



AGENDA APPENDIX
Council Meeting
Wednesday 27 November 2013

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.2 – QUARTERLY PERFORMANCE REPORT JULY – SEPTEMBER 2013

Appendix 1 – Quarterly Performance Report July – September 2013



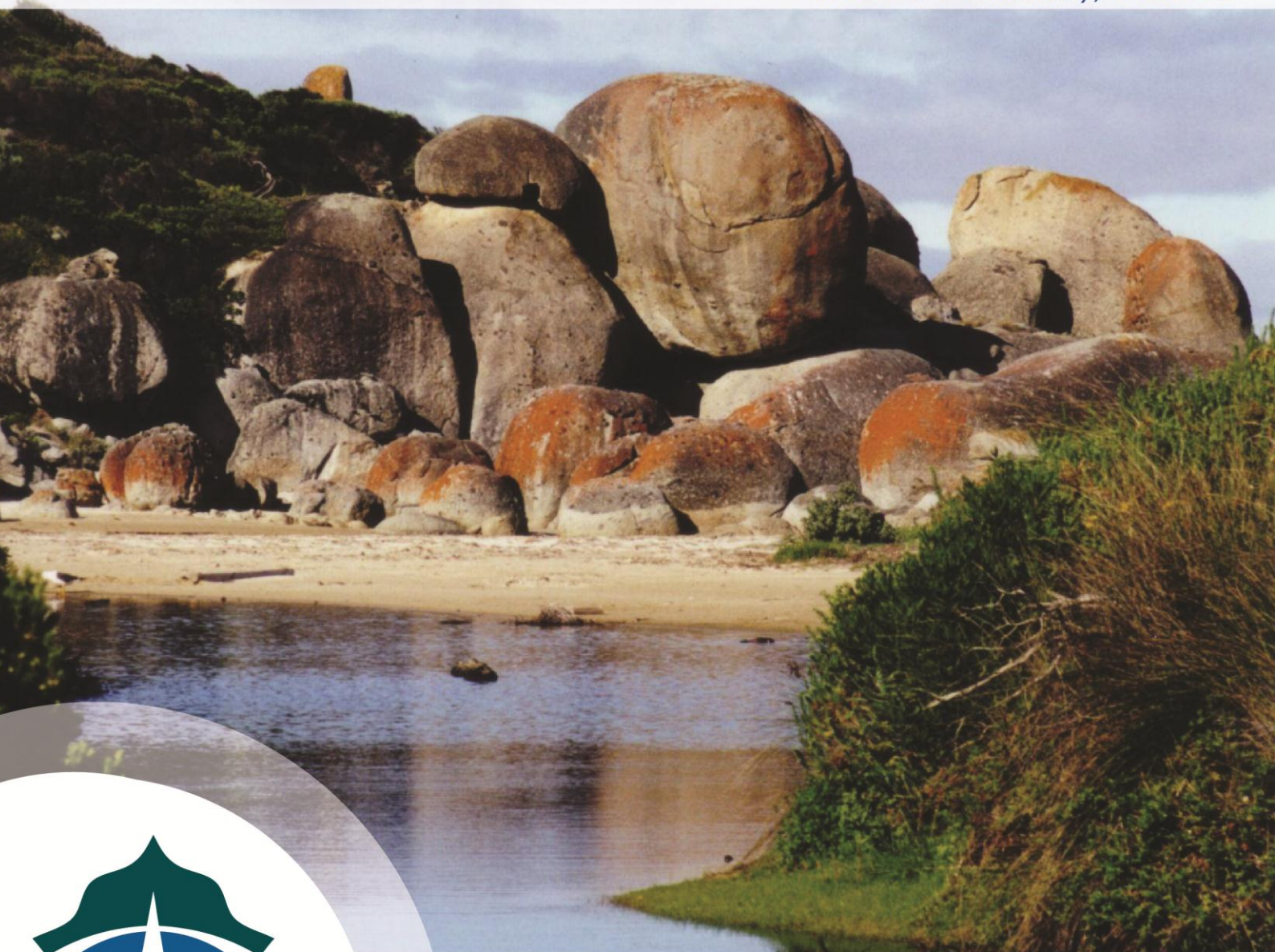
2013 / 2014

SOUTH GIPPSLAND SHIRE COUNCIL

Quarterly Performance Report

JULY TO SEPTEMBER

Wilson's Promotory, Victoria



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To be tabled at Council on
27 November 2013

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executive overview & key highlights



INTRODUCTION

The July to September 2013 Quarterly Performance Report provides detailed reporting on performance against the Budget and Annual Plan for the 2013/2014 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 the performance situation as at the end of September 2013.

HIGHLIGHTS FOR THE JULY TO SEPTEMBER 2013 QUARTER

A number of significant highlights during the July to September 2013 period include:

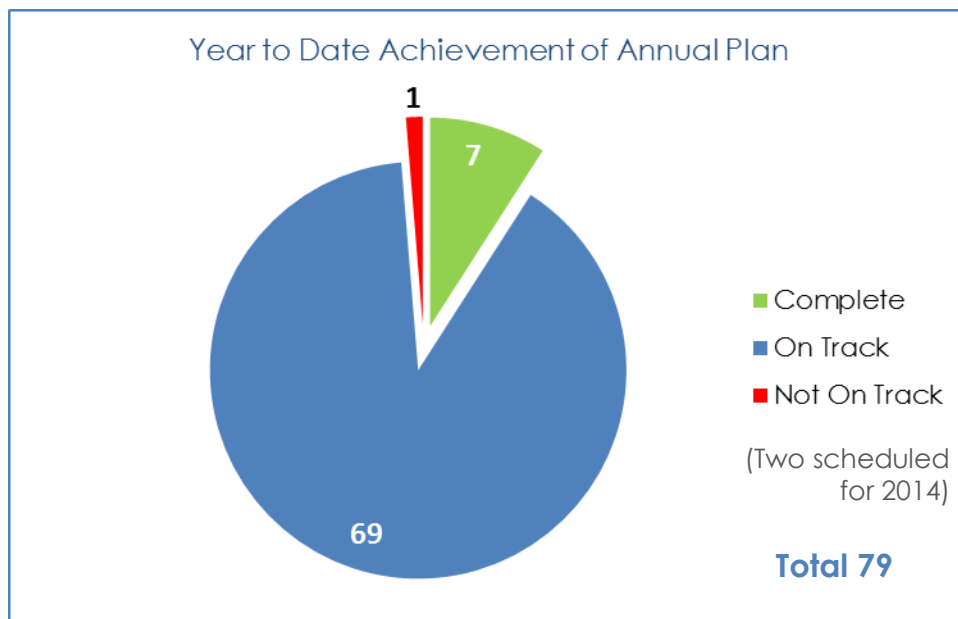
- ◆ Stage 1 of the Great Southern Rail Trail extension project was officially opened in August by the Deputy Premier. Over 200 participants attended the event.
- ◆ Home and Community Care (HACC) accreditation achieved a high score ranking of 17 out of 18 for the high quality, person-centred care provided. An annual satisfaction survey of clients demonstrated over 98% satisfaction.
- ◆ A partnership was formed with the Gippsland Regional Waste Management Group to implement the State Government's Resource Smart Aussivic program in local schools.
- ◆ Coal Creek Community Park and Museum was a finalist in Keep Australia Beautiful Victoria Tidy Towns - Sustainable Communities Awards 2013.
- ◆ Sandy Point Community Centre was designated as a Neighbourhood Safer Place – Place of Last Resort at the August Council Meeting.
- ◆ Severe weather conditions in August and September prompted numerous landslip repairs. Customer Service received an overwhelming call-centre response in September due to storm events and the team responded well to the added pressure.
- ◆ Awarded Tender SGC14-02 Footpath Extensions and Renewals.
- ◆ The Leongatha Traffic and Drainage Study was completed in August and the Korumburra Traffic and Drainage Study is progressing well.
- ◆ Commenced the direct management of the Yanakie Caravan Park in September, while the transition phase is progressing well towards direct management of the Long Jetty Caravan Park.

- ◆ Council's 2013/2014 WorkCover Premium reduced by \$224,213; the lowest premium in 10 years.
- ◆ Council adopted a proposal to undertake the Rating Strategy review utilising an Advisory Steering Committee consisting of a greater number of Community members than Councillors.
- ◆ Completed the procurement for replacement printer and multifunction devices with the project delivering improved functionality with an estimated saving of \$120,000 per annum in the cost of producing print media.
- ◆ Council adopted the 2012 - 2013 Annual Report and presented this to the Minister for Local Government by 30 September 2013.

PERFORMANCE AGAINST COUNCIL PLAN COMMITMENTS

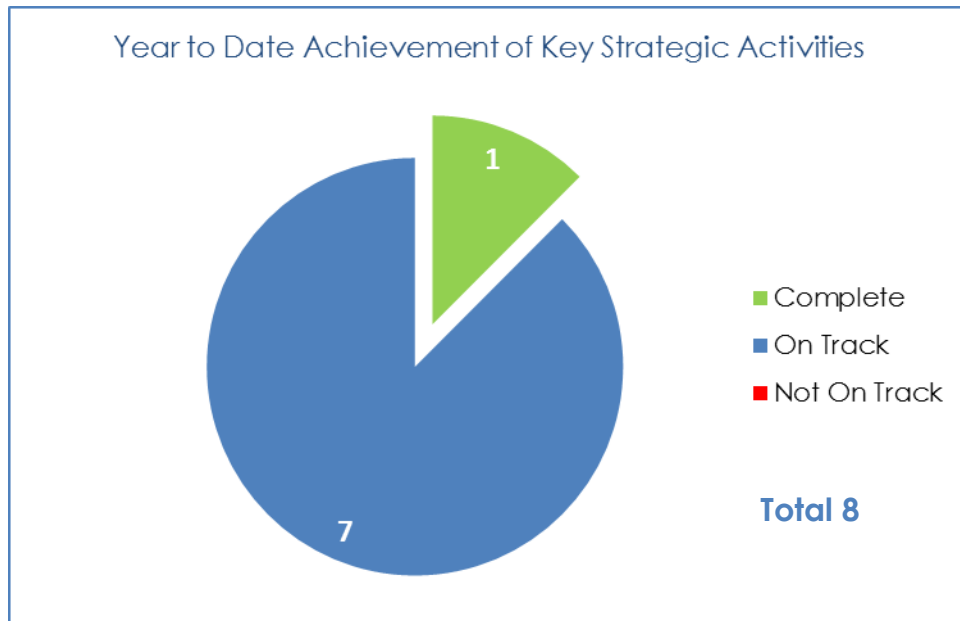
For the quarter ending September 2013, achievement of Annual Plan commitments has been reported as per the following chart. Additional detail can be found in Attachment 3 of this report.

Of the 79 Annual Plan commitments; seven were achieved, 69 are on track and one was delayed. (Two are scheduled to commence in 2014.)



PERFORMANCE AGAINST KEY STRATEGIC ACTIVITIES

For the quarter ending September 2013, achievement of Key Strategic Activities (KSA) has been reported as per the following chart. Further detail is provided in Attachment 4. Of the eight KSA's; one was complete and seven are on track.



organisational overview



Structure

Our Councillors



Councillor
Mohya Davies



Councillor
Jeanette Harding



Coastal Promontory Ward

Councillor (Mayor)
Kieran Kennedy



Councillor
James Fawcett



Councillor
Don Hill



Tarwin Valley Ward

Councillor
Nigel Hutchinson-Brooks



Councillor
Lorraine Brunt



Councillor
Andrew McEwen



Strzelecki Ward

Councillor
Bob Newton

Our Chief Executive Officer



Tim Tamlin

Our Directors



June Ernst
Corporate
Services



Phil Stone
Development
Services



Anthony Seabrook
Engineering
Services



Jan Martin
Community
Services



Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

COMMUNITY STRENGTHENING

- ◆ Accidental Counsellor training was provided to 20 Council volunteers with a focus on those who provide mentoring to young people.
- ◆ Stage 1 of the Great Southern Rail Trail extension project was officially opened in August by Deputy Premier, Minister for Regional and Rural Development, The Hon. Peter Ryan, MP. The event was attended by over 200 participants.
- ◆ The South Gippsland Youth Council achieved a Shape It grant from the State Government for a seminar and music event for young people. The event will promote the range of resources available to young people experiencing mental health issues, either personally or as a carer for someone with a mental health illness.

AGED AND DISABILITY

- ◆ Home and Community Care (HACC) accreditation achieved a high score ranking of 17 out of 18. The Australian Healthcare Associates commended the team for the high quality, person-centred care provided. An annual satisfaction survey of clients demonstrated over 98% satisfaction of service.
- ◆ South Gippsland's Improving Liveability for Older People program featured in the September edition of Civic Magazine. Of the 19 councils funded, South Gippsland was only one of three recognised in the article.
- ◆ In partnership with GippsTAFE, seven students undertook a placement with HACC services and one person applied for a position.

CHILDREN AND FAMILY SERVICES

- ◆ A presentation of Schematic Designs of the Korumburra Integrated Children's Centre was held at Council on 21 August. The designs were on public display between 26 August and 6 September at the Korumburra Kindergarten, Birralee Child Care Centre, Korumburra Library, MCH Centre Korumburra Hospital and on the Council website.
- ◆ Over 80 South Gippsland and Bass Coast early childhood educators attended a training forum hosted by South Gippsland Shire Council on 16 September. Well known Early Childhood professional and author, Kathy Walker, presented the audience with a range of strategies to document and record information.
- ◆ Local MCH staff and a Supported Playgroup facilitator presented at the annual Uniting Care Strong Foundations Conference, in conjunction with perinatal psychologist Dr Joanne Drury. The conference featured an innovative parenting course that has operated twice in South Gippsland.

SUSTAINABILITY SERVICES

- ◆ Installation of street lights associated with the Green Street Lighting Project commenced in September with almost 100 lights installed. Installation of all 1400 (approx.) lights is expected to be completed by December.
- ◆ A partnership was formed with the Gippsland Regional Waste Management Group to implement the State Government's Resource Smart Aussivic program in local schools. The aim is to introduce sustainability improvements in schools and to the school community through workshops.

EMERGENCY MANAGEMENT

- ◆ Sandy Point Community Centre was designated as a Neighbourhood Safer Place – Place of Last Resort at the August Council Meeting. It will be officially launched by the Minister on 22 November 2013.
- ◆ A joint training exercise was held with Bass Coast Shire Council at the Inverloch relief centre to test the Standard Operating Procedures that were designed as part of the Relief and Recovery Project being conducted across the six Gippsland Local Government Areas (LGA's).

ADVANCING COUNTRY TOWNS

- ◆ The Southern Gippsland FoodMap website was launched on 13 September by Deputy Premier, Minister for Regional and Rural Development, The Hon. Peter Ryan, MP in partnership with Bass Coast Shire Council, local food producers and State Government representatives.

LIBRARIES

- ◆ A review of service hours across the West Gippsland Regional Library catchment commenced.
- ◆ A new five tier service delivery model was adopted by the Board in August to provide a framework for adequate resourcing. The model comprises principal libraries, community libraries, neighbourhood libraries, mobile libraries and the e-library.
- ◆ The Board agreed to a proposal to develop a 15 year Long Term Financial Plan.

YEAR TO DATE INCOME / EXPENDITURE FOR COMMUNITY SERVICES AS AT 30 SEPTEMBER 2013

| Department | Actuals | Budgets | Variance | Full Year Budget |
|-------------------------------|--------------------|--------------------|----------------|--------------------|
| Income | | | | |
| Aged and Disability Services | (457,874) | (441,747) | 16,127 | (1,810,696) |
| Children and Family Services | (92,701) | (90,684) | 2,017 | (394,119) |
| Community Safety | (85,706) | (85,705) | 1 | (85,705) |
| Community Services Management | 0 | 0 | 0 | (195,000) |
| Community Strengthening | (91,265) | (99,544) | (8,279) | (244,075) |
| Sustainability Services | (848,955) | (807,206) | 41,749 | (3,962,708) |
| Income Total | (1,576,500) | (1,524,886) | 51,614 | (6,692,303) |
| Expenditure | | | | |
| Aged and Disability Services | 533,636 | 519,848 | (13,788) | 2,361,240 |
| Children and Family Services | 224,710 | 218,748 | (5,962) | 934,962 |
| Community Safety | 36,174 | 89,982 | 53,808 | 227,833 |
| Community Services Management | 352,587 | 395,140 | 42,553 | 1,884,213 |
| Community Strengthening | 415,353 | 495,318 | 79,965 | 2,075,852 |
| Sustainability Services | 1,076,504 | 1,109,066 | 32,562 | 5,088,757 |
| Expenditure Total | 2,638,963 | 2,828,102 | 189,139 | 12,572,857 |
| Total | 1,062,463 | 1,303,216 | 240,753 | 5,880,554 |

SIGNIFICANT VARIANCES TO NOTE:

Aged and Disability Services

Income: Unexpected grant from the Department of Health to be used for Home and Community Care services.

Expenditure: Increased service levels reflect increased grant funding.

Community Services Management

Expenditure: First quarterly instalment for Library Services billed at the same amount as last financial year. The October-December instalment will be adjusted to balance the first quarter.

Community Safety

Expenditure: Payment of grant funding to the State Emergency Service was delayed and will be made next quarter.

Community Strengthening

Income: Grant delayed for Mirboo North Bushfire Recovery activities and memorial due to State Government administrative changes.

Expenditure: Great Southern Rail Trail Committee yet to lodge an invoice for the 2013/14 Maintenance Grant.

Sustainability Services

Income: Higher income from waste to landfill.

Expenditure: Planned works on Landfill aftercare delayed due to poor weather conditions.



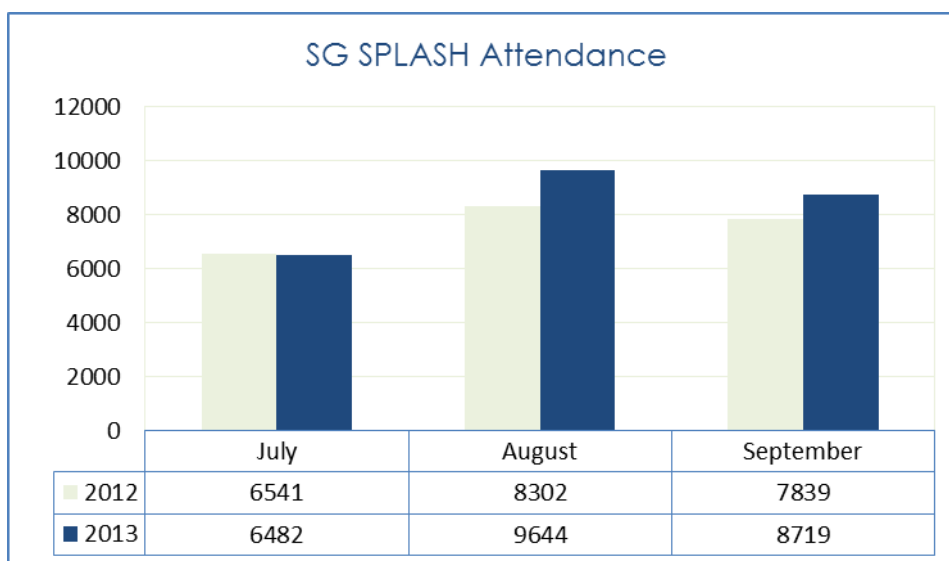
COMMUNITY SERVICES PERFORMANCE DATA

AGED & DISABILITY SERVICES

Home and Community Care – Quarterly Service Outputs

| | DoH ANNUAL TARGET | JUL - SEP |
|----------------------------------|-------------------|-----------|
| Assessment | 3320 | 1247 |
| Domestic Assistance | 18660 | 4138 |
| Personal Care | 4839 | 900 |
| Property Maintenance | 900 | 207 |
| Respite | 3554 | 833 |
| Delivered Meals | 11883 | 4623 |
| Community Transport | - | 3358 |
| Private Works (da, pa & respite) | - | 720 |
| Private Works (Meals) | - | 277 |

COMMUNITY STRENGTHENING

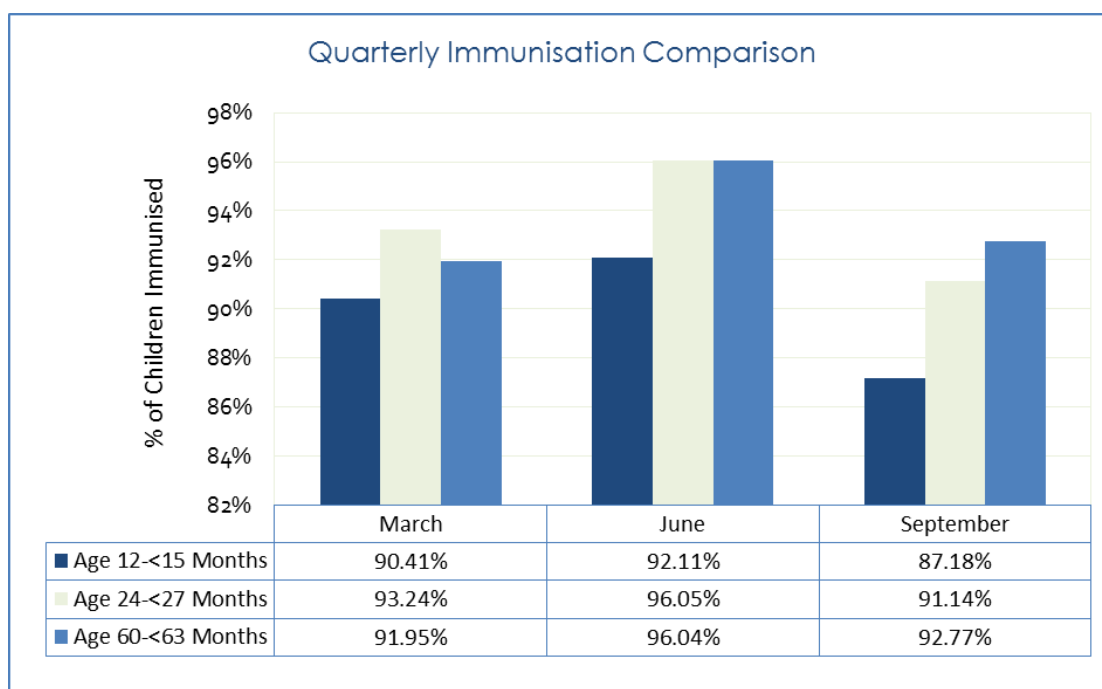


LIBRARIES

| *Mobile library stop | VISITATION | | MEMBERSHIP | |
|----------------------|------------|-----------|------------|-----------|
| | SEPT 2013 | SEPT 2012 | SEPT 2013 | SEPT 2012 |
| NYORA* | 149 | 218 | 42 | 39 |
| FOSTER | 5,425 | 5,039 | 1,281 | 1,253 |
| KORUMBURRA | 6,620 | 6,655 | 1,944 | 1,974 |
| LEONGATHA | 14,862 | 15,287 | 4,476 | 4,538 |
| MIRBOO NORTH | 4,929 | 4,855 | 1,273 | 1,288 |
| POOWONG | 1,673 | 1,244 | 233 | 233 |
| SOUTH COAST* | 565 | 751 | 423 | 488 |

CHILDREN & FAMILY SERVICES

| NUMBER OF VACCINATIONS | | |
|---|----------------|----------------|
| AGE GROUPS | JUL - SEP 2013 | JUL - SEP 2012 |
| 0-6 Child Child encompasses all children immunised under the schedule. | 168 | 230 |
| 7-18 Adolescent Adolescent encompasses the children who missed the high school immunisations. | 472 | 383 |
| 19 + Adult Adult includes all optional immunisation such as Boostrix (whooping cough), Hep A, Hep B. | 69 | 25 |










Directorate Structure






HIGHLIGHTS AND KEY OUTCOMES

PLANNING AND ENVIRONMENTAL HEALTH

-  Council decided 171 planning applications during the quarter; 159 applications were approved, seven were refused and five were withdrawn.
-  74% of planning applications during the quarter were decided within the 60 day statutory timeframe. This was comparable with the regional Council average of 66%.
-  Council reached an agreement with South Gippsland Water in response to development concerns within the declared Tarwin water catchment. The agreement provides for interim assessment guidelines and the development of a long term Catchment Study.
-  147 Food, Health and Accommodation inspections were completed. Council completed a further 39 Tobacco Act inspections. 55 public health Customer Service Requests were actioned with 10 related to odour and noise concerns.
-  Council issued 36 permits for domestic waste water treatment systems and actioned 60 planning permit referrals.

STRATEGIC PLANNING AND DEVELOPMENT

-  Work is progressing on the rezoning of large residential areas in Korumburra. The majority of developers have entered into agreements to assist in the delivery of significant infrastructure in the town.
-  The continuing advocating for Poowong, Loch and Nyora sewage scheme is progressing with three of four public consultation sessions held by South Gippsland Water.
-  The rezoning of Hughes Street, Leongatha, to Industrial Zoning has commenced.

- ◆ The Leongatha Industrial Land Supply and the Housing and Settlement studies were completed and adopted by Council.
- ◆ Korumburra Town Centre Framework Plan consultation concluded. Over 160 submissions were received representing considerable community interest. The draft report is being finalised for adoption in the next quarter.
- ◆ Designs for the Leongatha Heavy Vehicle Alternate Route were released in conjunction with VicRoads and community consultation conducted.
- ◆ Successful in applying for a StreetLife Grant for Leongatha. StreetLife is a State Government initiative to provide targeted support to small businesses in local shopping precincts to assist them to better attract and retain customers.

COAL CREEK

- ◆ Visitation increased by 9% for the quarter compared to last year. In total Coal Creek received 16,093 visitors compared to 14,925 for the same time last year.
- ◆ The Education Department at Coal Creek has received an increase in its grant for this year of \$7,500 to deliver mentoring and professional development for volunteers.
- ◆ Coal Creek Community Park and Museum was a finalist in Keep Australia Beautiful Victoria Tidy Towns - Sustainable Communities Awards 2013. Coal Creek is a finalist in two categories, Community Action Leadership (population above 3,000); "A Question of Honour" and Cultural Heritage; Restoration of K Class Loco, First and Second Class Carriages, Guards and ZL Van.

REGULATORY SERVICES

- ◆ The value of approved building work for the quarter is \$19.1 million, down 42% compared to the same quarter last year, which included Prom Country Aged Care (\$9.4 million) and Mirboo North Secondary School redevelopment (\$5 million). Residential construction is \$14 million which is down approximately 11% compared to the corresponding quarter. Industrial construction for the quarter has increased to \$4.6 million, up from \$145,000 for the corresponding quarter. Industrial building permit figures include building works at milk processing plants in Korumburra, Leongatha and Toora.
- ◆ Review of General Local Law 1 and 2 is in draft and will be presented to Council for public consultation at the November Council Meeting.
- ◆ Local Law 1 permit renewals completed. 230 permit renewals issued for matters such as street trading, additional dogs and livestock in residential zones.
- ◆ Fifty active building enforcement cases (up from 47 last quarter) and 38 active planning enforcement cases (up from 31 last quarter). 15 building enforcement cases and one planning enforcement case resolved during the quarter.



YEAR TO DATE INCOME / EXPENDITURE FOR DEVELOPMENT SERVICES AS AT 30 SEPTEMBER 2013

| Department | Actuals | Budgets | Variance | Full Year Budget |
|------------------------------------|------------------|------------------|-----------------|--------------------|
| Income | | | | |
| Coal Creek | (58,228) | (63,405) | (5,177) | (350,265) |
| Planning and Environmental Health | (136,771) | (157,462) | (20,691) | (629,859) |
| Regulatory Services | (84,709) | (71,803) | 12,906 | (630,853) |
| Strategic Planning and Development | (25,385) | (3,726) | 21,659 | (32,905) |
| Income Total | (305,093) | (296,396) | 8,697 | (1,643,882) |
| Expenditure | | | | |
| Coal Creek | 156,205 | 152,880 | (3,325) | 826,992 |
| Development Services Management | 60,289 | 62,727 | 2,438 | 271,011 |
| Planning and Environmental Health | 286,142 | 293,335 | 7,193 | 1,267,024 |
| Regulatory Services | 251,718 | 270,645 | 18,927 | 1,109,730 |
| Strategic Planning and Development | 462,308 | 383,730 | (78,578) | 1,890,314 |
| Expenditure Total | 1,216,662 | 1,163,317 | (53,345) | 5,365,071 |
| Total | 911,569 | 866,921 | (44,648) | 3,721,189 |

SIGNIFICANT VARIANCES TO NOTE:

Planning and Environmental Health

Income: Lower than expected planning applications received in the first quarter.

Strategic Planning and Development

Income: Unexpected Planning Scheme Amendment fees received.

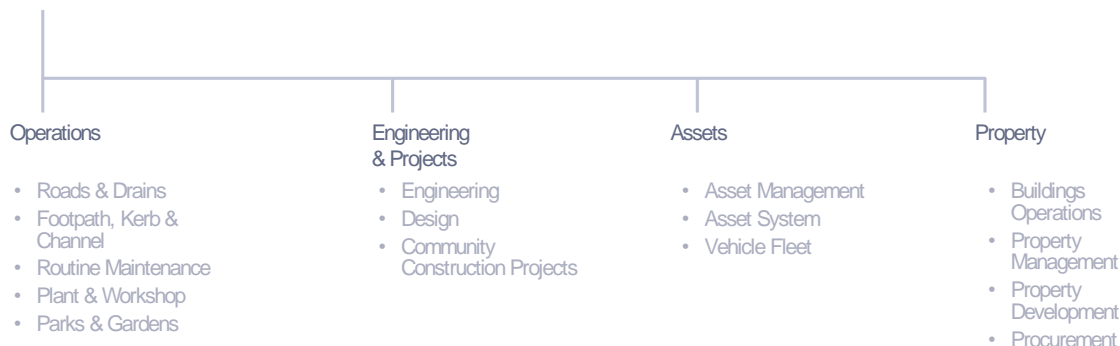
Expenditure: Expenditure variances due to incorrect carry forwards and profiling issues.

STRATEGIC PLANNING AND PLANNING SCHEME AMENDMENTS UPDATE

For the summary details of the Strategic Planning and Planning Scheme Amendments Programs, please refer to the 'Traffic Light Report' in **Attachment 2**.



Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

OPERATIONS

- ❖ Severe rain and wind events occurred in August and September resulting in numerous trees down and floods across the Shire. There were landslips, damage to bridges and culverts, washed out roads and erosion from streams.
- ❖ Landslip repairs were completed at Carmichael Road, Stony Creek; Ross and Witherdons Road, Wild Dog Valley; Grand Ridge Road, Trida; Mirboo Road, Mirboo; Leongatha - Yarragon Road, Hallston; Ameys Track, Foster. Landslip repairs have commenced at Amietts Road, Wild Dog Valley and Old Canavans Road, Mt Eccles South.
- ❖ The bridge at McIndoe Park, Leongatha was replaced.
- ❖ Guardrail works were completed at Grand Ridge Road, Trida and Amietts Bridge, Wild Dog Valley Road, Wild Dog Valley.
- ❖ Customer requests – 1,555 requests were received with 766 (49%) completed on time. The backlog is due to the severe weather events which occurred in August and September 2013.

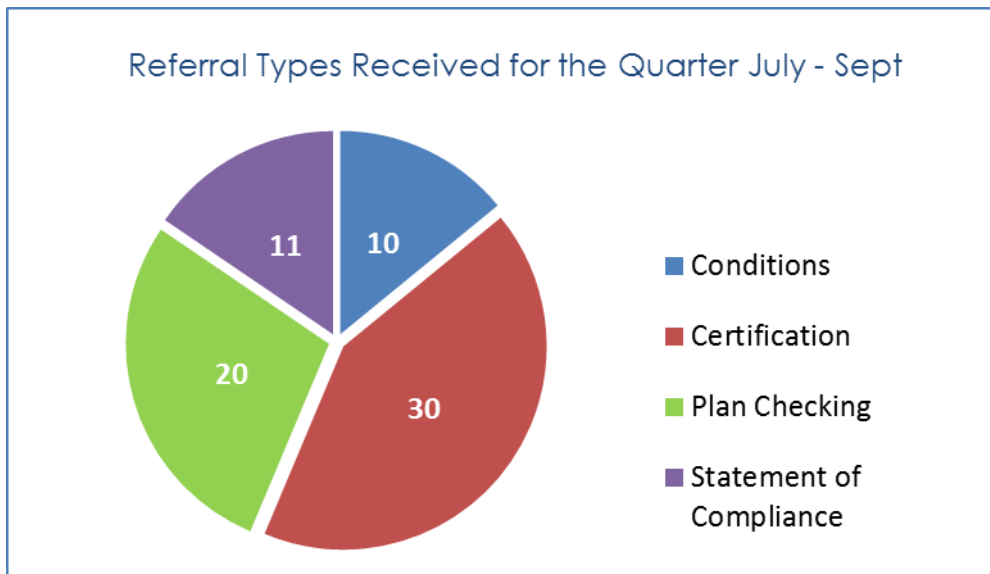
ENGINEERING

- ❖ Awarded Tender SGC14-02 Footpath Extensions and Renewals.
- ❖ Completed footpath extension works at Jupiter Boulevard, Venus Bay. Completed rotunda works at McIndoe Park, Leongatha and the Lighting project at the Korumburra Showgrounds. Remediation works were completed at the Port Welshpool Jetty, drainage works were undertaken at Turner Street, Leongatha and intersection works were completed at Stony Creek Dollar Road, Stony Creek.
- ❖ The official opening of the Great Southern Rail Trail Stage 1 – Foster to Toora was held on 25 August 2013.

- ◆ Customer requests - 68 requests were received with 59 (87%) completed on time.

ASSETS

- ◆ The Leongatha Traffic and Drainage Study was completed on 28 August 2013. The Korumburra Traffic and Drainage Study is progressing and is expected to be completed by 30 October 2013. The development of the Building Inspections by Mobile Computing via Conquest Asset Management System was completed and is expected to be operational in October 2013. The development of the Plant Management component in the Conquest Asset Management System is in progress, expected to be tested in October 2013.
- ◆ Road name formalised in Korumburra as Anthony Court.
- ◆ Customer requests - 30 requests were received with 26 (87%) completed on time.



| Description | Service Levels (Days) | Avg (Days) | % Compliant | On time | Not on time | In progress (in time) | Total |
|---------------------------------|-----------------------|------------|-------------|---------|-------------|-----------------------|-------|
| Conditions | 10 | 9 | 100% | 10 | 0 | 0 | 10 |
| Certification | 12 | 9 | 93% | 27 | 2 | 1 | 30 |
| Plan Checking | 20 | 13 | 95% | 19 | 0 | 1 | 20 |
| Statement of Compliance | 10 | 9 | 100% | 11 | 0 | 0 | 11 |
| Service Levels - 85% compliance | | | | | | | |

PROPERTY

- ◆ Commenced the direct management of the Yanakie Caravan Park on 21 September 2013, while the transition phase is progressing well towards direct management of the Long Jetty Caravan Park, which will commence on 23 November 2013.
- ◆ Completed the settlement of the sale of land to South Gippsland Water for 20-22 Pioneer Street, Foster.
- ◆ Contract SGC11/05 Provision of Swimming Pool Maintenance Services and Swimming Pool Technical Reports was extended.
- ◆ Completed 33 Building Programmed Maintenance Projects on time and within budget. Completed 340 inspections/services of Essential Safety Measures in Council buildings.
- ◆ Customer requests for building maintenance - 172 requests were received with 144 (84%) completed on time.



YEAR TO DATE INCOME / EXPENDITURE FOR ENGINEERING SERVICES AS AT 30 SEPTEMBER 2013

| Department | Actuals | Budgets | Variance | Full Year Budget |
|--------------------------|--------------------|--------------------|----------------|---------------------|
| Income | | | | |
| Civil Assets | (33,005) | (37,604) | (4,599) | (471,436) |
| Engineering & Projects | (473,619) | (231,037) | 242,582 | (2,538,919) |
| Operations | (891,621) | (911,707) | (20,086) | (11,542,047) |
| Property | (320,967) | (100,356) | 220,611 | (1,327,851) |
| Income Total | (1,719,212) | (1,280,704) | 438,508 | (15,880,253) |
| Expenditure | | | | |
| Civil Assets | 425,327 | 493,094 | 67,767 | 2,230,358 |
| Engineering & Projects | 962,864 | 1,393,475 | 430,611 | 8,325,061 |
| Management | 73,704 | 69,444 | (4,260) | 298,171 |
| Operations | 3,820,837 | 3,993,107 | 172,270 | 21,535,653 |
| Property | 923,939 | 581,938 | (342,001) | 4,298,278 |
| Expenditure Total | 6,206,669 | 6,531,058 | 324,389 | 36,687,521 |
| Total | 4,487,457 | 5,250,354 | 762,897 | 20,807,268 |

SIGNIFICANT VARIANCES TO NOTE:

Engineering & Projects

Income: Grant funding was received earlier than anticipated for the Korumburra Recreation Reserve Turf Wicket Project (\$60,000) and for Community Hall Refurbishment Projects in Toora, Hedley and Mount Best (\$194,000).

Expenditure: The Community Hall Refurbishment project - Toora, Hedley, Mount Best is running behind the original schedule by \$223,000.

The Stony Creek Dollar Road Improvements project is behind schedule due to wet ground conditions by \$100,000.

Neighbourhood Safer Place, Sandy Point car park works is behind schedule due to wet ground conditions by \$125,000.

Operations

Expenditure: Asphalt works have been delayed pending the finalisation of the program (\$197,000).

Property

Income: Invoices raised for all annual site holders at the Yanakie Caravan Park (\$268,000).

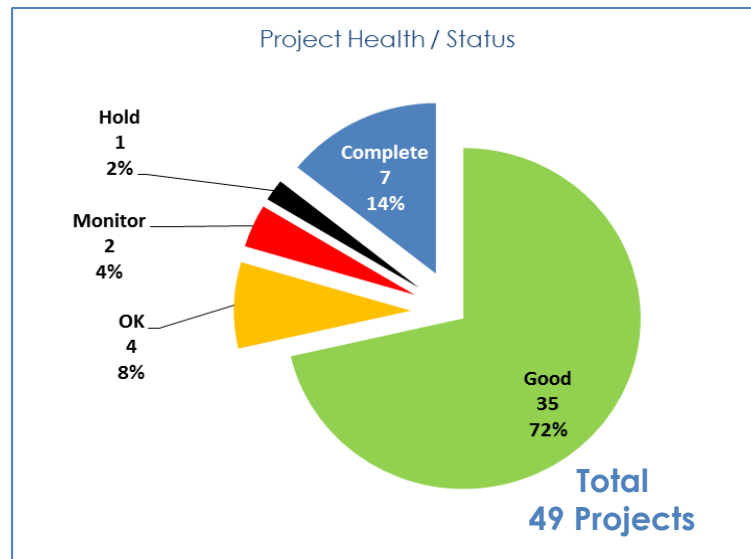
Expenditure: Swimming pools maintenance program running ahead of schedule (\$82,000).

Purchase of Yanakie Caravan Park assets (cabins, equipment and supplies etc) \$318,000.



CAPITAL WORKS SUMMARY UPDATE

For the full details of the Capital Works Program, please refer to the 'Capital Works Traffic Light Report' in **Attachment 1**.





Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

CORPORATE SERVICES MANAGEMENT

- ◆ A governance framework was established and utilised in the development of seven Steering Committees of Council. Six of the committees have commenced. The seventh commencing in November once external committee members are appointed by Council.

CUSTOMER RELATIONS

- ◆ Timely development and distribution of the spring edition of the South Gippsland Matters newsletter.
- ◆ The Annual Report was completed, adopted by Council and sent to the Minister for Local Government by 30 September 2013.
- ◆ Customer Service received an overwhelming call-centre response in September due to storm events. The team responded well to the added pressure.

GOVERNANCE SERVICES

- ◆ Council's 2013- 2014 WorkCover Premium reduced by \$224,213 from \$479,931 to \$255,718; the lowest premium in 10 years. This was achieved through a proactive approach focusing on early intervention of injury treatment to enable staff to remain at work and reduce the likelihood of long term chronic injury.
- ◆ Protected Disclosure Guidelines were developed and approved to replace Council's Whistleblower Protection Act Policy as required by the Protected Disclosure Act 2012.
- ◆ Council's Instrument of Delegation to Staff and Instrument of Delegation to the Chief Executive Officer were updated and adopted by Council in accordance with the Local Government Act 1989.

FINANCE

- ◆ Clear Auditor General Opinion on 2012/13 Financial and Standard Statements.
- ◆ Rates notices incorporating the new Fire Services Levy were produced and issued for rateable and non-rateable properties.
- ◆ Council adopted a proposal to undertake the Rating Strategy review utilising an Advisory Steering Committee consisting of a greater number of Community members than Councillors.

HUMAN RESOURCES

- ◆ Registered employment website hits of 11,450 for the quarter. This is up from last quarter (8,898 hits). *For comparison with last year's data see the graph on Human Resources.* This is most likely due to the large recruitment campaigns for the Caravan Park positions.
- ◆ Training undertaken has included Manual Handling Refresher, OH&S Representatives Refresher, Performance Development Review, Intermediate Excel, Intermediate and Advanced Word, Fraud and Introduction to Local Government.
- ◆ Recruitment for 13 of 25 vacancies. This is 52% of positions filled due to most interviews being scheduled during the late part of this quarter. The remaining positions are expected to be filled in the first half of October.

INFORMATION SYSTEMS

- ◆ Completed the procurement for replacement printer and multifunction devices with the project delivering improved functionality with an estimated saving of \$120,000 per annum in the cost of producing print media.
- ◆ Commenced capturing invoices in the Electronic Document and Records Management System as a process improvement.
- ◆ Updated the proposed Bushfire Management Overlay in Council's Geographic Information System (GIS) to assist in identifying impacted properties within the Shire.



YEAR TO DATE INCOME / EXPENDITURE FOR CORPORATE SERVICES AS AT 30 SEPTEMBER 2013

| Department | Actuals | Budgets | Variance | Full Year Budget |
|-------------------------------|---------------------|---------------------|----------------|---------------------|
| Income | | | | |
| Corporate Services Management | (6,000) | | 6,000 | 0 |
| Customer Relations | (37) | | 37 | 0 |
| Finance | (14,096,456) | (14,261,136) | (164,680) | (47,313,529) |
| Governance Services | (71,438) | (32,211) | 39,227 | (128,843) |
| Information Services | (67) | 0 | 67 | 0 |
| Income Total | (14,173,998) | (14,293,347) | 119,349 | (47,442,372) |
| Expenditure | | | | |
| Corporate Services Management | 56,669 | 151,449 | 94,780 | 672,437 |
| Customer Relations | 161,692 | 162,120 | 428 | 688,701 |
| Finance | 3,946,993 | 3,740,103 | (206,890) | 17,496,102 |
| Governance Services | 823,468 | 913,925 | 90,457 | 2,220,878 |
| Human Resources | 158,649 | 148,077 | (10,572) | 646,884 |
| Information Services | 657,524 | 1,439,885 | 782,361 | 3,059,151 |
| Expenditure Total | 5,804,995 | 6,555,559 | 750,564 | 24,784,153 |
| Total | | | | |

SIGNIFICANT VARIANCES TO NOTE:

Corporate Services Management

Income: Income received is for reimbursement of partial course fees for staff successfully completing studies for which a non recurrent grant has been awarded.

Expenditure: The Corporate Services Management budget is under budget due to delays in receiving invoices for corporate training program expenses, an unfilled vacancy and funds not yet utilised for community survey and engagement activities.

Finance

Income: The issuing of supplementary rates was delayed due to the Rates and Valuation team having to deal with newly introduced Fire Services Levy matters. It is expected that supplementary rate notices will be processed and issued in the following quarter.

Expenditure: The Finance area holds the balancing budget for internal transfers for employee oncosts for both the Operating and Capital components of Council's total expenditure. The variation shown is due to this balancing process and is a non-cash expense.

Governance Services

Expenditure: The Grants budget is \$87,243 under budget, which will be fully expended once the Community Grants Program Round 1 is completed.

Insurance is \$36,705 under budget, although further premium invoices are expected.

Information Services

Expenditure: Information Services capital projects are in the planning phase and additional consideration to priority and timing is required from the IS Governance Board. A programme and strategy framework for Information Services is under development to assist the Board in determining the schedule of capital projects to be undertaken.

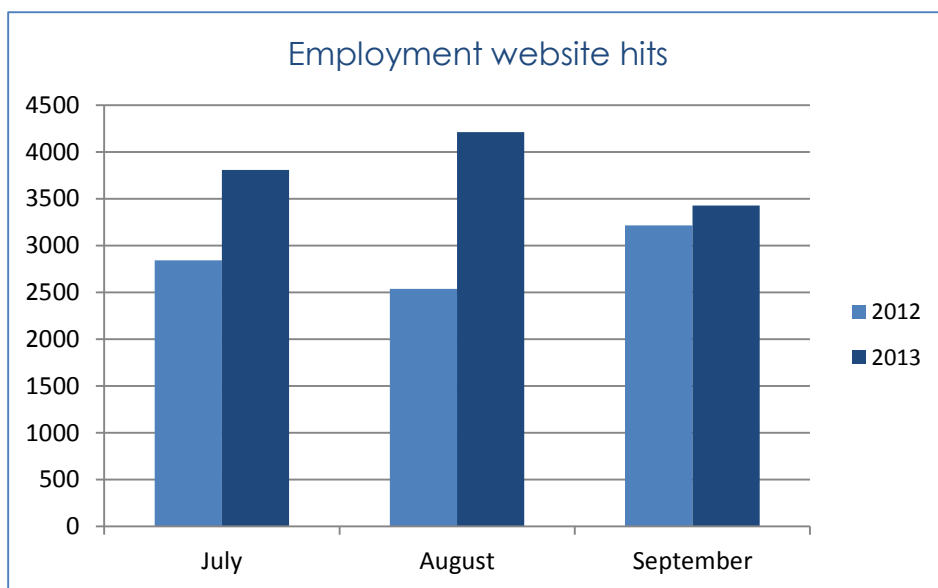
CORPORATE SERVICES PERFORMANCE DATA

CUSTOMER RELATIONS

Customer Relations Telephone Enquiries:

Telephone enquiries information on the PABX server were corrupted by a power outage so the data is unavailable.

HUMAN RESOURCES



attachment 1

capital works traffic light report



| ● Good ● Okay ● Monitor ● Hold ✓ Complete | | | | | |
|--|---------------|---|-------------|--|--------|
| Cost Centre | Asset Class | Project | Budget (\$) | Comments | Status |
| 9679 | Bridge | Summers Rd Bridge Replacement - Fish Creek <i>(Country Roads and Bridge Funding)</i> | 102,248 | Not yet commenced. | ● |
| 9706 | Bridge | Goads Road Bridge Replacement - Dumbalk North (CRandB) | 467,144 | Re-tender advertised on 21 September 2013. | ● |
| 9709 | Bridge | Agnes River Bridge Replacement - Agnes <i>(Country Roads and Bridge Funding)</i> | 0 | Project removed from program as per Council Resolution of 28 August 2013. | ● |
| 8097 | Buildings | Toora Hall, Hedley Hall and Mount Best Hall Refurbishment | 262,311 | Works have commenced. | ● |
| 9425 | Buildings | Child Care Hub - Korumburra | 412,726 | Schematic design completed. | ● |
| 9531 | Buildings | Caravan Park Rotunda and Camp Kitchen - Waratah Bay | 216,000 | Tenders closed. Works scheduled to commence after Christmas. | ● |
| 9816 | Buildings | Neighbourhood Safer Place - Sandy Point | 221,601 | Project nearing completion. | ● |
| 3451 | Caravan Parks | Yanakie Caravan Park | 236,000 | Park assets purchased as part of the transition phase. | ● |
| 3461 | Caravan Parks | Long Jetty Caravan Park | 209,385 | Negotiations progressing for the purchase of Park assets. | ● |
| 8314 | Civil | Foster Streetscape Design (Main and Station Street) | 9,625 | Concept design being amended to incorporate VicRoads comments. | ● |
| 8770 | Civil | Capital Works Design | 208,545 | Rolling design program. Progressing well. | ● |
| 8697 | Drainage | Hanna Rise Cr, Jumbunna Rd and Melville Ave - Korumburra (LGIP) | 506,725 | Design progressing. | ● |
| 9721 | Drainage | Rehabilitation Program (LGIP) | 46,474 | Will commence in the summer period. | ● |
| 8841 | Footpaths | Footpath Renewals | 263,646 | Tender awarded at Council meeting held on 28 August 2013. Program commenced. | ● |

● Good ● Okay ● Monitor ● Hold ✓ Complete

| Cost Centre | Asset Class | Project | Budget (\$) | Comments | Status |
|-------------|-------------|---|-------------|---|--------|
| 8854 | Footpaths | Shingler Street - Leongatha | 156,117 | Tender awarded at Council meeting held on 28 August 2013. Project commenced. | ● |
| 8863 | Footpaths | Beach Parade over crest - Sandy Point | 72,483 | Progressing well - 50% complete. | ● |
| 9570 | Footpaths | Jupiter Boulevard, Venus Bay | 67,059 | Project nearing completion. | ● |
| 9415 | Guard Rails | Wild Dog Valley Road (Amiets Bridge) - Wild Dog Valley | 32,566 | Complete. | ✓ |
| 9803 | Guard Rails | Yannathan Rd - Nyora | 18,584 | Not yet commenced. | ● |
| 9415 | Guard Rails | Wild Dog Valley Road (Amiets Bridge) - Wild Dog Valley | 32,566 | Not yet commenced. | ● |
| 9803 | Guard Rails | Yannathan Road, Nyora | 18,584 | Not yet commenced. | ● |
| 8060 | Other | General Land Purchases / Sales | 250,000 | Acquisition of land for the Korumburra Integrated Children's Centre is progressing. | ● |
| 9563 | Playgrounds | Replacement Program - Beach Parade, Sandy Point - Falls Road, Fish Creek - Allambee South Community Centre - Helens Park, Meeniyon - Meeniyon Park (next to IGA) | 159,375 | Tender documentation prepared and community consultation underway. | ● |
| 9511 | Playgrounds | Kindergartens Playground Replacement Program - Loch | 15,000 | Community consultation underway. | ● |
| 8001 | Recreation | Korumburra Recreation Reserve Turf Wicket | 100,000 | Works scheduled to commence March 2013 at the end of cricket season. | ● |
| 8095 | Recreation | Korumburra Showgrounds Lighting | 27,304 | Complete. | ✓ |
| 8271 | Recreation | Toora Dredging | 55,873 | Survey of proposed spoil site is underway. Design quotations for the dredge spoil site to commence once survey is complete. | ● |
| 8882 | Recreation | Meeniyon Dumbalk United (MDU) Football Netball Club - Netball Court Redevelopment Project | 170,000 | Design in progress. | ● |
| 8885 | Recreation | Great Southern Rail Trail - Toora to Agnes | 600,000 | Not yet commenced. | ● |

● Good ● Okay ● Monitor ● Hold ✓ Complete

| Cost Centre | Asset Class | Project | Budget (\$) | Comments | Status |
|-------------|-------------|---|-------------|---|--------|
| 9510 | Recreation | Public Jetty Upgrade - Port Welshpool | 181,894 | Complete. | ✓ |
| 9515 | Recreation | McIndoe Park Rotunda Extension - Leongatha | 66,204 | Complete. | ✓ |
| 9577 | Recreation | TP Taylor Reserve Redevelopment, Sandy Point | 34,250 | Not yet commenced. | ● |
| 2459 | Roads | Betterment Works - Natural Disaster Relief Funding | 840,000 | Application lodged, pending approval. | ● |
| 8152 | Roads | Rehabilitation Program (CRandB and R2R) | 1,191,574 | Program progressing. | ● |
| 8157 | Roads | Stabilisation Program | 33,949 | Program not yet commenced. | ● |
| 8772 | Roads | Reseals (Partially funded R2R) | 1,603,161 | Program not yet commenced. | ● |
| 8774 | Roads | Reseal Preparation | 711,008 | Program not yet commenced. | ● |
| 9739 | Roads | Anderson Street, Leongatha - Town Entrance | 16,294 | Discussion with VicRoads continuing on design matters. | ● |
| 9748 | Roads | Kongwak Inverloch Rd - Kongwak (R2R) | 394,743 | Rural section to commence after winter suspension. | ● |
| 9762 | Roads | Station Street Rehabilitation - Korumburra (<i>Roads to Recovery Funding</i>) | 556,831 | Tender to be awarded following 23 October 2013 Council meeting. | ● |
| 9764 | Roads | Lower Franklin Road Rehabilitation - Foster (LGIP) | 649,669 | Construction materials delivered. Works to commence shortly. | ● |
| 9785 | Roads | Lower Toora Road, Toora - Design | 42,080 | Complete. | ✓ |
| 9790 | Roads | Bridge Street, Korumburra | 64,720 | Project scope reduced to reflect required works. | ● |
| 9811 | Roads | Mossvale Park Flood Recovery Project - Berrys Creek | 51,106 | Works suspended due to flooding. Anticipated to commence in October when weather permits. | ● |
| 9814 | Roads | Deviation of Koonwarra-Pound Creek Road - Leongatha | 21,000 | Negotiations continuing with new land owners. Carry forward project. | ● |
| 9815 | Roads | Stony Creek Dollar Road Intersection Improvements - Stony Creek | 183,325 | Complete. | ✓ |
| 9817 | Roads | Outtrim Moyarra Road Blackspot, Outtrim | 52,600 | Not yet commenced. | ● |

● Good ● Okay ● Monitor ● Hold ✓ Complete

| Cost Centre | Asset Class | Project | Budget (\$) | Comments | Status |
|-------------|-------------|--|-------------|--|--------|
| 8567 | Waste | Koonwarra Cell Construction - (LGIP - Partial funding 13/14) | 898,663 | Works scheduled to commence mid November 2013. | ● |
| 8568 | Waste | Landfill Evaporative Transpiration Cap | 24,002 | Feasibility study complete and found that a Landfill Evaporative Transpiration Cap is not a viable option. | ✓ |

attachment 2

strategic planning traffic light report

STRATEGIC PLANNING PROJECTS

| ● Good ● Okay ● Monitor ● Hold | | |
|---|--|--------|
| Project | Description | Status |
| Housing and Settlement Strategy | The Housing and Settlement Strategy develops an integrated long term plan to manage the growth and development of the Shire has been adopted by Council. | ● |
| Leongatha Industrial Land Supply Study | The purpose of this project is to identify the supply and demand for industrial land in Leongatha and assess additional land for suitability for Industrial rezoning. This project is complete and adopted by Council in July. | ● |
| Korumburra Town Centre Framework Plan | The purpose of this project is to address the requirements of the Priority Development Panel's report on the Korumburra Town Centre and Structure Plan. The Draft report has been exhibited and public exhibition was completed in September. | ● |
| Port Welshpool Master Plan | The Port Welshpool Marina Project is examining the economic benefit and viability of improving marine facilities in the port area. | ● |
| Leongatha Highway Bypass Long Street / Hughes Street for VicRoads | VicRoads project to create a new Leongatha Heavy Vehicle Bypass Route on Long Street and Hughes Street. | ● |
| Burra Foods - Possible PSA for amenity issue | Burra Foods have approached Council to prepare a planning scheme response to discourage the establishment of sensitive land uses in the curtilage of the factory. Council is awaiting further technical modelling on amenity issues from Burra Foods before progressing further. | ● |
| Korumburra- Warragul Road | 65 Korumburra - Warragul Road, Rezoning from FZ to LDR. Permit and Amendment. Council has prepared a S173 for Development Contributions which is with the applicant for signing before progressing this amendment. | ● |
| Smart Roads project | SmartRoads has been developed to improve the long term operational management of arterial roads across Victoria. The plan provides the operational direction that supports broader strategies around land use and transport. | ● |
| Rural development guidelines | Prepare guidelines to assist landowners in siting and locating their dwellings and buildings in rural areas | ● |
| Korumburra and Leongatha detailed traffic and drainage studies | Determine infrastructure requirements and locations to plan and cost new growth areas in Leongatha and Korumburra. The Leongatha study has been completed and the Korumburra Study is progressing. | ● |
| Regional Growth Plans | Gippsland Regional Growth Plan adopted by Council. It will now be sent to the Minister for Planning for approval. | ● |



PLANNING SCHEME AMENDMENTS

| ● Good ● Okay ● Monitor ● Hold | | |
|---|---|--------|
| Number | Description | Status |
| C50 | Foster Promontory Road, Foster Application to rezone 28ha from the Farming Zone to the Rural Living Zone. Completed | ● |
| C52 | Jumbunna Road, Korumburra Application to rezone 20ha from the Farming Zone to the Residential 1 Zone. On hold until a Section 173 Agreement on Development Contributions is entered into. | ● |
| C54 to be renumbered C87 | Leongatha and Foster Hospital Helipad Protection Amendment Planning Scheme Amendment C54 seeks to protect the helicopter flight paths to the Leongatha and Foster Hospital helipads. This has been gazetted by the Minister late September. | ● |
| C59 | Western District Sewage Scheme (Loch, Nyora and Poowong) – Rezones land and approves works required for the Western Towns Sewage Scheme. On hold while SGW review design and costs. | ● |
| C64 | Foster Fish Creek Road, Foster Application to rezone 20ha of land from the Farming Zone to the Low Density Residential Zone. The land is located west of Jay Road and east of the abovementioned land proposed to be rezoned Rural Living. On hold while applicant subdivides existing house from the property. | ● |
| C65 | Rezones 105 Old Korumburra Road to Residential 1 Zone with a Development Plan Overlay. In discussions with applicant over S173 detail. | ● |
| C66 | Western Korumburra Rezoning and Development Plan This project is to plan for 'infill' growth in the area between Bena and Jumbunna Roads. In the process of registering Section 173 prior to completing rezoning. | ● |
| C68 | Municipal Strategic Statement - policy neutral review. Minor changes to documentation to reflect recently approved Amendment C72. | ● |
| C71 | Korumburra Library Rezoning from Public Use to Business 4 Zone. On hold while Korumburra Town Centre Framework Plan is being finalised. | ● |
| C72 | Western Township Structure Plans. Structure Plans guiding the use and development of land have been developed for the townships of Loch, Nyora, Poowong and Meeniyah. Adopted by Council and submitted to the Minister for Approval in July. | ● |
| C73 | Combined Rezoning from Public Use Zone (PUZ) to Township Zone (TZ) and subdivision Planning Permit by VicTrack in Bena Rezone part of rail reserve land from PUZ4 to TZ (and removal of ESO) to facilitate a 4 lot subdivision. This has been exhibited with no objections and goes to Council in October for approval. | ● |
| C77 | Eastern Districts Urban Design Framework (UDF) Implement the Eastern District UDF in the Planning Scheme. Adopted by Council July and split into 3 parts to reflect ownership issues associated with Prom Views at Toora and land at Agnes. Part 1 with the Minister for Approval. | ● |
| C79 | General amendment Annual "fix up" amendment of 15 to 20 items. Minor queries resolved and sent to the Minister for Approval in September. | ● |
| C80 | Safe, Healthy and Active Communities relevant inclusion of operational documents to the Planning Scheme (Healthy by Design / Public Open Space Contributions / IDM /NBN). Finalising documents to reflect MSS changes. | ● |

● Good ● Okay ● Monitor ● Hold

| Number | Description | Status |
|--------|---|--------|
| C81 | WGCMA Flooding Amendment Application of the LSIO and FO to the WGCMA catchment. This was authorised by Council in September and exhibition is planned for late October/November. | ● |
| C82 | Allows existing Business to operate outside of normal zoning provisions for 3 years to transition to new location. RDV are in discussion with applicant over concerns with operation of spray booth on site. | ● |
| C83 | Public Acquisition Overlay for Korumburra Children's Hub Allows existing Business to operate outside of normal zoning provisions for 3 years to transition to new location. Council adopted the amendment in September and Part 1 (the Public Acquisition Overlay) was sent to the Minister for Approval in October. | ● |
| C84 | SP Ausnet Special Use Zone and Incorporated Document Special Use Zone to facilitate existing operations in a safe manner. Approved by the Minister late September. | ● |
| C86 | Hughes St Rezone FZ to Ind1Z. Council has met with the applicant who is finalising detailed studies of the land. Awaiting further information from applicant. | ● |
| C87 | Helipad Amendment - Replaces Amendment C57. Introduction of DDO's on Foster and Leongatha Helipads for DHS. Adopted by council and sent to the Minister for Approval in August. | ● |
| C88 | Work with landowners in Leongatha to rezone to Business 4 Zone following Framework Plan support provided by C72 & C76. Discussions with landowners are continuing in conjunction with the Leongatha Traffic and Drainage Study to progress this rezoning. | ● |
| GC? | Tarwin Declared Water Catchment ESO - Address the planning scheme anomaly where the declared water catchments are not recognised by an Environmental Significance Overlay. This was authorised by Council to progress to a combined Planning Scheme Amendment with Baw Baw Shire, Latrobe City Council in September. | ● |



South Gippsland
Shire Council

Come for the beauty. Stay for the lifestyle.



annual plan 2013-2014

www.southgippsland.vic.gov.au

A Prosperous Shire

Closely Connected Communities

Integrated Services & Infrastructure

A Leading Organisation

LEGEND



COMPLETE



ON TRACK



NOT ON TRACK

OUTCOME 1.

a prosperous shire

| COUNCIL PLAN 2013/17 INDICATOR | TARGET | STATUS | COMMENT |
|---|--|--------|--|
| The value of total investments in the Shire measured through Building Permits, by investment sector. <i>Responsible Unit: Development Services</i> | Aim for an increase in investments annually. <i>(Baseline: To be established.)</i> | | Baseline being established as a mechanism for measuring economic investment confidence in the shire. |
| Shovel ready projects prepared. <i>Responsible Unit: Engineering Services</i> | Aim for at least two ready at any time. | | Six projects are ready for construction subject to funding. |




objective 1.1 WORK WITH THE BUSINESS COMMUNITY TO SUPPORT EXISTING BUSINESSES, DIVERSIFY EMPLOYMENT OPPORTUNITIES AND TO ATTRACT NEW BUSINESSES.

| strategy | action | measure / target | status | comment |
|---|--|--|--------|--|
| 1.1.1: We will actively plan for growth and economic development. <i>Responsible Unit: Development Services</i> | Advocate for Development Contributions process from State Government. | Progress reported in the Quarterly Performance Report. | | Advocacy continuing, State Government yet to release full details of amendment. Council is proceeding with S173 process. |
| <i>Responsible Unit: Community Services</i> | Contribute to the development of a Library Corporation 'Community Learning Strategy'. | Progress reported in the Quarterly Performance Report. | - | Not yet commenced. |
| <i>Responsible Unit: Development Services</i> | Facilitate the Industrial Land Use Strategy for Leongatha. | Planning Scheme amendments commenced by 30 June 2014. | | Strategy adopted, planning scheme amendment documentation underway. |
| <i>Responsible Unit: Development Services</i> | Develop options for redevelopment of the Leongatha rail yards as a commercial, retail residential and/or civic precinct. | Advocate for redevelopment options for the Leongatha rail yards to State Government by 30 June 2014. | | No progress at this time, discussions scheduled with VicTrack in the third quarter. |



objective 1.1 WORK WITH THE BUSINESS COMMUNITY TO SUPPORT EXISTING BUSINESSES, DIVERSIFY EMPLOYMENT OPPORTUNITIES AND TO ATTRACT NEW BUSINESSES.

| strategy | action | measure / target | status | comment |
|--|---|--|----------|---|
| <p>1.1.1: We will actively plan for growth and economic development.</p> <p>1.1.3: We will actively encourage sustainable development and growth of agriculture, industry and commercial business; and</p> <p>1.1.4: We will promote and encourage tourism through development support. <i>Responsible Unit: Development Services</i></p> | <p>Conduct a review of the South Gippsland Economic Development and Tourism Strategy 2012-2017 and commence implementation based on Council's priority actions.</p> | <p>Establish a committee and terms of reference to oversee a review of the strategy and provide recommendations for Council's consideration by 30 June 2014.</p> | <p>😊</p> | <p>Steering committee established and development underway.</p> |
| <p>1.1.2: We will protect and retain the unique identity of town, villages and farming districts. <i>Responsible Unit: Development Services</i></p> | <p>Develop Township Character Studies for new residential zones and present to Council for adoption.</p> | <p>By 30 June 2014.</p> | <p>-</p> | <p>Project to commence early 2014.</p> |




objective 1.2 RAISE THE AWARENESS OF LOCAL AND REGIONAL ISSUES WITH STATE AND FEDERAL DECISION MAKERS.

| strategy | action | measure / target | status | comment |
|---|--|--|---|--|
| <p>1.2.1: We will advocate for effective integrated transport connectivity for people and freight. <i>Responsible Unit: Chief Executive Officer</i></p> | <p>Advocate for the Gippsland Transport Strategy through regional groups and advocacy activities.</p> | <p>Progress reported in the Quarterly Performance Report.</p> |  | <p>CEO and Mayor participated in the Official Launch of the Gippsland Transport Strategy on 18 September 2013 at Parliament House. The launch was designed to seek support from the State Government to implement the priority actions from the Gippsland Freight Strategy. South Gippsland Shire Council played a key role in the graphical preparation of the Strategy ensuring a well received and professional document.</p> |
| <p><i>Responsible Unit: Development Services</i></p> | <p>Advocate for funding to undertake a feasibility study for the return of the freight and passenger service to Leongatha.</p> | <p>Advocate for funding for the feasibility study by 30 June 2014.</p> |  | <p>Discussions with State Government targeted for the third quarter.</p> |
| <p><i>Responsible Unit: Development Services</i></p> | <p>Support the South East Australian Transport Strategy through Council's membership and participation in events to encourage the development of road, rail, sea and air facilities.</p> | <p>Progress reported in the Quarterly Performance Report.</p> |  | <p>Cr Harding and the Manager of Strategic Planning and Development represented South Gippsland Shire Council at the September SEATS meeting in Latrobe City.</p> |

objective 1.2 RAISE THE AWARENESS OF LOCAL AND REGIONAL ISSUES WITH STATE AND FEDERAL DECISION MAKERS.

| strategy | action | measure / target | status | comment |
|--|---|--|---|---|
| <i>Responsible Unit: Engineering Services</i> | Advocate for the upgrading and improved maintenance of our main roads. | Progress reported in the Quarterly Performance Report. |  | Items of importance are raised at the VicRoads/South Gippsland Shire Council Liaison Meetings. Council will continue its strong working relationship with VicRoads to drive the necessary road improvements for our communities. Council and VicRoads are looking at better ways of delivering road maintenance through shared services and collaborative partnerships rather than segregation of responsibility. |
| 1.2.2: We will advocate for priority projects that assist in stimulating economic growth, agricultural development, tourism infrastructure and community facilities. <i>Responsible Unit: Development Services</i> | Advocate for the Corner Inlet Tourism Development Project. | Progress reported in the Quarterly Performance Report. |  | Great Southern Rail Trail extension opened between Foster and Toora. Council, in association with the Friends of Agnes Falls, is about to commence an economic impact study on the Agnes Falls component and this will then be incorporated into an update of the overall CITDP economic impact study. |
| <i>Responsible Unit: Engineering Services</i> | Implement the review of Caravan Parks. | Implementation commenced by 30 June 2014. |  | A Caravan Parks Steering Committee has been established and is held monthly to implement the review of Council's Crown Land Caravan Parks. First meeting was held on 11 September 2013. |
| <i>Responsible Unit: Development Services</i> | Advocate for bringing forward sewerage for Poowong, Loch, Nyora and for the solving development barriers in the Tarwin Potable Water Catchment. | Progress reported in the Quarterly Performance Report. |  | Active communication with South Gippsland Water, Office of Living Victoria and the community to develop pathways for the Poowong Loch Nyora Sewerage scheme. |

objective 1.3 IMPROVE THE SUSTAINABILITY OF THE LOCAL AND REGIONAL ENVIRONMENT.



| strategy | action | measure / target | status | comment |
|---|--|--|---|---|
| <p>1.3.1: We will actively engage businesses, farmers, industries and individuals in creating a clean, green Shire, where environmental sustainability is embraced and practiced.</p> <p><i>Responsible Unit: Community Services</i></p> | <p>Sustainability Festival held with a focus on improving the health, wellbeing and sustainability of the South Gippsland Community and wider region.</p> | <p>Festival held by 30 June 2014 and the number of exhibitors participating and number of attendees in the festival reported.</p> |  | <p>Initial discussions for a joint festival with Bass Coast Shire Council will commence in November.</p> |
| <p>1.3.2: We will promote sustainable waste management practices, energy efficiency and management of our natural resources.</p> <p><i>Responsible Unit: Community Services</i></p> | <p>Waste Management Strategy implemented and outcomes reported:</p> <ul style="list-style-type: none"> • Waste to landfill from transfer stations reduced by up to 3% compared to 2012/13 • Landfill airspace consumption reduced by up to 10% compared to 2011/12 | <p>Progress reported in the quarterly performance report and annual outcomes reported to Council by 30 June 2014</p> <ul style="list-style-type: none"> • Baseline 2011/12 (2,830 tonnes) - (reported quarterly) • Baseline 2011/12 - 1.52 c/m per tonne • Target - 1.37 c/m per tonne (reported quarterly) |  | <p>Waste to landfill from transfer stations reduced by 7.1% (40.36 tonnes) when compared to the corresponding quarter in 2012/2013.</p> <p>Visual assessments of landfill compaction rates indicate a significant improvement in compaction since new staff and plant were introduced in May 2013. Survey will be carried out prior to the end of 2013 which will give definitive compaction rates improvement figures.</p> |
| <p><i>Responsible Unit: Community Services</i></p> | <p>Sustainability Strategy actions implemented:</p> <ul style="list-style-type: none"> • Greenhouse gas reduction plan implemented. | <p>Progress reported in the quarterly performance report and annual outcomes reported to Council by 30 June 2014.</p> |  | <p>Awaiting confirmation of the CEEP Round 2 funding which will see actions outlined in the Greenhouse Gas Reduction Strategy for the main office and Carinos office implemented. Planning for revolving sustainability fund guidelines and use of 2013/2014 budget of \$20,000 underway.</p> |

objective 1.3 IMPROVE THE SUSTAINABILITY OF THE LOCAL AND REGIONAL ENVIRONMENT.





| strategy | action | measure / target | status | comment |
|---|--|------------------|---|--|
| <i>Responsible Unit: Community Services</i> | Advise Council of bio-composting approaches and other modern waste management innovations. | By 30 June 2014. |  | Gippsland Regional Waste Management Group scheduled to brief Council in November on the outcomes of regional organic processing trials undertaken in East Gippsland. |

OUTCOME 2.

closely connected communities



| COUNCIL PLAN 2013/17 INDICATOR | TARGET | STATUS | COMMENT |
|--|---|---|--|
| Council supported Community Direction Statement priority projects identified and reported to Council for consideration. <i>Responsible Unit: Community Services</i> | Council supported priority projects from Community Directions Statements to be funded in the following financial year, identified and funded by 30 June annually. |  | Community Directions Report Card template developed to help individual communities track progress of priority projects and identify emerging projects. Schedule established for trialling report card in five communities prior to end of December 2013. |
| Development activities for volunteers provided. <i>Responsible Unit: Community Services</i> | A program of activities developed and implemented annually. |  | Twenty volunteers attended the Accidental Counsellor training sessions provided for L2P Volunteer Mentors. Two information sessions for Section 86 committees were held. |

objective 2.1 ENGAGE AND WORK COLLABORATIVELY WITH OUR COMMUNITY.

| strategy | action | measure / target | status | comment |
|---|--|--|---|--|
| <p>2.1.2: We will develop an integrated approach to planning with the community incorporating budgeting/funding strategies and project development.</p> <p><i>Responsible Unit: Development Services</i></p> | Develop and implement a Korumburra Community Roundtable as a trial for modelling future partnership projects. | Progress reported in the quarterly performance report. |  | Steering Committee established and inaugural meeting held on 17 October 2013. John Davies has been elected Interim Chair for six months until the committee has full membership. Active recruitment of wider group is underway. |
| <p>2.1.3: We aim to minimise barriers and find ways to support our volunteers, community groups and committees to provide services beyond those that Council, by itself, can provide.</p> <p><i>Responsible Unit: Corporate Services</i></p> | Community Grants Program effectively administered to support Community Events and Organisations. | Two rounds of Community Grants presented to Council for adoption by 30 June 2014 and updates on program outcomes reported in Council's Quarterly Performance Report. |  | Community Grants applications for Round 1 have closed with recommendations to be presented to Council at the November Council Meeting and presented to the Community in December 2013. |
| <p><i>Responsible Unit: Community Services</i></p> | Support community volunteers: <ul style="list-style-type: none"> • Community Engagement Conference held, including a speaker on new incorporation legislation • Training program delivered | By 30 June 2014. |  | Community groups requested via the South Gippsland Arts Network (August) and Towns and Districts Associations Network (September) to provide advice on key topics to be included at the Community Engagement Conference and for immediate skills activities. |
| <p><i>Responsible Unit: Community Services</i></p> | Review the support provided to the Recreation Reserve Committees and consider a participatory budgeting approach for a portion of the funding allocation. | Progress reported in the quarterly performance report. |  | Proposals for revised Maintenance Grant allocation and community budgeting process presented to the Executive Leadership Team (ELT) in September. |

OUTCOME 3.







integrated services and infrastructure







| COUNCIL PLAN 2013/17 INDICATOR | TARGET | STATUS | COMMENT |
|---|---|---|---|
| <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>Responsible Unit: Corporate Services</i></p> | Aim for 30% of applications submitted to be funded. |  | Council applied for seven external grants between 1 July and 30 September 2013. Of them, three were funded, nil were rejected and four were waiting on notification. As such, 100% of the finalised grant applications submitted were funded. |
| <p>Sustainability activities for various sectors provided, in partnership with others where possible.</p> <p><i>Responsible Unit: Community Services</i></p> | A program of activities developed and implemented annually. |  | A preliminary review of Council's Sustainability Strategy has been undertaken with a draft prepared for further discussion prior to briefing Council. |

objective 3.1 DELIVER AFFORDABLE MODERN COMMUNITY SERVICES AND FACILITIES THROUGH AN INTEGRATED APPROACH TO PLANNING AND INFRASTRUCTURE DEVELOPMENT.

| strategy | action | measure / target | status | comment |
|--|---|--|---|--|
| <p>3.1.1: We will deliver Council and community projects and leverage project funds to attract investment from external sources.</p> <p><i>Responsible Unit: Engineering Services</i></p> | Annual Capital Works Program delivered. | 80% of the Capital Works Civil Program expended in accordance with approved Council decisions by 30 June 2014 and progress reported in the quarterly performance report. |  | Capital Works program tracking to schedule. Refer to Attachment 1 'Capital Works Traffic Light Report' for the list of projects. |

| strategy | action | measure / target | status | comment |
|--|--|---|--------|---|
| <i>Responsible Unit: Community Services</i> | External funding sought for the Korumburra Integrated Children's Centre. | By 30 June 2014. | 😊 | <p>Presentation of Schematic Designs of Korumburra Integrated Children's Centre to Council on 21 August and publicly displayed between 26 August and 6 September at Korumburra Kindergarten, Birralelee Child Care Centre, Korumburra Library, Maternal and Child Health Centre Korumburra Hospital and Council website.</p> <p>No formal public submissions were received.</p> |
| <p>3.1.2: We will collaborate with other agencies and service providers to focus attention on growth areas and avoid duplication of services.</p> <p><i>Responsible Unit: Engineering Services</i></p> | Develop a Relocation Plan for Foster for co-locating services with other government agencies. | By 30 June 2014. | 😊 | Project brief being prepared. |
| <i>Responsible Unit: Community Services</i> | Establish formal partnerships and/or arrangements in place between Community Services Directorate and other agencies/ service providers. | Formal partnerships established with 2 new agencies or service providers by 30 June 2014. | 😊 | <p>Partnership with Bass Coast Shire Council in holding a joint Emergency Management Relief and Recovery training exercise.</p> <p>Discussions commenced with Bass Coast Shire Council to hold joint Sustainability Festival in 2014.</p> |
| <p>3.1.3: We will develop an integrated planning approach for our townships and villages, so that facilities are located in areas where they are most appropriate.</p> <p><i>Responsible Unit: Community Services</i></p> | Plan for library infrastructure in the Western area of South Gippsland. | Reported to Council By 30 June 2014. | 😊 | Preparation and background work for a Steering Committee for Social Community Infrastructure commenced. Libraries will be included during the data collection and planning for each town and cluster within the Shire. |

| strategy | action | measure / target | status | comment |
|--|--|---|---|---|
| <i>Responsible Unit: Community Services</i> | Commence the development of a strategy for community facilities including the potential development of Community Hubs. | By 30 June 2014. |  | Preparation commenced for the Social Community Infrastructure Committee. A Council Working Group conducted initial research to present to the committee, including Councillor representation, in October. |
| 3.1.4: We will plan for the service needs of the Shire's changing demographic. <i>Responsible Unit: Engineering Services</i> | Implement Asset Management Plans for all major asset classes. | Service levels achieved by 30 June 2014: Roads <i>(only a part of indicators given)</i> . | | |
| | | 1. Annual customer satisfaction survey results. |  | 2013 survey results received: - 'Best thing about Council' - 5% indicated Road & Street Maintenance. - 'Council Needs to Improve' - 49% indicated Sealed Road Maintenance. |
| | | 2. % of customer requests completed in time. |  | Customer requests – 1,353 requests received for Road Maintenance with 728 (54%) completed on time. The backlog is due to the severe weather events which occurred in August and September 2013. |
| | | 3. Number of approved claims against Council. |  | No approved claims for the quarter. |
| | | 4. % compliance with Road Management Plan. |  | 94% compliance for the quarter. |
| | | 5. Renewal of 40,000 to 50,000 sq.m of road pavement per year. |  | In progress. Overall % to be reported in the final Quarterly Report. |

| strategy | action | measure / target | status | comment |
|---|--|--|---|---|
| | | 6. Reseal 300,000 to 430,000 sq.m of sealed surface. |  | Reseal Program not yet commenced. Overall % to be reported in the final Quarterly Report. |
| <i>Responsible Unit: Engineering Services</i> | Forward Capital Works Program reviewed annually. | By 30 June 2014. |  | A Financial Sustainability Steering Committee has been established and the review of the Capital Works Program is part of this Committee. The proposed 15 Year Capital Works program was presented at the first Committee meeting on 11 September 2013. |
| <i>Responsible Unit: Development Services</i> | Development of short, medium and long term social infrastructure plans for the Shire: <ul style="list-style-type: none"> • Mirboo North • Venus Bay/Tarwin Lower | Completed by 30 June 2014. |  | Mirboo North is anticipated to be complete by the end of May 2014 and Venus Bay is anticipated to be complete by 30 June 2014. |
| <i>Responsible Unit: Community Services</i> | Youth supported: <ul style="list-style-type: none"> • Learner Driver Program (L2P) delivered. | 30 young people participating. |  | 32 active participants. |
| <i>Responsible Unit: Community Services</i> | Arts and Culture supported: <ul style="list-style-type: none"> • Shire-wide Arts and Culture brochure developed and distributed with a preference to electronic media distribution. | By 30 June 2014. |  | Arts network directly engaged in revising brochure for 2014. |
| <i>Responsible Unit: Community Services</i> | Access and Inclusion supported: <ul style="list-style-type: none"> • Accessibility audits of Council's recreation facilities and parks. | 6 facilities audited by 30 June 2014. |  | Planning has commenced for specific facilities to be assessed during the next two quarters. |






| strategy | action | measure / target | status | comment |
|--|--|--|--------|--|
| <i>Responsible Unit: Community Services</i> | Access and Inclusion supported: • Advocate for additional accessible bus stop in Leongatha. | Representation made to VLine by 30 June 2014. | 😊 | Working party developed to assess opportunities for further advocacy. |
| <i>Responsible Unit: Community Services</i> | Cultural Diversity supported: • Plans prepared for the indigenous event 'Deadly in Gippsland' to be held in 2015. | Organising committee established and plans prepared by 30 June 2014. | 😊 | Discussions held with East Gippsland Shire Council on opportunity for South Gippsland representatives to work with the current DIG Steering Committee. This liaison will commence in October. |
| 3.1.5: We will encourage sustainable development that promotes the health, well-being and unique character of the community. <i>Responsible Unit: Community Services</i> | Implement the Municipal Public Health & Wellbeing Plan 2013-2017. | Progress reported in the Quarterly Performance Report and with an annual review by 30 June 2014. | 😊 | A final report on the 2010-2013 Public Health and Wellbeing Plan has been completed and will be circulated to Councillors in November. Key achievements included the implementation of the HACC Partnership Protocol, development and implementation of Circle of Security program within the maternal and child health service, development of an Active Ageing Plan, support for a number of youth and community events and infrastructure improvements. |
| <i>Responsible Unit: Development Services</i> | Safe, Healthy and Active Communities Plan implemented into the Planning Scheme. | Adopted by Council by 30 June 2014. | 😊 | Planning Scheme amendment for Public exhibition in November. |
| <i>Responsible Unit: Engineering Services</i> | Review the Capital Works Program. | Review and present the Capital Works Program to Council by 30 June 2014. | 😊 | A Financial Sustainability Steering Committee has been established and the review of the Capital Works Program is part of this Committee. The proposed 15 Year Capital Works program was presented at the first Committee meeting on 11 September 2013. |

OUTCOME 4.

a leading organisation

| COUNCIL PLAN 2013/17 INDICATOR | TARGET | STATUS | COMMENT |
|---|---|--------|---|
| <p>Policy portfolios and/or specific project groups developed and implemented.</p> <p><i>Responsible Unit: Chief Executive Officer</i></p> | <p>Portfolio or project scope and committee structure endorsed by Council prior to establishment.</p> | ✓ | <p>Council has established seven Steering Committees with governance protocols established to guide their operation. The Rating Strategy Steering Committee Terms of Reference has been adopted by Council. The Community Engagement and Evolving Vision forward approach was referred by Council to the Community Engagement and Evolving Vision Steering Committee.</p> |
| <p>An Annual Plan and Annual Budget developed.</p> <p><i>Responsible Unit: Corporate Services</i></p> | <p>Adopted by Council by 30 June annually.</p> | 😊 | <p>Planning and activity has commenced to ensure the achievement of the measure.</p> |
| <p>Council will encourage community members to provide information to Council on matters affecting them.</p> <p><i>Responsible Unit: Corporate Services</i></p> | <p>Public presentations sessions will be available for community members to participate.</p> | ✓ | <p>Council conducted all scheduled public presentations sessions in accordance with the Public Presentation Session Schedule review conducted in June 2013.</p> |
| <p>Department Service Summaries, Business Plans and corresponding Budgets will be developed annually.</p> <p><i>Responsible Unit: Corporate Services</i></p> | <p>By 30 June annually.</p> | 😊 | <p>Planning and activity has commenced to ensure the achievement of the measure.</p> |
| <p>Developer contributions will be established and implemented.</p> <p><i>Responsible Unit: Development Services</i></p> | <p>By 30 June 2014.</p> | 😊 | <p>Developer contributions have been successfully negotiated for new developments in Korumburra, via the use of s173 agreements. The anticipated State Government scheme will guide council as to the best options for proceeding from here. In the absence of a state-wide scheme, s173 agreements are an effective method of implementing developer contributions.</p> |
| <p>Community Satisfaction Survey results published annually.</p> <p><i>Responsible Unit: Corporate Services</i></p> | <p>By 30 June annually.</p> | 😊 | <p>The 2014 survey will be conducted in February 2014 and results reported to Council by 30 June 2014.</p> |





objective 4.1 IMPROVE THE FINANCIAL SUSTAINABILITY OF COUNCIL, INCLUDING DIVERSIFYING REVENUE STREAMS.

| strategy | action | measure / target | status | comment |
|---|--|--|---|--|
| <p>4.1.1: We will explore innovative ways of increasing revenue and reducing expenditure where appropriate.</p> <p><i>Responsible Unit:</i> Engineering Services</p> | <p>Implement the adopted 'South Gippsland Shire Council Strategic Review of Land Holdings' project.</p> | <p>Progress reported in the Quarterly Performance Report.</p> |  | <p>Project ongoing with regular reporting to Council on status of land sales. Reports to Council for the quarter are as follows:</p> <ul style="list-style-type: none"> • 25 September 2013. • 18 September 2013 (Special Meeting). • 21 August 2013 (Special Meeting). |
| <p><i>Responsible Unit:</i> Development Services</p> | <p>Implement adopted future direction for Coal Creek.</p> | <p>By 30 June 2014.</p> |  | <p>Steering Committee has discussed the draft Coal Creek Development Strategy which will inform a Council report by early 2014. A Site Rationalisation project is under final stages of planning.</p> |
| <p><i>Responsible Unit:</i> Corporate Services</p> | <p>Initiate a zero based budgeting review of service.</p> | <p>All services reviewed, including fees & charges and staffing structure by 28 February 2014.</p> |  | <p>Council has established Terms of Reference for an internal Financial Sustainability Steering Committee that will be undertaking a zero based review of services. The Committee has reviewed Capital Works.</p> |
| <p><i>Responsible Unit:</i> Corporate Services</p> | <p>Identify potential for shared services.</p> | <p>Investigate opportunities for shared services by 30 June 2014.</p> |  | <p>Council is participating in the Bass Coast Benchmarking Project and to this stage has completed a one day data collection workshop. It is hoped that efficiencies and identification of potential shared service will be an outcome of this project. Additionally, Council continues discussions specifically related to Information Technology and potential shared services within this field. Furthermore, Council is pleased to participate in an LGPro facilitated 'Gippsland Innovation Summit' scheduled for February 2014 which will provide an environment where all six Gippsland Local Governments can share ideas and discuss ways of improving efficiencies through sharing of services.</p> |
| <p><i>Responsible Unit:</i> Development Services</p> | <p>To develop business cases for investment in Council service areas to reduce costs and increase revenue.</p> | <p>Development and implementation of a business case for Coal Creek by 30 June 2014.</p> |  | <p>A business case for the Core Technology Route will be developed in early 2014, depending on grant opportunities and council decision on the development strategy.</p> |







objective 4.1 IMPROVE THE FINANCIAL SUSTAINABILITY OF COUNCIL, INCLUDING DIVERSIFYING REVENUE STREAMS.

| strategy | action | measure / target | status | comment |
|---|---|--|---|--|
| <i>Responsible Unit: Engineering Services</i> | To develop business cases for investment in Council service areas to reduce costs and increase revenue. | Development and implementation of a business case for Caravan Parks by 30 June 2014. |  | A Caravan Parks Steering Committee has been established and meets monthly to develop and implement the business case for Council's Crown Land Caravan Parks. |

objective 4.2 PURSUE BEST PRACTICE IN ORGANISATIONAL DEVELOPMENT AND OPERATIONS OF THE ORGANISATION.



| strategy | action | measure / target | status | comment |
|--|---|---|---|--|
| <p>4.2.1: We will establish portfolio core leadership groups to draft policy and shape specific projects. <i>Responsible Unit: Corporate Services</i></p> | Seek advice on options for portfolio groups and governance protocols. | Provide a report to Council by 30 June 2014. |  | Council has established seven Steering Committees with governance protocols established to guide their operation. The Rating Strategy Steering Committee Terms of Reference has been adopted by Council. The Community Engagement and Evolving Vision forward approach was referred by Council to the Community Engagement and Evolving Vision Steering Committee. |
| <p>4.2.2: We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement. <i>Responsible Unit: Corporate Services</i></p> | Implement the Council Policy review program. | Progress reported in the Quarterly Performance Report to Council. |  | Of the 26 Council policies scheduled for review in 2013 – 2014, one policy (Protected Disclosure) was reviewed and adopted. |
| <p><i>Responsible Unit: Corporate Services</i></p> | Deliver approved Information Technology projects. | By 30 June 2014. |  | Completed Procurement stage for replacement of multifunction devices and Major Destruction of Council Records (\$364). Projects completed at no cost include; upgrade Exponare to Version 5.1; installed MapInfo Manager; migrated Webster application from physical to virtual environment; and major upgrade of System Centre from version 2007 to 2012. The following applications were also updated at no cost; Chris21; HR21; Orgplus 2012; and Immunisation. |
| <p><i>Responsible Unit: Corporate Services</i></p> | Adopt and publish the Council Annual Report. | Report presented to the Minister by 30 September 2013. |  | Annual Report completed. |

objective 4.2 PURSUE BEST PRACTICE IN ORGANISATIONAL DEVELOPMENT AND OPERATIONS OF THE ORGANISATION.




| strategy | action | measure / target | status | comment |
|--|---|--|---|--|
| <p>4.2.3: We will make informed decisions and provide opportunities for the community to participate in the decision making process. <i>Responsible Unit: Corporate Services</i></p> | <p>South Gippsland Shire Council Community Satisfaction Survey results published.</p> | <p>By 30 June 2014.</p> |  | <p>The 2014 survey will be conducted in February 2014 and results reported to Council by 30 June 2014.</p> |
| <p><i>Responsible Unit: Development Services</i></p> | <p>Update of Council General Local Laws 1 and 2.</p> | <p>Completed and presented to Council for adoption by 30 June 2014.</p> |  | <p>Council Briefings held and report will go to Council in the next quarter for Public exhibition.</p> |
| <p><i>Responsible Unit: Corporate Services</i></p> | <p>Commence an update of Council's Local Law No 3 - 2010 Processes of Municipal Government.</p> | <p>Review commenced by 30 June 2014.</p> |  | <p>Planning has been undertaken to commence an update of Council's Local Law No 3 – 2010 Processes of Municipal Government.</p> |
| <p><i>Responsible Unit: Corporate Services</i></p> | <p>Develop a Social Media Strategy.</p> | <p>By 30 June 2014.</p> |  | <p>Development commenced.</p> |
| <p><i>Responsible Unit: Corporate Services</i></p> | <p>Council Plan reviewed and Annual Plan 2014-15 developed.</p> | <p>By 30 June 2014.</p> |  | <p>Councillors have considered a revised approach for the 2014 – 2015 Annual Plan and are currently planning a more detailed community engagement process to inform this review.</p> |
| <p>4.2.4: We will create an environment for people to be their best, to optimise the performance of the organisation and to deliver quality outcomes for the community. <i>Responsible Unit: Corporate Services</i></p> | <p>An annual corporate training program developed and implemented.</p> | <p>Corporate training activities reported quarterly in Council's performance report.</p> |  | <p>An annual Corporate Training Program was endorsed by the Executive Leadership Team (ELT) in September. Corporate Training sessions completed are: Microsoft Outlook as a Management Tool; OH&S -Leadership Team Training; IH&S Reps Refresher; Fraud; LGPro Ignite - Leadership; First Aid & CPR; IAP2.</p> |

key strategic activities for 2013-2014

chief executive officer

| outcome / strategy | action | measure / target | status | comment |
|--|--|--|---|--|
| <p>1: A Prosperous Shire. <i>Responsible Unit: Chief Executive Officer</i></p> | Number of representations made to State and Federal politicians. | At least one delegation annually. |  | <p>Mayor and CEO made representations as follows:</p> <ul style="list-style-type: none"> - Philip Davies MP - Edward O'Donohue MP - Johan Scheffer MP - Peter Hall MP - Ken Smith MP <p>Representations were to progress Council's Priority Projects.</p> |
| <p>1.2.2: We will advocate for priority projects that assist in stimulating economic growth, agricultural development, tourism infrastructure and community facilities. <i>Responsible Unit: Chief Executive Officer</i></p> | Identify and advocate adopted Priority Projects. | Developed and advocated by 30 June 2014. |  | Preparatory work on the 2014/2015 Priority Projects will commence in early 2014 and will consist of briefings and discussions to determine the inclusions and advocacy efforts. |

community services

| strategy | action | measure / target | status | comment |
|---|--|--|---|---|
| <p>1.3.1: We will actively engage businesses, farmers, industries and individuals in creating a clean, green Shire, where environmental sustainability is embraced and practiced.</p> <p><i>Responsible Unit: Community Services</i></p> | <p>Commence implementation of Council's Roadside Weeds and Pest Management Plan in conjunction with South Gippsland Land-Care.</p> | <p>By 30 June 2014</p> <ul style="list-style-type: none"> • Consultation program developed, and • 4 meetings held with Land-Care groups • Progress reported in the Quarterly Performance Report |  | <p>Plan prepared and endorsed by DEPI. Consultation with Landcare undertaken in relation to roadsides to be targeted during 2013/2014.</p> <p>Meeting held with Landcare on 30 August 2013.</p> <p>Quotations sought for implementation of roadside weed control works.</p> |
| <p>1.3.2: We will promote sustainable waste management practices, energy efficiency and management of our natural resources.</p> <p><i>Responsible Unit: Community Services</i></p> | <p>Sustainability Strategy actions implemented: Green street lighting project implemented.</p> | <p>Project implemented by 30 June 2014.</p> |  | <p>Installation of the new lights is underway and should be completed by the end of 2013.</p> |
| <p>3.1.6: We will refine the provision of Council services through reviews focused on evolving community needs, realistic and affordable service standards and efficient management of resources.</p> <p><i>Responsible Unit: Community Services</i></p> | <p>Develop Master Plans for swimming pools:</p> <ul style="list-style-type: none"> • Toora • Poowong • Foster | <p>Master Plans completed and reported to Council for adoption by 30 June 2014.</p> |  | <p>Tenders advertised in August with three conforming submissions received.</p> |

corporate services

| strategy | action | measure / target | status | comment |
|--|---|--|----------|---|
| <p>2.1.1: We will develop a continually evolving Vision for the Shire that encourages community participation in defining what it wants, needs and can afford to guide rationalisation, consolidation and achievement of desired community outcomes.</p> <p><i>Responsible Unit: Corporate Services</i></p> | <p>Develop and commence implementation of new approaches to engage community participation in creating a continually evolving Vision for the Shire.</p> | <p>A report presented to Council outlining approaches to be introduced in 2013-2014 by 30 September 2013.</p> | <p>✓</p> | <p>A report was presented to Council in September 2013. The report was adopted and the approaches proposed have been provided to the Community Engagement and Evolving Vision Steering Committee to pursue.</p> |
| <p>4.1.1: We will explore innovative ways of increasing revenue and reducing expenditure where appropriate.</p> <p><i>Responsible Unit: Corporate Services</i></p> | <p>Review and revise Council's Rating Strategy to align with amended State Government requirements and ensure equity as far as practicable.</p> | <p>Report presented to Council by 30 June 2014.</p> | <p>😊</p> | <p>Terms of reference prepared and adopted by Council. Steering committee nominees to be appointed in October 2013.</p> |
| | <p>The Long Term Financial Plan implemented to ensure financial sustainability.</p> | <p>Weighted average of 5 key financial ratios being indebtedness, underlying working capital ratio, self-financing, investment gap and underlying result for the 2013-2014 Budget is greater than or equal to 98%.</p> | <p>😊</p> | <p>The current status is comfortably above the 98% target at 112%, largely due to the favourable impact of the net financial carry forward budget projections made at the start of the financial year.</p> |



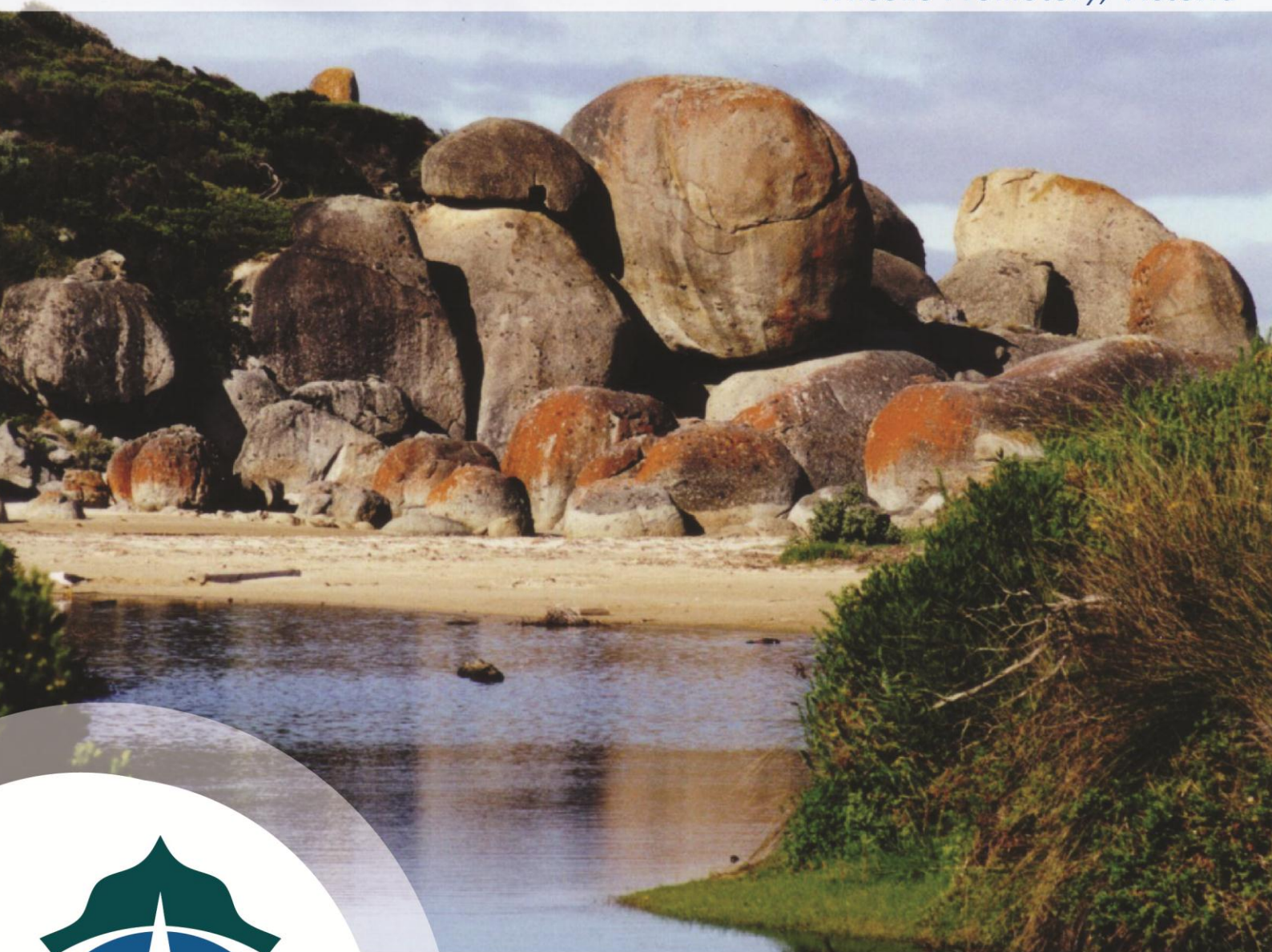
2013 / 2014

SOUTH GIPPSLAND SHIRE COUNCIL

Quarterly Performance Report

JULY TO SEPTEMBER

Wilsons Promotory, Victoria



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