



**AGENDA APPENDIX**  
**Council Meeting**  
**Wednesday 24 February 2016**

AGENDA ITEM FOR SEPARATE DISTRIBUTION TO COUNCILLORS AND EXECUTIVE LEADERSHIP TEAM DUE TO DOCUMENT SIZE.

THE ITEM IS ACCESSIBLE VIA THE COUNCIL WEBSITE OR BY CONTACTING COUNCIL ON 03 5662 9200.

**D.1 QUARTERLY PERFORMANCE REPORT – OCTOBER TO DECEMBER 2015**

Appendix 1 – Quarterly Performance Report – October to December 2015

SOUTH GIPPSLAND SHIRE COUNCIL

# Quarterly Performance Report

October to December 2015

Whiskey Bay  
Wilsons Promontory





**South Gippsland**  
Shire Council

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*Cover image kindly provided by Ken Fraser*

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# Executive Overview

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## INTRODUCTION

The October to December 2015 Quarterly Performance Report provides detailed reporting on performance against the Budget and Annual Plan for the 2015/16 financial year.

This Executive Overview provides a high level summary, while the Directorate Overviews delve deeper into the key highlights, issues, updates and events that have occurred during this reporting period.

It is not intended to capture every achievement during the quarter, just those that contribute to the delivery of the corporate priorities. The contents reflect progress as at the end of December 2015.

## PERFORMANCE AGAINST COUNCIL PLAN COMMITMENTS

For the quarter ending December 2015, all Annual Plan commitments have been reported as on track in [Attachment 3](#).

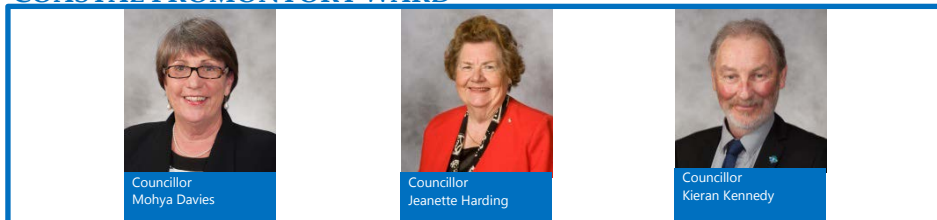
# Organisational Overview

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## STRUCTURE

### Councillors and Executive Team

#### COASTAL PROMONTORY WARD



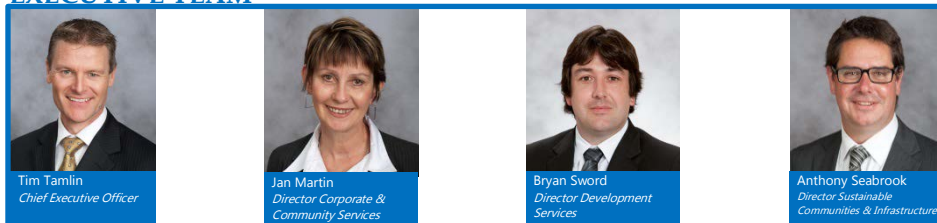
#### STRZELECKI WARD



#### TARWIN VALLEY WARD



#### EXECUTIVE TEAM



# Executive Office

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## EXECUTIVE STRUCTURE



## HIGHLIGHTS AND KEY OUTCOMES

### CEO's Office

- ◆ CEO made a presentation to the Municipal Association of Victoria – “Less Talk More Action”.

### Media & Communications

- ◆ Undertook a successful recruiting campaign to fill the 1.5 officer positions identified through the restructure.
- ◆ Passed 1,000 Facebook followers for the first time.
- ◆ Compiled the Australia Day Awards nominations for consideration of Councillors and representatives of local Australia Day groups.
- ◆ Managed the first foray into Community Budgeting – including preparation of a report recommending that the project be deferred.

## People & Culture

- ✦ Conducted an Organisation Effectiveness Survey.
- ✦ Facilitated a Leadership Forum for new Management team.
- ✦ Continued and extended the Leadership Development Program.
- ✦ Appointed an Occupational Health & Safety (OH&S) Advisor.
- ✦ Initiated collaborative services forums with local Council peers.



YEAR TO DATE INCOME / EXPENDITURE  
 EXECUTIVE OFFICE  
 AS AT 31 DECEMBER 2015

Department	Actuals	Budgets	Variance	Full Year Budget
<b>Income (\$)</b>				
People & Culture	(90,240)	(37,920)	52,320	(75,838)
<b>Income Total</b>	<b>(90,240)</b>	<b>(37,920)</b>	<b>52,320</b>	<b>(75,838)</b>
<b>Expenditure (\$)</b>				
Executive Services	347,562	379,515	31,953	941,382
Media & Communications	148,922	171,453	22,531	431,618
People & Culture	597,170	602,506	5,336	1,201,116
<b>Expenditure Total</b>	<b>1,093,654</b>	<b>1,153,474</b>	<b>59,820</b>	<b>2,574,116</b>
<b>Total (\$)</b>	<b>1,183,894</b>	<b>1,191,394</b>	<b>112,140</b>	<b>2,649,954</b>

SIGNIFICANT VARIANCES TO NOTE:

Executive Services

Expenditure: GLGN Secretariat invoice of \$11,368 is still outstanding. \$20,000 allocated to Projects and Initiatives activities not yet undertaken.

Media & Communications

Expenditure: Some marketing activities not yet been undertaken. Will increase our advertorial expenditure throughout Jan/Feb in order to inform the community about Council activities prior to and during the Community Satisfaction Survey period.

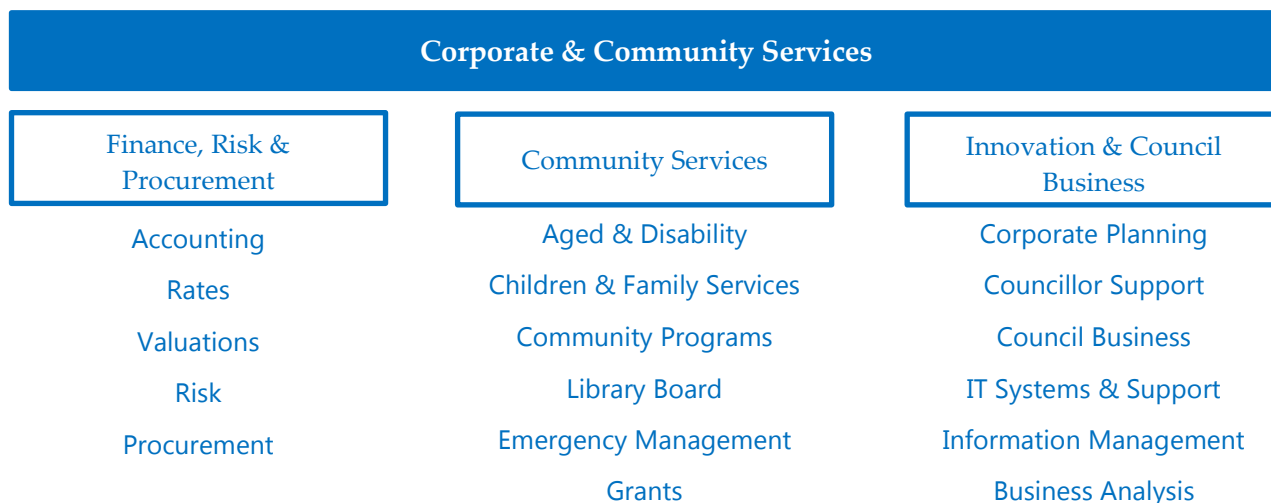
People & Culture

Income: Favourable income position due to refunds from insurer, offset by higher payments made for treatment of return to work staff.

Expenditure: Overall, no significant variation.

# Corporate & Community Services

## DIRECTORATE STRUCTURE



## HIGHLIGHTS AND KEY OUTCOMES

### Community Services

#### Aged and Disability

- ◆ Athol Guy and cast entertained 350 seniors on a journey through the Seekers Story. The free concert for senior citizens was extremely well received and feedback to Council included "best concert ever", "the bar has now been set", "Thank you Council and staff, a magnificent concert, the entertainment was just superb". The theme was about celebrating the contribution made by senior citizens in our community.
- ◆ To ensure readiness for the HACC Transition, regular sector consultations have occurred to assist services to prepare for the implementation of significant Aged Care Reforms. The Commonwealth Government takes responsibility for funding services and resources for older people from July 2016 and the roll out of the National Disability Insurance Scheme will occur for eligible residents in South Gippsland, in late 2017. At this stage the transition impacts on changes for Service providers rather than clients/eligible residents.
- ◆ Industry experts from the Municipal Association of Victoria (MAV) briefed Council in November on the likely impact of the Aged Care Reforms on local government and the community.
- ◆ Initial discussions have commenced with local health providers, a neighbouring council and health provider with the idea to collaborate to develop future options for HACC service delivery.
- ◆ All clients on the waitlist for home care, personal care or respite were offered service by early December.

Home And Community Care – Quarterly Service Outputs						
Service	DHHS Annual Target	Total YTD	Sep	Dec	Mar	Jun
Assessment	3,519	1,695	910	<b>785</b>		
Domestic Assistance	12,833	7,415	3,731	<b>3,684</b>		
Personal Care	3,944	2,167	1,095	<b>1,072</b>		
Property Maintenance	1,098	459	184	<b>275</b>		
Respite	2,618	1,399	760	<b>639</b>		
Delivered Meals	16,935	6,256	2,909	<b>3,347</b>		
Community Transport		6,464	3,360	<b>3,104</b>		
Private Works (Home Support)		1,255	588	<b>667</b>		
Private Works (Meals)		555	284	<b>271</b>		

## Children and Family Services

- ◆ Karmai Community Children’s Centre official sod turning was held on 20 November with Daniel Mulino MLC, Russell Broadbent MP and Danny O’Brien MLA in attendance. Works on Mair Street, Korumburra progressed with the site cleared and levelled in preparation for construction.
- ◆ The Federal Government ‘No Jab, No Pay’ and State Government ‘No Jab, No Play’ schemes become effective from 1 January 2016. Parents of children who have not been immunised were contacted in preparation for this change.
- ◆ A successful Children Week event was held at South Gippsland Splash on 26 October 2015 in partnership with Best Start and the West Gippsland Library Corporation. Over 100 children, parents and carers attended.

Number Of Vaccinations		
Age Groups	Dec 2014	Dec 2015
0-6 Child Child encompasses all children immunised under the schedule.	244*	<b>130*</b>
7-18 Adolescent Adolescent encompasses the children who missed the high school immunisations.	35	<b>33</b>
19 + Adult Adult includes all optional immunisation such as Boostrix (whooping cough), Hep A, Hep B.	18	<b>9</b>

Quarterly Comparison				
Age Groups	Sep 2014	Sep 2015*	Dec 2014	Dec 2015
12 - <15 Months	93.02	<b>91.04</b>	93.83	<b>92.68</b>
24 - <27 Months	88.00	<b>92.68</b>	95.74	<b>96.05</b>
60 - <63 Months	94.44	<b>97.70</b>	91.89	<b>97.75</b>

\*Follow up project with parents for children overdue for immunisation occurred prior to the December 2014 quarter resulting in high numbers of immunisation in that quarter compared to the December 2015 quarter.

## Grants & Emergency Management

- ◆ 26 successful applicants for the 2015/16 Community Grants Round 1 were officially presented with advice of their success. \$142,180 was allocated in this first of two rounds of grants.
- ◆ External funding applications were submitted for:
  - Leongatha Golf Club Irrigation Project
  - Nyora Recreation Reserve Upgrade
  - South Gippsland Rural Cricket Facilities
  - Poowong Pool Refurbishment
  - Healthy Connections Project
- ◆ An Emergency Management Response and Recovery Training Exercise was coordinated by VicPol and Parks Victoria in relation to a fire scenario at Wilson Promontory during peak holiday season.
- ◆ Participated with the CFA in a Fire Ready Victoria Information session in Nunawading for non-resident landowners.
- ◆ Established a South Gippsland Events Working Group with internal staff and external agencies.

## Libraries

- ◆ The West Gippsland Library Corporation formally adopted its 2014/15 Annual Report on 6 November 2015.
- ◆ The Library Corporation celebrated turning 20 years old at the December Board Meeting.
- ◆ Work continued on the review of the mobile library services across the region.
- ◆ John Murrell, was reappointed as CEO of the Library Corporation for a further 5 years and was elected as chair of the Public Libraries Victoria Network for a further 12 months.

	South Gippsland Libraries			
	Visitation		Membership	
	Dec 2014	Dec 2015	Dec 2014	Dec 2015
<b>Nyora*</b>	317	<b>228</b>	84	<b>82</b>
<b>Foster</b>	9,678	<b>9,176</b>	1,312	<b>1,397</b>
<b>Korumburra</b>	11,244	<b>12,467</b>	1,935	<b>1,983</b>
<b>Leongatha</b>	29,511	<b>29,403</b>	4,712	<b>4,726</b>
<b>Mirboo North</b>	9,314	<b>8,908</b>	1,373	<b>1,351</b>
<b>Poowong**</b>	3,036	<b>3,564</b>	248	<b>318</b>
<b>South Coast*</b>	976	<b>930</b>	345	<b>326</b>

\*While membership at Nyora remains steady, the number of visitations to the mobile library service has been trending downwards.

\*\*Poowong has experienced a considerable increase in both library membership and visitations.

## Innovation & Council Business

### Information Services

- ✦ The Archive Project met its initial milestones for uplift of inactive hardcopy records and storage to a secure off-site facility which meets Public Records Office Victoria (PROV) standards.
- ✦ Six Freedom of Information applications were received for the quarter. Three related to planning, two related to vehicle accidents and one related to rates.
- ✦ The new Geographic Information System has been well received. A total of 2,458 sessions of Intramaps were opened from 26 October to 31 December 2015; this is an average of 55 sessions per day and 137 different users.
- ✦ A major upgrade to the Pathway system (used by the Rates, Planning, Health, Environment, Animal Management and Building teams for property related services) was successfully delivered.
- ✦ A tender has been issued for the supply and implementation of a Unified Communications system for Council.

### Corporate Planning & Council Business

- ✦ A Council workshop to inform the proposed review of the Local Government Act was held in November 2015. Councillors and staff discussed proposed reforms and a response was submitted to State Government.
- ✦ Annual Plan Initiatives for the proposed 2016/17 Budget were developed with Council including community feedback received from an online Forum and a Community Workshop held on 9 October 2015 at Coal Creek.
- ✦ A Sound Recording Policy was adopted by Council.

## Finance, Risk & Procurement

### Accounting Services

- ◆ Long Term Financial Strategies (the framework that both the annual and longer term business plans are built on) were reviewed and adopted by Council in December 2015.
- ◆ 1st draft 2016/17 Budget / Long Term Financial Plan briefing session conducted with Council.
- ◆ Victoria Grants Commission return for 2014/15 completed and submitted.

### Rates & Valuations

- ◆ A total of 173 Supplementary rates notices issued.

### Risk & Procurement

- ◆ Business Continuity plan revised and a successful 'desk top' exercise conducted with staff.
- ◆ Procurement Policy and Procurement manual revised.

YEAR TO DATE INCOME / EXPENDITURE  
CORPORATE & COMMUNITY SERVICES  
AS AT 31 DECEMBER 2015

Department	Actuals	Budgets	Variance	Full Year Budget
<b>Income (\$)</b>				
Community Services	(1,296,390)	(1,272,703)	23,687	(2,531,444)
Finance, Risk & Procurement	(22,223,049)	(22,301,857)	(78,808)	(46,344,361)
Innovation & Council Business	(3,754)	(269)	3,485	(541)
<b>Income Total</b>	<b>(23,523,194)</b>	<b>(23,574,829)</b>	<b>(51,636)</b>	<b>(48,876,346)</b>
<b>Expenditure (\$)</b>				
Community Services	1,920,567	2,046,664	126,097	4,472,597
Corporate & Community Services Management	812,258	813,239	981	1,624,403
Finance, Risk & Procurement	9,382,232	9,001,669	(380,563)	21,188,852
Innovation & Council Business	2,095,942	2,015,651	(80,291)	4,428,748
<b>Expenditure Total</b>	<b>14,210,998</b>	<b>13,877,223</b>	<b>(333,776)</b>	<b>31,714,600</b>
<b>Total (\$)</b>	<b>(9,312,195)</b>	<b>(9,697,606)</b>	<b>(385,411)</b>	<b>(17,161,746)</b>

SIGNIFICANT VARIANCES TO NOTE:

Community Services

Income: Grant income higher than budget due to an increase in recurrent funding for Supported Playgroups and one-off funding for a Central Enrolment program for kindergartens in the Shire.

Expenditure: Underspend primarily relates to Home and Community Care services, where target hours have been reduced and an underspend, year to date, in salaries in Maternal and Child Health and Immunisation.

Finance, Risk & Procurement

Income: The employee on-cost recovery account is the main contributor to the income variation. The recovery account varies based on actual staff costs incurred to date.

Expenditure: The negative variation to budget is a combination of reallocation of staff on-costs (\$200,000) as well as employee on-costs and plant hire (\$188,000) associated with the capital works program varying with year to date budget projections.

## Innovation & Council Business

Income: Positive variance due to receipt of fines from 2010 election.

Expenditure: Overspend relates to the costs of IT software annual support and licences which were not profiled correctly. It is expected that they will be within budget at year end. Engagement of an interim consultant IT Manager for longer than originally anticipated also had a negative budget impact.



# Sustainable Communities & Infrastructure

## DIRECTORATE STRUCTURE



## HIGHLIGHTS AND KEY OUTCOMES

### Directorate

#### *Customer Requests*

- ◆ The Directorate received a total of 1,511 requests from the community, with 1,119 (74%) completed within time.

### Sustainable Communities

#### *Customer Requests*

- ◆ The Sustainable Communities Department received a total of 784 requests from the community, with 656 (84%) completed within time.

#### Community Strengthening

- ◆ Closure of the Mirboo North Outdoor Pool due to damage on the pool floor. Media release on 21 December 2015.

- ◆ Truck Safety Day successfully held and well attended for the local heavy freight industry at the Koonwarra Saleyards on 28 November 2015.
- ◆ Progressing with the FreeZa concert planning with 2 funding applications submitted - anticipate announcement in January 2016.
- ◆ 2015 Deadly in Gippsland Indigenous Conference successfully held at Wilsons Promontory from 3 – 5 December 2015, with over 250 participants and 19 separate organisations providing assistance in planning and presenting the event.
- ◆ Conflict Resolution Skills Session successfully held on Saturday 7 November 2015 (full day) and Tuesday 17 November 2015 (evening) for the South Gippsland Volunteers, with representatives attending from a wide range of local groups.

## Sustainability Services

- ◆ Completed the engineering investigation to address the problem with lifting mechanism for the second tarp at the Koonwarra Landfill week commencing 23 November 2015.
- ◆ Completed the green waste amnesty period (from 31 November – 31 December 2015) allowing residents to dispose of green waste free of charge. Almost 10,450 cubic metres of green waste received during the amnesty period compared with 13,270 cubic metres for the same period in 2014.
- ◆ Appointment of Kate Thomas as the temporary part time Event Officer (until July 2016) to facilitate the 2016 Sustainability Festival at Coal Creek, and the development of event management procedures and processes to ensure successful and safe events in South Gippsland.
- ◆ Submitted a grant application for funding assistance to assess the condition and adequacy of the existing seawalls / drains within the Shire and Wellington Shire Council against a combined king tide/storm surge and climate change sea level rise. The aim of the project is to provide recommendations regarding the ongoing maintenance / renewal and risk of retention of these seawalls / drains.
- ◆ Submitted a joint grant application in partnership with Bass Coast Shire Council for \$20,000 to identify opportunities and prepare business cases for local community energy projects.
- ◆ Submitted a grant application for \$31,240 funding to assist with energy assessments and to develop energy efficiency projects on Council owned, community run buildings.
- ◆ Successful in obtaining \$53,863 grant funding to support the upgrade of 30 public litter bin enclosures in the Leongatha CBD to facilitate public place recycling. The total value of the project is \$72,250.
- ◆ Commenced implementation of the roadside weed spraying program with approximately 250 kilometres of roadside sprayed by 31 December 2015.

### *Customer Requests*

- ◆ The Sustainability Team received 753 requests from the community, with 635 (84%) completed within time. Of this, 741 (98%) requests were specific to waste management, with 629 (85%) completed within time.

## Property

- ◆ Adoption of the Final Consultant's Report for the Municipal Precinct Study on 25 November 2015.
- ◆ Progressing with the Strategic Review of Landholdings Project with:
  - Public notifications advertised in the first week of December.
  - Appointment of Councillors to a Special Committee (scheduled for 9 February 2016) to hear, consider and determine submissions for the proposed land sales (Strategic Review of Landholdings Project) at the Council Meeting held on 17 December 2015.
- ◆ Completed the tender for the Leongatha Children's Centre.

## Building

- ◆ Official opening of the Nyora Hall.
- ◆ Completed the installation of playgrounds at the Yanakie & Port Welshpool (Long Jetty) Caravan Parks.
- ◆ Completed the new solar system at the Korumburra Pool.
- ◆ Completed the new energy efficient lighting at South Gippsland Splash Leongatha.
- ◆ Responded to 166 building reactive maintenance requests.
- ◆ Completed 19 programmed maintenance projects on Council owned or managed buildings.
- ◆ Completed annual building maintenance and condition inspections on all Council owned and managed buildings.
- ◆ Surveyed users of Council facilities on the level of satisfaction with Council's Building Asset Management Plan levels of service and facility service functionality.
- ◆ Provided Operational Grants to 31 non-Council owned or managed Public Halls.
- ◆ Provided Maintenance Grants to all Council owned and managed Early Years facilities.
- ◆ Completed the Allora Pre-School Emergency Management Plan review.
- ◆ Completed drawings and documentation for the Poowong Pool Refurbishment grant application.
- ◆ Completed Mirboo North Swimming Pool engineering investigation due to a leakage in the floor surface.
- ◆ Completed the installation of a new access ramp and emergency exit for the Meeniyan Youth Club.
- ◆ Awarded Contract CON/86 Leongatha Memorial Hall Meeting Room Kitchen Refurbishment, CON/84 Leongatha Dakers Centre Construction of an Accessible Toilet, and CON/90 Leongatha Childrens Centre Addition Staff Amenities.

- ◆ Commenced resurfacing of South Gippsland Splash Leongatha basketball stadium floors.
- ◆ Completed the Walter J. Tuck new tennis / netball courts as well as new cricket / soccer storage facility, and new cricket shelter in full consultation with the Committee of Management.

### *Customer Requests*

- ◆ The Building Team received 25 requests from the community, with 20 (80%) completed within time.

## Operations

### *Customer Requests*

- ◆ The Operations Department received a total of 650 requests from the community, with 396 (61%) completed within time.

## Roads & Infrastructure

### *Community & Capital Projects*

- ◆ Completed sealing works at Mine Road and Bridge Street, Korumburra.
- ◆ Completed resheets at Holmes Road, Berrys Creek; Twoomeys Creek Road, Mardan; Clear Creek Road, and Clear Creek Valley Road, Mirboo; Old Foster Road, Mirboo North; Soldiers Road, Ranceby; and Turtons Creek Road, Turtons Creek.
- ◆ Completed bridge maintenance at the Venus Bay Jetty.
- ◆ Completed culvert replacement at Gibbs Street, Foster.
- ◆ Completed road stabilising works at Fairbank Road, Arawata; Lower Franklin Road, and Charity Lane, Foster; Ameys Track, Foster North; Bena Road, Mine Road, and Bridge Street, Korumburra; Mardan Dumbalk Road, and Mardan Road, Mardan; Mount Eccles Road, Mount Eccles; Meeniyen Streets including Whitelaw Street; Outtrim Leongatha Road, Outtrim; Houlihans Lane, Poowong; Stony Creek Dumbalk Road, Stony Creek; and Creamery Valley Road, Toora.
- ◆ Completed drainage maintenance at Foster Mirboo Road, Dollar; Toora Gunyah Road, Gunyah; O'Gradys Ridge Road, Foster; Boys Road, and Fish Creek-Walkerville Road, Fish Creek; Landing Road, Foster; Enboms Road and Gooches Road, Jumbunna; Huttons Road, Kardella; Old Koonwarra-Meeniyen Road, Koonwarra; Kelly & Mosses Road, Korumburra; Koonwarra Pound Creek Road, Leongatha South; Hairs Road, Moyarra; Outtrim Leongatha Road, Outtrim; Tanbergs Road, Poowong; Stanfields Road, Poowong North; Buffalo - Waratah Road, and Walkerville Road, Tarwin Lower; Toora Wonyip Road, Toora North; and Turtons Creek Road, Turtons Creek.
- ◆ Completed pavement rehabilitation works at Leongatha Yarragon Road, Wooreen.
- ◆ Completed road grading at Barnes Road, Kardella.

### *Customer Requests*

- ◆ The Infrastructure & Maintenance Team received 514 requests from the community, with 289 (56%) completed within time.

## Parks & Gardens

### *Community & Capital Projects*

- ◆ Completed the installation of new equipment at Mirboo North Playgroup & Toy Library; Allora Kindergarten, Leongatha; Apex Park, Korumburra (Playground Replacement Program).
- ◆ Floral displays produced in Foster, Toora, Leongatha, and Korumburra.
- ◆ Completed the new shelter at Mossvale Park, Berrys Creek.
- ◆ Completed the tree removal at Peart Street, Leongatha as part of the Tree Replacement Program (replanting in Autumn) with support from residents.
- ◆ Completed significant tree works at the Korumburra Public Park (removal of dead & dangerous limbs).

### *Customer Requests*

- ◆ The Parks & Gardens Team received 136 requests from the community, with 107 (79%) completed within time.

## Plant / Workshop

### *Community & Capital Projects*

- ◆ Completed 53 (58%) of 91 GPS unit installations with 38 items scheduled to be installed by the end May.

## Engineering & Assets

### *Customer Requests*

- ◆ The Engineering & Assets Department received a total of 71 requests from the community with 57 (80%) completed within time.

### *Community and Capital Projects*

- ◆ Completed footpath works at Jupiter Boulevard, Venus Bay.
- ◆ Completed footpath renewals at Shellcot Road, Korumburra.
- ◆ Road pavement works at Victory Ave, Foster on hold during winter with only final asphalt works remaining.

- ✦ Progressing well with the Great Southern Rail Trail Black Spur section.
- ✦ Completed Korumburra Bowls Synthetic Green project.
- ✦ Completed Meeniyah Recreation Reserve Youth Space project.
- ✦ Completed Mirboo North Soccer Lighting project.
- ✦ Reconstructed and sealed Stage 1 of Carmodys Road, Leongatha South, and a 1km section of Leongatha Yarragon Road, Wooreen.
- ✦ Commenced construction of the Karmai Community Childrens Centre with excavation works, piling and concrete footing works well advanced.
- ✦ Commenced reconstruction works at A'Beckett Street, Leongatha.
- ✦ Commenced construction works on the final 4km unsealed section of Grand Ridge Road, Trida.

### *Contracts Awarded*

- ✦ Awarded Contract CON/76 Design and Construction of Riverside Public Toilet, Tarwin Lower on 27 October 2015.
- ✦ Awarded Contract CON/83 Reconstruction of A'Beckett Street, Leongatha on 28 October 2015.
- ✦ Awarded Contract CON/80 Supply and Installation of Guardrails - Various Locations on 23 November 2015.
- ✦ Awarded Contract CON/78 Reconstruction of Leongatha Regional Skate Park on 4 November 2015.
- ✦ Awarded Contract CON/81 Construction of Cell 4 Koonwarra Landfill on 16 November 2015.
- ✦ Awarded Quotation Contract CON/88 Provision of Environmental Auditing, GITA and Third Party CQA Services – Cell 4 Koonwarra landfill on 3 December 2015.
- ✦ Awarded Quotation Contract CON/89 Asphaltting of Netball / Tennis Courts, Walter J Tuck Reserve, Mirboo North on 10 December 2015.
- ✦ Awarded Contract CON/87 Reconstruction of Princes and John Streets, Korumburra on 16 December 2015.

### *Asset Management*

- ✦ Completed the Conquest III (Asset Management System) upgrade.
- ✦ Participating in 2015/16 MAV STEP Program, including the 2015 National Asset Management Assessment Framework self-assessment and MAV NAMAFA Audit process.
- ✦ Reviewing the Road Infrastructure Asset Management Plan.

### *Development Referrals*

✦ Received a total of 49 development referrals from the Planning Department:

Description	Service Levels (Days)	Average (Days)	% Compliant	On time	Not on time	In progress (in time)	Total
Conditions	10	10	92	23	2	0	25
Certification	12	10	100	7	0	0	7
Plan Checking	20	10	100	14	0	0	14
Statement of Compliance	10	4	100	3	0	0	3

**Service Levels - 100% compliance**

YEAR TO DATE INCOME / EXPENDITURE  
 SUSTAINABLE COMMUNITIES & INFRASTRUCTURE  
 AS AT 31 DECEMBER 2015 –

Department	Actuals	YTD Budgets	Variance	Full Year Budget
<b>Income (\$)</b>				
Management	-	-	-	-
Sustainable Communities	(2,795,653)	(2,807,871)	(12,218)	(6,021,138)
Operations	(3,124,484)	(4,640,507)	(1,516,023)	(10,642,955)
Engineering & Assets	(794,501)	(317,857)	476,644	(4,538,280)
<b>Income Total</b>	<b>(6,714,638)</b>	<b>(7,766,235)</b>	<b>(1,051,597)</b>	<b>(21,202,373)</b>
<b>Expenditure (\$)</b>				
Management	151,300	159,876	8,576	313,809
Sustainable Communities	4,999,555	5,156,105	156,550	11,138,870
Operations	10,815,078	10,127,921	(687,157)	24,452,299
Engineering & Assets	3,045,349	4,462,663	1,417,314	12,524,326
<b>Expenditure Total</b>	<b>19,011,282</b>	<b>19,906,565</b>	<b>895,282</b>	<b>48,429,304</b>
<b>Total (\$)</b>	<b>12,296,644</b>	<b>12,140,330</b>	<b>(156,314)</b>	<b>27,226,931</b>

SIGNIFICANT VARIANCES TO NOTE:

**Sustainable Communities**

Expenditure: Cost Centre 2495 – Building Operational Works – Building Programmed Maintenance is behind original forecasted schedule (\$165k).

**Operations**

Income: Cost Centre 9070 – Roads to Recovery Program grant funding not yet received (\$1.69M).

Expenditure: Cost Centre 5630 – Periodic Drainage Program ahead of schedule (\$101k).



Cost Centre 6020 – Gravel Roads Program over budget due to the high usage of plant and contractors on the coastal roads in order for them to with-hold against the peak season traffic (\$425k).

Cost Centre 6040 – Sealed Roads Program ahead of schedule (\$283k).

## **Engineering & Assets**

Income: Cost Centre 8885 – Corner Inlet Tourism - Great Southern Rail Trail Project grant funding received earlier than anticipated (\$500k).

Expenditure: Cost Centre 8309 – Great Southern Rail Trail Black Spur Bridge Project behind schedule due to inclement weather affecting access to the site. Completion expected 30 January 2016 (\$102k).

Cost Centre 8885 – Corner Inlet Tourism - Great Southern Rail Trail Project is complete. Under expenditure is due to budget savings and remaining budget to be spent on the outcomes of the Great Southern Rail Trail Marketing & Branding Strategy. Tender document for the rebranding exercise being developed and is anticipated to be advertised in January / February 2016 (\$139k).

Cost Centre 8292 - Roads – Victory Avenue, Foster Project behind schedule due to suspension of final asphaltting works during winter. Completion of works expected by the end of January 2016 (\$232k).

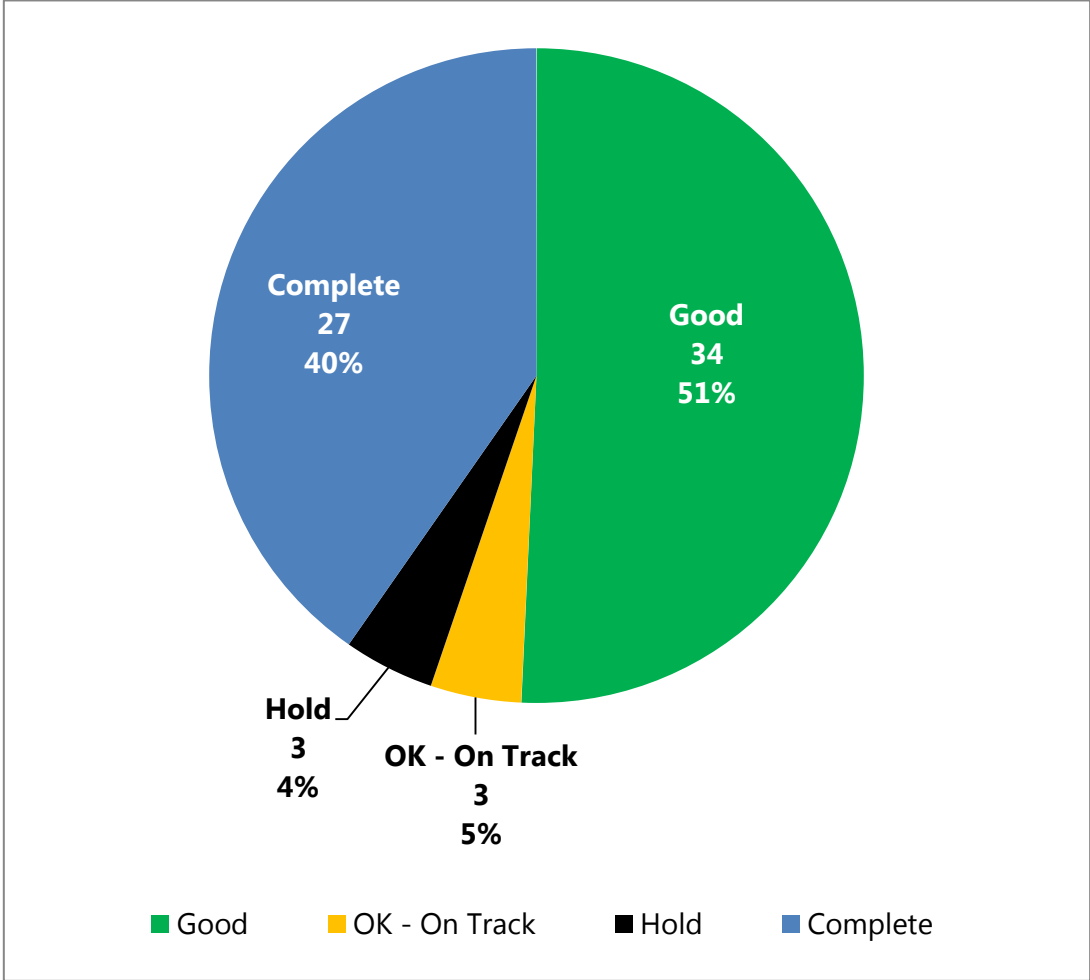
Cost Centre 8567 – Waste – Koonwarra Landfill behind schedule due to the delay with the design sign-off by the Environment Protection Authority Victoria. Completion of works expected by mid 2016 (\$260k).

Cost Centre 9000 – Federal Blackspot Program behind schedule however, it is anticipated that the project will be completed by the end of the financial year (\$241k).

Cost Centre 9425 – Korumburra Child Care Hub Project behind schedule due to power relocation issues with Ausnet Services, and the builder requesting a slab redesign (\$493k).

# CAPITAL WORKS SUMMARY UPDATE

For the full details of the Capital Works Program for the Sustainable Communities & Infrastructure Directorate, please refer to the 'Capital Works Traffic Light Report' in [Attachment 1](#).



# Development Services

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## DIRECTORATE STRUCTURE



## HIGHLIGHTS AND KEY OUTCOMES

### Planning

- ◆ Planning Scheme Amendment C105 Meeniyana Waste Water Treatment Plant rezoning and amenity buffer approved by Minister for Planning.
- ◆ Planning Scheme Amendment C77 Part 3 Eastern Districts Urban Design Frameworks - approved by Minister for Planning.
- ◆ Planning Scheme Amendment C81 'Land Subject to Inundation Amendment' completed exhibition and referred to an independent planning panel.
- ◆ Seasonal Population Impacts in Coastal Towns Plan endorsed by Council. Implementation plan being developed for 2016/2017 year.
- ◆ Public exhibition of both the Leongatha and Korumburra Streetscape Masterplans.
- ◆ Council received and responded to 871 Statutory Planning enquiries.
- ◆ Council made a decision on 91 new planning permit applications and 18 amendment applications (108 approved and 1 refused).
- ◆ 74% of planning applications were decided within 60 days.

## Regulatory Services

- ◆ Value of approved building work for the quarter was \$20.3 million, up 0.5% compared to the same quarter last year. Residential construction was \$13.9 million which is down 14.7% compared to the corresponding quarter in 2014. Significant projects approved during the quarter included stage 1 approval for childcare centre in Korumburra (\$3.9 million), new warehouse in Leongatha (\$850,000) and school additions in Koonwarra (\$765,000).
- ◆ Permit renewals completed for 400 food and prescribed accommodation businesses.
- ◆ Conducted 136 Food, Health and Tobacco Act statutory inspections.
- ◆ Assessed 40 septic tank applications.
- ◆ Fire prevention inspections completed. Approximately 890 fire prevention notices issued directing property owners to clean up property and remove combustible material to reduce fire risk.
- ◆ Ten matters successfully prosecuted in the Magistrates Court. Offences include failure to register a dog, dog at large and parking.

## Economic Development, Tourism & Customer Services

- ◆ Winner of Community-led Prevention and Preparedness Award at the 2015 Victorian Fire Awareness Awards for Council's Business Continuity and Resilience Program.
- ◆ Commenced South Gippsland Manufacturing Network with first event held in Korumburra.
- ◆ Development of masterplans for the Yanakie and Long Jetty Foreshore caravan parks underway.
- ◆ Implemented caravan parks marketing campaign including metropolitan media advertisements and editorial coverage, first e-newsletter issued to over 500 recipients and brochures produced and distributed for each park.
- ◆ Northern Towns Connection Project adopted by Council as a Priority Project to support South Gippsland Water's initiative for long-term water security in northern parts of the shire.
- ◆ Commenced development of a new strategic investment management framework.
- ◆ Coal Creek Halloween and literary festival events successfully delivered and well attended.
- ◆ Commenced work on South Gippsland branding review project.

YEAR TO DATE INCOME / EXPENDITURE  
 DEVELOPMENT SERVICES  
 AS AT 31 DECEMBER 2015

Department	Actuals	Budgets	Variance	Full Year Budget
<b>Income (\$)</b>				
Economic Development, Tourism & Customer Service	(833,847)	(801,404)	32,443	(1,316,581)
Planning	(180,742)	(188,348)	(7,606)	(386,689)
Regulatory Services	(473,316)	(481,436)	(8,120)	(1,017,581)
<b>Income Total</b>	<b>(1,487,905)</b>	<b>(1,471,188)</b>	<b>16,717</b>	<b>(2,720,851)</b>
<b>Expenditure (\$)</b>				
Development Services Management	148,910	168,193	19,283	316,782
Economic Development, Tourism & Customer Service	1,658,445	1,610,931	(47,514)	3,972,742
Planning	817,148	827,799	10,651	2,046,869
Regulatory Services	824,122	884,322	59,394	1,775,924
<b>Expenditure Total</b>	<b>3,448,625</b>	<b>3,490,439</b>	<b>41,814</b>	<b>8,071,848</b>
<b>Total (\$)</b>	<b>1,960,720</b>	<b>2,019,251</b>	<b>58,531</b>	<b>5,350,997</b>

SIGNIFICANT VARIANCES TO NOTE:

Economic Development, Tourism and Customer Services

Income: Income variance primarily relates to lower than expected visitation during peak period at Coal Creek.

Expenditure: Expenditure higher than forecast, primarily due to profiling associated with earlier than expected Coal Creek grant acquittal and interim casual labour required in Pig & Whistle Café.

Regulatory Services

Expenditure: Underspent due to staff vacancy.

YEAR TO DATE INCOME / EXPENDITURE  
 YANAKIE AND LONG JETTY FORESHORE CARAVAN PARKS  
 AS AT 31 DECEMBER 2015

**Yanakie Caravan Park**

YANAKIE	Actuals	Budgets	Variance	Full Year Budget
<b>Income (\$)</b>				
Internal Income Recovered	(510)	0	510	0
Other Income	(3,775)	(3,750)	25	(15,000)
Reimbursements	(22,455)	0	22,455	0
Rental Income	(1,144)	(756)	388	(1,508)
User Fees	(399,508)	(371,698)	27,810	(474,983)
<b>Income Total</b>	<b>(427,392)</b>	<b>(376,204)</b>	<b>51,188</b>	<b>(491,491)</b>
<b>Expenditure (\$)</b>				
Employee Costs	108,419	111,550	3,131	223,107
Employee Oncosts Charged	23,107	22,615	(492)	45,236
Internal Expenses Charged	235	0	(235)	0
Materials and Services	241,835	188,365	(53,470)	310,511
Other Expenses	1,024	0	(1,024)	410
Plant Hire Charged	120	0	(120)	0
Utilities	17,623	22,302	4,679	45,600
<b>Expenditure Total</b>	<b>392,363</b>	<b>344,832</b>	<b>(47,531)</b>	<b>624,864</b>
<b>Total (\$)</b>	<b>(35,030)</b>	<b>(31,372)</b>	<b>3,658</b>	<b>133,373</b>

**SIGNIFICANT VARIANCES TO NOTE:**

- Higher than expected income, primarily due to insurance payment received in relation to septic tank issue and forecasting discrepancies. Higher than expected expenditure associated with legal costs.

## Long Jetty Foreshore Caravan Park

LONG JETTY	Actuals	Budgets	Variance	Full Year Budget
<b>Income (\$)</b>				
Other Income	(1,965)	(6,675)	(4,710)	(26,700)
Profit (Loss) on Sale of Assets	0	0	0	(10,000)
Rental Income	(1,044)	(780)	264	(1,560)
User Fees	(216,341)	(239,626)	(23,285)	(373,522)
<b>Income Total</b>	<b>(219,350)</b>	<b>(247,081)</b>	<b>(27,731)</b>	<b>(411,782)</b>
<b>Expenditure (\$)</b>				
Employee Costs	95,608	105,499	9,891	211,004
Employee Oncosts Charged	20,790	21,918	1,128	43,838
Internal Expenses Charged	235	0	(235)	0
Materials and Services	112,136	142,240	30,104	674,697
Other Expenses	398	0	(398)	300
Plant Hire Charged	158	0	(158)	0
Utilities	14,075	23,106	9,031	46,225
<b>Expenditure Total</b>	<b>243,400</b>	<b>292,763</b>	<b>49,363</b>	<b>976,064</b>
<b>Total (\$)</b>	<b>24,050</b>	<b>45,682</b>	<b>21,632</b>	<b>564,282</b>

### SIGNIFICANT VARIANCES TO NOTE:

- Income variance due to lower than expected occupancy during the quarter and associated budget forecasting discrepancies. This has been offset to some degree by savings achieved in salaries and wages and capital projects.

# STRATEGIC PLANNING AND PLANNING SCHEME AMENDMENTS UPDATE

For the summary details of the Strategic Planning and Planning Scheme Amendments Programs, refer to the 'Traffic Light Report' in [Attachment 2](#).



# Attachment 1

## Capital Works Traffic Light Report

**Status**    ● GOOD    ● ON TRACK    ● MONITOR    ● HOLD    ✓ COMPLETE









Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
8309	Bridges	Black Spur Project (Great Southern Rail Trail - Bridge - Trail - Welshpool – Port Welshpool	487,851	1,221,790	Behind schedule due to inclement weather effecting access into the site. The Contractor has submitted an extension of time claim to the 30 January 2016. The project is being delivered well under budget and the surplus funds are currently being used to upgrade the Welshpool - Port Welshpool Trail and parking along the foreshore.	●
9657	Bridges	Bridge Rehabilitation Program	-	208,559	Program finalised and works have commenced.	●
8098	Building	Municipal Precinct Study	28,779	28,779	<b>Complete.</b> Final Consultants Report adopted by Council on 25 November 2015.	●
9425	Building	Karmai Community Children's Centre, Korumburra	283,464	2,451,008	Block work finished and slab is yet to be poured. All on track & on time.	●
9470	Building	Renewal Program – South Gippsland Splash - Floor, Leongatha Memorial Hall Meeting Kitchen Refurbishment, Leongatha Senior Citizens - Access Toilet	9,154	148,672	Construction building & capital works, progressing well.	●






Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
9521	Building	Port Welshpool Caravan Park – Toilet Block Renewal	-	376,419	Master Plan is being developed which will inform the location of the new facility within the Park. Project to be carried forward into 2016/17.	●
9523	Building	Public Toilets Reconstruction - Toora	67,389	65,440	<b>Complete.</b>	✓
9524	Building	Public Toilets Reconstruction - Fish Creek	55,658	84,266	<b>Complete.</b>	✓
9550	Building Renewal	Public Toilets - Waratah Bay	2,605	199,619	Tender advertised with no submissions received. Will investigate a new design and re-tender.	●
9550	Building Renewal	Public Toilets - Riverside, Tarwin Lower	15,645	136,581	Contract awarded. Works programmed to commence first week in February.	●
8314	Civil	Streetscape - Main Street, Foster	14,864	861,955	Deferred to 2016/17 - Council resolution 25 November 2015.	●
9685	Culvert	Trembaths Road, Mirboo North	14,499	64,034	Works programmed to commence mid-February.	●
9721	Drainage	General Drainage Rehabilitation Program	164	14,168	All works set for delivery during March/April.	●
9721	Drainage	Gibbs Street, Foster Drainage Rehabilitation Program	41,216	70,034	<b>Complete.</b>	✓
9721	Drainage	Hannah Rise Crescent, Korumburra Drainage Rehabilitation Program	-	10,000	Works programmed to commence February / March.	●
9721	Drainage	Parr Street, Leongatha Drainage Rehabilitation Program	-	40,365	Works programmed to commence April / May.	●

Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
8841	Footpath Renewal	Balook Street, Mirboo North	261	31,461	Works underway in McCartin Street. Due to start in March.	●
8841	Footpath Renewal	Brennan Street, Mirboo North	-	-	Works underway in McCartin Street. Due to start in March.	●
8841	Footpath Renewal	McCartin Street, Leongatha	27,437	157,766	Works underway.	●
8841	Footpath Renewal	Shellcotts Road, Korumburra	82,011	96,970	<b>Complete.</b>	✓
8849	Footpath Extension	Shellcotts Road, Korumburra	-	7,995	<b>Complete.</b>	✓
8849	Footpath Extension	Turner Street, Leongatha	45,975	95,737	<b>Complete.</b>	✓
8849	Footpath Extension	Jupiter Boulevard, Venus Bay (Shared Path)	51,152	65,000	<b>Complete.</b>	✓
8876	Footpath Extension	Walkerville Road, Tarwin Lower	-	93,825	Tenders being sought-closing date 28 January 2016.	●
9825	Guardrail	Spencers Road, Leongatha North - Replacement	-	130,000	Works to commence mid-February 2016.	●
8060	Other	General Land Purchases / Sales	247,029	265,225	Increase in expenditure due to purchase of 1 King Street, Korumburra (\$247k).	●
8888	Paths & Trails	Waratah Bay Shared Trail	6,758	20,000	Field work complete. Consultant report due end February 2016.	●
8174	Playgrounds	Playground Replacement - Foreshore Reserve, Lewis Street, Port Welshpool	1,978	-	<b>Complete.</b>	✓

Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
8190	Playgrounds	Playground Replacement - Day Care Centre, Ridgway, Mirboo North	12,000	15,638	<b>Complete.</b>	✓
9511	Playgrounds	Kindergartens Replacement Program - Allora Kindergarten	15,000	15,638	<b>Complete.</b>	✓
9563	Playgrounds	Replacement Program - Meeniyah Rec Reserve	19,990	55,000	<b>Complete.</b>	✓
8143	Pools	Hydrotherapy Pool and Gymnasium for South Gippsland Splash Leongatha	-	70,000	Confidential Council Briefing held December 2015. Business case being developed. Seek quotes in March.	●
9471	Pools	Renewal Program	34,000	43,098	<b>Complete.</b> Savings from project.	✓
8885	Recreation	Great Southern Rail Trail – Corner Inlet Tourism	81,783	630,680	<b>Completed.</b> Project well under budget with surplus budget to be spent on the outcomes of the Great Southern Rail Trail Marketing & Branding Strategy. Tender document for the rebranding exercise being developed and anticipated to be advertised in January / February 2016.	✓
9578	Recreation	Leongatha Skate Park	16,477	429,067	Contract awarded, works have commenced.	●
9620	Recreation	Nyora Hall Refurbishment	8,719	8,719	<b>Complete.</b> Carry forward project with only minor works carried out.	✓
9781	Recreation	Agnes Falls Corner Inlet Project	-	410,000	Waiting grant funding.	●

Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
8279	Roads	Princes Street & John Street, Korumburra	9,997	716,577	Contract awarded with works to commence 8 February 2016.	●
8287	Roads	A'Beckett Street, Leongatha Sealed Rehabilitation Program	3,133	465,000	Works underway, progressing well.	●
8289	Roads	Grand Ridge Road, Trida	123,394	1,100,000	Works progressing well.	●
8292	Roads	Victory Avenue - Foster	5,592	237,572	Works re-commenced 21 January 2016, Expected completion early February 2016.	●
8772	Roads	Reseals (Partially funded R2R)	11,303	1,788,596	Works programmed to commence January 2016.	●
8774	Roads	Reseal Preparation	647,062	807,079	Works well under way, close to completion.	●
9000	Roads	Bena Kongwak Road, Kongwak Federal Blackspot Program	5,452	89,838	Works underway.	●
9000	Roads	Bena Kongwak Road, Bena Federal Blackspot Program	14,329	254,128	Works underway.	●
9000	Roads	Cape Liptrap Road, Tarwin Lower Federal Blackspot Program	67,288	85,560	<b>Complete.</b>	✓
9000	Roads	Mirboo Road, Mirboo Federal Blackspot Program	71,082	85,560	<b>Complete.</b>	✓
9000	Roads	Yannathan Road, Nyora Federal Blackspot Program	61,434	151,456	<b>Complete.</b>	✓
9081	Roads	North Poowong Road, Poowong	21,265	75,000	Design investigation still underway.	●
9096	Roads	Henrys Road, Nyora	2,549	17,406	<b>Complete.</b> Budget adjustment to be made. Project savings.	✓

Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
9401	Roads	Carmody's Road, Leongatha	219,980	500,000	Stage 1 complete, Stage 2 to fit in with Depot works.	
9722	Roads	Bass Valley Road, Bena Sealed Rehabilitation Program	50,341	401,315	Works scheduled to commence March 2016.	
9722	Roads	Buffalo Waratah Road, Buffalo Sealed Rehabilitation Program	127,446	200,000	Works scheduled to commence March 2016.	
9722	Roads	Creamery Valley Road, Toora North Sealed Rehabilitation Program	19,442	21,000	<b>Complete.</b>	
9722	Roads	Fairbank Road, Fairbank Sealed Rehabilitation Program	3,706	4,000	<b>Complete.</b>	
9722	Roads	Koonwarra Pound Creek Road, Pound Creek Sealed Rehabilitation Program	-	27,000	<b>Complete.</b>	
9722	Roads	Loch Wonthaggi Road, Loch Sealed Rehabilitation Program	1,299	530,000	Works scheduled to commence in February 2016.	
9722	Roads	Leongatha Yarragon Road, Leongatha Sealed Rehabilitation Program	211,220	355,000	<b>Complete.</b>	
9722	Roads	Lesley Close, Nyora Sealed Rehabilitation Program	9,266	10,000	<b>Complete.</b>	
9722	Roads	North Poowong Road, Poowong Sealed Rehabilitation Program	-	-	Deferred to 2016/17 (\$1.3M) - Council resolution 28 October 2015.	
9722	Roads	Outtrim - Leongatha Road, Outtrim Sealed Rehabilitation Program	10,200	12,000	<b>Complete.</b>	
9722	Roads	Pound Creek Road, Pound Creek Sealed Rehabilitation Program	-	12,000	<b>Complete.</b>	





Cost Centre	Asset Class	Project	Actuals (\$)	15/16 Budget (\$)	Comments	Status
9722	Roads	Station Street, Korumburra Sealed Rehabilitation Program	15,350	691,651	Works underway.	
9722	Roads	Toora Wonyip Road, Toora North Sealed Rehabilitation Program	12,194	13,500	<b>Complete.</b>	
8567	Waste	Koonwarra Landfill Cell 4 Design & Construction	123,322	1,550,644	Project behind schedule due to the delay with the design sign-off by the Environment Protection Authority Victoria.	
8559	Waste	Koonwarra Landfill Cells 1, 2 and 3 Cap	18,237	-	<b>Complete.</b>	
8610	Waste	Koonwarra Landfill Leachate Evaporation System	-	20,000	Design investigation is underway.	

# Attachment 2




## Strategic Planning Traffic Light Report

### Strategic Planning Projects

**Status**     GOOD     ON TRACK     MONITOR     HOLD     COMPLETE

Project	Description	Status
Korumburra Town Centre Upgrade- Streetscape Master Plan (SMP)	The Streetscape Master Plan (SMP) project focuses on “main street” issues and is aimed at implementing the key recommendations of the Korumburra Town Centre Framework Plan (2013). The project is being prepared with input from VicRoads. Public exhibition of draft recommendations occurred in November 2015. Options include reducing the Highway (Commercial Street) to a single lane each way. A preferred option is being prepared and is anticipated to be presented to a Council Briefing in March 2016 following which it will be recommended for adoption in April 2016	
Leongatha Town Centre Upgrade - Streetscape Master Plan (Bair Street)	The Streetscape Master Plan (SMP) will identify improvements to Bair Street that can build on the traffic and amenity improvements provided by the Leongatha Heavy Vehicle Alternate Route. A consultant has been appointed to prepare the SMP. Four week public consultation occurred in November 2015 and received strong community feedback. One month exhibition of the preferred option will occur prior to the completed project being presented to Council for adoption in June 2016.	
Port Welshpool Marina Project	The Port Welshpool Marina Project is examining the economic benefit and viability of improving marine facilities in the port area. This project has been deferred until the outcome of the Federal grant application for the Long Jetty is determined.	
Nyora Development Strategy Review	Review aimed at identifying infrastructure, open space, community services and other requirements to support long term development in Nyora. A consultant has been appointed and a draft Issues and Options paper has been prepared which will form the basis of the project’s first round of public exhibition which will occur in March / April 2016.	



Project	Description	Status
Turtons Creek landscape assessment	Project to investigate the protection of significant landscape values in the Turtons Creek area, particularly views from key roads. Recommendations are being finalised.	
Steep Slopes Study	Project to improve the existing steep slope / stability / erosion controls in the Planning Scheme. The project will improve hazard mapping to assist landowners when locating new developments and reduce the planning permit burden from land identified as low risk. Draft Planning Scheme schedule and design guidelines are being prepared for public consultation.	
Mirboo North Structure Plan Refresh.	Project to review and update the current Mirboo North Structure Plan. Project specifications have been prepared. All external agencies have been consulted. A draft is currently being prepared for public consultation.	

## Planning Scheme Amendments

### Status



GOOD



ON TRACK





MONITOR














HOLD



COMPLETE

Amendment Number	Description	Status
C77	Eastern Districts Urban Design Framework (UDF) Implement the Eastern District UDF in the Planning Scheme. Adopted by Council July 2014 and split into 3 parts to reflect ownership issues associated with Prom Views at Toora and land at Agnes. Part 1 was approved by the Minister for Planning in November 2013. Part 2 was adopted in March 2014 and approved by the Minister for Planning in October 2014. Part 3 was adopted in July 2015 and was approved into the Planning Scheme in October 2015.	
C81	West Gippsland CMA flood amendment – application of the Land Subject to Inundation Overlay (LSIO). Exhibition of the Amendment concluded 16 October 2015. Ten submissions were received of which five either object to the amendment or request changes to the amendment provisions. Council resolved at its November meeting to refer the submissions to an Independent Planning Panel. The Panel Hearing will occur in late February 2016.	

Amendment Number	Description	Status
C86	Hughes St Leongatha - rezone Farming Zone to Industrial 1 Zone. The Planning Department has sought advice from the amendment proponent of their intentions to pursue the rezoning. It is presently anticipated that the rezoning will not proceed.	
C88	Rezoning of land at corner of South Gippsland Hwy and Boags Rd to the Low Density Residential Zone to facilitate future development of Woorayl Lodge. Exhibition closed in May 2014. No submissions were received. Amendment will be recommended for adoption at a future Council meeting when developer contribution agreements are finalised. Consultation with Woorayl Lodge is ongoing.	
C89	Prom Views Special Use Zone commercial / rural living zone application. Proposal to rezone Farming Zone land adjoining Prom Views Estate, Walkerville to facilitate a rural style residential development including tourism and commercial uses.  Council resolved at its October Ordinary Council Meeting not to proceed with the rezoning.	
C90	Housing and Settlement Strategy (HSS) implementation. The amendment will introduce the key recommendations of the HSS into the planning scheme including Restructure Overlays for old and inappropriate subdivisions (Outtrim, Jumbunna etc.). The amendment is a major undertaking and will require detailed investigation, consultation and likely Planning Panel review. A Council Report detailing the draft HSS amendment provisions will be presented in early 2016.	
C94	Proposal to establish commercial zoning on the western side of the South Gippsland Highway, Leongatha, south of the hospital with the balance of the land being rezoned General Residential Zone 1. The proposal affects two key landholdings. Council is working with the landowners to identify a suitable location for a future recreation reserve on the land.	
C97	Rezoning of 104ha of land in Nyora from the Farming Zone to the General Residential Zone 1. The Amendment was adopted at the August Council Meeting and is currently with the Minister for Planning awaiting approval.	

Amendment Number	Description	Status
C99	The Amendment is required to manage the land use and development interface between Burra Foods and the adjoining residential land. The Amendment received over 90 submissions. The Amendment was adopted by Council at the February 2015 Council Meeting and was submitted to the Minister for Planning for approval in March 2015. The Minister for Planning has informed Council of his approval of the Amendment. Inclusion in the Planning Scheme is expected by the end of February 2016	
C103	Berrys Creek Rd Mirboo North rezoning from Low Density Residential to General Residential Zone 1. Council resolved to seek authorisation from the Minister for Planning to prepare and exhibit the Amendment. A development contributions agreement is yet to be finalised and must be completed before exhibition commences.	
C105	Meeniyen Waste Water Treatment Plant. The Amendment (proponent is South Gippsland Water) rezones the treatment plant land to the Public Use Zone 1 (Service & utilities) and applies the ESO4 (Sewage treatment plant and environs) around the plant. Public exhibition was undertaken during April and May 2015 and no objections were received. The Amendment was adopted by Council at its July Council Meeting. The Amendment was approved and included in the Planning Scheme in October 2015.	
C107	Proposal to apply an Environmental Significance Overlay (ESO) over habitat of the Giant Gippsland Earthworm in the general area west of Korumburra. State Government funding has been provided for the amendment. Baw Baw Shire Council has successfully introduced the ESO over their worm habitat areas. Exhibition occurred in November 2015. Two submissions require negotiation to avoid the need for a Panel. Negotiations with the landowners are ongoing and it is expected that an agreement can be reached.	
C108	Proposal to rezone land in Koonwarra (north of saleyards) from Farming Zone to a Special Use Zone to facilitate the development of an agricultural services precinct. A Council Report recommending authorisation and exhibition of the amendment was presented at the October 2015 Ordinary Council Meeting. Authorisation from the Minister for Planning is currently being sought. Exhibition will occur when authorisation is granted.	

Amendment Number	Description	Status
Yet to receive 'C' number	Proposal to amend the Schedule to Bushfire Management Overlay (BMO) to exempt DELWP & Parks Victoria from requiring a planning permit in the BMO. A recent State Government change to the BMO now requires DELWP and Parks Victoria to gain a planning permit from Council for many forms of buildings and works in National and State Parks (including Wilsons Promontory) that were previously exempt. Where parks have bushfire management plans, no practical benefit is gained from Council issuing a planning permit. Parks Victoria supports the amendment request. Amendment provisions will be prepared when time resources are available.	●
GC31	Tarwin Declared Water Catchment Environmental Significance Overlay (ESO2). Amendment GC31 addresses the planning scheme anomaly where some declared water catchments are not recognised by an ESO2. Council authorised preparation of the amendment in combination with Baw Baw Shire and Latrobe City Council. Amendment GC31 was submitted to the Minister for Planning in May 2015. To-date the Minister's office has not determined the Amendment. DELWP has recently advised that the request will be considered and feedback provided in coming months.	●




# Attachment 3

## Annual Plan 2015/16 Performance Update

### Strategic Objective 1: A Prosperous Shire

**Status**     GOOD     ON TRACK     MONITOR     HOLD     COMPLETE





#### Council Plan 2013/2017 Indicator

Indicator	Action / Target	Comment	Status
The value of total investments in the Shire measured through Building Permits, by investment sector <i>Regulatory Services</i>	Comparison with baseline - an increase in investments annually is a positive trend	Value of approved building work in first six months was approximately \$31.6 million which is down 20.2% compared to same time last Financial Year.	
Shovel ready projects prepared <i>Engineering Assets</i>	Aim for at least two ready at any time	Projects listed in the 2015/16 budget are shovel ready, except for North Poowong Road, Poowong.	
Number of representations made to State and Federal politicians <i>Executive Office</i>	At least one delegation annually	YTD The Mayor, CEO and Vice President Karmai Community Children's Centre met with key Ministerial Advisors in Canberra to further progress Federal Funding applications for the Karmai Community Children's Centre and the Long Jetty – Port Welshpool.  The Mayor and CEO attended a presentation by Minister Natalie Hutchins RE: Rural Living Campaign and then the CEO personally briefed outcomes of that presentation to Danny O'Brien and Harriet Shing MP.	

## Major Initiatives





No.	Initiative	Action / Target	Comment	Status
1.1	In July 2014 Council adopted a new green waste kerbside collection to commence in July 2015, in response to growing community requests. The service will be provided to residential properties in towns where Council based waste collections exist. <i>Sustainable Communities</i>	Establish a baseline for the collection of green waste volumes by weight.	Contractor is providing monthly data on quantities collected and the number of bins put out for collection which will be used to establish baseline data for the future.	●
		Cost of the kerbside green waste bin collection service recorded based on the direct cost of green waste collected divided by the number of kerbside green waste collection bins.	Total cost to provide the kerbside green waste collection service for July to December 2015 was \$266,139.98. This is the total cost is for the first 6 months of the service with 6937 properties serviced. Cost for this first quarter per property is \$19.18. This cost is fully recovered through service charges.	●
1.2	Building on Steep Slopes planning control guidelines will be established to ensure appropriate subdivision and development on steep slopes. <i>Planning</i>	The planning control guidelines will be presented to Council for adoption by 30 June 2016.	Draft Planning Scheme schedule and design guidelines are being prepared for public consultation.	●
1.3	The Environmental Significance Overlay (ESO 5) for areas subject to erosion will be reviewed and accurate area mapping established to reduce the number of planning permits that are triggered by the current controls. <i>Planning</i>	The revised Environmental Significance Overlay will be developed and presented to Council for adoption by 30 June 2016.	Draft Planning Scheme schedule and design guidelines are being prepared for public consultation.	●

## Initiatives

No.	Initiative	Action / Target	Comment	Status
1.4	Implementation of the Economic Development & Tourism Strategy will commence with project targeted at increasing the prosperity and growth of the Shire through greater support to the economic sector, with particular emphasis for Agriculture, Industry, Commercial, Land Development, Tourism and Retail sectors. <i>Economic Development, Tourism &amp; Customer Services</i>	The Manufacturing Network project will create a network for local manufacturing businesses developing links with the South Eastern Melbourne Manufacturing Association by 30 June 2016.	Network initiated with first meeting held in November 2015. Remainder of the year's program now developed.	
		Southern Gippsland Food Cluster project (joint project with Bass Coast Council) will create linkages between farms, manufacturing and retail to provide viable markets for boutique and new produce enterprises through the enhancement of the Food Map website by 30 December 2015 and investigation of infrastructure barriers and transport challenges of produce grown in a non-peri urban area by 30 June 2016.	Updates made to Southern Gippsland Food Map website. Consultants brief being prepared for completion of investigation component of the project.	
1.5	'Priority Projects' for the Shire are determined by Council and will be actively pursued in advocacy activities with State and Federal politicians and other relevant stakeholders or potential funding partners. These projects, when supported, will provide a range of economic benefits to improve the prosperity of the Shire. <i>Executive Office</i>	Priority Projects identified and a report presented to Council for adoption by 30 June 2016.	Report being prepared for February 2016 Council meeting. Northern Towns Connection Project added as a Priority Project at December 2015 Council meeting.	
1.6	Development of the Port Welshpool Marina Precinct Plan will be commenced to progress the Corner Inlet Tourism Priority Project. <i>Planning</i>	Project commenced after the funding decision has been made on the Long Jetty Project by the Federal Government.	Funding for Long Jetty not successful in recent round of Federal Government funding announcement. Another application to Round 3 of the NSRF Fund will be submitted by 15 March 2016.	

No.	Initiative	Action / Target	Comment	Status
1.7	A report in response to the Coastal Townships Seasonal Population Study will be presented to Council for consideration. <i>Planning</i>	Recommendations arising from the Coastal Townships Seasonal Population Study will be presented to Council for consideration by 30 June 2016.	Completed and endorsed	✓
1.8	Legislative change in 2014 has made Council the responsible authority for roadside weed management. Council has determined that the service level of roadside weed management works will be undertaken in accordance with Council's Roadside Weed and Pest Animal Management Plan and reflect an agreed level of Council funding. <i>Sustainable Communities</i>	A minimum of 200 kilometres of roadside maintained per annum.	Quikspray Unit arrived 7 Dec 2015. Approximately 250 km of roadsides were sprayed to the end of December.	●
1.9	The 'Agricultural Resilience and Climate Change Opportunities' grant and the 'Integrating Climatic Impacts Into Government Processes' grant will be actioned to respond to climate change. The 'Agricultural Resilience and Climate Change Opportunities' grant will be utilised to assist the Shire's agricultural businesses sustainability activities, and the 'Integrating Climatic Impacts Into Government Processes' grant will be actioned and utilised to progress organisational sustainability processes. <i>Sustainable Communities</i>	Five seminars held by 30 June 2016.	Seminars held as per project plan.  Wonthaggi Climate Change Café did not attract the numbers and was cancelled.  Successful Drought Resilience Farms and Livestock Diseases sessions were held.	●
		One specific climate change adaptation project initiated as a direct result of the seminars held.	New partnerships built with emergency management looking at livestock disease outbreak. Otherwise, climate change awareness continues to build within the community and agricultural sector.	●
1.10	The Mirboo North Structure Plan will be reviewed to revitalise the outdated plan, ensure compliance with DPTLI requirements and address Bushfire Management Overlay provisions. <i>Planning</i>	The Structure Plan review will be completed and presented to Council for adoption by 30 June 2016.	Project scoping completed. Government agency consultation completed. Public consultation to commence soon.	●





No.	Initiative	Action / Target	Comment	Status
1.11	Branding of the Shire to be reviewed and a coordinated direction forward determined to enhance positive experiences of visitors to the Shire that in turn lead to increased economic development and support to the Tourism, Arts and Business sectors. <i>Economic Development, Tourism &amp; Customer Services</i>	Branding review completed by 30 June 2016 with recommendations to the Economic Development and Tourism Committee	Consultants brief developed with proposals now being sought.	
1.12	Great Southern Rail Trail Integrated Marketing and Signage Strategy implemented to promote the trail for the community's use and capitalise on the economic benefits arising from the investment made in this community asset. <i>Sustainable Communities</i>	A website will be developed and operationalised for the Great Southern Rail Trail by 30 June 2016.	Professional photographer engaged to create suite of high quality photographs for use in marketing materials including website.  GSRT committee consulted to refine wording to be used on signage, brochures and printed materials.  A new promotional flyer for use during the summer 2015/16 developed and printed and distributed during December via Visitor Information Centres and tourism outlets.	
		Key informational signage will be installed in 3 main towns along the trail.	GSRT Committee has requested further time to consider final wording for inclusion on signs.	
1.13	Maintenance of the Great Southern Rail Trail will be increased to protect this valuable community and economic asset that extends between Leongatha and Welshpool and to support the volunteers that manage this facility on the community's behalf. <i>Sustainable Communities</i>	An additional funding allocation of \$21,285 provided to the Great Southern Rail Trail Committee to maintain the recent extensions to the trail.	Complete.	



## Strategic Objective 2: Closely Connected Communities

**Status**     GOOD     ON TRACK     MONITOR     HOLD     COMPLETE

### Council Plan 2013/2017 Indicator

Indicator	Action / Target	Comment	Status
Council supported Community Direction Statement priority projects identified and reported to Council for consideration <i>Sustainable Communities</i>	Council supported priority projects from Community Directions Statements to be funded in the following financial year, identified and funded by 30 June annually	No action required in this quarter	
Development activities for volunteers provided <i>Sustainable Communities</i>	A program of activities developed and implemented annually	Conflict Resolution Skills Session successfully held on Saturday 7 November (full day) and Tuesday 17 November 2015 (evening) for the South Gippsland Volunteers with representatives attending from a wide range of local groups.  CPR workshop provided.  Section 86 forums organised but then re scheduled to March as requested by Committees.	




### Major Initiatives

No.	Initiative	Action / Target	Comment	Status
2.1	Implement the revised Aquatic Strategy 2015-2020, incorporating community engagement, participation and consideration of community ownership models/options. <i>Sustainable Communities</i>	The net cost of Indoor Aquatic facilities as measured through the Local Government Performance Reporting Framework.	Outdoor pool season commenced with strong attendance figures of 23,202 as of 31 December 2015.	
		The net cost of Outdoor Aquatic Facilities as measured through the Local Government Performance Reporting Framework.	VAGO audit and site visit completed.  Direct cost of outdoor aquatic facilities less income received totalled \$99,563.	

No.	Initiative	Action / Target	Comment	Status
		Target: Outcomes of the Strategy implementation reported in the Quarterly Performance Report.	Testing of Mirboo North Pool shell completed with results relayed to community.	●

## Initiatives



No.	Initiative	Action / Target	Comment	Status
2.2	The Shire has been given the honour of hosting the Deadly in Gippsland cultural event that will be held in late 2015. This significant major indigenous gathering aims to strengthen a shared appreciation and understanding of the indigenous culture. <i>Sustainable Communities</i>	One hundred and fifty participants involved in the event	<b>Complete.</b>  Total of 253 participants over duration of conference, with majority being people who identify as indigenous.	✓
		Fifteen organisations contributing to the presentation of the conference.	<b>Complete.</b>  Nineteen organisations directly involved. Extra organisations that directly assisted in the presentation of the Conference included Cricket Victoria, Gippsport, Deadly Sports, Ilbiggerri Aboriginal Theatre, Surfing Victoria.	✓
2.3	Review of the Arts and Culture Policy in consultation with the Arts and Culture Network. <i>Sustainable Communities</i>	Revised Policy presented to Council for adoption by 28 February 2016.	Further consultation on policy undertaken at November Arts Network meeting. Policy Review Working Party met in December to consider input from sector.  Council Briefing scheduled for 2 March 2016 to present draft Policy for comment.  The measure is not on track as Council Adoption target is 28 February 2016.	●

No.	Initiative	Action / Target	Comment	Status
2.4	<p>Support the local Equestrian community to develop a business case and undertake economic modelling to determine the feasibility of the establishment and ongoing operation of a regional indoor equestrian centre. This project may incorporate assisting the Equestrian community to establish a governing incorporated body to develop, own and manage a facility, if such a facility is deemed economically viable.</p> <p><i>Sustainable Communities</i></p>	<p>The Equestrian Committee supported to develop the business case by 30 June 2016.</p>	<p>Survey distributed through equestrian network to determine potential user numbers.</p>	
2.5	<p>The Skate Park working group consisting of interested young people, Council and interested members will be actively supported to raise funds to assist the grant submission requirements for development of the Leongatha Skate Park.</p> <p><i>Sustainable Communities</i></p>	<p>A minimum of 15 young people directly involved in fund raising activities for the Skate Park.</p>	<p>More than 20 young people actively contributing to this project. Over 600 people have registered their support and interest through the Skate park Facebook site.</p>	
		<p>Outcomes of fund raising activities reported in the Quarterly Performance Report.</p>	<p>Further raised through placement of cash collection tins in local shops and businesses. Further fund raisers such as raffles and skate event days will be run by the youth committee with help from Council during autumn.</p>	

## Strategic Objective 3: Integrated Services and Infrastructure

**Status**     GOOD     ON TRACK     MONITOR     HOLD     COMPLETE

### Council Plan 2013/2017 Indicator







Indicator	Action / Target	Comment	Status
<p>Number of grants submitted to State and Federal programs for funding and number of grants announced for South Gippsland Shire projects</p> <p><i>Community Services</i></p>	<p>Aim for 30% of applications submitted to be funded</p>	<p>Year to date 20% of applications funded:</p> <ul style="list-style-type: none"> <li>• 5 applications submitted</li> <li>• 2 applications not approved</li> <li>• 1 application approved</li> </ul>	
<p>Sustainability activities for various sectors provided, in partnership with others where possible</p> <p><i>Sustainable Communities</i></p>	<p>A program of activities developed and implemented annually</p>	<p>Two Community Talks Climate sessions have been undertaken.</p> <p>The Love Food Hate Waste program continues in partnership with Sustainability Victoria and a number of other community groups.</p> <p>Events have been held in partnership with Foster Community House, Bass Coast Shire Council and Landcare.</p> <p>Fair Food film events held late October in Foster with the Foster Community House and Manna Gum Community Garden and also held in partnership with Bass Coast Shire Council and Landcare on Phillip Island.</p>	




## Major Initiatives

No.	Initiative	Action / Target	Comment	Status
3.1	The Federal Government has doubled the allocation for the Roads to Recovery Program for the 2015/16 year. This funding will predominantly be directed toward two major projects including the sealing of North Poowong Road in Poowong and the reconstruction of Station Street in front of Burra Foods in Korumburra. <i>Engineering &amp; Assets</i>	The total grant of \$3,344,816 will be expended by 30 June 2016.	North Poowong Road, Poowong has been deferred to 2016/17 due to Giant Gippsland Earthworm and impacts on native vegetation.  Station Street, Korumburra scheduled to commence in January 2016.	●
3.2	The Korumburra Community Children's Centre will commence construction subject to securing the required funding. <i>Engineering &amp; Assets</i>	Construction commenced this financial year.	Block work finished and slab is yet to be poured. Project is on track & on time.	●

## Initiatives

No.	Initiative	Action / Target	Comment	Status
3.3	The Land Realisation Project will be further progressed with a focus on rationalising surplus assets. <i>Sustainable Communities</i>	Surplus land assets that may be rationalised are to be identified and presented to Council for adoption by 30 June 2016.	Public notifications advertised in the first week of December. Appointment of Councillors to a Special Committee (scheduled for 9 February 2016) to hear, consider and determine submissions for the proposed land sales (Strategic Review of Landholdings Project) at the Council Meeting held on 17 December 2015.	●
3.4	The Annual Capital Works program will be delivered. <i>Engineering &amp; Assets</i>	80% of the Capital Works Civil Program expended in accordance with approved Council decisions by 30 June 2016.	Final percentage to be provided in the final Quarterly Report.	●
		Progress updates to be provided in the Quarterly Performance Report.	Project updates provided in Attachment 1 of the Quarterly Performance Report.	●

No.	Initiative	Action / Target	Comment	Status
3.5	A definitive plan for Coal Creek is to be finalised and implementation commenced. The plan outcomes will focus on reducing the net cost to Council and establish a business model to achieve this outcome. <i>Economic Development, Tourism &amp; Customer Service</i>	Progress and outcomes arising from the implementation of the Business Plan will be reported in the Quarterly Performance Report.	Implementation of cost saving recommendations from KPMG report progressing: <ul style="list-style-type: none"> <li>Education program changes implemented</li> <li>Café tender process progressing with preparatory maintenance works scheduled to occur outside of peak period</li> </ul>	
3.6	Master plans for the Long Jetty Foreshore Caravan Park and Yanakie Caravan Park completed and a program of works prepared. <i>Economic Development, Tourism &amp; Customer Service</i>	Master plans completed and adopted by Council by 30 June 2016.	Consultants engaged and Master Plans progressing well.	
		Implementation works to be referred to the 2016/17 Budget for funding consideration.	Infrastructure upgrade requirements are being investigated but will not be known until closer to the end of the financial year.	
3.7	A strategic plan for transition of direct management of Waratah Bay Caravan Park is to be developed. <i>Sustainable Communities</i>	Plan developed and adopted by Council by 30 June 2016.	Consultant progressing with Strategic Plan.  Confidential Council Briefing held on 9 December 2015.  Project Control Group Meeting held 23 October 2015 and Project Working Group meeting held on 15 October 2015.	
3.8	Installation of a new shelter at Mossvale Park with information boards and seating to accommodate increased usage of the reserve. <i>Operations</i>	Infrastructure constructed by 30 June 2016.	Complete.	
3.9	Arboriculture works at Mossvale Park and Korumburra Botanic Park will protect the significant trees within these two parks. <i>Operations</i>	Completion of Management Plan detailing recommendations and works programmed by 30 June 2016.	Arboriculture works complete at Korumburra Botanic Park.  Arboriculture works yet to commence at Mossvale Park.	

No.	Initiative	Action / Target	Comment	Status
3.10	<p>The Leongatha Tree Replacement Program will commence in 2015/16 to remove and replace inappropriate tree species that are causing damage to infrastructure and require regular pruning from power lines.</p> <p><i>Operations</i></p>	<p>Inappropriate trees removed from Turner Street and Peart Street Leongatha and replaced with appropriate species by 30 June 2016.</p>	<p>Turner Street, Leongatha - inappropriate trees removed and replanting complete.</p> <p>Peart Street, Leongatha - inappropriate trees removed and replanting to commence in Autumn.</p>	
3.11	<p>Maintenance works for the Venus Bay /Tarwin Lower bike path are aimed at improving the access to various facilities through the use of this pathway.</p> <p><i>Operations</i></p>	<p>3.2 kilometres of bike path maintained</p>	<p>Progressing well.</p>	
3.12	<p>Municipal Early Years Plan reviewed, revised and presented to Council for adoption to guide the future delivery of children's services within the Shire.</p> <p><i>Community Services</i></p>	<p>The plan will be prepared and adopted by Council by 30 June 2016.</p>	<p>Project Plan being scoped and communication and engagement plan being developed.</p>	





## Strategic Objective 4: A Leading Organisation


**Status**     GOOD     ON TRACK     MONITOR     HOLD     COMPLETE

### Council Plan 2013/2017 Indicator

Indicator	Action / Target	Comment	Status
<p>Policy portfolios and/or specific project groups developed and implemented.</p> <p><i>Executive Office and Corporate &amp; Community Services</i></p>	<p>Portfolio or project scope and committee structure endorsed by Council prior to establishment</p>	<p>The only remaining Portfolio Group endorsed by Council is the Korumburra Roundtable that has been operational for several years.</p> <p>Council finalised and terminated the Financial Sustainability Steering Committee in December 2015. Topics formally covered by the Committee will be dealt with through regular briefing processes for all councillors.</p>	
<p>An Annual Plan and Annual Budget developed.</p> <p><i>Finance, Risk &amp; Procurement and Innovation &amp; Council Business</i></p>	<p>Adopted by Council by 30 June annually</p>	<p>The Draft Annual Plan Initiatives have been developed by Council having considered community ideas and requests arising from community workshops and on-line consultation held between August and November.</p> <p>A first draft Budget has been provided to Council for their initial consideration. Further refinements are being made in response to Council's discussion and information received on rate capping requirements. These will be presented to Council in February.</p>	
<p>Council will encourage community members to provide information to Council on matters affecting them.</p> <p><i>Innovation &amp; Council Business</i></p>	<p>Public presentations sessions will be available for community members to participate</p>	<p>Public presentation sessions are held on the 3rd and 4th Wednesday of each month. For this quarter's results: October – 17 strategic briefings, 13 public presentations, 16 speakers and 48 people in the gallery;</p>	

		<p>November – 16 strategic briefings, 12 public presentations, 12 speakers and 23 in the gallery; and</p> <p>December – 15 strategic briefings, 3 public presentations, 3 speakers and 10 in the gallery.</p> <p>YTD 54 Public presentations, 63 speakers and 144 attendees in the gallery</p>	
<p>Department Service Summaries, Business Plans and corresponding Budgets will be developed annually. <i>Innovation &amp; Council Business</i></p>	By 30 June annually	<p>Departmental Business Plans have been drafted for the 2016/17 financial year. Information from these has informed the development of initial draft Annual Plan activities for inclusion in the draft Budget.</p>	
<p>Community Satisfaction Survey results published annually. <i>Innovation &amp; Council Business</i></p>	By 30 June annually	<p>The results of this survey will not be available until May/June 2016.</p>	


## Major Initiatives

No.	Initiative	Action / Target	Comment	Status
4.1	<p>The State Government is introducing Rate Capping in 2016/17. A framework for maintaining a sustainable rate management strategy that brings the General Rate in line with the new government policy is to be established and implemented to prepare for this impact on future budgets. The framework will pursue ongoing productivity savings, reviews and reductions of service levels, investigation of shared Council or</p>	<p>Respond proactively to establish the 2016/17 Budget in line with the State Government Rate Capping Policy.</p>	<p>Long Term Financial Strategies adopted by Council in December 2015. Council provided with a 1<sup>st</sup> draft 2016/17 Budget / Long Term Financial Plan on 16 December that included the rates being capped at 3.05% for 2016/17 as per report prepared by the Essential Services Commission. The Minister for Local Government subsequently announced late December that Victorian Council rate increases for 2016/17 will be capped at 2.5%.</p> <p>Council will be provided with an Executive update explaining the</p>	

No.	Initiative	Action / Target	Comment	Status
	community based service models and diversification of income. It will utilise an understanding of the State Government's Rate Capping Policy as a guide. <i>Finance, Risk &amp; Procurement</i>		financial ramifications on 13 January 2016 and will be provided a 2 <sup>nd</sup> draft 2016/17 Budget / Long Term Financial Plan to consider on 17 February. The objective is that Council remains financially sustainable for the long-term.	

## Initiatives

No.	Initiative	Action / Target	Comment	Status
4.2	Improve the ease of access for customers for making payments through the introduction of a 9 monthly instalments option for rates payments for 2015/16. <i>Finance, Risk &amp; Procurement</i>	New payment option introduced for the 2015/16 rates collection.	Initiative fully implemented.	✓
4.3	Investigate and implement technology improvements that increase mobile computing (GPS Tracking), improve information exchange through electronic based services and/or increase productivity savings. <i>Innovation &amp; Council Business</i>	80% of the Information Technology Capital Program expended by 30 June 2016.	The IT Capital Program has 60% of projects underway. These include: <ul style="list-style-type: none"> <li>• Unified Communications project pre-tender scoping completed and the project is currently out for tender;</li> <li>• IntraMaps (Geographic Information System) project is 99.5% complete;</li> <li>• Child Development Information System (CDIS) project is complete;</li> <li>• Conquest (Asset Management System) has been upgraded;</li> <li>• A major upgrade to the Virtual Management software has been completed;</li> <li>• Pathway (Property Management System) upgrade has commenced with further</li> </ul>	●

No.	Initiative	Action / Target	Comment	Status
			<p>upgrades planned. Improvements to electronic delivery and services, including on-line payments, completed.</p>	
4.4	<p>Community engagement activities planned and implemented that will inform the 2016/17 Annual Budget and commence to inform the 2018-2022 Council Plan, including further development of online engagement to increase community participation.</p> <p><i>Innovation &amp; Council Business</i></p>	<p>Community on-line and workshop engagement activities held to inform Council's draft budget considerations.</p>	<p>The community engagement activities to inform the 2016/17 Budget were considered and supported by Council in August.</p> <p>The on-line community engagement activity was held in September with 19 ideas generated. The ideas raised and associated community comments were provided to Council for consideration at a Council workshop on 30 September.</p> <p>A community workshop was held on 13 October 2015 with 22 participants. Council considered the ideas generated and comments provided by the community at the November briefing on the Annual Plan Initiatives.</p>	



SOUTH GIPPSLAND SHIRE COUNCIL

