting Policy

Introduction

File No.: IS013
Author: Sam Romaszko
General Manager: Phil Jeffrey

Background

Council has an obligation to provide a safe environment for its community. Part of this obligation relates to the provision of an environment which is conducive to the safe and effective movements of vehicle and pedestrian traffic at night and the discouragement of illegal and anti-social acts.

A policy is required to ensure clear guidelines and principles are established for the provision of street and public place lighting within the Shire. The policy also provides guidance in relation to the standard and types of lighting to be provided within new developments.

The draft Street & Public Place Lighting Policy was presented to the Section 86 Place Making Committee on Wednesday 15 April 2015, where the following was resolved:

That the Section 86 Place Making Committee:

- 1. Receives the draft Street and Public Place Lighting Policy for the purpose of review and feedback to officers.***
- 2. Requests that the draft policy (as amended) be presented to the next Ordinary Meeting of Council to lay on the table prior to adoption.***

Proposal

The attached draft Street and Public Place Lighting Policy has been prepared for consideration.

Council receives regular requests in relation to the installation of street and public place lighting throughout the Shire. Further to this, new development is seeing an expansion of the existing street light network and the installation of various types of non standard light poles will see an increase in maintenance costs into the future.

The purpose of this policy is to:

- Establish clear guidelines and principles for the provision of street and public place lighting which is conducive to the safe movement of vehicular and pedestrian traffic at night.
- Create an environment of public safety and security through the provision of street and public place lighting.
- Provide guidance in relation to the standard and types of lighting to be provided within new developments.

- Ensure new lighting installed is generally in accordance with relevant Australian Standards and Road Design Guidelines.
- To consider energy efficiency and ongoing operation and maintenance costs of public lighting.

Policy Implications

The 2013 - 2017 Council Plan provides as follows:

Key Result Area	Enhanced Infrastructure and Natural and Built Environment
Objective	Ensure current and future infrastructure meets the needs of the community
Strategy	Construct physical infrastructure to appropriate standards

The proposal is consistent with the 2013-2017 Council Plan.

Financial Implications

There are no financial implications associated with the recommendation within this report.

Where a request for new light is assessed as meeting the warrants for installation, it would form a new project for inclusion in Council's long term capital program for consideration.

Risk & Occupational Health and Safety

There are no direct Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Communications Strategy

There is no requirement for a communications strategy associated with the recommendation within this report. Following the policy being formally adopted, a copy will be placed on Council's website.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

In providing this advice to Council as the General Manager, I have no interests to disclose in this report.

Author – Sam Romaszko

In providing this advice to Council as the Author, I have no interests to disclose in this report.

Conclusion

Council has an obligation to provide a safe environment for its community. Part of this obligation relates to the provision of an environment which is conducive to the safe and effective movements of vehicle and pedestrian traffic at night and the discouragement of illegal and anti-social acts.

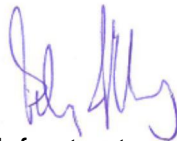
As such, a draft Street & Public Place Lighting Policy has been developed for consideration and it is recommended that the policy now lay on the table prior to adoption at the June Ordinary Meeting of Council.

Recommendation:

That Council, in accordance with the Moorabool Shire Council Policy Protocol - Consideration of Items which Affect beyond the Current Year, the Street and Public Place Lighting Policy now lay on the table for further consideration at the next Ordinary Meeting of Council.

Report Authorisation**Authorised by:**

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Wednesday, 29 April 2015



Attachment - Item 10.4.4

Policy No.:	IS013	<i>IS013 – Street and Public Place Lighting Policy</i>
Review Date:	April 2020	
Revision No.:	-	
Policy Manual Version No.:	001	
Adopted by:	Moorabool Shire Council	

1. Purpose and Scope of the Policy

The purpose of this policy is to:

- Establish clear guidelines and principles for the provision of street and public place lighting which is conducive to the safe movement of vehicular and pedestrian traffic at night.
- Create an environment of public safety and security through the provision of street and public place lighting.
- Provide guidance in relation to the standard and types of lighting to be provided within new developments.
- Ensure new lighting installed is generally in accordance with relevant Australian Standards and Road Design Guidelines.
- To consider energy efficiency and ongoing operation and maintenance costs of public lighting.

2. Policy

2.1 Introduction

Moorabool Shire Council has growing number of urban roads and a responsibility to provide a safe environment for its community where practicable. Part of this responsibility relates to the provision of an environment that is conducive to the safe and effective movements of vehicle and pedestrian traffic at night and the discouragement of illegal and anti-social acts.

Road lighting is acknowledged to be an effective road safety measure at appropriate locations. The decision to provide lighting depends on many factors and can be complex although it is generally accepted that urban and residential areas are publically lit. Lighting is a relatively low cost initial road safety treatment, but requires an ongoing financial commitment and has environmental impacts.

The most common street lamp throughout Moorabool is the 80-Watt Mercury Vapour street light (80W MV). Energy efficient lighting that provides a suitable alternative to MV is on the market and current technology in this field continues to evolve.

This policy articulates the guidelines and principles for the provision of street and public place lighting within the Shire. The policy also provides guidance in relation to the standard and types of lighting to be provided within new developments.

2.2 Warrants

Urban areas and rural townships typically contain public lighting for safety due to increased pedestrian activity. Arterial roads, some rural intersections and car parks may

also contain lighting. The level of lighting will depend on whether its purpose is for pedestrian or vehicle movements.

Generally, Moorabool may apply one of the following levels of lighting to roads:

- Lighting of urban and township areas accordance with AS/NZS 1158:2010 Lighting for roads and public spaces.
- No lighting based on road safety.
- Flag+ lighting. At appropriate intersections the provision of a small number of luminaires may be provided to indicate the presence and location of the intersection without providing lighting to any particular level.

2.3 Policy Objectives

To provide:

- Consideration of the following key principles in the provision of adequate lighting levels to meet the needs of the community;
 - Safety and security
 - Quality, consistency, reliability and functionality
 - Energy efficiency
 - Life cycle costing
 - Ease of maintenance and replacement
 - Australian Standards and Road Design Guidelines
- A consistent and equitable approach in the assessment of requests for street lighting throughout the municipality.
- Guidance to developers in relation to the standard and types of lighting to be provided within new developments.
- Solutions that are cost effective, affordable and of a standard that meets community expectations.
- A mechanism to ensure the cost of the provision of street lighting in new subdivisions shall be recouped from the subdivision developers including all design and implementation costs.

2.4 Policy Implementation

New Public Lighting

- New street and public place lighting installations will aim to be consistent with the minimum requirements specified by AS/NZS 1158:2010, Lighting for Roads and Public Spaces. Where possible, the provision of street and public place lighting will be in accordance with the lighting categories specified being;
 - Category V Lighting applicable to roads on which the visual requirements of motorists are dominant (eg traffic routes)
 - Category P Lighting applicable to roads on which the visual requirements of pedestrians are dominant

Public Lighting in Existing Areas

- Existing residential and township areas that don't currently meet relevant standards will not be proactively retrofitted for economic and fiscal reasons. Requests for additional lighting in these areas will be assessed and installed on merit within resource constraints.

Lighting Standards

- Minor Roads and Public Space (Category P Lighting) - Category P lighting is applicable to minor roads, car park and public space where the visual requirements of pedestrians and cyclist movements rather than motor vehicles are dominant. Minor roads are local roads and collector roads that carry a low volume of traffic. Category P lighting is provided for pedestrians, not motorists. However, the lighting of local area traffic management devices such as speed humps etc. may be required for approach visibility to motorists.
- Traffic Routes such as Arterial, Link and some Collector roads (Category V Lighting) . Category V lighting performance and design requirements is applicable on these roads and shall focus on visibility requirements for the motorist that carries a moderate to high volume of traffic. Category V lighting may also apply to some intersection treatments.
- Declared Main Roads . the level of lighting will be in accordance with VicRoads requirements and Australian Standards.
- Retail Commercial areas including shopping strips . lighting shall not be less than that prescribed for that classification of street however an above standard installation may be appropriate in instances where high night time pedestrian activity is anticipated.

Rural Intersections

- The provision of flag+ lighting at appropriate intersections consisting of a small number of luminaires may be provided to indicate the presence and location of the intersection without providing lighting to any particular level.
- The provision of rural intersection street lighting will be dependent on a demonstrated road safety need and/or crash history, the availability of low voltage power supply and funding constraints.

Energy Efficiency

- Where approved by the electricity distribution business as bring acceptable for the street lighting network, energy efficient public lighting luminaires and lamps shall be used for any new or replacement fittings. These luminaries must comply with AS/NZS 1158:2010.
- Investigation and consideration of street and public place lighting technology will occur to promote the concepts of reduced energy consumption and greenhouse gas emission reduction. Council's street lighting should have regard to emerging technologies and Council's ability to use alternative lights to reduce the use of electricity.
- Current MV lamps that require replacement will be replaced with an energy efficient alternative that has approved by the electricity distribution business. These luminaries must comply with AS/NZS 1158:2010.

Bulk Lamp Changeover

- Options for a bulk lamp changeover of Council's street lighting network to be assessed for economic and payback merits, and be pursued as funding opportunities arise.

Financial Responsibilities

- The cost of the provision of public place lighting associated with Council controlled public places will be borne by Council.
- Electricity usage is unmetered and consumption of street and public lighting is calculated by the regulator. Council will be responsible for electricity tariffs via an electricity retailer sourced competitively.

- Maintenance, including the replacement of lamps and other luminaire parts on standard light fixtures as required are undertaken by the electricity distributor and are paid by Council in the form of an annual tariff (Operation and Maintenance Charge) as calculated by the distributor via the regulator.
- Cost of arterial road lighting will be shared between VicRoads and Council as outlined in the Road Management Act.
- The cost of the provision of street lighting in new subdivisions to full operation shall be borne by the subdivision developers including all design and implementation costs.
- The cost of the provision of public place lighting associated with privately owned and controlled public places (eg. Shopping centres) will be borne by the private owners.

Non Standard Equipment

- Developers occasionally wish to install non-standard or decorative style road lighting schemes. These schemes often result in the fixtures and fittings not being covered as part of the ongoing Distributor Operation and Maintenance tariff.
- The use of non-standard public light poles and fittings located within road reserves in new subdivisions where Council is the Responsible Authority will not be supported for economic and fiscal reasons.
- Painted light poles will be permitted subject to the written correspondence from the Distributor that replacement will occur with the current Operation and Maintenance tariff.

Other

- Requests for street lighting will be assessed using professional engineering judgement and considering the needs and particular features of the area. The assessment will include seeking opportunities to select energy efficient public lighting luminaires and lamps.
- Requests for public lighting will only be considered where the lighting is in a public place, that is, any place managed by Council that the public has unrestricted access to. The lighting must not be associated with revenue earning or with any commercial enterprise of either a private or public nature.
- Public requests regarding malfunctioning street lights will be forwarded to the distributor.

3. Process

The street and public place lighting process may be initiated by Council representatives, members of the public, residents within the area, developers or Council officers. The outcome of proposals will depend to a large degree on available funding and cash flow resources.

4. Related Legislation/Policies/Guidelines

- Australian/New Zealand Standard AS/NZS 1158: 2010 Lighting for roads and public places
- Local Government Act 1989 and subsequent amendments
- Community Engagement Framework
- Council Policies
- Infrastructure Design Manual
- IPWEA Practice Note 11: Towards more sustainable street lighting, 2014

- Austroads Guide to Road Design . Part 6B; Roadside Environment (2009)
- VicRoads Traffic Engineering Manual Volume 1, Chapter 6

Ensure new lighting installed is generally in accordance with relevant Australian Standards and Road Design Guidelines.

5. Council Plan Reference – Key Performance Area

Key Result Area 3 Enhanced Infrastructure and Natural and Built Environment

Ensure current and future infrastructure meets the needs to the community

Construct physical infrastructure to appropriate standards.

6. Review

This policy will be reviewed in 2020.

7. Definitions

AS/NZS 1158	Australian Standards . Lighting for roads and public spaces
Standard Lighting	A lamp, luminaire, mounting bracket, public lighting pole, supply cable or control equipment used by or acceptable to a distributor.
Non Standard Lighting	Any of the following public lighting components not acceptable to a distributor - lamp, luminaire, mounting bracket, public lighting pole and ancillary components
Property	Refers to property in the form of land.
Council	Moorabool Shire Council
Shire	The Moorabool municipality, its Councillors, Council staff, residents and ratepayers.
MV	Mercury Vapour

11. OTHER REPORTS

11.1 Assembly of Councillors

File No.: 02/01/002

Section 76(AA) of the Local Government Act 1989 defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Council meeting, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable .

- a) reported to the next ordinary meeting of the Council; and
- b) incorporated in the minutes of that council meeting. (s. 80A(2))

Council also records each Assembly of Councillors on its website at www.moorabool.vic.gov.au

A record of Assemblies of Councillors since the last Ordinary Meeting of Council is provided below for consideration:

- Assembly of Councillors . Wednesday 22 April 2015 . Review of Council Plan

Recommendation:

That Council receives the record of Assemblies of Councillors as follows:

- **Assembly of Councillors – Wednesday 22 April 2015 – Review of Council Plan**

11.2 Section 86 - Delegated Committees of Council - Reports

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the Local Government Act 1989. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 . Delegated Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Greendale Recreation Reserves Committee of Management	19 February 2015	Cr. Toohey
Maddingley Park Committee of Management	31 March 2015	Cr. Edwards

Recommendation:

That Council receives the reports of the following Section 86 - Delegated Committees of Council:

- **Greendale Recreation Reserves Committee of Management meeting of Thursday, 19 February 2015.**
- **Maddingley Park Committee of Management meeting of Tuesday, 31 March 2015.**

Attachment - Item 11.2(a)

Greendale Reserves Committee of Management

Attendees:	Nick Myrianthis, John Speed, Paul Hilder , Phil O'Keefe,	
Apologies:	Eddie Salwe,, Jackie Lyall	
Date & Time:	Thursday 19th ⁿ February 2015, 7.30pm	
Venue	Greendale Fire Station	
Issue	Action	Timeframe
Previous minutes	September 2014 minutes were confirmed	
Matters arising		
User group at Egans	Eddie informed of group regularly using Egans Reserve & supplied contact details -Home school group use reserve for activities every Tuesday . Monica Kralochvil 5367 8893. John to contact	1 month
Options for \$2000 balance of community grant	Bollards . 12 / 2.1 x 300 round treated pine required. Quote for 200mm x 2.4 = \$100 From Hoppers Crossing 8 bollards required. 2 nd quote to be obtained by Jackie . confirmed current price \$140. Deferred pending invoice from Greg for drainage. Option of improving drainage around tennis court. Ed to seek advice/ price from Greg Popple. - JOB DONE BY GREG .AWAITING INVOICE. NICK TO FOLLOW UP Paul to source replacement deciduous trees.	1 month
	Reserve between Long Gully Rd and Madison Lane reserve has been fenced by adjoining owners of 80 & 90 Long Gully Rd. preventing access> CoM to seek advice from MSC. JS to locate response	1 month
	Spare keys required to open BBQs at Egans for cleaning. Ed to get copies cut at Ballan Hardware	1 month
	Phil's signature needs to be registered at CBA Ballan to sign cheques for CoM. Phil to apply at CBA . TO BE DONE	1 month
	Macedon Regional Health asked to hire CoM's PA, offering \$250. Supported by CoM DONATION RECEIVED	
Correspondence	Notification of half yearly operational grant from MSC	
Treasurers Report	Bal \$14216.36 Origin energy \$293 paid. Operational grant \$1305.53 x 2 received. \$250 donation received from Macedon Health. \$500 donation from Greendale pub Australia Day event.	
General Business	Toilet block at Egans Reserve needs replacing. Storage facility required at Egans. Water reticulation at Egans needs completion. MSC to be approached to have master plan updated ASAP.	
	Greendale Social Club family event from 11am	
	CoM to meet bi-monthly	
Next meeting Thur 16th Apr 2015	7.30pm– Greendale CFA	Meeting closed 8.45pm

Attachment - Item 11.2(b)

Maddingley Park

Committee of Management

MINUTES

Meeting date: Tuesday 31st March 2015
Meeting venue: James Young Room, Lerderderg Library
Meeting Time: 7.00 . 9.00 pm
Chairperson: Russell Hendry

Present: Russ Hendry (Chair), Peter Wakefield (Treasurer), Pamela Pinney (FoMP), Don Journet (Community Rep), Margaret Scarff (Secretary), Councillor David Edwards.

Apologies: Hilary Neylon (Comm Rep), Adrian Bettio (BMF&NC), Steve Denham (BMF&NC Seniors), Steve Lalor (BMJCC), Chris Kearney (Historical Rep), Garry Cole (Comm Rep).

1. Minutes from previous meeting

- 1.1. Minutes of 24th February 2015 meeting were adopted as a correct record.
Moved: Don Seconded: Peter

2. Finance

- 2.1. Finance report as at March 24th 2015 was adopted as a correct record.
Moved: Peter Seconded: Don
Action: Peter and Russ to develop budget for 2015-16.
Action: Peter, Gary and Marg to progress review of user fees.

3. Correspondence/Hire Requests

- 3.1. Bookings calendar updated to March 24 was accepted by the meeting.
3.2. Outwards
3.2.1. Leonard Bouchereau - Toilet cleaning invoice query and timely invoices
3.2.2. Phil Jeffrey - Placement of Lifestyle Circuit
3.2.3. Ralph Fletcher, Lions Club Secretary, inviting project participation
3.2.4. CD grant application to MSC for restoration of ANA gates
3.2.5. Len Smith requesting return of Kenneth Clarke plaque
3.2.6. Support letter for extension of clubrooms
3.3. Inwards
3.3.1 MSC remittance advice \$3,550.00
3.3.2 CBA bank statement for February 2015
3.3.3 Invoice Executive Gardening for toilet cleaning \$990
3.3.4 Djerriwarrh H.S. . Letter of appreciation - 5000 attended; 900 entrants
3.3.5 CD grant application from BMFC & BMCC
3.3.6 Policy on S86 committees to all COM members
Peter moved that correspondence is a correct record. Seconded: Pamela

4 Projects Update . Attachment is summarised as follows -

- 4.1 Russ advised that the hedge removal project is being managed by Corrine Jacobson . shire project engineer. Quotes received by Russ have been handed to Council and are within budget. Russ has stressed the importance of timing to Corrine and Sam Romaszko . senior project engineer.

4.2 ANA gates restoration . No project specification exists and the figure quoted has no relationship with what has to be done. The amount allocated by Council is either \$7000 or \$8000 and the rest must come from grants. Russ has applied for a Community Development Grant from Council for \$25,000 and if successful grants from Government will be applied for.

4.3 Work-for-the-dole projects . Russ has had discussions with Federal Government representatives of the WFD who will provide significant personnel to undertake projects over a 2 year period. Russ is gathering a list of potential projects and seeks input from Committee. This is a way of creating significant improvements in the park and also attracting additional funds.

5 Management of facility

5.1 5 year user agreements are ready for signing. MSC is employing a consultant to look at user fees across the shire.

6 Policy

6.1 Policy development . Gary and Marg have commenced reviewing policies and where there are gaps, starting with a review of hire fees and charges, followed by Static Advertising signs.

7 Other Business

7.1 Maddingley Park new website . The main purpose of this website is to streamline the bookings process. All enquirers can be referred directly to the website where there is information about facilities plus Application for Hire forms. The website address is <http://www.maddingleypark.info> Improvements will be made to make the site easier to find using a simple Google search after Committee have had a chance to provide input, but for now the whole address needs to be entered.

Next meeting: Tuesday 28th April 2015, James Young Room, Lerderderg Library.

Meeting closed: 8.30 pm.

11.3 Section 86 - Advisory Committees of Council - Reports

Section 86 Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Section 86 Advisory Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 . Advisory Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Moorabool Recreation and Leisure Strategic Advisory Committee	3 March 2015	Cr. Dudzik Cr. Edwards Cr. Spain
Lal Lal Falls Reserve Advisory Committee of Management	26 March 2015	Cr. Sullivan

Recommendation:

That Council receives the reports of the following Section 86 Advisory Committees of Council:

- **Moorabool Recreation and Leisure Strategic Advisory Committee meeting of Tuesday, 3 March 2015.**
- **Lal Lal Falls Reserve Advisory Committee of Management meeting of Thursday, 26 March 2015.**

Attachment - Item 11.3(a)



Moorabool Shire Recreation and Leisure Strategic Advisory Committee

Date: Tuesday 3 March 2015	Time: 4pm . 5pm	Venue: James Young Room Lerderderg Library
Committee Members: Cr David Edwards, Cr John Spain, Cr Tonia Dudzik, Marg Scarff, Noel Stanley, Pat Griffin, Rod Ward, Shane Dunne, Simon Hooper, Darran Fowlie, Patricia Binks		Apologies: Noel Stanley, Shane Dunne, Darran Fowlie, Danny Colgan, Patricia Binks
Council Staff: Danny Colgan, Phil Jeffrey, Satwinder Sandhu, Troy Scoble, Anthony McGrath, Robyn Willcox		
Meeting Objective: To be discussed		
Chairperson: Cr Tonia Dudzik		

No	Item	Action	Who
1	Welcome and introductions		Troy Scoble
2.	Appointment of Chairperson	Cr Dudzik appointed as Chairperson Nominated: Cr John Spain Seconded: Cr David Edwards	East Moorabool Councillors
3	Clarifying understanding of the Terms of Reference of the Committee	Noted	Committee
4	How does the Committee want to work together . establishing the rules of engagement	<ul style="list-style-type: none"> Agenda items to be emailed to committee members 7 days or more prior to the meeting. Presentations to Committee Discussion by Committee Recommendations to Council Information to be shared with the community Documents available on Council Web page 	Robyn Officers Committee Anthony

		<ul style="list-style-type: none"> • Web page to be developed with documents posted relevant for community viewing • Utilise email in between meetings to correspond. • Meeting were decided to be quarterly, with the flexibility to call meetings as required. 	Officers All All
5	Recreation and Leisure Strategy Discussion Paper and forthcoming draft Strategy . future engagement	<ul style="list-style-type: none"> • Committee members to make individual appointment times with Troy to discuss the strategy • Key issues or comments can also be emailed to: tscoble@moorabool.vic.gov.au • Committee members not in attendance are advised to contact Troy and provide feedback on the leisure paper either in person or via email. 	Committee
6	Draft Options - Bacchus Marsh Racecourse and Recreation Reserve Master plan . future engagement	<ul style="list-style-type: none"> • The Master Plan will be provided to the Committee on completion • Consultation and feedback to be provided to Phil: pjeffrey@moorabool.vic.gov.au 	Phil Jeffrey Committee
7	Other Business	<ul style="list-style-type: none"> • Request was made for investigation of the potential for future sporting ovals to be on Boral site • Meeting in the future to be scheduled to discuss and brainstorm improvement ideas on how to improve availability and use of East Moorabool sporting reserves. • Presentation on the CIP . 14 April 2015 	Phil Jeffrey
8	Next Meeting Date . what best suits most committee members . days and times	Tuesday 14 April 2015 . 4pm	
9	Close of Meeting	6.35pm	

Attachment - Item 11.3(b)

Date: 26 March 2015**Attendance:** G. Hewitt (chair), J. McAuliffe (Minutes), P. Kinghorn, S. McRae, A. Beggs-Sunter**Apologies:** C. Henriksen**1. Reception of minutes:**

That the minutes of the meeting dated 12 June 2014 be accepted.

Moved: G. Hewitt Seconded: J. McAuliffe Carried

2. Business arising from the minutes:**1. Master plan map**

- Promised last June but electronic copies unreadable and original needed proofing
- Kate Diamond-Keith thought it had been forwarded
- 8/3/15: Committed to posting copy. Not yet received.

Action: Geoff to follow up with Kate**2. Recreation zone planting guidelines**

Defer to General Business

3. Weed control at Moorabool Falls

- P. Kinghorn reported he had poisoned carrot weed and other exotics adjacent to viewing areas under mantle of Land Care
- Geoff reported leaving phone messages with Justin Horne 17/6, 18/6/14, and again 18/3/15, 19/3, 20/3 re weed eradication program but no reply.
- Suggestion that better to contact CHW initially.
- Weed clearance provides opportunity for replanting natives.
- Noted that may be eligible for Summer/Winter grants despite guidelines

Agreed: The committee recommends silver tussock as the most suitable native species for planting on the slopes. Suggest 200 plants.**Actions:**

- Geoff to request funding support for seed collection/cultivation from Lal Lal Land Care.
- Contact Matt Pywell
- Make a Winter grant submission
- Follow up with Justin Horne and other officers

3. Correspondence:**3.1 In**

1. 2/6/14, Lal Lal Landcare Catchment Group: Minutes
2. 7/7/14, Lal Lal Landcare Catchment Group: Minutes
3. 4/8/14, Lal Lal Landcare Catchment Group: Minutes inc. AGM
4. 9/8/14, Moorabool: Invitation to civic reception, 27/8
5. 1/9/14, Lal Lal Landcare Catchment Group: Minutes
6. 26/9/14, Moorabool: CIP priorities 2015/16
7. 6/10/14, Lal Lal Landcare Catchment Group: Minutes
8. 3/11/14, Lal Lal Landcare Catchment Group: Minutes
9. 13/11/14, Moorabool: Invitation to Moorabool community groups dinner (email)
10. 11/12/14, Moorabool: Statutory and annual appointments (email)
11. 2/2/15, Lal Lal Landcare Catchment Group: Minutes
12. 5/2/15, Elspeth Swan: Hairy Anchor Plant sites status (email)
13. Elspeth Swan: Re reply to above (email)
14. 12/2/15, Moorabool: Shire library services school holiday program
15. Moorabool: Volunteering in Moorabool forum, 24/2/15 (email)
16. 2/3/15, Lal Lal Landcare Catchment Group: Minutes

17. 18/3/15, Anne Beggs-Sunter: Reply to meeting notice
18. 19/3/15, Colleen Henriksen: Reply to meeting notice
19. Sue McRae: Reply to meeting notice
20. Moorabool: Community group networking survey

3.2 Out

1. 16/6/14, Committee members and contacts: Minutes 12/6/14
2. 18/2/14, Justin Horne: Request re carrot weed, steps, blackberry at Granite Falls
3. Anne Beggs-Sunter: Follow up re *Courier* expert advice
4. 18/8/14, Phil Kinghorn: Landcare comment re contact
5. 5/11/14, Committee members: Working party reminder
6. 18/3/15, Committee members: Canvassing potential meeting dates
7. 20/3/15, Committee members: Agenda 26/3/15

4. Business arising from the correspondence:

1. Hairy Anchor plant

- The most likely explanation for the disappearance of the plants was wallabies eating them.
- Noted that most of the ImLal plantings were also taken by wallabies
- Limited time frame for wallaby grit effectiveness. Future plantings need more frequent and regular applications.

5. Reports:

1. Public use of Reserve (John)

2014

2015

Area	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
Cars	98	114	40	153	139	184	123	86
Big buses	3	5	1	1	4	6	2	2
Small buses	6	1		8	9	19	4	7
Motor bikes	8	9		17	12	27	5	6
Push bikes	8	3		23	11	47	4	15
Harris Rd	24	29	10	25	25	37	29	22
BBQs cleaned	11	13	7	16	18	29	10	11

Items to be repaired:

- Bin holder (top catch has been smashed)
- Spout east side of rotunda (dragged down)
- Graffiti (rotunda north side wall)
- Information boards (graffiti scratching)
- Broken tap near rotunda (3x requested repair óno action)

Theft:

- Store room broken into during January. Took a week before repairs undertaken.
- Stolen: 20 l stove cleaner, 20 l disinfectant, about 20 packs toilet paper

Resolution:

The Committee expresses concern at the lack of Shire response to repeated requests to fix /replace vandalized items

Moved: Anne Beggs-Sunter Seconded: Sue McRae

Carried

Action:

1. Geoff to follow up concerns with relevant officers.
2. Collate and graph public usage data to identify activity levels and trends.

2. Lal Lal Soldier's Hall Committee (Geoff)

- Noted Community Development Grant funding of hall outdoor bbq area extension, together with land acquisition and ANZAC memorial park initiative.
- Noted link between initiative for community engagement in determining development priorities and Talking 2014 process

- Implications for Falls recreation zone includes potential for extended walking tracks and development of public playground facilities.

3. Talking 2041 meeting, 3/3/15 (Geoff)

- Discussions focused on retaining rural amenity and facilities development to enhance tourism potential, including potential use of the railway station, improved signage, provision historic and scenic map overlays, toilet, park and parking facilities.
- Potential impact on Lal Lal Falls includes possibility of extended walking tracks to the Recreation Zone and local demand for, and the site off, playground facilities

4. Working party, 8/11/14 (Geoff)

- Colleen, Ann, Sue, Geoff, Phil and John cleared Moorabool Falls paths and track and cleared exotic tree obstructions in front of lower viewing platform. Phil and Neville marked bollards along Salt Creek section and cleared track of fallen limbs.
- Identified need to clear carrot weed and blackberry from viewing platform slopes.

5. ImLal (Phil)

- March bird survey the most successful to date
- Tagged trees with 20 trial plots to monitor growth
- 16 April field trip International Foresters
- Next tree planting: Spring
- Issues: northern side struggling ó kangaroo depredation

6. Land Care

- Koala Project tree planting: 90% success rate
- Spray unit available for use

6. Business arising from reports

None

7. General business:

1. Recreation zone planting guidelines

- Draft revision with attachment tabled (Attachment 1)
- Sue McRae was thanked for her research and development of the draft
- Noted that routine mowing maintenance has cut into silver tussock areas in the north-east section of the Recreation Zone but left blackberry infestation alone
- Suggested that black wattle replace silver wattle on the Western zone list, drooping sheoak be added and lignum be considered
- The Committee's longstanding policy of removing the exotics near the rotunda and at the entrance gate has not been acted on. It was noted that the group near the rotunda are not suitable specimens, block the toilet path lighting and are close to a power line. Likewise the tree near the gate is very close to a power line and will block the gate entrance when mature.

Resolution:

The draft revision be adopted as the updated Recreation Zone planting and landscape guideline

Moved: John McAuliffe

Seconded: Phil Kinghorn

Carried

Action:

Geoff to contact Ross Holton re the updated plan and discuss a timetable and strategy for removing the designated exotics.

2. Maintenance & weed control issues

- A survey was conducted 18/3 and a diagram of sites and issues tabled (Attachment 2).
- Catchment Management Authority should be responsible for removing willow re-growth
- Apparently former Shire arborist was responsible for deposit of fallen tree limbs over fire break near CHW fence at end of Eastern zone.

Action:

1. Geoff to contact Brian Jackson, Catchment Management, re willow re-growth.
2. Geoff to contact Justin Horne re removal of gorse along Falls Rd., blackberry along Harris Rd and updating weed removal (poisoning) schedule

3. Annual review of Action Plan

- Suggested minor updates and additions were submitted (attachment 3).

Resolution:

That the Action Plan be updated to incorporate the listed amendments.

Moved: Ann Beggs-Sunter

Seconded: Sue McRae

Carried

4. Working party schedule

- 9.00 am. Saturday 9 May, Lal Lal Falls car park
- Priorities:
 1. Weeding Eastern zone gully
 2. Removal of blackberry in Recreation zone near silver tussock
 3. Removal of weeds and exotic re-growth in ex plantation area, Western zone
 4. Renovation of bollard signage on Eastern zone track
 5. Removal of gum re-growth in Harris Rd car park
 6. Removal of blackberry near Moorabool Falls area track
 7. Remove carrot weed re-growth on viewing platforms slope, Moorabool Falls
 8. Clear alternate route track

5. Meetings schedule 2015

- Confirmed general guideline of third Thursday bi-monthly with working parties as substitutes for formal meetings.

6. Dennis Alford memorial

- Land Care proposal to place a commemorative plaque on one of the viewing seats along the Lal Lal to Moorabool Falls track
- Preference for the seat above the Granite Falls bend looking toward the Moorabool Falls
- Lal lal Land Care and private donations will fund the plaque

Resolution:

The Committee reaffirmed its support for the placement of a memorial plaque along the track to commemorate Dennis Alford's outstanding contribution to the local and broader community by his active membership and leadership in the CFA, Lal Lal Land Care and the Falls Advisory Committee.

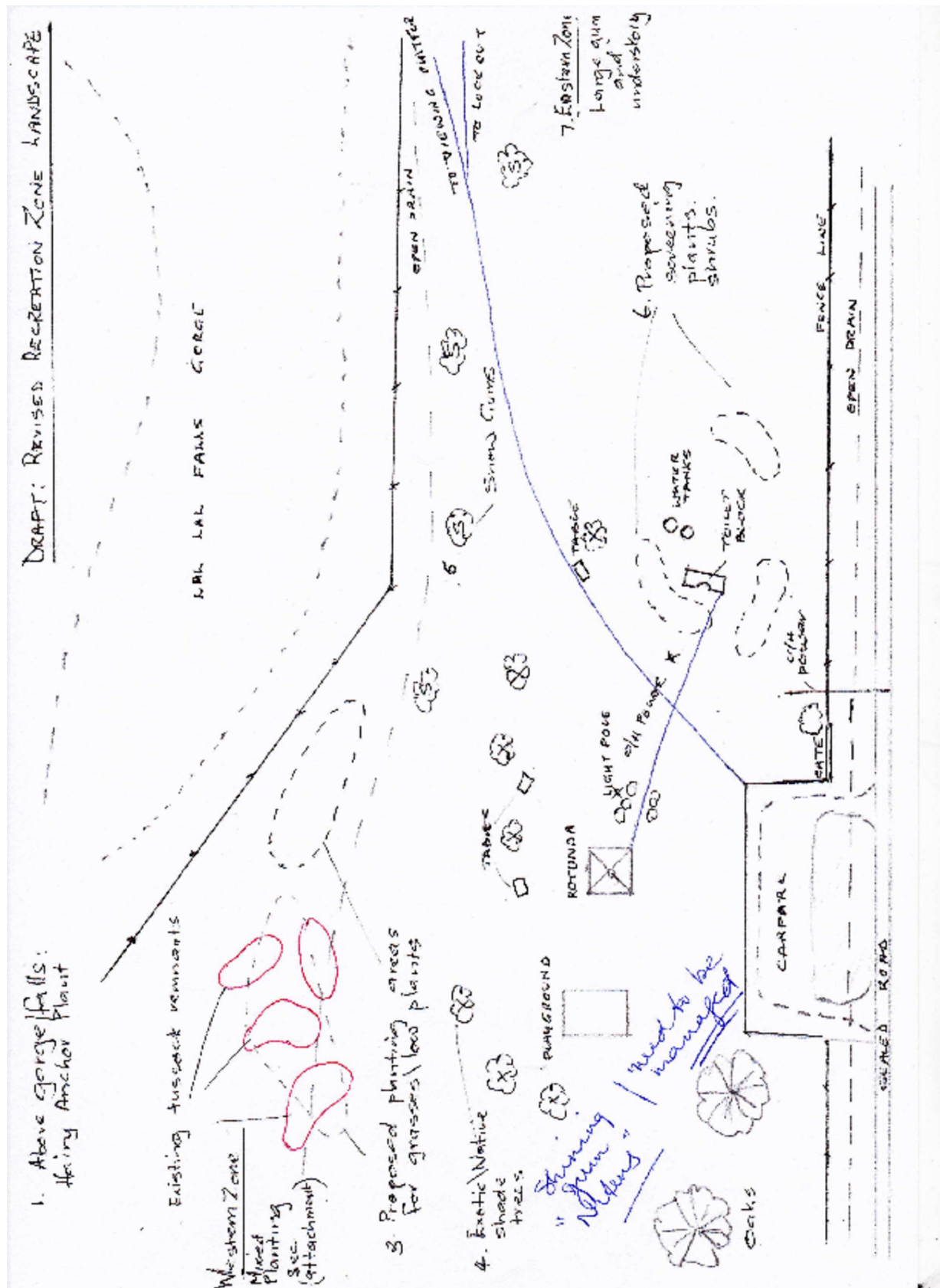
Moved: Phil Kinghorn

Seconded: Sue McRae

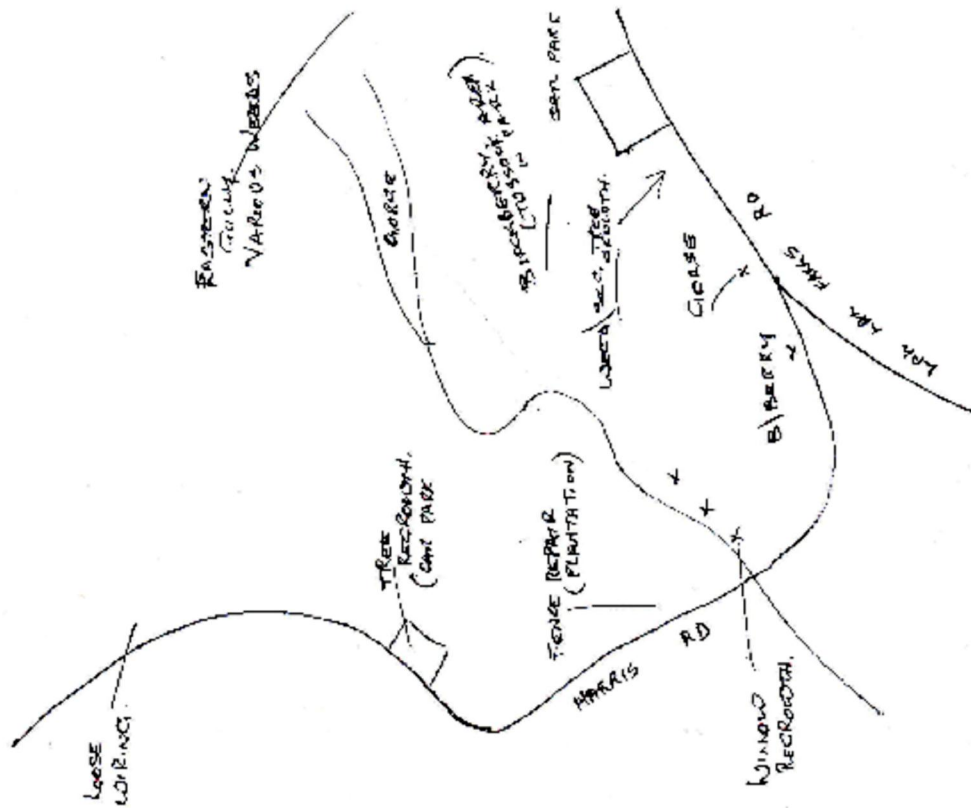
Carried

8. Next meeting:

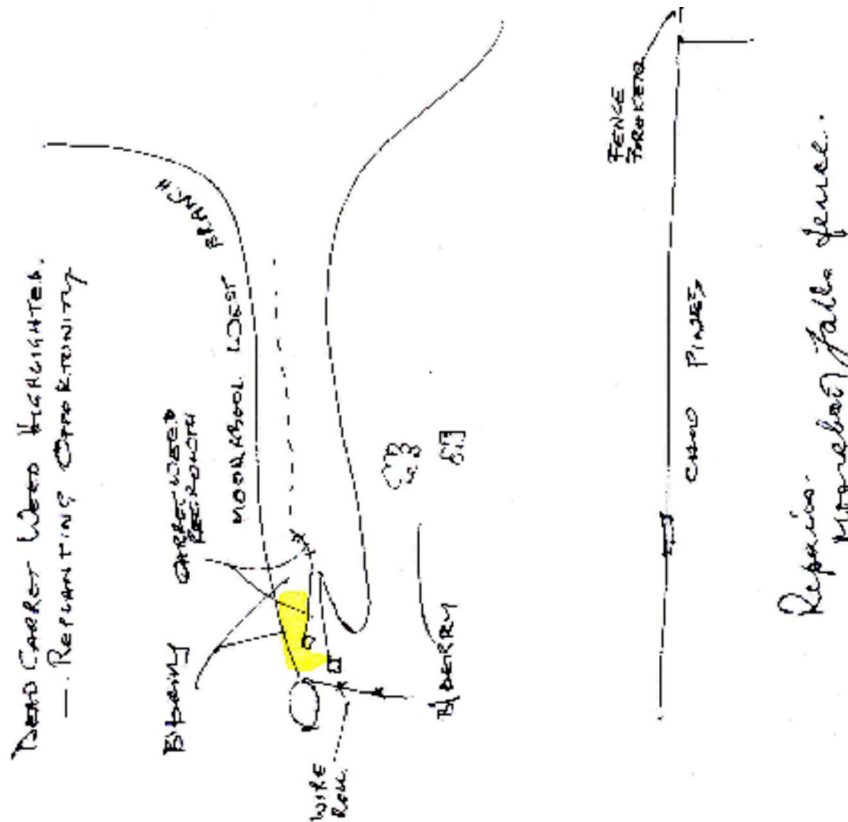
Date: 25 June 2015
Venue: 394 Lal Lal Falls Rd
Time: 8.00 pm.



WED WEEK 10/3 LAR LAR FARDS



Mock Book Faxes



Attachment 3: Amendments to Action Plan 2013

In all sections replace -Ballarat and District Aboriginal Cooperativeø with -Wathaurung or relevant Indigenous group or agencyø

Section A: Resource Conservation.

1. Vegetation, Objective 1, Status, p.6

Add -ongoingø as a third point relating to Action point 3

1A. preservation of the Hairy Anchor Plant, Objective 2, Status, p.7

Amend point 3 to read, -Sites planted November 2011, defunct 2014. ÷Replanting dependent on grant applicationsø

3. Mapping Project, Objective 2, p.8

Under Action add -3. Map improvements and Action Plan objectives where relevant for consultation purposesø

Under Responsibility add related -Shire officers, Committee, Wathaurung Corporationø

Under Status add related -Completed 2014ø

Section B: Recreation Reserve, p.9

Under objective 3, Status, amend opening phrase by adding new agreement date March 2015 re updated landscape plan and relevant confirmation with Ross Holton when finalized.

Section C: Eastern Conservation Zone, Objective 1, p. 11

Under Status amend point 3 to read -2010 survey

Section D: Western Conservation Zone, Objective 2, p. 12

Under Status under point 4 add ÷ defunct 2014ø

12. NOTICES OF MOTION

No notices of motion have been received for consideration as part of this Agenda.

13. MAYOR'S REPORT

To be presented at the meeting by the Mayor.

Recommendation:

That the Mayor's report be received.

14. COUNCILLORS' REPORTS

To be presented at the meeting by Councillors.

Recommendation:

That the Councillors' reports be received.

15. URGENT BUSINESS

16. CLOSED SESSION OF THE MEETING TO THE PUBLIC**16.1 Confidential Report****16.2 Confidential Report****16.3 Confidential Report****Recommendation:**

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss matters, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters;
- (b) the personal hardship of any resident or ratepayer;
- (c) industrial matters;
- (d) contractual matters;
- (e) proposed developments;
- (f) legal advice;
- (g) matters affecting the security of Council property;
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
- (i) a resolution to close the meeting to members of the public

17. MEETING CLOSURE