

LODDON SHIRE COUNCIL

Notice of an Ordinary Meeting of the Loddon Shire Council to be held in the Council Chambers, Serpentine on Monday 28 October 2013 at 3.30pm.

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1. APOLOGIES

Nil

2. PREVIOUS MINUTES

2.1 CONFIRMATION OF MINUTES

SUMMARY

Approval of the Forum Minutes of 23 September 2013.
Approval of Ordinary Minutes of 23 September 2013

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: Nil

RECOMMENDATION

That Council confirm:

1. *the minutes of the Council Forum of 23 September 2013*
2. *the minutes of the Ordinary Council Meeting of 23 September 2013*

2.2 REVIEW OF ACTION SHEET

SUMMARY

Approval of Action Sheet.

Author: John McLinden - Chief Executive Officer

File No: 02/01/001

Attachment: 2.2 Action Sheet

RECOMMENDATION

That Council receive and note the Action Sheet.

3. **INWARDS CORRESPONDENCE**

SUMMARY

Relevant correspondence received by Council since previous meeting.

Author: John McLinden - Chief Executive Officer

Council Plan ref: Strategic enabler: Transparent communication

File No: various

Attachment: Copies of inwards correspondence

RECOMMENDATION

That Council receives and notes the Inwards Correspondence.

Date	From	Subject
15/10/13	Pyramid Hill Progress Association	Australia Day Citizenship Ceremonies within Loddon Shire (copies of previous correspondence also attached)

4. COUNCILLORS' REPORTS

4.1 MAYORAL REPORT

SUMMARY

Approval of the Mayoral Report.

Author: John McLinden – Chief Executive Officer

File No: 02/01/001

Attachment: Nil

RECOMMENDATION

That Council receive and note the Mayoral Report.

4.2 COUNCILLORS' REPORT

SUMMARY

Approval of Councillors' Reports.

Author: John McLinden – Chief Executive Officer

File No: 02/01/001

Attachment: Nil

RECOMMENDATION

That Council receive and note the Councillors' Report.

5. **CHIEF EXECUTIVE OFFICER'S REPORT**

5.1 **DOCUMENTS FOR SIGNING AND SEALING**

SUMMARY

This report provides Council with a list of documents signed and sealed during the month.

Author:	John McLinden - Chief Executive Officer
Council Plan ref:	Core business 8: Compliance
File No:	02/01/001
Attachment:	Nil

RECOMMENDATION

That Council:

1. *receive and note the 'Document for Signing and Sealing' report*
2. *endorse the use of the seal on the documents listed*

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

N/A

ISSUES/DISCUSSION

Instrument of delegation for Inglewood Lions Community Elderly Persons Unit Committee of Management

Instrument of delegation for Kingower Development and Tourism Committee of Management

Instrument of delegation for Serpentine Bowls and Tennis Pavilion Committee of Management

5.2 2014 COUNCIL MEETING SCHEDULE

SUMMARY

This report provides a schedule for suggested Council meetings for 2014.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core Business 8: Compliance
File no:	02/04/001
Attachment:	Nil

RECOMMENDATION

That Council:

1. *approve the schedule of Council Meetings for 2014 as contained within this report*
2. *provide public notice of the Council Meeting schedule.*

PREVIOUS COUNCIL DISCUSSION

Nil.

BACKGROUND

The Loddon Shire Council has traditionally conducted Council meetings on a monthly cycle. It is proposed that this meeting schedule be continued through 2014.

ISSUES/DISCUSSION

The proposed 2014 schedule of Council Meetings is as follows:

Tuesday 28 January	Monday 26 May	Monday 22 September
Monday 24 February	Monday 23 June	Monday 27 October
Monday 24 March	Monday 28 July	Monday 24 November
Monday 28 April	Monday 25 August	Monday 15 December

Council should also continue to have forum meetings prior to each Council Meeting to provide Council with a briefing on any current issues affecting the Loddon Shire. Council Meetings will commence at 3.30pm. The venue for Council Meetings is proposed to be the Council Chambers, Loddon Valley Highway, Serpentine.

Once approved, the schedule of Council meetings will be posted on Council's website, published in the Loddon Bulletin and advertised by way of public notice in newspapers and newsletters circulating generally within the municipality. Council Meetings will continue to be open to the public.

COSTS/BENEFITS

The benefits of holding all meetings at Serpentine are that there is certainty of the location of each meeting if guests are being invited or if the general public wish to attend.

RISK ANALYSIS

Nil.

CONSULTATION AND ENGAGEMENT

Nil.

5.3 2013 CHRISTMAS NEW YEAR HOLIDAY PERIOD

SUMMARY

This report seeks approval from Council for closure of the Wedderburn and Serpentine Administrative Centres over the Christmas/New Year period.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core Business 8: Compliance
File no:	02/04/001
Attachment:	Nil

RECOMMENDATION

That:

1. *Council approve the closure of the Wedderburn and Serpentine administrative centres from midday Tuesday 24 December 2013 and reopening at 8.15 am on Thursday 2 January 2014*
2. *Notice of these amended office hours be published in the public notices sections of newspapers circulating within the Loddon Shire.*

PREVIOUS COUNCIL DISCUSSION

Nil.

BACKGROUND

The Loddon Shire Council has historically closed the Wedderburn and Serpentine administrative centres to the public over the Christmas/New Year holiday period.

ISSUES/DISCUSSION

In 2013 Christmas Day falls on a Wednesday and it is proposed that Council shut the Wedderburn and Serpentine Administrative Centres from midday Tuesday 24 December 2013 and reopen at 8.15 am on Thursday 2 January 2014.

Council's traditional Staff Christmas Party is proposed to be held on the afternoon of Monday 23 December 2013. An emergency response crew will be available on call for that afternoon. A skeleton crew will be employed across the Christmas/New Year period to attend to any emergency callouts.

COSTS/BENEFITS

Nil.

RISK ANALYSIS

This period has generally been a time of low customer enquiry and the shutdown has provided the opportunity to allow staff to have a refreshing family break with minimum interruption to business activities.

CONSULTATION AND ENGAGEMENT

Nil.

6. DIRECTOR CORPORATE SERVICES' REPORTS

6.1 FINANCE REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2013

SUMMARY

This report provides Council with financial information for the period ending 30 September 2013.

Author:	James Rendell - Manager Financial Services
Council Plan ref:	Strategic Enabler: Sound financial management protocols
File no:	8/06/01
Attachment:	6.1

RECOMMENDATION

That Council:

1. *Receives and notes the "Finance Report for the period ending 30 September 2013".*
2. *Approves budget revisions included in the report for internal reporting purposes only.*

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis.

BACKGROUND

The Finance Report for the period ended 30 September 2013 includes standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total budget (by percentage) and total revised budget.

The information is in the format provided in the 2013/14 Budget, and includes operating results, capital expenditure and funding sources. It also provides a focus report.

ISSUES/DISCUSSION

Included this month is a capital expenditure and major projects report. This outlines progress to date on capital works as disclosed in the 2013/14 Budget and major non-capital projects. Variances have been determined by comparing YTD actuals with YTD budget and comments have been provided where considered relevant.

COSTS/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed.

Provision of financial reports on at least a quarterly basis is a requirement of the Local Government Act.

RISK ANALYSIS

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against that expectation.

6.2 APPLICATION FOR EXEMPTION FROM RATES AND CHARGES - ALCHERINGA GROUP

SUMMARY

The Alcheringa Group has written to Council requesting that they be exempted from general rates and charges for the Pyramid Hill Aged Care Facility.

Author:	Julie Ritchie, Revenue Collector
Council Plan ref:	Strategic enabler: Sound financial management protocols
File no:	09/04/001
Attachment:	6.2 Correspondence received from the Alcheringa Group

RECOMMENDATION

That Council exempts the Alcheringa Group from rates and charges on the Pyramid Hill Aged Care Facility.

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

The Pyramid Hill Bush Nursing Hospital Inc. was transferred to Alcheringa Hostel Ltd. (Alcheringa) on 1 July 2011.

The property remained non-rateable on Council's rating system until an audit of data during preparation for the Fire Services Property Levy at which time it was made rateable. Garbage charges remain on the property.

After issue of the 2013/2014 rates notices Alcheringa requested that the Pyramid Hill Aged Care Facility be made non-rateable based on the group being a public benevolent institution. Accompanying the letter was a Notice of Endorsement for Charity Tax Concessions from the Australian Taxation Office (ATO) acknowledging Alcheringa Hostel Limited as a public benevolent institution from 5 August 2005.

ISSUES/DISCUSSION

Council has contacted two neighbouring municipalities which have facilities owned by the group; one has a residential care facility similar to Pyramid Hill which is not rated. The second municipality has a newer facility where the residents have purchased individual units that are rated, but the common areas are not rated. These non-rateable areas are the meeting room and day surgery.

In light of the ATO charitable status of Alcheringa, and the non-rateable status of neighbouring municipalities, this report recommends that Council exempts the Pyramid Hill Hostel operated by Alcheringa from rates and charges for 2013/2014 and future years.

This recommendation does not include the Fire Service Property Levy which is subject to separate legislation, or garbage charges.

COSTS/BENEFITS

There will be a financial impact to Council's 2013/2014 financial year rating income.

RISK ANALYSIS

There is a reputation risk if Council chooses to leave the property as rateable, while neighbouring municipalities have chosen to exempt similar properties.

CONSULTATION AND ENGAGEMENT

Consultation with neighbouring municipalities which have properties owned by Alcheringa was undertaken.

6.3 SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS – BOORT AERODROME, BOORT MEMORIAL HALL, CAMPBELLS FOREST HALL, DINGEE PROGRESS ASSOCIATION, DONALDSON PARK, INGLEWOOD COMMUNITY SPORTS CENTRE, JONES EUCALYPTUS DISTILLERY SITE, KINGOWER DEVELOPMENT AND TOURISM, LITTLE LAKE BOORT, LODDON SOUTHERN TOURISM AND DEVELOPMENT, PYRAMID HILL MEMORIAL HALL, PYRAMID HILL SWIMMING POOL, AND WEDDERBURN TOURSIM COMMITTEE OF MANAGEMENT

SUMMARY

That Council approves the membership of the Boort Aerodrome, Boort Memorial Hall, Campbells Forest Hall, Dingee Progress Association, Donaldson Park, Inglewood Community Sports Centre, Jones Eucalyptus Distillery Site, Kingower Development and Tourism, Little Lake Boort, Loddon Southern Tourism and Development, Pyramid Hill Memorial Hall, Pyramid Hill Swimming Pool and Wedderburn Tourism Section 86 Committees of Management.

Author:	Jude Holt – Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/007, 02/01/010, 02/01/015, 02/01/017, 02/01/018, 02/01/021, 02/01/024, 02/01/025, 02/01/028, 02/01/029, 02/01/031,002/01/033 and 02/01/040
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the

- *Boort Aerodrome,*
- *Boort Memorial Hall,*
- *Campbells Forest Hall,*
- *Dingee Progress Association,*
- *Donaldson Park,*
- *Inglewood Community Sports Centre,*
- *Jones Eucalyptus Distillery Site,*
- *Kingower Development and Tourism*
- *Little Lake Boort,*
- *Loddon Southern Tourism and Development,*
- *Pyramid Hill Memorial Hall,*
- *Pyramid Hill Swimming Pool,*
- *Wedderburn Tourism*

Section 86 committees of management, effective immediately, for the 2013/2014 reporting cycle.

PREVIOUS COUNCIL DISCUSSION

Over the past year Council has approved committee membership of all Section 86 committees of management.

BACKGROUND

Council has also approved amended Instruments of Delegation for Section 86 committees of management. Included in the amended delegations is Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

As contact has been made with committees, a form has been issued to them asking them to provide their current committee members' names and contact details.

Where delegations have organisation representatives (not community representatives), the names and details of the groups being represented are provided in the list.

ISSUES/DISCUSSION

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

Boort Aerodrome, Boort Memorial Hall, Campbells Forest Hall, Dingee Progress Association, Jones Eucalyptus Distillery Site, Kingower Development and Tourism, Little Lake Boort, Loddon Southern Tourism and Development, Pyramid Hill Memorial Hall, Pyramid Hill Swimming Pool and Wedderburn Tourism are all community based committees with representative of at least 6 community representatives. The following is a list of nominated representatives for each committee, all of which exceed the minimum requirement:

Boort Aerodrome

Name	Position
Darren Allison	Joint President
Peter Eicher	Joint President
Harry Brindley	Secretary
Madeline Scott	Treasurer
Campbell Chalmers	Committee Member
Ken Loader	Committee Member
Ray Stomann	Committee Member
Jamie Whitmore	Committee Member

Boort Memorial Hall

Name	Position
Jeanette Wagner	President
Ken Loader	Vice President
Judy Parker	Secretary/Treasurer
Alan Stringer	Committee Member
Nola Stringer	Committee Member
Edna Boyle	Committee Member
Ian Potter	Committee Member
Isobel Loader	Committee Member
Ivan Streader	Committee Member
Karen Coutts	Committee Member

Kevin Sutton	Committee Member
Marj Potter	Committee Member
Reg Brown	Committee Member
Stuart Coutts	Committee Member

Campbell's Forest Hall

Name	Position
Ian Cattanach	President
Don Wilson	Vice President
Toni Shea	Secretary
Gaye Larson	Treasurer
Janine Cornish	Committee Member
Fred Shea	Committee Member
Robyn Shea	Committee Member
Judy Wilson	Committee Member

Dingee Progress Association

Name	Position
Robert Plant	President
John Gledhill	Vice President
Wendy McCormick	Secretary
Pamela Plant	Treasurer
Tony Cliff	Committee Member
Daniel Straub	Committee Member
John Martin	Committee Member
Margaret Gledhill	Committee Member
Julie Beck	Committee Member
Frank Winzar	Committee Member
Kevin Jackman	Committee Member
Peter Monsborough	Committee Member

Jones Eucalyptus Distillery Site

Name	Position
Lynette Rose	President
Kevin Poyser	Vice President
Murray Baud	Secretary/Treasurer
Bert Bradley	Committee Member
Terry Coffey	Committee Member
Ian Collie	Committee Member
Barb Collie	Committee Member

Kingower Development and Tourism

Name	Position
Terry Coffey	President
Mark Gilmore	Vice President
Christine Gilmore	Secretary
Michael Rose	Treasurer
Arleen Reimers	Committee Member
Beverley Lechte	Committee Member
Daniel Madrid	Committee Member
David Peterson	Committee Member
David Reimers	Committee Member

Dawn Swndy	Committee Member
Geoff Graham	Committee Member
Jan Graham	Committee Member
Jill McFarlane	Committee Member
June Reimers	Committee Member
Maile Peterson	Committee Member

Little Lake Boort

Name	Position
Neil Beattie	President
Doug Aldrich	Vice President
Barry Kennedy	Secretary
Ray Stomann	Treasurer
Paul Haw	Committee Member
Kevin Sutton	Committee Member
John Nelson	Committee Member
Jim Nolan	Committee Member
Barry Barnes	Committee Member
Lance Slatter	Committee Member
Murray Chalmers	Committee Member
Doug Haw	Committee Member
Wayne Keeble	Committee Member
Gordon McCracken	Committee Member
Ian Lanyon	Committee Member
Luke Stomann	Committee Member
John Kane	Committee Member

Loddon Southern Tourism and Development

Name	Position
Dot Silke	President
Jan Sharman	Vice President
Robyn Vella	Secretary
Jan King	Treasurer
Colin Silke	Committee Member
Frances Clarke	Committee Member
Cliff Kirby	Committee Member
Jan Graham	Committee Member
Wendy Sutton	Committee Member
Val Morrison	Committee Member
Yvonne Birchwell	Committee Member
Darren Bauch	Committee Member
Deirdre Oswald	Committee Member

Pyramid Hill Memorial Hall

Name	Position
Ronald Peacock	President
Graeme Stevens	Vice President
Kathleen Wood	Secretary-Treasurer
Betty Mann	Committee Member
Bill Quinn	Committee Member
Cheryl Bartels	Committee Member
Colin Mann	Committee Member

David James	Committee Member
Janette Vincent	Committee Member
Sherrie Gumley	Committee Member
Jenny Prior	Committee Member

Pyramid Hill Swimming Pool

Name	Position
David James	President
Tania Burke	Vice President
Colleen Hampson	Secretary
Vaughan Herrick	Treasurer
Kate Bartels	Committee Member
Deborah Forster	Committee Member
Geoff Burke	Committee Member
Neville Miller	Committee Member
Chelsea Challis-Broad	Committee Member

Wedderburn Tourism

Name	Position
Travis Jackson	President
Robbie Collins	Vice President
Robyn Vella	Secretary
Karen Fazzani	Treasurer
Brett Jackson	Committee Member
Jane Rowley	Committee Member
Jacque Stallinga	Committee Member
Vikki Woodward	Committee Member
Sandy Watson	Committee Member
Margaret Collins	Committee Member
Barrie Johnson	Committee Member
Pam Collins	Committee Member
Graham Walker	Committee Member

Donaldson Park and Inglewood Community Sports Centre are organisation based committees. The following list of nominated members represents each of the member bodies of the committee:

Donaldson Park

Name	Group represented
Gavan Holt (President)	Council Representative
Bruce Hargreaves (Vice President)	Wedderburn & District Harness Racing
Jon Chandler (Secretary/Treasurer)	Community Member
Nick Youngson	Wedderburn & District Harness Racing
Dale Jackson	Wedderburn Bowls Club
Brett Jackson	Wedderburn Bowls Club
Alan Holt	Wedderburn College
Danny Fowles	Wedderburn College
Kevin Lockhart	Wedderburn Football Club
Andrew Lockhart	Wedderburn Football Club
Michelle Hargreaves	Wedderburn Hockey Club
Carlie Turnbull	Wedderburn Hockey Club
Chris Holt	Wedderburn Lawn Tennis Club
Susie Lockhart	Wedderburn Lawn Tennis Club
Alex Holt	Wedderburn Netball Club
Julie Benaim	Wedderburn Netball Club

John Murnane	Community Member
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Inglewood Community Sports Centre

Name	Group represented
Alan Last (President)	Inglewood Lawn Tennis
Andrew Nevins (Vice President)	Inglewood Cricket
Vicky Tierney (Secretary)	Inglewood Netball
James Nevins	Inglewood Cricket
Wade Roberts	Inglewood Football
Ron Heenan	Inglewood Football
Helen Canfield	Inglewood Lawn Tennis
Marie Ralph	Inglewood Netball
Les Miller	Community Member

COSTS/BENEFITS

The benefit of this project is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Council has been advising committees in writing of the requirement to provide the list of committee members nominated at their Annual General Meeting, which requires Council approval.

6.4 2012/13 END OF FINANCIAL YEAR VARIATION ANALYSIS

SUMMARY

This report provides Council with an analysis of variances contained within the Finance Report for the year ended 30 June 2013 compared to the revised budget projection at the time of setting the 2013/14 Budget.

Author:	James Rendell - Manager Financial Services
Council Plan ref:	Strategic Enabler: Sound financial management protocols
File no:	8/06/001
Attachment:	Nil

RECOMMENDATION

That Council receives and notes the "2012/13 End of Financial Year Variation Analysis" Report.

PREVIOUS COUNCIL DISCUSSION

As part of the 2013/14 budget process, budget projections for the end of the 2012/13 year position were presented to Council in the form of a Revised Budget.

BACKGROUND

The annual budget process requires that budget projections of the then current year be undertaken. This is done to calculate the potential carried forward surplus that will form part of the next year's budget.

As this process is generally finalised in late March or early April, there are a further three months of activity to the end of June which, may give rise to variations to the budget projections.

This report outlines the variations which have arisen between the budget projections made and the actual final results achieved at year end 30 June 2013.

ISSUES/DISCUSSION

The revised budget projections called for an end of financial year June 2013 closing cash surplus position of \$1.3M. The actual cash surplus was \$2.6M, a variance of \$1.3M.

The monthly Finance Report is provided as Appendix 1 to this report, and includes the Budget, Actuals, Variance in dollars and Variance in percentage terms.

Whilst there are a number of variances, this report focuses on those which fall outside a 10% or \$10,000 threshold, whichever is the greater.

SUMMARISED FINANCIAL RESULT

The table below discloses the actual result for the year in comparison to the budget:

Report item	2012/13 Budget	2012/13 Actual	Variance of Actual to Budget \$	Variance of Actual to Budget %
Revenue	\$47,689,725	\$43,581,487	(\$4,108,238)	91%
Expenses	(\$28,848,363)	(\$45,327,040)	(\$16,478,677)	157%
Net operating result for Year	\$18,841,362	(\$1,745,553)	(\$20,586,915)	(9%)
Funding decisions	\$14,009,606	\$5,994,952	(\$8,014,654)	43%
Capital expenditure	(\$37,580,386)	(\$7,237,869)	\$30,342,517	19%
Non cash adjustments	\$7,856,715	\$7,457,784	(\$398,931)	95%
Accumulated deficit b/f	(\$1,860,935)	(\$1,860,935)	\$0	100%
Net cash Surplus/(deficit)	\$1,266,362	\$2,608,380	\$1,342,018	206%

INCOME

Income for the year was \$43.6M representing a variance of 9% or \$4.1M below budget of \$47.7M. Within the income items the following variances occurred:

Capital grants

Capital grants were under budget by 28% or \$7.4M.

Instances where Council received income that was less than the budget were:

- flood recovery was \$6.1M or 29% below budget, in line with corresponding savings in capital expenditure associated with flood works refurbishment
- Wedderburn Community Centre, funding was \$1.2M or 84% below budget, as only \$0.2M was received. The project will now be completed in the 2013/14 financial year
- Roads to Recovery was 0.4M or 15% below budget with commensurate savings in capital expenditure due to some projects being deferred to 2013/14 to concentrate on completing the flood refurbishment program by June 2013. In accordance with the flood funding agreement.

Instances where Council received income that was not included in the budget projection process:

- Inglewood Industrial Estate \$0.2M for development purposes.

Revenue grants

Revenue grants were above budget by \$3.5M or 49%.

Instances where Council received income that was more than the budget were:

- Victorian Grants Commission (VGC) funding of 50% for the 2013/14 allocation for the general assistance grant and local road grant was received in advance; this totalled \$3.6M
- Pyramid Hill netball courts grant of \$68K; this project was not budgeted in the year.
- Fire Services Property Levy (FSPL) for implementation costs \$45K
- immunisation grant of \$40K.

Instances where Council received income that was less than the budget were:

- Newbridge Recreation Reserve was under budget by \$232K. The actual income of \$150K for this item is reflected as reimbursements and recurrent contributions
- Drought proofing in respect of the Calivil lawn tennis courts of \$60K is offset by a reduction in expenditure of \$40K within the activity.

Capital works contributions

Capital works contributions were below budget by \$198K or 99%, mainly due to funding in relation to the Wedderburn Community Centre of \$200K not being received as the project will now be completed in the 2013/14 financial year.

User fees and charges

User fees and charges were below budget by \$181K or 5%.

Instances where Council received income that was less than the budget were:

- gravel pit income being \$311K or 15% below budget with associated expenditure savings of \$237K
- pre-school fee income being \$55K or 76% below budget (nil cost to Council)
- Loddon discovery tours income being \$24K or 25% below budget with associated expenditure savings of \$20K.

Instances where Council received income that was more than the budget:

- building fee income was \$38K or 73% above budget due to increased building activity
- caravan park fee income was \$36K or 24% above budget with Wedderburn Caravan park over budget by \$24K and Boort Caravan park over budget by \$14K
- standpipes and truck washes income was \$20K or 123% above budget with associated expenditure \$16K over budget
- planning fee income was \$11K or 38% above budget due to increased town planning activity.

Reimbursements and recurrent contributions (combined)

Reimbursements and recurrent contributions were above budget by \$136K or 27%.

Instances where Council received income that was more than the budget were:

- Newbridge Recreation Reserve was over budget by \$150K, (the budget for this item was under revenue grants)
- fuel rebate was \$31K or 3% above budget due to increased activity of plant.

Interest income

Interest income was below budget by \$17K or 2% due to downturn of cash rate set by Reserve Bank of Australia towards the latter quarter of the financial year.

EXPENSES

Expenditure for the year was \$45.3M representing a variance of 57% or \$16.5M above budget. Within the expense line items the following variances occurred:

Labour costs

Labour costs were \$202K or 3% above the budget. This represents a relatively small variation which falls outside reporting threshold.

Materials, services and contracts (combined)

Materials, services and contracts were \$16.6M or 129% above budget, main reasons are outlined below.

Items below budget:

- community planning projects (including the strategic fund) were \$700K below budget due to deferral of larger projects into 2013/14 as external funding becomes available
- gravel pits were \$233K below budget offset by reductions in associated revenue
- local road maintenance was \$100K below budget, in respect of offset planting, pavement and routine maintenance in order to deploy resources to complete the flood program
- Local Government Infrastructure Program (LGIP) Serpentine Recreation pavilion was \$148K below budget as funding was only received in June 2013 and this expense item was not budgeted
- Bridgewater Bowling Club was \$130K below budget, due to delay of appointing a contractor; this has been carried into 2013/14 and will be funded through the Unspent Grants Reserve
- weed and pest management project was \$50K below budget, as there was not enough time to get this project underway in 2012/13. This activity has been carried into 2013/14 for completion and will be funded through the Unspent Grants Reserve
- improving liveability project was \$40K below budget, due to the projects associated being delayed and have been carried over to 2013/14. Council had received a grant and this project will be funded through the Unspent Grants Reserve
- Newbridge Recreation Reserve was \$95K below budget with commensurate reduction in income
- sporting ground water was \$25K below budget; this project is a residual of Council funding for the drought program in relation to recreation reserves for aerating the sporting ovals and will diminish gradually over time.
- volunteer co-ordinator was \$25K below budget due to the project not being completed as expected and has been carried over into 2013/14. This will be funded through the Unspent Grants Reserve.
- Loddon soccer strategy was \$21K below budget as the project was not completed as expected. This project has been carried into 2013/14 and will be funded through the Unspent grants Reserve
- Boort Resource Information Centre building maintenance was \$25K below budget as this project was not completed as expected and has been carried into 2013/14

- bus stop shelter was \$18K below budget due to the deferral of the project to enable wider consultation; this has been carried over into 2013/14 and will be funded through the Unspent Grants Reserve
- HACC program was \$87K below budget; the reasons were:
 - \$69K represents grant funding received but remaining unspent in 2012/13. These items have been carried over into 2013/14 and will be funded from the Unspent Grants Reserve
 - \$18K represents savings from services not required due to lower demand
- community grants were \$19K below budget as some recipient grants were not fully compliant with grant funding conditions
- drought proofing project was \$85K below budget, commensurate with a reduction in income
- economic initiative projects were \$41K below budget due to mainly to goldfields booklet, goldfields national heritage project and intensive animal promotion not being completed as expected
- Innovation BLine was \$23K below budget as this project was not completed as expected and has been carried into 2013/14; this will be funded by the Unspent Grant Reserve
- Donaldson Park was \$76K below budget. It is a carryover of insurance funds that will only be expensed when the larger refurbishment of the Donaldson Park pavilion is undertaken
- swimming pool strategy was \$72K below budget as this project was not completed as expected and has been carried into 2013/14.

Items above budget:

- flood refurbishment costs were budgeted as capital but allocated as expense items. This resulted in an above budget variance of \$19.5M
- caravan parks were \$13K above budget; this has been financed through the Caravan Parks Reserve
- waste water project was \$27K above budget. As no budget allocation was provided under this item, the budget used for this project was reflected as a capital expense item under Korong Vale drainage and sewerage project which had considerable under expenditure.

Depreciation

Depreciation was below budget by 4% or \$331K. This is a non-cash expense and has no impact on the cash surplus position.

Utilities

Utilities were above budget by \$25% or \$80K. The main variances are reported below.

- water, power and rates \$33K. The main reasons were:
 - Wedderburn office power costs were above budget by 9K
 - Parks and gardens water and power costs were above budget by \$19K
- standpipes and truck washes \$13K, partially offset by increased revenue. This represents the purchase of water.
- Wedderburn Caravan Park power and water costs combined were above budget by \$15K.

Loan interest

Loan interest was only 2% or \$1K under budget.

Auditor costs

Auditor costs were only 3% or \$2K below budget.

Councillor costs

Councillor costs were only 1% or \$1K above budget.

CAPITAL EXPENDITURE

Capital expenditure was \$7.2M representing a variance of 81% or \$30.3M below budget of \$37.6M. The budget included \$23M in capital refurbishment works whereas actual costs of \$16.9M were re-allocated to operating expenditure.

Apart from the flood reallocation most other asset types were below budget and a brief outline is as follows:

Land & buildings

Land and buildings were 83% or \$5.5M below budget.

The main variances below budget were:

- Bridgewater Caravan Park was \$2.8M below budget, due to delays in the project. This has been carried into 2013/14 and will be funded through the Unspent Grants Reserve
- Wedderburn Community Centre was \$1.6M below budget, due to delays in the project. There is an offsetting reduction in income.
- Various community planning infrastructure projects were \$0.2M below budget due to deferral of larger projects into 2013/14 as external funding becomes available. These will be carried over into 2013/14 and will be funded through the Community Planning Reserve
- Local Government Infrastructure projects were \$750K below budget. These projects were not commenced as the funds were not received until late in the financial year. These projects have been carried over into 2013/14 and will be funded through the Unspent Grants Reserve. A listing of the projects is provided below:
 - Inglewood Town Hall \$184K
 - Wedderburn streetscape \$243K
 - Boort Caravan Park \$121K
 - Boort Park pavilion \$97K
 - Bridgewater foreshore \$49K
 - Pyramid Hill streetscape \$49K

Plant and equipment

Plant and equipment was 9% or \$62K below budget.

This represents a relatively small variation which falls outside reporting threshold.

Furniture and office equipment

Furniture and office equipment was 31% or \$34K above budget.

The main variance was in the personal computer (PC) replacement being \$36K above budget. This was financed through the Information Technology Reserve.

Urban Drainage

Drainage was 54% or \$446K below budget.

Urban drainage projects were \$263K below budget, the main reasons were:

- Nixon Street basin, Ridge Street Wedderburn, Armstrong Street Boort and Unity Dam were not completed as expected. These projects have been carried over into 2013/14 and will be funded through the Urban Drainage Reserve.
- Korong Vale Town water and sewerage program was \$183K below budget, noting that part of this under expenditure financed the water and sewerage project. The balance has been carried into 2013/14 and will be funded through the Unspent Grants Reserve.

Flood works

Flood works was \$23M below budget.

The budget included \$23M in capital refurbishment works. Actual costs of \$16.9M were re-allocated to operating expenditure.

Roads infrastructure

Infrastructure was 21% or \$1.3M below budget.

The main variances below budget were:

- amenity program was \$93K below budget; the main reasons were:
 - Storm Lane Inglewood not being completed as expected. There is an offsetting reduction in Roads to Recovery income for this project.
 - There were savings in the King Street and BRIC car park projects.
 - The Serpentine car park project was not completed, and carried over in 2013/14.
- bridges and culverts was \$112K below budget; the main reasons were:
 - Inglewood/Rheola Road bridge not being completed as expected. This project has been carried over into 2013/14 and will be funded through the Capital Expenditure Reserve
 - Eddington/Laanecoorie Road and Borung/Prairie Road not being completed as expected. There is an offsetting reduction in Roads to Recovery income for these projects. These projects will be carried into 2013/14 and funded through additional Roads to Recovery income.
- local road construction was \$134K below budget; the main reasons were:
 - Bridgewater/Raywood Road and Pyramid/Yarraberb Road not being completed as expected. There is an offsetting reduction in Roads to Recovery income for these projects. These projects will be carried into 2013/14 and funded through additional Roads to Recovery income.
- local road re-sheeting was \$113K below budget. It is noted that there is an offsetting reduction in Roads to Recovery income for these projects.
- township street improvements were \$325K below budget, the main reasons were:
 - Armstrong Street Wedderburn, Brooke Street Inglewood, Wilson Street Wedderburn and Peppercorn Way Serpentine were projects awarded to contractors but their resources had to be deployed to complete the flood program. These projects have been carried over into 2013/14 and will be funded through the Capital Expenditure Reserve.

FUNDING DECISIONS

Funding decisions were \$8M or 57% below budget.

Transfers to reserves were \$10.6 M above budget.

The main reasons were:

- Unspent Grants and Contributions Reserves were \$8.6M above budget which represents funds received for a variety of projects that remained unspent as at June 2013
- Capital Expenditure Reserve was \$0.8M above budget which represents projects expected to be completed in 2012/13 but which for various reasons were not
- Community Planning Reserve was \$1.3M above budget due to deferral of larger projects into 2013/14 as external funding becomes available
- Urban Drainage Reserve was \$263K above budget; this represents projects expected to be completed in 2012/13 but which for various reasons were not.

There is significant variation in the actual transfers to reserves compared to projected budget due to:

- Council expecting to complete more projects
- receipt of significant grants funding in respect of Victorian Grants Commission (VGC) \$3.6M and Local Government Infrastructure Program (LGIP) \$1.0M both of which were received late in the financial year. These were not budgeted to be received.

SUMMARY

In summary, at the end of the financial year Council earned a surplus of \$1.3 million in excess of expectation.

There are many variances throughout the different elements of the financial statements, and the requirement to shift all flood recovery works from capital expenditure to operating expenditure made the variance analysis quite complex.

However, it can be reported that:

- Council completed the flood program
- Council used Capital Expenditure, Community Planning, Unspent Grants, and Unspent Contributions Reserves to capture any financial items that were not effected in 2012/13 that would be required in 2013/14
- Savings in many areas of the accounts were realised.

Some of the more significant savings (or extra earnings) were in:

• plant operating	\$408K
• local roads maintenance (funded by Council)	\$245K
• VicRoads activity	\$125K
• building and town planning net cost savings	\$67K
• corporate services and operations expenses	\$87K
• infant welfare	\$42K
• drought proofing program	\$40K
• roads capital works programs (funded by Council)	\$81K
• records management	\$36K
• municipal emergency management	\$43K

COSTS/BENEFITS

The benefit of Council receiving a variation report of actual to projected budget is that it gives Council an understanding of the difference in the cash surplus position and keeps Council fully informed.

RISK ANALYSIS

The provision of a variance to budget report to Council minimises the risk of Council not understanding the financial position at year end, compared to that planned to establish the next year budget.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against the budget.

APPENDIX 1: Finance report for the year ended 30 June 2013

	2012/2013 Budget	Actual	Variance Actual to Budget \$	Variance Actual to Budget %
REVENUE FROM ORDINARY ACTIVITIES				
Rates	\$8,164,629	\$8,157,404	(\$7,225)	100%
Revenue grants	\$7,120,398	\$10,632,917	\$3,512,519	149%
Capital grants	\$26,420,544	\$19,064,105	(\$7,356,439)	72%
Vic Roads	\$814,062	\$867,488	\$53,426	107%
User fees	\$3,750,210	\$3,568,789	(\$181,421)	95%
Capital contributions	\$200,000	\$2,000	(\$198,000)	0%
Recurrent contributions	\$203,297	\$0	(\$203,297)	0%
Interest income	\$717,000	\$700,054	(\$16,946)	98%
Reversal of impairment losses	\$5,285	\$5,285	\$0	0%
Library equity	\$0	(\$50,386)	(\$50,386)	0%
Reimbursements	\$294,300	\$633,831	\$339,531	215%
Total revenue	\$47,689,725	\$43,581,487	(\$4,108,238)	91%
EXPENDITURE FROM ORDINARY ACTIVITIES				
Labour	\$7,559,094	\$7,761,346	(\$202,252)	103%
Materials & services	\$9,873,117	\$22,044,890	(\$12,171,773)	223%
Depreciation	\$7,812,000	\$7,480,237	\$331,763	96%
Utilities	\$323,934	\$403,409	(\$79,475)	125%
Contract payments	\$2,930,442	\$7,353,821	(\$4,423,379)	251%
Loan interest	\$36,156	\$35,258	\$898	98%
Auditor costs	\$69,500	\$67,089	\$2,411	97%
Councillor costs	\$194,120	\$195,155	(\$1,035)	101%
Loss on sale of assets	\$50,000	(\$11,658)	\$61,658	0%
Impairment losses	\$0	\$3,002	(\$3,002)	0%
Bad debts expense	\$0	(\$5,510)	\$5,510	0%
Total expenditure	\$28,848,363	\$45,327,040	(\$16,478,677)	157%
NET RESULT FOR THE PERIOD	\$18,841,362	(\$1,745,553)	(\$20,586,915)	-9%

APPENDIX 1: Finance report for the year ended 30 June 2013 (CONTINUED)

	2012/2013 Budget	Actual	Variance of Actual to Budget	% Actual to Budget
FUNDING DECISIONS				
Add loan interest accrued	\$522	\$7,940	(\$7,418)	1521%
Less loan repayments	(\$135,417)	(\$135,907)	\$490	100%
Add library equity	\$0	\$50,386	(\$50,386)	
Add impairment losses	\$0	\$3,002	(\$3,002)	
Add transfer from reserves	\$17,499,793	\$17,109,291	\$390,502	98%
Less transfer to reserves	(\$3,692,511)	(\$14,291,854)	\$10,599,343	387%
Add proceeds from sale of assets	\$337,219	\$265,998	\$71,221	79%
WIP Transfer		\$2,986,096	(\$2,986,096)	
TOTAL FUNDING DECISIONS	\$14,009,606	\$5,994,952	\$8,014,654	43%
NET FUNDS AVAILABLE FOR CAPITAL				
	\$32,850,968	\$4,249,400	(\$4,355,785)	13%
CAPITAL EXPENDITURE BY ASSET TYPE				
Land & buildings	\$6,578,611	\$1,117,970	\$5,460,641	17%
Urban Drainage	\$831,748	\$385,423	\$446,325	46%
Flood works	\$23,114,408	\$0	\$23,114,408	0%
Plant & equipment	\$695,315	\$633,107	\$62,208	91%
Furniture & office equipment	\$111,660	\$145,934	(\$34,274)	131%
Infrastructure	\$6,248,644	\$4,955,435	\$1,293,209	79%
TOTAL CAPITAL EXPENDITURE	\$37,580,386	\$7,237,869	\$30,342,517	19%
NON CASH ADJUSTMENTS				
Less depreciation	\$7,812,000	\$7,480,237	\$331,763	96%
Add reversal of impairment losses	(\$5,285)	(\$5,285)	\$0	0%
Less loss on sale of assets	\$50,000	(\$11,658)	\$61,658	0%
Less bad debts expense	\$0	(\$5,510)	\$5,510	0%
TOTAL NON CASH ADJUSTMENTS	\$7,856,715	\$7,457,784	\$398,931	95%
Accumulated surplus brought forward	\$1,860,935	\$1,860,935	\$0	100%
NET CASH (SURPLUS)/DEFICIT	(\$1,266,362)	(\$2,608,380)	(\$1,342,018)	206%

**6.5 RESPONSE FROM DEPARTMENT OF ENVIRONMENT AND PRIMARY INDUSTRIES -
EDDINGTON TENNIS CLUB**

SUMMARY

This report provides Council with a response from Department of Environment and Primary Industries in relation to transfer of ownership application by the Eddington Tennis Club.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/020
Attachment:	Nil

RECOMMENDATION

That:

1. *Council receives and notes the "Response from Department of Environment and Primary Industries - Eddington Tennis Club" Report*
2. *Council advises Eddington Tennis Club of the response*
3. *a report be provided to Council about other community facilities with anomalies over ownership.*

PREVIOUS COUNCIL DISCUSSION

Council has been provided with information in relation to this matter on:

- 29 January 2013: Council Forum- Eddington Community Centre Ownership and Control
- 25 March 2013: Ordinary meeting - 6.3 Section 86 committees of Management - Disbandment of Eddington Community Centre Committee of Management.

BACKGROUND

Council was provided with an overview of the status of ownership and control of the Eddington Community Centre and tennis club facilities in January 2013.

Following that advice being provided to the Eddington Tennis Club, the club sought Council's assistance in communicating with the Department of Environment and Primary Industries (DEPI) about the potential of DEPI taking over ownership of the tennis club land.

Council wrote to DEPI on behalf of the tennis club, and on 17 September 2013 a response was received.

The response states *"Department of Environment and Primary Industries at present is not accepting ownership of freehold land back into the Crown Estate. The land currently owned by the Eddington Tennis Club Inc being Allotment 4, Section 5, Township of Eddington would not be considered for inclusion into the Crown Estate"*.

The tennis club land is boarded by two existing crown reserves known as the Eddington Public Hall Reserve and Eddington Racecourse Reserve, and the club felt that transfer to the crown could have been a resolution to their current status of private ownership.

ISSUES/DISCUSSION

Since this matter was raised by the Eddington Tennis Club, Council has had approaches from the communities of Powlett and Yarrawalla about similar ownership anomalies in their districts.

A number of years ago it was discovered that the Wedderburn Mechanics Institute was also under an ownership anomaly with all trustees of the site being deceased.

DEPI worked with Council at the time to appoint Council as committee of management of the site. The last correspondence in relation to this was 24 November 2011 where Council was advised that approval had been granted, and the Victorian Government Solicitors Office would need to transfer the title. This is still yet to be finalised.

Due to a number of these matters being raised at present, a further report will be provided to Council so that Council is fully aware of the details of each case.

COSTS/BENEFITS

There are no financial costs associated with this report.

The benefit is having accurate and up to date information about ownership and control of assets.

RISK ANALYSIS

To minimise any risk of liability, Council must be aware of its own ownership and control status of land and buildings. This is currently being addressed through an inhouse project being undertaken to ensure that Council:

1. is aware of ownership and control of all land and buildings
2. has all land and buildings appropriately insured
3. is aware of all non-Council owned land and buildings that are being insured by Council
4. is aware of all committee relationships for land and buildings
5. is able to communicate to committees the insurance commitment by Council to their facilities.

Council should be aware of potential reputation risk if it is perceived that community support is not being provided to the groups affected by this issue.

CONSULTATION AND ENGAGEMENT

Council will be communicating with committees about the status of insurance once the project is complete.

6.6 BOORT PARK SECTION 86 COMMITTEE OF MANAGEMENT - INSTRUMENT OF DELEGATION

SUMMARY

This report seeks Council's approval of the Instrument of Delegation for the newly created Boort Park Section 86 Committee of Management.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/046
Attachment:	6.6 Instrument of Delegation Boort Park Committee of Management

RECOMMENDATION

That Council approves the Instrument of Delegation for Boort Park Section 86 Committee of Management.

PREVIOUS COUNCIL DISCUSSION

Council was provided with the following reports in relation to this matter:

- 26 March 2012: Boort Park Ownership Report
- 24 September 2012: Boort Park-Transfer of Property to Council and Application to Become a Section 86 Committee Report.

BACKGROUND

At the Ordinary Meeting of Council held on 24 September 2012, Council resolved to approve transfer of the Boort Park property to Council and create a Section 86 committee of management for Boort Park following the transfer.

ISSUES/DISCUSSION

In the past year Council has been approving Instruments of Delegation for all Section 86 committees of management in accordance with Section 86(6) of the Local Government Act 1989 which states:

"The Council must review any delegations to a special committee in force under this section within the period of 12 months after a general election."

That process is almost complete, and having reviewed about 30 delegations, opportunities for improvement have been identified. These opportunities have been incorporated into a draft Instrument of Delegation for the newly created Boort Park Section 86 Committee of Management, which is provided as Attachment 6.6 to this report.

The most significant change is that all standard information for comparable committees, which in this instance are recreation reserve committees, is incorporated into the main body of the document, while information specific to the particular committee, in this instance, Boort Park, is incorporated into Appendix 1: Information specific to this committee.

This provides an Instrument of Delegation where there is no change to the main body of the document; the only changes, and therefore, where the focus should be in checking the document, is in the Appendix.

If Council accepts this new structure, templates will be made for hall committees, tourism/ progress/ development committees, and any other comparable committees.

COSTS/BENEFITS

The benefit of providing a standard Instrument of Delegation across comparable committees is there is less opportunity for errors or misstatement of information specific to a committee and it will, therefore, be easier to administer during future reviews.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

The standardisation of Instruments of Delegation provides consistency in the functions and powers provided to comparable Section 86 committees.

CONSULTATION AND ENGAGEMENT

The Boort Park custodians approached Council about transfer of ownership, and were supportive of creation of a Section 86 Committee of Management once the transfer had occurred.

All committees are consulted during the review of Instruments of Delegation.

6.7 SERPENTINE BOWLS AND TENNIS PAVILION SECTION 86 COMMITTEE OF MANAGEMENT – COMMITTEE MEMBERSHIP

SUMMARY

This report seeks Council's approval of the committee membership of the Serpentine Bowls and Tennis Pavilion Section 86 Committee of Management as presented in this report.

Author	Jude Holt, Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/0347
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Serpentine Bowls and Tennis Pavilion Section 86 Committee of Management, effective immediately, for the 2013/2014 reporting cycle.

PREVIOUS COUNCIL DISCUSSION

Over the past year Council has approved committee membership of all Section 86 committees of management.

BACKGROUND

Council has also approved amended Instruments of Delegation for Section 86 committees of management. Included in the amended delegations is Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

As contact has been made with committees, a form has been issued to them asking them to provide their current committee members' names and contact details.

ISSUES/DISCUSSION

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives. For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

Serpentine Bowls and Tennis Pavilion Section 86 Committee of Management is an organisation based committee. The following is a list of nominated representatives the committee, which meets the membership requirement:

Name	Group represented
Frank Maher (President)	Serpentine Bowling Club
Gordon Addlem (Vice President)	Serpentine Tennis Club
Andrew Addlem (Secretary)	Serpentine Tennis Club
Wendy Gladman (Treasurer)	Serpentine Bowling Club
Dale Lewis	Community representative

COSTS/BENEFITS

The benefit of this project is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Council has been advising committees in writing of the requirement to provide the list of committee members nominated at their Annual General Meeting, which requires Council approval.

7. DIRECTOR OPERATIONS' REPORTS

7.1 PLANNING APPLICATIONS CURRENTLY BEING PROCESSED

SUMMARY

Provides Council with an update on Planning applications currently under consideration and a register of planning permits issued between 10-09-2013 and 15-10-2013.

Author	Tyson Sutton, Manager Planning and Local Laws
Council Plan ref:	Strategic Platform 2: Grow our population through appropriate development
File no:	02/01/001
Attachment:	List of Active Planning Applications List of Applications Approved under Delegation

RECOMMENDATION

That Council receives and notes the 'Planning Applications Currently Being Processed' report.

PREVIOUS COUNCIL DISCUSSION

Council is provided with a monthly report identifying the status of planning applications currently under consideration or those permits which have been issued within the preceding month.

BACKGROUND

The Loddon Shire's Planning Scheme sets out Council's objectives for the Shire with regard to land use and development via the Municipal Strategic Statement and Local Policies, and specifies which uses and developments require planning approval via zones and overlays.

As the responsible Authority it is Loddon Shire Council's duty to administer and enforce its planning scheme.

ISSUES/DISCUSSION

The attachments provided include a full list of planning applications currently under consideration and those planning permits which were issued between 10-09-2013 and 15-10-2013.

COSTS/BENEFITS

Encouragement of appropriate development within the Shire is considered to offer a variety of benefits including population growth, economic diversity and development, infrastructure improvement or increased community and private services.

RISK ANALYSIS

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

CONSULTATION AND ENGAGEMENT

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process.

7.2 RECREATION RESERVE OVAL MOWER ASSISTANCE POLICY

SUMMARY

Presents Council with a proposed policy regarding provision of financial support to Committees of Management responsible for the nine (9) major recreation reserves within Loddon Shire, to facilitate purchase of replacement oval (playing surface) mowers.

Author	Allan Stobaus, Manager Community and Recreation
Council Plan ref:	Strategic Platform 4: Make our towns liveable and memorable
File no:	19/02/004
Attachment:	Major Recreation Reserve Oval Mower Replacement Assistance Policy Proposed Oval Mower Replacement Program 2013 - 2016

RECOMMENDATION

That Council:

1. *Adopt the attached Major Recreation Reserve Oval Mower Replacement Assistance policy.*
2. *Approve a budget variation in the amount of \$70,000 to fund those mowers identified as requiring priority replacement during the 2013/14 financial year.*

PREVIOUS COUNCIL DISCUSSION

In January 2013 Council requested that officers investigate the potential options for providing financial assistance and support to Committees' of Management (CoM) for major recreation reserves so as to facilitate the periodic replacement of oval mowers.

This investigation was completed and a number of funding options were presented to Council for discussion in September 2013. At the same time a draft version of this policy was also presented for consideration.

BACKGROUND

Loddon Shire has nine (9) major recreation reserves that cater for competition football and or hockey.

These reserves are managed by Section 86 CoM in Wedderburn, Mitiamo, and Inglewood. Reserves at Serpentine, Newbridge, Pyramid Hill, Calivil and Bridgewater are managed by DSE CoM while Boort Park is managed by a private board of trustees.

In order to maintain the recreation facilities to an appropriate standard (in particular playing surfaces), each CoM operate at least one oval mower. Operation, maintenance and ultimately replacement of this equipment represents a substantial component of the overall operating cost of each reserve.

Each recreation reserve is provided with an annual financial allocation from Council towards the ongoing maintenance and operation of their facility, which varies depending on the number of sports and activities accommodated at each venue.

In addition to the annual maintenance allocation, many reserve CoM have historically applied for additional funding towards the capital purchase of replacement oval mowers through Councils Community Grants Scheme. With the escalating cost of plant however, the ability for Councils Community Grant scheme to defray the majority of costs associated with such purchases is now limited.

Accordingly Council requested that Officers consider available options for providing financial assistance to major recreation reserve CoM for the replacement of oval mowers, which more accurately reflects the costs associated with the purchase of this plant.

Of the nine reserve committees, six will be required to purchase new mowers within the next three years while three have recently purchased new oval mowers and are not expected to require new ones for at least ten years.

ISSUES/DISCUSSION

Four options for either the provision of funding to major recreation reserve CoM for the purposes of mower procurement or completion of mowing activities have been identified and discussed with Council, namely:

- 1) Access to competitive funding through the community grants scheme.
- 2) New mower subsidy for eligible reserves (Lesser of \$20,000 or 50% of the purchase price).
- 3) Full funding model capped at \$35,000 per purchase
- 4) In house service delivery by Loddon Shire Personnel

For scenario's 1-3 it would be expected that the committee's remain responsible for all ongoing maintenance and operational costs.

Based upon the options identified above and subsequent discussions with Council, it is believed that option 3 offers the most simple and effective solution to address the issue of financial support to the CoM for replacement of oval mowers. Accordingly a policy has been prepared for Council's consideration centred around the following key funding principles.

- Council will provide each major recreation reserve CoM financial support of up to \$35,000 towards the purchase of oval mowers.
- Funding support shall be adjusted annually in line with the published national Consumer Price index.
- CoM shall be responsible for all costs associated with the ongoing maintenance and operation of oval mowers.
- CoM will only be eligible for this assistance once in every ten year period (exception to this condition is at the discretion of Council).
- CoM must provide Council with proof of the net cost of their preferred mower, this must include full purchase price, trade in amount and be inclusive of GST.
- Identification and prioritisation of mowers needing replacement in any given year shall be undertaken by the Manager Community and Recreation Development, in consultation with the CoM.
- Prior to funding assistance being given for the replacement mower, Council must first endorse the proposed make and model being sought by the CoM.
- Replacement program will be prepared based on priority and if required, CoM capacity to fund any component of the purchase price in excess to the allowance made by Council.

The establishment of a separate mower account to meet these costs over the identified replacement period of 3 years is to be created. The cost of this will be \$70,000 per annum for the next 3 years.

COSTS/BENEFITS

The cost benefit impacts of this decision can be summarised as follows:

- Committees who require a new mower will be relieved of some financial burden associated with the purchase of this critical plant.
- Committee's will be able to achieve savings through reduction in costs associated with repairs and maintenance of older existing mowers.
- As new mowers are able to cut an oval in 1-2 hours, valuable volunteer hours will be saved and able to be utilised elsewhere.
- Council will have a financial plan in place that will ensure committees of major recreation reserves are supported in regard to the purchase of new oval mowers for at least the next 10-15 years.

- The proposed policy will result in a net costs to Council of approximately \$210,000 over the next 3 years then approximately \$350,000 every decade thereafter.

RISK ANALYSIS

Risks associated with the failure of CoM replacing oval mowers in an appropriate timeframe relate to:

- Availability of playing surfaces for sporting events
- Potential Impact upon amenity of recreational facilities
- Ongoing financial burden to maintain aging equipment
- OH&S risk for volunteers and maintenance staff

Provision of programmed funding assistance to facilitate mower replacement is expected to mitigate these risks and address a further potential risk to the financial viability of the CoM.

CONSULTATION AND ENGAGEMENT

Representatives from all nine committees have been contacted to discuss the condition and replacement needs regarding oval mowers.

7.3 MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2013 -2017

SUMMARY

Recommends the adoption of the attached Loddon Shire Municipal Public Health and Wellbeing Plan 2013-2017.

Author	Teresa Arnup, Manager Environmental Health
Council Plan ref:	Core business 2: Provision of wellbeing services
File no:	12/01/003
Attachment:	Municipal Public Health and Wellbeing Plan 2013-2017

RECOMMENDATION

That Council adopt the Municipal Public Health and Wellbeing Plan 2013-2017.

PREVIOUS COUNCIL DISCUSSION

In line with the Loddon Shire strategic document framework a draft version of the Municipal Public Health and Wellbeing Plan 2013-2017 and incorporated action plan, was presented to Council for consideration during the Council Forum on 23 September.

BACKGROUND

Every four years Council is required to develop an evidence based Municipal Public Health and Wellbeing Plan that identifies goals and strategies to aid local communities to become, or remain, places in which people can maximize their health and wellbeing.

ISSUES/DISCUSSION

Council, local community members, health and community service organisations and the Department of Health (DoH) have all worked in partnership to develop our new public health and wellbeing plan.

The attached Municipal Public Health and Wellbeing Plan 2013-2017 identifies the Shire's priority health and wellbeing issues and outlines an action plan that will guide the endeavours of Council over the next four years towards improving the health and wellbeing of local residents.

Five areas, each with key goals and specific actions, have been identified for the improvement of the health and wellbeing of the Loddon community. The priorities for the Loddon Shire Municipal Public Health and Wellbeing Plan 2013-2017 are:

1. Promoting social connections
2. Increasing physical activity
3. Reducing smoking rates and alcohol consumption
4. Public health protection and disease prevention
5. A collaborative and rational system / partnerships of organisations working together towards closing the gaps.

Implementation of the more than 50 actions that have been identified during the development of this plan will assist in maintaining and improving the public health and wellbeing of all Loddon residents.

COSTS/BENEFITS

No budget is being requested for the implementation of this plan as all of actions contained therein are either cost neutral or have been budgeted within existing project or operational areas of Council.

RISK ANALYSIS

Under the Public Health and Wellbeing Act 2008 Council is required to develop and adopt a Municipal Health and Wellbeing Plan within 12 months of an election being held. The adoption of this plan will meet this legislative requirement.

CONSULTATION AND ENGAGEMENT

The development of the Municipal Public Health Plan has taken place over several months. During this time a community survey was initiated to obtain direct community input into the plan.

Local health providers and organisations that influence the community's wellbeing participated in two consultation workshops. The information obtained via the community surveys and the workshops informed the development of the plan.

7.4 FEES AND CHARGES FOR PUBLIC SWIMMING POOL USE BY LOCAL SCHOOLS

SUMMARY

Recommends changes to Council's fees and charges in relation to school usage at its five (5) public swimming pools from a per head charge to a subsidised hourly rate.

Author	Allan Stobaus, Manager Community and Recreation
Council Plan ref:	Core business 7: Education and life-long learning
File no:	16/04/012
Attachment:	Nil

RECOMMENDATION

That Council:

1. *Apply a \$15 per hour charge to schools that use Council's Public Swimming Pools and who also supply a suitably qualified supervising teacher.*
2. *Apply a \$45 per hour charge to schools using Council's Public Swimming Pools and who do not supply a suitably qualified supervising teacher.*

PREVIOUS COUNCIL DISCUSSION

At its April 2013 Ordinary Meeting Council adopted its 2013/2014 fees and charges. These fees and charges included a \$1.00 per head fee to school students taking part in school run programs at Council swimming pools during the 2013-2014 season.

BACKGROUND

Since 2009 schools groups have been charged an hourly rate to use council swimming pools outside of normal operating hours. This rate has been calculated on the basis that schools would meet one third (\$10 per hour) of the cost associated with providing staff at these times. In the past the Bendigo Regional YMCA and Council has subsidised the remaining two thirds (\$20 per hour) of the cost.

This arrangement is no longer built into the Swimming Pool Contract and there is no requirement of the current contractor to meet this obligation.

ISSUES/DISCUSSION

The existing charge for school groups of \$1.00 per head is deemed to be insufficient as some school groups can have as little as six (6) students attending the pool at any one time. By maintaining an hourly rate it will allow Council's budget to be managed with more certainty and will ensure that an appropriate percentage of the cost is met by school groups.

This report recommends that the adopted fees and charges for school usage at council's swimming pools now be based on an hourly rate as identified in table 1 below:

Table: 1

Cost per hour (1 Lifeguard)	Description (One lifeguard is sufficient for school use, if an appropriately qualified teacher/s is in attendance and supervising students).
\$30	To provide 1 qualified lifeguard
\$15	To be subsidised by Council
\$15	To be paid by schools per hour
Cost per hour (2 Lifeguards)	Description (Two lifeguards will be required if schools do not provide appropriately qualified supervising teacher/s).
\$60	To provide 2 qualified lifeguard
\$15	To be subsidised by Council
\$45	To be paid by school groups

Safety guidelines and contractual arrangements dictate that two (2) qualified lifeguards are in attendance when the pool is in use by the public.

If school groups are using the facilities exclusively and outside of normal operating hours and if a teacher with a current Level 2 First Aid and CPR certificate is in attendance and supervising students, it is acceptable to have one only qualified lifeguard in attendance.

If schools do not provide a suitably qualified teacher to supervise students it is being recommended that the full cost of an additional lifeguard be met by schools. It is anticipated that this will encourage schools to provide these resources to reduce costs.

COSTS/BENEFITS

The adoption of these charges will ensure that the costs associated with subsidising school usage can be controlled and is consistent across all schools within the Shire.

Unified Community Sport and Leisure provide staff and management services to Council as well as a number of other Local Government Areas (LGA's). In their opinion the proposed hourly rate is much more affordable for Loddon based schools than that offered by most other LGA' s.

RISK ANALYSIS

The risk of schools not being able to provide suitably qualified teachers to attend and supervise school groups is unlikely as it is mandatory that teachers have current First Aid and CPR qualifications.

CONSULTATION AND ENGAGEMENT

Schools have been consulted in past years regarding swimming pool usage and charges. All schools understand and accept the costs associated with accessing these facilities outside of normal operating hours.

Schools are informed on an annual basis, prior to the swimming pools opening, as to the cost and conditions of accessing Council's pools out of ordinary hours.

7.5 LODDON SHIRE ENVIRONMENTAL SUSTAINABILITY STRATEGY 2013-2018

SUMMARY

Presents Council with the Loddon Shire Environmental Sustainability Strategy 2013-2018 and associated action plan.

Author	Allan Stobaus, Manager Community and Recreation
Council Plan ref:	Strategic Platform 4: Make our towns liveable and memorable
File no:	15/03/003
Attachment:	Loddon Shire Environmental Sustainability Strategy 2013-2018 Loddon Shire Environmental Sustainability Strategy 2013-2018 Action Plan

RECOMMENDATION

That Council adopt the Loddon Shire Environmental Sustainability Strategy 2013-2018 and associated Action Plan.

PREVIOUS COUNCIL DISCUSSION

During a Special Forum on 10 September 2013, Council was presented with a draft of the Loddon Shire Environmental Sustainability Strategy (ESS) 2013 – 2018 for consideration and discussion. Subsequent amendment to some of the identified action priorities has been made in line with previous Council deliberations.

BACKGROUND

Alchemy Living & Learning consultancy were engaged in December 2012 to develop the plan on behalf of Council.

The role of the consultant was to undertake the following tasks:

- To review existing strategies, identify and assess relevant issues relating to environmental sustainability in the context of Council operations.
- To review and assess current and emerging issues relevant to the wider municipality.
- To identify a clear direction for the Loddon Shire Council to plan and implement relevant environmental sustainability initiatives
- To develop a list of relevant and achievable recommendations/actions.

The development of this strategy was funded with the support of the Victorian Government under the Victorian Adaptation and Sustainability Partnership. The initiative was designed to strengthen collaborative efforts by the State Government and local governments to create better environmental sustainability outcomes at the local level.

The ESS aims to bring together the work done by Council to date in the area of environmental sustainability and provide a consistent, cohesive and prioritised approach to decision making and activity implementation. It is envisaged that the ESS will guide the development of environmental sustainable practices for the Council and more broadly across the Loddon Shire.

ISSUES/DISCUSSION

The resulting strategy has identified four key areas of focus for Council in realising improvements in environmentally sustainable activity and development within the Shire. These focus areas are as follows:

- **Lead by example**

Council can maximise its impact by taking an integrated approach internally with its own operations, policy, systems and culture. Through the actions and priorities identified in this ESS, the Shire can lead by example in energy efficiency, water use, sustainable transport, procurement and waste processes.

During development of the ESS numerous staff members were identified as maintaining an interest and committed to environmental sustainability that Council could cultivate as sustainability champions. Some of the priorities and actions outlined in the Strategy have already commenced or have been undertaken in the past and require ongoing support or renewal to achieve the identified goals.

- **Use the planning scheme and Council powers to bring about sustainable environmental outcomes**

Council should make use of regulatory instruments and the planning scheme where necessary to promote and encourage environmental sustainability. The use of the Municipal Strategic Statement will provide a clear mandate and direction to act on important integrated environmental initiatives for the benefit of the community.

- **Support and enable the community to lead and take action**

There is great value in supporting grass roots initiatives to live more sustainably. This can be done through education, Transitioning Towns program or other community resilience movements. Supporting and funding community groups with expertise, resources, venues and the like is a good use of council resources. It builds a resilient culture and ownership of sustainability issues and solutions.

- **Advocate and partner for environmental solutions**

Engagement and partnership with external stakeholders will be vital to the successful implementation of the strategy. The annual review process will ensure alignment and engagement with relevant government authorities and departments relevant to each priority in the strategy. Sharing infrastructure, human resources and intellectual property with adjoining shires should be explored to lighten the financial burden on the Loddon Shire.

The themes of the ESS and the recommended actions regarding them are interrelated. They are identified under the major categories as follows:

1. Energy Management
2. Water Management
3. Biodiversity
4. Land Management and Planning
5. Waste Management
6. Sustainable Transport
7. Business Development
(Including sustainable agriculture and nature based / eco-tourism)

In total 44 recommendations have been made in the action plan and each recommendation has been accompanied with the following:

- A high, medium or low priority weighting
- A link to a strategic direction and core business reference as per the Council Plan
- A proposed timeframe for implementation
- A responsible officer has been allocated to each recommendation

The action plan as seen attached, identifies those projects, programs or initiatives identified for delivery over the life of this strategy. A number of the items contained within the action strategy, nominate a financial allocation to support the relevant activity which has potential implications for Councils budget.

The majority of items associated with a financial resource requirement have been identified on the assumption of securing external funding either through competitive grants or non-competitive state government allocations.

A summary of each project nominally requiring a financial contribution/allocation is provided under section 1 of the attached ESS.

COSTS/BENEFITS

External funding agencies historically view requests for funding favourably if they are included in a strategic document.

The adoption of this strategy will be an important resource when it comes to obtaining external funds to implement actions identified within the strategy and will therefore reduce the financial impost on Council.

RISK ANALYSIS

The inability to access funds from external bodies such as State and Federal Government will significantly impact on the amount that Council will have to commit towards the implementation of this strategy. The adoption of this strategy will be an important resource when applying for external funds to implement actions.

The risk of creating unrealistic expectations within the community that Council will be solely responsible for implementing actions in the strategy has been mitigated as follows:

- Partnerships that need to be established in order to implement actions have been incorporated into the main document and the action list.
- The role that Council will play in terms of advocacy and partnering has also been identified in strategy.
- The need to obtain external funds has been identified as a critical component to implementing the actions.

CONSULTATION AND ENGAGEMENT

The consultation process used to obtain input into the development of the strategy has been significant. Consultation was sought and received from the following;

- 15 Community groups throughout the municipality.
- 11 External Government Departments and Agencies.
- Relevant Loddon Shire Staff, including Directors, Managers and Outdoor Staff.
- 95 completed on line, hard copy and verbal surveys were received.

In addition to the above, literature relevant to this strategy has been reviewed and considered throughout its development.

7.6 SWIMMING POOL DEVELOPMENT PLAN 2014-2018

SUMMARY

Seeks Council adoption of the Swimming Pool Development Plan 2014-2018.

Author	Allan Stobaus, Manager Community and Recreation
Council Plan ref:	Strategic Platform 4: Make our towns liveable and memorable
File no:	16/04/012
Attachment:	Loddon Shire Swimming Pool Development Plan: 2014-2018

RECOMMENDATION

That Council adopt the Swimming Pool Development Plan 2014-2018.

PREVIOUS COUNCIL DISCUSSION

In March 2008 Council adopted a 10 Year Swimming Pool Asset Management Plan.

Given the progress achieved in delivery of the actions identified within the above plan, Council were subsequently presented with a replacement four (4) Year Swimming Pool Development Plan 2014-2018 during its forum on 23 September 2013.

The new Pool Development Plan identifies a number of new infrastructure improvement or renewal projects to be implemented during the period 2014-2018.

BACKGROUND

In March 2008 Council adopted a "Swimming Pool Asset Management Plan 2008-2018"; the purpose of this plan was to:

1. Upgrade and maintain existing pool infrastructure to minimise unplanned interruption to pool services as a result of the deterioration of expensive equipment and progressively offset the significant financial burden of replacing such equipment.
2. Address operational risks through the replacement or upgrade of any equipment or infrastructure identified as approaching the point of potential failure.
3. Improve user friendliness and aesthetic appeal of facilities to encourage increased patronage and provide a more pleasant experience for pool users.
4. Improve the operational efficiency of facilities by upgrading infrastructure and equipment that will result in easier/more efficient operation and improved use of resources.

Since the adoption of the original Swimming Pool Asset Management Plan, significant progress has been made in the delivery of identified capital improvements at each of the five public swimming pools.

With this in mind a review of the plan has been undertaken including identification of new capital renewal or improvement works.

ISSUES/DISCUSSION

Public swimming pools play an important role in the "well-being" of communities. During summer months' pools are seen as a place for people to participate in physical activity, act as a social gathering point and play a crucial role in enabling young people to learn to swim.

Council's Strategic Planning documents identify the need to provide good quality and sustainable sport and recreation facilities. In particular the need to maintain and develop council's public swimming pools into the future is supported by the Loddon Shire Council Plan 2013-2017, as follows:

- Strategic Platform 4 - Make our towns liveable and memorable, *(Improve the facilities of our towns by making them attractive to existing residents, prospective residents and tourists).*

- Core Business 5: *“Developing and maintaining both built and natural assets appropriate to community priorities”*

Council currently operates five public swimming pools across the municipality, located in Boort, Pyramid Hill, Mitiamo, Wedderburn and Inglewood.

The annual cost of running these facilities varies depending on the periodic requirement for capital renewal works however on average the cost to Council to run the five pools is approximately \$531,000.00 per annum (inclusive of capital works). An estimated 30,000 patrons visit the pools on an annual basis.

With the recent completion of actions identified within the Swimming Pool Asset Management Plan, a review of the municipal pools has been completed through which a register of future capital renewal and improvement works have been identified. This register has subsequently informed the development of the Pool Development Plan 2014-2018. Areas for improvement or requiring renewal works identified within the plan include:

- Installation of Solar panels to offset ongoing energy costs
- Installation of Shade structures for patron safety and comfort
- Establishment or upgrade of Water play features to improve amenity
- Improvements in perimeter fencing to maintain facility security
- Painting of pool shells to maintain asset longevity and aesthetics

In addition to the above focus areas for capital renewal and improvement, an annual allocation has been identified to undertake cyclic and reactive maintenance on equipment, buildings and grounds.

Each recommendation contained within the new plan has been developed in consideration of the following:

- Public safety and OH&S issues.
- Improved operational outcomes
- Improved overall aesthetics of facilities
- Improved ability to attract more patrons.
- Improved sustainability of facilities.

Each recommendation has been allocated a financial year in which it will be completed subject to Council or external funding being available.

COSTS/BENEFITS

The capital works component of this document identifies the opportunity to access external funding to implement a number of the components in this plan, funding will be sourced from areas outside of Council.

The formula for accessing some of these funds varies, however this plan aims to define the most appropriate option for accessing additional funds (i.e. The State Governments “Seasonal Pools” program).

Council also administers a community planning program where funding may be allocated towards delivering projects in Loddon’s communities on an annual basis, an example of this is the proposed water play park at the Boort Swimming Pool, this project has been identified as a project in the Boort communities 2013/14 Community Plan.

Estimates for all capital works have been provided at current day costs in collaboration with industry contractors, Management Contractors and council staff.

A four year budget forecast is also included as an attachment to the Plan. This budget is inclusive of the following:

- Specific planned capital works projects for the 4 year financial period from 1 July 2014 to 30 June 2018 and is inclusive of estimated costing’s.

- An allowance to undertake cyclic and reactive maintenance works on an annual basis.
- The annual financial commitment required from Council to implement the plans recommendations.
- The total financial commitment required over a 4 year period from Council to implement the plan
- An estimate of external funds that may be leveraged for individual projects and a total amount of external funds that may be applied for over a 4 year period, this is based on existing external funding programs.
- An estimate has been provided for 2 major projects that are not expected to be required, however if they are, a significant financial cost would be incurred. These projects are replacement or relining of circulation pipework and installation of vinyl pool liners.

RISK ANALYSIS

Financial

The inability to access funds from external bodies such as State and Federal Government will significantly impact on the amount that Council will have to commit towards the implementation of the plan. Whilst the expenditure estimates include provision for external funding that could be accessed under current funding programs, there is no guarantee that this will be forthcoming and/or that these funding programs will remain available.

With this in mind the plan identifies a cost to Council both exclusive and inclusive of proposed external funding.

Unplanned Projects

Two major capital works projects have been identified as possibly needing to be completed during the life of this plan. These are the replacement of circulation pipework at all pools and the installation of vinyl liners at all pools.

Based on current knowledge the best case scenario is that these works will not be required within the next 4 years and the worst case scenario is that one pool may need pipe-work replaced and one pool may need a vinyl liner.

It is also possible that other unforeseen works may be required during the life cycle of this plan. Adjustments will be made and reported to Council should the need arise.

Public Safety

Completion of projects identified in this plan will address a number of safety risks associated with the operation, use and security of Councils five public swimming pools.

CONSULTATION AND ENGAGEMENT

The recommendations in this plan were identified by using the following strategies:

- Inspections of all facilities have been undertaken by council staff in conjunction with pool maintenance contractors, trade contractors, pool management contractors and pool staff.
- Council staff have reviewed the Royal Life Saving Society of Australia "Guidelines for Safe Pool Operation" to assess the requirements stipulated in this document.
- Consultation has taken place with other councils and visits to other small rural community pools have been undertaken.
- Feedback received from communities has been considered throughout the development of this plan.

8. DIRECTOR ECONOMY AND COMMUNITY REPORTS

8.1 TRANSPORT CONNECTIONS PHASE 3 FINAL REPORT

SUMMARY

As the Transport Connections Program closes this is the final report on the BLine Getting Around Bendigo and Loddon project.

Author:	Sue Devereaux, Transport Connections Coordinator
Council Plan ref:	6.3 Ensure that residents of small towns have access to a set of basic services
File no:	13/09/005
Attachment:	Draft Evaluation of Bline TCP3 innovation fund.

RECOMMENDATION

That Council receive and note the report.

PREVIOUS COUNCIL DISCUSSION

Council Report August 2012 – Transport Connections Program Update

Council Report October 2011 – Transport Connections Program Update

BACKGROUND

The Transport Connections Program phase 3 (TCP3) was a State Government funded initiative administered by the Department of Planning and Community Development (DPCD) in conjunction with the Department of Transport (DoT.)

TCP acknowledged that transport is a crucial part of our lives. Access, growth and the vitality of our communities are closely dependent on our ability to access education, employment, health services, civic and social opportunities. Suitable transport options can also assist in breaking down barriers of social disadvantage.

The aims of TCP were to:

TCP3 commenced in early 2011 and was funded to the end of June 2013. Thirty four TCP partnerships were funded across Victoria. The Bendigo-Loddon (BLine) TCP was a partnership between Loddon Shire Council (LSC) and the City of Greater Bendigo (CoGB). The CoGB was the lead agency in this partnership and broker of the funding agreement.

The BLine TCP3 was initially overseen by a local Executive Committee comprising DPCD, DoT, LSC, CoGB and chaired by the Bendigo Loddon Primary Care Partnership.

ISSUES/DISCUSSION

In May 2011 at the outset of phase 3 of the Transport Connections Program in Loddon six key areas were identified for investigation, potential support and development;

1. Travel Companion Projects
2. TCP Trial Transport Services
3. Mapping of public transport access and transport assets in Loddon Shire and across the region
4. Local solutions such as community buses and travel training
5. Development of innovative non transport solutions
6. Advocacy and community engagement

Travel Companion projects such as the *Medical Companion Project* has continued to assist travellers from regional areas to navigate Melbourne's public transport system in order to access medical services. The area serviced by the Medical Companions has been expanded to include specialist treatment and consultations across Melbourne. Travellers Aid, the volunteer agency that coordinate the program, have partnered with V-line to partially fund the program for a further 12 months, with donations from private sources currently funding any shortfall.

The BLine transport trials (initiated in TCP2) had success with a fixed Saturday service from Boort to Bendigo however failed to meet benchmark requirements on the Tarnagulla service and Raywood service. The handling of the Tarnagulla service suffered with the changeover from the Department of Transport to Public Transport Victoria, with the trial not being shut down until September 2012. By this time it was difficult for BLine to advocate for other trials in the Bendigo and Loddon regions that may have met with greater success, such as a return Inglewood-Bridgewater to Bendigo service, or partnership with Central Goldfields Shire covering east west travel for small communities in the southern part of the Loddon Shire.

Asset mapping, community buses and travel training initiatives were supported across the Shire. A significant example was delivery of the East Loddon Community Bus project and travel training, particularly for elderly residents in the Shire. The TCP also provided support for mentoring initiatives that help young people in the region gain their full license through the *L2P* program.

BLine, in conjunction with a number of community groups across Loddon, ran a series of older person's mobility support programs. The aims of the program were to support active older drivers and mobility scooter users, helping them to retain independence when travelling within Loddon.

BLine partnered with RoadSafe Central Victoria to develop forums aimed at encouraging young people to drive safely and have the right attitude to vehicle use. This was achieved through the delivery of RoadSafe programs such as *Looking After Our Mates* and *Keys Please*.

The TCP program offered event specific community bus projects to assist travel disadvantaged residents to access social and educational events where public transport was unavailable or unsuitable. Some examples include the provision of free transport for 14 Pyramid Hill students and 2 volunteers to attend the Melbourne Museum and Cirque de Soleil. Other events included transport for a men's health night in Boort, breast screening day in Bendigo and board builders' conference for community members involved with local committees.

Innovative non-transport solutions were also developed including the *Getting Around Loddon* smartphone application and brochure. With support through *Improving Liveability for Older People* (ILOP) funding BLine developed universal access maps for the townships of Boort, Inglewood, Wedderburn and Pyramid Hill, as well as rural towns in the City of Greater Bendigo.

The BLine Executive Committee and TCP Coordinators engaged with a range of organisations and interested parties across Loddon, Bendigo and the southern Loddon Mallee region. The TCP advocated on Loddon community's behalf, particularly to lead agencies such as DPCD and PTV, requesting support for public and community transport initiatives in regional areas into the future.

Loddon Shire was able to support and pilot the local projects listed above through a single allocation of \$37,500 from the *TCP Local Innovation Fund*. Some of the projects are discussed in the attached local evaluation report.

Loddon Shire TCP is also part of a Southern Loddon Mallee and Barwon Region consortium to develop a project funded under the *TCP Regional Innovation Fund*. This initiative will deliver web based community transport resources and is a 2 year project, with City of Greater Bendigo and Macedon Ranges acting as lead agencies.

COSTS/BENEFITS

Transport Connections was funded by the Department of Planning and Community Development. The program provided cost replacement and human resource benefits. The delivery of *TCP Local Innovation Fund* projects provided an estimated \$90,000 of benefit to communities in the Shire. The TCP program

provided support for individuals and community groups operating in the Shire, brokering partnerships, resources for transport providers and skills and knowledge to volunteers.

RISK ANALYSIS

NA

CONSULTATION AND ENGAGEMENT

The Transport Connections Coordinator worked closely with advocacy groups such as the RoadSafe Central Victoria Committee and the Central Victorian Group Training Youth Connections Program, transport providers and users such as the East Loddon Community Bus, target groups and community centres in Wedderburn, Boort, Tarnagulla, Pyramid Hill and Inglewood

9. DIRECTOR COMMUNITY WELLBEING REPORTS

9.1 OUTCOME OF QUALITY REVIEW – WEDDERBURN KINDERGARTEN

SUMMARY

This report is to provide Council with details of the outcome of the National Quality Framework Assessment conducted at Wedderburn Kindergarten.

Author:	Wendy Gladman – Director Community Wellbeing
Council Plan ref:	Core Business of Council – 2: Provision of Wellbeing services
File no:	12/9/003
Attachment:	Nil

RECOMMENDATION

That Council receive and note the report detailing the outcomes of the National Quality Framework Assessment conducted at Wedderburn Kindergarten.

PREVIOUS COUNCIL DISCUSSION

A report detailing the introduction of the National Quality Framework assessment process for Early Childhood Education and Care services was provided to the October 2012 Council meeting. This report detailed the quality review program that the five kindergarten services within the Loddon Kindergarten Cluster would undertake during 2012/2013.

BACKGROUND

During July 2013, two assessors visited the Wedderburn Kindergarten to undertake the onsite component of the National Quality Framework assessment. The assessors spent two days at the Wedderburn Kindergarten facility (during active kindergarten program delivery) and also met with Council's Early Years Coordinator who oversees the Loddon Kindergarten Cluster.

ISSUES/DISCUSSION

Correspondence received from the Department Education and Early Childhood Development (DEECD) in September 2013 has provided the final assessment and rating report and the Notice of Rating for the Wedderburn kindergarten service.

The kindergarten was assessed against eighteen standards across seven quality areas within the prescribed rating levels:

- Significant Improvement Required
- Working towards National Quality Standard (NQS)
- Meeting National Quality Standard
- Exceeding National Quality Standard

If a service is rated below the National Quality Standard in any quality area, the overall rating will reflect the lowest quality area rating. To achieve an overall rating of Exceeding NQS, a service needs to achieve a rating of Exceeding NQS in four or more quality areas, of which two must be from quality area 1, 5, 6 or 7.

Wedderburn Kindergarten has achieved the following ratings:

Quality Area 1	Educational program and practice	Exceeding NQS
Quality Area 2	Children's health and safety	Meeting NQS
Quality Area 3	Physical environment	Exceeding NQS

Quality Area 4	Staffing arrangements	Exceeding NQS
Quality Area 5	Relationships with children	Exceeding NQS
Quality Area 6	Collaborative partnerships with families and communities	Exceeding NQS
Quality Area 7	Leadership and service management	Meeting NQS
	OVERALL RATING	Exceeding NQS

It is of note that having achieved a rating of Exceeding NQS in quality areas 1, 3, 4, 5 and 6 and an overall rating of Exceeding NQS, Wedderburn kindergarten is the first service in the Loddon Kindergarten Cluster to achieve this highest overall rating.

The Notice of Rating must be displayed by the service, and the results will be published on the Australian Children's Education and Care Quality Authority (ACECQA) and My Child websites.

Under the National Law and the National Regulations, Regulatory Authorities may at any time reassess a service or any aspect or element of a service, so with the exception of extraordinary circumstances it is considered likely that the Wedderburn Kindergarten will undergo the next assessment and rating process in the prescribed three year timeframe relevant to the overall rating received.

COSTS/BENEFITS

The Wedderburn Kindergarten and Early Years team now have the opportunity to reflect on the outcomes and findings from the assessment and rating cycle to assist in driving continuous improvement at the service. With an Exceeding NQS rating the kindergarten also qualifies to apply to ACECQA for an Excellent rating.

RISK ANALYSIS

Nil

CONSULTATION AND ENGAGEMENT

Nil

10. GENERAL BUSINESS

11. CONFIDENTIAL ITEMS

Closing of Meeting to the Public

RECOMMENDATION

That the meeting be closed to the public.

NEXT MEETING

The next Ordinary Meeting of Council will be held on 25 November at Serpentine commencing at 3.30pm.