

## ORDINARY MEETING OF COUNCIL

**Notice** is hereby given of the  
Ordinary Meeting of Council to be held at  
the James Young Room, Lerderderg Library,  
215 Main Street, Bacchus Marsh on  
Wednesday 15 May 2013,  
commencing at 7:00 p.m.

### Members:

Cr. Pat Toohey (Mayor)	Woodlands 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. Paul Tatchell	Central Ward
Cr. Tom Sullivan	West Moorabool Ward

### Officers:

Mr. Rob Croxford	Chief Executive Officer
Mr. Shane Marr	General Manager Corporate Services
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. PRESENT**

**3. APOLOGIES**

**4. CONFIRMATION OF MINUTES**

**4.1 Ordinary Meeting of Council – Wednesday 1 May 2013**

**Recommendation:**

**That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 1 May 2013.**

## 5. 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.

**6. MAYOR'S REPORT**

**To be presented at the meeting by the Mayor.**

**Recommendation:**

**That the Mayor's report be received.**

**7. COUNCILLORS' REPORTS**

**To be presented at the meeting by Councillors.**

**Recommendation:**

**That the Councillors' reports be received.**



## 8. 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**.

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.

### ***Procedural Guidelines – Public Question Time***

A maximum of two questions may be asked by any one person at any one time.

If a person has submitted 2 questions to a meeting, the second question: may, at the discretion of the Mayor, be deferred until all other persons who have asked a question have had their questions asked and answered; or may not be asked if the time allotted for public question time has expired.

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

The Mayor will nominate the appropriate person to respond to each question. In the event that the question is directed for response by a Council Officer, it shall be referred through the Chief Executive Officer.

The Mayor may disallow any question, which is considered:

To relate to a matter outside the duties, functions and powers of Council;

To be defamatory, indecent, offensive, abusive, irrelevant, trivial or objectionable in language or substance;

To be confidential in nature or of legal significance;

To deal with a subject matter already answered; To be aimed to embarrass any person;

To relate to personnel matters;

To relate to the personal hardship of any resident or ratepayer;

To relate to industrial matters;

To relate to contractual matters;

To relate to proposed developments;

To relate to legal advice;

To relate to matters affecting the security of Council property; or

To relate to any other matter which Council considers would prejudice the Council or any person.

The Mayor has the discretion to seek clarification of the question if deemed necessary but otherwise the person asking the question is not permitted to enter into debate with or directly question the Mayor or Chief Executive Officer.

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

**9. PETITIONS**

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

## 10. 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
-	-	-	-

## 11. OFFICER'S REPORTS

### 11.1 CHIEF EXECUTIVE OFFICER

#### 11.1.1 Consideration of the Ministerial Guidelines for Differential Rating

##### Introduction

File No.: 07/01/012  
Author: Steve Ivelja  
General Manager: Shane Marr

##### Background

The recently released Ministerial Guidelines for Differential Rating require Council to review its differential rates prior to the release of the Draft 2013/14 Budget.

The Minister will have close regard to Council's proposed differential rates within draft budgets with the intention to utilise Sec 161(4) powers during the 28 day statutory draft budget public notice and consultation period in advance of Councils adopting their annual budgets. The Minister will utilise Sec 161(4) powers to prohibit any proposed differential rates which these Guidelines have identified as not appropriate types and classes of land for the application of differential rates.

In the context of the current Rating Strategy, the Minister will likely exercise her power under S161(4). In this event, Council will be required to re-advertise the Draft 2013/14 budget which will result in a significant delay of budget adoption till mid . late August. This will in turn result in a significant delay in the implementation of the Capital Works program in addition to the delay in the implementation of the Council plan and a number of new initiatives earmarked in the 2013/14 budget.

It is recommended that Council review the current differential rates in light of the release of the Ministerial guidelines and modify the existing differential rates to ensure that they are in line with both the Local Government Act and the Ministerial Guidelines for Differential Rating.

##### Proposal

Local Government Victoria released a discussion paper and draft Ministerial Guidelines on Differential Rates in January 2013. The discussion paper outlined the legislative framework in which Councils can levy differential rates and the types and classes of land appropriate for differential rating.

The release of the official guidelines was then released on the 10 April 2013 pursuant to Sec 161(2B) of the Local Government Act 1989. The guidelines impose that Council must have regard to the guidelines to avoid the risk of their decisions being found to be inconsistent under Sec 161(4) of the Act. Where differential rates are found to be inconsistent with the Guidelines, the

Minister can seek an Order in Council under Sec 161(4) to prohibit Councils from applying such non-compliant differential rates.

The Minister will have close regard to Councils proposed differential rates within draft budgets with the intention to utilise Sec 161(4) powers during the 28 day statutory draft budget public notice and consultation period in advance of Councils adopting their annual budgets. The Minister will utilise Sec 161(4) powers to prohibit any proposed differential rates which these Guidelines have identified as not appropriate types and classes of land for the application of differential rates.

The intention of the guidelines is to provide clarity, consistency and transparency for Councils in their decision making for or with respect to:

- The objectives of differential rating
- Suitable uses of differential rating powers
- The types and classes of land that are appropriate for differential rating

The guidelines have set the following differential rate hierarchy:

1. Those categories that are **appropriate**;
2. Those that require **careful consideration**; and
3. Those that are **not appropriate**.

#### Hierarchy 1 - Appropriate Categories

The types and classes of land categories and their combination that are considered appropriate for differential rates include the following:

- General land;
- Residential land;
- Farm land;
- Commercial land;
- Industrial land;
- Retirement Village land;
- Vacant land;
- Derelict; and
- Cultural and Recreational.

Further to the above appropriate categories, the Guidelines stipulate that a Council **must give consideration** to reducing the rate burden through use of a reduced differential rate on the following classes of land categories:

- Farm land (as defined by the *Valuation of Land Act 1960*); and
- Retirement village land (as defined by the *Retirement Villages Act 1986*).

### Hierarchy 2 - Careful Consideration

The types and classes of land categories that must be carefully considered as to whether they are appropriate for the application of differential rates include (but are not limited to) the following categories:

- Holiday rental;
- Extractive;
- Landfill;
- Dry land farming;
- Irrigation farm land;
- Automobile manufacture land;
- Petroleum production land; and
- Aluminium production land.

The Guidelines suggest that the use of a differential rate applicable to very few property assessments within a municipality should be considered with caution, particularly in relation to setting of higher differential rates, and have regard to the impact on the land subject to the proposed rate and the consequential impact upon the broader municipality through consideration of equity. This is especially so in the case of differential rates applied to narrowly or specifically defined activities or land use types.

### Hierarchy 3 - Not Appropriate

The types and classes of land categories that would not be appropriate to declare a differential rate that is defined narrowly and applied specifically or exclusively to the following types and classes of land:

- Electronic gaming machine venues or casinos;
- Liquor licensed venues or liquor outlet premises;
- Business premises defined whole or in part by hours of trade;
- Fast food franchises or premises;
- Tree plantations in the farming and rural activity zones; and
- Land within the Urban Growth Zone without an approved Precinct Structure Plan in place.

The Guidelines go on to say that the use of differential rates to fund a specific service or benefit provided to the land subject to a particular rate is also not appropriate. In circumstances whereby additional services or special benefit are provided, a service rate or charge or alternatively a special rate or charge may be more appropriate as it can be targeted and correctly apportioned.

### **IMPLEMENTATION OF GUIDELINES**

As previously mentioned, the Minister for Local Government has issued the Guidelines under the provisions of Sec 161(2B) and the minister is empowered to make a recommendation to the Governor in Council to make an Order in Council to prohibit a differential rate if it is considered to be inconsistent with the Guidelines.

The Minister will have close regard to Council's proposed differential rates within draft budgets with the intention to utilise Sec 161(4) powers during the 28 day statutory draft budget public notice and consultation period in advance of Councils adopting their annual budgets. The Minister will utilise Sec 161(4) powers to prohibit any proposed differential rates which these Guidelines have identified as not appropriate types and classes of land for the application of differential rates.

## **WHAT THE GUIDELINES MEAN FOR MOORABOOL SHIRE**

Council must consider the Guidelines before declaring differential rates with specific reference to the already established Commercial Liquor License and Extractive Industry differential rates and show a demonstration to the implementation of a residential retirement villages rate.

### **Issue 1: Commercial Liquor Licence**

Based on the Guidelines deeming this differential rate as not appropriate, it is recommended that the properties within this differential rate be consolidated into the Commercial/Industrial differential rate. The general impact of this change results in the average rate increase for all non-Commercial Liquor licence differential categories moving from an average 5.5% rate increase to a 5.6% rate increase. **The impact of this change is shown in Model # 1 (attached).**

### **Issue 2: Residential Retirement Villages**

As previously mentioned, the Ministerial Guidelines require Councils to give regard to a separate differential at a reduced level rate for Residential retirement villages. The guidelines have identified residential retirement villages as a specific class of land use whereby relative rate disparities including access to services may justify the use of differential rate powers. **Rate Model # 2 (attached)** demonstrates the overall impact of creating a separate differential for retirement villages with the differential being set to 0.9 times the General rates.

### **Issue 3: Extractive Industries**

The Guidelines require that Council carefully consider whether to continue with the Extractive Industries differential rate. The Ministerial guidelines state that the use of a differential rate applicable to very few property assessments in a municipality should be considered with caution particularly in relation to the setting of higher differential rates, and have regard to the impact on the land subject to the proposed rate and the consequential impact upon the broader community through consideration of equity. Some of the specific issues Council should consider in making a decision are;

- The ministerial guidelines recommend caution in applying a differential rating category to a small number of assessments
- Can Council justify the differential rate proposed

The existence of a separate differential for Extractive industries in Councils current rating strategy has been premised on the direct impact that extractive industries and associated heavy plant and machinery have on Councils infrastructure assets, predominantly roads. If Council did decide to



remove a separate differential for Extractive Industries, the removal of this differential rate would result in the 14 properties being rated in the Commercial/Industrial differential rate. **The impact of this change is shown in Model # 3 (attached).**

### **Policy Implications**

The 2013 . 2017 Council Plan provides as follows:

<b>Key Result Area</b>	Continuous Improvement in Council Services
<b>Objective</b>	Sound, long term financial management
<b>Strategy</b>	Develop and maintain a long term financial planning, management and reporting system, which ensures resources to deliver services and manage Council's assets.

### **Financial Implications**

The Ministerial guidelines have potential to delay the implementation of the CIP, the Council Plan and strategies and initiatives earmarked in the 2013/14 proposed budget if the Rating Strategy is found to be inconsistent with the Ministerial Guidelines for Differential Rating.

### **Communications Strategy**

Councils Rating differentials are contained within the Proposed 2013/14 Budget. After Council has accepted the Proposed 2013/14 Budget, an advertisement will be placed in local newspapers. The process includes giving public notice to allow 28 days for submissions to be made by members of the public and such submissions will be heard prior to Council adopting the 2013/14 Annual Budget.

### **Victorian Charter of Human Rights and Responsibilities Act 2006**

In developing this report to Council the briefing 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 – Shane Marr*

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

*Author – Steve Ivelja*

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

### **Conclusion**

It is recommended that Council give careful consideration to the Ministerial Guidelines for Differential Rating. Moorabools current Rating Strategy is inconsistent with the guidelines and it is recommended that Council alter the current Rating Strategy to ensure consistency with the guidelines. The potential for significant delay in the implementation of projects, services and initiatives as contained in the 2013/14 budget exists if Moorabool is required to re-advertise the Proposed Budget pursuant to the Minister exercising his powers under S161(4).

### **Recommendation:**

- 1. That the differential rate for Commercial Liquor licence properties be consolidated into the Commercial / Industrial differential rate.**
- 2. That a separate differential rate for Retirement villages be created and set at 0.9 times the general rate and incorporate the changes (if any) into the Draft 2013/14 budget.**
- 3. That the differential rate for Extractive Industries be set at 3.2 times the general rate and incorporate the changes (if any) into the Draft 2013/14 budget.**

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### **Report Authorisation**

**Authorised by:**



**Name:** Shane Marr  
**Title:** General Manager Corporate Services  
**Date:** Wednesday, 15 May 2013

# Attachment - Item 11.1.1

**MOORABOOL SHIRE COUNCIL  
2013/14 RATE MODEL 1**



**5.5% Rate Increase with Commercial Liquor Licence level reduced from 1.8 to 1.6 of General**

Rate Code	Rate Category	Number of Properties	2012 CIV Base	Rate Base	Rate Level	Rate in \$	5.5% Revenue Increase	% Increase	Rate Level	Rate in \$	5.5% Revenue Increase	% Increase
1102	General	11,026	3,612,378,000	13,867,919.00	1.00	0.004050	14,630,131	5.5%	1.00	0.004054	14,644,580	5.60%
1118	Commercial/Industrial	486	215,582,410	1,324,323.00	1.60	0.006481	1,397,190	5.5%	1.60	0.006486	1,398,268	5.58%
1119	Vacant Land Commercial/Industrial	70	16,670,000	166,400.00	2.60	0.010531	175,552	5.5%	2.60	0.010540	175,702	5.59%
1107	Commercial - Liquor License	21	22,720,000	157,018.00	1.80	0.007291	165,652	5.5%	1.60	0.006486	147,362	-6.15%
1105	Extractive Industry	14	21,917,000	269,272.00	3.20	0.012961	284,066	5.5%	3.20	0.012972	284,307	5.58%
1117	Farm	1,494	925,638,000	2,843,560.00	0.80	0.003240	2,999,067	5.5%	0.80	0.003243	3,001,844	5.57%
1111	Vacant Land General	596	97,492,000	786,078.00	2.10	0.008506	829,267	5.5%	2.10	0.008513	829,949	5.58%
1120	Vacant Land FZ or RCZ	651	142,254,000	546,113.00	1.00	0.004050	576,129	5.5%	1.00	0.004054	576,698	5.60%
1121	Vacant Land R1Z or R2Z	676	121,996,000	1,170,918.00	2.50	0.010126	1,235,331	5.5%	2.50	0.010134	1,236,307	5.58%
	<b>Total Rate Revenue</b>	<b>15,034</b>	<b>5,176,647,410</b>	<b>21,131,601.00</b>			<b>22,292,385</b>	<b>5.5%</b>			<b>22,295,017</b>	<b>5.5%</b>

**MOORABOOL SHIRE COUNCIL  
2013/14 RATE MODEL 2**



**5.5% Rate Increase with Commercial Liquor Licence reduced from 1.8 to 1.6 and new Retirement Village Rate set at 0.9**

Rate Code	Rate Category	Number of Properties	2012 CIV Base	Rate Base	Rate Level	Rate in \$	5.5% Revenue Increase	% Increase	Rate Level	Rate in \$	5.5% Revenue Increase	% Increase
1102	General	10,936	3,596,192,000	13,805,781.00	1.00	0.004050	14,564,578	5.5%	1.00	0.004055	14,582,559	5.63%
	Retirement Village	90	16,186,000	62,138.00	1.00	0.004050	65,553	5.5%	0.90	0.003649	59,063	-4.95%
1118	Commercial/Industrial	486	215,582,410	1,324,323.00	1.60	0.006481	1,397,190	5.5%	1.60	0.006488	1,398,699	5.62%
1119	Vacant Land Commercial/Industrial	70	16,670,000	166,400.00	2.60	0.010531	175,552	5.5%	2.60	0.010543	175,752	5.62%
1107	Commercial - Liquor License	21	22,720,000	157,018.00	1.80	0.007291	165,652	5.5%	1.60	0.006488	147,407	-6.12%
1105	Extractive Industry	14	21,917,000	269,272.00	3.20	0.012961	284,066	5.5%	3.20	0.012976	284,395	5.62%
1117	Farm	1,494	925,638,000	2,843,560.00	0.80	0.003240	2,999,067	5.5%	0.80	0.003244	3,002,770	5.60%
1111	Vacant Land General	596	97,492,000	786,078.00	2.10	0.008506	829,267	5.5%	2.10	0.008515	830,144	5.61%
1120	Vacant Land FZ or RCZ	651	142,254,000	546,113.00	1.00	0.004050	576,129	5.5%	1.00	0.004055	576,840	5.63%
1121	Vacant Land R1Z or R2Z	676	121,996,000	1,170,918.00	2.50	0.010126	1,235,331	5.5%	2.50	0.010137	1,236,673	5.62%
<b>Total Rate Revenue</b>		<b>15,034</b>	<b>5,176,647,410</b>	<b>21,131,601.00</b>			<b>22,292,385</b>	<b>5.5%</b>			<b>22,294,302</b>	<b>5.5%</b>

MOORABOOL SHIRE COUNCIL  
2013/14 RATE MODEL 3



5.5% Rate Increase with CLL (reduced from 1.8 to 1.6) and Extractive Industries (reduced from 3.2 to 1.6) and Retirement Village Rate set at 0.9

Rate Code	Rate Category	Number of Properties	2012 CIV Base	Rate Base	Rate Level	Rate in \$	5.5% Revenue Increase	% Increase	Rate Level	Rate in \$	5.5% Revenue Increase	% Increase
1102	General	10,936	3,596,192,000	13,805,781.00	1.00	0.004050	14,564,578	5.5%	1.00	0.004081	14,676,060	6.30%
	Retirement Village	90	16,186,000	62,138.00	1.00	0.004050	65,553	5.5%	0.90	0.003673	59,451	-4.32%
1118	Commercial/Industrial	486	215,582,410	1,324,323.00	1.60	0.006481	1,397,190	5.5%	1.60	0.006529	1,407,538	6.28%
1119	Vacant Land Commercial/Industrial	70	16,670,000	166,400.00	2.60	0.010531	175,552	5.5%	2.60	0.010610	176,869	6.29%
1107	Commercial - Liquor License	21	22,720,000	157,018.00	1.80	0.007291	165,652	5.5%	1.60	0.006529	148,339	-5.53%
1105	Extractive Industry	14	21,917,000	269,272.00	3.20	0.012961	284,066	5.5%	1.60	0.006529	143,096	-46.86%
1117	Farm	1,494	925,638,000	2,843,560.00	0.80	0.003240	2,999,067	5.5%	0.80	0.003265	3,022,208	6.28%
1111	Vacant Land General	596	97,492,000	786,078.00	2.10	0.008506	829,267	5.5%	2.10	0.008570	835,506	6.29%
1120	Vacant Land FZ or RCZ	651	142,254,000	546,113.00	1.00	0.004050	576,129	5.5%	1.00	0.004081	580,539	6.30%
1121	Vacant Land R1Z or R2Z	676	121,996,000	1,170,918.00	2.50	0.010126	1,235,331	5.5%	2.50	0.010202	1,244,603	6.29%
<b>Total Rate Revenue</b>		<b>15,034</b>	<b>5,176,647,410</b>	<b>21,131,601.00</b>			<b>22,292,385</b>	<b>5.5%</b>			<b>22,294,209</b>	<b>5.5%</b>

## 11.1.2 Consideration of the Proposed 2013/14 Annual Budget

### Introduction

File No.: 07/01/012  
Author: Steve Ivelja  
General Manager: Shane Marr

### Background

This report relates to the commencement of the process for Council to adopt the 2013/14 Annual Budget, in accordance with Section 127 of the Local Government Act 1989 (as amended).

The process includes giving public notice to allow 28 days for submissions to be made by members of the public and such submissions will be heard prior to Council adopting the 2013/14 Annual Budget.

In accordance with Section 127 of the Local Government Act 1989 (the Act) and Regulation 8 of the Local Government (Finance and Reporting) Regulations 2004 (the Regulations), Council is required to commence the statutory process to adopt the Proposed 2013/14 Annual Budget.

The proposed budget recognises the importance of setting a clear direction for the future, achieving measurable objectives, encouraging community input and consultation, and being financially responsible. It is part of a five year Strategic Financial Plan that aims to secure a viable and sustainable path to achieve the Shire's objectives.

The budget proposal is for a 5.5% rate increase for 2013/14. The rate increase is to fund the capital improvement program, new initiatives, service growth and Council operations. The budget document appended to this report (Appendix A) provides detailed information with regard to the major impacts for 2013/14. It also provides details with regard to Council's financial management principles to ensure a financially sustainable future.

### Proposal

#### Key Influencing Trends:

#### Revenue

The 2013/14 budget includes a 5.5% rate increase. All other fees and charges will increase by 6%, except where the fees are set through legislation or where Council has agreed to vary the increase for selected services.

#### Expenditure

Total employee costs are budgeted to increase by 3.8% including the EBA increase, an allowance for banding increments, and other new positions as outlined in the budget document.

Expenditure on Materials and Consumables is budgeted to fall by \$3.11M as compared to the 2012/13 forecast due to the completion of flood works and the completion of grant funded programs being carried forward from 2011/12. All other expenses are budgeted to remain in line with the 2012/13 forecast with the exception of depreciation charges which are budgeted to increase by 726K. In addition, the 2013/14 budget will mark the 2<sup>nd</sup> year of the Federal Government's Carbon Tax and a further increase in the EPA levy.

### **Capital projects**

Council's Capital Works program maintains a mix between the need to maintain existing infrastructure and build new assets to meet community expectations. Included in the 2013/14 budget is \$5.505 million in asset renewal works and \$2.433 million for new assets and upgrades to existing assets.

### **Parameters**

The original budget parameters used in formulating the 2013/14 budget were a 5.5% rate increase, a projected CPI increase of 3.25%, an employee cost increase of 5% and new property growth within the shire of 2%. Council has made significant savings in Operating budget expenses to accommodate the 5.5% rate increase in the face of a difficult fiscal environment with major areas of Operating budget expenses increasing at a rate significantly lower than the original budget parameters.

### **Rates**

Rates will increase by an average of 5.5% in the 2013/14 budget raising total rates and charges of \$26.146 million. This includes rates raised through supplementary valuations, the various waste management charges and any special rate schemes.

### **Grant Funding**

Council's operating grants have increased by \$2.594M from the 2012/13 forecast. The increase is due in large part to the early payment of the 2012/13 Grants Commission funding which resulted in a 50% of the 12/13 grants being received in the 2011/12 financial year. The 2013/14 budget assumes no early payment of Grants Commission grants.

### **Loan Funding**

The 2013/14 budget includes new borrowings of \$2.845 million of which \$0.500M will be used to fund the creation of new assets. The residual amount of \$2.345M will be used to extinguish the unfunded superannuation liability from the 2011/12 financial year.

The 2012/13 budget also includes loan principle repayments of \$2.633 million.

### **Cash Management**

Overall, total cash and investments is forecast to increase by \$0.173 million to \$3.542 million as at 30 June 2014. Of this balance, there is \$2.567 million in restricted cash.



**Underlying result**

The underlying result excludes contributed assets, capital grants and the gain or loss on the sale of assets. The 2012/13 budget projects an underlying deficit of \$3.566 million, which is an improvement of \$5.528 million over the forecast underlying result for 2012/13. In the Strategic Financial Plan the underlying deficit reduces slightly over the next 5 years.

**Policy Implications**

The 2013 . 2017 Council Plan provides as follows:

<b>Key Result Area</b>	Continuous Improvement in Council Services
<b>Objective</b>	Sound, long term financial management
<b>Strategy</b>	Develop and maintain a long term financial planning, management and reporting system, which ensures resources to deliver services and manage Council's assets.

The proposal for consideration of the Proposed 2013/14 Annual Budget+ is consistent with the 2013-2017 Council Plan.

**Financial Implications**

The 2013/14 Budget contains details of the financial resources required to deliver the Council Plan.

**Communications Strategy**

After Council has accepted the Proposed 2013/14 Budget, an advertisement will be placed in local newspapers. The process includes giving public notice to allow 28 days for submissions to be made by members of the public and such submissions will be heard prior to Council adopting the 2013/14 Annual Budget.

**Victorian Charter of Human Rights and Responsibilities Act 2006**

In developing this report to Council the briefing 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 – Shane Marr*

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

*Author – Steve Ivelja*

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

## **Conclusion**

The proposed budget presents Council's immediate and longer-term financial strategy and links the actions set out in the Council Plan. It also identifies the capital works and services the community can expect from Council during the 2013/14 financial year and beyond.

## **Recommendation:**

### **1.1 That having considered the details of the 2013/14 recurrent and capital budget appended to this report, which includes:**

**1.1.1 – Mayor's Introduction**

**1.1.2 – Chief Executive Officer's Summary**

**1.1.3 – Overview**

**1.1.4 – Budget analysis**

**1.1.5 – Long term strategies, including Rating Strategy**

**1.1.6 - Appendix A – Budgeted Standard Statements**

**1.1.7 - Appendix B – Statutory Disclosures**

**1.1.8 - Appendix C – Capital Improvement Program**

**1.1.9 - Appendix D – Key Strategic Activities**

**1.1.10 - Appendix E – Fees and Charges**

**the proposed operating and capital budget 2013/14 be the budget prepared for the purposes of section 127 of Act.**

### **1.2 That in accordance Regulation 8 of the Regulations, Council declares its intention to borrow \$2.845m. Loan redemption for 2013/14 will be \$2.633m.**

### **1.3. General Rates**

**1.3.1 That in accordance with Section 158 of the Local Government Act 1989, Council declares a General Rate for the rating period commencing 1 July 2013 and ending 30 June 2014.**

**1.3.2 It be further declared that the general rate be raised by the application of differential rates.**

- 1.3.3 That subject to Council Report dated 15<sup>th</sup> May 2013 “Consideration of the Ministerial Guidelines for Differential Rating” and any changes adopted to Councils Rating Differentials, Differential Rating Categories, the relevant Cents in the dollar amount or any combination of these changes, a differential rate be respectively declared for rateable land having the respective characteristics specified in the Schedule to this resolution, which characteristics will form the criteria for each differential rate so declared:**

<b>Category</b>	<b>Cents/\$CIV</b>
<b>Commercial &amp; Industrial Rate</b>	<b>0.006488</b>
<b>Commercial &amp; Industrial Vacant Land</b>	<b>0.010543</b>
<b>Extractive Industry Rate</b>	<b>0.012976</b>
<b>Farm Rate</b>	<b>0.003244</b>
<b>General Rate</b>	<b>0.004055</b>
<b>Vacant Land General</b>	<b>0.008515</b>
<b>Vacant Land FZ and RCZ</b>	<b>0.004055</b>
<b>Vacant Land R1Z or R2Z</b>	<b>0.010137</b>
<b>Residential Retirement Villages</b>	<b>0.003649</b>

- 1.3.4 Each differential rate will be determined by multiplying the Capital Improved Value (CIV) of each rateable land (categorised by the characteristics described in the Schedule to this Resolution) by the relevant percentages.**

- 1.3.5 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that:**

**1.3.5.1 the respective objectives of each differential rate be those specified in the Schedule to this Resolution; and**

**1.3.5.2 the respective types or classes of land which are subject to each differential rate be those defined in the Schedule to this Resolution; and**

**1.3.5.3 the respective uses and levels of each differential rate in relation to those respective types or classes of land be those described in the Schedule to this Resolution; and**

**1.3.5.4 the relevant**

- (a) uses of;**
- (b) geographical locations of; and**
- (c) Planning Scheme zonings of; and**
- (d) types of buildings on the respective types or classes of land be those identified in the Schedule to this Resolution.**

**1.4. Municipal Charge**

**1.4.1 It be confirmed that no municipal charge is declared in respect of the 2013/14 Financial Year.**

**1.5. Annual Service Charge**

**1.5.1 An annual service charge be declared in respect of the 2013/14 Financial Year.**

**1.5.1.1 The annual service charge be declared in respect of the period 1 July 2013 to 30 June 2014.**

**1.5.1.2 The annual service charge be declared for the collection and disposal and management of refuse from land.**

**1.5.1.3 The annual service charge be in the sum of, and be based on the criteria, set out below:**

- (i) \$142 per annum for each property that is within the defined urban service area to which a domestic waste collection service is available;**
- (ii) \$142 per annum for each property that is within the defined rural service area to which a domestic waste collection service is available;**
- (iii) \$142 per annum for each property that is not within a defined service area, to which a domestic waste collection service is provided;**
- (iv) \$92 per annum for all rateable properties in all Wards including:**
  - (a) each rateable land that is "farm land" within the meaning of section 2(1) of the Valuation of Land Act 1960 and is a 'single farm enterprise' within the meaning of Section 159(8) of the Local Government Act 1989; and**
  - (b) each other rateable land, from which there is capable of being generated waste which can be deposited by a ratepayer or resident at a landfill or waste transfer station or any other litter facility.**
- (v) \$33 per annum for all rateable properties in all Wards including:**
  - (a) each rateable land that is "farm land" within the meaning of section 2(1) of the Valuation of Land Act 1960 and is a 'single farm enterprise' within the meaning of Section 159(8) of the Local Government Act 1989; and**
  - (b) each other rateable land, from which there is capable of being generated waste which can be deposited by a ratepayer or resident at a landfill or waste transfer station or any other litter facility.**

The defined service areas outlined above and the designated routes are defined on a plan, which can be viewed at the Council offices.

#### **1.6. Rebates & Concessions**

**1.6.1 It be recorded that Council grants to each owner of rateable land who is an "eligible recipient" within the meaning of the State Concessions Act 1986, a rebate of an amount determined by the Department of Human Services in respect of their principal place of residence. The criteria for "eligible recipient" is also determined by the Department of Human Services.**

#### **1.7. Payment**

**1.7.1 All rates and charges to be paid in four instalments, in accordance with Section 167 (1) and (2) of the Local Government Act 1989.**

**1.7.2 Unless Council resolves otherwise, a person may only pay rates and charges as a lump sum if payment is made on or before 15 February 2014.**

#### **1.8. Consequential**

**1.8.1 It be confirmed that, subject to sections 171 and 172 of the Local Government Act 1989, Council will require a person to pay interest on any rates and charges which:**

**1.8.1.1 that person is liable to pay;**

**1.8.1.2 have not been paid by the date specified for their payment.**

**1.9 That it is proposed that an amount of \$24,146,049 be declared as the amount Council intends to raise from the general rates and charges (including Supplementary and Special Rates) for the period from 1 July 2013 to 30 June 2014.**

**1.10 That in accordance with Section 158 of the Act and Regulation 8 of the Regulations, detailed information concerning General Rates and Special Rates and charges is appended to this report.**

**1.11 That as part of the public presentation process for the proposed budget, the following actions will be undertaken in accordance with:**

**1.11.1 Sections 127 and 129 of the Act and Regulation 9 of the Regulations – that the proposed 2013/14 budget be made available for public inspection.**

**1.11.2 Section 129 of the Act and Regulation 9 of the Regulations – that the Chief Executive officer be authorised to give public notice that the Proposed 2013/14 Annual Budget has been prepared and is available for public inspection.**

**1.11.3 Sections 158 to 162 of the Act and Regulation 9 of Regulations - that Council give public notice and have ready for public inspection all prescribed information to be available from 21 May until 18 June 2013.**

**1.11.4 That Council resolves to allow 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 26 June 2013 at the Special Meeting of Council, Council Chambers, Ballan.**

**1.12 That in accordance with Section 130 of the Act, Council resolves to notify and place on public notice its intention to adopt the 2013/14 Annual Budget on 3 July 2013 at a Meeting of Council to be held at the James Young Room, Lerderderg Library, Bacchus Marsh.**

## **SCHEDULE**

### **Differential Rating Categories**

---

#### **General Developed Land**

##### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

- 1. Construction and maintenance of public infrastructure; and**
- 2. Development and provision of health and community services; and**
- 3. Provision of general support services.**

##### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

##### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

##### **Geographic Location:**

Wherever located within the municipal district.

##### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

**Definition:****Any land:**

- on which a dwelling with an approved occupancy permit is erected and occupied for the principal purpose of physically accommodating persons; or
- which does not have the characteristics of:
  - Commercial/Industrial Land;
  - Vacant Commercial/Industrial Land;
  - Commercial Licensed Premises Land;
  - Extractive Industry Land;
  - Farm Land
  - Vacant General Land;
  - Vacant Farm (FZ) and Rural Conservation Zone (RCZ) Land;
  - Vacant Residential 1 (R1Z) and Residential 2 Zone (R2Z) Land.

**Commercial/Industrial Land****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

**Definition:****Any developed land:**

- which is occupied for the principal purpose of carrying out the manufacturing of productions of goods or services within an Industrial zone under the Moorabool planning scheme; or
- which is occupied for the principal purpose of carrying out trade in goods or services within a commercial zone under the Moorabool planning scheme; or
- which does not have the characteristics of;
  - Commercial Licensed Premises Land.

**Vacant Commercial/Industrial Land****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.



**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Definition:****Any developed land:**

- which is located within an Industrial zone under the Moorabool Planning scheme which is not yet developed for the purpose of carrying out manufacturing of goods or services; or
- which is located within a commercial zone under the Moorabool Planning scheme which is not yet developed for the purpose of carrying out trade in goods or services.

**Extractive Industry Land****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

**Definition:****Any land:**

- which is used primarily for the extraction or removal of minerals, earth or stone including the treatment of minerals, earth or stone; or
- on which activities for the extraction or removal of minerals, earth or stone including the treatment of minerals earth or stone which have been discontinued but the land has not yet been rehabilitated to environmental standards as required by law.

**Farm Land****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

**Definition:****Any land:**

- which is “farm land” within the meaning of section 2(1) of the Valuation of Land Act 1960;
- which is not a ‘single farm enterprise’ within the meaning of section 159(4) of the Local Government Act 1989.

### **Vacant General Land**

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Definition:**

**Any land:**

- on which no dwelling with an approved occupancy permit is erected; and
- which does not have the characteristics of;
  - Vacant Farm and Rural Conservation Zone Land; or
  - Vacant Residential 1 and Residential 2 Zone Land.

### **Vacant FZ or RCZ Land**

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Definition:****Any land:**

- on which no dwelling with an approved occupancy permit is erected; and
- which is located within a Farm Zone (FZ) under the Moorabool planning scheme; or
- which is located within a Rural Conservation Zone (RCZ) under the Moorabool planning scheme and
- which does not meet the criteria of property eligible to be rated in accordance with Council Farm differential rate.

**Vacant R1Z or R2Z Land****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Definition:**

**Any land:**

- on which no dwelling with an approved occupancy permit is erected; and
- which is located within a Residential 1 Zone (R1Z) under the Moorabool planning scheme; or
- which is located within a Residential 2 Zone (R2Z) under the Moorabool planning scheme.

**Residential Retirement Villages**

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

**Definition:****Any land:**

- on which a dwelling with an approved occupancy permit is erected and occupied for the principal purpose of physically accommodating persons; or
- which is defined as a Retirement Village under the Retirement Villages Act 1986; or
- which does not have the characteristics of:
  - Commercial/Industrial Land;
  - Vacant Commercial/Industrial Land;
  - Commercial Licensed Premises Land;
  - Extractive Industry Land;
  - Farm Land
  - Vacant General Land;
  - Vacant Farm (FZ) and Rural Conservation Zone (RCZ) Land;
  - Vacant Residential 1 (R1Z) and Residential 2 Zone (R2Z) Land.

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**Report Authorisation****Authorised by:**

**Name:** Shane Marr  
**Title:** General Manager Corporate Services  
**Date:** Wednesday, 15 May 2013

# Attachment - Item 11.1.2

# MOORABOOL SHIRE COUNCIL

*Out in the Country...  
Close to the World*



## 2013/14 Proposed Annual Budget





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## Mayor's Introduction

In the tough economic climate we see ourselves facing I present the 2013/14 Annual Budget to the Community.

This is the first budget for the new Council elected at the Council Elections in October 2012. Since the election, Council have been developing a new Council Plan which will set the Council direction for the next 4 years. The draft Council Plan was adopted by Council on 1 May 2013 and Council is currently seeking community input until Tuesday 4 June 2013. This budget is prepared in line with the Draft Council Plan.

Council is pleased with the results achieved in the current financial year. 2012/13 was a challenging time in Moorabool, with an enormous program to restore infrastructure assets damaged in recent flood events. This has involved a significant coordination effort by Council staff and was undertaken with the financial assistance of the State Government. In total, there will be in excess of \$17 million of works completed as a result of these grants.

I would like to acknowledge the significant grant contributions by the State Government and efforts by the community in delivering the above projects.

There were also a number of significant projects relating to community assets, including:

- Bungaree Recreation Reserve \$2.25M
- Yendon – Lal Lal Road \$0.47M;
- Ballan – Meredith Road \$0.35M;
- Glenmore Road \$0.32M;
- Bacchus Marsh Indoor Aquatic Centre pre planning \$0.15M
- Civic and Community Hub improvements \$0.15M

Significant progress has been made towards planning for future development in the shire. Last year Council commenced a journey of 'Moorabool 2041'. This is a process/framework aimed at documenting the opportunities, pressures and challenges facing Moorabool Shire. This will lead to a long-term vision to guide the development of Moorabool to retain its character and the places we love and to ensure change provides new services and opportunities for our residents.

For 2012/13 the rate increase is 5.50% and this will be levied in line with the Rating Strategy adopted by Council in April 2011 and the Ministerial Guidelines for Differential Rating. These guidelines were issued in late April 2013 and have meant changes have had to be made to Council's Rating Strategy with the review of the Commercial Liquor Licence Rate and the proposed introduction of a Residential Retirement Village Rate. These changes have meant the rate increase for most properties will be slightly more than the overall 5.5% rate increase.

When the Council Rate Notice is issued for the 2013/14 year it will also include the costs of the Fire Services Levy that Council is collecting on behalf of the State Government.

Council is also trying to prepare for the future and has allocated 0.5% of the rate increase for the future. Council have set aside 0.25% or \$25,000 for seed funding for future capital projects and another 0.25% or \$25,000 should there be future calls on the Vision Super Defined Benefits Superannuation fund.

The setting of the 2013/14 budget has also been significantly influenced by a number of other external factors. The requirement that Council fund the shortfall in the Vision Super Defined Benefits Superannuation fund has cost Council approx. \$330,000 in the 2013/14 budget. These costs will continue for the next 10 years.

Council has also received a \$250,000 reduction in the Federal Government Grants Commission contribution. This reduction in income is an ongoing cost to Council's budget.

This budget period will see the continuation of the Federal Government's carbon tax, and this will have a significant impact on Council's expenditure, in particular costs in relation to electricity and waste disposal. This adds to the existing cost pressures that have arisen in recent years, such as emergency management and the State Government's levy on waste into landfill.

The 2013/14 Annual Budget is also proposing to fund the following initiatives:

- Bacchus Marsh Urban Growth Strategy;
- Small Towns and Settlements clusters Strategy;
- Gordon Infrastructure Study;
- Employment Scenario planning; and
- Increased investment in service delivery and staffing costs in Maternal and Child Health, Planning and Environmental Health service units.

In addition to the projects mentioned above, Council will undertake a significant Capital Works budget for 2013/14 totalling \$7.938 million. Some of the projects proposed as part of the 2013/14 Capital Program include;

- Halletts Way southern connection, from Stonehill Estate to Werribee Vale Road - \$1.5M
- Masons Lane Redevelopment - \$0.278M
- Darley Children's Hub - \$0.1M
- Bacchus Marsh Aquatic Facility - \$0.1M
- Ongoing Plant replacement and renewal - \$0.96M
- Blakeville Road – Rehabilitation - \$0.46M
- Yendon Egerton Road - Rehab & Widen - \$0.63M
- Halletts Way - Rehab & Upgrade - \$0.68M

Further details of the individual projects are provided later in this document.

Council is keen to get the community feedback on the Draft 2013/14 Annual Budget. In line with Council's Community Engagement Framework and in addition to more traditional techniques, for consultation, Council is seeking your feedback through the utilisation of an online tool – Have Your Say Moorabool ([www.haveyoursaymoorabool.com.au](http://www.haveyoursaymoorabool.com.au)).

Council also has a long term financial plan which plans for the long term sustainability of the Moorabool Shire Council, and this budget has been developed in line with the parameters established in that plan.

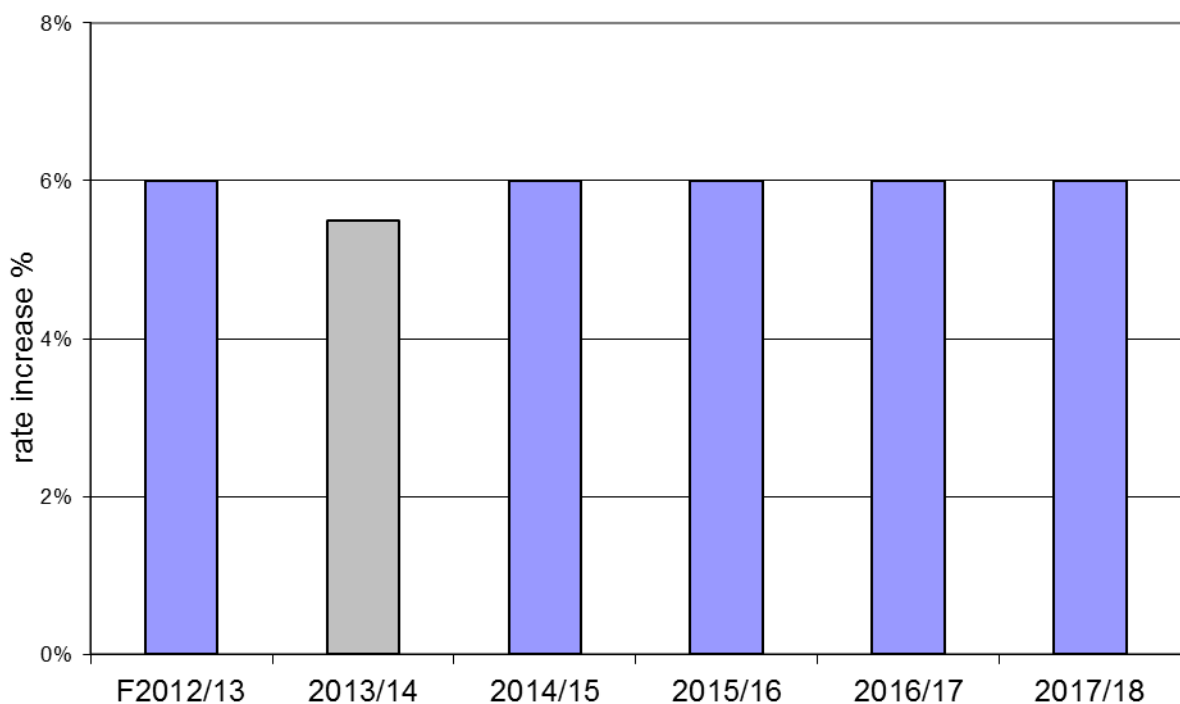
Cr Pat Toohey  
**Mayor**

## Chief Executive Officer's Summary

The Chief Executive Officer's Summary provides key information about the rate increase, operating result, service levels, cash and investments, capital works, financial position, financial sustainability and where rates are spent.

### 1. Rates & Charges

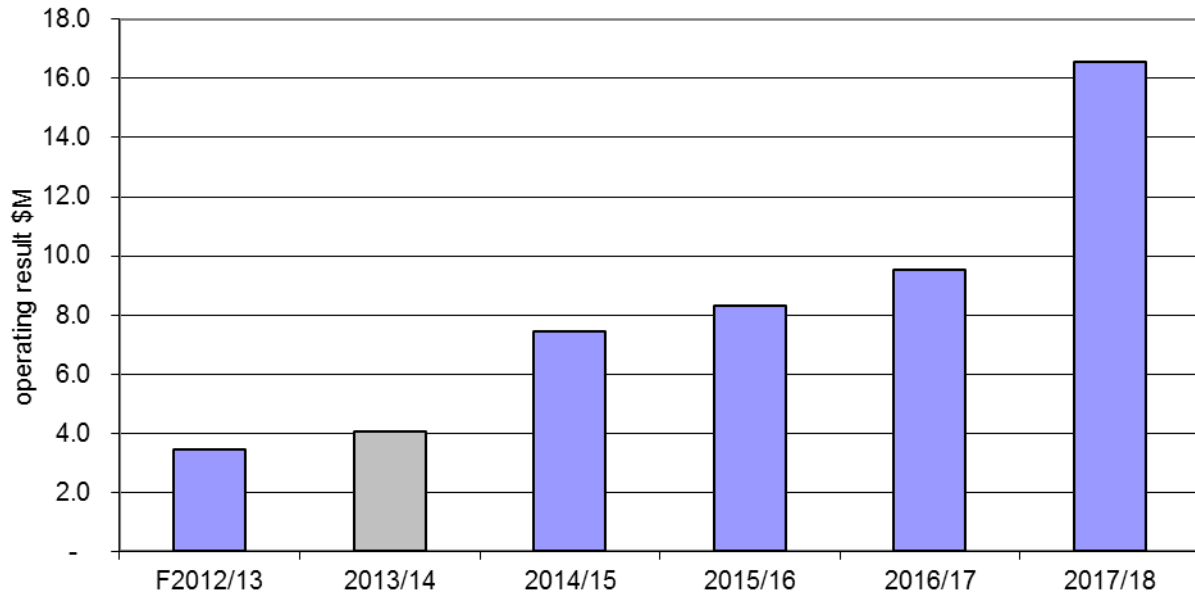
Rates will increase by 5.50% for the 2013/14 year, raising total rates and charges of \$26.146 million, including \$0.425 million generated from supplementary rates. The 5.50% rate increase will be used to fund the capital improvement program, new initiatives and Council operations. This rate increase is in line with Council's Five Year Strategic Financial Plan (SFP). The rate increase for the 2012/13 year was 6.00%.



Please refer to Section 9 Rating Strategy for more information in regard to Rates.

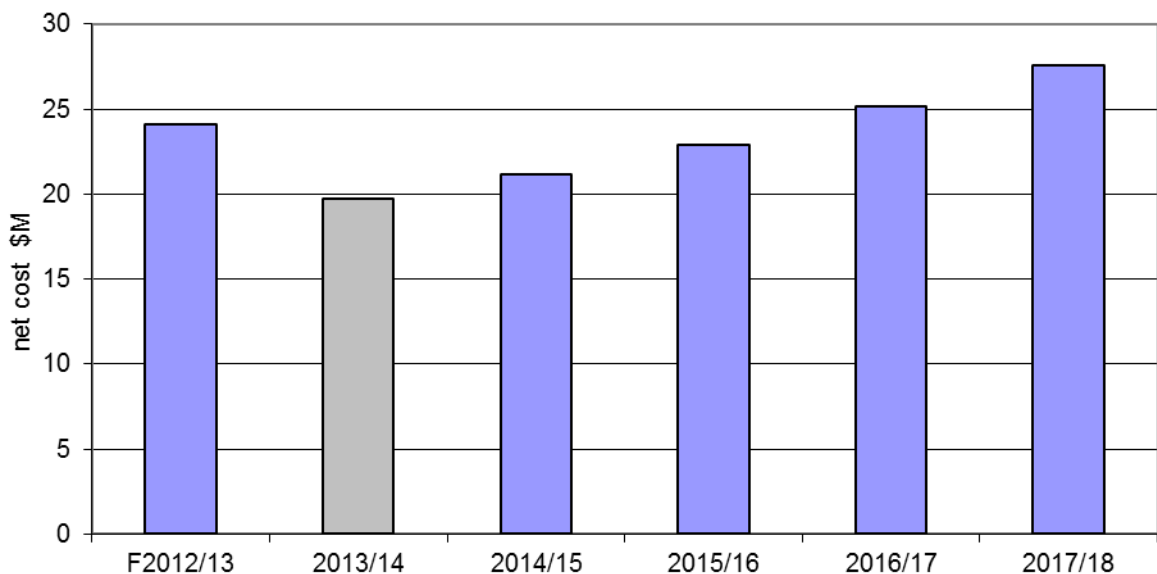
## 2. Operating result

The expected operating result for the 2013/14 year is a surplus of \$4.075 million, which is an increase of \$0.619 million over the forecast operating surplus of \$3.456 million for 2012/13. The main reason for the improved operating result is as a result of the 2012/13 forecast including significant maintenance expenditure associated with flood damage where part of the grant was received in the prior financial year.



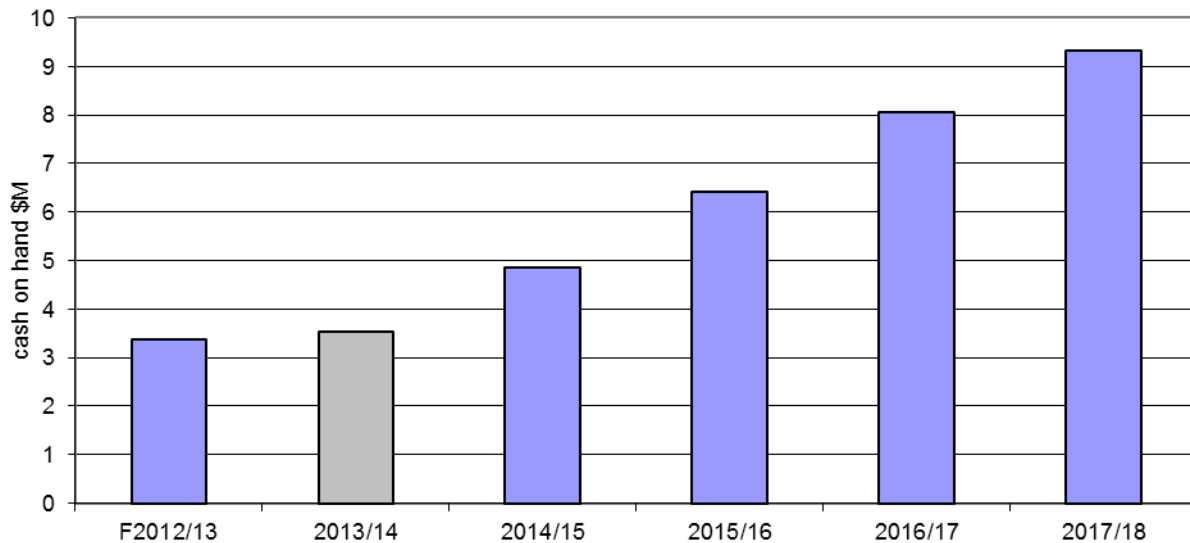
## 3. Services

The net cost of services delivered to the community for the 2013/14 year is expected to be \$19.725 million which is a decrease of \$4.402 million over 2012/13. The projected net cost for the 2012/13 year is \$24.127 million. The reason for this reduction is due to the 2012/13 forecast actual including a number of projects that have been carried forward from prior years, including significant expenditure associated with repairing damage caused by the recent floods.



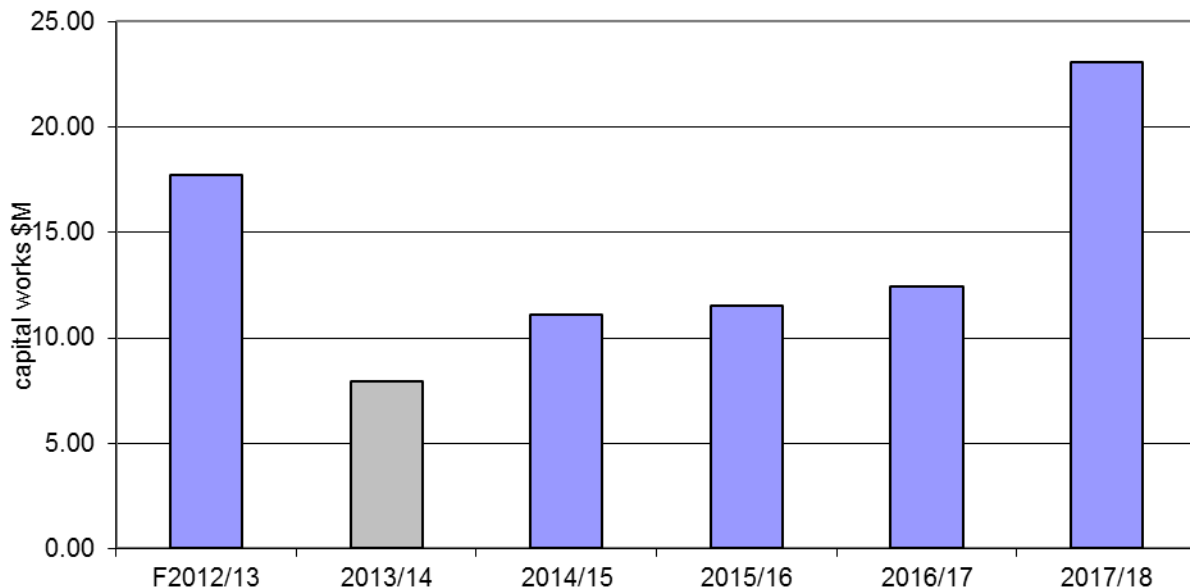
#### 4. Cash and investments

Cash and investments are expected to increase by \$0.173 million during the year to \$3.542 million as at 30 June 2014. Cash and investments are projected to be \$3.369 million as at 30 June 2013.



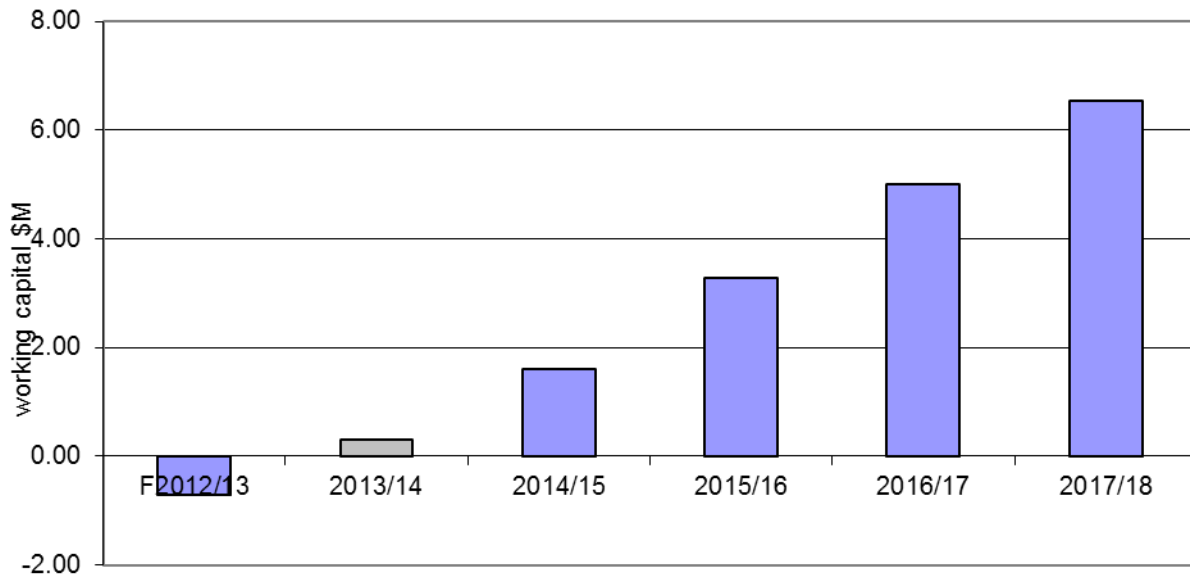
#### 5. Capital works

The capital works program for the 2013/14 year is expected to be \$7.938 million. Of the \$7.938 million of capital funding required, \$1.120 million will come from asset sales, \$0.450 million from loans, \$3.383 million from external grants and contributions, and \$2.985 from Rates. Capital works is projected to be \$17.75 million for the 2012/13 year. The 2012/13 capital expenditure is unusually high due to the significant amount of asset restoration works associated with the floods. These works were fully funded by grants from the State Government.



## 6. Financial position

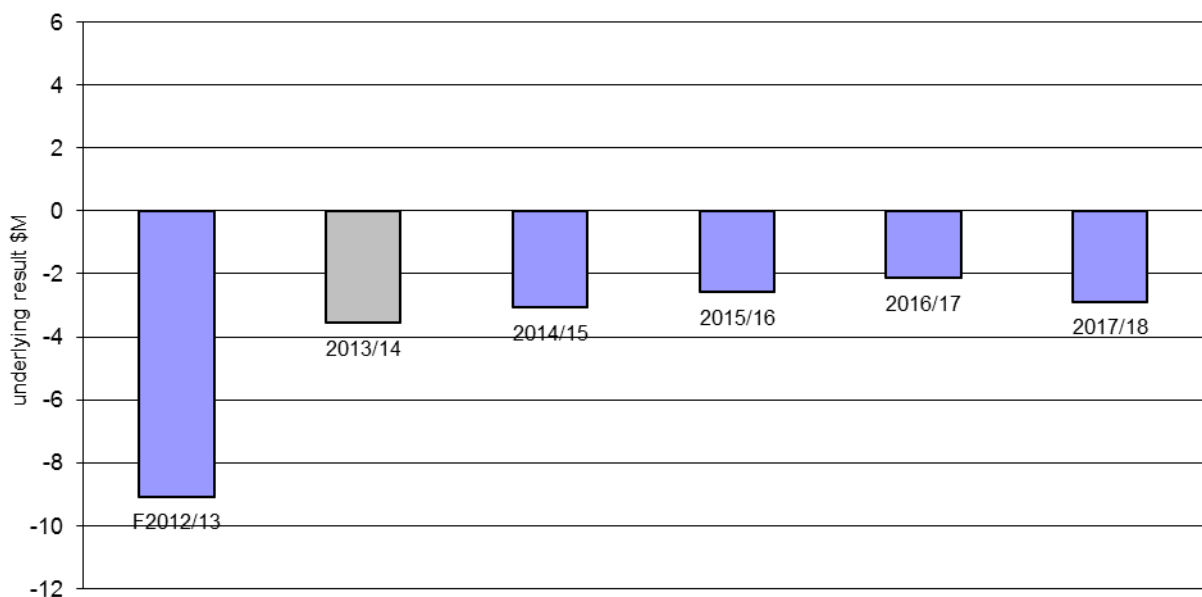
Net assets (net worth) will increase by \$4.075 million to \$280.526 million and net current assets (working capital) will increase by \$1.019 million to \$0.315 million as at 30 June 2014.



## 7. Financial sustainability

A high level Strategic Resource Plan for the years 2013/14 to 2017/18 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, whilst still achieving Council's strategic objectives as specified in the Council Plan.

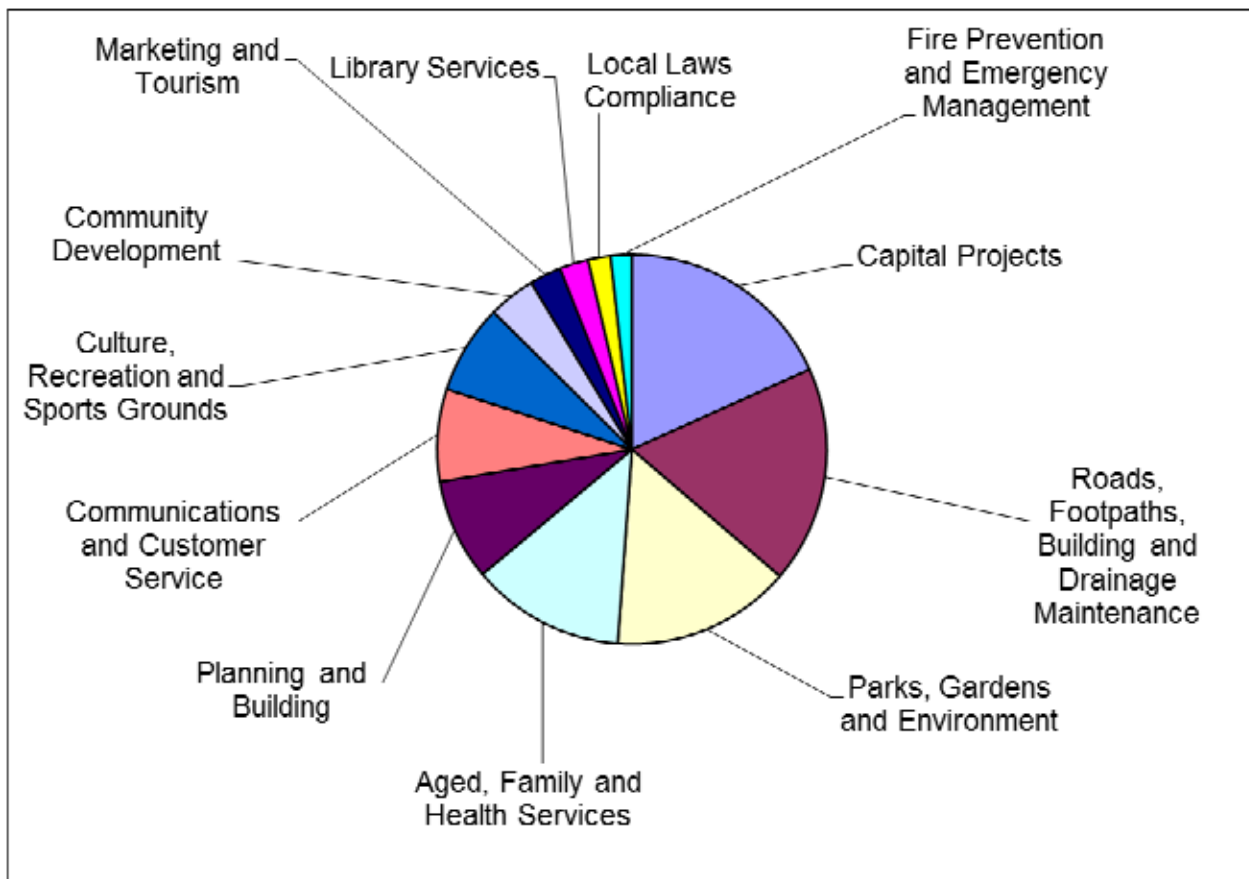
The underlying result, which is a key measure of financial sustainability, is expected to be a deficit of \$3.566 million in 2013/14. The Plan projects that Council's underlying deficit will be steady, with a small improvement over the life of the Strategic Resource Plan.



## 8. Where rates are spent

The table and graph displayed below provide an indication of how Council allocates its expenditure across the main services delivered. ***It shows how much is allocated to each area of service delivery per \$100 of rates received.***

Service	\$
Capital Projects	\$18.27
Roads, Footpaths, Building and Drainage Maintenance	\$18.02
Parks, Gardens and Environment	\$14.89
Aged, Family and Health Services	\$12.75
Planning and Building	\$8.42
Communications and Customer Service	\$7.67
Culture, Recreation and Sports Grounds	\$7.42
Community Development	\$3.91
Marketing and Tourism	\$2.63
Library Services	\$2.40
Local Laws Compliance	\$1.87
Fire Prevention and Emergency Management	\$1.75
<b>TOTAL</b>	<b>\$100.00</b>



Rob Croxford  
Chief Executive Officer



# 1. Budget Preparation

The Annual Budget has been developed within an overall planning framework which guides Council through the Council Plan and Annual Budget. Council then demonstrates its achievements and accountability through publication of an Annual Report including the reporting of the operations of Council and Audited Performance, Standard and Financial Statements.

## 1.1 Strategic planning framework

The Strategic Resource Plan, included in the Council Plan, summarises the financial and non-financial impacts of the objectives and strategies and determines the sustainability of these objectives and strategies. The Annual Budget is then framed within the Strategic Resource Plan, taking into account the activities and initiatives included in the Annual Budget which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the strategic planning framework of Council.



The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The Council Plan, including the Strategic Resource Plan, is required to be completed within six months of the general election and is reviewed each year ensuring that there is sufficient time for officers to develop their Activities and Initiatives and Key Strategic Activities in draft form prior to the commencement of the Annual Budget process. It also allows time for targets to be established during the Strategic Resource Planning process to guide the preparation of the Annual Budget.

## 1.2 Legislative requirements

Under the Local Government Act 1989 (“the Act”), Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Finance and Reporting) Regulations 2004 (the Regulations) which support the Act.

The 2013/14 Budget, which is included in this report, is for the year 1 July 2013 to 30 June 2014 and is prepared in accordance with the Act and Regulations. The Budget includes standard statements being: Budgeted Income Statement, Budgeted Balance Sheet, Budgeted Cash Flow Statement and Budgeted Capital Works Statement.

These statements have been prepared for the year ended 30 June 2014 in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and in accordance with the Act and Regulations. It also includes detailed information about the rates and charges to be levied, the capital works program to be undertaken and other financial information which Council requires in order to make an informed decision about the adoption of the Budget.

The Budget includes consideration of a number of long term strategies to assist Council in considering the Budget in a proper financial management context. These include a Strategic Resource Plan for the years 2013/14 to 2017/18 (section 8), Rating Strategy (section 9) and Other Long Term Strategies (section 10) including borrowings, infrastructure and service delivery.

## 1.3 Budget processes

In advance of preparing the budget, Council officers firstly review and update Council's long term financial projections. The preparation of the budget begins with officers preparing the operating and capital components of the annual budget and Council considers these elements during informal briefings. A proposed Annual Budget is then prepared in accordance with the Act and submitted to Council for approval in principle. Council is then required to give public notice that it intends to adopt the Budget. It must give 28 days notice of its intention to adopt the Proposed Budget and make the Budget available for inspection at its offices and on its website. A person has a right to make a submission on any proposal contained in the Budget and any submission must be considered before adoption of the Budget by Council.

To assist interested persons to understand the budget and make a submission if they wish, Council officers undertake a community engagement process including utilising the new online community engagement tool. Information will also be distributed via the local media.

The final step is for Council to adopt the Budget after receiving and considering any submissions from interested parties. The Budget is required to be adopted and a copy submitted to the Minister by 31 August each year. The key dates for the Budget process are summarised below:

<b>Budget process</b>		<b>Date</b>
1.	Officers update Council's long term financial projections	Dec/Jan
2.	Officers prepare operating and capital budgets	Feb/Mar
3.	Council considers operating and capital budgets at informal briefings	Apr/May
4.	Proposed Budget submitted to Council for approval	15 May
5.	Public notice advising intention to adopt Budget	21 May
6.	Budget available for public inspection and comment	21 May
7.	Submissions period closes	18 Jun
8.	Submissions on draft Budget considered by Council	26 Jun
9.	Budget and submissions presented to Council for adoption	3 July
10.	Copy of adopted Budget submitted to the Minister	4 July

## 2. Budget Influences

In preparing the Budget it has been necessary to make a number of assumptions about the internal and external environment within which Council operates.

### 2.1 External influences

In preparing the 2013/14 Budget, a number of external influences have been taken into consideration because they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- Consumer Price Index (CPI) increases on goods and services is estimated at 2-3% per annum (Source: Reserve Bank of Australia Statement on Monetary Policy – February 2013);
- Population growth will continue to generate an increase in demand for Council Services. By way of example, an increase in births and enrolments for Councils Maternal and Child Health Service will require additional investment in service delivery to keep up with the growth in demand.
- State and Federal governments budget deficits resulting in lower levels of grants and appropriations for both services and infrastructure delivery.
- The increase in the State Government Environmental Protection Authority (EPA) landfill levy in 2013/14 will increase the cost of waste management. The levy increased in 2010/11 from \$9 per tonne to \$30 per tonne. In 2011/12 the levy further increased to \$44 per tonne, in 2012/13 it increased to \$48.40 per tonne, and in 2013/14 it will increase further to \$53.20 per tonne. Overall this is an increase of 491%. This is levied to rate payers on a cost recovery basis; and
- The introduction of a carbon tax by the Federal Government commencing 1 July 2012 will have a significant impact on Council's costs, in particular costs associated with electricity and gas, and also waste disposal. The waste disposal costs will be levied to rate payers on a cost recovery basis through the waste management and service charges.

### 2.2 Internal influences

As well as external influences, there were also a number of internal influences arising from the 2012/13 year which have had a significant impact on the setting of the Budget for 2013/14. These include:

- A desire to improve Council's underlying position over the next five years;
- A need to focus on the level of funds provided for renewal and maintenance of existing assets; and
- With Council's implementation of the Australian Business Excellence Framework there is a focus of continuous improvement and core business review.

### 2.3 Budget principles

In response to these influences, guidelines were prepared and distributed to all Council officers with budget responsibilities. These guidelines set out the key budget principles upon which the officers were to prepare their budgets. The principles included:

- Existing fees and charges to be increased by 6%. However, a significant proportion of Council's fees and charges are statutory and therefore set through legislation and regulation and Council's capacity to increase these fees and charges is restricted;
- Grants to be based on confirmed funding levels;
- Salaries and wages to be increased in line with Year 3 of the current Enterprise Bargaining Agreement (EBA);
- New revenue sources to be identified where possible; and
- New initiatives or new employee proposals which are not cost neutral to be justified through a business case.

### 3. Activities, Initiatives and Key Strategic Activities

This section provides a description of the activities and initiatives to be funded in the Budget for the 2013/14 year and how these will contribute to achieving the Key Strategic Activities specified in the Council Plan. It also includes a number of objectives, performance targets and measures in relation to these. The Strategic Resource Plan (SRP) is part of and prepared in conjunction with the Council Plan.

#### 3.1 Strategic Objectives

Council delivers activities and initiatives under 40 major service categories. Each contributes to the achievement of one of the four Key Strategic Objectives as set out in the Council Plan. In addition, Council has identified a series of Key Objectives for the 2013/14 year, which are an integral part of achieving the Council Plan. The Annual Budget converts these activities and initiatives into financial terms to ensure that there are sufficient resources for their achievement. The following table lists the four Key Strategic Objectives as described in the Council Plan.

Strategic Objectives	Description
<p><b>1. Representation and Leadership of our Community</b></p>	<p>In representing and leading our community, Council seeks to gain an understanding of community needs. We will listen and recognise the differing 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.</p> <p>Council will build mutually beneficial partnerships with federal and state governments, municipalities in our region and other key agencies to gain acknowledgement, respect, understanding and support for the needs of its communities.</p> <p>When engaging with our communities we will follow our Community Engagement Policy and Framework and use community development principles that ensure we “work with” our communities and not “do to” or “do for” our communities.</p> <p>We will advocate strongly for the resources, infrastructure and strategies required to sustain a quality future for Moorabool. We will identify the key advocacy issues in engagement with the community.</p> <p>We recognise that there are extraordinary pressures on Moorabool Shire to deliver services and facilities appropriate for our diverse populations. We also recognise that increasing rates and debt is not a sustainable way forward.</p> <p>We operate in a tight fiscal environment and as such we continually review the “core business” of Council and ways to do more with less in areas that the community expects of us.</p> <p>Moorabool Shire Council is committed to delivering public value and continuously improving and refining our service delivery. The wellbeing of our community is paramount.</p> <p>As a team we operate using the nine business excellence principles and the broader Business Excellence Framework;</p> <ol style="list-style-type: none"> <li>1. Clear direction and mutually agreed plans enable organisational alignment and a focus on the achievement of goals.</li> <li>2. Understanding what customers and other stakeholders value, now and in the future, enables organisational direction,</li> </ol>

	<p>strategy and action.</p> <ol style="list-style-type: none"> <li>3. All people work IN a system. Outcomes are improved when people work ON the system and its associated processes.</li> <li>4. Engaging people's enthusiasm, resourcefulness and participation improves organisational performance.</li> <li>5. Innovation and learning influence the agility and responsiveness of the organisation.</li> <li>6. Effective use of facts, data and knowledge leads to improved decisions.</li> <li>7. Variation impacts predictability, profitability and performance.</li> <li>8. Sustainable performance is determined by an organisation's ability to deliver value for all stakeholders in an ethically, socially and environmentally responsible manner.</li> <li>9. Leaders determine the culture and value system of the organisation through their decisions and behaviour.</li> </ol> <p>In delivering our services we will provide excellent customer service using our values, principles, policies and 2013 Customer Service Strategy.</p> <p>We will value our people, providing them with learning opportunities, leadership development, a safe and functional workplace and a sense of wellbeing.</p>
<p><b>2. Community Wellbeing</b></p>	<p>We will support volunteers, recognising and celebrating their vital role in community participation and service delivery.</p> <p>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.</p> <p>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 planning. 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.</p> <p>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.</p> <p>Council will work with other levels of government and nongovernment organisations to increase their investment in services and facilities across the municipality.</p> <p>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</p>



	<p>refocus its resources toward:</p> <ul style="list-style-type: none"> <li>• Ensuring the local investment climate is functional for local businesses,</li> <li>• Encouraging the formation of new enterprises and supporting the growth of particular clusters of businesses, and</li> <li>• Advocating and forming partnerships in delivering key infrastructure.</li> </ul>
<p><b>3. Enhanced Infrastructure and Natural and Built Environment</b></p>	<p>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 requirement to develop a Domestic Wastewater Management Plan.</p> <p>Council has commenced a journey of 'Moorabool 2041' which is a process/framework aimed at documenting the opportunities, pressures and challenges facing Moorabool. This will lead to a long-term vision to guide the development of Moorabool to retain its character and the places we love and to ensure change provides new services and opportunities for our residents.</p> <p>Moorabool 2041 will be a key document to:</p> <ul style="list-style-type: none"> <li>• Guide our planning scheme content to deliver sustainable development and the protection of our agricultural, environmental and cultural resources.</li> <li>• Plan for the augmentation of social and physical infrastructure and identify the role for state and federal governments in closing the infrastructure gap.</li> <li>• Ensure that as the population grows, the employment and retail offer also grows to reduce the need to commute to Melbourne and Ballarat for work or personal services.</li> </ul> <p>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.</p> <p>We will focus on management of 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.</p> <p>We will support state and federal environmental programs to continue to raise community awareness regarding waste minimisation, recycling and water management.</p>

For each of the above Strategic Objectives, Council have developed a number of initiatives and actions. These are listed in the next section against each individual objective. Performance against each initiative and action will be reported on a quarterly basis.

### 3.2 Key Strategic Objective 1: Representation and Leadership of Our Community

To achieve the objective of Representation and Leadership of Our Community, Council will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The activities and initiatives for this key strategic objective are described below.

Activities	Description	(Net Cost) Revenue \$'000
<b>Governance</b>	This area includes the Mayor, Councillors and Chief Executive Officer, General Managers and associated support which cannot be easily attributed to the direct service provision areas.	(2,242)
<b>Public Relations and Marketing</b>	Provide an open and accessible communication network that is accurate, accessible, user friendly, relevant and timely.	(506)
<b>Personnel Management</b>	To provide, develop and implement strategies, policies and procedures through the provision of human resource and industrial relations services, that minimise the risk to Council.	(830)
<b>Risk Management</b>	To develop, build and identify effective management of Council's exposure to all forms of risk and to foster safer work places and environments within the municipality.	(551)
<b>Finance</b>	Financial management and accounting of Council's finances, including property rating and valuation services, collection of revenue and internal support and advice to internal departments. These services will be delivered by increasing the financial knowledge base of the whole of Council through customer awareness, consistency and clearly defined processes.	(953)
<b>Customer Service</b>	Manage service provisions to provide an open and accessible communication network that is accurate, accessible, user friendly, relevant and timely.	(786)
<b>Document Management</b>	Electronic document management of Council's external correspondence, maintain an effective and efficient electronic document management system and maintain Council's archive program.	(257)
<b>Information Communication and Technology</b>	To provide a range of services to the organisation that supports its development through the effective management and expansion of Council's information systems and technology.	(1,696)



### ***Initiatives and Actions***

- Increased 0.4 EFT IT support
- Increased investment in ongoing IT Asset replacement
- Website upgrade
- Implement Council's Business Excellence program

### 3.3 Key Strategic Objective 2: Community Wellbeing

To achieve the objective of Community Wellbeing, Council will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The activities and initiatives for this key strategic objective are described below.

Activity	Description	(Net Cost) Revenue \$'000
<b>Aged and Disability Services</b>	This service provides a range of services for the aged and disabled including day programs, meals on wheels, home care, personal care, respite care, assessment and care management, volunteer coordination, home maintenance and senior citizen clubs.	<b>(328)</b>
<b>Community Development</b>	Consult with Moorabool residents on a range of community priorities so that their needs are understood and Council's initiatives are promoted and establish community reference groups that will advise Council on key community projects.	<b>(729)</b>
<b>Arts and Culture</b>	Arts and Culture Strategy. Arts, Culture and Events Advisory Committee. Community Events and Celebrations Funding Program. Events Support.	<b>(20)</b>
<b>Recreation Development</b>	Promote innovative community projects through Council's annual Community Grants Program, Committees of Management operational and developmental support and planning and funding submission support	<b>(1,193)</b>
<b>Library Services</b>	Provision of fixed and mobile library services to key points throughout the Moorabool area.	<b>(392)</b>
<b>Youth Services</b>	Enable youth within Moorabool to have a community voice and establish programs and activities that enhance and reward them as people.	<b>(171)</b>
<b>Environmental Health</b>	Legislative Responsibilities (Food Act 1984, Health Act 1958, Tobacco Act 1987, Residential Tenancies Act 1997 and Local Government Act 1989). Assessments and installations of septic tanks carried out in accordance with the Environmental Protection Act and the Septic Code of Practice 2003. Ensure children in the Australian Childhood Immunisation Register target group are fully immunised.	<b>(248)</b>

Activity	Description	(Net Cost) Revenue \$'000
<b>Children's Services</b>	Deliver high quality family and children's programs and services that support, promote and strengthen family health and wellbeing, including Child and Family advocacy and planning, Maternal and Child Health Service, Occasional and Family Day care programs.	(1,148)
<b>Fire Prevention</b>	Ensure safety around the Moorabool Shire through fire prevention inspections of vacant land in urban and rural living areas.	(197)
<b>Animal Management and Local Laws Compliance</b>	Deliver and maintain a responsive and proactive animal management service throughout the Shire. Review, develop and implement local laws that promote peace and good order in Moorabool.	(306)
<b>School Crossings</b>	Provide school crossing supervisors or staff at 13 locations in Ballan and Bacchus Marsh within designated hours.	(183)
<b>Emergency Relief</b>	Support community groups who provide help to residents in need of emergency assistance	(6)
<b>Tourism</b>	This aims to develop strategies to bring tourists into Moorabool Shire.	(132)

### ***Initiatives and Actions***

- Employment of Full time Domestic Waste Water Field Officer
- Increased investment in Maternal and Child Health Service to accommodate service demand and population growth
- Victorian Litter Strategy enforcement

### 3.4 Key Strategic Objective 3: Enhanced Infrastructure and Natural and Built Environment

To achieve the objective of Enhanced Infrastructure and Natural and Built Environment, Council will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The activities and initiatives for this key strategic objective are described below.

Activity	Description	(Net Cost) Revenue \$'000
<b>Fleet Management</b>	To provide fleet management services for Council's passenger, and light commercial vehicles, buses, trucks, and earthmoving & roadwork machinery.	<b>645</b>
<b>Property Asset Management</b>	To effectively manage Council land, property leases and licences as per the property register.	<b>(13)</b>
<b>Building Maintenance</b>	This service prepares maintenance management programs for Council's property assets.  These include municipal buildings, pavilions and other community buildings.	<b>(936)</b>
<b>Parks and Gardens</b>	Maintain Council's parks and gardens assets and provide facilities for our residents for the future. Enhance and upgrade the aesthetic appearance of Moorabool townships.	<b>(2,189)</b>
<b>Road Safety</b>	This service is for the provision of street lighting and bus stop maintenance.	<b>(304)</b>
<b>Waste Management</b>	This unit covers maintenance, collection and disposal of domestic wastes and waste related products, litter and litter bins around the Shire and cleaning of roads and other public places.  The unit is responsible for managing recycling, the transfer stations and related services.	<b>(3,287)</b>
<b>Asset Management</b>	This service undertakes the design and coordination of Council's Capital Improvement Program.	<b>(1,306)</b>
<b>Building Services</b>	Ensure all building permits lodged by private building surveyors are registered in accordance with legislation, and all building department activities are undertaken within legislative timelines.	<b>(69)</b>
<b>Road and Off Road Maintenance</b>	To undertake maintenance to Council's road assets to ensure they are in a safe and serviceable condition for all users.  This includes sealed and unsealed roads, bridges, kerb and channel, drainage, footpaths and signage.	<b>(3,359)</b>
<b>Statutory Planning</b>	Deliver statutory planning function of Council to	<b>(450)</b>

Activity	Description	(Net Cost) Revenue \$'000
	ensure responsible land use and development in Moorabool.	
<b>Environmental Management</b>	This service develops environmental policy, coordinates and implements environmental projects and works with other services to improve Council's environmental performance.	<b>(243)</b>
<b>Strategic Land Use Planning</b>	Delivery of key strategic policies and projects that assist in the long-term development of the Shire.	<b>(857)</b>
<b>Public Toilets</b>	Cleaning and general maintenance of all public toilets.	<b>(161)</b>
<b>Infrastructure Subdivision Development</b>	Provide infrastructure support services for subdivisions and developments, whilst developing guidelines for Council to improve and provide consistency in the planning and delivery of subdivision development.	<b>180</b>
<b>Geographical Information Services</b>	Spatial maintenance of all land parcels.	<b>(95)</b>

### ***Initiatives and Actions***

- Establishment of a part time Asset Protection Officer position
- Bacchus Marsh Urban Growth Strategy
- Small Towns and Settlement Clusters Strategy
- Gordon Infrastructure Study
- Swimming Pool checks
- Audit of the Municipal Strategic Statement
- Availability Study – Road Making materials
- Employment Scenario Planning
- Peri-Urban contribution
- Bacchus Marsh Racecourse Reserve Master plan

### 3.5 Performance statement

The Key Result Areas (KRAs) detailed in the preceding pages are summarised again in Appendix D. The KRAs and their performance measures, targets and results are audited at the end of the year and are included in the Performance Statement as required by section 132 of the Act.

The Annual Report for 2013/14 will include the audited Performance Statement which is presented to the Minister for Local Government and the local community.

### 3.7 Reconciliation with budgeted operating result

Key Strategic Objectives	(Net Cost) Revenue \$'000
Representation and Leadership of Our Community	(7,821)
Community Wellbeing	(5,052)
Enhanced Infrastructure and Natural and Built Environment	(12,444)
<b>Total activities and initiatives</b>	<b>(25,317)</b>
Other Non-Attributable #	(4,395)
<b>Deficit before funding sources</b>	<b>(29,712)</b>
Rates and charges	26,146
Capital grants and contributions	3,383
Net gain (loss) from asset sales	(242)
Contributed assets	4,500
<b>Surplus / (deficit) for the year</b>	<b>4,075</b>

# Other non-attributable is the sum of Depreciation, Borrowing Costs and Interest Income

## 4. Analysis of Operating Budget

This section of the report analyses the expected revenues and expenses of Council for the 2013/14 financial year.

### 4.1 Budgeted operating statement

	Ref	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Total income	4.2	47,146	45,950	(1,218)
Total expenses	4.3	(43,691)	(41,875)	1,837
<b>Surplus / (Deficit) for year</b>		<b>3,456</b>	<b>4,075</b>	<b>619</b>
Capital grants		(8,087)	(3,383)	4,704
Contributed assets		(4,500)	(4,500)	0
Net (gain) loss from asset sales		36	242	206
<b>Underlying Surplus / (Deficit)</b>	4.1.1	<b>(9,094)</b>	<b>(3,566)</b>	<b>5,528</b>

#### 4.1.1 Underlying result (\$5.528 million increase)

The underlying result is the net surplus or deficit for the year adjusted for contributions of non-monetary assets, capital grants and other once-off adjustments. It is a measure of financial sustainability as it is not impacted by non-recurring or once-off items of revenue and expense which can often mask the operating result. The underlying result for the 2013/14 year is a deficit of \$3.566 million which is an improvement of \$5.528 million over the 2012/13 year.

### 4.2 Income

Income Types	Ref	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Rates & charges	4.2.1	24,079	26,146	2,067
Operating grants	4.2.2	6,612	8,471	1,859
Capital grants & contributions	4.2.3	8,087	3,383	(4,337)
User fees & charges	4.2.4	1,571	1,664	93
Statutory fees & charges	4.2.5	527	536	9
Other revenue	4.2.6	1,202	1,065	(116)
Interest received	4.2.7	627	427	(200)
Net gain on sale of assets	4.2.8	(36)	(242)	(206)
Contributed assets		4,500	4,500	0
<b>Total Income</b>		<b>47,168</b>	<b>45,950</b>	<b>(1,218)</b>

#### 4.2.1 Rates & charges (\$2.067m increase)

Rate income will be increased by 8.58% or \$2.067 million over 2012/13 to \$26.146 million.

This increase is made up of the 5.5% rate increase, the effect of annualised rates of Supplementary Rates raised in 2012/13, Waste Management and Garbage Charges and the landfill levy.

In 2013/14 there is a further increase in the charge levied in relation to the State Government's Environmental Protection Authority (EPA) levy on waste into landfill. In 2013/14 the amount of this levy will increase from \$48.40 per tonne to \$53.20 per tonne. This is levied on a cost recovery basis, and contributes to the increase in rate revenue.

Section 9 "Rating Strategy" includes a more detailed analysis of the rates and charges to be levied for 2013/14.

#### 4.2.2 Operating grants (\$1.859 million increase)

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers.

Overall, the level of operating grants has increased by \$1.859 million compared to 2012/13. Significant movements in grant funding are summarised below:

Grant funding type	Forecast	Budget 2013/14 \$'000	Variance \$'000
	Actual 2012/13 \$'000		
Grants Commission	1,708	3,776	2,067

The increase in Grants Commission funding reflects a full year of grants received. In 2012/13, 50% of the grant was actually received in the previous financial year.

#### 4.2.3 Capital grants & contributions (\$4.337 million decrease)

Capital grants and contributions include all monies received from State, Federal and community sources for the purposes of funding the Capital Improvement Program.

On a year-by-year basis, grants received in one year do not relate to grants received in subsequent years and therefore it is not relevant to compare the change in capital grants. However, the decrease is primarily due to grants received in 2012/13 in relation to asset restoration works associated with flood damage.

#### 4.2.4 User fees & charges (\$0.093 million increase)

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services.

These include use of leisure, entertainment and other community facilities and the provision of human services such as family day care and home help services. In setting the Budget, the key principle for determining the level of user charges has been to ensure that increases recognise equity issues and market levels.



#### **4.2.5 Statutory fees & charges (\$0.009 million increase)**

Includes statutory fees that relate to fees and fines levied in accordance with legislation and includes animal registrations, Health Act registrations, parking fines and other local law infringements. Increases in statutory fees are made in accordance with legislative requirements.

#### **4.2.6 Other revenue (\$0.116 million decrease)**

Overall, the level of other revenue has decreased by \$116,000 compared to 2012/13 mainly due to one off income received in 2012/13 in relation to insurance claim reimbursements and Developer Contributions.

#### **4.2.7 Interest received (\$0.200 million decrease)**

Interest revenue relates to interest received on investments and rate arrears. Interest revenue is forecast to decrease \$200,000 compared to 2012/13. This is due to an expected reduction in the amount of cash assets held during 2013/14 compared to 2012/13, due to large grants for flood recovery works being paid up front. Also, there has been a change in legislation meaning Council will not receive as much interest income in relation to overdue Rates.

#### **4.2.8 Net gain (loss) on sale of assets (\$0.206 million decrease)**

This relates to the planned cyclical replacement of Council's vehicle and plant fleet. It also includes the sale of surplus land throughout the municipality. Therefore, the comparison from year-to-year is not relevant. Section 6 outlines the sales that are included in the 2013/14 Annual Budget.

## 4.3 Expenses

Expense Types	Ref	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Employee benefits	4.3.1	15,539	16,129	590
Materials and consumables	4.3.2	17,997	14,884	(3,113)
Other expenses	4.3.3	481	449	(32)
Depreciation	4.3.4	8,762	9,488	726
Borrowing costs	4.3.5	911	926	15
<b>Total expenses</b>		<b>43,691</b>	<b>41,875</b>	<b>(1,816)</b>

### 4.3.1 Employee benefits (\$0.590 million increase)

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, workcover, leave entitlements, employer superannuation and rostered days off.

Employee costs are forecast to increase by \$0.590 million compared to the 2013/14 forecast.

This increase is due to a number of factors, including:

- The implementation of the Enterprise Bargaining Agreement (EBA);
- New positions created as part of this budget – Maternal and Child Health Nurses (additional resources), Statutory Planning (additional resource), Asset Protection Officer (partially offset by an increase in income), additional hours in IT support, and Domestic Waste Water Field Officer (currently funded from grant);
- The comparison between 2012/13 Forecast and 2013/14 Budget, is distorted due to salaries for grant funded positions carried forward from 2011/12. These include Moorabool Healthy Communities, Supported parents and Playgroups and Active Service model.

Type of employment	Number of EFTs	
	2012/13	2013/14
Permanent	197.55	202.39
Casual	6.02	5.88
<b>Total</b>	<b>203.57</b>	<b>208.27</b>

### 4.3.2 Materials and consumables (\$3.113 million decrease)

Materials and consumables includes the payments to contractors for the provision of services and includes contracts for garbage collection, infrastructure maintenance, building maintenance, the purchases of consumables, insurances, utility costs and the use of agency staff. Materials and consumables are forecast to decrease by \$3.113 million compared to the Forecast for 2012/13. The main reason for this is the asset restoration works undertaken in 2012/13 that was maintenance in nature (total \$1.427m). The 2012/13 forecast also reflects numerous one off projects that have been carried forward from prior years (\$0.848m) as well as grant funded one off projects that arose in 2012/13 (\$0.535m).

#### **4.3.3 Other expenses (\$0.032 million decrease)**

Other expenses includes Councillor allowances, Audit Committee sitting fees, audit expenses, bank fees, bad debts and associated recovery costs.

#### **4.3.4 Depreciation (\$0.726 million increase)**

Depreciation is an accounting measure which attempts to measure the usage of Council's property, plant and equipment including infrastructure assets such as roads, bridges and drainage.

#### **4.3.5 Borrowing costs (\$0.015 million increase)**

Borrowing costs relate to interest charged by financial institutions on funds borrowed.

## 5. Analysis of Budgeted Cash Position

This section of the report analyses the expected cash flows from the operating, investing and financing activities of Council for the 2013/14 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

The analysis is based on three main categories of cash flows:

- **Operating activities** - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.
- **Investing activities** - Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.
- **Financing activities** - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year, as well as the interest costs.

### 5.1 Budgeted cash flow statement

	Ref	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance (Outflow) \$'000
<b>Cash flows from operating activities</b>				
<i>Receipts</i>				
Rates & charges		23,959	26,015	2,057
Operating grants		6,612	8,471	1,859
Capital grants & contributions		8,087	3,383	(4,704)
User fees & charges		1,571	1,664	93
Statutory fees & charges		527	536	9
Other revenue		1,181	1,065	(116)
Interest revenue		627	427	(200)
		<b>42,562</b>	<b>41,562</b>	<b>(1,002)</b>
<i>Payments</i>				
Employee costs		(15,539)	(18,524)	(2,985)
Materials and consumables		(17,997)	(14,884)	3,113
Other expenses		(481)	(449)	32
		<b>(34,017)</b>	<b>(33,857)</b>	<b>160</b>
<b>Net cash provided by operating activities</b>	5.1.1	<b>8,545</b>	<b>7,705</b>	<b>(842)</b>
<b>Cash flows from investing activities</b>				
Proceeds from sales of property, plant and equipment		339	1,120	781
Payments for property, plant and equipment		(17,754)	(7,938)	9,816
<b>Net cash used in investing activities</b>	5.1.2	<b>(17,415)</b>	<b>(6,818)</b>	<b>10,597</b>
<b>Cash flows from financing activities</b>				
Borrowing costs		(911)	(926)	(14)
Proceeds from borrowings		800	2,845	2,045
Repayment of borrowings		(1,490)	(2,633)	(1,143)
<b>Net cash used in financing activities</b>	5.1.3	<b>(1,601)</b>	<b>(714)</b>	<b>888</b>
<b>Net increase / (decrease) in cash and cash equivalents</b>		<b>(10,471)</b>	<b>173</b>	<b>10,642</b>
Cash and cash equivalents at the beginning of the period		13,840	3,369	(10,471)
<b>Cash and cash equivalents at end of the year</b>	5.1.4	<b>3,369</b>	<b>3,542</b>	<b>173</b>

### 5.1.1 Operating activities (\$0.842 million decrease)

Operating activities refer to the cash generated or used in the normal service delivery functions of Council. The increase in cash inflows from operating activities is due mainly to the rates increase and the projected decreases in operating and capital grants.

The net cash flows from operating activities does not equal the surplus (deficit) for the year as the expected revenues and expenses of the Council include non-cash items which have been excluded from the Cash Flow Statement. The budgeted operating result is reconciled to budgeted cash flows available from operating activities as set out in the following table:

	<b>Budget 2013/14 \$'000</b>
<b>Surplus / (Deficit) for the year</b>	4,075
Depreciation	9,488
Loss (gain) on sale of assets	242
Contributed assets – Non-monetary	(4,500)
Interest expense	926
(Increase) / decrease in receivables	(2,526)
<b>Cash flows available from operating activities</b>	<b>7,705</b>

### 5.1.2 Investing activities (\$10.597 million decrease)

Investing activities refer to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.

The payments for investing activities represent the planned Capital Improvement Program expenditure disclosed in Appendix C of this budget report. The main reason for the decrease in capital expenditure is due to the carry forward of projects for completion in 2012/13. This was largely due to capital asset restoration works relating to flood damage.

### 5.1.3 Financing activities (\$0.887 million increase)

Financing activities refer to cash generated or used in the financing of Council functions and include borrowings from financial institutions and repayment of the principal component of loan repayments for the year. The borrowings in 2013/14 will be used to fund both capital works projects and Council's \$2.395 million Defined Benefits Superannuation Liability. The capital projects include; \$100,000 for pre-planning of the Bacchus Marsh Indoor Aquatic Centre, \$250,000 for the pre-planning of the Halletts Way extension and \$100,000 for the pre-planning associated with the Darley Children's Hub. The repayment of borrowings in 2013/14 is higher than the previous year due to the repayment of the interest only loan associated with the Graham Street site.

### 5.1.4 Cash and cash equivalents at end of the year (\$0.173 million increase)

Overall, total cash and investments are forecast to increase by \$0.173 million to \$3.542 million as at 30 June 2014. This is consistent with Council's long term financial plan.

## 5.2 Restricted and unrestricted cash and investments

Cash and cash equivalents held by Council are restricted in part, and are not fully available for Council's operations. The budgeted cash flow statement above indicates that Council is estimating at 30 June 2014 it will have cash and investments of \$3.542 million, which has been restricted as shown in the following table:

	Ref	Budget 2013/14 \$'000
Total cash and cash equivalents		3,542
Restricted cash and cash equivalents:		
- Trust funds	5.2.1	(1,434)
- Statutory and Other Reserves	5.2.2	(2,567)
- Borrowings	5.2.3	(500)
<b>Total restricted cash</b>		<b>(4,501)</b>
<b>Unrestricted cash and cash equivalents</b>		<b>(959)</b>

### 5.2.1 Trust Funds

This relates to refundable building and civic facilities deposits, as well as refundable deposits and retentions relating to capital works projects.

### 5.2.2 Statutory and Other Reserves

This consists of recreation and development works reserves.

### 5.2.3 Borrowings

In 2008/09 Council borrowed funds to complete road works at Halletts Way in Bacchus Marsh. After the borrowings were taken up, Council decided to defer the project to a later date. These funds have been set aside for the project.

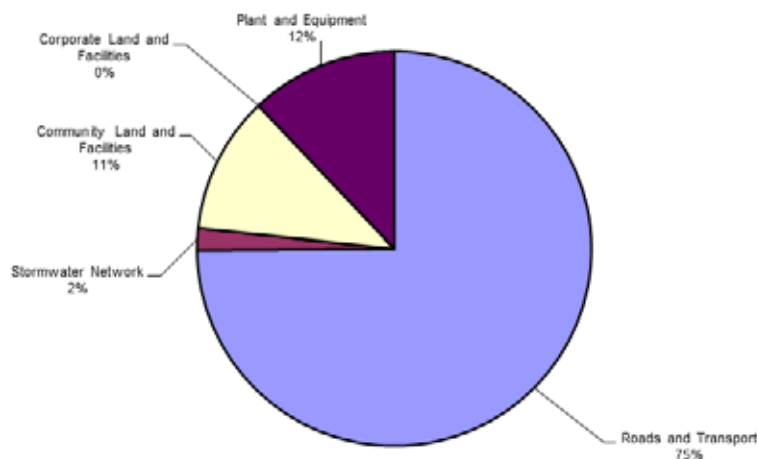
## 6. Analysis of Capital Budget

This section of the report analyses the planned capital expenditure budgets for the 2013/14 year and the sources of funding for capital budget.

### 6.1 Capital Works

Capital Works Areas	Ref	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
Sealed Roads	6.1.1	5,598	4,988	(611)
Unsealed Roads	6.1.2	1,785	516	(1,269)
Footpath, Kerb and Channel, Other	6.1.3	3,758	441	(3,317)
Stormwater and Drainage	6.1.4	1,090	140	(950)
Community Land and Facilities	6.1.5	3,987	893	(3,094)
Corporate Land and Facilities	6.1.6	160	0	(160)
Plant and Equipment	6.1.7	1,374	960	(414)
<b>Total expenses</b>		<b>17,754</b>	<b>7,938</b>	<b>(9,815)</b>
<b>Represented by:</b>				
Asset Renewal	6.1.8	16,374	5,505	(10,869)
New/Upgrade Assets	6.1.8	1,380	2,433	1,053

**Budgeted total capital works - 2013/14**



#### 6.1.1 Sealed Roads (\$0.611 million decrease)

The decrease in capital expenditure on sealed roads in 2013/14 is due to the budget in the previous year containing grant funded flood recovery works that are not in the 2013/14 budget.

### **6.1.2 Unsealed Roads (\$1.269 million decrease)**

Again, the decrease in capital expenditure on unsealed roads in 2013/14 is due to the budget in the previous year containing grant funded flood recovery works that are not in the 2013/14 budget.

### **6.1.3 Footpath, Kerb and Channel, Other (\$3.317 million decrease)**

This capital expenditure category also includes bridges and tracks and trails. Like the unsealed road network, these assets were significantly affected by the floods and as such grants were received in prior years to restore these assets. The 2013/14 budget reflects a normal level of expenditure.

### **6.1.4 Stormwater and Drainage (\$0.950 million decrease)**

The 2012/13 forecast is inflated above normal expenditure levels due to the restoration of flood affected urban drainage infrastructure. Significant grants were received from the State Government in prior years to allow these works to be undertaken.

### **6.1.5 Community Land and Facilities (\$3.094 million decrease)**

The decrease from the 2012/13 forecast is because 2012/13 includes a major project, being the multi-purpose facility at the Bungaree Recreation Reserve.

### **6.1.6 Corporate Land and Facilities (\$0.160 million decrease)**

The reason for this decrease is due to the 2012/13 forecast including a pre planning project for Ballan Depot Relocation.

### **6.1.7 Plant and Equipment (\$0.414 million decrease)**

This is the cyclical replacement of Council owned plant, equipment, vehicles and buses. The 2012/13 amount is higher than 2013/14 due to amounts carried forward from the previous financial year.

### **6.1.8 Asset Renewal (\$10.869 million decrease) and New/Upgrade Assets (\$1.053 million increase)**

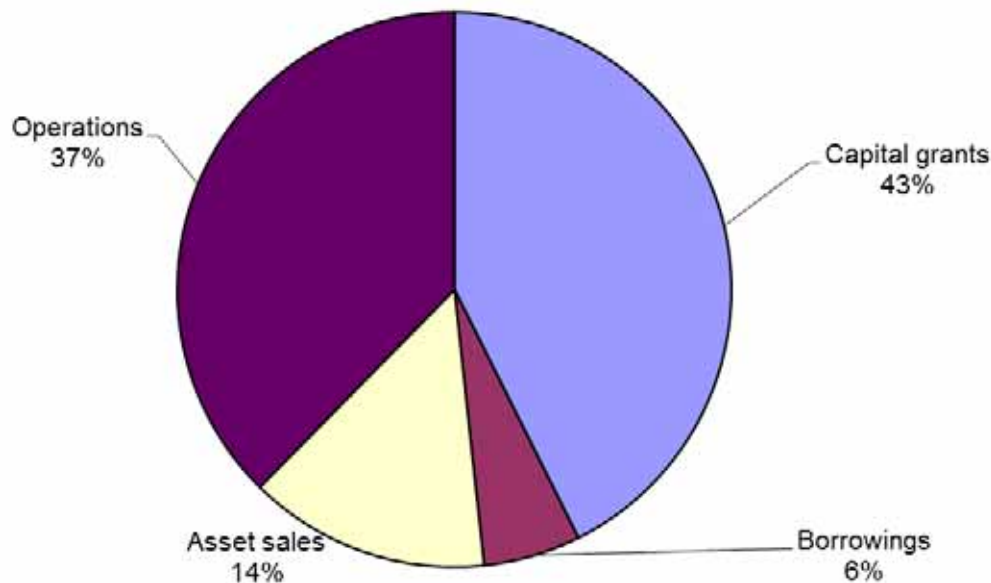
A distinction is made between expenditure on new assets, expenditure on asset renewal and asset upgrade / expansion. Expenditure on asset renewal is expenditure on an existing asset, which improves the service potential or life of the asset. Expenditure on new assets does not have any element of upgrade / expansion of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.



## 6.2 Funding sources

Sources of Funding	Ref	Budget 2013/14 \$'000
<b>External</b>		
Capital grants and contributions	6.2.1	3,383
Loans	6.2.2	450
Proceeds on disposal of assets	6.2.3	1,120
<b>Internal</b>		
Reserve cash and investments	6.2.4	0
Operations	6.2.5	2,985
<b>Total funding sources</b>		<b>7,938</b>

### Budgeted total funding sources - 2013/14



### 6.2.1 Capital grants and contributions (\$3.383 million)

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

Major grants in 2013/14 are budgeted to be for Roads to Recovery (\$0.900m), the State Government Infrastructure grant (\$1.000m), the Halletts Way Extension (\$1.250m), as well as several other minor projects that form part of the 2013/14 Capital Improvement Program.

### 6.2.2 Loans (\$0.450 million)

Loan funds will be used for the purpose of completing a number of projects – pre-planning for the Bacchus Marsh Indoor Aquatic Centre (\$100,000), pre-planning for the Halletts Way extension (\$250,000), and pre-planning for the Darley Children's Hub (\$100,000).

### **6.2.3 Proceeds from disposal of assets (\$1.120 million)**

Proceeds from sale of assets include the trade-in of plant and motor vehicles in accordance with Council's plant and fleet replacement program of \$270,000. The balance of this relates to the sale of vacant land in Graham Street, Bacchus Marsh.

### **6.2.4 Reserve investments (\$0.00 million)**

No projects in 2013/14 will be funded from Council Reserves.

### **6.2.5 Operations (\$2.985 million)**

Council generates cash from its operating activities, which is used as a funding source for the capital works program.

It is budgeted that \$2.985 million will be generated from operations to fund the 2013/14 Capital Improvement Program.

Refer to Section 5 "Analysis of Budgeted Cash Position" for more information on funds from operations.

## 7. Analysis of Budgeted Financial Position

As an analysis of budgeted financial position, this section of the budget report analyses the movements in assets, liabilities and equity between 2012/13 and 2013/14.

### 7.1 Budgeted balance sheet

	Ref	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
<b>Current assets</b>	7.1.1			
Cash and cash equivalents		3,369	3,542	173
Receivables		4,701	4,832	131
Non-current assets classified as held for sale		1,053	1,053	0
Other assets		262	262	0
<b>Total current assets</b>		<b>9,385</b>	<b>9,689</b>	<b>304</b>
<b>Non-current assets</b>	7.1.3			
Receivables		126	126	0
Equity investment		0	0	0
Other non-current assets		56	56	0
Property, infrastructure, plant and equipment		289,606	291,193	1,587
<b>Total non-current assets</b>		<b>289,787</b>	<b>291,375</b>	<b>1,587</b>
<b>TOTAL ASSETS</b>		<b>299,172</b>	<b>301,064</b>	<b>1,891</b>
<b>Current liabilities</b>	7.1.2			
Payables		2,982	2,982	0
Trust funds		1,434	1,434	0
Employee provisions		3,244	3,244	0
Interest bearing liabilities		2,428	1,713	(715)
<b>Total current liabilities</b>		<b>10,089</b>	<b>9,374</b>	<b>(715)</b>
<b>Non-current liabilities</b>	7.1.4			
Employee provisions		477	477	0
Interest bearing liabilities		9,760	10,687	927
Other non-current liabilities		2,395	0	(2,395)
<b>Total non-current liabilities</b>		<b>12,632</b>	<b>11,164</b>	<b>(1,468)</b>
<b>TOTAL LIABILITIES</b>		<b>22,721</b>	<b>20,538</b>	<b>(2,183)</b>
<b>Net assets</b>		<b>276,451</b>	<b>280,526</b>	<b>4,074</b>
<b>Equity</b>	7.1.6			
Accumulated surplus		118,553	122,627	4,074
Asset revaluation reserve		155,331	155,331	0
Statutory and other reserves		2,567	2,567	0
<b>TOTAL EQUITY</b>		<b>276,451</b>	<b>280,526</b>	<b>4,074</b>

### 7.1.1 Current assets (\$0.304 million increase)

This movement reflects the fact that there is budgeted to be a steady cash position.

Rate and other debtor balances are not expected to change significantly and are at acceptable levels. A more detailed analysis of this change is included in section 5 "Analysis of Budgeted Cash Position".

### 7.1.2 Current liabilities (\$0.715 million decrease)

The decrease in current liabilities, that is obligations Council must pay within the next year, is \$715,000. Amounts owed to suppliers are not expected to change. The main reason for the decrease is due to the fact the interest only loan for Graham Street is expected to be paid in 2013/14.

### 7.1.3 Non current assets (\$1.587 million increase)

The increase in non-current assets is the net result of the capital improvement program, the depreciation of non-current assets and the disposal through sale of property, infrastructure, plant and equipment.

### 7.1.4 Non current liabilities (\$1.468 million decrease)

The decrease in non current liabilities, that is obligations Council must pay beyond the next year, is due to the forecast for 2012/13 containing the unfunded superannuation liability. There is also repayments of loans to be made during 2013/14, but this is offset by an increase in the amount of borrowings for 2013/14.

### 7.1.5 Working Capital (\$1.019 million increase)

Working capital is the excess of current assets above current liabilities. This calculation recognises that although Council has current assets, some of those assets are already committed to the future settlement of liabilities in the following twelve months, and are therefore not available for discretionary spending.

	Forecast Actual 2012/13 \$'000	Budget 2013/14 \$'000	Variance \$'000
<b>Current assets</b>	9,385	9,689	304
<b>Current liabilities</b>	10,089	9,374	(715)
<b>Working capital</b>	(704)	315	(1,019)

### 7.1.6 Equity (\$4.074 million increase)

Total Equity always equals Net Assets and is made up of the following components:

- Accumulated surplus which is the value of all net assets less reserves that have accumulated over time.
- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations.
- Statutory and other reserves are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. These amounts are transferred from the accumulated surplus of Council to be separately disclosed.

The net increase in equity (or net assets) results from a combination of Operating Result, Asset Revaluations and Reserve Transfers. The net movement in Accumulated Surplus and Statutory and Other Reserves reflects the operating surplus for the period of \$4.074 million.

## 7.2 Key assumptions

In preparing the Budgeted Balance Sheet for the year ended 30 June 2014, it was necessary to make a number of assumptions about assets, liabilities and equity balances. The key assumptions are:

- A total of 99.5% of total rates and charges raised will be collected in the 2013/14 year (2012/13: 99.5% forecast actual);
- Other debtors and creditors to remain consistent with 2012/13 levels;
- Loan principal repayments of \$2.633 million includes \$0.850 million for the settlement of the Graham Street loan; and
- Employee entitlements to be increased by Enterprise Bargaining Agreement outcome only. No increase in the average rate of leave taken is expected.

## 8. Strategic Resource Plan and Key Financial Indicators

Council is required by the Act to prepare a Strategic Resource Plan (SRP) covering both financial and non-financial resources, and including key financial indicators for the next five financial years to support the Council Plan.

### 8.1 Plan development

Council has prepared the SRP for the five years from 2013/14 to 2017/18 as part of its ongoing financial planning to assist in adopting a budget within a longer term framework. The SRP takes the strategic objectives and strategies as specified in the Council Plan and expresses them in financial terms for the next five years.

The key objective, which underlines the development of the Plan, is financial sustainability in the medium to long term, whilst still achieving Council's strategic objectives as specified in the Council Plan. The key financial objectives which underpin the strategic financial plan are:

- Reduce the Underlying Deficit;
- Maintain Council's cash position;
- Maintain a capital expenditure program that endeavours to address Council's infrastructure requirements; and
- Achieve an adequate level of working capital throughout the year, in addition to the cash backing of all reserves.

In preparing the SRP, Council has also been mindful of the need to comply with the following Principles of Sound Financial Management as contained in the Act:

- Prudently manage financial risks relating to debt, assets and liabilities;
- Provide reasonable stability in the level of rate burden;
- Consider the financial effects of Council decisions on future generations; and
- Provide full, accurate and timely disclosure of financial information.

### 8.2 Financial resources

The following table summaries the key financial results for the next five years as set out in the Plan for years 2013/14 to 2017/18. Appendix A includes a more detailed analysis of the financial resources to be used over the five year period.

Indicator	Budget 2013/14 \$'000	Strategic Resource Plan Projections				Trend +/-
		2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000	
Operating result	4,075	7,433	8,298	9,545	16,552	+
Underlying result	(3,566)	(3,067)	(2,579)	(2,133)	(2,900)	o
Cash and investments	3,542	4,861	6,422	8,051	9,313	+
Cash flow from operations	7,705	13,571	14,550	15,695	23,504	+
Capital works	7,938	11,115	11,512	12,412	23,086	+

#### Key to forecast trend:

- + Forecasts improvement in Council's financial performance / financial position indicator
- o Forecasts that Council's financial performance / financial position indicator will be steady
- Forecasts deterioration in Council's financial performance / financial position indicator

The key outcomes of the Plan are as follows:

- **Financial sustainability (Section 5)** - Cash and investments is forecast to improve over the five year period from \$3.542 million to \$9.312 million, which indicates a largely balanced budget on a cash basis in each of the years;
- **Rating strategy (Section 9)** – Rate increases are budgeted to increase by 5.50% in 2013/14, and are then anticipated to increase by 6.00% for each year after that;
- **Service delivery strategy (Section 10)** – Service levels have been maintained over the five year period, including allowance for expected future growth within the Shire. The underlying deficit remains quite constant over this period, with a slight improvement in later years. The underlying result is a measure of financial sustainability and is an important measure as one-off items can often mask the operating result;
- **Borrowing strategy (Section 10)** – Borrowings are forecast to decrease from \$12.188 million at the start of 2013/14 to \$8.842 million at the end of 2017/18. This includes new borrowings of \$6.295 million and repayments of \$10.109 million over the five years; and
- **Infrastructure strategy (Section 10)** – Capital Improvement Program expenditure over the five year period will total \$66.062 million at an average per year of \$13.212 million.

### 8.3 Key financial indicators

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

Indicator	Forecast Actual 2012/13	Budget 2013/14	Strategic Resource Plan Projections				Trend +/-
			2014/15	2015/16	2016/17	2017/18	
<b>Financial performance</b>							
Underlying result	(9,094)	(3,566)	(3,067)	(2,579)	(2,133)	(2,900)	
Underlying result / Underlying revenue	-26.3%	-9.3%	-7.5%	-5.8%	-4.5%	-5.7%	
Operating expenses / Assessment	2,972	2,778	2,843	2,925	3,017	3,164	
Rate revenue / Underlying revenue	69.6%	68.3%	68.7%	69.3%	69.9%	70.2%	
Rate revenue / Assessment	1,638	1,734	1,819	1,916	2,019	2,102	
Debt servicing / Total revenue	2.63%	2.42%	2.01%	1.66%	1.27%	1.10%	
Grants / Total revenue	37.6%	27.7%	32.8%	32.4%	32.9%	46.1%	
Fees and charges / Total revenue	5.4%	5.1%	5.1%	5.1%	5.1%	5.1%	
<b>Financial position</b>							
Indebtedness / Rate revenue	50.6%	47.4%	39.9%	31.6%	23.4%	23.4%	
Underlying result / Total assets	-3.0%	-1.2%	-1.0%	-0.8%	-0.6%	-0.8%	
Total Assets / Assessment	20,349	19,971	20,043	19,943	21,593	20,913	
Current assets / Current liabilities	93.03%	103.36%	116.67%	134.44%	152.21%	168.93%	
Total liabilities / Assessment	1,545	1,362	1,262	1,137	1,000	1,016	
<b>Capital expenditure</b>							
Capital works:	17,754	7,938	11,115	11,512	12,412	23,086	
- Capital renewals	16,374	5,505	6,615	5,262	5,662	6,062	
- New assets	900	2,233	1,100	750	750	750	
- Asset upgrade / expansion	480	200	3,400	5,500	6,000	16,274	
Operating Cash + Capital inflows / Net capital outlays	49.1%	113.0%	131.2%	136.5%	135.8%	105.7%	
Capital works / Rate revenue	73.7%	30.4%	39.4%	37.6%	37.3%	64.7%	
Capital renewals / Depreciation	186.9%	58.0%	67.6%	52.3%	56.2%	55.6%	

Key to forecast trend:

- + Forecasts improvement in Council's financial performance / financial position indicator
- o Forecasts that Council's financial performance / financial position indicator will be steady
- Forecasts deterioration in Council's financial performance / financial position indicator



## 9. Rating Strategy

This section of the report considers Council's Rating Strategy including strategy development, rating structure and assumptions underlying the current year rate increase.

### 9.1 Strategy development

In developing the Strategic Resource Plan (referred to in Section 8), rates and charges was identified as an important source of revenue, accounting for 55-60% of the revenue received by Council annually. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning process.

However, it has also been necessary to balance the importance of rate revenue as a funding source with community sensitivity to increases.

### 9.2 Rating structure

Council has established a rating structure which comprises of two key elements. These are:

- Property values; and
- User pays component to reflect usage of waste management services provided by Council.

The rating system is based on property valuations, which are subject to 2-yearly revaluations. The 2012/13 financial year will utilise the most recent valuation which has valuations effective from 1 January 2012 and operative from 1 July 2012.

Council makes a further distinction within the property value component of rates based on the purpose for which the property is primarily used, via differential rating. The existing rating structure comprises a General Rate and an additional 8 differential rates. These rates are structured in accordance with the requirements of Section 161 'Differential Rates' of the Act.

Council adopted a Rating Strategy on 6 April 2011 for a period of four years. The Rating Strategy can be accessed via Council's website ([www.moorabool.vic.gov.au](http://www.moorabool.vic.gov.au)). Since the adoption of the Rating Strategy in 2011, the Minister for Local Government has issued a set of guidelines under the Local Government Act titled "Ministerial Guidelines for Differential Rating".

The intention of the guidelines is to provide clarity, consistency and transparency for Councils in their decision making for or with respect to:

- The objectives of differential rating
- Suitable uses of differential rating powers
- The types and classes of land that are appropriate for differential rating

As a result of these guidelines, Council has been compelled to make changes to its existing rating strategy to ensure that it complies with the Local Government Act. This has resulted in the removal of some of its existing differential rating categories and the creation of 1 new rating differential for Residential Retirement Villages. Further details and definitions of each rate differential can be found in Appendix B. For 2013/14 the proposed Rating differentials have been set as follows;

Rate Category	Rate Level
General	1.00
Commercial/Industrial	1.60
Vacant Land Commercial/Industrial	2.60
Extractive Industry	3.20
Farm	0.80
Vacant Land General	2.10
Vacant Land FZ or RCZ	1.00
Vacant Land R1Z or R2Z	2.50
Residential Retirement Villages	0.90

Due to the changes in the differential rating categories as a result of the release of the Ministerial Guidelines for Differential Rating, the average rate increase for residential properties will be 5.63%. The average overall rate increase is 5.50%. Please see Table 2.4 in Appendix B for further details.

Council has a Waste Management Charge applicable to all properties and a Waste Collection Service Charge for garbage and recycling. These service charges are set at a level that allows Council to recover the full cost of this service. This is not expected to change in the near future, and as such has not been examined as part of the Rating Strategy.

In 2010/11 there was an additional waste related charge implemented due to the State Government Environmental Protection Authority (EPA) levy on all waste into landfill. In 2010/11 this levy was increased from \$9.00 to \$30.00 per tonne, in 2011/12 this increased to \$44.00 per tonne, in 2012/13 it increased to \$48.40 per tonne, and in 2013/14 will increase further to \$53.20 per tonne. This shows as a separate charge on rate notices to ensure transparency and it is levied on a cost recovery basis.

### 9.3 Current year rate increase

In order to reduce the recurrent underlying deficit, and balancing this with delivering a robust capital expenditure program as well as delivering essential services, general rates will increase by 5.50% in 2013/14, raising total rate revenue of \$26.146 million, including \$0.425 million generated from supplementary rates. The following table sets out future proposed rate increases and total rates to be raised, based on the forecast financial position of Council as at 30 June 2013.

Year	Rate Increase %	Total Rates Raised \$'000
2013/14	5.50	26,146
2014/15	6.00	28,245
2015/16	6.00	30,645
2016/17	6.00	33,253
2017/18	6.00	35,667

## 10. Other Strategies

In developing the Strategic Resource Plan, strategies have also been developed for borrowings, infrastructure and service delivery.

### 10.1 Borrowings

In developing the Strategic Resource Plan (see Section 8), borrowings was identified as an important funding source for the capital works program. In the past, Council has borrowed strongly to finance large infrastructure projects and plans to continue this trend maintaining a 40-50% debt to rates revenue ratio. An estimate of future borrowing requirements has been incorporated into the Strategic Resource Plan. Note all intended borrowings must be approved by the Loan Council (Department of Planning and Community Development) and approved/adopted as part of the Annual Budget process by Council.

The Plan includes the results of an analysis of Council's debt position over a number of different indicators. It also shows the results of prudential ratios used by the Victorian State Government to assess the loan capacity of local governments. The outcome of the analysis highlighted that a debt of \$13.347 million (peak in 2010/11) could be accommodated. The State Government recommended 'Prudential Ratio' for 'Total Debt as percent of Rate Revenue' is up to 60%, but not to exceed 80%. In 2011/12 the ratio peaks at 57.0%, however with principal repayments and limited new borrowings in future years the ratio is considerably under the 60% recommendation over the life of the Plan.

For the 2013/14 year, Council will take out new borrowings of \$2.845 million and therefore, after making loan repayments of \$2.633 million, will decrease its total borrowings to \$12.400 million as at 30 June 2014. The following table sets out future proposed borrowings, based on the forecast financial position of Council as at 30 June 2013.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2012/13	800	1,490	911	12,188
2013/14	2,845	2,633	926	12,400
2014/15	650	1,735	825	11,282
2015/16	300	1,895	732	9,687
2016/17	0	1,899	606	7,788
2017/18	2,500	1,946	561	8,342

### 10.2 Infrastructure

Council has developed an Asset Management Strategy based on the knowledge provided by various Asset Management Plans, which sets out the capital expenditure requirements of Council for the next 10 years by class of asset, and is a key input into the SRP. It predicts infrastructure consumption, renewal needs and considers infrastructure needs to meet future community service expectations. The Strategy has been developed through a rigorous process of consultation and evaluation. The key aspects of the process are as follows:

- Long term capital planning process which integrates with the Council Plan, Strategic Resource Plan and Annual Budget processes;
- Identification of capital projects through the preparation of Asset Management Plans;
- Prioritisation of capital projects within classes of assets on the basis of set evaluation criteria;
- Methodology for allocating annual funding to capital projects; and

- Business case template for officers to document capital project submissions.

A key objective of the Asset Management Strategy is to maintain or renew Council's existing assets at desired condition levels. If sufficient funds are not allocated to asset renewal then Council's investment in those assets will reduce, along with the capacity to deliver services to the community. At present, Moorabool is similar to most municipalities in that it is presently unable to fully fund asset renewal requirements identified in the Asset Management Strategy.

The following table summarises Council's forward outlook on capital expenditure including funding sources for the next five years:

Year	Total Capital Program \$'000	Grants and Contributions \$'000	Borrowings \$'000	Asset Sales \$'000	Reserves \$'000	Council Operations \$'000
2013/14	7,938	3,383	450	1,120	0	2,985
2014/15	11,115	6,000	650	773	0	3,692
2015/16	11,512	6,300	300	851	0	4,061
2016/17	12,412	7,100	0	851	0	4,461
2017/18	23,086	14,874	2,500	851	0	4,861

### 10.3 Service delivery

The key objectives included in Council's Strategic Resource Plan (referred to in Section 8) which directly impact the future service delivery strategy are to reduce the underlying deficit and to maintain a capital expenditure program that endeavours to address Council's infrastructure requirements. With these key objectives as a basis, a number of internal and external influences have been identified through discussions with management which will have a significant impact on the scope and level of services to be provided over the next five years.

The general influences affecting all operating revenue and expenditure include the following:

ASSUMPTIONS	Budget 2013/14	Budget 2014/15	Budget 2015/16	Budget 2016/17	Budget 2017/18
	%	%	%	%	%
#1. Moorabool Growth	3.00%	3.00%	3.00%	3.00%	3.00%
#2. CPI Increases - All Groups Melbourne	2.20%	3.25%	3.25%	3.25%	3.25%
#3. Interest rate on borrowings	5.00%	8.00%	8.00%	8.00%	8.00%
#4. Increase in Rates	5.50%	6.00%	6.00%	6.00%	6.00%
#5. Government Grants	3.00%	3.00%	3.00%	3.00%	3.00%

## Overview to Appendices

The following appendices include voluntary and statutory disclosures of information which provide support for the analyses contained in Sections 1 to 10 of this report.

This information has not been included in the main body of the budget report in the interests of clarity and conciseness. Council has decided that whilst the budget report needs to focus on the important elements of the Budget and provide appropriate analysis, the detail upon which the annual budget is based should be provided in the interests of open and transparent local government.

The contents of the appendices are summarised below:

Appendix	Nature of information
A	Budgeted standard statements
B	Statutory disclosures
C	Capital Improvement Program
D	Key strategic activities
E	Fees and Charges

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## Budgeted Standard Statements

This appendix presents information in regard to the Budgeted Standard Statements. The budget information for the years 2013/14 to 2017/18 has been extracted from the Strategic Resource Plan.

At the end of each financial year Council is required to report back to the community a comparison of actual financial results against these Budgeted Standard Statements and provide an explanation of significant variances. The Standard Statements together with the Performance Statement provide a clear, concise and understandable report of Council's activities for the year from both a financial and non-financial perspective particularly for those users who do not have a financial background.

This appendix includes the following budgeted information:

- Budgeted Standard Income Statement
- Budgeted Standard Balance Sheet
- Budgeted Standard Cash Flow Statement
- Budgeted Standard Capital Works Statement

## Moorabool Shire Council

### Budgeted Standard Income Statement

For the five years ending 30 June 2018

	Budget 2013/14 \$'000's	SFP 2014/15 \$'000's	SFP 2015/16 \$'000's	SFP 2016/17 \$'000's	SFP 2017/18 \$'000's
<b>Revenue</b>					
Rates and charges	26,146	28,245	30,645	33,253	35,667
Operating grants	8,471	8,958	9,473	10,018	10,594
User fees and charges	1,664	1,791	1,928	2,075	2,233
Statutory fees and charges	536	548	559	571	583
Other revenue	1,065	1,099	1,135	1,172	1,210
Interest received	427	443	460	477	494
<b>Total Revenues</b>	<b>38,309</b>	<b>41,085</b>	<b>44,201</b>	<b>47,566</b>	<b>50,781</b>
<b>Expense</b>					
Employee benefits	16,129	17,168	18,358	19,696	21,101
Materials and Consumables	14,884	15,913	17,158	18,840	20,615
Other expenses	449	463	477	491	506
Depreciation	9,488	9,783	10,055	10,066	10,898
Borrowing costs	926	825	732	606	561
<b>Total Expenses</b>	<b>41,875</b>	<b>44,152</b>	<b>46,780</b>	<b>49,699</b>	<b>53,681</b>
<b>Underlying Result - Surplus (Deficit)</b>	<b>(3,566)</b>	<b>(3,067)</b>	<b>(2,579)</b>	<b>(2,133)</b>	<b>(2,900)</b>
<b>Plus</b>					
Capital grants and contributions	3,383	6,000	6,300	7,100	14,874
Proceeds from sale of assets	1,120	773	851	851	851
<b>Less</b>					
Written Down Value of Assets Sold	1,362	773	773	773	773
<b>Surplus / (Deficit) prior to contributed assets</b>	<b>(425)</b>	<b>2,933</b>	<b>3,798</b>	<b>5,045</b>	<b>12,052</b>
Contributed assets	4,500	4,500	4,500	4,500	4,500
<b>Surplus / (Deficit) for the year</b>	<b>4,075</b>	<b>7,433</b>	<b>8,298</b>	<b>9,545</b>	<b>16,552</b>

## Moorabool Shire Council

### Budgeted Standard Balance Sheet

For the five years ending 30 June 2018

	Budget 2013/14 \$'000's	SFP 2014/15 \$'000's	SFP 2015/16 \$'000's	SFP 2016/17 \$'000's	SFP 2017/18 \$'000's
<b><u>Current Assets</u></b>					
Cash and cash equivalents	3,542	4,861	6,422	8,051	9,313
Receivables	4,832	4,973	5,115	5,256	5,397
Non-Current Assets Classified as Held for Sale	1,053	1,053	1,053	1,053	1,053
Other Assets	262	262	262	262	262
<b>Total Current Assets</b>	<b>9,689</b>	<b>11,149</b>	<b>12,852</b>	<b>14,622</b>	<b>16,025</b>
<b><u>Non-Current Assets</u></b>					
Receivables	126	126	126	126	126
Equity investment	0	0	0	0	0
Other non-current assets	56	56	56	56	56
Property, Infrastructure, Plant and Equipment	291,193	299,884	305,914	340,900	338,632
<b>Total Non-Current Assets</b>	<b>291,375</b>	<b>300,066</b>	<b>306,096</b>	<b>341,082</b>	<b>338,814</b>
<b>TOTAL ASSETS</b>	<b>301,064</b>	<b>311,215</b>	<b>318,948</b>	<b>355,704</b>	<b>354,839</b>
<b><u>Current Liabilities</u></b>					
Payables	2,982	2,982	2,982	2,982	2,982
Trust funds	1,434	1,434	1,434	1,434	1,434
Employee provisions	3,244	3,244	3,244	3,244	3,244
Interest Bearing Liabilities	1,713	1,895	1,899	1,946	1,825
<b>Total Current Liabilities</b>	<b>9,374</b>	<b>9,556</b>	<b>9,560</b>	<b>9,606</b>	<b>9,486</b>
<b><u>Non-Current Liabilities</u></b>					
Employee provisions	477	649	832	1,029	1,240
Interest Bearing Liabilities	10,687	9,387	7,788	5,842	6,517
<b>Total Non-Current Liabilities</b>	<b>11,164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL LIABILITIES</b>	<b>20,538</b>	<b>19,592</b>	<b>18,180</b>	<b>16,478</b>	<b>17,244</b>
<b>NET ASSETS</b>	<b>280,526</b>	<b>291,623</b>	<b>300,768</b>	<b>339,226</b>	<b>337,595</b>
<b><u>Equity</u></b>					
Accumulated Surplus	122,627	130,060	138,358	147,903	164,454
Asset Revaluation Reserve	155,331	160,812	161,659	190,572	172,390
Statutory and Other reserves	2,567	751	751	751	751
<b>TOTAL EQUITY</b>	<b>280,526</b>	<b>291,623</b>	<b>300,768</b>	<b>339,226</b>	<b>337,595</b>



## Moorabool Shire Council

### Budgeted Standard Cash Flow Statement

For the five years ending 30 June 2018

	Budget 2013/14 \$'000's	SFP 2014/15 \$'000's	SFP 2015/16 \$'000's	SFP 2016/17 \$'000's	SFP 2017/18 \$'000's
<b><u>Cash flows from Operating Activities</u></b>					
<b><u>Receipts</u></b>					
Rates and Charges	26,016	28,103	30,504	33,112	35,526
Operating Grants	8,471	8,958	9,473	10,018	10,594
Capital Grants and Contributions	3,383	6,000	6,300	7,100	14,874
User Fees and Charges	1,664	1,791	1,928	2,075	2,233
Statutory Fees and Charges	536	548	559	571	583
Other Revenue	1,065	1,099	1,135	1,172	1,210
Interest Received	427	443	460	477	494
	<b>41,562</b>	<b>46,943</b>	<b>50,360</b>	<b>54,525</b>	<b>65,514</b>
<b><u>Payments</u></b>					
Employee Costs	(18,524)	(16,996)	(18,175)	(19,499)	(20,890)
Materials and Consumables	(14,884)	(15,913)	(17,158)	(18,840)	(20,615)
Other Expenses	(449)	(463)	(477)	(491)	(506)
	<b>(33,857)</b>	<b>(33,372)</b>	<b>(35,809)</b>	<b>(38,830)</b>	<b>(42,010)</b>
<b>Net Cash provided by Operating Activities</b>	<b>7,705</b>	<b>13,571</b>	<b>14,550</b>	<b>15,695</b>	<b>23,504</b>
<b><u>Cash flows from Investing Activities</u></b>					
Proceeds from Sale of property, plant and equipment	1,120	773	851	851	851
Payments for Property, Plant and Equipment	(7,938)	(11,115)	(11,512)	(12,412)	(23,086)
<b>Net Cash used in Investing Activities</b>	<b>(7,185)</b>	<b>(10,342)</b>	<b>(10,661)</b>	<b>(11,561)</b>	<b>(22,235)</b>
<b><u>Cash flows from Financing Activities</u></b>					
Borrowing Costs	(926)	(825)	(732)	(606)	(561)
Proceeds from Borrowings	2,845	650	300	0	2,500
Repayment of Borrowings	(2,633)	(1,735)	(1,895)	(1,899)	(1,946)
<b>Net Cash provided by / (used in) Financing Activities</b>	<b>(714)</b>	<b>(1,910)</b>	<b>(2,328)</b>	<b>(2,505)</b>	<b>(7)</b>
<b>Net Increase (Decrease) in Cash and cash equivalents</b>	<b>173</b>	<b>1,319</b>	<b>1,562</b>	<b>1,629</b>	<b>1,262</b>
Cash and cash equivalents at Beginning of Year	3,369	3,542	4,861	6,422	8,051
<b>Cash and cash equivalents at End of Year</b>	<b>3,542</b>	<b>4,861</b>	<b>6,422</b>	<b>8,051</b>	<b>9,312</b>

## Moorabool Shire Council

### Budgeted Standard Capital Works Statement

For the five years ending 30 June 2018

	Budget 2013/14 \$'000's	SFP 2014/15 \$'000's	SFP 2015/16 \$'000's	SFP 2016/17 \$'000's	SFP 2017/18 \$'000's
<b><u>Capital Works Expenses</u></b>					
Sealed Roads	4,988	6,984	7,233	7,798	14,505
Unsealed Roads	516	723	749	808	1,502
Footpath, Kerb and Channel, Other	441	618	640	690	1,283
Stormwater and Drainage	140	196	203	219	407
Community Land and Facilities	893	1,250	1,295	1,396	2,597
Corporate Land and Facilities	0	0	0	0	0
Plant and Equipment	960	1,344	1,392	1,501	2,792
<b>Total Capital Works</b>	<b>7,938</b>	<b>11,115</b>	<b>11,512</b>	<b>12,412</b>	<b>23,086</b>
<b><u>Represented by:</u></b>					
Renewal	5,505	6,615	5,262	5,662	6,062
New assets	2,433	4,500	6,250	6,750	17,024
Upgrade / Expansion	0	0	0	0	0
<b>Total Capital Works</b>	<b>7,938</b>	<b>11,115</b>	<b>11,512</b>	<b>12,412</b>	<b>23,086</b>

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## Statutory Disclosures

This appendix presents information required pursuant to the Act and the Regulations to be disclosed in Council's Annual Budget.

The appendix includes the following budgeted information:

- Borrowings
- Rates and charges
- Differential rates

## Statutory Disclosures

### 1. Borrowings

	Forecast 2012/13 \$	2013/14 \$
New borrowings (other than refinancing)	800,000	2,845,000
Debt redemption	2,361,332	2,633,330

### 2. Rates and charges

#### 2.1 The rate in the dollar for each type of rate to be levied

Type of Property	2012/13 cents/\$CIV	2013/14 cents/\$CIV
Commercial Licensed Premises	0.006911	
Commercial & Industrial Rate	0.006143	0.006488
Commercial & Industrial Vacant Land	0.009982	0.010543
Extractive Industry Rate	0.012286	0.012976
Farm Rate	0.003072	0.003244
General Rate	0.003839	0.004055
Vacant Land General	0.008063	0.008515
Vacant Land FZ and RCZ	0.003839	0.004055
Vacant Land R1Z or R2Z	0.009598	0.010137
Residential Retirement Villages	0.003839	0.003649

#### 2.2 The estimated amount to be raised by each type of rate to be levied

Type of Property	2012/13 \$	2013/14 \$
Commercial Licensed Premises	157,177	0
Commercial & Industrial Rate	1,271,970	1,546,106
Commercial & Industrial Vacant Land	173,337	175,752
Extractive Industry Rate	262,429	284,395
Farm Rate	2,842,276	3,002,770
General Rate	13,264,851	14,582,559
Vacant Land General	801,204	830,144
Vacant Land FZ and RCZ	554,989	576,840
Vacant Land R1Z or R2Z	1,272,647	1,236,673
Residential Retirement Villages	0	59,063
<b>Total</b>	<b>20,600,880</b>	<b>22,294,302</b>

#### 2.3 The estimated total amount to be raised by rates

	2012/13 \$	2013/14 \$
Total rates to be raised (exc. Supplementary)	20,600,880	22,294,302

#### 2.4 The percentage change in the rate in the dollar for each type of rate to be levied, compared to that of the previous financial year

Type of Property	2012/13 Change	2013/14 Change
Commercial Licensed Premises	(1.60%)	(6.12%)
Commercial & Industrial Rate	(4.00%)	5.62%
Commercial & Industrial Vacant Land	(4.50%)	5.62%
Extractive Industry Rate	(6.50%)	5.62%
Farm Rate	(0.60%)	5.60%
General Rate	6.80%	5.63%
Vacant Land General	18.7%	5.61%
Vacant Land FZ and RCZ	7.30%	5.63%
Vacant Land R1Z or R2Z	24.80%	5.62%
Residential Retirement Villages	6.80%	(4.95%)

\* Please refer to Section 9 Rating Strategy for more details on rates and rate levels.

#### 2.5 The number of assessments for each type of rate to be levied compared to the previous year

Type of Property	2012/13	2013/14
Commercial Licensed Premises	21	0
Commercial & Industrial Rate	471	507
Commercial & Industrial Vacant Land	71	70
Extractive Industry Rate	14	14
Farm Rate	1,493	1,494
General Rate	10,595	10,936
Vacant Land General	612	596
Vacant Land FZ and RCZ	662	651
Vacant Land R1Z or R2Z	717	676
Residential Retirement Villages	0	90
<b>Total number of assessments</b>	<b>14,656</b>	<b>15,034</b>

#### 2.6 The basis of valuation to be used is the Capital Improved Value (CIV)

#### 2.7 The estimated total value of land in respect of which each type of rate is to be levied compared with the previous year

Type of Property	2012/13 \$	2013/14 \$
Commercial Licensed Premises	22,743,000	0
Commercial & Industrial Rate	207,060,136	238,302,410
Commercial & Industrial Vacant Land	17,365,000	16,670,000
Extractive Industry Rate	21,360,000	21,917,000
Farm Rate	925,220,000	925,638,000
General Rate	3,455,288,000	3,596,192,000
Vacant Land General	99,368,000	97,492,000
Vacant Land FZ and RCZ	144,566,000	142,254,000
Vacant Land R1Z or R2Z	132,595,000	121,996,000
Residential Retirement Villages	0	16,186,000
<b>Total</b>	<b>5,025,565,136</b>	<b>5,176,647,410</b>

## 2.8 The unit amount to be levied for each type of charge under 162 of the Act

Type of Charge	Per Rateable Property 2012/13 \$	Per Rateable Property 2013/14 \$
Waste Management	\$83.00	\$92.00
Domestic Waste Collection	\$137.00	\$142.00
State Landfill Levy Charge	\$27.00	\$33.00

## 2.9 The estimated amounts to be raised for each type of charge to be levied compared to the previous year

Type of Charge	2012/13 \$	2013/14 \$
Waste Management	1,168,972	1,331,424
Domestic Waste Collection	1,454,118	1,546,664
State Landfill Levy Charge	380,268	477,576
<b>Total</b>	<b>3,003,358</b>	<b>3,355,664</b>

## 2.10 The estimated total amount to be raised by rates and charges (including Supplementary and Special Rates): \$26,146,049

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

- The making of supplementary valuations;
- The variation of returned levels of value (e.g. valuation appeals);
- Changes of use of land such that rateable land becomes non-rateable land and vice versa;
- Changes of use of land such that residential land becomes business land and vice versa; and
- Applications made under the provisions of Council's Cultural and Recreational Lands Policy

### 3. Differential rates

#### General Developed Land

##### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

##### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

##### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

##### **Geographic Location:**

Wherever located within the municipal district.

##### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

##### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

##### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

##### **Definition:**

Any land:

- on which a dwelling with an approved occupancy permit is erected and occupied for the principal purpose of physically accommodating persons; or
- which does not have the characteristics of:
  - o Commercial/Industrial Land;
  - o Vacant Commercial/Industrial Land;
  - o Commercial Licensed Premises Land;
  - o Extractive Industry Land;
  - o Farm Land
  - o Vacant General Land;
  - o Vacant Farm (FZ) and Rural Conservation Zone (RCZ) Land;
  - o Vacant Residential 1 (R1Z) and Residential 2 Zone (R2Z) Land.

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## **Commercial/Industrial Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

### **Definition:**

Any developed land:

- which is occupied for the principal purpose of carrying out the manufacturing of productions of goods or services within an Industrial zone under the Moorabool planning scheme; or
- which is occupied for the principal purpose of carrying out trade in goods or services within a commercial zone under the Moorabool planning scheme; or
- which does not have the characteristics of;
  - o Commercial Licensed Premises Land.



## **Vacant Commercial/Industrial Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Definition:**

Any developed land:

- which is located within an Industrial zone under the Moorabool Planning scheme which is not yet developed for the purpose of carrying out manufacturing of goods or services; or
- which is located within a commercial zone under the Moorabool Planning scheme which is not yet developed for the purpose of carrying out trade in goods or services.

## **Extractive Industry Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

### **Definition:**

Any land;

- which is used primarily for the extraction or removal of minerals, earth or stone including the treatment of minerals, earth or stone; or
- on which activities for the extraction or removal of minerals, earth or stone including the treatment of minerals earth or stone which have been discontinued but the land has not yet been rehabilitated to environmental standards as required by law.

## **Farm Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

### **Definition:**

Any land;

- which is “farm land” within the meaning of section 2(1) of the Valuation of Land Act 1960;
- which is not a ‘single farm enterprise’ within the meaning of section 159(4) of the Local Government Act 1989.

## **Vacant General Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Definition:**

Any land;

- on which no dwelling with an approved occupancy permit is erected; and
- which does not have the characteristics of;
  - o Vacant Farm and Rural Conservation Zone Land; or
  - o Vacant Residential 1 and Residential 2 Zone Land.

## **Vacant FZ or RCZ Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Definition:**

Any land;

- on which no dwelling with an approved occupancy permit is erected; and
- which is located within a Farm Zone (FZ) under the Moorabool planning scheme; or
- which is located within a Rural Conservation Zone (RCZ) under the Moorabool planning scheme and
- which does not meet the criteria of property eligible to be rated in accordance with Council Farm differential rate.

## **Vacant R1Z or R2Z Land**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Definition:**

Any land;

- on which no dwelling with an approved occupancy permit is erected; and
  - which is located within a Residential 1 Zone (R1Z) under the Moorabool planning scheme;
- or
- which is located within a Residential 2 Zone (R2Z) under the Moorabool planning scheme.

## **Residential Retirement Villages**

### **Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the –

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

### **Types and Classes:**

Rateable land having the relevant characteristics described in the below definition.

### **Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which council considers is necessary to achieve the objectives specified above.

### **Geographic Location:**

Wherever located within the municipal district.

### **Use of Land:**

Any use permitted under the relevant Planning Scheme.

### **Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

### **Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the end of the Financial Year.

### **Definition:**

Any land:

- on which a dwelling with an approved occupancy permit is erected and occupied for the principal purpose of physically accommodating persons; or
- which is defined as a Retirement Village under the Retirement Villages Act 1986; or
- which does not have the characteristics of:
  - o Commercial/Industrial Land;
  - o Vacant Commercial/Industrial Land;
  - o Commercial Licensed Premises Land;
  - o Extractive Industry Land;
  - o Farm Land
  - o Vacant General Land;
  - o Vacant Farm (FZ) and Rural Conservation Zone (RCZ) Land;
  - o Vacant Residential 1 (R1Z) and Residential 2 Zone (R2Z) Land.

## Capital Improvement Program (CIP)

This Appendix presents a summary of the capital works projects that will be undertaken for the five year period to 2017/18.

The Capital Improvement Program is divided into five groups of works:

- Roads and Transport
- Stormwater Network
- Community Land and Facilities
- Corporate Land and Facilities
- Plant and Equipment

Capital Improvement Program	BUDGET 2012/13	PROPOSED 2013/14	PROPOSED 2014/15	PROPOSED 2015/16	PROPOSED 2016/17
Sealed Roads	3,206	4,988	6,984	7,233	7,798
Unsealed Roads	2,795	516	723	749	808
Footpath, Kerb & Channel, Other	766	441	618	640	690
Stormwater & Drainage	88	140	196	203	219
Community Land & Facilities	3,473	893	1,250	1,295	1,396
Corporate Land & Buildings	140	0	0	0	0
Plant & Equipment	960	960	1,344	1,392	1,501
<b>Total Capital Works</b>	<b>11,428</b>	<b>7,938</b>	<b>11,115</b>	<b>11,512</b>	<b>12,412</b>
<b>Represented by:</b>					
Renewal	10,459	5,505	6,615	5,262	5,662
New/Upgrade assets	969	2,433	4,500	6,250	6,750
<b>Total Capital Works</b>	<b>11,428</b>	<b>7,938</b>	<b>11,115</b>	<b>11,512</b>	<b>12,412</b>



## Detailed Capital Improvement Program 2013/14

Capital Works Area	Externally Funded \$'000	Internally Funded \$'000	Project Cost \$'000
<b>SEALED ROADS</b>			
<b>Capital Renewal</b>			
Preplanning Various location across shire	0	70	70
Blakeville Road - Rehabilitation	0	460	460
Yendon Egerton Road - Rehab & Widen	0	630	630
Halletts Way - Rehab & Upgrade	0	680	680
Holts Lane - Preplanning	0	20	20
Blakeville Road - Preplanning	0	25	25
Spencer Road - Preplanning	0	30	30
Yankee Flat Road - Preplanning	0	40	40
Clarinda Street - Asphalt overlay	0	68	68
Lerderberg Street - Asphalt overlay	0	72	72
Glenmore Road - Final Seal	0	59	59
Bennetts Lane - Final Seal	0	12	12
Springbank Road - Final Seal	0	9	9
Ormond Road - Final Seal	0	20	20
Ballan Car Park - Final Seal	0	6	6
Bungaree Recreation Reserve - Final Seal	0	10	10
Yendon-Lal Lal Road - Final Seal	0	48	48
Yendon-Egerton Road - Final Seal	0	32	32
Yendon No 1 Road - Final Seal	0	14	14
Masons Lane Bacchus Marsh road reseal	0	6	6
Gisborne Service Road Bacchus Marsh road reseal	0	3	3
Old Melbourne Road Dunnstown road reseal	0	11	11
Watson Street Bacchus Marsh road reseal	0	7	7
Cameron Road Darley road reseal	0	2	2
Cameron Road Darley road reseal	0	19	19
Navigators Road Navigators road reseal	0	3	3
Banks Street Ballan road reseal	0	10	10
Banks Street Ballan road reseal	0	3	3
Glenmore Road Glenmore road reseal	0	8	8
Geddes Road Bullarook road reseal	0	14	14
Horsehill Road Elaine road reseal	0	37	37
Orrells Road Cargarie road reseal	0	4	4
Elaine-Egerton Road Bungal road reseal	0	8	8
Horsehill Road Elaine road reseal	0	30	30
Ormond Road Mollinghip road reseal	0	51	51
Camp Road Bullarto south road reseal	0	3	3
Graham Street Bacchus Marsh road reseal	0	12	12
Bond Street Bacchus Marsh road reseal	0	2	2
Bond Street Bacchus Marsh road reseal	0	6	6
Bond Street Bacchus Marsh road reseal	0	2	2
Lidgett Street Bacchus Marsh road reseal	0	20	20
Steglitz Street Ballan road reseal	0	5	5
Little Court Bacchus Marsh road reseal	0	5	5
Shea Street Bacchus Marsh road reseal	0	25	25

Capital Works Area	Externally Funded \$'000	Internally Funded \$'000	Project Cost \$'000
Lyle Street Bacchus Marsh road reseal	0	18	18
Kerr Street Bacchus Marsh road reseal	0	2	2
Crisp Court Bacchus Marsh road reseal	0	2	2
Tudball Court Bacchus Marsh road reseal	0	3	3
O'Hagan Place Bacchus Marsh road reseal	0	9	9
Old Western Hwy Myrniong road reseal	0	3	3
Back Settlement Road Korweinguboora road reseal	0	56	56
Wallace Sev Nth side Road Wallace road reseal	0	7	7
Myrniong Service Road Myrniong road reseal	0	9	9
Golden Point Road Blackwood road reseal	0	2	2
Corbetts Road Gordon road reseal	0	19	19
Stanley Street Gordon road reseal	0	8	8
Stanley Street Gordon road reseal	0	6	6
Holts Lane Darley road reseal	0	13	13
Winter Street Gordon road reseal	0	10	10
Cartons Road Gordon road reseal	0	8	8
Cartons Road Gordon road reseal	0	3	3
Cartons Road Gordon road reseal	0	14	14
Elaine-Egerton Road MtDoran road reseal	0	7	7
Mt Doran Road Mt Doran road reseal	0	29	29
Mt Doran Road Mt Doran road reseal	0	5	5
Navigators Road Navigators road reseal	0	13	13
Wilson Place Bacchus Marsh road reseal	0	14	14
Grey Street Darley road reseal	0	10	10
Grey Street Darley road reseal	0	33	33
Settlement Road, Elaine - from 1000 North to 3000 North	0	40	40
Gillespies Lane, Ballan - from Windle St to Ingliston Rd	0	13	13
Old Corbetts Road, Gordon - from Moorabool West to Calleja's	0	29	29
Elaine Mt. Mercer Road, Cargerie - from Orrells Rd Monastery Gate to South 1000	0	20	20
Blackswamp Road, Bullarook - from Powells Rd to Burkes Rd	0	22	22
Horsehill Road South, Elaine - from Orrells Rd to North 3400	0	68	68
Mt.Blackwood Road, Korobeit - from Moorabool West Rd to Calleja's	0	29	29
Ingliston Road, Ingliston - from Ingliston Settlement to Jaicomellis	0	84	84
Lal Lal Falls Road, Lal Lal - from Harris Rd to End of Seal	0	10	10
Blakeville Road, Colbrook - from Ballan Greendale Rd to Blakeville Rd	0	60	60
Foxes Lane - Seal Foxes Lane at the intersection of Cartons Road	0	30	30
Old Melbourne Road - Shoulder widening and delineation improvements	0	65	65
Westcotts Road - Pavement and seal widening at crest - pavement narrows approx 50m before crest	0	30	30
Roads to Recovery funding	900	-900	0
State Government Rural Road funding	1,000	-1,000	0
<b>Total Capital Renewal</b>	<b>1,900</b>	<b>1,503</b>	<b>3,403</b>

Capital Works Area	Externally Funded \$'000	Internally Funded \$'000	Project Cost \$'000
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**New Assets**

Barkstead Road, Barkstead - GATT seal	0	45	45
Lerderderg Gorge Road, Darley - Intersection works including removal of left hand slip lane and defined T intersection.	0	35	35
Street light minor installation - annual allocation	0	5	5
Halletts Way southern connection, from Stonehill Estate to Werribee Vale Road	1,500	0	1,500
Total New Assets	1,500	85	1,585
<b>TOTAL SEALED ROADS</b>	3,400	1,588	4,988

**UNSEALED ROADS****Capital Renewal**

View Crescent, Blackwood - from From Golden Point Rd to end	0	35	35
Kerrs Road , Bacchus Marsh - from B/Marsh Balliang Rd to East 1000	0	30	30
Bences Lane, Ballan - from McKay Rd to McDonalds	0	81	81
Hardy Street, Myrniong - from End of Seal to end	0	4	4
Sullivans Road, Millbrook - from Mt. Eg/Yendon Rd to North 3100	0	81	81
Peerewerrh Road, Millbrook - from Old Melbourne Rd to X Rail Bridge	0	47	47
Bayards Road, Morrisons - from Glue Pot Rd to West 1500	0	45	45
Tramway Lane, Darley - from Condons Rd to North 600	0	18	18
Doyles Road, Elaine - from Bamganie Rd to end	0	138	138
Fishers Road, Scotsburn - from Pryors Rd to Rosenows Rd	0	38	38
Total Capital Renewal	0	516	516

**New Assets**

Total New Assets	0	0	0
<b>TOTAL UNSEALED ROADS</b>	0	516	516

**FOOTPATH, KERB AND CHANNEL & OTHER****Capital Renewal**

Preplanning allocation for treatment/replacement of bridges identified in current condition audits	0	60	60
Bridge BR091: Elaine-Mt Mercer Road - refurbishment	0	28	28
Bridge BR092: Elaine-Mt Mercer Road - refurbishment	0	14	14
Main St, Bacchus Marsh - Entire length - Replace faulty/failed sections of footpath(south side, opp. Lidgett St up north )	0	70	70
Shea Street, Bacchus Marsh - Entire length - Replace faulty/failed sections of footpath (north, south & east side)	0	12	12
Madden Drive, Bacchus Marsh - Entire length - Replace faulty/failed sections of footpath(west side)	0	12	12
Main Street, Gordon - Replacement of existing asphalt pavement with concrete in front of the shop and pub. This will complete this northern link in Main St.	0	10	10

Capital Works Area	Externally Funded \$'000	Internally Funded \$'000	Project Cost \$'000
Masons Lane - From Gisborne Rd to Simone Road - replace 550m existing kerb and channel, both sides	0	130	130
Inglis Street - South side, across from police station - Replace 110m existing kerb and channel, south side	0	25	25
McFarland St - Gisborne Rd to Young St - Preplanning - both sides	0	25	25
George St - McFarland St to Lerderberg St - Preplanning - both sides	0	15	15
<b>Total Capital Renewal</b>	<b>0</b>	<b>401</b>	<b>401</b>

**New Assets**

DDA Upgrade program - Upgrade pedestrian crossing and footpaths to ensure DDA compliance	0	20	20
Bus Shelter / Bus Route Development Program - New Bus Stop Shelters	12	8	20
Total New Assets	12	28	40
<b>TOTAL FOOTPATH, KERB AND CHANNEL &amp; OTHER</b>	<b>12</b>	<b>429</b>	<b>441</b>

**STORMWATER & DRAINAGE****Capital Renewal**

Vance Close (stage 2) - includes replacement of drainage line from Vance Close to Grey Street.	0	40	40
Rural Drainage Improvements - General allocation to improve pavement drainage and cross culverts at various locations	0	80	80
<b>Total Capital Renewal</b>	<b>0</b>	<b>120</b>	<b>120</b>

**New Assets**

Cowie Street (b/w Atkinson and Edols St, Ballan preplanning - Drainage upgrade required to alleviate flooding of properties	0	20	20
Total New Assets	0	20	20
<b>TOTAL STORMWATER &amp; DRAINAGE</b>	<b>0</b>	<b>140</b>	<b>140</b>

**COMMUNITY LAND & FACILITIES****Capital Renewal**

Ballan Shire Offices - Replacement of Mechanical Plant	0	50	50
Maddingley Park Public Toilet - Refurbish toilets	0	30	30
Ballan Senior Citizens - Replace carpet	0	12	12
Bacchus Marsh Racecourse Recreation Reserve toilets - Toilet improvements	0	13	13
<b>Total Capital Renewal</b>	<b>0</b>	<b>105</b>	<b>105</b>

**New Assets**

Masons Lane Redevelopment	100	178	278
Maddingley Park Recreation Reserve Parking	0	30	30
Maddingley Park Lifestyle Fitness Circuit - Includes the installation of a fitness circuit throughout Maddingley Park.	20	25	45
Bacchus Marsh Public Hall Kitchen Upgrade	30	25	55
Lal Lal Soldiers Memorial Hall outdoor undercover multi purpose facility	8	25	33

Capital Works Area	Externally Funded \$'000	Internally Funded \$'000	Project Cost \$'000
Gordon Community Hall storeroom and decking	23	25	48
Ballan Recreation Reserve Oval Resurface	40	45	85
Gordon buildings sewer connections	0	15	15
Darley Children's Hub	100	0	100
Bacchus Marsh Aquatic Facility	100	0	100
Total New Assets	421	368	789
<b>TOTAL COMMUNITY LAND &amp; FACILITIES</b>	421	472	893

**PLANT & EQUIPMENT****Capital Renewal**

Replacement of existing Plant & Equipment	0	960	960
Total Capital Renewal	0	960	960

**New Assets**

Total New Assets	0	0	0
<b>TOTAL PLANT &amp; EQUIPMENT</b>	0	960	960

**TOTAL NEW CAPITAL WORKS 2010/11**

<b>TOTAL NEW CAPITAL WORKS 2010/11</b>	3,833	4,105	7,938
<b>Capital Renewal</b>	1,900	3,605	5,505
<b>New Assets</b>	1,933	500	2,433

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## Key Strategic Activities

This appendix presents a number of key strategic activities to be undertaken during the 2012/13 year and performance targets and measures in relation to these.

By measuring our performance we are able to determine how effective we have been in honouring our objectives. These indicators give us information about the success of our initiatives and whether our actions are understood and valued by the community. Many of these indicators are derived from the Community Satisfaction Survey while others are financial indicators that are recommended by the Victorian Auditor General's Office. Some indicators are specific to Moorabool Shire Council and measure our ability to deliver services to our community and provide good customer service.

## Moorabool Shire Council

### Key Strategic Activities

For the year ending 30 June 2014

<b>Representation and Leadership of our Community</b>	
<b>Measure</b>	<b>Target</b>
A positive trend in the overall performance as measured by the DPCD Annual Community Satisfaction Survey.	improvement
A positive trend in community consultation (community consultation and engagement) as measured by the DPCD Annual Community Satisfaction Survey.	improvement
A positive trend in advocacy (lobbying on behalf of the community) as measured by the DPCD Annual Community Satisfaction Survey.	improvement
A positive trend in the results of Council's Staff Culture Survey	improvement
90% of customer requests closed within timeframes of Moorabool Customer Service Charter	90%
Underlying result % – A positive result indicates a surplus. The larger the percentage, the stronger the result.	improvement
Liquidity – Measures the ability to pay existing liabilities in the next 12 months	➤ 1.0
Self financing – Measures the ability to replace assets using cash generated by the entity's operations	37%
Indebtedness – Comparison of non-current liabilities (mainly comprised of borrowings) to own-sourced revenue. The higher the percentage, the less able to cover non-current liabilities from the revenues the entity generates itself	29%
Capital replacement – Comparison of the rate of spending on infrastructure with its depreciation	113%
Renewal gap – Comparison of the rate of spending on existing assets through renewing, restoring, and replacing existing assets with depreciation	58%
<b>Community Wellbeing</b>	
<b>Measure</b>	<b>Target</b>
Number of attendances by young people in programs or services provided by Youth Services	➤ 860
Attendances at Bacchus Marsh Leisure Centre	➤ 105,000
Number of groups assisted by community grants	➤ 45
Number of library items borrowed	➤ 115,000
Participation rate at Maternal and Child Health Services	➤ 85%
Hours of living at home assessments undertaken each month	➤ 635
Hours of personal care delivered each month	➤ 1,181
Number of people from diverse backgrounds using the Aged Care Service	➤ 200
<b>Enhanced Infrastructure and Natural and Built Environment</b>	
<b>Measure</b>	<b>Target</b>
Adoption of initial version of asset management plans for roads, drainage, open space and buildings	100% completion

Adoption of revised waste management policy and strategy	100% completion
70% of planning permits to be determined within the legislative time frames	➤ 70%
Urban Growth Strategy – Completion of the Bacchus Marsh Precinct Study – Implementation of new residential zones (Ministerial Zones Review) – Completion of the vision paper in reference to the Urban Settlement Strategy	100% completion
Rural Growth Strategy – Completion of the agricultural enterprise investment needs on smaller lots study – Development of the Small Towns and Settlement Clusters Strategy	100% completion



## Fees & Charges

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Aged &amp; Disability Services</b>								
<b>Aged and Disability Services</b>								
<b>Council Aged and Disabled Client Charges</b>								
Personal Care	Council Fee (No GST)	4.60	to	37.60	Per Hour	4.90	to	39.90
Respite Care	Council Fee (No GST)	3.10	to	34.00	Per Hour	3.30	to	36.00
Domestic Assistance (Home Care)	Council Fee (No GST)	6.00	to	33.00	Per Hour	6.40	to	35.00
Disability CSDA Respite Programs	Council Fee (No GST)	1.60	to	34.00	Per Hour	1.70	to	36.00
<i>Range of fees set by DHS under Home &amp; Community Care funding guidelines</i>								
Property Maintenance - Lawn Mowing	Council Fee (No GST)	18.30		18.30	Per Hour	19.40		19.40
Property Maintenance - General	Council Fee (No GST)	13.30		13.30	Per Hour	14.10		14.10
Day Programs (Includes transport, activities and meals)	Council Fee (No GST)	12.70		12.70	Per Day	13.50		13.50
Delivered Meals	Council Fee (No GST)	7.60		7.60	Per Meal	8.00		8.10
Community Meals	Council Fee (No GST)	8.90		8.90	Per Meal	9.40		9.40
Disability Program - Kidz Club	Council Fee (No GST)	2.00		2.00	Per Hour	2.25		2.25
Disability Program - Teenage Group	Council Fee (No GST)	2.00		2.00	Per Hour	2.25		2.25
Disability Program - Explorers	Council Fee (No GST)	2.00		2.00	Per Hour	2.25		2.25
Disability Program - Marshlanders	Council Fee (No GST)	2.00		2.00	Per Hour	2.25		2.25
Disability Program - Overlanders	Council Fee (No GST)	2.00		2.00	Per Hour	2.25		2.25
<i>Plus additional costs depending on activity</i>								
<b>Brokerage Agency Client Charges</b>								
Assessment of Client	Council Fee (GST Applies)	78.86	7.89	86.75	Per Client	78.86	7.89	86.75
Home/Respite/Personal Care - Core Hours	Council Fee (GST Applies)	41.55	4.16	45.70	Per Hour	44.00	4.40	48.40
Home/Respite/Personal Care - After Hours	Council Fee (GST Applies)	66.18	6.62	72.80	Per Hour	70.18	7.02	77.20
Home Maintenance	Council Fee (GST Applies)	58.00	5.80	63.80	Per Hour	61.45	6.15	67.60
Day Programs (Includes transport, activities and meals)	Council Fee (GST Applies)	17.45	1.75	19.20	Per Hour	18.55	1.86	20.40
After hours effective 6.00pm to 6.00am, weekends and public holiday rates are scaled up to reflect award conditions.								
<b>Other</b>								
Use of Council Vacuum Cleaner	Council Fee (GST Applies)	11.00	1.10	12.10	Per Month	11.64	1.16	12.80

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Engineering Services</b>								
<b>Information and Permit Services for Assets</b>								
Property and Drainage Information	Statutory Fee (No GST)	97.80		97.80	Per Request	97.80		97.80
B-Double Permits	Statutory Fee (No GST)	30.00		30.00	Per Permit	30.00		30.00
Storm Water Information Only (Other Design Income)	Statutory Fee (No GST)	58.17		58.17	Per Request	58.17		58.17
<b>Standpipes</b>								
Security Deposit (All Key Types)	Council Fee (No GST)	50.00		50.00	Flat Rate	50.00		50.00
Permanent Account Administration Fee	Council Fee (GST Applies)	14.64	1.46	16.10	Per Account	15.55	1.55	17.10
Pre-Paid Account Administration Fee	Council Fee (GST Applies)	7.36	0.74	8.10	Per Account	7.82	0.78	8.60
Sale of Treated Water (Permanent or Pre Paid Account)	Council Fee (No GST)	4.10		4.10	Per Kl	4.35		4.35
Sale of Untreated Water (Channel or Bore Water) (Permanent or Pre Paid Account)	Council Fee (No GST)	2.00		2.00	Per Kl	2.10		2.10
<b>Subdivision Fees</b>								
Checking of Engineering Plans - estimated Cost of Constructing Works	Statutory Fee (No GST)	0.75%		0.75%	Per \$100	0.75%		0.75%
Supervision of Works (of the cost of Constructing works subject to supervision)	Statutory Fee (No GST)	2.5%		2.5%	Per \$100	2.5%		2.5%
Vehicle Crossing Permit	Council Fee (No GST)	61.80		61.80	Per Permit	65.50		65.50
Road Opening Permit	Council Fee (No GST)	67.40		67.40	Per Permit	71.40		71.40
Occupy part of Roadway	Council Fee (No GST)	67.40		67.40	Per Permit	71.40		71.40

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Early Years Services</b>								
<b>Early Years Services</b>								
Family Day Care - Administration Levy	Council Fee (GST Applies)	0.36	0.04	0.40	Per Hr/Child	0.41	0.04	0.45
Educator Annual Administration Fee	Council Fee (GST Applies)	79.55	7.95	87.50	Per Annum	84.36	8.44	92.80
Occasional Care (Per Hour) <i>Term prices available on request</i>	Council Fee (No GST)	7.05		7.05	Per Hr/Child	7.50		7.50
Playroom Hire - Community Groups (Non Funded)	Council Fee (GST Applies)	14.64	1.46	16.10	Per 2 Hrs	15.55	1.55	17.10
Playroom Hire - All other uses	Council Fee (GST Applies)	14.64	1.46	16.10	Per Hour	15.55	1.55	17.10
<b>Infants and Mothers</b>								
Security Deposit - Baby Capsule	Council Fee (No GST)	50.00		50.00	Flat	50.00		50.00
Hire Fee - Baby Capsule	Council Fee (GST Applies)	42.18	4.22	46.40	6 Months	44.73	4.47	49.20
<b>Recreation Development</b>								
<b>Recreation User Fees</b>								
Darley Park - Darley Cricket Club	Council Fee (GST Applies)	450.00	45.00	495.00	Per Quarter	477.27	47.73	525.00
Darley Park - Darley Senior Football Club	Council Fee (GST Applies)	1,028.18	102.82	1,131.00	Per Quarter	1,090.00	109.00	1,199.00
Darley Park - Darley Junior Football Club	Council Fee (GST Applies)	330.00	33.00	363.00	Per Quarter	350.00	35.00	385.00
Darley Park - Darley Pigeon Club	Council Fee (GST Applies)	90.00	9.00	99.00	Per Quarter	95.45	9.55	105.00
Darley Park - Tennis Courts	Council Fee (GST Applies)	183.64	18.36	202.00	Per Quarter	194.55	19.45	214.00
Darley Park - Auskick	Council Fee (GST Applies)	154.55	15.45	170.00	Per Annum	163.64	16.36	180.00
Maddingley Park - Bacchus Marsh Football Club	Council Fee (GST Applies)	1,499.09	149.91	1,649.00	Qtrs 1 & 4	1,589.09	158.91	1,748.00
Maddingley Park - Bacchus Marsh Netball Club	Council Fee (GST Applies)	240.00	24.00	264.00	Qtrs 1 & 4	254.55	25.45	280.00
Maddingley Park - Bacchus Marsh Cricket Club	Council Fee (GST Applies)	421.82	42.18	464.00	Qtrs 2 & 3	447.27	44.73	492.00
Maddingley Park - Bacchus Marsh Junior Cricket Club	Council Fee (GST Applies)	240.00	24.00	264.00	Qtrs 2 & 3	254.55	25.45	280.00
Maddingley Park - Bacchus Marsh Lawn Tennis Club	Council Fee (GST Applies)	752.73	75.27	828.00	Per Quarter	798.18	79.82	878.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Masons Lane - Bacchus Marsh Baseball Club	Council Fee (GST Applies)	800.91	80.09	881.00	Qtrs 1 & 4	849.09	84.91	934.00
Masons Lane - Bacchus Marsh Baseball Club	Council Fee (GST Applies)	245.45	24.55	270.00	Qtrs 2 & 3	260.00	26.00	286.00
Masons Lane - Bacchus Marsh Dog Obedience Club	Council Fee (GST Applies)	165.45	16.55	182.00	Qtrs 1 & 4	175.45	17.55	193.00
Masons Lane - Bacchus Marsh Cricket Club	Council Fee (GST Applies)	420.00	42.00	462.00	Qtrs 2 & 3	445.45	44.55	490.00
Masons Lane - Bacchus Marsh Junior Cricket Club	Council Fee (GST Applies)	236.36	23.64	260.00	Qtrs 2 & 3	250.91	25.09	276.00
Masons Lane - Bacchus Marsh Little Athletics	Council Fee (GST Applies)	665.45	66.55	732.00	Qtrs 2 & 3	705.45	70.55	776.00
Masons Lane - Bacchus Marsh Soccer Club	Council Fee (GST Applies)	111.82	11.18	123.00	Per Year	118.18	11.82	130.00
BM Racecourse - BM West Golf Club	Council Fee (GST Applies)				Per Year	3,505.45	350.55	3,856.00
BM Racecourse - BM Harness Club	Council Fee (GST Applies)				Per Year	2,804.55	280.45	3,085.00
BM Racecourse - BM Pony Club	Council Fee (GST Applies)				Per Year	934.55	93.45	1,028.00
BM Racecourse - BM Campdraft Club	Council Fee (GST Applies)				Per Year	481.82	48.18	530.00
BM Racecourse - BM & Melton Poultry Club	Council Fee (GST Applies)				Per Year	175.45	17.55	193.00
BM Racecourse - Footscray Poultry Club	Council Fee (GST Applies)				Per Year	175.45	17.55	193.00
<b>Swimming Pool (Ballan and Bacchus Marsh)</b>								
Entry - Child	Council Fee (GST Applies)	2.91	0.29	3.20	Per Child	3.09	0.31	3.40
Entry - Adult	Council Fee (GST Applies)	3.91	0.39	4.30	Per Adult	4.09	0.41	4.50
Entry - Spectator	Council Fee (GST Applies)	1.09	0.11	1.20	Per Person	1.09	0.11	1.20
Entry - Child Season Ticket	Council Fee (GST Applies)	45.27	4.53	49.80	Child - Season	47.27	4.73	52.00
Entry - Adult Season Ticket	Council Fee (GST Applies)	56.82	5.68	62.50	Adult - Season	59.09	5.91	65.00
Entry - Family Season Ticket	Council Fee (GST Applies)	92.73	9.27	102.00	Family - Season	96.36	9.64	106.00
School Groups	Council Fee (GST Applies)	3.27	0.33	3.60	Per Student	3.36	0.34	3.70
Lane Hire	Council Fee (GST Applies)	28.91	2.89	31.80	Per Lane, Per Hour	30.00	3.00	33.00
<b>Belgravia Leisure - Stadium Sports/Children's Programs</b>								
Toddler Gym	Council Fee (GST Applies)	10.82	1.08	11.90	Per Child/Session	11.36	1.14	12.50
4 Year Old Gym	Council Fee (GST Applies)	11.27	1.13	12.40	Per Child/Session	11.82	1.18	13.00
Creche	Council Fee (GST Applies)	4.64	0.46	5.10	Per Hour	4.73	0.47	5.20
Occasional Care	Council Fee (GST Applies)	5.55	0.55	6.10	Per Hour	5.64	0.56	6.20

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Other Kids Programs	Council Fee (GST Applies)	12.82	1.28	14.10	Per Hour	13.64	1.36	15.00
Holiday Activities	Council Fee (GST Applies)	20.45	2.05	22.50	Per Session	21.82	2.18	24.00
Gymnastics - Recreational Registration	Council Fee (GST Applies)	46.00	4.60	50.60	Per Year	47.27	4.73	52.00
Gymnastics - Recreational (1 hour per week)	Council Fee (GST Applies)	12.82	1.28	14.10	Per Week	13.64	1.36	15.00
Gymnastics - Competition Registration	Council Fee (GST Applies)	51.09	5.11	56.20	Per Year	52.73	5.27	58.00
Gymnastics - Competition (4 hours per week)	Council Fee (GST Applies)	27.55	2.75	30.30	Per Week	29.09	2.91	32.00
Room Hire	Council Fee (GST Applies)	40.82	4.08	44.90	Per Hour	40.91	4.09	45.00
Court Hire - Peak	Council Fee (GST Applies)	53.00	5.30	58.30	Per Hour	53.00	5.30	58.30
Court Hire - Off Peak	Council Fee (GST Applies)	38.55	3.85	42.40	Per Hour	38.55	3.85	42.40
Badminton	Council Fee (GST Applies)	6.55	0.65	7.20	Per Session	6.55	0.65	7.20
Badminton 10 Pass	Council Fee (GST Applies)	54.18	5.42	59.60	10 Sessions	54.18	5.42	59.60
<b>Belgravia Leisure - Health Club</b>								
Active Movers (5 visits)	Council Fee (GST Applies)	30.36	3.04	33.40	5 Sessions	31.82	3.18	35.00
Active Movers (10 visits)	Council Fee (GST Applies)	59.64	5.96	65.60	10 Sessions	60.00	6.00	66.00
Active Movers (20 visits)	Council Fee (GST Applies)	108.45	10.85	119.30	20 Sessions	113.64	11.36	125.00
Aerobics 5 Pass	Council Fee (GST Applies)	60.36	6.04	66.40	5 Sessions	60.36	6.04	66.40
Aerobics 10 Pass	Council Fee (GST Applies)	108.45	10.85	119.30	10 Sessions	108.45	10.85	119.30
Aerobics 20 Pass	Council Fee (GST Applies)	184.27	18.43	202.70	20 Sessions	184.27	18.43	202.70
Aerobics Casual Visit	Council Fee (GST Applies)	14.27	1.43	15.70	Per Visit	14.55	1.45	16.00
Aerobics Casual Visit (Concession)	Council Fee (GST Applies)	12.45	1.25	13.70	Per Visit	12.73	1.27	14.00
Gold 3 months Insurance	Council Fee (GST Applies)	422.64	42.26	464.90	3 Months	436.36	43.64	480.00
Diabetes D/D	Council Fee (GST Applies)	9.36	0.94	10.30	Per Week	9.55	0.95	10.50
Casual Health Club Visit	Council Fee (GST Applies)	15.36	1.54	16.90	Per Visit	15.45	1.55	17.00
Casual Health Club Visit (Concession)	Council Fee (GST Applies)	14.27	1.43	15.70	Per Visit	14.27	1.43	15.70

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Gold Membership D/D	Council Fee (GST Applies)	14.00	1.40	15.40	Per Week	14.00	1.40	15.40
Gold 3 months	Council Fee (GST Applies)	435.91	43.59	479.50	3 Months	435.91	43.59	479.50
Gold 6 months	Council Fee (GST Applies)	581.27	58.13	639.40	6 Months	581.27	58.13	639.40
Gold 12 months	Council Fee (GST Applies)	917.36	91.74	1,009.10	12 Months	917.36	91.74	1,009.10
Corporate Membership D/D	Council Fee (GST Applies)	11.82	1.18	13.00	Per Week	11.82	1.18	13.00
Older Adults Membership	Council Fee (GST Applies)	7.00	0.70	7.70	Per Week	7.73	0.77	8.50
BMSC Teachers Membership	Council Fee (GST Applies)	192.73	19.27	212.00	Per Year	218.18	21.82	240.00
Moorabool Shire Employee Membership	Council Fee (GST Applies)	6.55	0.65	7.20	Per Week	7.18	0.72	7.90
Seniors 3 months	Council Fee (GST Applies)	210.45	21.05	231.50	3 Months	210.45	21.05	231.50
10 Gym Visit Pass	Council Fee (GST Applies)	130.09	13.01	143.10	10 Sessions	136.36	13.64	150.00
20 Gym Visit Pass	Council Fee (GST Applies)	206.27	20.63	226.90	20 Sessions	213.64	21.36	235.00
5 Teen Sessions	Council Fee (GST Applies)	33.73	3.37	37.10	5 Sessions	34.55	3.45	38.00
10 Teen Sessions	Council Fee (GST Applies)	59.64	5.96	65.60	10 Sessions	60.91	6.09	67.00
Personal Training	Council Fee (GST Applies)	35.73	3.57	39.30	Per Session	35.73	3.57	39.30
Personal Training Up Front 20 Pack	Council Fee (GST Applies)	653.73	65.37	719.10	20 Sessions	653.73	65.37	719.10
Teen Trainer D/D (12 month minimum)	Council Fee (GST Applies)	11.27	1.13	12.40	Per Week	11.27	1.13	12.40
Teen 3 up front	Council Fee (GST Applies)	204.27	20.43	224.70	3 Sessions	209.09	20.91	230.00
Teen 6 upfront	Council Fee (GST Applies)	313.18	31.32	344.50	6 Sessions	318.18	31.82	350.00
Teen 12 upfront	Council Fee (GST Applies)	496.91	49.69	546.60	12 Sessions	500.00	50.00	550.00
<b>Compliance</b>								
<b>Compliance Administration</b>								
Application for Permit Under Local Laws, includes the following:	Council Fee (No GST)	133.30		133.30	Per Permit	142.00		142.00
- A Frames	Council Fee (No GST)	133.30		133.30	Per Permit	142.00		142.00
- A Frames (Temporary Event Signage)	Council Fee (No GST)	42.50		45.10	Per Permit	42.50		48.00
- Outdoor Dining	Council Fee (No GST)	133.30		133.30	Per Permit	142.00		142.00
- Roadside Grazing (MSC Drought Declared)	Council Fee (No GST)	10.00		11.20	Per Permit	10.00		12.00
- Roadside Grazing	Council Fee (No GST)	118.70		133.30	Per Permit	118.70		142.00
- Recreational Vehicles	Council Fee (No GST)	133.30		133.30	Per Permit	142.00		142.00
- Heavy Vehicles	Council Fee (No GST)	133.30		133.30	Per Permit	142.00		142.00
- Additional Animals	Council Fee (No GST)	133.30		133.30	Per Permit	142.00		142.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Replacement of Disabled parking Permits (Replacement for lost or damaged permit)	Council Fee (No GST)	7.40		7.40	Per Permit	8.00		8.00
New or Renewal of Disabled Parking Permits	Council Fee (No GST)	7.00		7.40	Per Permit	7.00		8.00
Infringements - Traffic Fines for prescribed regulations	Council Fee (No GST)		as per regulations		Per Penalty		as per regulations	
Organisation/Business parking permit	Council Fee (GST Applies)	11.91	1.19	13.10	Per Permit	12.73	1.27	14.00
Hire - "No Standing" signs	Council Fee (GST Applies)	12.45	1.25	13.70	Per Day	13.18	1.32	14.50
<b>Fire Prevention</b>								
Fine for Failure to comply with notice	Statutory Fee (No GST)		2 Penalty Units		Per Penalty		2 Penalty Units	
Costs of Works to Clear Property	Council Fee (GST Applies)		At Contractors Cost		Per Property		At Contractors Cost	
Administration Fee for Works Undertaken by Council	Council Fee (GST Applies)	60.73	6.07	66.80	Per Property	64.55	6.45	71.00
Administration Fee for additional works carried out by Municipal Fire Prevention Officer <i>(Reinspections / slashing contractor meetings on site and reinspection after works carried out)</i>	Council Fee (GST Applies)	112.36	11.24	123.60	Per Hour	119.09	11.91	131.00
<b>Impounded Items</b>								
Impounded Items release fees, includes the following:								
- Advertising Frames	Council Fee (GST Applies)	33.64	3.36	37.00	Per Day	36.36	3.64	40.00
- Supermarket Trolleys	Council Fee (GST Applies)	33.64	3.36	37.00	Per Day	36.36	3.64	40.00
- Other items	Council Fee (GST Applies)	33.64	3.36	37.00	Per Day	36.36	3.64	40.00
- Holding Fee	Council Fee (GST Applies)	18.09	1.81	19.90	Per Day	19.09	1.91	21.00
Impounded Vehicles								
- Impound Fee	Council Fee (GST Applies)	89.45	8.95	98.40	Per Vehicle	95.45	9.55	105.00
- Costs incurred by Council to Impound (i.e. Towing)	Council Fee (GST Applies)		At Contractors Cost		Per Vehicle		At Contractors Cost	
- Holding Fee	Council Fee (GST Applies)	33.64	3.36	37.00	Per Day	36.36	3.64	40.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Animal Control - Registrations (Domestic)</b>								
Dog - Category 1 to 8	Council Fee (No GST)	35.00		35.00	Per Dog	37.00		37.00
Dog - Category 9	Council Fee (No GST)	100.70		100.70	Per Dog	107.00		107.00
Dog - Declared Dangerous	Council Fee (No GST)	100.70		100.70	Per Dog	107.00		107.00
Cat - Category 10 to 14	Council Fee (No GST)	35.00		35.00	Per Cat	37.00		37.00
Cat - Category 15	Council Fee (No GST)	100.70		100.70	Per Cat	107.00		107.00
<i>(Increase in Animal Registrations will not take effect until 10th April 2013)</i>								
Replacement Animal Tags	Council Fee (GST Applies)	2.64	0.26	2.90	Per Tag	2.73	0.27	3.00
<b>Animal Control (Feral)</b>								
Security Deposit - Anti Bark Bird Cages	Council Fee (No GST)	150.00		150.00	Flat	150.00		150.00
Hire Fee - Anti Bark Bird Cages	Council Fee (GST Applies)	40.09	4.01	44.10	Per Week	42.27	4.23	46.50
Sale of Citronella Dog Collar	Council Fee (GST Applies)	115.64	11.56	127.20	Per Collar	122.73	12.27	135.00
<b>Animal Control - Administration</b>								
Animal Register Inspection	Council Fee (No GST)	24.90		24.90	Per Inspection	26.50		26.50
Issue of Certificate from Animal Register	Council Fee (No GST)	24.90		24.90	Per Certificate	26.50		26.50
Registration Renewal of Domestic Animal Business - Boarding	Council Fee (No GST)	143.10		143.10	Per Business	152.00		152.00
Registration Renewal of Domestic Animal Business - Pet Shop	Council Fee (No GST)	143.10		143.10	Per Business	152.00		152.00
Registration Renewal of Domestic Animal Business - Breeding	Council Fee (No GST)	143.10		143.10	Per Business	152.00		152.00
Registration Renewal of Domestic Animal Business - Training Facility	Council Fee (No GST)	95.40		95.40	Per Business	102.00		102.00
Transfer of Domestic Animal Business Registration	Council Fee (No GST)	42.40		42.40	Per Transfer	45.00		45.00
<i>(Increase will not take effect until 10th April 2013)</i>								
<i>(These are Statutory Fees but prices are set by Council)</i>								
<b>Animal Control - Pound Fees</b>								
Pound Entry Fee - Cattle & Horses	Council Fee (GST Applies)	80.09	8.01	88.10	Per Head	85.45	8.55	94.00
Pound Entry Fee - Stallions & Bulls	Council Fee (GST Applies)	121.18	12.12	133.30	Per Head	129.09	12.91	142.00
Pound Entry Fee - Sheep, Goats, miscellaneous animal (Eg: Emu, chicken, etc)	Council Fee (GST Applies)	25.00	2.50	27.50	Per Head	26.36	2.64	29.00
Pound Entry Fee - Dog, Cat	Council Fee (GST Applies)	66.09	6.61	72.70	Per Head	70.00	7.00	77.00



Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Pound Maintenance Fee - Cattle, Bulls, Horses, Stallions	Council Fee (GST Applies)	25.00	2.50	27.50	Per Head/Day	26.36	2.64	29.00
Pound Maintenance Fee - Sheep, Goats, miscellaneous animal (Eg: Emu, chicken, etc)	Council Fee (GST Applies)	18.36	1.84	20.20	Per Head/Day	19.55	1.95	21.50
Pound Maintenance Fee - Dog, Cat	Council Fee (GST Applies)	18.36	1.84	20.20	Per Head/Day	19.55	1.95	21.50
Advertising of Impoundments	Council Fee (GST Applies)		Current Media Rates		Per Advert		Current Media Rates	
Surrender of animal to Council	Council Fee (GST Applies)	43.27	4.33	47.60	Per Head	45.91	4.59	50.50
Euthanasia of Dog/Cat when related to Compliance Issue	Council Fee (GST Applies)	97.45	9.75	107.20	Per Head	103.64	10.36	114.00
Microchipping of Impounded, Unregistered pet	Council Fee (GST Applies)			At Cost	Per Pet			At Cost
Rehousing of Dog/Cat - Unsexed Male or Female (Vaccinated & Vet Checked)	Council Fee (GST Applies)	244.73	24.47	269.20	Per Head	259.09	25.91	285.00
Rehousing of Dog/Cat - Desexed (Vaccinated & Vet Checked) <i>All rehousing costs do not include the registration of the Animal</i>	Council Fee (GST Applies)	121.18	12.12	133.30	Per Head	129.09	12.91	142.00
After Hours Ranger Call Out Fees	Council Fee (GST Applies)	97.45	9.75	107.20	Per Hour/Officer	103.64	10.36	114.00
After Hours Ranger Call Out Fees with Stock Trailer	Council Fee (GST Applies)	132.09	13.21	145.30	Per Hour/Officer	140.00	14.00	154.00
Contractor Livestock Cartage Fees	Council Fee (GST Applies)			At Contractors Cost	Per Cartage			At Contractors Cost
Costs incurred by Council if stray pet is taken to Vet (includes any Vet bills and cost of housing)	Council Fee (GST Applies)			At Contractors Cost	Per Pet			At Contractors Cost
<b>Customer Service</b>								
<b>Customer Service (Photocopying)</b>								
<i>(To be applied in conjunction with the Community use of Council Services Policy)</i>								
Community Group - (Our Paper)	Council Fee (GST Applies)	0.18	0.02	0.20	Per Page	0.18	0.02	0.20
Other Groups and Private Individuals (A4 Page)	Council Fee (GST Applies)	0.45	0.05	0.50	Per Page	0.45	0.05	0.50
Larger Sized Documents (A3 Page)	Council Fee (GST Applies)	0.68	0.07	0.75	Per Page	0.68	0.07	0.75
Colour Printing	Council Fee (GST Applies)	0.91	0.09	1.00	Per Page	0.91	0.09	1.00
Plan Printing (A2 Page)	Council Fee (GST Applies)	7.55	0.75	8.30	Per Page	7.73	0.77	8.50
Plan Printing (A1 Page)	Council Fee (GST Applies)	8.64	0.86	9.50	Per Page	9.09	0.91	10.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Fax - Sending	Council Fee (GST Applies)	2.00	0.20	2.20	First Page	2.00	0.20	2.20
Fax - Sending	Council Fee (GST Applies)	1.00	0.10	1.10	Subsequent Pages	1.00	0.10	1.10
Council Agenda - Business Papers plus non confidential attachments	Council Fee (GST Applies)	18.36	1.84	20.20	Per Issue	19.55	1.95	21.50
Council Agenda - Business Papers excluding attachments	Council Fee (GST Applies)	15.36	1.54	16.90	Per Issue	16.36	1.64	18.00
Council Agenda - CD Rom <i>(Provided by mail on subscription payable in advance)</i>	Council Fee (GST Applies)	5.45	0.55	6.00	Per Issue	5.91	0.59	6.50
<b>Cat Cages</b>								
Security Deposit - Cat Cage	Council Fee (No GST)	50.00		50.00	Flat	50.00		50.00
Hire Fee - Cat Cage (Maximum Hire period is 1 week)	Council Fee (GST Applies)	9.55	0.95	10.50	Per Week	10.00	1.00	11.00
<b>Land and Buildings</b>								
<b>Moorabool Shire Council Corporate Marquee</b>								
Security Deposit	Council Fee (No GST)	200.00		200.00	Flat Fee	200.00		200.00
Hire Fee	Council Fee (GST Applies)	90.91	9.09	100.00	Day or Weekend	90.91	9.09	100.00
<b>Bacchus Marsh Public Hall*</b>								
Security Deposit - Social Function	Council Fee (No GST)	250.00		250.00	Flat Fee	250.00		250.00
Security Deposit - 18th or 21st Birthdays	Council Fee (No GST)	550.00		550.00	Flat Fee	550.00		550.00
Hire - Community Group <i>Not for profit orgs, not incorporated orgs who operate on large scale</i>	Council Fee (GST Applies)	17.27	1.73	19.00	Per Hour	17.27	1.73	19.00
Hire - Commercial/Profit Making Groups <i>Organisation which charge other personnel for attendance at class/activity and/or who are registered for GST purposes.</i>	Council Fee (GST Applies)	59.09	5.91	65.00	Per Hour	59.09	5.91	65.00
Hire - Casual Hirers <i>Activities, Functions of family gatherings, Parties, etc.</i>	Council Fee (GST Applies)	40.91	4.09	45.00	Per Hour	40.91	4.09	45.00
<b>Bacchus Marsh Supper Room*</b>								
Security Deposit - Social Function	Council Fee (No GST)	200.00		200.00	Flat Fee	200.00		200.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Hire Fee (1 hour) (Casual Community Groups)	Council Fee (GST Applies)	16.36	1.64	18.00	Per Hour	16.36	1.64	18.00
Hire Fee (1 hour) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	10.00	1.00	11.00	Per Hour	10.00	1.00	11.00
<b>Bacchus Marsh Hall Kitchen Facilities</b>								
Security Deposit - Social Function	Council Fee (No GST)	250.00		250.00	Flat Fee	250.00		250.00
Security Deposit - 18th or 21st Birthdays	Council Fee (No GST)	550.00		550.00	Flat Fee	550.00		550.00
Hire Fee - Social Function	Council Fee (GST Applies)	113.64	11.36	125.00	Flat Fee	113.64	11.36	125.00
Hire Fee - Non Social Function	Council Fee (GST Applies)	40.00	4.00	44.00	Flat Fee	40.00	4.00	44.00
<b>Administration Matters</b>								
Cleaning up of Hall - Normal Hours	Council Fee (GST Applies)	46.36	4.64	51.00	Per Hour	49.09	4.91	54.00
Cleaning up of Hall - After Hours	Council Fee (GST Applies)	69.09	6.91	76.00	Per Hour	72.73	7.27	80.00
<b>Quamby Rooms</b>								
Security Deposit		200.00		200.00	Flat Fee	200.00		200.00
Quamby Rooms - Hire Fee (1 hour) (Casual Community Groups)	Council Fee (GST Applies)	16.36	1.64	18.00	Per Hour	17.27	1.73	19.00
Quamby Rooms - Hire Fee (1 hour) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	10.00	1.00	11.00	Per Hour	10.00	1.00	11.00
<b>Community Learning Centre - Lerderderg Library</b>								
Security Deposit		200.00		200.00	Flat Fee	200.00		200.00
<b>Small Meeting Room (Geoffrey Hine Room)</b>								
Hire Fee (1 hour) (Casual Community Groups)	Council Fee (GST Applies)	9.09	0.91	10.00	Per Hour	10.00	1.00	11.00
Hire Fee (1 hour) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	4.55	0.45	5.00	Per Hour	5.00	0.50	5.50

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Medium Meeting Room (Jean Oomes Room, James Young Room 1 or 2)</b>								
Hire Fee (1 hour) (Casual Community Groups)	Council Fee (GST Applies)	13.64	1.36	15.00	Per Hour	14.55	1.45	16.00
Hire Fee (1 hour) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	9.09	0.91	10.00	Per Hour	9.55	0.95	10.50
Hire Fee (day or night - 8 hours) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	27.27	2.73	30.00	Per Day/Night (8 hrs)	28.64	2.86	31.50
<b>Large Meeting Room (James Young Rooms 1 and 2)</b>								
Hire Fee (1 hour) (Casual Community Groups)	Council Fee (GST Applies)	13.64	1.36	15.00	Per Hour	14.55	1.45	16.00
Hire Fee (1 hour) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	9.09	0.91	10.00	Per Hour	9.55	0.95	10.50
Hire Fee (day or night - 8 hours) (Community group using facility on an ongoing/regular basis)	Council Fee (GST Applies)	45.45	4.55	50.00	Per Day/Night (8 hrs)	48.18	4.82	53.00
<b>All room bookings - Liability Insurance (Compulsory)</b>	Council Fee (GST Applies)	27.09	2.71	29.80	Per Hire	28.73	2.87	31.60
<b>Community Development</b>								
<b>Community Bus</b>								
Security Deposit (Payable by ALL categories)	Council Fee (No GST)	86.00		86.00	Flat	86.00		86.00
Category 1 Hire Fee	Council Fee (GST Applies)	20.00	2.00	22.00	Per Day	20.00	2.00	23.00
Category 1 Charge per Km	Council Fee (GST Applies)	0.55	0.05	0.60	Per km	0.55	0.05	0.70
Category 2 Hire Fee	Council Fee (GST Applies)	102.82	10.28	113.10	Per Day	102.82	10.28	120.00
Category 2 Charge per Km	Council Fee (GST Applies)	0.55	0.05	0.60	Per km	0.55	0.05	0.70
Category 3 Hire Fee	Council Fee (GST Applies)	249.00	24.90	273.90	Per Day	249.00	24.90	290.00
Category 3 Charge per Km	Council Fee (GST Applies)	0.55	0.05	0.60	Per km	0.55	0.05	0.70
<b>Definitions:</b>								
Category 1 - Non profit groups operating largely within Shire, not funded by Government, including regular and frequent users.								
Category 2 - Non profit groups operating largely within Shire, but receive funding from State or Commonwealth Governments which enables them to pay for operation costs. Usually infrequent or casual hirers.								
Category 3 - Commercial Rates to apply to all other types of users								

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Lerderderg Library</b>								
Fines (Per day, per item - max \$5 per item)	Council Fee (GST Applies)			0.25				0.30
Inter Library Loans (Public Library)	Council Fee (GST Applies)	1.82	0.18	2.00	Per Item	1.91	0.19	2.10
Inter Library Loans (Tertiary Institutions)	Council Fee (GST Applies)	16.36	1.64	18.00	Up to - Per Item	17.27	1.73	19.00
Replacement Card	Council Fee (GST Applies)	1.82	0.18	2.00	Per Card	1.91	0.19	2.10
Lost or damaged items	Council Fee (GST Applies)			Cost of Replacement				Cost of Replac
Processing fee	Council Fee (GST Applies)	5.00	0.50	5.50		5.27	0.53	5.80
Debt Collection Charge	Council Fee (GST Applies)	13.64	1.36	15.00	Per Escalation	14.45	1.45	15.90
Private Book Club	Council Fee (GST Applies)	130.91	13.09	144.00	Per Club, Per Year	130.91	13.09	144.00
Library Book Club	Council Fee (GST Applies)	40.00	4.00	44.00	Per Person, Per Year	40.00	4.00	44.00
Book Sales	Council Fee (GST Applies)			As marked				As marked
<b>Environmental Health</b>								
<b>Environmental Health - Food Act Registrations and Renewals</b>								
Class 1 Food Registrations (Eg: Hospital, Child Care Centre) - 1 to 10 Employees	Council Fee (No GST)	380.00		380.00	Annually	400.00		400.00
All food premises as above for additional people (over 10 employee's)	Council Fee (No GST)	33.90		33.90	Annually	33.90		36.00
Class 2 Food Registrations (Eg: Take Away, Café, Restaurant) - 1 to 10 Employees	Council Fee (No GST)	380.00		380.00	Annually	400.00		400.00
All food premises as above for additional people (over 10 employee's)	Council Fee (No GST)	33.90		33.90	Annually	33.90		36.00
- Community Group	Council Fee (No GST)	140.00		140.00	Annually	148.00		148.00
- Temporary or Mobile	Council Fee (No GST)	380.00		380.00	Annually	400.00		400.00
Class 3 Food Registrations (Eg: Bakery, Milk Bar, General Store) - Commercial	Council Fee (No GST)	280.00		280.00	Annually	295.00		295.00
- Community Group	Council Fee (No GST)	90.00		90.00	Annually	95.00		95.00
- Bed and Breakfasts	Council Fee (No GST)	90.00		90.00	Annually	90.00		95.00
- Temporary or Mobile	Council Fee (No GST)	280.00		280.00	Annually	280.00		295.00
Class 4 Food Registration (Eg: Service Station, Video Shop, Pharmacy, Newsagent, Gift Shop)	Council Fee (No GST)			No Charge	N/A			No Charge
Additional Regulatory Inspections	Council Fee (GST Applies)	109.09	10.91	120.00	Per Inspection	114.55	11.45	126.00
Transfer of Registration (50% of Registration Fee)	Statutory Fee (GST Applies)			50%	Per Transfer			200.00
Premises Pre Sale Inspection (50% of Registration Fee)	Statutory Fee (GST Applies)			50%	Per Inspection			2.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Infringements - Fines as per Food Act 1984				as per regulations	Per Penalty			as per regulations
Pre Registration	Council Fee (GST Applies)			50% of Renewal of Registration	Per Registration			200.00
Community Group less than 12 Events	Council Fee (No GST)			No Charge				No Charge
Late Payment Fee	Council Fee (No GST)			50% of Registration				50% of Registration
Food Record Diary	Council Fee (GST Applies)	34.55	3.45	38.00	Per Diary	36.82	3.68	40.50
Sample Request	Council Fee (GST Applies)	81.82	8.18	90.00	Per Sample	86.36	8.64	95.00
<b>Environmental Health - Health Act Registrations and Renewals</b>								
Premises required to be registered pursuant to S366C of Health Act (Includes: Beauty Parlours, Hairdressers, Tattooists, Ear Piercing, etc)	Council Fee (No GST)	280.00		280.00	Annually	300.00		300.00
Mobile Hairdresser	Council Fee (No GST)	140.00		140.00	Annually	150.00		150.00
Caravan Park - Statutory Requirement (Per Site)	Statutory Fee (No GST)			as per state government regulation	Triannually			as per state government regulation
Prescribed Premises (Eg: Accommodation Houses)	Council Fee (No GST)	280.00		280.00	Annually	300.00		300.00
Transfer of Registration (50% of Registration Fee)	Statutory Fee (GST Applies)			50%	Per Transfer			150.00
Premises Pre Sale Inspection (50% of Registration Fee)	Statutory Fee (GST Applies)			50%	Per Inspection			50%
Late payment fee	Council Fee (No GST)			50% of Registration				50% of Registration
Review of Plans	Council Fee (No GST)	180.00		180.00	Per Premise	180.00		190.00
<b>Environmental Health - Septic Tank Fees</b>								
New Installation Permit & Inspection (Inc. Pre Installation Inspection (#5.25))	Council Fee (No GST)	510.00		510.00	Per Permit	540.00		540.00
Alteration to Current Permit	Council Fee (No GST)	255.00		255.00	Per Alteration	270.00		270.00
Extension of Current Permit	Council Fee (No GST)	210.00		210.00	Per Extension	220.00		220.00
Additional Inspection Requests	Council Fee (No GST)	120.00		120.00	Per Inspection	125.00		125.00
Grey Water Permit	Council Fee (No GST)	255.00		255.00	Per Permit	270.00		270.00
Septic/Sewer Information Requests	Council Fee (No GST)	50.00		50.00	Per Request	53.00		53.00
Sample Request	Council Fee (GST Applies)	81.82	8.18	90.00	Per Sample	86.36	8.64	95.00
<b>Finance</b>								
<b>Revenue - Other</b>								
Land Information Certificates	Statutory Fee (No GST)	20.00		20.00	Each	20.00		20.00
Land Information Certificates - Urgent Fee	Council Fee (GST Applies)	38.55	3.85	42.40	Each	40.82	4.08	44.90

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Finance Invoice preparation costs	Council Fee (GST Applies)	23.82	2.38	26.20	Per Job	25.27	2.53	27.80
Record Searches - 30 Year Search Adverse Possession (Minimum Charge)	Council Fee (No GST)	100.00		100.00	Each	106.00		106.00
Record Searches - 30 Year Search Adverse Possession (Maximum Charge)	Council Fee (No GST)	350.00		350.00	Each	370.00		370.00
<b>Bungaree Public Weighbridge</b>								
Tray Truck	Council Fee (GST Applies)	16.27	1.63	17.90	Per Weighing	17.27	1.73	19.00
Semi Trailer Truck	Council Fee (GST Applies)	25.00	2.50	27.50	Per Weighing	26.55	2.65	29.20
B-Double Truck	Council Fee (GST Applies)	35.73	3.57	39.30	Per Weighing	37.91	3.79	41.70
<b>General Manager Corporate Services</b>								
<b>Revenue - Freedom of Information</b>								
Freedom of Information Requests	Statutory Fee (No GST)	25.10		25.10	Each	25.70		25.70
Freedom of Information - Supervision Fee	Council Fee (GST Applies)	4.82	0.48	5.30	Per 1/4 Hour	5.00	0.50	5.50
Freedom of Information - Search Fee	Council Fee (GST Applies)	19.27	1.93	21.20	Per Hour	20.91	2.09	23.00
<b>Planning and Building</b>								
<b>Building Control - Permits &amp; Services</b>								
Building Notices and Orders	Council Fee (GST Applies)	281.45	28.15	309.60	Per Unit	298.36	29.84	328.20
Class 1A - New Dwellings - Construction Value \$99,999 and under	Council Fee (GST Applies)	2,789.09	278.91	3,068.00	Per Permit	2,956.36	295.64	3,252.00
Class 1A - New Dwellings - Construction Value \$100,000 to \$149,999	Council Fee (GST Applies)	2,789.09	278.91	3,068.00	Per Permit	2,956.36	295.64	3,252.00
Class 1A - New Dwellings - Construction Value \$150,000 to \$199,999	Council Fee (GST Applies)	2,789.09	278.91	3,068.00	Per Permit	2,956.36	295.64	3,252.00
Class 1A - New Dwellings - Construction Value \$200,000 to \$249,999	Council Fee (GST Applies)	3,139.09	313.91	3,453.00	Per Permit	3,327.27	332.73	3,660.00
Class 1A - New Dwellings - Construction Value \$250,000 and over	Council Fee (GST Applies)	3,843.64	384.36	4,228.00	Per Permit	4,074.55	407.45	4,482.00
Class 1B - Residential Building (To be assessed by MBS) Minimum	Council Fee (GST Applies)	3,139.09	313.91	3,453.00	Per Permit	3,327.27	332.73	3,660.00
Class 2 - Multi Unit Development (Each)	Council Fee (GST Applies)	2,789.09	278.91	3,068.00	Per Unit/Permit	2,956.36	295.64	3,252.00
Class 3 - Hostels, etc (To be assessed) Minimum	Council Fee (GST Applies)	3,356.36	335.64	3,692.00	Per Permit	3,558.18	355.82	3,914.00
Class 4 - Dwellings associated with other classes (To be assessed) Minimum	Council Fee (GST Applies)	3,356.36	335.64	3,692.00	Per Permit	3,558.18	355.82	3,914.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Class 4 - Dwellings associated with other classes (To be assessed) Minimum	Council Fee (GST Applies)	3,356.36	335.64	3,692.00	Per Permit	3,558.18	355.82	3,914.00
Class 5 to 9 - Offices, Shops, Factories - Construction Value up to \$30,000	Council Fee (GST Applies)	4,060.91	406.09	4,467.00	Per Permit	4,304.55	430.45	4,735.00
Class 5 to 9 - Offices, Shops, Factories - Construction Value \$30,000 to \$100,000	Council Fee (GST Applies)	4,060.91	406.09	4,467.00	Fee + 1.0%	4,304.55	430.45	4,735.00
Class 5 to 9 - Offices, Shops, Factories - Construction Value \$100,001 to \$500,000	Council Fee (GST Applies)	4,060.91	406.09	4,467.00	Fee + 0.25%	4,304.55	430.45	4,735.00
Class 5 to 9 - Offices, Shops, Factories - Construction Value \$500,001 to \$2 million	Council Fee (GST Applies)	5,197.27	519.73	5,717.00	Fee + 0.1%	5,509.09	550.91	6,060.00
Class 5 to 9 - Offices, Shops, Factories - Construction Value over \$2 million	Council Fee (GST Applies)	8,120.91	812.09	8,933.00	Fee + 0.1%	8,608.18	860.82	9,469.00
Class 5 to 9 - Offices, Shops, Factories - Or to be assessed by Build Surv. (\$5m)	Council Fee (GST Applies)	12,450.91	1,245.09	13,696.00		13,198.18	1,319.82	14,518.00
Class 10A - Res Out Build (Garage, Carport) - Construction Value \$4,999 and under	Council Fee (GST Applies)	1,104.55	110.45	1,215.00	Per Permit	1,170.91	117.09	1,288.00
Class 10A - Res Out Build (Garage, Carport) - Construction Value \$5,000 to \$9,999	Council Fee (GST Applies)	1,219.09	121.91	1,341.00	Per Permit	1,291.82	129.18	1,421.00
Class 10A - Res Out Build (Garage, Carport) - Construction Value \$10,000 and over	Council Fee (GST Applies)	1,331.82	133.18	1,465.00	Per Permit	1,411.82	141.18	1,553.00
Class 10B - Masts, Fences (To be assessed) Minimum	Council Fee (GST Applies)	1,163.64	116.36	1,280.00	Per Permit	1,233.64	123.36	1,357.00
Dwelling additions/alterations - Construction Value \$9,999 and under	Council Fee (GST Applies)	1,861.82	186.18	2,048.00	Per Permit	1,973.64	197.36	2,171.00
Dwelling additions/alterations - Construction Value \$10,000 to \$14,999	Council Fee (GST Applies)	1,861.82	186.18	2,048.00	Per Permit	1,973.64	197.36	2,171.00
Dwelling additions/alterations - Construction Value \$15,000 to \$19,999	Council Fee (GST Applies)	1,861.82	186.18	2,048.00	Per Permit	1,973.64	197.36	2,171.00
Dwelling additions/alterations - Construction Value \$20,000 to \$24,999	Council Fee (GST Applies)	2,328.18	232.82	2,561.00	Per Permit	2,468.18	246.82	2,715.00
Dwelling additions/alterations - Construction Value \$25,000 and above	Council Fee (GST Applies)	3,139.09	313.91	3,453.00	Per Permit	3,327.27	332.73	3,660.00
Regulation 312(2) - consent and Report (Dispensation) (Rescode, Projections & Flood) Maximum	Statutory Fee (No GST)	232.93		232.93	Per Certificate	232.93		232.93
Regulation 320 - Lodgement of Building Permits over \$5,000 (All Classes)	Statutory Fee (No GST)	34.85		34.85	Per Permit	34.85		34.85
Regulation 326(1) - Request for Information in relation to property sale	Statutory Fee (No GST)	46.45		46.45	Per Certificate	46.45		46.45
Regulation 326(1)(a,b,c)(2 & 3) - Request for Information for Building Permit (Eg: Termite, Bushfire, Flood, etc)	Statutory Fee (No GST)	46.45		46.45	Per Certificate	46.45		46.45
Building Permit Levy - WV (For applications over \$10,000)	Statutory Fee (No GST)		0.128% of construction cost		Per Permit		0.128% of construction cost	
Building Permit Levy - HIH (Domestic Buildings over \$10,000)	Statutory Fee (No GST)		0.032% of construction cost		Per Permit		0.032% of construction cost	
<i>Above fees must be paid in advance by Legislation to State Government</i>								
Security Deposit - Resited Dwelling (Deposit Bank Guarantee or Cash)	Statutory Fee (No GST)	5,000.00		5,000.00	Per Resiting	5,000.00		5,000.00



Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Security Deposit - Resited Dwelling (Deposit Bank Guarantee or Cash)	Statutory Fee (No GST)	5,000.00		5,000.00	Per Resiting	5,000.00		5,000.00
Demolition - Domestic Building	Council Fee (GST Applies)	1,163.64	116.36	1,280.00	Per Building	1,233.64	123.36	1,357.00
Demolition - Commercial Building	Council Fee (GST Applies)	2,084.55	208.45	2,293.00	Per Storey	2,210.00	221.00	2,431.00
Demolition - Section 29A	Statutory Fee (No GST)	58.17		58.17	Per Application	58.17		58.17
Re-activation of Lapsed Permit/Permit Extension (Minimum)	Council Fee (GST Applies)	173.64	17.36	191.00	6mth Extension	183.64	18.36	202.00
Re-activation of Lapsed Permit/Permit Extension (Minimum)	Council Fee (GST Applies)	346.36	34.64	381.00	12mth Extension	367.27	36.73	404.00
Inspection Appointments (Or Assessed by Building Surveyor)	Council Fee (GST Applies)	115.45	11.55	127.00	Per Inspection	122.73	12.27	135.00
Inspection Appointments (Or Assessed by Building Surveyor) - Commercial	Council Fee (GST Applies)	140.91	14.09	155.00	Per Inspection	149.09	14.91	164.00
Any Service/Inspection Not Otherwise provided for	Council Fee (GST Applies)	130.00	13.00	143.00	Minimum	138.18	13.82	152.00
Request for copy of House Plans (Copying extra)	Council Fee (GST Applies)	116.36	11.64	128.00	Each	123.64	12.36	136.00
Swimming Pool (Within Moorabool Shire) - Construction Value \$14,999 and under	Council Fee (GST Applies)	1,272.73	127.27	1,400.00	Per Permit	1,349.09	134.91	1,484.00
Swimming Pool (Within Moorabool Shire) - Construction Value \$15,000 to \$19,999	Council Fee (GST Applies)	1,504.55	150.45	1,655.00	Per Permit	1,594.55	159.45	1,754.00
Swimming Pool (Within Moorabool Shire) - Construction Value \$20,000 and over	Council Fee (GST Applies)	1,976.36	197.64	2,174.00	Per Permit	2,094.55	209.45	2,304.00
Building Notice for Unauthorised Work	Council Fee (GST Applies)		Cost of Permit plus 10%		Per Notice		Cost of Permit plus 10%	
Place of Public Entertainment - Low impact	Council Fee (GST Applies)	600.00	60.00	660.00	Per permit	636.00	63.64	700.00
Place of Public Entertainment - High impact	Council Fee (GST Applies)	600.00	60.00	660.00	Per permit	1,272.73	127.27	1,400.00
<b>Land Use Planning</b>								
Certificates of Compliance	Statutory Fee (No GST)	147.00		147.00	Each	147.00		147.00
Secondary Consent	Council Fee (GST Applies)	103.64	10.36	114.00	Each	110.00	11.00	121.00
Satisfaction Matter <i>The fee for determining a matter where a planning scheme specifies that the matter must be done to the satisfaction of a responsible authority or a referral authority</i>	Statutory Fee (GST Applies)	92.73	9.27	102.00	Each	92.73	9.27	102.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Permit extension (1st)	Council Fee (GST Applies)	136.82	13.68	150.50	Each	145.00	14.50	159.50
Permit extension (2nd)	Council Fee (GST Applies)	273.64	27.36	301.00	Each	290.09	29.01	319.10
Permit extension (3rd and subsequent)	Council Fee (GST Applies)	410.55	41.05	451.60	Each	435.18	43.52	478.70
Processing S173 Agreements for Sealing	Council Fee (GST Applies)	133.00	13.30	146.30	Each	141.00	14.10	155.10
Administration fee for Council solicitor drafting agreement (Solicitor fee plus this fee)	Council Fee (GST Applies)	61.18	6.12	67.30	Each	64.82	6.48	71.30
Section 52 Public Notice - Application for Permits - Notice by Normal Mail	Council Fee (GST Applies)	7.36	0.74	8.10	Each	7.82	0.78	8.60
Section 52 Public Notice - Application for Permits - Notice in Newspaper	Council Fee (GST Applies)	178.73	17.87	196.60	Each	189.45	18.95	208.40
Section 52 Public Notice - Application for Permits - Notice for site	Council Fee (GST Applies)	25.55	2.55	28.10	Each	27.09	2.71	29.80
<i>Charges for Newspaper Notices to be cumulative based on actual notices required for project and charges are subject to change as reviewed by newspapers from time to time</i>								
Public notice erected and maintained on site for 14 days	Council Fee (GST Applies)	143.09	14.31	157.40	Each	151.64	15.16	166.80
Retrieval of Planning Files	Council Fee (GST Applies)	51.09	5.11	56.20	Per File	54.18	5.42	59.60
Planning Information Controls		61.18	6.12	67.30	Each	64.82	6.48	71.30
Hopetoun Park Assessment	Council Fee (GST Applies)	104.09	10.41	114.50	Each	110.36	11.04	121.40
Advertising sign A3 (Laminated)	Council Fee (GST Applies)	25.55	2.55	28.10	Each	27.09	2.71	29.80
Advertising sign A2 (Laminated)	Council Fee (GST Applies)	51.09	5.11	56.20	Each	54.18	5.42	59.60
Advertising sign A1 (Laminated)	Council Fee (GST Applies)	76.64	7.66	84.30	Each	81.27	8.13	89.40
Additional A3 Signs	Council Fee (GST Applies)	15.45	1.55	17.00	Each	16.36	1.64	18.00
Copy of Permit	Council Fee (GST Applies)	35.64	3.56	39.20	Each	37.82	3.78	41.60
Copy of Endorsed Plans - Administration Cost <i>(Customer will be charged Administration Fee and then a cost per page)</i>	Council Fee (GST Applies)	5.27	0.53	5.80	Each	5.55	0.55	6.10
Copy of Endorsed Plans - A4	Council Fee (GST Applies)	1.09	0.11	1.20	Per Page	1.18	0.12	1.30
Copy of Endorsed Plans - A3	Council Fee (GST Applies)	2.00	0.20	2.20	Per Page	2.09	0.21	2.30
Copy of Endorsed Plans - A2	Council Fee (GST Applies)	12.55	1.25	13.80	Per Page	13.27	1.33	14.60
Copy of Endorsed Plans - A1	Council Fee (GST Applies)	18.27	1.83	20.10	Per Page	19.36	1.94	21.30
Copy of Endorsed Plans - A0	Council Fee (GST Applies)	24.55	2.45	27.00	Per Page	26.00	2.60	28.60

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Regulation 6 - Amendments to Planning Schemes</b>								
Stage 1 (Refer definition in Planning & Env (Fees) Regs 2000, section 6)	Statutory Fee (No GST)	798.00		798.00	Each	798.00		798.00
Stage 2 (Refer definition in Planning & Env (Fees) Regs 2000, section 6)	Statutory Fee (No GST)	798.00		798.00	Each	798.00		798.00
Stage 3 (Refer definition in Planning & Env (Fees) Regs 2000, section 6)	Statutory Fee (No GST)	524.00		524.00	Each	524.00		524.00
Stage 4 (Refer definition in Planning & Env (Fees) Regs 2000, section 6)	Statutory Fee (No GST)	798.00		798.00	Each	798.00		798.00
<i>The fees for Stages 1-3 are to be paid to the planning authority by the person who requested the amendment. The fee for Stage 4 is paid to the Minister by the person who requested the amendment.</i>								
<b>Regulation 7 - Application for Planning Permits</b>								
Class 1 - An Application for use only	Statutory Fee (No GST)	502.00		502.00	Each	502.00		502.00
Class 2 - Development Cost > \$10,000 and < \$100,000 (Develop for single Dwelling)	Statutory Fee (No GST)	239.00		239.00	Each	239.00		239.00
Class 3 - Development Cost > \$100,000 (Develop for single Dwelling)	Statutory Fee (No GST)	490.00		490.00	Each	490.00		490.00
Class 4 - Development Cost Up to \$10,000 (To develop for other than a single dwelling)	Statutory Fee (No GST)	102.00		102.00	Each	102.00		102.00
Class 5 - Development Cost > \$10,000 & < \$250,000 (Other than Class 2, 3 or subdivide)	Statutory Fee (No GST)	604.00		604.00	Each	604.00		604.00
Class 6 - Development Cost > \$250,000 and < \$500,000 (Other than Class 3)	Statutory Fee (No GST)	707.00		707.00	Each	707.00		707.00
Class 7 - Development Cost > \$500,000 and < \$1 million (Other than Class 3)	Statutory Fee (No GST)	815.00		815.00	Each	815.00		815.00
Class 8 - Development Cost > \$1 million and < \$7 million (Other than Class 3)	Statutory Fee (No GST)	1,153.00		1,153.00	Each	1,153.00		1,153.00
Class 9 - Development Cost > \$7 million and < \$10 million (Other than Class 3)	Statutory Fee (No GST)	4,837.00		4,837.00	Each	4,837.00		4,837.00
Class 10 - Development Cost > \$10 million and < \$50 million (Other than Class 3)	Statutory Fee (No GST)	8,064.00		8,064.00	Each	8,064.00		8,064.00
Class 11 - Development Cost > \$50 million (Other than Class 3)	Statutory Fee (No GST)	16,130.00		16,130.00	Each	16,130.00		16,130.00
Class 12 - To subdivide an existing building	Statutory Fee (No GST)	386.00		386.00	Each	386.00		386.00
Class 13 - To subdivide land into two lots	Statutory Fee (No GST)	386.00		386.00	Each	386.00		386.00
Class 14 - Realignment of Boundary or Consolidation	Statutory Fee (No GST)	386.00		386.00	Each	386.00		386.00
Class 15 - To subdivide land	Statutory Fee (No GST)	781.00		781.00	Each	781.00		781.00
Class 16 - Remove restriction within meaning of Subdivision Act 1988	Statutory Fee (No GST)	249.00		249.00	Each	249.00		249.00
Class 17 - Vary or remove a restriction, create or remove right of way	Statutory Fee (No GST)	541.00		541.00	Each	541.00		541.00
Class 18 - Create, Vary or remove and Easement	Statutory Fee (No GST)	404.00		404.00	Each	404.00		404.00
<i>Reference should be made to the Planning &amp; Env Fees Regs 2000 for full wording</i>								

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Combined Permit Applications								
<i>The fee for an application for any combination of the classes of applications is the sum arrived at by adding the highest of the fees which would have applied if separate applications had been made plus 50% of each of the other fees which would have applied if separate applications had been made.</i>								
<b>Regulation 8B - Applications for Amendments to Planning Permits</b>								
Class 1 - Application to amend a permit to change use	Statutory Fee (No GST)	502.00		502.00	Each	502.00		502.00
Class 2 - (a) application to amend permit to change the statement of what the permit allows	Statutory Fee (No GST)	502.00		502.00	Each	502.00		502.00
Class 2 - (b) Application to change any or all of the conditions which apply to the permit	Statutory Fee (No GST)	502.00		502.00	Each	502.00		502.00
Class 2 - (c) Application to change a permit in any way not otherwise provided for	Statutory Fee (No GST)	502.00		502.00	Each	502.00		502.00
Class 3 - Application to amend a permit >\$10,000 and <\$100,000 (Single Dwelling)	Statutory Fee (No GST)	239.00		239.00	Each	239.00		239.00
Class 4 - Application to amend a permit to develop and use land >\$100,000 (Single Dwelling)	Statutory Fee (No GST)	490.00		490.00	Each	490.00		490.00
Class 5 - Application to amend a permit to develop land, other than an application to amend a permit to develop land <\$10,000 (Single Dwelling), or an application to amend a permit to subdivide land <\$10,000	Statutory Fee (No GST)	102.00		102.00	Each	102.00		102.00
Class 6 - Application (other than Class 3 or Class 4) >\$10,000 and <\$250,000	Statutory Fee (No GST)	604.00		604.00	Each	604.00		604.00
Class 7 - Application (other than Class 4) >\$250,000 and <\$500,000	Statutory Fee (No GST)	707.00		707.00	Each	707.00		707.00
Class 8 - Application (other than Class 4) >\$500,000	Statutory Fee (No GST)	815.00		815.00	Each	815.00		815.00
Class 9 - (a) Application to amend a permit to subdivide an existing building	Statutory Fee (No GST)	386.00		386.00	Each	386.00		386.00
Class 9 - (b) Application to amend a permit to subdivide the land into two lots	Statutory Fee (No GST)	386.00		386.00	Each	386.00		386.00
Class 9 - (c) Application to amend a permit to realign a common boundary to consolidate two or more lots	Statutory Fee (No GST)	386.00		386.00	Each	386.00		386.00
<b>Subdivision Fees</b>								
Application to Certify a Plan of Subdivision	Statutory Fee (No GST)	100.00		100.00	Per Lot	100.00		100.00
Application to Certify a Plan of Subdivision (per Lot fee)	Statutory Fee (No GST)	20.00		20.00	Per Lot	20.00		20.00
<b>Appendix E. Fees and Charges</b>								
Recertification	Statutory Fee (No GST)	100.00		100.00	Each	100.00		100.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Application to Certify a Plan of Subdivision (per Lot fee)	Statutory Fee (No GST)	20.00		20.00	Per Lot	20.00		20.00
Recertification	Statutory Fee (No GST)	100.00		100.00	Each	100.00		100.00
Processing of new versions of Subdivision Plans	Council Fee (GST Applies)	76.64	7.66	84.30	Per New Plan	81.27	8.13	89.40
<b>Subdivisions</b> <i>(Applications for land, removal of restrictions) - see above</i>								
Property Valuation Fee (\$0 to \$199,999)	Council Fee (GST Applies)	410.00	41.00	451.00	Per Valuation	436.36	43.64	480.00
Property Valuation Fee (\$200,000 to \$399,999)	Council Fee (GST Applies)	460.00	46.00	506.00	Per Valuation	486.36	48.64	535.00
Property Valuation Fee (\$400,000 to \$499,999)	Council Fee (GST Applies)	510.00	51.00	561.00	Per Valuation	540.91	54.09	595.00
Property Valuation Fee (\$500,000 to \$599,999)	Council Fee (GST Applies)	560.00	56.00	616.00	Per Valuation	592.73	59.27	652.00
Property Valuation Fee (\$600,000 to \$699,999)	Council Fee (GST Applies)	610.00	61.00	671.00	Per Valuation	645.45	64.55	710.00
Property Valuation Fee (\$700,000 to \$799,999)	Council Fee (GST Applies)	660.00	66.00	726.00	Per Valuation	700.00	70.00	770.00
Property Valuation Fee (\$800,000 to \$899,999)	Council Fee (GST Applies)	760.00	76.00	836.00	Per Valuation	805.45	80.55	886.00
Property Valuation Fee (\$900,000 to \$999,999)	Council Fee (GST Applies)	860.00	86.00	946.00	Per Valuation	909.09	90.91	1,000.00
Property Valuation Fee (\$1,000,000 to \$1,499,999)	Council Fee (GST Applies)	960.00	96.00	1,056.00	Per Valuation	1,018.18	101.82	1,120.00
Property Valuation Fee (\$1,500,000 to \$2,000,000)	Council Fee (GST Applies)	1,060.00	106.00	1,166.00	Per Valuation	1,122.73	112.27	1,235.00
Property Valuation Fee (\$2,000,000 + )	Council Fee (GST Applies)	Per cost from contract valuer				Per cost from contract valuer		
<b>GIS</b>								
<b>Map Sales</b>								
Shire Maps	Council Fee (GST Applies)	21.73	2.17	23.90	Each	22.73	2.27	25.00
<b>Tourism</b>								
<b>Signage Permits</b>								
Tourist Sign Permit - Tourist Signing Guidelines 1998 (Admin Fee) <i>(Design, manufacture, installation and maintenance of sign/s, costs borne by applicants and will remain applicants full responsibility)</i>	Council Fee (GST Applies)	43.27	4.33	47.60	5 Year Permit	45.91	4.59	50.50
<b>Waste Management</b>								
<b>Events Trailer</b>								
Security Deposit to utilise Trailer	Council Fee (No GST)	200.00		200.00	Flat Fee	200.00		200.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Waste Management - Sales</b>								
Wheelie Bin 120 Litre - Only sold to residents in BM & Urban townships	Council Fee (GST Applies)	85.45	8.55	94.00	Per Bin	90.91	9.09	100.00
Wheelie Bin 240 Litre - Sold to all residents in Shire	Council Fee (GST Applies)	116.36	11.64	128.00	Per Bin	123.64	12.36	136.00
Wheelie Bin 120 Litre - Replacement Red Lid (If Bin purchased elsewhere)	Council Fee (GST Applies)	23.64	2.36	26.00	Per Lid	25.45	2.55	28.00
Wheelie Bin 240 Litre - Replacement Red Lid (If Bin purchased elsewhere)	Council Fee (GST Applies)	29.09	2.91	32.00	Per Lid	30.91	3.09	34.00
<b>Waste Management Service Charges</b>								
Waste Management Service Charge <i>Farming Enterprises only pay one service charge fee</i>	Council Fee (No GST)	83.00		83.00	Annual Charge	92.00		92.00
State Landfill Levy Charge <i>Farming Enterprises only pay one service charge fee</i>	Council Fee (No GST)	27.00		27.00	Annual Charge	33.00		33.00
<b>Waste Collection Services - Residential</b>								
Ballan & Bacchus Marsh - 120 Litre Bin - Weekly Collection - Compulsory	Council Fee (No GST)	94.00		94.00	Per Service	95.00		95.00
Ballan & Bacchus Marsh - Fortnightly Recycle Collection - Compulsory	Council Fee (No GST)	43.00		43.00	Per Service	47.00		47.00
<b>Total Waste Collection Fee</b>				<b>137.00</b>				<b>142.00</b>
Other Rural - 240 Litre - Fortnightly Collection - Compulsory	Council Fee (No GST)	94.00		94.00	Per Service	95.00		95.00
Other Rural - Fortnightly Recycle Collection - Compulsory	Council Fee (No GST)	43.00		43.00	Per Service	47.00		47.00
<b>Total Waste Collection Fee</b>				<b>137.00</b>				<b>142.00</b>
Non Compulsory Service - 120 Litre - Weekly Collection	Council Fee (No GST)	94.00		94.00	Per Service	95.00		95.00
Non Compulsory Service - Fortnightly Recycle Collection	Council Fee (No GST)	43.00		43.00	Per Service	47.00		47.00
<b>Total Waste Collection Fee</b>				<b>137.00</b>				<b>142.00</b>
Non Compulsory Service - 240 Litre - Fortnightly Collection	Council Fee (No GST)	94.00		94.00	Per Service	95.00		95.00
Non Compulsory Service - Fortnightly Recycle Collection	Council Fee (No GST)	43.00		43.00	Per Service	47.00		47.00
<b>Total Waste Collection Fee</b>				<b>137.00</b>				<b>142.00</b>

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
<b>Garbage Collection Services - Commercial</b>								
1 (Number of 240 Litre Bins)	Council Fee (GST Applies)	210.91	21.09	232.00	Annual Charge	223.64	22.36	246.00
2	Council Fee (GST Applies)	410.00	41.00	451.00	Annual Charge	434.55	43.45	478.00
3 Ballan & Bacchus Marsh - Weekly Service	Council Fee (GST Applies)	607.27	60.73	668.00	Annual Charge	643.64	64.36	708.00
4 Rural Areas - Fortnightly Service	Council Fee (GST Applies)	800.91	80.09	881.00	Annual Charge	849.09	84.91	934.00
5	Council Fee (GST Applies)	1,001.82	100.18	1,102.00	Annual Charge	1,061.82	106.18	1,168.00
6 Urban Eg: 2 bins for collection x 3 collections of each bin per week = 6 pick ups	Council Fee (GST Applies)	1,202.73	120.27	1,323.00	Annual Charge	1,274.55	127.45	1,402.00
7	Council Fee (GST Applies)	1,396.36	139.64	1,536.00	Annual Charge	1,480.00	148.00	1,628.00
8	Council Fee (GST Applies)	1,597.27	159.73	1,757.00	Annual Charge	1,692.73	169.27	1,862.00
9 Rural Eg: 2 bins for collection x 1 collection of each bin per fortnight = 2 pick ups	Council Fee (GST Applies)	1,791.82	179.18	1,971.00	Annual Charge	1,899.09	189.91	2,089.00
10	Council Fee (GST Applies)	1,991.82	199.18	2,191.00	Annual Charge	2,110.91	211.09	2,322.00
11 (4 bins for rural collection per fortnight = 4 pick ups)	Council Fee (GST Applies)	2,186.36	218.64	2,405.00	Annual Charge	2,317.27	231.73	2,549.00
12	Council Fee (GST Applies)	2,381.82	238.18	2,620.00	Annual Charge	2,524.55	252.45	2,777.00
13	Council Fee (GST Applies)	2,587.27	258.73	2,846.00	Annual Charge	2,742.73	274.27	3,017.00
14	Council Fee (GST Applies)	2,781.82	278.18	3,060.00	Annual Charge	2,949.09	294.91	3,244.00
15	Council Fee (GST Applies)	2,982.73	298.27	3,281.00	Annual Charge	3,161.82	316.18	3,478.00
16	Council Fee (GST Applies)	3,182.73	318.27	3,501.00	Annual Charge	3,373.64	337.36	3,711.00
20	Council Fee (GST Applies)	3,377.27	337.73	3,715.00	Annual Charge	3,580.00	358.00	3,938.00
<b>Commercial Recycling (Schools Only)</b>								
Fortnight Collection (maximum 4 bins per School)	Council Fee (GST Applies)	150.91	15.09	166.00	Per Bin	160.00	16.00	176.00
<b>Bacchus Marsh, Ballan &amp; Mt Egerton Transfer Station &amp; Tips</b>								
Tyre Disposal - Motor Cycle	Council Fee (GST Applies)				Per Tyre	8.18	0.82	9.00
Tyre Disposal - Car	Council Fee (GST Applies)	6.36	0.64	7.00	Per Tyre	7.27	0.73	8.00
Tyre Disposal - Light Truck & 4WD	Council Fee (GST Applies)	9.09	0.91	10.00	Per Tyre	10.00	1.00	11.00
Tyre Disposal - Heavy Truck	Council Fee (GST Applies)	20.00	2.00	22.00	Per Tyre	21.82	2.18	24.00
Tyre Disposal - Heavy Truck Super Single	Council Fee (GST Applies)				Per Tyre	31.82	3.18	35.00
Tyre Disposal - Small Tractor	Council Fee (GST Applies)	52.73	5.27	58.00	Per Tyre	63.64	6.36	70.00
Tyre Disposal - Large Tractor	Council Fee (GST Applies)	71.82	7.18	79.00	Per Tyre	127.27	12.73	140.00
Tyre Disposal - Earthmover	Council Fee (GST Applies)	118.18	11.82	130.00	Per Tyre	318.18	31.82	350.00
Tyre Disposal - Car (tyres on rims)	Council Fee (GST Applies)	9.09	0.91	10.00	Per Tyre	10.00	1.00	11.00
Tyre Disposal - Light Truck & 4WD (tyres on rims)	Council Fee (GST Applies)	11.82	1.18	13.00	Per Tyre	12.73	1.27	14.00
Tyre Disposal - Heavy Truck (tyres on rims)	Council Fee (GST Applies)				Per Tyre	18.19	1.81	20.00

Description	Type of Fee	2012/2013 Adopted Fees			Unit	2013/2014 Proposed Fees		
		Pre GST	GST	Total		Pre GST	GST	Total
Car or Station Wagon	Council Fee (GST Applies)	14.55	1.45	16.00	Per Attendance	15.45	1.55	17.00
Small Trailer (1.8 x 1.2 x 0.3) or Utility	Council Fee (GST Applies)	20.91	2.09	23.00	Per Attendance	22.73	2.27	25.00
Small Trailer (Heaped Load)	Council Fee (GST Applies)	30.00	3.00	33.00	Per Attendance	31.82	3.18	35.00
Small Trailer (High Sides)	Council Fee (GST Applies)	38.18	3.82	42.00	Per Attendance	40.91	4.09	45.00
Large Trailer	Council Fee (GST Applies)	30.00	3.00	33.00	Per Attendance	31.82	3.18	35.00
Large Trailer (Heaped Load)	Council Fee (GST Applies)	47.27	4.73	52.00	Per Attendance	50.00	5.00	55.00
Large Trailer (High Sides)	Council Fee (GST Applies)	54.55	5.45	60.00	Per Attendance	58.18	5.82	64.00
Trucks	Council Fee (GST Applies)	38.18	3.82	42.00	Per Cubic Metre	40.91	4.09	45.00
Clean Green Waste	Council Fee (GST Applies)			1/2 Price				1/2 Price
Recyclable materials separated to the recyclable by the customer	Council Fee (GST Applies)			Free	Per Attendance			Free
Mattresses	Council Fee (GST Applies)	21.82	2.18	24.00	Each	23.64	2.36	26.00
Tip Vouchers (Book 26 Tickets) <i>Available to residents who cannot be provided with a garbage collection service</i>	Council Fee (GST Applies)	50.91	5.09	56.00	Book	54.55	5.45	60.00
<b>Works</b>								
<b>Works Department Services</b>								
Private Works will be Quoted depending on the nature of the job	Council Fee (GST Applies)			As Quoted for particular job	Per Job			As Quoted for particular job



## 11.2 GROWTH AND DEVELOPMENT

### 11.2.1 Coal Exploration and Coal Seam Gas Mining

#### Introduction

File No.: 20/01/012  
Author: Justin Horne  
General Manager: Satwinder Sandhu

#### Background

On Wednesday 3 April 2013, an Assembly of Council was held with representatives from the Earth Resources Development Division of the former Department of Primary Industries (DPI) and the Moorabool Environment Group (MEG) both groups presented on Coal and Coal Seam Gas issues.

A detailed Memorandum to Councillors outlining Coal and Coal Seam Gas (CSG) exploration issues in Moorabool was circulated on 28 March 2013.

This report aims to outline:-

- The benefits and risks of New Coal and Coal Seam Gas exploration and mining within the Shire.
- Council's statutory role in relation to new Coal and Coal Seam Gas exploration and mining operations within Moorabool Shire, and
- The impacts of Council signing a moratorium on new Coal and Coal Seam Gas exploration and mining within Moorabool Shire.

#### Coal Seam Gas Moratorium Proposal

From time to time Council develops policy positions on various issues. A policy position is only a guiding principle and as long as Council applied natural justice principles when making a decision there would be no implications for Council.

Council's current position regarding coal mining is outlined in Council's Advocacy Document. It states that:

1. Greater regulatory control should be provided through the Victorian Planning Provisions to require planning permission for a wider range of mining and extractive industry use and development that provides for:
  - More comprehensive rights of notice and appeal for any proposal;
  - Greater consideration to environmental factors such as the removal of native vegetation;
  - Greater consideration of local planning policies in respect to mining and mineral extraction and exploration; and
  - Ground water and aquifers to be considered.

2. Local Government in Victoria, as the bearer of the negative impacts of mining and mineral extraction, should be the beneficiary of financial compensation through a mechanism of royalty sharing or some other vehicle as determined by Parliament.

In April 2012, the Friends of the Earth Melbourne called on the Victorian Government to cease coal seam gas mining and new coal operations to protect rural landscapes and communities. A number of Councils, including Moorabool, have been approached to sign a moratorium on coal and coal seam gas exploration. Councils that have signed include, Bass Coast Shire Council, Colac-Otway Shire Council, City of Yarra, City of Moreland, City of Port Phillip and South Gippsland Shire Council.

In August 2012, the State Government announced a moratorium on coal seam gas related activities. This was an interim measure until a national framework had been considered. The potential for policy and legislative changes was also mooted at that time. The Commonwealth Government is presently developing such a framework. It is understood that the aim is to complete the National Harmonisation Regulation Framework by mid-2013. A draft is available the Federal Government's Standing Council on Energy and Resources website [www.scer.gov.au/workstreams/land-access/coal-seam-gas/](http://www.scer.gov.au/workstreams/land-access/coal-seam-gas/).

As an alternative to signing the moratorium, or developing a specific policy, Council could write directly to the State Government outlining its concerns on these issues and requesting that Council be consulted with, and kept informed of, policy reform proposals and development activity relating to Coal Seam Gas.

**Benefits and Risks of New Coal and Coal Seam Gas exploration and mining.**

To assist in the assessment of the benefits and risks of new Coal and Coal Seam Gas exploration and mining within Moorabool Shire, a Triple Bottom Line approach has been applied, the results of which are outlined in table 1, below.

**Table 1: Triple Bottom Line assessment - New Coal and CSG**

	<b>Benefit</b>	<b>Risk</b>
<b>Economic</b>	<p>Increased employment opportunities (e.g. sand quarry at Merrimu).</p> <p>Increased economic growth of businesses associated with operations of the coal mine (e.g. transport of extracted materials).</p> <p>Increased business opportunities within the local community.</p>	<p>Impacts on market farms.</p> <p>Impacts on tourism opportunities within Bacchus Marsh.</p> <p>Short and long term impacts on agricultural viability.</p> <p>Impacts on bore water quality.</p>

		<p>Impacts on local housing prices.</p> <p>Impacts on the Moorabool Shire brand</p>
<b>Social</b>	<p>Potential for increased employment opportunities for local community.</p> <p>Potential support for local community groups</p>	<p>Local and regional community opposition.</p> <p>Impacts to landowners where exploration and extraction is or may be undertaken.</p> <p>Impacts on community health and wellbeing.</p>
<b>Environment</b>	<p>When used in energy production, electricity generated from CSG is between 50-70% cleaner than electricity produced by Black or Brown coal (Queensland Government, May 2013)</p>	<p>Potential impacts on vegetation and species that are Nationally, Regionally and locally significant.</p> <p>Potential short and long term impacts on waterways, bores and aquifers.</p>

**Planning Application Process**

Attachment A, outlines the current triggers for permits for the use of land by the earth and energy resources industry in the Special Use Zone 1 (SUZ 1) and Farming Zone (FZ).

In summary, the permit requirements for exploration and extraction of minerals within these two zones are outlined below.

**Exploration:**

Mineral exploration within Farming Zone and Special Use Zones is exempt from a planning permit.

In addition, section 43(3) of the Mineral Resources (Sustainable Development) Act 1990, reinforces this by outlining that despite anything in the planning scheme, the holder of an exploration licence is not prohibited from carrying out exploration on land covered by the licence.

**Extraction:**

Should a new coal mine or coal seam gas operation seek to be established within Moorabool Shire Council, the approval process for the construction of a coal mine is as follows:

- Apply through Department of Primary Industries (DPI) for a mining licence;
- Mining licence then granted subject to assessment from DPI;
- Meeting with all relevant parties including Council on requirements for a workplan to be developed;

- DPI assess the workplan to ensure it meets all their requirements;
- Workplan then goes to Department of Sustainability and Environment (DSE) for approval;
- DSE endorses workplan;
- Once the workplan is endorsed the company applies to Council for a planning permit; and
- Council assesses the planning permit.

It is important to note that a planning permit is required unless an Environmental Effects Statement (EES) has been prepared under the Environmental Effects Act 1978 and mining is exempt from the requirements to obtain a permit under Section 42 or Section 42A of the Mineral Resources (Sustainable Development) Act 1990.

Given the potential scale and operations of a new brown coal mine, it would appear likely that an EES would be required. However, the scale of any potential coal seam gas operations is currently unknown, so at this time it is unclear whether an EES will be required.

In addition, the Minister for Planning has the option to call in any development proposals.

### Policy Implications

The 2009. 2013 Council Plan provides as follows:

<b>Key Result Area 1</b>	Representation and Leadership in our Community
<b>Objective</b>	Services and Infrastructure that meets the Shire's existing and future needs
<b>Strategy</b>	Advocate on behalf of the community and primary industries to secure water resources
<b>Key Result Area 3</b>	Enhanced Natural and Built Environment
<b>Objective</b>	Effective and efficient land use planning and building control
<b>Strategy</b>	Develop and apply a Planning Scheme that facilitates land use and development to support the social, economic and environmental well-being of the Shire

The proposal to support reforms to the coal seam gas is consistent with the 2009-2013 Council Plan.

### Financial Implications

The recommendation of supporting the reforms to coal seam gas regulations does not represent any known financial implications to Council.

## **Risk & Occupational Health & Safety Issues**

The recommendation of support for reforms to coal seam gas regulations does not represent any known risk or OH&S issues to Council.

## **Communications and Consultation Strategy**

To inform the community of Council's position supporting the State and Federal Governments initiative to provide better regulation of the coal and coal seam gas industry, it is proposed that a media release be drafted that outlines Council's position on coal and coal seam gas.

## **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 – Justin Horne*

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

## **Conclusion**

Coal and coal seam gas exploration and mining is a contentious matter across Australia as the country progresses towards reducing and regulating greenhouse gas emissions and a Carbon neutral future.

The coal seam gas industry has developed rapidly in Australia, which has led to the Federal and State Government's taking action to better regulate this growing industry with the aim to reduce the impacts on primary producers and the environment. Actions undertaken thus far include commencement of the development of a the National Harmonisation Regulation Framework for Coal Seam Gas. This is expected to be completed by mid-2013.

Also, the State Government has a coal seam gas moratorium in place until the outcomes of the National Harmonisation Regulation Framework for Coal Seam Gas can be considered.

In light of the existing moratorium and national framework development work it is concluded that Council should note the significant issues surrounding Coal Seam Gas and seek an update from the State Government on the current state of play and its potential impact on Moorabool Shire.

**Recommendation:**

**That Council resolves:**

1. **To note the many legitimate concerns regarding the exploration for coal and coal seam gas and calls on the Victorian Government to address these issues including the impact on: -**
  - a. **Water resources;**
  - b. **Farmland and food security;**
  - c. **Local communities and natural biodiversity; and**
  - d. **Greenhouse emissions.**
  
2. **To write to the State and Federal Ministers responsible for energy and earth resources requesting that Council be advised of**
  - a. **Progress on discussions with the Federal Government on the National Harmonisation Regulation Framework for Coal Seam Gas;**
  - b. **Any potential changes to legislation relating to mineral exploration or extraction for coal seam gas, and**
  - c. **The potential impact of the draft framework and legislative and policy changes on Moorabool Shire.**

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**Report Authorisation**

**Authorised by:**

**Name:**

**Title:**

**Date:**



Satwinder Sandhu

General Manager Growth and Development

Monday 3 December 2012

# Attachment - Item 11.2.1

## **Attachment A**

### **Details of Specific Zone Requirements and Planning Provisions**

#### **Planning Scheme - Farm Zone (FZ)**

35.07-1 Section 1 Table of Uses lists the actions that do not require a permit which lists 'Any use listed in Clause 62.01'.

#### **Clause 62.01**

Uses not requiring a permit

- The use of land for earth and energy resources industry if the conditions of Clause 52.08 are met

#### **Clause 52.08 Earth and Energy Resources Industry**

Purpose

To encourage land to be used and developed for exploration and extraction of earth and energy resources in accordance with acceptable environmental standards.

To ensure that mineral extraction, geothermal energy extraction, greenhouse gas sequestration and petroleum extraction are not prohibited land uses.

To ensure that planning controls for the use and development of land for the exploration and extraction of earth and energy resources are consistent with other legislation governing these land uses.

#### **52.08-1 Permit requirements**

A permit is required to use and develop land for earth and energy resources industry unless the table to this Clause specifically states that a permit is not required.

Table of Exemptions

- Mineral exploration
  - Complies with Section 43(3) of the Mineral Resources (Sustainable Development) Act 1990.
- Mineral extraction
  - Complies with Section 42(7) or Section 42A Mineral Resources (Sustainable Development) Act 1990; or
  - Complies with Section 47A of the Electricity Industry Act 1993.



## **Planning Scheme – Special Use Zone 1**

### **Schedule 1 to the Special Use Zone (SUZ 1)**

#### **Coal Mining**

##### **Purpose**

- To recognise and provide for the use and development of land for coal mining.
- To provide for use of the land compatible with the primary purpose of the zone.
- To ensure that mining operations are carried out in an orderly manner and with due regard to the surrounding environment and adjacent land uses.
- To encourage land management practice and rehabilitation that minimises adverse impact on the use and development of nearby land.
- To ensure that use and development occurs in accordance with any endorsed Management and Development Plan.

##### **1.0 Table of Uses**

###### **Section 1 – Permit not Required**

- Industry (other than Materials recycling, Refuse disposal, and Transfer station)
  - Must be in accordance with the Maddingley Brown Coal Management Plan and Development Plan.
- Mineral exploration
- Mining
  - Must meet the requirements of Clause 52.08-2 or must be in accordance with the Maddingley Brown Coal Management Plan and Development Plan.

###### **52.08-2 Mineral extraction**

###### **Application requirements**

An application to use and develop land for mineral extraction must be accompanied by:

- A copy of a work plan or a variation to an approved work plan that has received statutory endorsement under section 77TD of the Mineral Resources (Sustainable Development) Act 1990.
- The written notice of statutory endorsement under section 77TD(1) of the Mineral Resources (Sustainable Development) Act 1990.
- Any conditions specified under section 77TD(3) of the Mineral Resources (Sustainable Development) Act 1990.

###### **Referral requirements**

Before deciding on any applications to use and develop land for mineral extraction the Responsible Authority must refer the application to the referral authorities specified under Section 55 of the Planning and Environment Act 1987.

Unless the referral authority is the Roads Corporation, the referral requirements of Clause 52.08-2 do not apply to an application to use and develop land for mineral extraction if a copy of the work plan or a variation to an approved work plan was previously referred to the referral authority listed in Clause 66 under section 77TE of the Mineral Resources (Sustainable Development) Act 1990.

**11.2.2 Planning Application 2012-115; Development and use of a dwelling; Lot 1 on PS 110635, 144 Developmental Road, Bolwarrah.**

<b>Application Summary:</b>	
Application No:	2012-115
Lodgement Date:	14 June 2012
Planning Officer:	Rob Fillisch
Address of the land:	Lot 1 PS110635 144 Developmental Road, Bolwarrah
Proposal:	Development and use of a dwelling
Lot sizes:	Approx. 8.0 ha
Restrictive Covenants	Nil
<b>Moorabool Planning Scheme (Relevant details):</b>	
State Planning Policy Framework (SPPF):	Clause 11.05 Melbourne's hinterland Clause 14.01 Agriculture Clause 14.02 Water
Local Planning Policy Framework (LPPF):	Clause 21.03 Settlement and housing Clause 21.04-2 Agriculture Clause 22.03 Houses and house lot excisions in rural areas
Zone:	Clause 35.07 Farming Zone (F1)
Overlays:	Clause 42.01 Environmental Significance (ESO1) Clause 43.02 Design and Development (DDO2) Clause 44.06 Bushfire Management (BMO)
Particular provisions:	Clause 52.17 Native vegetation
General provisions:	Clause 65 Decision guidelines
Why is a permit required?	<p>Clauses 35.07-1 and 35.07-4 to develop and use the land for the purpose of a dwelling.</p> <p>Clause 42.01-2 to construct a building or carry out works and remove vegetation.</p> <p>Clause 44.06-1 to construct buildings and works associated with accommodation.</p> <p>Clause 52.17-2 to remove native vegetation.</p>

<b>Public Consultation:</b>	
Number of notices to properties:	N/A
Notices on site:	N/A
Notice in Newspaper:	N/A
Number of objections:	N/A
Submission of support:	N/A
Consultation meeting:	N/A
<b>Policy Implications:</b>	
<b>Key Result Area -</b>	Sustainable agriculture and best practice environmental management.
<b>Objective -</b>	Effective and efficient land use planning and development.
<b>Strategy -</b>	Provide a high quality and timely development application processing system.
<b>Victorian Charter of Human Rights and Responsibilities Act 2006</b>	
<p>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.</p>	
<b>Officer's Declaration of Conflict of Interests</b>	
<p>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.</p> <p><i>Manager Statutory Planning and Building – Peter Hawkins</i>  In providing this advice to Council as the Manager, I have no interests to disclose in this report.</p> <p><i>Author – Rob Fillisch</i>  In providing this advice to Council as the Author, I have no interests to disclose in this report.</p>	

**Executive Summary:**

The application is for the development and use of a dwelling at 144 Developmental Road, Bolwarrah. The application is before Council due to the Council Officer's recommendation to refuse the application.

The site has an area of approximately 8 ha. The land has a moderate slope and extensive tree cover. There is a shed, water tank and dam on the site. Plans for the proposed dwelling are unsatisfactory, and information required Section 47 of the P&EA was not supplied with the application. Further information required under Section 54 of the Act has not been submitted.

Without adequate information, there can be no proper assessment of the proposal against State and Local Planning Policies, the objectives of the zone, overlays and particular provisions in relation to tree removal.

**Summary Recommendation:**

That Council resolve to Refuse to Grant a Permit for development and use of a dwelling at 144 Developmental Road, Bolwarrah, pursuant to Section 60(1) of the Planning and Environment Act 1987, on various grounds.

**Site History**

Council has no record of a planning permit being issued for the development and use of a dwelling on the subject site.

**Proposal**

Approval is sought for the development and use of a dwelling involving earthworks and the removal of trees.

The proposed dwelling is located to the east of the existing shed and water tank, setback 110 m from the road and 106 m from the nearest, western side boundary.

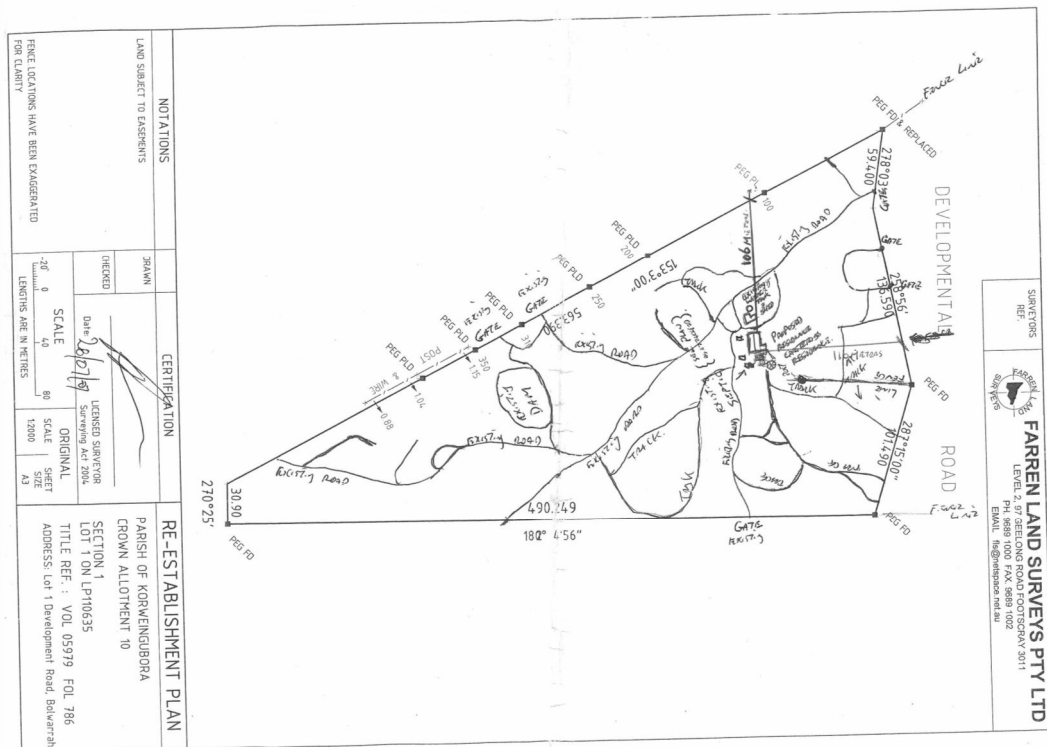
The proposed layout relies on hand-drawn plans by the owner and plans prepared by Plan Printing and Drafting, dated prior to 1980. The plans drawn by the owner indicate a larger footprint and two storeys above a cellar while the plans prepared by Plan Printing and Drafting provide for a single-storey dwelling above a cellar. The proposal indicates a combination of both plans. It is unclear if the proposed development is one or two storeys above a basement, or if the internal layout provides for two or three bedrooms.

There are insufficient details regarding proposed cut and fill, no information on the location and number of trees to be removed, and no schedule of proposed building materials and finishes.

Clarification of discrepancies in submitted documentation and further details were requested by letter dated the 3<sup>rd</sup> August 2012. At the applicants request, an extension of time to provide the requested information was allowed until the 16<sup>th</sup> November 2012.

At the applicants request a further extension of time was provided until the 18<sup>th</sup> January 2013 to provide the required information. All the information

requested was not provided to Council and so Council continues to be able to assess the application due to insufficient information as required by Section 47 of the Act.



**Proposed Site Plan**

No floor or elevation plans are included in this report as the actual proposed development remains unclear.

**Site Description**

The site is located on the south side of Developmental Road at the intersection of South Conroys Lane, approximately 4.5 kms north of the Western Freeway and Gordon township.

It has an irregular shape with a road frontage width of 297.48 m and an area of approximately 8 ha. The land has a moderate fall towards the north east and road frontage.

The site features extensive tree cover including Pine plantation. Small clearings provide for a shed and water tank setback approximately 110 m from the road, and a dam located towards the rear of the property. The site plan also indicates a septic tank and numerous interconnecting tracks. Vehicle access is via a rural crossing from Developmental Road.

Surrounding properties of similar size are either heavily treed or cleared for farming. Farming properties have been developed with dwellings and associated outbuildings and dams.

Developmental Road has a gravel surface and established roadside vegetation.

### Planning Scheme Provisions

Council is required to consider the State Planning Policy Framework (SPPF), the Local Planning Policy Framework (LPPF) and the Municipal Strategic Statement (MSS).

<b>SPPF</b>		
Clause 11.05	Melbourne's hinterland	Contrary to policy, there is no indication that the siting and design of the proposed dwelling minimises risk to life, property and the natural environment from natural hazards such as bushfire.
Clause 14.01	Agriculture	There is no information regarding proposed agricultural activities.
Clause 14.02	Water	There is no information on measures to protect and restore waterways within the catchment.
<b>LPPF</b>		
Clause 21.03	Settlement and housing	There is no information to demonstrate a balanced response to residential development opportunities and environmental assets.
Clause 21.04-2	Agriculture	The proposal is inconsistent with strategies that direct rural residential and rural living developments to strategic growth areas.
Clause 22.03	Houses and house lot excisions in rural areas	Contrary to policy, there is no evidence to suggest that the proposed dwelling is directly related to agricultural use of the land.

### Zone

The site is located within the Farming Zone under the Moorabool Planning Scheme.

Pursuant to Clauses 35.07-1 and 35.07-4, a permit is required for the use and development of a dwelling on a lot less than 40 hectares.

There is no evidence that the proposed use and development is based on comprehensive and sustainable land management practices and infrastructure provision.

### Overlays

The land is included in an Environmental Significance Overlay . Proclaimed Water Catchment Areas (ESO1) under the Moorabool Planning Scheme.

Pursuant to Clause 42.01-2, a planning permit is required to construct a building or carry out works and remove vegetation.

The application was not referred to the relevant Water Authority as the information submitted lacked clarity and could not be relied upon to determine the application. No LCA was included with the application.

The land is included in the Design and Development Overlay . Visual amenity and building design (DDO2).

A permit is not required to construct a building or to carry out works where all external walls and roof areas are clad with non-reflective materials.

The proposed development does not include details of materials and finishes.

The land is included in a Wildfire Management Overlay. Pursuant to Clause 44.06-1, a planning permit is required to construct a building or carry out works associated with accommodation.

No Bushfire Management Statement has been submitted with the application and so the application could not be referred to the CFA.

#### **Particular Provisions**

Pursuant to Clause 52.17-2, a planning permit is required to remove, destroy or lop native vegetation, including dead native vegetation on land with an area of 0.4 hectare or more.

There is no information on the number, location or significance of native vegetation to be removed and so the application could not be referred either to DSE or Council's Environmental Co-ordinator.

#### **General Provisions**

In the absence of a land capability assessment, farm management plan and bushfire management statement, the application in its current form cannot be evaluated against the decision guidelines.

#### **Referrals**

The application has not been referred due to insufficient information.

#### **Public Notice**

Advertising has not been considered due to insufficient information.

#### **Discussion**

The information submitted with the application did not meet the requirements of Section 47 of the P&EA and despite multiple attempts to elicit the required information from the applicant, the required information has still not been provided.

## Conclusion

The application cannot be evaluated in its current form and so Council is not in a position to make a determination in favour of the application. The permit should be refused because the information required by Section 47 of the P&EA has not been provided.

## Recommendation:

1. That Council write to the applicant advising them that they have 21 days from the date of Council's letter to provide the information requested by Council's letter of the 3<sup>rd</sup> August 2012.
2. Should the information not be received in the required time, then having considered all relevant matters as prescribed by s.60 of the P&EA, issue a Notice of Refusal 2012-115 for the development and use of a dwelling at 144 Developmental Road, Bolwarrah, also known as Lot 1 on PS 110635 for the following reasons:
  - a) The layout and elevation plans for the proposed dwelling are unsatisfactory.
  - b) Information that would allow for the evaluation of the application under the Environmental Significance and Bushfire Management Overlays has not been provided.
  - c) Insufficient information has been provided to allow for an evaluation of the application against the requirements of the Farming Zone.

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### Report Authorisation

**Authorised by:****Name:**

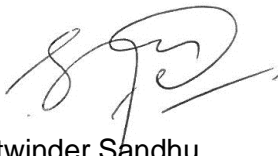
Satwinder Sandhu

**Title:**

General Manager Growth and Development

**Date:**

Wednesday 15 May 2013





**11.2.3 Planning Application 2012-071; Construction of (2) dwellings; Lot 51 on PS637723F, College Square, Bacchus Marsh.**

<b>Application Summary:</b>	
Application No:	2012-071
Lodgement Date:	13 April 2012
Planning Officer:	Rob Fillisch
Earliest date the applicant may apply to VCAT for an appeal against Failure to Determine:	10 November 2012
Address of the land:	Lot 51 on PS 637723F 20 College Square, Bacchus Marsh
Proposal:	Construction of two (2) dwellings and Variation of Restrictive Covenant
Lot size:	591 sq m
<b>Moorabool Planning Scheme (Relevant details):</b>	
State Planning Policy Framework (SPPF):	Clause 11 Settlement Clause 11.02-1 Supply of urban land Clause 11.05-2 Melbourne & hinterland Clause 16.01-2 Location of Residential Development Clause 16.01-4 Housing diversity
Local Planning Policy Framework (LPPF):	Clause 21.03-3 Residential Development Clause 21.03-4 Landscape and Neighbourhood Character Clause 21.07 Bacchus Marsh
Zone:	Residential 1 Zone (R1Z)
Overlays:	Nil
Particular provisions:	Clause 55 More than one dwelling on a lot Clause 52.02 Easements, restrictions and reserves Clause 52.06 Car parking
General provisions:	Clause 65 Decision guidelines
Why is a permit required?	Under Clause 32.01-4 of the Moorabool Planning Scheme, a planning permit is required to construct two or more dwellings on a lot.  Under Clause 52.02 of the Moorabool Planning Scheme, a planning permit is required to vary a restrictive covenant.

<b>Public Consultation:</b>	
Number of notices to properties:	Forty-two (42)
Notices on site:	One
Notice in Newspaper:	N/A
Number of objections:	One
Submission of support:	Nil
Consultation meeting:	N/A
<b>Policy Implications:</b>	
<b>Key Result Area -</b>	Enhanced Natural and Built Environment.
<b>Objective -</b>	Effective and efficient land use planning and development.
<b>Strategy -</b>	Provide a high quality and timely development application processing system.
<b>Victorian Charter of Human Rights and Responsibilities Act 2006</b>	
<p>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.</p>	
<b>Officer's Declaration of Conflict of Interests</b>	
<p>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.</p> <p><i>Manager Statutory Planning and Building – Peter Hawkins</i>  In providing this advice to Council as the Manager, I have no interests to disclose in this report.</p> <p><i>Author – Rob Fillisch</i>  In providing this advice to Council as the Author, I have no interests to disclose in this report.</p>	

**Executive Summary:**

The application is for a variation of restrictive covenant and construction of two (2) single-storey dwellings at 20 College Square, Bacchus Marsh. This application is before Council due to the receipt of one objection from a beneficiary of the covenant.

The site has an area of 591 sq m. The layout of the dwellings on the site satisfactorily meets the requirements of Clause 55 (Rescode) of the Moorabool Planning Scheme. Private open space associated each of the dwellings exceed the standard requirements. The provision of two car spaces for each dwelling satisfies the requirements of Clause 52.06. Issues in relation to the length of driveways and steep gradient of one driveway can be addressed through permit conditions.

Objections relate to dwelling density, traffic impacts and property values. Details of the objectors concerns and response to issues have been provided in the report. It is considered that the some tests of Section 60(2) have been adequately meet so as to require Council to refuse the application.

Council also considers that purchasers of land in this area have an expectation that the covenant would limit development of this lot.

While the proposal is consistent with State and Local Planning Policies, the objectives of the zone, and particular provisions in relation to medium density housing and car parking, it does not meet the tests in Section 60(2).

**Summary Recommendation:**

That Council resolve to issue a Notice to Refuse the Grant of a Permit for the construction of two (2) dwellings and variation of a restrictive covenant at 20 College Square, Bacchus Marsh, pursuant to Section 61(1) of the Planning and Environment Act 1987.

**Site History**

No planning permits are recorded as having been issued on the subject site, since the subdivision was created.

**Proposal**

Approval is sought for the variation of restrictive covenant and construction of two (2) dwellings on a lot.

The proposed variation of covenant refers to the removal of Item (a) on Covenant AJ592201J registered on 10 April 2012. Item (a) of the covenant prohibits the erection of more than one (1) dwelling house with external walls consisting only of brick, brick veneer or stone together with the usual outbuildings.

The proposed single-storey, detached dwellings are orientated to the north and west, each with its own street frontage.

The dwellings are setback 4.0 m and 4.6 m from the street and at least 1.0 m from other boundaries. Garages associated with each of the dwellings abut side boundaries. Buildings occupy 53% of the site, and permeable

surfaces occupy 40% of the site. The design of the dwellings is contemporary, constructed in face brickwork with aluminum window frames and pitched concrete tile roofs.

Private open space associated with each of the dwellings ranges between 74 and 103 sq m including 33 to 36 sq m of secluded private open space with a minimum dimension of 3.0 m.

There is one secure car space and a second car space on the driveway associated with each of the dwellings. Vehicle access is via an existing crossover at the north east corner of the property, and a proposed crossover at the south west corner.

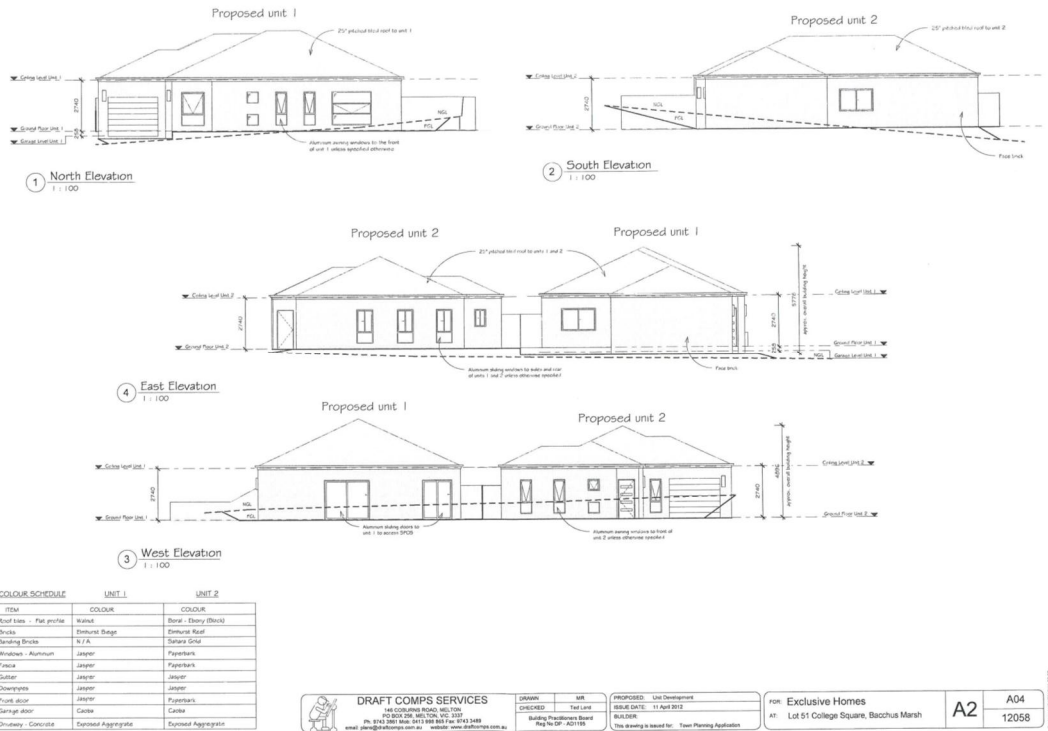
The proposed landscaping provides for lawn areas and small shrubs. Due to the slope of the land, the proposed development involves cut and fill to a height and depth of approximately one metre. High front fencing encloses private open space within the front setback area. There is no fencing along the remainder of the street frontage.



Design response plan A02



Ground floor plan A03



Elevations A04

## Site Description

The site is located at the north west corner College Square within College Green Estate, approximately 110 m west of Halletts Way.

It is generally rectangular in shape with a total street frontage width of 47.21 m, a maximum depth of 29.62 m and an area of 591 sq m. The land has a gentle to moderate slope, falling towards the east and north-east.

There are no easements affecting the land. However, Covenant AJ592201J registered on 10 April 2012 states that landowners will not:

- (a) *erect or cause to be erected more than one (1) dwelling house with external walls consisting only of brick, brick veneer or stone together with the usual outbuildings upon the lot hereby transferred;*
- (b) *erect or cause to be erected any outbuilding prior to the construction of the dwelling house;*
- (c) *erect or construct a dwelling house on the lot hereby transferred having a floor area of less than 110m<sup>2</sup> within the outer walls thereof which area shall be calculated without taking into account the areas of any carport, garages, terraces, pergolas and/or verandahs or any other buildings or constructions or structures attached hereto;*
- (d) *erect or construct a boundary fence on the lot hereby transferred from materials other than brick, stone, colorbond and/or timber;*
- (e) *Permit iron, steel or aluminum cladding to be used on external walls or as roofing material on any outbuilding unless such material is color bonded;*
- (f) *Permit any external walls of any outbuilding facing the street frontage of any allotments to be constructed of materials other than the same materials used in the external walls of the dwelling;*
- (g) *Permit handmade or machine made mud brick in the construction of any building;*
- (h) *Permit such dwelling house to be used for anything other than private and non-commercial residential purpose excepting where the dwelling is to be used as a display home for a period not exceeding 12 months.*

The site is undeveloped with no significant vegetation. There is an existing crossover at the north east corner of the site.

There are two adjoining properties to the east, one vacant and the other developed with a single storey dwelling facing east onto Collage Square. The dwelling is setback approximately 3.0 m from the side street (street frontage of the subject site). Secluded private open space at the rear abuts the common boundary.

The adjoining property to the south has been developed with a single-storey dwelling setback approximately 5.0 m from the street and 1.0 m from the common boundary. A retaining wall increases to a height of around 1.0 m at the rear of the property.

Except for one large inverted corner lot on the opposite side of College Square, properties have been developed with single-storey dwellings.

The College Green Estate is characterised by new single-storey dwellings and a few remaining vacant lots. There are only three large lots exceeding an area of 1700 sq m. All other lots range between 361 and 646 sq m.

The site has good access to a bus service along Halletts Way, and public open space within the adjacent subdivision under construction. Bacchus Marsh Shopping Centre to the south east is approximately 2 kms away.

### Planning Scheme Provisions

Council is required to consider the State Planning Policy Framework (SPPF), the Local Planning Policy Framework (LPPF) and the Municipal Strategic Statement (MSS).

<b>SPPF</b>		
Clause 11	Settlement	In accordance with policy, the construction of two dwellings promotes sustainable development that takes full advantage of existing settlement patterns.
Clause 11.02-1	Supply of urban land	Responding to urban consolidation strategies, the size and corner location makes it suitable for medium density housing.
Clause 11.05-2	Melbourne's hinterland	Providing for residential development within the urban growth boundary of the Bacchus Marsh township is supported by this policy.
Clause 16.01-2	Location of Residential Development	In accordance with policy, the site has good access to public transport, which provides a direct link to Bacchus Marsh township.
Clause 16.01-4	Housing Diversity	The proposed development makes efficient use of the site and improves housing choice.
<b>LPPF</b>		
Clause 21.03-3	Residential Development	The proposal is consistent with strategies to extend the range of housing types and densities to improve resident choice and meet changing housing needs.
Clause 21.03-4	Landscape and Neighbourhood Character Objective	The proposal respects the emerging built form and landscape character of the Estate.
Clause 21.07	Bacchus Marsh	The proposal is consistent with strategies aimed at consolidating urban growth within the inner area of Bacchus Marsh.

## Zone

The site is located within the Residential 1 Zone. Pursuant to Clause 32.01-4 of the Moorabool Planning Scheme, a planning permit is required to construct two or more dwellings on a lot.

The purpose of the zone is:

- *To provide for residential development at a range of densities with a variety of dwellings to meet the housing needs of all households.*
- *To encourage residential development that respects the neighbourhood character.*

It is considered that the proposal supports the purpose of the Residential 1 Zone by increasing the range of dwelling types in keeping with the emerging character of the area.

## Overlay

The site is not affected by any Overlay.

## Particular Provisions:

Pursuant to Clause 52.02, a planning permit is required before a person proceeds under Section 23 of the Subdivision Act 1988 to vary a restriction.

The purpose of the particular provision is:

- *To enable the removal and variation of an easement or restrictions to enable a use or development that complies with the planning scheme after the interests of affected people are considered.*

The interests of affected people are considered below (pursuant to Clause 65).

Pursuant to Clause 52.06 of the Moorabool Planning Scheme, the car parking spaces required under Clause 52.06-5 of the Hume Planning Scheme must be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the responsible authority.

Under Clause 52.06-5, a three-bedroom dwelling requires the provision of two car spaces.

The provision of two car spaces for each dwelling satisfies the requirements of Clause 52.06-5.

However, the lengths of the driveways are inadequate for cars parked in tandem. Also, the driveway gradient in front of Unit 2 garage appears too steep for pedestrian access, parking and the transition of vehicles from the street to the garage. In the first instance, the setback of the garages should be increased to 5.5 m, and secondly, the driveway gradient should not exceed 1:8 (12.5%). While this requires increased floor levels at the front of the building, floor levels at the rear should remain relatively unchanged. To avoid excessively high retaining walls, floor levels should be stepped down



with the falling slope of the land. These matters can be addressed by way of conditions of a permit.

Pursuant to Clause 55, an application to construct two or more dwellings on a lot must meet all of the objectives of this clause and should meet all of the standards of this clause.

An assessment against Clause 55 is as follows:

Clause	Title	Detail	Compliance
Rescode			
55.01-1	Neighbourhood and site description	Site description and design response	<b>Complies</b> The application was accompanied by a neighbourhood and site description, and design response.
55.02-1	Neighbourhood Character Objectives	Standard B1	<b>Complies.</b> College Green Estate is characterised by single-storey dwellings and relatively small gardens. Within this context, the proposed single-storey dwellings with reasonable scope for landscaping respect the neighbourhood character.
55.02-2	Residential Policy objectives	Standard B2	<b>Complies.</b> A written statement has been provided which covers the requirements.
55.02-3	Dwelling Diversity	Standard B3	N/A (applies to 10 or more dwellings)
55.02-4	Infrastructure	Standards B4	<b>Complies.</b> The proposal will not exceed the capacity of utilities.
55.02-5	Integration with street	Standard B5	<b>Complies.</b> The orientation of the dwellings integrates well with the street. There is no fencing along the majority of the street frontage, providing good connection between the private and public domain.

55.03-1	Street setback	Standard B6	<b>Complies.</b> The proposed setbacks of 4.0 and 4.6 m exceed the minimum setback of 3.0 m for a dwelling facing a side street on a corner lot, and the sidewall setback 3.0 m from the street exceeds the minimum setback of 2.0 m.
55.03-2	Building height	Standard B7	<b>Complies.</b> The proposed height of 5.8 m is well below the maximum height of 9.0 m.
55.03-3	Site coverage	Standard B8	<b>Complies.</b> Buildings occupying 53% of the site is less than the maximum site coverage standard of 60%.
55.03-4	Permeability	Standard B9	<b>Complies.</b> Permeability is 40%, exceeding the minimum permeability standard of 20%.
55.03-5	Energy efficiency	Standard B10	<b>Complies.</b> The layout of the dwellings maximises sunlight to indoor and outdoor living spaces. There will be no reduction in the energy efficiency of existing dwellings.
55.03-6	Public Open space	Standard B11	N/A
55.03-7	Safety	Standard B12	<b>Complies.</b> Good visibility and surveillance of entries and access ways provides for the safety and security of residents.
55.03-8	Landscaping	Standard B13	<b>Complies.</b> The proposed landscape plan is satisfactory.
55.03-9	Access	Standard B14	<b>Complies.</b> Access via existing and proposed crossovers is appropriate.
55.03-10	Parking location	Standard B15	<b>Complies.</b> Car spaces are conveniently located for residents and visitors.
55.04-1	Side and rear setbacks	Standard B17	<b>Complies.</b> New walls to a height of 3.7 m setback 1.15 to 1.3 m from side/rear boundaries comply with the minimum setback requirement of 1.0 m.

55.04-2	Walls on boundaries	Standard B18	<b>Complies.</b> The length of garage walls along side boundaries comply with the maximum length of 10 m plus, and the heights of 3.0 and 3.3 m comply with the maximum height of 3.6 m. More importantly, the extent of wall mass has no significant impact on the visual amenity of adjoining properties.
55.04-3	Daylight to existing windows	Standard B19	<b>Complies.</b> There will be no loss of daylight to existing windows on the adjoining properties.
55.04-4	North-facing windows	Standard B20	<b>Complies.</b> There are no north-facing windows within 3.0 m of the common boundary.
55.04-5	Overshadowing open space	Standard B21	<b>Complies.</b> There will be no significant overshadowing of adjacent secluded private open spaces due to the single-storey height and adequate setbacks from side/rear boundaries.
55.04-6	Overlooking	Standard B22	<b>Complies.</b> There will be no potential for overlooking to the adjacent secluded private open spaces.
55.04-7	Internal views	Standard B23	<b>Complies.</b> There is no potential for overlooking secluded private open spaces within the development.
55.04-8	Noise impacts	Standards B24	<b>Complies.</b> No unreasonable noise is envisaged.
55.05-1	Accessibility	Standard B25	<b>Complies with conditions.</b> Dwelling entries can be made easily accessible if the steepness of the driveway in front of Unit 2 is reduced.
55.05-2	Dwelling entry	Standard B26	<b>Complies.</b> Front entries provide shelter and a clear sense of address.
55.05-3	Daylight to new windows	Standard B27	<b>Complies.</b> All habitable room windows have good access to natural daylight.

55.05-4	Private open space	Standard B28	<b>Complies.</b> The provision of 74 and 103 sq m of private open space associated with each of the dwellings exceed the standard requirement for 40 sq m.
55.05-5	Solar access to open space	Standard B29	<b>Complies</b> Secluded private open spaces have good access to northern sunlight.
55.05-6	Storage	Standard B30	<b>Complies.</b> Each dwelling has 6 m <sup>3</sup> of externally accessible secure storage.
55.06-1	Design detail	Standard B31	<b>Complies.</b> The design includes reasonable articulation and detailing in keeping with other development in the estate. Integrated single garages have no adverse impact on the streetscape.
55.06-2	Front fences	Standard B32	<b>Complies.</b> Front fencing to a height of 1.8 metres to provide secluded private open space within the front setback area is acceptable.
55.06-3	Common property	Standard B33	N/A
55.06-4	Site services	Standard B34	<b>Complies.</b> Mailboxes are conveniently located at entrances, and bins can be stored within garages.

### General Provisions (Decision Guidelines)

Pursuant to Clause 65 of the Moorabool Planning Scheme, the responsible authority must consider, among other things, the matters set out in Section 60 of the Planning and Environment Act 1987.

Under Section 60(2) of the Act, the responsible authority must not grant a permit which allows the variation of a restriction (within the meaning of the Subdivision Act 1988) unless it is satisfied that the owner of any land benefited by the restriction will be unlikely to suffer:

- (a) financial loss; or
  - (b) loss of amenity; or
  - (c) loss arising from change to the character of the neighbourhood; or
  - (d) any other material detriment-
- as a consequence of the removal or variation of the restriction.

The proposal complies with all of the restrictions except Item (a), which restricts the construction of more than one dwelling on a lot.

While it is quite common for corner lots of this size to be developed with two dwellings, it must be recognized that not all corner lots are suitable for medium density housing.

From a streetscape perspective, there will be no significant change to the character of the neighbourhood.

**Other Policies/Procedures**

Council adopted the Urban Growth Policy Statement at the OMC of the 5<sup>th</sup> September 2012. Council can give weight to this document under the provisions of section 60(1A)(g) of the Planning and Environment Act 1987.

The policy seeks to ensure that future housing development compliments the character of the town. This policy has been considered to the extent appropriate in the writing of this report.

**Referrals**

Pursuant to Section 52 of the Planning and Environment Act 1987 the application was referred to the following authorities.

Authority	Response
Infrastructure	No objection . subject to 12 conditions

**Public Notice**

The application was advertised to opposite and adjoining owners and occupiers by sending individual notices on 5 October 2012 and a sign placed on the site from 16 to 30 October 2012. There has been one objection received.

**Summary of Objections**

The grounds of objection are outlined below with officers' comments accompanying them.

Objection	Officer's response
The proposal will cause increased traffic congestion and dangerous conditions in a small narrow street.	While there can be no expectation that the site will remain vacant, the difference in vehicle movements generated by two dwellings as opposed to one dwelling is unlikely to change the traffic characteristics of College Square.
The proposed dwelling density will decrease the value of homes in the area.	The size and location of the site on a corner is suitable for two dwellings, and regardless of the number of dwellings on a site, property values are not a relevant planning consideration as the objector has not provided any physical evidence to support the assertion of devaluation.

## Discussion

On a corner site within a new subdivision, the proposed single-storey dwellings, each with their own street frontage, respect the neighbourhood character.

Otherwise, the proposed single-storey dwellings, each with their own street frontage, generally respect the neighbourhood character.

In accordance with ResCode, the layout and building mass meets the standard height, setbacks and site coverage requirements as well as energy efficiency, landscaping and safety objectives. However, the substandard length of driveways and steep driveway gradient in front of Unit 2 would need to be addressed.

From an amenity perspective, new habitable room windows have good access to natural daylight, and secluded private open spaces have good access to sunlight. The open space provision exceeds requirements, and there is good connection between indoor and outdoor living spaces. Front entries would be clearly visible from the street and could be made easily accessible to people with limited mobility. The provision of external storage for each dwelling meets the standard requirement.

In terms of off-site impacts, there would be no significant overshadowing or potential for overlooking. The main concern regarding visual amenity would be if the floor levels or retaining walls at the rear of Unit 2 were raised in response to driveway issues.

The design of the proposed development offers a contemporary response with reasonable articulation and detailing in keeping with the neighbourhood character. Similar to other properties, front fencing is non-existent except where it encloses secluded private open space.

The removal of item a) (restricting development to a single dwelling) of the restrictive covenant must occur for the development to proceed. When the applicant purchased the land from the developer the proposed covenant contained in the documentation with the transfer of land did not include item a). Upon registration of the covenant during the transfer of land the incorrect covenant was inadvertently registered on Title, which did include item a).

The covenant was registered post 1991 and therefore Section 60(2) of the Act applies. Council has previously been advised that should a beneficiary of a covenant object that Council has no alternative but to refuse the application. This is the case for any covenant registered pre 1991 in which Section 60(5) applies. Council has recently been provided advice that the key to determining variation of covenants is the tests applied in both Section 60(2) and 60(5). It is commonly understood that the tests of Section 60(5) are much more onerous and difficult to meet. However Councils advice is that under Section 60(2) it is possible to meet the four tests however they too are still quite onerous.

## Section 60(2)

The responsible authority must not grant a permit which allows the variation of a restriction (within the meaning of the Subdivision Act 1988) unless it is satisfied that the owner of any land benefited by the restriction will be unlikely to suffer:

- (a) financial loss; or
  - (b) loss of amenity; or
  - (c) loss arising from change to the character of the neighbourhood; or
  - (d) any other material detriment-
- as a consequence of the removal or variation of the restriction.

- (a) financial loss

VCAT have consistently stated that the impact of financial loss cannot be easily determined and would require expert evidence. The objector has not provided any information which convinces Council that this is the case.

- (b) loss of amenity

It is difficult for the objector to determined loss of amenity in this case given the density of dwellings already constructed and approved for the area. The increase of one additional dwelling in this location is unlikely to have any discernable impact on the neighbourhood. The objector's property does not adjoin the development site and is in fact some 75 metres from the site and therefore it is difficult to see how the development can impact the objector's amenity.

Notwithstanding the objectors location Council must consider the amenity impact on all properties which are beneficiaries to the covenant. In this case having two dwellings will create a mass of buildings which will cover the majority of the block. This will impact on the amenity of Number 43 and 50 due to the visual bulk.

- (c) loss arising from change to the character of the neighbourhood

The neighbourhood character is of higher density dwellings with limited front and rear yards. This development does not change the character of the area as it is on a corner block. While any subsequent subdivision will create smaller lots than what is common in the area each dwelling will have their own identity due to separate street frontages with acceptable setbacks.

- (d) any other material detriment

The objector has not indicated any other material detriment other than the increase in traffic. The addition of one dwelling is likely to provide for between 8 to 10 vehicle movements per day. The application was referred to Councils infrastructure department who did not have any concerns with traffic.

Recently Council has been requiring applicants for subdivision to provide details of which lots are intended to be developed for single dwellings and those with potential for multiple dwellings. Permits have been issued with a requirement to provide covenants detailing the lots with potential for multiple dwellings and those with single dwellings. This was a response to emerging

issues of new land owners wanting certainty on the potential of neighbourhood character at the time of purchase, not to find after purchase that lots were being developed at a higher density.

Council wishes to protect the integrity of this process and therefore is opposed to the variation of this covenant to allow an additional dwelling on this site.

### **Financial Implications**

Determining this application would not represent any financial implications to Council.

### **Risk & Occupational Health and Safety Issues**

The recommendation of approval of this development does not create any risk or OH & S issues to Council.

### **Conclusion**

The proposed development offers energy-efficient, contemporary accommodation with no significant impact on the adjoining properties, the streetscape or neighbourhood character. The proposal is consistent with State and Local Planning Policies, the objectives of the zone, and particular provisions in relation to medium density housing and car parking.

### **Recommendation:**

**That Council having considered all relevant matters as prescribed by s.60 of the P&EA, issue a Notice of Refusal 2012-071 for the development of two (2) dwellings at 20 College Square, Bacchus Marsh also known as Lot 51 on PS 637723F subject to the following conditions:**

- 1. The applicant has failed to demonstrate that the variation of the restrictive covenant meets the four tests required under Section 60(2) of the Planning & Environment Act 1988.**

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### **Report Authorisation**

#### **Authorised by:**

**Name:** Satwinder Sandhu  
**Title:** General Manager Growth and Development  
**Date:** Wednesday 15 May 2013



**11.2.4 Planning Application 2006-057; Use and Development of a Dwelling and Outbuilding associated with Agriculture (crop Raising and Extensive Animal Husbandry) on property known as Part Crown Allotment 24, Section 12, Parish of Moorabool West, Dehnerts Road, Bunding.**

<b>Application Summary:</b>	
Application No:	2006-057-E2
Lodgement Date:	18/03/2013
Planning Officer:	Satyen Kothari
Address of the land:	Part Crown Allotment 24, Section 12, Parish of Moorabool West; Dehnerts Road, Bunding Vic 3342
Proposal:	Extension of time to a planning permit 2006-057-E2 for Use and Development of a dwelling and an outbuilding associated with Agriculture (Crop raising and extensive Animal Husbandry)
Permit history	The original application was lodged with Moorabool Shire Council on 08 March 2006.  Planning Permit 2006-057 was issued by Council on 23 November 2006
Lot sizes:	Total area of all the lots is 28.35 ha
Zone:	Farming Zone (FZ)
Overlays:	Environmental Significant Overlay Schedule 1 and Design Development Overlay Schedule 2
Restrictions or agreements registered on title	Nil
Particular provisions:	Nil
General Provisions:	Clause 65 and 66
Why is a Council decision required	Delegation is not provided by Council to refuse to extend the time of a planning permit
Public Consultation:	Not applicable

<b>Policy Implications:</b>
<p><b>Key Result Area No 3- Enhanced Natural and Built Environment.</b></p> <p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• Effective and efficient land use planning and building control.</li> </ul> <p><b>Strategies:</b></p> <ul style="list-style-type: none"> <li>• Provide a high quality and timely development application processing system.</li> </ul>
<b>Victorian Charter of Human Rights and Responsibilities Act 2006</b>
<p>In developing this report to Council the briefing 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.</p>
<b>Officer's Declaration of Conflict of Interests</b>
<p>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.</p> <p><i>Manager Statutory Planning and Building – Peter Hawkins</i> In providing this advice to Council as the Manager, I have no interests to disclose in this report.</p> <p><i>Author – Satyen Kothari</i> In providing this advice to Council as the Author, I have no interests to disclose in this report.</p>
<b>Executive Summary:</b>
<p>The applicant seeks an extension of time for commencing to act on planning permit 2006-057- E2 for Use and Development of a dwelling and an outbuilding associated with Agriculture (Crop raising and extensive Animal Husbandry).</p> <p>The extension has been applied 28 months after the expiry of the permit and thus Council under the current legislative arrangements cannot extend the permit.</p>
<b>Summary Recommendation:</b>
<p><b>That Council Refuse to Grant an Extension of Time for planning permit 2006-057 for Use and Development of a dwelling and an outbuilding associated with Agriculture (Crop raising and extensive Animal Husbandry) approved on 23 November 2006.</b></p>

**Proposal**

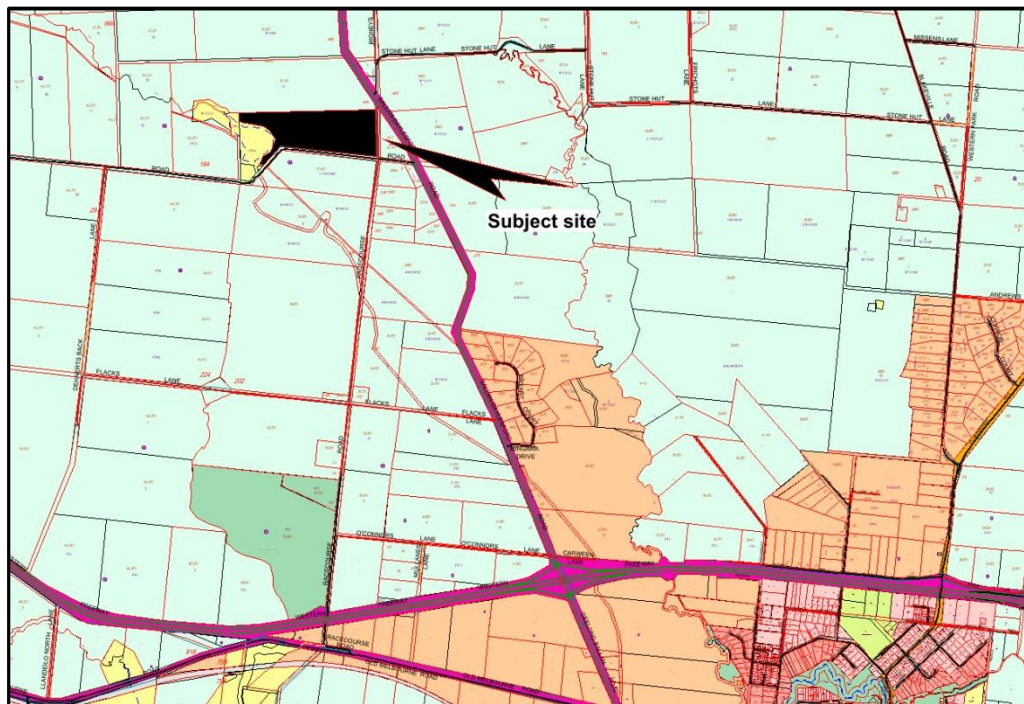
The application seeks an extension of time for the commencement date for planning permit 2006-057 for Use and Development of a dwelling and an outbuilding associated with Agriculture (Crop raising and extensive Animal Husbandry) approved on 23 November 2006 on property known as Part Crown Allotment 24, Section 12, Parish of Moorabool West; Dehnerts Road, Bunding.

The planning permit PA 2006-057 allows for the construction of a dwelling comprising of four bedroom, living, dinning, kitchen and 3 toilet/ bathrooms and an 90sqm outbuilding. The dwelling was to be constructed in two stages.

**Site Description**

The subject site is located to the western side of Ballan Daylesford road. The subject site is an irregular shape property with a frontage of 380m to Racecourse road and land and with maximum depth of 1169.5 meters. The total area of the subject site is 28.35 hectares. The subject site abuts Bolwarrah Weir on the western side.

**Locality Map**



**Planning Controls**

Planning and Environment Act 1987

Section 69 of the Planning and Environment Act 1987 relating to extension of time provides that:

- (1) Before the permit expires or within three months afterwards, the owner or the occupier of the and to which it applies may ask the responsible authority for an extension of time.

This request for an extension of time was not made prior to the permit expiry date or within three months thereafter. Legislation does not provide Council with the option to approve the extension of time requested.

### **Referrals**

As Council is not able to extend the time to act on the permit, the application was not referred externally pursuant to Section 55 of the Act.

### Notification

There is no provision under the Planning and Environment Act 1987 for extension of time applications to be advertised.

### **Planning Officer Assessment**

The application fails the ~~K~~antortests as established by the Supreme Court of Victoria and so in this instance, the report does not support the application.

Since the development was originally approved Moorabool Planning Scheme has been amended and the zoning of the land has also been amended. The Code of Practice for On-site Wastewater Management has also been revised in the interim,. It is also considered that the applicant has been warehousing the permit since 2006.

It is considered that should a fresh application be made that the likelihood of officer support for approval would be higher if accurate information, updated LCA report and well drafted Farm Management Plan are provided to the satisfaction of Responsible Authority.

### **Other Policies/Procedures**

Council adopted the Rural Growth Policy Statement at the Ordinary Meeting of Council of 5 September 2012. Whilst not a formal planning policy within the Moorabool Planning Scheme, Council can give weight to this document under the provisions of section 60(1A)(g) of the Planning and Environment Act 1987.

This policy seeks ~~to~~ articulate the Council's support for resilient and integrated rural communities and agricultural enterprises+. This policy has been considered to the extent appropriate in the writing of this report.

### **Financial Implications**

The recommendation of a refusal to grant an extension of time for this permit will not represent any financial implications to Council.

### **Risk & Occupational Health & Safety Issues**

The recommendation of a refusal to grant an extension of time for this permit does not implicate any risk or OH & S issues to Council

## Communications Strategy

The applicant was invited to attend this meeting and invited to address Council if desired further correspondence will be provided to the applicant advising of Council's decision in this matter.

## Conclusion

The application has lapsed and pursuant to section 69 of the Planning and Environment Act 1987 Council has no lawful ability to approve an extension of time for the permit.

## Recommendation:


**That Council having considered all relevant matters as prescribed by s60 of the Planning and Environment Act, Refuse to grant an extension of time for planning permit 2006-057 for Use and Development of a dwelling and an outbuilding associated with Agriculture (Crop raising and extensive Animal Husbandry) on the following grounds:**

- 1. Council is unable to extend the planning permit as Section 69 of the Planning and Environment Act 1987 states that the responsible authority may only extend a planning permit before the permit has expired or within three months after the permit has expired.**

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## Report Authorisation

Authorised by:

  
**Name:** Satwinder Sandhu  
**Title:** General Manager Growth and Development  
**Date:** Wednesday 15 May 2013

## 11.3 COMMUNITY SERVICES

### 11.3.1 Rural Library Service Preliminary Review

#### Introduction

File No.: 17/03/001  
Author: Dawn Tschujasehenko  
General Manager: Danny Colgan

The purpose of this report is to provide the Council with a preliminary review of the Rural Library Service. A full review of the twelve month trial of the Rural Library Service will be presented to the Council in November.

It is proposed that the trial of the Rural Library Service be continued in its current form for a further twelve months until 30 June 2014.

#### Background

Following the wind up of the Central Highlands Regional Library Corporation in June 2011, the Council entered into a Service Level Agreement with the City of Ballarat for the provision of library services. As part of the new agreement, the City of Ballarat advised that it would not continue to operate the Mobile Library vehicle beyond 30 June 2012. This meant that from 1 July 2012, former member Councils of the Corporation were required to deliver library services to rural areas through their own model.

A comprehensive review of library services to rural areas was subsequently undertaken by Council Officers and at the Ordinary Meeting of Council on 16 May 2012, the Council resolved to implement the following model:

- Implement a small library depot in Ballan at a community location
- Provide an online ordering model with drop off/pick up at the following locations:
  - Bungaree . Internet kiosk with the Regional Library Officer visiting once per week;
  - Elaine, Gordon, Dunnstown and Leigh Creek . visited by the Rural Library Officer once per week to drop off/pick up books and support library users;
  - Visiting fortnightly van service to Blackwood (to be purchased from the City of Ballarat due to lack of internet access); and
  - Co-location with other services i.e. Maternal and Child Health (Ballan and Wallace) and Home and Community Care visits.

It was agreed to trial the above sites (to replace existing Mobile Library stops) for 12 months and to then complete a review of the new model. It was agreed that if the Rural Library trial was successful that the Council might consider expanding the service to include additional sites such as Lal Lal, Yendon, Navigators and Myrniong.

The delivery of Rural Library Services to Ballan, Bungaree, Elaine, Gordon, Dunnstown and Blackwood townships commenced on the 1 July 2012.

**The current timetable for the Rural Library Service is as follows:**

<b>Rural Library Service Timetable</b>		
<b>Day</b>	<b>Location</b>	<b>Time</b>
Tuesday	Dunnstown Recreation Reserve	10:00am - 11:00am
	Bungaree General Store	11:30am - 12:30pm
	Gordon Hall	2:00pm - 3:00pm
Wednesday	Ballan Mechanics Institute Library Depot	9.30am - 1.00 pm
	Blackwood, fortnightly	1.30pm - 2.30pm
Thursday	Leigh Creek (outside Leigh Creek Roadhouse)	11.30am - 12.30 pm
	Elaine Hall	2.00pm - 3.00pm
Saturday	Ballan Mechanics Institute Library Depot	1:30pm - 5:00pm

**Library Strategic Plan 2012-15**

At the 5 September 2012, Ordinary Meeting of Council, the Council resolved to adopt the Moorabool Shire Library Strategic Plan 2012-2015 (and associated Action Plan).

The Library Strategic Plan provides a vision for Library Services in Moorabool and outlines a set of key priority areas that seek to:

- Expand and improve library programs and activities available to Bacchus Marsh and rural communities;
- Promote and raise awareness of programs, services and activities delivered by Moorabool Library Services;
- Improve the collection;
- Improve services and opportunities through innovation and new technologies; and
- Investigate infrastructure requirements through a feasibility study for future library services in Ballan including a potential static library branch.

The delivery of Rural Library Services is in accordance with the priorities, strategies and actions set out in the Moorabool Shire Library Strategic Plan 2012-13.

**Preliminary Review**

A preliminary review of the Rural Library Service has been undertaken. A more comprehensive review will be undertaken with a report to be presented to the Council in November.

In undertaking this preliminary review, Council Staff:

- Surveyed library users;
- Collected and analysed visitor and loan data from each site; and
- Conducted research into rural library models delivered by other Local Governments.

Overall the preliminary review found that the implementation and uptake of the new rural library model has been a success with the community responding positively to the changes.

It found that the Ballan Library depot has been most successful, with overall visits and loans exceeding all expectations. Some of the other rural locations, although much slower to build, have also been positively embraced by the community with visit and loan rates increasing steadily. However there have been uptake issues experienced at Blackwood. Elaine and Leigh Creek are the only two sites that have been significantly underutilised by the community.

The table below lists the attendance and loan figures for each location from July 2012 to year to date (March 2013) and figures for March only.

Location	July 2012 – March 2013		March 2013	
	Visits	Issues (Loans)	Visits	Issues (Loans)
Dunnstown	106	212	15	70
Bungaree	166	854	14	-
Gordon	196	531	28	23
Blackwood	95	115	12	29
Elaine	8	8	0	0
Leigh Creek	6	2	0	0
Ballan	7,234	9,413	770	1,159
<b>Total</b>	<b>7,811</b>	<b>11,135</b>	<b>839</b>	<b>1,281</b>

### Ballan

The Ballan Library depot has recorded approximately 93 per cent of all visits to the Rural Library Service and around 84 per cent of all loans by the Rural Library Service since July 2013. The Library is currently open 7 hours per week and provides library programs and services including Baby Rhyme Time on a Wednesday morning and school holiday activities.

With 7,234 visits between July 2012 and March 2013, the Ballan Library is experiencing an average of 32 visits per hour. In comparison, the Lerderderg Library services an average of 42 people an hour.

The high participation rate at Ballan Library Depot means that the space allocated for the Library at the front of the Ballan Mechanics Institute is often crowded. This puts pressure on the Rural Library Services Officer and hampers the ability to provide high level customer service. It also makes the service less appealing for the community to utilise. A recent Library Survey of all users highlighted the desire by the community for additional Library opening hours in Ballan, a larger space to deliver the service and additional programs and services including book clubs and programs for children and young people. This supports the need to undertake a feasibility study into future library services in Ballan, including the possibility of establishing a static library/community hub. The demands to extend the Library Service at Ballan will be further considered including recommendations in the full review to be presented to the Council in November.



### **Bungaree, Gordon and Dunnstown**

Although much slower to build, participation at Bungaree, Gordon and Dunnstown has been positive with each location experiencing gradual increases in visit and loan rates.

Ongoing promotion and awareness raising activities are continuing to be undertaken by Council staff to help build participation at each site. The awareness raising includes seeking opportunities to promote rural library locations through other initiatives such as the Library Bag competition, poetry workshops and book clubs.

The internet kiosk and return bin at Bungaree General Store has been popular due to the ability of users to place holds online and to return items at any time (during Bungaree Store opening hours) in the absence of the Rural Library Officer. Although the internet kiosk is not suitable at all locations, rural library users at Gordon and Dunnstown have shown interest in having return bins available for use. A small static collection will be made available in a removable lockable book shelf that patrons can browse when the Rural Library Officer visits. The collection will be rotated regularly to avoid becoming stale.

### **Blackwood**

Due to the unreliability of internet access in Blackwood, Council purchases a fortnightly van service from the City of Ballarat. The fortnightly library van service visits Blackwood Hall on a Wednesday afternoon. Users at Blackwood have the advantage of being able to access a large collection on-site through the library van service. Like other locations, they can also put items on hold via the internet, by phone or on-site through the Rural Library Service Officer.

Despite the options provided to Blackwood residents, as well as the ongoing marketing and awareness raising activities undertaken by staff, usage rates have remained low. Feedback from the community suggests that the Blackwood Hall may not be the most appropriate site due to its location away from the main street and the fact that it is perched on the top of a hill and may limit accessibility by all.

The National Broadband Network upgrade should provide options for the delivery of library services to Blackwood which might include the installation of an internet kiosk in the future. At this stage, demand for and participation in library services by the Blackwood community would not support this.

Library Service Staff will investigate alternative locations and the way the service is delivered.

### **Leigh Creek and Elaine**

The Leigh Creek and Elaine locations have not been well utilised by the community despite ongoing promotion and awareness raising efforts by Library Service staff.

A recent change to the Leigh Creek site has resulted in the service being delivered from the Leigh Creek Road House on Thursdays from 11.30am to 12.30pm. It is hoped that the service will capitalise on regular custom received by the Road House during that time, as well as passing traffic. Modifying the Library Service van to include a slide-out shelf would also help make the service more appealing as it would allow books and items to be displayed and borrowed off the shelf by walk up borrowers. It will also assist the Rural Library Officer in managing the provision of books at other sites.

The introduction of a small static collection made available in a removable lockable bookshelf that users can browse during visits by the Rural Library Services Officer will hopefully increase participation rates at Elaine Hall. A more comprehensive review may recommend replacing Elaine and Leigh Creek locations with other sites including Greendale, Lal Lal, Myrningong, Navigators or Mt Egerton.

**Maternal and Child Health Centres – Ballan and Wallace**

The Maternal and Child Health Centres in Ballan and Wallace have a drop box that is serviced each week by the Rural Library Officer. Users can return items and pick up holds. The benefit of this option is that users can pick up holds (once delivered) during centre opening hours. Although this has not experienced the uptake expected, by increasing promotional activities through mothers groups and the Centres themselves, it is anticipated that participation is likely to increase.

**Policy Implications**

The 2009. 2013 Council Plan provides as follows:

<b>Key Result Area</b>	Community wellbeing
<b>Objective</b>	Community self-reliance
<b>Strategy</b>	Pursue initiatives that promote life-long learning, literacy and information needs of the community.

The proposal is consistent with the 2009-2013 Council Plan.

**Financial Implications**

The preliminary review of the Rural Library Service has been conducted within existing budgetary allocations. The proposed continuation of the trial of the Rural Library Service until 30 June 2014 in its current form will not involve any additional costs other than increases to staffing and operating costs in accordance with Council's budget parameters.

**Risk & Occupational Health & Safety Issues**

<b>Risk Identifier</b>	<b>Detail of Risk</b>	<b>Risk Rating</b>	<b>Control/s</b>
Mobile Library Services	Ongoing low participation by the community at rural sites.  Increased demand placed on Ballan Library by the community will result in deterioration of service	High	Continue to promote the service to the local community. Review service provision

**Communications and Consultation Strategy**

The following community engagement was undertaken:

<b>Level of Engagement</b>	<b>Stakeholder</b>	<b>Activities</b>	<b>Location</b>	<b>Date</b>	<b>Outcome</b>
Consult	Library members and non-members	Survey . have your say and paper	Various	Jan 2013	Total of 55 surveys completed . options for service improvements identified
Consult	Community organisations	Discussions with stakeholders	Various	Nov 2012 to Feb 2013	Options for service improvements including ongoing co-location and partnerships
Consult	Other rural library services	Meetings Phone interviews	Various	Dec 2012 . Feb 2013	phone interviews and meetings regarding alternative rural outreach models
Involve	Internal Library and Community Development Officers	Workshop	Bacchus Marsh	Feb 2013	Options for Service Improvements identified

## **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 – Dawn Tschujasehenko*

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

### **Conclusion**

On 1 July 2012, Council resolved to implement the Rural Library Service model and intended that it be reviewed after 12 months to ensure it is meeting community needs.

A preliminary review of the Rural Library Service has been undertaken. A more comprehensive review will be undertaken with a report to be presented to the Council in November.

It is recommended that the trial of the Rural Library Service be continued in its current form for a further twelve months until 30 June 2014.

### **Recommendation:**

#### **That Council:**

- 1. Receive the findings of the preliminary review of the Rural Library Service**
- 2. Continue the trial of the Rural Library Service to 30 June 2014**
- 3. Conduct a full review of the Rural Library Service with a further report to be presented to the Council in November.**

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### **Report Authorisation**

**Authorised by:**

**Name:**

**Title:**

**Date:**



Danny Colgan

General Manager Community Services

Wednesday, 15 May 2013

## **11.4 INFRASTRUCTURE SERVICES**

*No reports for this meeting.*

## 11.5 CORPORATE SERVICES

### 11.5.1 Voluntary Levy - Constitutional Recognition of Local Government – ‘Yes’ Campaign

#### Introduction

File No.: 02/06/004  
Author: Shane Marr  
Manager: Rob Croxford

#### Background

In 2011, the Australian Local Government Association (ALGA) requested that all Councils pass a resolution endorsing the position that a referendum be held in 2013 to change the Constitution to allow direct funding of Local Government bodies by the Commonwealth Government and also to include Local Government in any new Preamble to the Constitution if one is proposed.

A reference to local government in section 96 of the Constitution would create a specific head of power in the Constitution for *direct payments* to occur.

The preferred wording, recommended by the Expert Panel on Constitutional Recognition of Local Government (2012) and supported by the ALGA is an amendment to read:

***"Parliament may grant financial assistance to any state or local government body formed by or under a law of a state or territory."***

Financial recognition in the Constitution seeks to formalise and secure direct federal funding which has been received by local government for more than ten years. Recognition would change the status of local government, its powers, or its relationship with the State Government.

At this time the ALGA also requested that Council write to the Prime Minister, the Leader of the Opposition and the local Federal Member of Parliament, Catherine King MP, to advise them of Council's support for recognition after Council has passed a resolution in the chamber.

On 6 April 2011, Council passed the following resolution:

Resolution:

Crs. Tudball/Toohey

1. *That Council declares its support for financial recognition of Local Government in the Australian Constitution.*

2. *That a letter be forwarded to The Hon Ms. Julia Gillard, Prime Minister, The Hon Mr. Tony Abbott, Leader of the Opposition, The Hon Mr. Warren Truss, the Leader of the Nationals, Senator Bob Brown, the Leader of the Greens, the five independent members of the House of Representatives and The Hon Ms. Catherine King MP, Federal Member for Ballarat, outlining the Council's support for recognition of Local Government in the Australian Constitution and calls on all political parties to support a referendum by 2013 to change the Constitution to achieve this recognition.*

CARRIED.

The ALGA has over this time continued its campaign planning work along with the Municipal Association of Victoria (MAV) and other state associations in order to be ready to activate quickly if the Government announces the referendum.

In February 2013, the MAV advised that the ALGA Board had identified that a National Campaign could cost local government in the order of \$10 million, of which the contribution from Victoria is estimated at \$2 million (excluding any public funding).

### **Proposal**

On Friday 3 May 2013, Council received advice that an announcement is imminent from the Australian Government as to whether it will proceed with a referendum on 14 September 2013 to recognise local government in our national Constitution.

Council has also been advised that Victoria's contribution to the national campaign will be funded in line with the MAV 2012 State Council resolution for the MAV to issue a voluntary levy on members, with each Council to determine whether or not to pay the levy.

The MAV Board resolved to adopt a methodology using population and revenue to set the voluntary contribution amount for each member Council. Under this model, Moorabool Shire is being asked to formally consider supporting the national 'Yes' campaign with a voluntary contribution of \$12,132.

It is requested that Council formally consider this matter and provide written confirmation of its decision by 31 May 2013 hence the need for this matter to be considered by Council at this Ordinary Meeting of Council.

The MAV is seeking confirmation of Council's position on:

1. Council's intention to participate in the national 'Yes' campaign at the local level (to be coordinated at the state level by the MAV under the direction of a national campaign team)
2. An amount of voluntary financial contribution that Council is willing to provide towards the national local government 'Yes' campaign.

Until the Government announces that a referendum will proceed in September, Council is only required to provide formal notification of its commitment. The MAV has chosen not to seek any payments ahead of a formal announcement from the Government. It is likely that any payment of voluntary levies would be requested by 30 June unless other arrangements are requested by individual municipalities.

As Council is currently determining its annual budget for 2013/2014, officers have considered this levy and recommend to Council that whilst Council is in support of this campaign, current budget constraints indicate that Council would not be in a position to make the requested \$12,132 voluntary financial contribution to support the national ~~y~~esqcampaign.

### **Policy Implications**

The 2009. 2013 Council Plan provides as follows:

<b>Key Result Area</b>	Representation and Leadership of our Community
<b>Objective</b>	Good governance through effective systems and procedures
<b>Strategy</b>	Ensure policies and good governance are in accordance with legislative requirements and best practice

### **Financial Implications**

Current budget constraints indicate that Council would not be in a position to make the requested \$12,132 voluntary financial contribution to support the national ~~y~~esqcampaign.

### **Risk & Occupational Health & Safety Issues**

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

### **Communications and Consultation Strategy**

The Council report is to be considered in open Council whereby the community has access to the 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.

*Author – Shane Marr*

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

*Chief Executive Officer – Rob Croxford*

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

### Conclusion

It is requested that Council formally consider this supporting the national ~~Yes~~ campaign with a voluntary contribution of \$12,132, and provide written confirmation of its decision by 31 May 2013 hence the need for this matter to be considered by Council at this Ordinary Meeting of Council.

The MAV is seeking confirmation of Council's position on:

1. Council's intention to participate in the national ~~Yes~~ campaign at the local level (to be coordinated at the state level by the MAV under the direction of a national campaign team)
2. An amount of voluntary financial contribution that Council is willing to provide towards the national local government ~~Yes~~ campaign.

As Council is currently determining its annual budget for 2013/2014, officers have considered this voluntary levy and recommend to Council that whilst Council is in support of this campaign, current budget constraints indicate that Council would not be in a position to contribute the requested \$12,132 voluntary financial contribution to support the national ~~Yes~~ campaign.

### Recommendation:

**That Council responds in writing to the Chief Executive Officer of the MAV, Mr. Rob Spence, advising that Council, whilst in support of this campaign, would not be in a position to contribute the requested \$12,132 voluntary financial contribution to support the national 'yes' campaign due to budget constraints for the 2013/14 period.**

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### Report Authorisation

#### Authorised by:

**Name:** Shane Marr  
**Title:** General Manager Corporate Services  
**Date:** Wednesday, 15 May 2013



## 12. OTHER REPORTS

### 12.1 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](http://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 1 May 2013 . Public Relations and Communications Strategy
- Assembly of Councillors . Wednesday 1 May 2013 . Audit and Risk Committee Briefing
- Assembly of Councillors . Wednesday 1 May 2013 . Annual Budget

#### **Recommendation:**

**That Council receives the record of Assemblies of Councillors as follows:**

- **Assembly of Councillors – Wednesday 1 May 2013 – Public Relations and Communications Strategy**
- **Assembly of Councillors – Wednesday 1 May 2013 – Audit and Risk Committee Briefing**
- **Assembly of Councillors – Wednesday 1 May 2013 – Annual Budget**

## 12.2 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.

<b>Committee</b>	<b>Meeting Date</b>	<b>Council Representative</b>
Masons Lane Recreation Reserve Committee of Management	12 February	
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	3 April 2013	Cr. Comrie Cr. Edwards
Bacchus Marsh Racecourse and Recreation Reserve Committee of Management	8 April 2013	Cr. Comrie Cr. Edwards

### **Recommendation:**

**That Council receives the reports of the following Section 86 - Delegated Committees of Council:**

- **Masons Lane Recreation Reserve Committee of Management meeting of Tuesday, 12 February 2013.**
- **Bacchus Marsh Racecourse and Recreation Reserve Committee of Management meeting of Wednesday, 3 April 2013.**
- **Bacchus Marsh Racecourse and Recreation Reserve Committee of Management meeting of Monday, 8 April 2013.**

# Attachment - Item 12.3(a)

**Masons Lane Committee of Management**

**MINUTES  
12<sup>th</sup> February 2013**

1. **Welcome and meeting opened:** 7.30 pm.
2. **Attendance**
- 2.1 Present: Darran Fowlie (Chairman) Dianne Lee (Dog Obedience) Paul Wilson (Baseball) Chris Jackson (Cricket Jnr.) Mick Belcher (Little Aths)

2.2 Visitors: Nil

2.3 Apologies: Simon Joannidis (Soccer) Ben Hick (Cricket Snr.)

3. **Previous Minutes:**

Acceptance of the Minutes of Meeting held on 10<sup>th</sup> December 2012

**Moved: Chris Jackson    Seconded: Paul Wilson    Carried: Yes**

3.1 After reading of the previous minutes it was noted by all Committee Members that many items remain pending for many months, awaiting answers from Council. It was unambitiously agreed to show these items at the beginning of the the monthly minutes showing time- frame they have been left outstanding unresolved.

3.2

<u>Item</u>	<u>30 Days</u>	<u>60days</u>	<u>90 days Plus</u>
4.2 De-Fibs			June/Aug/Sept
4.4 Maintenance			Sept
4.91 Baseball			Aug/Sept
4.91 Spoon Drain			Aug/Sept

**Business arising from previous minutes**

4.1 **User Agreement** ó Athletics and Dog Club submitted their queries awaiting formal reply from Council.

**Item Pending**

4.2 **De fibs** ó 27<sup>th</sup> February for training in Council Rooms, 9 people ó Soccer 3, Jnr Cricket 1, Snr Cricket 2, Baseball 1, Dog Club 3. Council to pay cost.

**Item Pending**

4.3 **Keys** – Baseball, Dog Club and Athletics forms to hand. Still awaiting Soccer and Cricket.

**Item Pending**

**4.4 Maintenance of Facilities –**

Baseball Club ó Sprinkler problem Darren to give Paul replacements to repair them. It was also suggested to get a large skip for a good clean up especially around Baseball, Darren to look into this cost etc. Door of Baseball still not fixed from their break ó in.

Eastern Pavilion - Floor still in need of Glue being removed and kick board repaired.

**Item Pending**

**4.5 Eastern Pavilion** ó Engineers have been down re new addition, measurements taken and checking existing building, this will be completed within two weeks. The plans will then go to tender within 20 days construction to commence late May ó June. Container and concrete now moved in preparation.

**Item Pending**

**4.6 Storage Shed** - Dog Club have moved all their equipment all going to plan.

**Item Pending**

**4.7 Sewerage Plant** ó There has been discussion with Western Water, Council not interested in their proposal, it is too near the Pump Shed. MLCOM not to be involved, leave it in Councils hands.

**Item Pending**

**4.8 Baseball** – Concerns voiced re bating cage and junior diamond Paul already contacted Council with no response. Needs to be completed before pre-season.

**Item Pending**

**4.9 Spoon Drain** (Little Athletics). Still in capital improvements for next year.

**Item Pending**

**4.91 Eastern Pavilion** – The garbage bin will be shared with Little Athletics returned to Eastern Pavilion at the end of March for the commencement of Soccer.

**Item Pending**

**4.92 Electricity Accounts**- The audit of each clubroom not far away, further discussion when this is to hand. Been delayed due to Auditor being heavily involved with the fires and floods.

**Item Pending**

**4.93 Landscaping Plan** ó Feed back still needed from each club re their ideas and requirement, we will look further at this during the year.

**Item Pending**

**4.94 Little Athletics** proposed addition to clubrooms. Call from a Liberal member asking for any projects we have in the pipeline, he was given this one. Email also sent to Council to include new clubrooms in their next budget.

**5. Correspondence:**

**5.1 Inwards**

Commonwealth Bank

Turf Care Account.

List of emails inward and outward as attached.

**5.2 Outwards**

Minutes of 10<sup>th</sup> December 2012

Acceptance of Correspondence:

Moved: Mick Belcher

Seconded: Paul Wilson

Carried: Yes

**6. Reports**

**Treasurer**

Treasurer not present.

Moved:

Seconded:

Carried:

**7 General Business**

Darren advised engineers from Council are to get architects to do all parking design with kerbs, tar, gutters etc. Baseball having problems with the general public using the baseball as a dog free area at all times, not cleaning up after their dogs. Darren asked to follow up with Council re signs and the ranger to do spot checks and issue fines. It was also proposed the small gates be locked open on their fence when not in use.

Eastern Pavilion having a problem with ants and cigarette butts, Darren to check with Council re receptacles for the cigarette butts.

Mick informed the committee two Councillors had showed an interest in attending one of our meeting to look at our Master Plan. It was decided to draw up a proposed list of discussion at our next meeting, then invite the Councillors on 9<sup>th</sup> April at 7 p.m. to give them a good insight of our plans before our meeting commences.

**8. Project**

Nil

**9. Next Meeting Monday 19<sup>th</sup> March 7.30p.m. @ Little Aths Clubrooms**

**10. Meeting Closed : 8.45 pm.**

# Attachment - Item 12.(3b)



**BMRRR COM, P.O. Box 287, Bacchus Marsh 3340**  
**ABN: 27 090 466 038**

<b>Subject:</b>	<b>Committee of Management Meeting.</b>	
<b>Attendees:</b>	Peter Thompson (Chairman), Anne Wilson (Assistant Sec), Robert Closter (Community Rep), George Rogers (Treasurer) (BM&D Poultry Club), Jack Pavey (Footscray & District Poultry Club), Robert Young (BM Harness Racing Club), Damien Everard (BM Campdrafters),	
<b>Apologies:</b>	NIL	
<b>Date &amp; Time:</b>	3rd April, 2013	7.05pm
<b>Venue:</b>	POULTRY SHED	

Issue	Action	Timeframe/Result
Outwards Correspondence	Nil	
Inwards Correspondence	Nil	
Amendment to Minutes of 6.3.13	Robert Young was present at the Meeting	
Amendment to Minutes of 6.3.13	Bob Closter moved that 12.11.12 minutes be accepted as true and correct, not AW.	
Amendment to Minutes of 6.3.13	Motion moved by RY was seconded by GR that committee write to Coy's requesting them to pick up all bins and charge the extra bins to the COM.	
Amendment to Minutes of 6.3.13	Power meters - Kevin should read Kemin.	
Amendment to Minutes of 6.3.13	Working party meeting of the COM - Next Meeting 10th April should be 3rd April.	
<b>Minutes of 6th March 2013</b>	<b>Moved as true and correct. Moved RY Seconded GR Carried</b>	
Matters arising	None mentioned	
<b>Treasury</b>		
Accounts in hand	Nil	To be paid
		To be paid
Out goings	\$586.71 was for accounts passed for payment at last meeting and Reece Plumbing \$47.77 for down pipe repairs on Poultry Shed.	
Income	Nil	
Bank Balance	\$23,417.98 as at 25.3.13	
Rents	PT spoke to Council about these, and each user group will be billed by Council when Licences are issued.	User Groups are forward Leases/Licences to PT
Rent - Poultry Club	The Footscray & District Poultry Club will be reimbursed \$228.00 which they had paid to the BMRRR COM. Council officers informed PT that the COM can't collect rents.	Footscray & Dist Poultry Club Inc to reimburse

<b>Treasurers Report be accepted</b>	<b>Moved GR Seconded JP 7 x for nil against Carried</b>	
		Done
<b>General Business</b>		
Insurance of Buildings	Each User groups is to pass onto PT the building insurance policies they have had for Council to use as a reference. Council will be insuring the buildings under their blanket insurance cover for reserves.	User Groups to forward to PT
Toilets	PT has a list of contractors registered with Council who are available for repair work on the reserve. User groups are to contact PT when an urgent repair is needed and he will contact one of these contractors.	
Toilets	2 new plastic toilet seats are needed in Men's toilets.	RY - BMHRC will repair these by 13/4/13
Cleaners for Toilets	The cleaners council propose to engage require the toilets to be in a satisfactory condition of maintenance before they start their contract.	Council to repair and improve the toilets to the "satisfactory condition" asap.
Toilets	PT will get costs on upgrading toilets to the cleaners expected standard and approach council to get it done.	PT
Councillors	Council officers are not forthcoming in clearly defining what works/projects they will do in a timely manner and what we should be doing as a COM or the User groups can do, especially with maintenance and repairs.	At Statutory/executive meeting, 8th April, COM to take this up with Councillors.
Meeting times	DE would like the meeting time moved from 7pm to 7.30pm, and meetings start on this time.	PT will inform everyone of the change.
Internal Roads	PT to request council repair the pot holes on the internal road ways. These are dangerous to the traffic and a hazard to pedestrians.	PT to request council repair asap.
Motion	RY moved that we have 4 Statutory/Executive meetings per year that Councillors and Council Officers are invited to attend and the remainder meetings are general meetings for all members including councillors. Seconded JP Carried	Statutory/Executive meetings will be held on the 1st Mon of April, July, Oct & Dec.
Rabbit Burrows around Horse stalls	Rabbit burrows around the Horse stalls need to be filled in. Especially under the concrete. The rabbits have been poisoned recently.	PT to request Council to do this.
Shooting on reserve	Someone has been ferreting and shooting on the Reserve. Neighbours to the reserve Nick & Rosemary have informed committee members that the shooters have accessed their property through an adjoining gate and the gate has been badly damaged. They would like the gate repaired and the shooters stopped from shooting on the reserve.	PT to write to Council regarding NO guns on reserve.
Dam double gates	There has been one gate stolen from the double gates leading to the Hill Dam. These can't be closed.	Need to get council to replace the stolen gate.

Gate Opening and Shouting	PT was informed by council that they will not be assisting in this.	Gates to remain open until COM can get someone to do this job.
Dogs on Reserve	It is impossible to enforce Dogs on Leash policy when one of the Council Rangers continually brings their dogs out and exercises them "off leash".	The Reserve has a "Dog on Leash" Policy. PT has already requested from Council 5 x signs indicating this to be placed at strategic locations like building. Council has not done these as yet.
Tanks	The overflow pipes have been put back in place. This is an ongoing problem.	GR is to purchase treated pine posts and slip sleeves and install them to allow for movement.
Heritage on reserve	The heritage gallops track has mostly disappeared but the Grandstand still stands.	
Lease/Licences	The BMHRC will forward their Lease/Licence on to PT for submitting to Council.	RY to forward this to PT
Lease/Licences	PT to request a copy of the Campdrafters Lease from Troy. Campdrafters forwarded this direct to Troy.	PT
Lease/Licences	The Poultry Clubs have had no response from Council officers regarding their Lease, and PT said the Council Officers wouldn't go to DSE with adjustments or respond to the Poultry Clubs, until they have all Leases/Licences.	Council
Power to Poultry Shed	As reported last meeting, a circuit breaker has blown in the Poultry shed and this needs urgent repair.	PT to request John Cutler to repair the circuit breaker.
Definitions of User groups area.	There was discussion of the User Groups defined areas, size and the infrastructure on them. CEO has had no discussion with the COM chairman of any changes to the current masterplan.	
Power meters	John Culter of Kemin has been contracted to install the meters on the users groups but has not been done to date.	PT to request John Cutler install meters asap.
Origin	The next Origin meter reading was due on the 2/3/13 but has not been received as yet.	PT to see if De has received this.
Tractor	The steering of the tractors needs urgent repairs. It is low mowing season at the moment and it is a good time to get this done.	BC to engage Gillespie to repair the tractors steering
<b>Motion</b>	<b>RY moved that the tractor "as an issue of OHS", it is necessary to get it repaired quickly. Seconded GR Carried</b>	
Tanks	The fencing - it still remains a Public Safety issue. All other Reserves with tanks, as observed by PT and others, have them fenced.	Need to get the Tanks fenced for safety and security.

Doors to Shed	The doors to the COM sheds need repairing.	PT to write to Council to inform them that only one door has been repaired when there was 2 to be repaired.
Tap at the back of the Toilets	This has not been repaired to date. It is still leaking.	Council to repair asap.
Code Red days	High fire Risk Days and Extreme heat. On Code Red Days- no activities can take place on the Reserve as per the Sec 86.	
Sprinkler system on the Poultry Shed roof	JP has asked if the Poultry Club could put a sprinkler system on the roof of the shed to be used to cool the shed on hot days for the comfort of the birds.	PT agreed at for the Poultry club to install the sprinklers at their expense.
Meeting Closed 8.48pm		

# Attachment - Item 12.G(c)

**BMRRR COM, P.O. Box 287, Bacchus Marsh 3340**

<b>Subject:</b>	<b>Committee of Management Meeting Strategic Meeting</b>	
<b>Attendees:</b>	Peter Thompson (Chairman), Deirdre Davey (BMPC/Sec), Anne Wilson (Assistant Sec), Robert Closter (Community Rep), George Rogers (Treasurer) (BM&D Poultry Club), Jack Pavey (Footscray & District Poultry Club), Robert Young (BM Harness Racing Club), Damien Everard (BM Campdrafters), Alan Comrie (Councillor), David Edwards (Councillor), Michael Hazell (Community Rep)	
<b>Apologies:</b>	Nil	
<b>Date &amp; Time:</b>	8th April, 2013	7.15pm
<b>Venue:</b>	POULTRY SHED	
<b>Minutes of meeting 3.4.13</b>	Moved RY Seconded JP	Carried
<b>Amendment to minutes.</b>	Bob didn't mention that we need a new tractor.	
<b>Rubbish Bin pickup</b>	Alan Comrie has arranged that Coys will empty ALL bins and not just 2.	This was done without notifying the BMRRR COM
<b>Issue</b>	<b>Action</b>	<b>Timeframe/Result</b>
Outwards Correspondence	Minutes, Updated calendar, Contact details for user groups see PT for email	Done
Inwards Correspondence	Letter: Rosemarie and Peter Spielvogel - re: rabbits/fencing	PT to refer letter to council
	Moorabool Shire Council - 2013 Community Group Database Update	
	Moorabool Shire Council - Vibrant Communities Conference Program, Saturday 20th April 2013	AW to email to PT
	Moorabool Shire Council - Proposed Indoor Aquatic Centre - BM Draft Design and Construct Plan.	
	Barrel Racing Club - Cert. of Currency.	
	Power Account from Origin	This is in credit
	Travis Wilson - solar farm	PT to respond
	Treasurers	
Power Account	Origin did an audit of the account and we have a Credit of \$237.01	
Motion to accept Treasurers report	Moved GR Second JP.	Carried
<b>Item</b>	<b>Action</b>	<b>Time Frame</b>
Insurance of Buildings	It has been difficult to get insurance on buildings because of DSE ownership.	User Groups are to forward old policies to PT
Toilets	Talia has advised that the Council Officers have put in the 2014 -2015 Budget for the toilets \$12,500.00 Note this is only for tempory repairs.	
Cleaners for Toilets	User groups are to do the cleaning until cleaners are appointed.	
	PT has a spread sheet on the user groups responsibilities and councils	PT to circulate
Internal Roads	Floats and traffic are moving off the roads on to the grass because of the bad/rutted state of the roads.	PT to contact council re this.

	The Council hasn't furnished us with a break down on how we should spend the Management dollars.	
Rabbit Burrows around Horse stalls	PT has a costing on this for submission to council.	PT to submit to council
	Spogeilvogel - Rabbit proof fencing is their responsible.	PT to refer letter to Council
Motion	PT to refer the letter to council to take action on. Moved George Seconded Jack Pavey	Carried
Shooting on reserve	Spot lighters are reported to being on the reserve. They must have a permit if required in the Shires bylaws. A sign is proposed - no shooting on the property. RY hasn't noticed any spot lighters in recent weeks.	PT to check bylaws and signage with Council Officers
Dam double gates	One gate has been removed and need to be replaced.	PT to get council to replace the stolen gate. (also in minutes of 3/4/13)
Gate Opening and Shutting	Council has refused to assist with this. Volunteers have difficulty opening and shutting in the daylight savings period. Councillor Comrie suggested that the last user should lock the gate when they leave. You need a key to lock the gate lock. There is still a problem with theft and robberies on the reserve.	
	RY is available for locking and opening the gates now that day light savings has finished.	RY to open and shut gate each day during non daylight savings time.
	JP referred to DE suggestion of moving the entrance to the reserve further in, with just a walk way open and being able to lock the gate to larger traffic.	
Motion	GR moved a motion that we use volunteers to open and shut the front gates in the winter months and that users groups be notified of this. PT to draw up plans for moving the front gate further into the reserve for the summer period. Seconded RY	Carried
	BC has a friend who is willing to open the gates at 8.30am each morning. BC will check that this offer still stands. RY will lock at 6pm but if a user group is still here, then it is their responsibility to lock it.	
Dogs on Reserve	Councillor Comrie informed us that the Reserve is an unleashed area. To be changed from unleashed to leashed the COM needs to Council to change the policy.	PT to write to council.
	PT was informed by Talia, that all reserves in the Moorabool are dogs on leash only. There are no off leash areas in the Moorabool.	
	Edwards checked the Policy online and as the BMRRR is not on the data base of Dogs off leash areas. The data base was last upgraded in 2006.	PT to write to council to ask for clarification. COM present prefer the On Leash policy.
Tanks to be fenced and pumped to a retriulation tank	PT has sort AGM fencing quote for Tanks and reserve boundary reserve.	This is to be forwarded to council.

Heritage on reserve	The Gallops track and Grand Stand	
	In reference to any possibility of the shifting of facilities then the Heritage needs to be taken in consideration.	This was noted by all present
Developers -re: changes of user group space	There has been no contact from developers with the golf club and councillors but the Grammar school has had talks with the developers.	
Master Plan	PT to review the Master Plan with Council officers.	
Lease/Licences	User groups are to submit these to PT who will pass them onto Council. BMHRC to have theirs signed on Sat and given to PT. This is the last one.	Last Lease nearly completed for PT to submit.
Rents	Council will collect these once the leases/licences have been approved.	
	Councillors are to check to policy and seek clarification on who is to collect rents. BMRRR COM or Council	
Golf Club separation from BMRRR	DE spoke of the Golf club being separated from the rest of the reserve. The Golf club never knew of the this happening until the council minutes were released.	
	Damien - Questioned - If the golf club has been segregated from the reserve, where is the boundaries?	The boundary is not known
Tractor	The right hand wheel needs to be repaired. Bruce Gillespie can fix it, but he will have to build the part.	
Doors to Green Shed	The COM shed that was the "old bar" is the shed door that needs repairing now. The Green shed door has been repaired. The post is bugged and needs to be replaced.	
Tap at the back of the Toilets	Not repaired	PT to remind council of the problem.
Code Red days	No one is to be on the reserve on a code red day. GR read this from a CFA sheet.	
	Councillors are not aware of this.	
	Councillors AC & DE said there are extreme heat policies on all reserves. User groups will have policies on this in their Risk Managements.	
Toilets	JP - We need to put in a new septic. We can't wait for the sewerage to come across. We need a reasonable and acceptable unit to replace the current ones.	PT to get a quote from BM Plumbing (Doug Wilson) to repair the Septic lines.
	We have spoken about these toilets many times and the council is aware of the condition. Only for the services from Daryl Carp (Turd Burglar) in pumping the tank regularly, the toilets would be condemned.	The Toilets need replacing. We cannot continue to expect the contractor to do this for nothing for ever.
	DD reminded the committee that we are still on a compliance notice of pumping the septic regularly and need to have portaloos for big events.	
Constitution for the BMRRR COM	DD has a copy of the old one.	PT to scan and send out to everyone concerned.



Calender	To be updated with changes of meeting dates	DD to update
Motion moved by DE	That the BMRRR COM meetings be held every second Wed of every month. Seconded BC	Carried
Meeting Dates	Councillor DE re BMRRR COM meeting dates - Councillor DE expressed his annoyance at the lack of information of meeting dates and not being invited. He said he was wanting to put a motion to Council to have this committee sacked. He berated the COM on this.	discussion and a motion had already been moved to change the meeting date to suit Councillors
PT - Meeting Dates	PT explained that it was difficult to find the best day for all the committee to be available to meet and we have found the 1st Wed of the month the most suitable. Also the COM was a category 1 reserve and only required to hold COM at least 1/4ly not monthly as it is. To assist in accommodation the Councillors at meetings, 4 statutory meetings were to be held 4 times during the year.	Councillors Edwards and Comrie thought this was far too many meetings along with the ordinary monthly meetings.
	The number of meetings and structure was the BMRRR COM members chose for convenience, councillors should be supportive and not dictate to the COM on its meeting structures and dates.	
AW Response to Councillor DE - re meeting dates	AW spoke through the chair and said she thought David's outburst in the meeting towards the members was not warranted and he had a high disregard for the hard work and dedication that the volunteers on the committee had put into the reserve over many many years. He knew everyone on the committee having been a member himself, he failed to communicate with the committee.	
Councillor DE response	PT asked if DE wanted to respond to AW and he responded that he would "take it on board".	
PT	All meetings are now called committee meetings. The strategic/executive meetings are now committee meetings. The 4 Strategic Meeting dates will be deleted.	DD to adjust calendar and circulate
Meeting Closed	10.16pm	
Next Meeting	8th May at 7.30pm BM Poultry Shed	

**13. NOTICES OF MOTION****13.1 Cr. Tatchell: N.O.M. No. 229 – Margaret Moritz Youth Heritage Award****Motion**

That Council endorses establishing an award aimed at generating interest in heritage matters amongst primary school students across the municipality whilst honouring the memory of Margaret Moritz. Council also endorses the following approach to be undertaken to assist with the award's inception:

- The establishment of a subcommittee to oversee the initiative, which comprises a Councillor and at least two representatives of the Moorabool Heritage Advisory Committee.
- Council officers write to primary schools within the municipality to raise awareness of this initiative and to ascertain interested participants.
- An amount in the order of \$500 is made available from the current budget of Council's Strategic and Sustainable Development Unit to assist in the implementation of the award.

**Preamble**

Margaret Moritz actively participated and contributed to the local community over a long period of time. This is highlighted by Margaret being a representative on the Blacksmith Cottage & Forge Special Committee and the Moorabool Heritage Advisory Committee. Margaret also demonstrated a keen interest in the education of young people. The award seeks to combine the two interest areas in a manner fitting of the memory of Margaret Moritz. This initiative has been developed and endorsed by the Moorabool Heritage Advisory Committee. The award would involve staging a heritage based competition aimed at local primary school students completing and entering heritage based projects.

The subcommittee would be responsible for the preparation and adjudication of the award, including formulating an appropriate decision criteria and developing an implementation schedule that can be adhered to. Meetings of the subcommittee are to be held as required and any matters requiring referral are to be put before the Moorabool Heritage Advisory Committee. The proposed funding to be allocated would be split between a prize for the successful student and the student's respective school, plus any miscellaneous costs that are incurred through the implementation of this award.

# Attachment - Item 13.1

Mr Rob Croxford  
Chief Executive Officer  
Moorabool Shire Council  
PO Box 18  
BALLAN VIC 3342

8 May, 2013

Dear Rob,

### **Notice Of Motion – Margaret Moritz Youth Heritage Award**

In accordance with the Council's Meeting Procedure Local Law No. 8 Section 28 . Notice of Motion, please accept this Notice of Motion for placement on the agenda of the Ordinary Meeting of Council to be held on Wednesday 15 May, 2013.

#### **Motion**

That Council endorses establishing an award aimed at generating interest in heritage matters amongst primary school students across the municipality whilst honouring the memory of Margaret Moritz. Council also endorses the following approach to be undertaken to assist with the award's inception:

- The establishment of a subcommittee to oversee the initiative, which comprises a Councillor and at least two representatives of the Moorabool Heritage Advisory Committee.
- Council officers write to primary schools within the municipality to raise awareness of this initiative and to ascertain interested participants.
- An amount in the order of \$500 is made available from the current budget of Council's Strategic and Sustainable Development Unit to assist in the implementation of the award.

#### **Preamble**

Margaret Moritz actively participated and contributed to the local community over a long period of time. This is highlighted by Margaret being a representative on the Blacksmith Cottage & Forge Special Committee and the Moorabool Heritage Advisory Committee. Margaret also demonstrated a keen interest in the education of young people. The award seeks to combine the two interest areas in a manner fitting of the memory of Margaret Moritz.

This initiative has been developed and endorsed by the Moorabool Heritage Advisory Committee. The award would involve staging a heritage based competition aimed at local primary school students completing and entering heritage based projects.

The subcommittee would be responsible for the preparation and adjudication of the award, including formulating an appropriate decision criteria and developing an implementation schedule that can be adhered to. Meetings of the subcommittee are to be held as required and any matters requiring referral are to be put before the Moorabool Heritage Advisory Committee.

The proposed funding to be allocated would be split between a prize for the successful student and the student's respective school, plus any miscellaneous costs that are incurred through the implementation of this award.



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**CR PAUL TATCHELL**  
**CENTRAL MOORABOOL WARD**

**14. URGENT BUSINESS**

**15. CLOSED SESSION OF THE MEETING TO THE PUBLIC****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**

**16. MEETING CLOSURE**