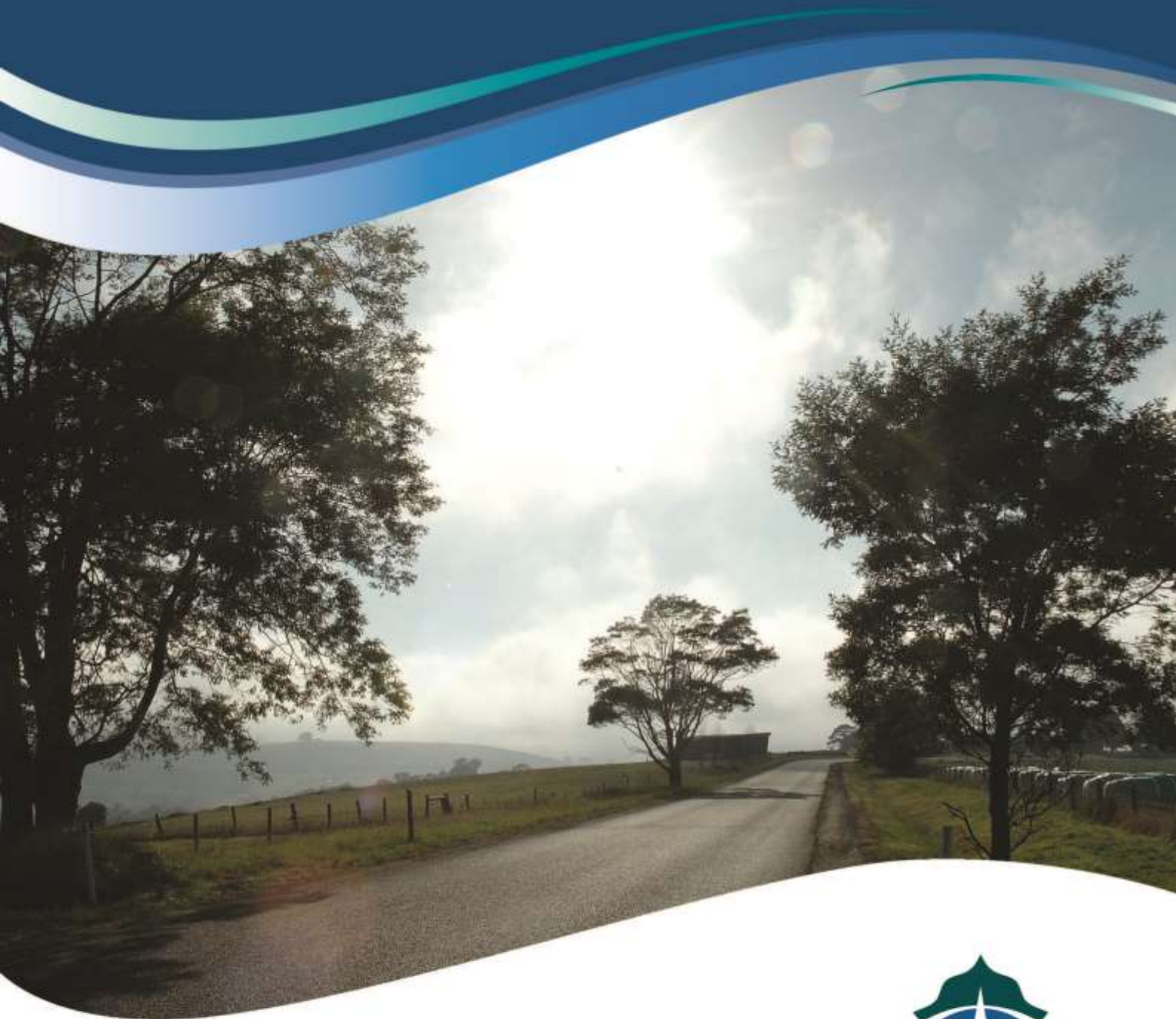


SOUTH GIPPSLAND SHIRE COUNCIL

Quarterly Performance Report

July to September 2014



*South Gippsland
Shire Council*

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executive overview & key highlights



INTRODUCTION

The July - September Quarterly Performance Report provides detailed reporting on performance against the Budget and Annual Plan for the 2014/2015 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 2014.

HIGHLIGHTS FOR THE JULY - SEPTEMBER 2014 QUARTER

A number of significant highlights during the July – September 2014 period include:

COMMUNITY SERVICES

- ◆ Deputy Premier, Hon. Peter Ryan MLA announced Victorian State Government funding of \$1.6 million for the Korumburra Integrated Children's Centre. An application for Federal Government funding is currently being developed.
- ◆ Received notification of a successful grant application for \$18,200 to support the construction of a Reuse Shop at the Koonwarra Transfer Station.
- ◆ Council awarded a single contract for the management of four seasonal outdoor swimming pools and SG SPLASH to YMCA Victoria, creating the opportunity for a consistent level of service delivery across the Shire and budget savings.
- ◆ Provided detailed response to the Federal Government on the proposed changes to Home and Community Care Program under the Aged Care Reform advocating for the best outcomes for the community.

DEVELOPMENT SERVICES

- ◆ 152 planning applications were decided during the quarter; 137 applications were approved, 10 were withdrawn and 5 were refused.
- ◆ 80% of planning applications were decided within the 60 day statutory timeframe. This was comparable with the regional Council average of 73%.
- ◆ South Gippsland businesses recognised at Gippsland Business Awards with four finalists and two category winners

- ◆ Coal Creek Community Park attained Museum Accreditation after 40 years of operations.
- ◆ Value of approved building work for the quarter was \$19.9 million, up 4% compared to the same quarter last year. Residential construction was \$15.1 million which is up 8% compared to the corresponding quarter.

ENGINEERING SERVICES

- ◆ Completion of Station Street, Korumburra road reconstruction.
- ◆ Yanakie Caravan Park had CCTV installed, solar hot water service installed, works program such as deep clean of cabins and amenities, 500 indigenous flora tubes planted, new mower/tractor purchased, major tree work completed. Seasonal positions advertised. Road re-sheeting booked, septic tank lid replaced, water storage tanks cleaned.
- ◆ Long Jetty Foreshore Caravan Park has had a shop/office refurbishment, disability access toilet provided onsite, tree work, deep clean of cabins and amenities, 200 indigenous flora tubes planted.
- ◆ The Engineering Department received 90 customer requests, achieving 97% on-time completion.
- ◆ The Assets Department received 48 customer requests, achieving 94% on-time completion.

CORPORATE SERVICES

- ◆ Launched Council's Official Facebook Page with approximately 300 likes in the first three months.
- ◆ A clear audit opinion was issued for the 2013-2014 Financial Statements.
- ◆ Launched Council's free public Wi-Fi trial in Leongatha, via a pop-up WiFi hotspot.
- ◆ Conducted a Civic Reception for South Gippsland Shire Glasgow Commonwealth Games participants
- ◆ Council's 2013-2014 Annual Report was completed and sent to the Minister for Local Government by 30 September 2014.

PERFORMANCE AGAINST COUNCIL PLAN COMMITMENTS

For the quarter ending September, all Annual Plan commitments have been reported as on track.

organisational overview

Structure



Our Councillors

	<i>Councillor Mohya Davies</i>		<i>Councillor Jeanette Harding</i>		<i>Coastal Promontory Ward Councillor Kieran Kennedy</i>
	<i>Councillor (Mayor) James Fawcett</i>		<i>Councillor Dan Hill</i>		<i>Tarwin Valley Ward Councillor Nigel Hutchinson-Brooks</i>
	<i>Councillor Lorraine Brunt</i>		<i>Councillor Andrew McEwen</i>		<i>Strzelecki Ward Councillor Bob Newton</i>

Our Chief Executive Officer



Tim Tamlin

Our Directors



*June Ernst
Corporate
Services*



*Phil Stone
Development
Services*



*Anthony Seabrook
Engineering
Services*



*Jan Martin
Community
Services*

community services



Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

COMMUNITY STRENGTHENING

- Staff from 6 departments represented Council at the major Gippsland Careers Expo, held at Lardner Park near Warragul. South Gippsland was instrumental in bringing together a partnership approach to this event by 4 municipalities - Baw Baw, Latrobe City, Bass Coast and South Gippsland. This initiative has been nominated for an LGPro Special Projects award.
- The Gippsland Safe Freight Network, established through the work of the South Gippsland Road Safety partnership, was a finalist in the Australia Freight industry annual awards. The specific project that was recognised was the “Truckies Light Up” project that saw more than 50 freight companies' sign up their fleets to participate in this safety awareness initiative.
- Council hosted three people with a disability to spend a day in the workplace in September shadowing a Council officer through their regular work day. This initiative proved highly effective for the participants in extending their awareness of the work of Council and opportunities available for employment, and in helping raise awareness of potential within Council to engage people with disability.
- Council awarded a single contract for the management of four seasonal outdoor swimming pools and SG SPLASH to YMCA Victoria, creating the opportunity for a consistent level of service delivery across the Shire and budget savings.

AGED AND DISABILITY

- ◆ Eating for Independence Project commenced to raise awareness and address malnutrition concerns in the Gippsland Region for HACC eligible clients. Project fully funded by the Department of Health with Project Officer appointed and project plan approved. Training days for HACC staff commence in October through all Gippsland LGAs.
- ◆ Provided detailed response to the Federal Government on the proposed changes to Home and Community Care Program under the Aged Care Reform advocating for the best outcomes for the community.
- ◆ Senior Citizen Clubs met to address the actions from the recent Council review and to discuss a way forward due to the declining members in each club. All agreed that working in collaboration with each other and Council was the best possible outcome. All agreed to meet at least four times a year.

CHILDREN AND FAMILY SERVICES

- ◆ Deputy Premier, Hon. Peter Ryan MLA announced Victorian State Government funding of \$1.6 million for the Korumburra Integrated Children's Centre. An application for Federal Government funding is currently being developed.
- ◆ Announcement of the Family Learning Partnership project with the Department of Education and Early Childhood Development, coordinated by Milpara Community House. Partners for the program include Milpara Community House, SGSC Maternal & Child Health, Supported Playgroups program, Korumburra Primary School, Learn Local Network, West Gippsland Regional Library Corporation, Berry Street and the Bass Coast Adult Education Centre. The program will run from Term 4 2014 until Term 3 2015, and will focus on family learning and adult literacy/pathways to education.
- ◆ Human Papillomavirus immunisation of year 9 boys for the 2014 catch up program was completed in all South Gippsland secondary schools involving 180 students.

SUSTAINABILITY SERVICES

- ◆ 1,700 native trees planted in the Koonwarra Gravel Pits Reserve in partnership with the Mirboo North Secondary College in support of National Tree Day.
- ◆ Upgrades to litter prevention infrastructure implemented at the Koonwarra Landfill with the construction of a 4.5x32 metre portable litter net.
- ◆ Received notification of a successful grant application for \$18,200 to support the construction of a Reuse Shop at the Koonwarra Transfer Station.
- ◆ Commenced negotiations to purchase a 22 hectare bush block near Mirboo North to preserve habitat and provide Council with native vegetation offsets, utilising funds from the bequest of the estate of Jim Harvey.

EMERGENCY MANAGEMENT

- ◆ Provided assistance to displaced residents at 6 separate house fire events across the Shire.
- ◆ Led the review and update of both the Pandemic and Heatwave Sub Plans. Endorsed by the Municipal Emergency Management Planning Committee at the August meeting.
- ◆ Participated in the Victoria Police evacuation workshop and the subsequent design of evacuation maps for South Gippsland high risk towns.

ADVANCING COUNTRY TOWNS

- ◆ As part of the Tarwin Valley Branding and Marketing project, the website www.tarwinvalley.com.au was developed and made available. Preparations for the projects official launch commenced with arrangements made for the Business Roundtable Luncheon.
- ◆ Advancing Country Towns funding of \$341,160 allocated to the Great Southern Rail Trail 'Black Spur' project was utilised for initial site works with Council's contribution to leverage remaining funds for the project shortfall.

LIBRARIES

- ◆ Council endorsed the West Gippsland Regional Library Corporation (WGRLC) Agreement to continue the partnership along with Baw Baw and Bass Coast Shire Councils for a further five year term.
- ◆ In collaboration with WGRLC, Council endorsed and submitted a Notice of Motion to the Municipal Association of Victoria seeking support of a statewide library initiative to provide an improved service to library users including the introduction of a singular Victoria wide library card. The proposal aligns to the Tomorrow's Library recommendations developed by the Ministerial Advisory Council on Public Libraries. Baw Baw and Bass Coast Shire Councils and Gippsland Local Government Network have formally supported the initiative.



YEAR TO DATE INCOME / EXPENDITURE FOR COMMUNITY SERVICES AS AT 30 SEPTEMBER 2014

Department	Actuals	Budgets	Variance	Full Year Budget
Income				
Aged and Disability Services	(472,504)	(484,717)	(12,213)	(1,957,811)
Children and Family Services	(114,177)	(103,251)	10,926	(424,505)
Community Safety	(85,893)	(86,348)	(455)	(86,348)
Community Services Management	(2,504)	0	2,504	(125,000)
Community Strengthening	(72,293)	(74,740)	(2,447)	(194,097)
Sustainability Services	(829,447)	(849,385)	(19,938)	(3,659,836)
Income Total	(1,576,818)	(1,598,441)	(21,623)	(6,447,597)
Expenditure				
Aged and Disability Services	471,666	573,885	102,219	2,542,105
Children and Family Services	198,899	226,016	27,117	978,046
Community Safety	96,418	97,425	1,007	246,793
Community Services Management	384,726	415,587	30,861	1,747,465
Community Strengthening	557,912	569,275	11,363	1,960,256
Sustainability Services	1,064,070	1,108,212	44,142	4,844,658
Expenditure Total	2,773,690	2,990,400	216,710	12,319,323
Total	1,196,871	1,391,959	195,088	5,871,726

SIGNIFICANT VARIANCES TO NOTE:

Aged and Disability Services

Income:

Payment for provision of full cost recovery service yet to be received.

Expenditure:

Underspent due to an outstanding invoice from Gippsland Southern Health Service for Meals on Wheels and under-provision of Home Care Targets, which is currently at 88% of Department of Health targeted hours. The team continue to promote Home and Community Care Services to the wider community to raise awareness.

Children and Family Services

Income:

Increased State Government grant for Maternal and Child Health and one-off Linking Learning Grant of \$5,000.

Expenditure:

Underspend in Immunisation Service and Maternal & Child Health which will balance out over the next year.

Community Services Management

Expenditure:

Budget adjusted due to the appointment of a consultant to commence Stage 2 of the Social Community Infrastructure Project not expected until next quarter.

Community Strengthening

Expenditure:

Underspent due to an invoice timing adjustment during the school holidays for the Toora Swimming Pool. Expected the budget will rebalance next quarter.

Sustainability Services

Income:

Timing of receipt of income from garbage collection and transfer stations shows a negative variance which is expected to balance over the year.

Expenditure:

Underspent due to Korumburra Litter Bin Upgrade Project not yet commenced.



COMMUNITY SERVICES PERFORMANCE DATA

AGED & DISABILITY SERVICES

HOME AND COMMUNITY CARE – QUARTERLY SERVICE OUTPUTS						
SERVICE	DoH ANNUAL TARGET	TOTAL YTD	JUL - SEP	OCT – DEC	JAN - MAR	APR - JUN
Assessment	3521	1003	1003	-	-	-
Domestic Assistance	18060	3872	3872	-	-	-
Personal Care	4839	994	994	-	-	-
Property Maintenance	1100	150	150	-	-	-
Respite	3554	972	972	-	-	-
Delivered Meals	16935	4104	4104	-	-	-
Community Transport		3848	3848	-	-	-
Private Works (da, pa & respite)		414	414	-	-	-
Private Works (Meals)		286	286	-	-	-

LIBRARIES

	VISITATION		MEMBERSHIP	
	SEPT 2014	SEPT 2013	SEPT 2014	SEPT 2013
NYORA*	155	149	46	23
FOSTER	4,885	5,425	909	827
KORUMBURRA	5,561	6,620	1,321	1,225
LEONGATHA	15,321	14,862	3,211	2,839
MIRBOO NORTH	4,843	4,929	949	821
POOWONG	1,511	1,673	155	145
SOUTH COAST*	510	565	272	250

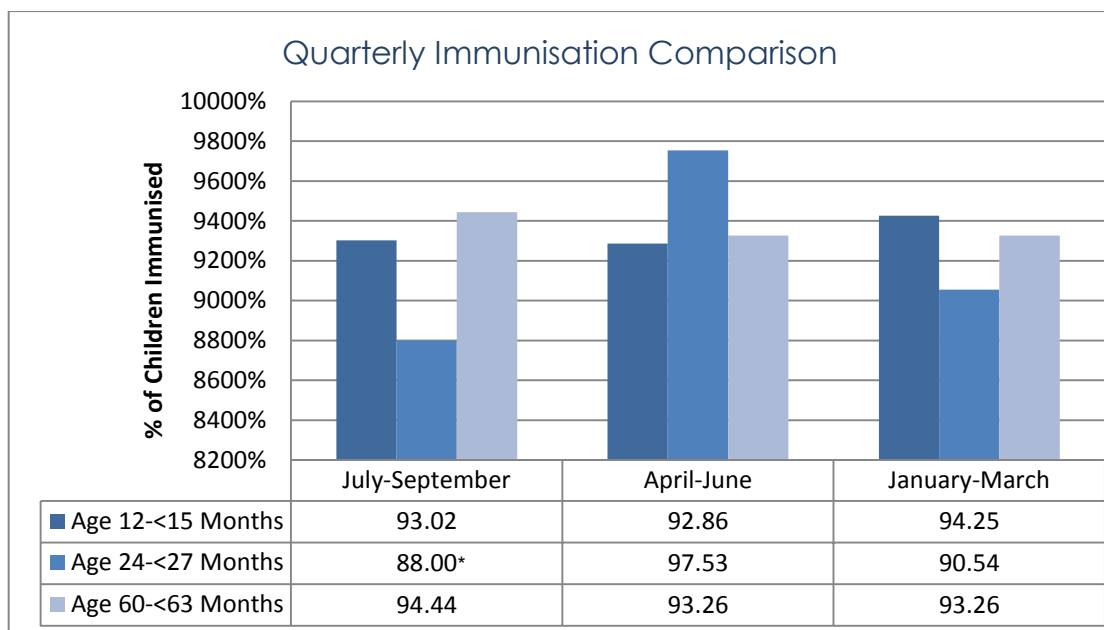
*Mobile library stop

CHILDREN & FAMILY SERVICES

NUMBER OF VACCINATIONS		
AGE GROUPS	JUL - SEP 2014	JUL - SEP 2013
0-6 Child Child encompasses all children immunised under the schedule.	151	168
7-18 Adolescent Adolescent encompasses the children who missed the high school immunisations.	673 *	472
19 + Adult Adult includes all optional immunisation such as Boostrix (whooping cough), Hep A, Hep B.	12 **	69

* Please note that the Chicken Pox vaccine was given in the September 2014 quarter and in 2013 it occurred in the March quarter.

** Please note that in the September 2013 quarter, Council ran a staff Boostrix program.



* Percentage represents the most current data available at the time of collation through the Australian Childhood Immunisation Register. Some immunisations are likely to have been provided to this age group at a Medical Centre and at this stage this data has not been captured.

development services



Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

STRATEGIC PLANNING AND DEVELOPMENT

- ◆ Completed public exhibition of Economic Development and Tourism Strategy.
- ◆ C96 Panel Korumburra Warragul Road rezoning.
- ◆ Prom Country Cheese opened new manufacturing and tourism facility and Moyarra.
- ◆ South Gippsland businesses recognised at Gippsland Business Awards with four finalists and two category winners.
- ◆ C99 Burra Foods referred to Panel.
- ◆ Cr Harding elected chair South East Australian Transport Strategy (SEATS).
- ◆ Conducted small business festival events.
- ◆ C95 Leongatha Industrial Land Study gazetted.
- ◆ Support Small Business Day, Dairy Expo.
- ◆ Population Data Update – Knowing our non-permanent population July 2014.
- ◆ Foster Community Infrastructure Plan - Health Focus Group Meeting Foster x 19 participants.
- ◆ Walk to School Funding Received – \$9,300 for Walk to School October 2014.

- ◆ Visitor Information Centre Summit.

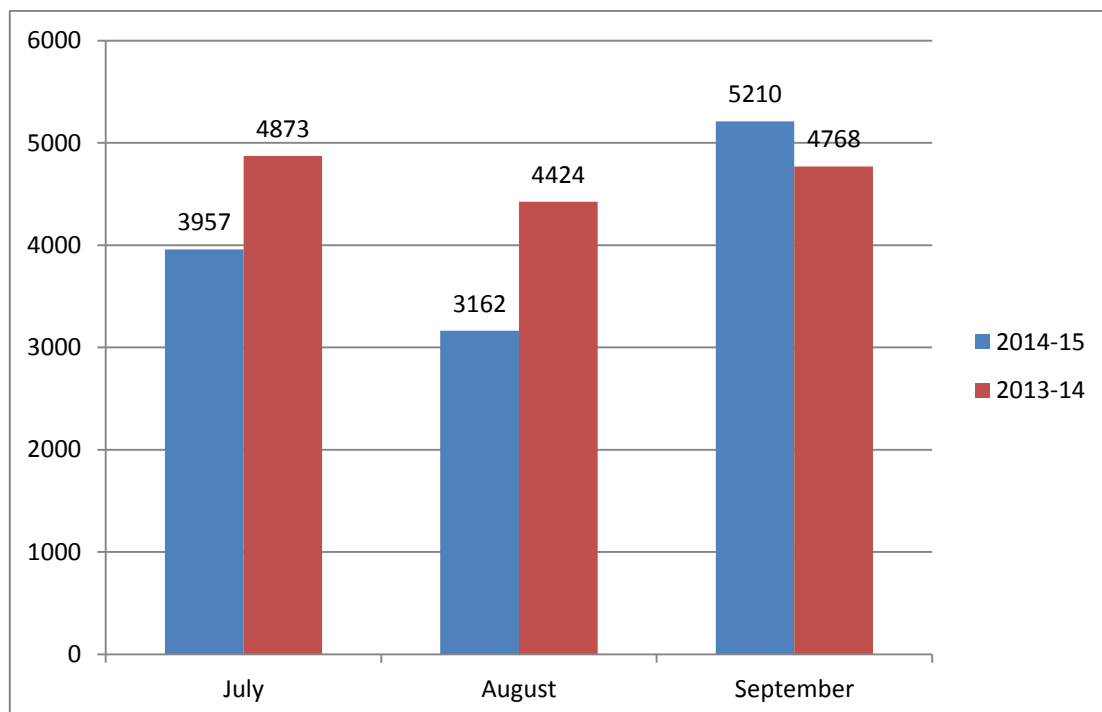
PLANNING AND ENVIRONMENTAL HEALTH

- ◆ 152 planning applications were decided during the quarter; 137 applications were approved, 10 were withdrawn and 5 were refused.
- ◆ 80% of planning applications were decided within the 60 day statutory timeframe. This was comparable with the regional Council average of 73%.
- ◆ Staff responded to 1,095 general planning enquiries.
- ◆ Council conducted 163 inspections of food and health premises. A further 34 follow-up inspections were undertaken to close out non-compliances.
- ◆ 16 routine food samples were collected and 1 failed to meet the relevant food safety standards. This was a pre-packaged sandwich that was prepared and distributed by a business in an adjoining municipality. This was referred to the relevant local Council for further investigation.
- ◆ 57 Tobacco related monitoring inspections were conducted with 7 requiring follow-up. Education material was sent to childcare centres and sporting clubs to inform about new rules banning smoking near children's play grounds and children's sporting events.
- ◆ 56 Wastewater (septic tank) permits were issued.
- ◆ 66 Customer Requests were actioned with 10 odour related and 10 noise related.

COAL CREEK COMMUNITY PARK AND MUSEUM

- ◆ Museum Accreditation attained after 40 years.
- ◆ Count Strzelecki steam train re-certificated and operational after 4 years.
- ◆ Young Ambassadors program presented to parents and public - a successful partnership between Korumburra secondary College, DEECD and Coal Creek.
- ◆ Pirates Day had an increase of 454 visitors this year; an increase of 105%.
- ◆ Finalist in Tidy Towns, Sustainability Victoria for 3 projects.
- ◆ Donations from the following organisations and businesses: Warragul Probud \$150; Coal Creek Masonic Lodge \$500; Rotary Club of Korumburra \$100 towards the Literary Festival; Duncan Reeves \$50 towards refurbishment of the ANZAC room; \$2,500 from the Coal Creek Costume Society to repaint O.Gilpins Drapery Store; and \$2,000 from the Coal Creek Costume Society towards the restoration of the Vertical Boiler. BRAVTEC Cleaning Solutions of Foster donated \$600 worth of goods and services to restore the Courthouse Floor.
- ◆ Education Program Leader being a guest lecturer at the Federation University to students studying teaching in Cultural History

Quarterly Comparisons to last year same quarter



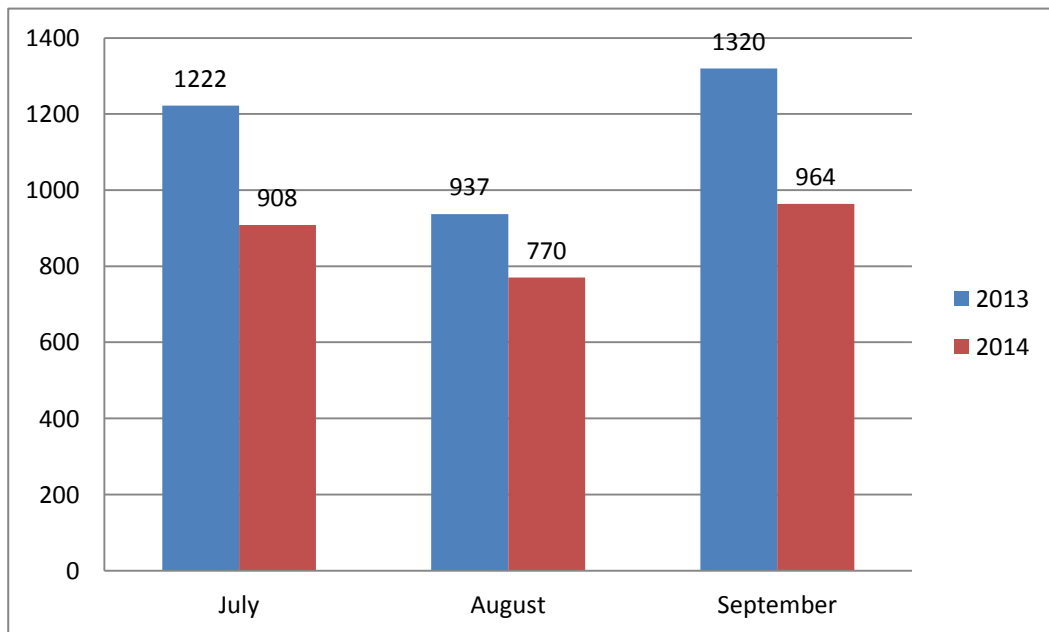
Month	2014-15	2013-14
July	3957	4873
August	3162	4424
September	5210	4768
Total	12,329	14,065

Visitation comparison's show drop in visitors by 1736 mainly due to inclement weather conditions. However the spend per visitor has increased in comparison to the same quarter last year from \$8.53 to \$9.09.

VISITOR INFORMATION CENTRE

- ◆ 2 staff members attended the annual Visitor Information Centres Summit in Macedon Ranges.
- ◆ 1 Full time & 2 Casual staff members were employed.

Total Visitation Quarterly Comparison



REGULATORY SERVICES

- ◆ Value of approved building work for the quarter was \$19.9 million, up 4% compared to the same quarter last year. Residential construction was \$15.1 million which is up 8% compared to the corresponding quarter. Significant projects include \$1 million addition to apprenticeship training facility in Korumburra, \$840,000 for new workshop building at Leongatha Secondary School, construction of \$740,000 retail building in Bair Street Leongatha and \$500,000 for cheese factory in Fish Creek.
- ◆ Local Law permit renewals completed. 274 permit renewals issued for matters such as street trading, additional pets and keeping of livestock in townships areas.
- ◆ 16 matters prosecuted in the Magistrate Court. Matters included dog attack, refusal to register animal, building, planning and illegal dumping offences.
- ◆ “Door knocking” program commenced in residential areas to check for unregistered animals. Program identifying approximately 10 unregistered animals each day.
- ◆ Seventeen report and consent applications approved for new dwelling siting variations and demolition consents.



YEAR TO DATE INCOME / EXPENDITURE FOR DEVELOPMENT SERVICES AS AT 30 SEPTEMBER 2014

Department	Actuals	Budget	Variance	Full Year Budget
Income				
Coal Creek	(58,332)	(60,476)	(2,144)	(361,230)
Planning and Environmental Health	(72,375)	(121,741)	(49,366)	(671,091)
Regulatory Services	(126,198)	(84,631)	41,567	(590,586)
Strategic Planning and Development	(16,615)	(32,514)	(15,899)	(70,945)
Development Services Management				
Income Total	(273,520)	(299,362)	(25,842)	(1,693,852)

Expenditure				
Coal Creek	157,106	215,521	58,415	914,538
Planning and Environmental Health	308,538	306,778	(1,760)	1,322,795
Regulatory Services	259,773	275,894	16,121	1,140,399
Strategic Planning and Development	304,081	340,751	36,670	1,838,601
Development Services Management	55,039	71,493	16,454	317,218
Expenditure Total	811,016	911,075	100,059	3,839,699

SIGNIFICANT VARIANCES TO NOTE:

Coal Creek

Expenditure: Underspent monies from capital works project not commencing until October 2014.

Planning and Environmental Health

Income: Anticipated public open space contributions adjusted following expiry of a historic planning permit.

Regulatory Services

Income: Higher than anticipated revenue from Department's services (i.e. animal registrations, permits, etc.) and issue of infringements.



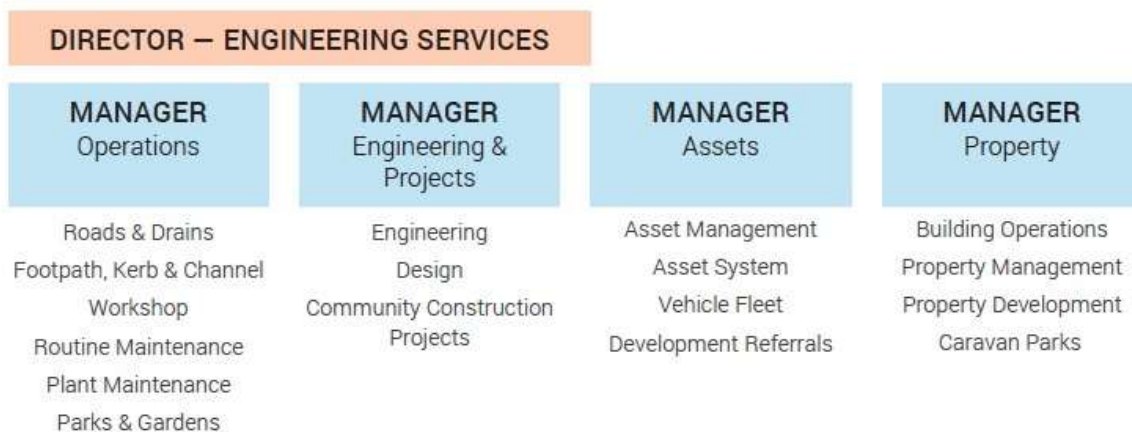
STRATEGIC PLANNING AND PLANNING SCHEME AMENDMENTS UPDATE

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

engineering services



Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

OPERATIONS

- ◆ Project updates:
 - Mine shaft cover in Foster completed
 - Footpath in Hoddle Road Foster completed
 - Yanakie Caravan Park septic lid replaced
 - Storm Water Drainage in Walkerville Road Tarwin Lower involved new outfall and re-grading of the driveways
 - Port Welshpool drainage in Lewis Street involving pit construction and flood gate repair
 - Bollards completed in the Port Welshpool boat ramp car park. The parking areas have now been extended significantly and expect significant increase in income as the majority of locals have been parking on the park area where a ticket is not required. Local laws will visit the site and suggest where new signage is to be placed. A media campaign will take place before any enforcement.
 - Stratton Street, Port Welshpool - a big soft area repair is underway
 - Storm water drain upgrade from open drain to underground pipes in Meeniyen next to the police station

- ◆ Reseal:
 - 14/15 program under development. Designs commenced so the list can be finalised
- ◆ Reseal Preps:
 - Stabilising has started, Stuarts Road, Loch Poowong Road, Mt Lyall Road
 - Worrarra Road Slade's Hill Road, Silcock's Hill Road, Court St Foster, McKitterick Road, Stony Creek Dollar Road, Old Korumburra Road and Kardella Road. Due to commence in October
 - Drains for reseals have started
- ◆ Resheets:
 - School Road is 50% complete, Clancy's Road complete, Grand Ridge Road complete. Drains and culverts have been cleaned on Darlimurla Road, Old Darlimurla Road, Forresters Road and Dickies Hill Road
 - The resheet on Mirboo Yarragon Road is 80% complete
- ◆ Customer requests: 1,490 requests were received with 849 (57%) completed on time.

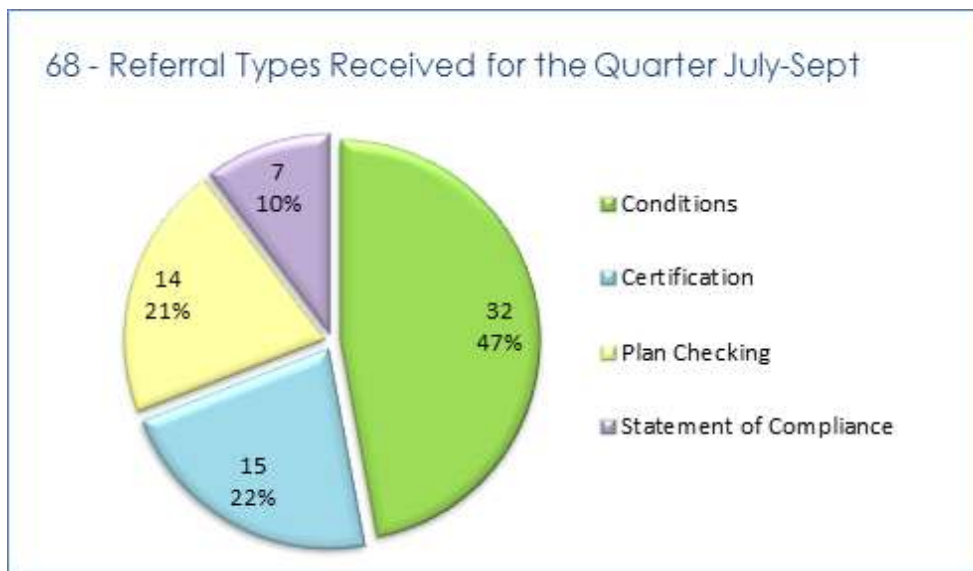
ENGINEERING

- ◆ Tenders awarded:
 - SGC15/11 Construction of Footpath and Kerb & Channel Renewals – Various locations
 - SGC15/12 Supply and Installation of Guardrail – Various locations
 - SGC15/14 Mirboo North Soccer Lighting
- ◆ Tenders Advertised:
 - Gray St, Leongatha Special Charge Scheme
 - Victory Ave, Foster – Road Reconstruction
 - Allambee Estate Bridge
- ◆ Completion of Station St, Korumburra road reconstruction.
- ◆ Customer requests: 90 were received with 97% completed on time.

ASSETS

Development referrals from the Planning Department:

Description	Service Levels (Days)	Avg (Days)	% Compliant	On time	Not on time	In progress (in time)	Total
Conditions	10	8	100%	32	0	0	32
Certification	12	11	93%	14	1	0	15
Plan Checking	20	8	100%	14	0	0	14
Statement of Compliance	10	8	100%	7	0	0	7
Service Levels - 98% compliance							



- ◆ GPS installation in Council's Plant / Fleet – A Consultant has been engaged and is waiting on the Draft Specifications. Project is currently ahead of schedule.
- ◆ Implementation of the Asset Management System – Conquest
 - Plant Maintenance is now being managed through Conquest
 - One of the four types of Leases has been entered into Conquest
 - Weekly meeting with Engineering has been established to ensure the correct handover of Assets. Handed over Assets are now being regularly updated to Conquest
- ◆ Customer requests – 48 were received with 94% being completed on time.
- ◆ 2015/16 Capital Works Renewal Program was updated to the Project Scope Reports - Short Forms.
- ◆ Victorian Grants Commission Report has been completed.

PROPERTY

- ◆ Finalised a Lease with Crown Castle (Australia) Pty Ltd (NBN) for the Yanakie Telco facility. Construction has commenced.
- ◆ Finalised a Lease with NBN Co. Ltd. for the Port Welshpool Telco facility. Construction works to commence November 2014.
- ◆ Finalised a lease with Foster & District Historical Society Inc. for use of the building in McDonald Street, Foster
- ◆ Finalised a lease for the black spot connectivity (Depot 2 way radio facility) – Korumburra.
- ◆ Council approved commencement of negotiations for a new lease to Corner Inlet Motorcycle Club.
- ◆ Successfully negotiated the purchase of part 270 Sheens Road, Mirboo North; site will become part of a vegetation offset program.
- ◆ Finalised compulsory acquisition of 5 Little Princess Street, Korumburra to form part of the site for the future Korumburra Integrated Children's Centre.
- ◆ Strategic Review of Land Holdings project - permits issued for two properties to remove reservation status and progress towards a land sale.
- ◆ Completed stage 1 sustainability project (energy efficiencies of heating, ventilation, and air conditioning (HVAC) system at Council's Main Office).
- ◆ Council approved appointment of contractor for the works to install a new roof at the Nyora Hall.
- ◆ Contractors appointed for the construction of a new storage shed and blacksmiths shed at Coal Creek.
- ◆ Completed stage 1 of internal office relocation project and commenced stage 2.
- ◆ Completed 20 programmed maintenance projects.
- ◆ Building maintenance customer requests – 137 requests were received with 112 (82%) completed within time frames.
- ◆ Yanakie Caravan Park had CCTV installed, solar hot water service installed, works program such as deep clean of cabins and amenities, 500 indigenous flora tubes planted, new mower/tractor purchased, major tree work completed. Seasonal positions advertised. Road re-sheeting booked, septic tank lid replaced, water storage tanks cleaned.
- ◆ Long Jetty Foreshore Caravan Park has had a shop/office refurbishment, disability access toilet provided onsite, tree work, deep clean of cabins and amenities, 200 indigenous flora tubes planted.
- ◆ 12 month site permits distributed to site holders.

- Secured permission from DEPI for vegetation management and maintenance programs at the Long Jetty Foreshore and Yanakie Caravan Parks.

YEAR TO DATE INCOME / EXPENDITURE FOR ENGINEERING SERVICES AS AT 30 SEPTEMBER 2014

Department	Actuals	YTD Budgets	Variance	Full Year Budget
Income				
Assets	(201,405)	(178,309)	23096	(459,959)
Engineering & Projects	(269,100)	(156,900)	112,200	(6,540,735)
Operations	(1,319,363)	(1,840,347)	(520,984)	(10,977,946)
Property	(789,608)	(866,832)	(77,224)	(1,843,216)
Income Total	(2,579,476)	(3,042,388)	(462,912)	(19,821,856)
Expenditure				
Management	78,166	76,957	(1,209)	299,972
Assets	839,603	1,019,812	180,209	2,411,524
Engineering & Projects	866,350	985,177	118,827	10,223,735
Operations	3,705,339	3,550,226	(155,513)	19,728,751
Property	847,824	1,210,235	362,411	4,654,040
Expenditure Total	6,337,282	6,842,407	505,125	37,318,022
Total	3,757,806	3,800,019	42,213	17,496,166

SIGNIFICANT VARIANCES TO NOTE:

Engineering & Projects

Income: Grant claim for the Corner Inlet Tourism - Great Southern Rail Trail not received this financial year. Anticipated to be received in December 2014 (\$400k).

Expenditure: Safe Intersection Program – works delayed due to design change requirements (\$65K).

TP Taylor Reserve Enhancement, Sandy Point – Delays in concreting works over the winter months (\$63K).

Operations

Income: Roads to Recovery grant funding has been recognised in the budget but not yet received. Anticipate that the first payment will be received at the end of the next quarter (\$409k).

Plant income is less than anticipated due to lower activity over the winter months. This is expected to come back online in the warmer months as the year progresses (\$66K).

The quantity of private works during winter was less than anticipated resulting in lower income being received. This is expected to come back online in the warmer months as the year progresses (\$34k).

Expenditure: Drouin Road footpath works were to commence this quarter and is now scheduled to commence in October 2014 (\$22k).

Parks and Gardens apprentices invoices are behind. This will be rectified in the next quarter (\$49k).

Severe rain event from 21 June 2012 acquittal required. Un-invoiced receipts to be returned and cancelled. An adjustment will be made to rectify this for the next quarter (\$44k).

The quantity of private works during winter was less than anticipated resulting in lower expenditure being received. This is expected to come back online in the warmer months as the year progresses (\$34k).

Property

Income: Yanakie Caravan Park variation (\$52,069) due to User Fees monthly profile being spread over 12 months and not associated with peak and off peak seasons. Profiling adjustments made.

Expenditure: Yanakie Caravan Park Variation \$91,825 due to the monthly profiling of the capital component of Materials and Services not properly reflecting the timing for delivery of capital projects. Profiling adjustments made.

Income: Long Jetty Foreshore Caravan Park variation (\$27,092) due to User Fees monthly profile being spread over 12 months and not associated with peak and off peak seasons. Profiling adjustments made.

Expenditure: Long Jetty Foreshore Caravan Park Variation \$73,784 due to the monthly profiling of the capital component of Materials and Services not properly reflecting the timing for delivery of capital projects. Profiling adjustments made.

 YEAR TO DATE INCOME / EXPENDITURE FOR YANAKIE AND LONG JETTY FORESHORE CARAVAN PARKS AS AT 30 SEPTEMBER 2014

YANAKIE CARAVAN PARK

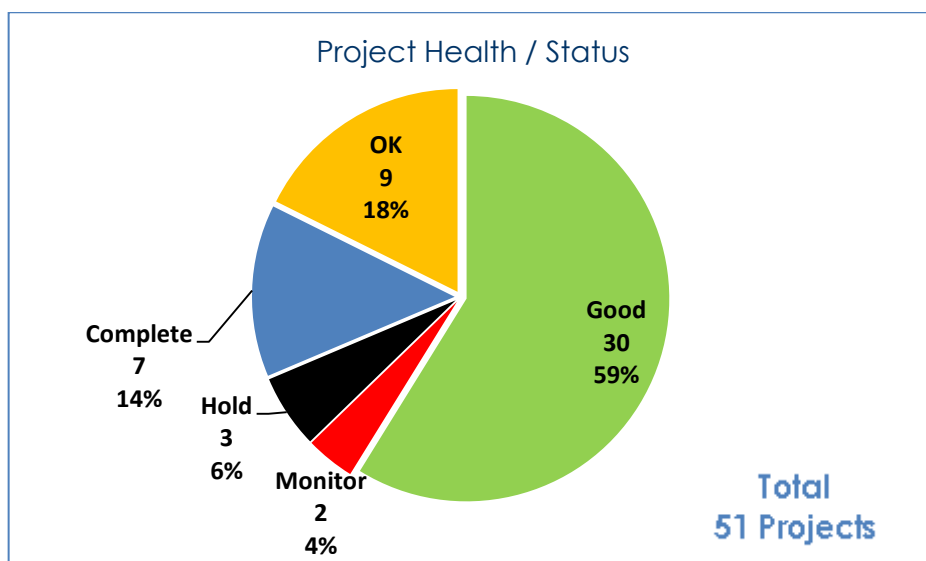
YANAKIE	Actuals	Budgets	Variance	Full Year Budget
Income				
Other Income	(437)	(3,750)	(3,313)	(15,000)
Profit (Loss) on Sale of Assets	0	0	0	0
Rental Income	(356)	(378)	(22)	(1,508)
User Fees	(446,913)	(495,647)	(48,734)	(759,429)
Income Total	(447,706)	(499,775)	(52,069)	(775,937)
Expenditure				
Employee Costs	35,861	43,683	7,822	189,298
Employee Oncosts Charged	8,102	9,249	1,147	40,081
Materials and Services	67,443	193,600	126,157	360,524
Other Expenses	1,175	0	(1,175)	400
Utilities	5,181	15,124	9,943	73,500
Expenditure Total	117,762	261,656	143,894	663,803
Total	(329,944)	(238,119)	91,825	(112,134)

LONG JETTY FORESHORE CARAVAN PARK

LONG JETTY	Actuals	Budgets	Variance	Full Year Budget
Income				
Other Income	(214)	(3,570)	(3,356)	(26,700)
Profit (Loss) on Sale of Assets	0	0	0	0
Rental Income	(356)	(390)	(25)	(1,560)
User Fees	(265,860)	(289,570)	(23,710)	(466,205)
Income Total	(266,438)	(293,530)	(27,092)	(494,465)
Expenditure				
Employee Costs	34,821	44,001	9,180	190,678
Employee Oncosts Charged	7,267	9,165	1,898	39,704
Materials and Services	11,313	95,826	84,513	271,489
Other Expenses	110	100	(10)	400
Utilities	8,955	14,249	5,294	60,000
Expenditure Total	62,465	163,341	100,876	562,271
Total	(203,973)	(130,189)	73,784	67,806

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**.



corporate services



Directorate Structure



HIGHLIGHTS AND KEY OUTCOMES

CORPORATE SERVICES MANAGEMENT

- ◆ Coordination of the Financial Sustainability Steering Committee has facilitated discussions on the service reviews of Coal Creek, Visitor Information Centres, Swimming Pools and Capital Works, as required in the Annual Initiatives.
- ◆ A revision of the budget and corporate business planning process has been undertaken to facilitate earlier community engagement in development of the 2015/2016 Budget and Annual Initiatives, and to increase the timeframe for Council and the Community to review the draft Budget and hearing of submissions.
- ◆ An on-line community engagement program (OurSay) has been developed for implementation in October/November. This will be followed by two workshops in November to consider the top ideas voted on by the Community for Council's consideration in the development of the Budget.

CUSTOMER RELATIONS

- ◆ Launched Council's Official Facebook Page with approximately 300 likes in the first three months.
- ◆ Council's Annual Report 2013-2014 was completed and sent to the Minister for Local Government by 30 September.

GOVERNANCE SERVICES

- ◆ Council Delegation to Staff updated to reflect changes to legislation and organisational structure.
- ◆ Application submitted to the Restoring Community War Memorials and Avenue of Honour Grants Program for the Korumburra Cenotaph Restoration Project and Poowong Cenotaph Restoration Project.
- ◆ Applications were submitted to various external grant funding programs to support the following projects:
 - South Gippsland Soccer Facilities Master Plan;
 - Korumburra Bowls Club Synthetic Greens Redevelopment Project; and
 - Leongatha Regional Skate Park Development Project.
- ◆ Reviewed and facilitated the endorsement of fresh Instruments of Delegation for the following Special Committees of Council: Toora Tennis Court Reserve, Leongatha Court House, Allambee South Community Hall, Korumburra Community Access Centre and Dumbalk Hall and Ladies Auxiliary Special Committees in accordance with the review schedule established by Council.
- ◆ Community Grants 2014/2015 Round 1: applications were received and assessed.
- ◆ Conducted a Civic Reception for South Gippsland Shire Glasgow Commonwealth Games participants.

FINANCE

- ◆ Confirmation order process introduced for the Engineering Operations team.
- ◆ Biennial revaluation completed.
- ◆ Rate Notices issued.
- ◆ Invoice payment options expanded to include BPay and Aust Post.
- ◆ Download of bank files automated.
- ◆ Clear audit opinion – Financial statements.

INFORMATION SYSTEMS

- ◆ Launched Council's free public Wi-Fi trial in Leongatha, via a pop up Wi-Fi hotspot.
- ◆ Completed major infrastructure firmware upgrade.
- ◆ Upgraded Council's EDRMS (Electronic Document and Records Management System).
- ◆ Completed GIS (Geographic Information System) Technology Review including the development of a system specification and Request for Tender (RFT) documents.

YEAR TO DATE INCOME / EXPENDITURE FOR CORPORATE SERVICES AS AT 30 SEPTEMBER 2014

Department	Actuals	Budgets	Variance	Full Year Budget
Income				
Corporate Services Management	0	0	0	0
Customer Relations	(47)	0	(47)	0
Finance	(11,399,746)	(11,183,408)	216,356	(47,748,250)
Governance Services	(64,128)	(27,773)	36,355	(111,098)
Information Services	(133)	0	133	0
Income Total	(11,464,072)	(11,211,181)	252,891	(47,859,348)
Expenditure				
Corporate Services Management	74,571	94,188	19,617	423,801
Customer Relations	162,454	65,058	11,987	252,928
Finance	4,532,462	4,382,911	(149,551)	20,943,631
Governance Services	781,125	746,632	(34,493)	2,111,581
Information Services	890,400	851,898	(38,502)	3,286,765
Expenditure Total	6,441,013	6,256,979	(184,034)	27,472,359
Total	(5,023,058)	(4,954,202)	68,856	(20,386,989)

SIGNIFICANT VARIANCES TO NOTE:

Corporate Services Management

Expenditure: The favourable variance is due to staff leave taken for the first quarter that is drawn from the oncost account. This expenditure will balance out over the year.

Customer Relations

Expenditure: Under expenditure in Customer Service labour costs due to staff departure, which was replaced late in September 2014. Under expenditure in Communications due to late invoices for South Gippsland Matters printing costs and advertising costs.

Governance Services

Income: Currently \$36,355 greater income received than budgeted year to date due to Insurance and WorkCover Premium re-imburements being received earlier than anticipated. It is expected these budget items will come in on budget for the full year.

Expenditure: Currently \$34,493 over budget primarily due to earlier than expected Community Grants expenditure. The budget for Community Grants will be updated to better reflect the timings of expected expenditure.

Finance

Income: \$260,000 Valuation grant received ahead of schedule. \$64,000 additional supplementary valuations . Employee oncost recovery income \$118,000 behind year to date budget.

Expenditure: Employee oncost application account \$74,000 ahead of budget, predominantly annual leave costs. Capital oncost application account \$32,000 behind budget. Written down valuation of assets sold \$62,000 greater than year to date budget.

Information Services

Expenditure: Currently \$38,502 ahead of budget primarily due to the commencement of replacing Information Technology infrastructure. The budget for IT infrastructure will be updated to reflect the asset replacement and renewal program.

attachment 1 capital works traffic light report



● Good ● Okay ● Monitor ● Hold ✓ Complete						
Cost Centre	Asset Class	Project	Actual \$	Budget	Comments	Status
9705	Bridge	Allambee Estate Rd Bridge Rehab - Allambee Reserve Design Investigation	508	569,255	Tenders close 21 October	●
9706	Bridge	Goads Road Bridge Replacement - Dumbalk North (CRandB)	1,885	49,530	Works completed	✓
9758	Bridge	Wyghts Bridge Replacement (Country Roads and Bridge Funding)	5,716	104,250	Timber ordered, steele being galvanised. Once timber arrives, works will start.	●
9523 9524 8834	Buildings	Public Toilet Reconstruction - Fish Creek, Toora & Yanakie	158	285,000	Toora/Fish Creek/Yanakie - Design & Construct Contract, bundle together	●
9425	Buildings	Korumburra Child Care Hub	11,312	2,918,776	Design completed, Tech Spec complete. \$1.6m funding announced	●
9531	Buildings	Caravan Park Rotunda and Camp Kitchen - Waratah Bay	32,739	33,135	Complete.	✓
8163	Buildings	Leongatha Memorial Hall (Replace Gas heating System)	0	50,040	Materials ordered	●
3451	Caravan Parks	Yanakie Caravan Park	14,908	178,374	Solar hot water installed. Plant and furniture purchased.	●
3461	Caravan Parks	Long Jetty Caravan Park	0	182,239	Office/shop upgrade complete. Quotes being received for major electrical works	●
8314	Civil	Foster Streetscape Design (Main and Station Street)	1,186	2,788	Community consultation progressing.	●

● Good ● Okay ● Monitor ● Hold ✓ Complete						
Cost Centre	Asset Class	Project	Actuals (\$)	Budget	Comments	Status
8770	Civil	Capital Works Design	43,152	215,102	Progressing	●
8703	Drainage	Tramway St, Port Franklin <i>(Flood Mitigation)</i>	0	55,383	Works to commence in dryer conditions	●
9721	Drainage	Rehabilitation Program <i>(LGIP)</i>	56,144	40,866	Planning program	●
8841	Footpaths	Footpath Renewals	1,974	169,527	No works started	●
8876	Footpaths	Walkerville Road, Tarwin Lower	0	93,825	Works will be bundled in with works for the Rec Res project.	●
8877	Footpaths	Drouin Road, Poowong	0	43,066	Works in progress	●
8895	Footpaths	Station Road, Foster	180	23,360	Project delayed pending further consultation regarding tree removal	●
9415	Guard Rails	Replacement Program - Mine Rd, Korumburra - Ferriers Road, Loch - Leongatha Yarragon Rd - Toora Wonyip Rd - Pound Creek Rd, Koonwarra	0	187,732	Contract awarded 5 September	●
8886	Kerb & Channel	Dutton Street, Toora	0	66,522	Part of Footpath Renewal Contract	●
8170	Playgrounds	Kongwak R N Scott Reserve	0	25,000	Tenders being sort	●
8172	Playgrounds	Stanley Street, Toora	0	27,832	Tenders being sort	●
8173	Playgrounds	Saggasar Park, Toora	0	33,045	Tenders being sort	●
8174	Playgrounds	Lewis Street, Port Welshpool	0	38,573	Tenders being sort	●
8190	Playgrounds	Mirboo Nth day Care	0	15,368	Community consultation progressing.	●

● Good ● Okay ● Monitor ● Hold ✓ Complete						
Cost Centre	Asset Class	Project	Actuals (\$)	Budget	Comments	Status
9563	Playgrounds	Meeniyán Recreation Reserve	0	50,271	Funds have been combined Meeniyán Recreation Reserve external funding, tenders are being sort	●
9511	Playgrounds	Kindergartens replacement program Loch Kinder	0	15,000	Consultation complete work programed for January	●
9620	Recreation	Nyora Hall Refurbishment	0	340,000	Contract awarded, start up meeting organised.	●
9570	Recreation	Footpath Existing CBD - Venus Bay	5,384	11,426	Complete.	✓
9577	Recreation	TP Taylor Reserve Redevelopment, Sandy Point	62,442	100,404	85% Complete, tracking well	●
8882	Recreation	Meeniyán Dumbalk United (MDU) Football Netball Club - Netball Court Redevelopment Project	8,148	20,194	All woks complete, shed to be erected	●
8881	Recreation	Leongatha Town Centre Bicycle Facility	0	3,160	Complete.	✓
2459	Roads	Betterment Works - Natural Disaster Relief Funding	0	180,000	On hold pending further investigation	●
8152	Roads	Rehabilitation Program (CRandB and R2R)	734	491,122	Preliminary investigation works	●
8772	Roads	Reseals (Partially funded R2R)	23,356	1,777,477	Planning program	●
8774	Roads	Reseal Preparation	145,275	986,946	Planning program	●
8153	Roads	Dale Drive, Leongatha (Turning area)	26	20,702	On hold pending further investigation	●
8167	Roads	McDonalds Track, Nyora (Blackspot)	0	35,200	Signage ordered.	●
8168	Roads	Timms Road, Poowong North (Blackspot)	0	50,800	Signage ordered.	●
8278	Roads	Station Street Rehabilitation - Korumburra	841	293,563	Investigation on existing drainage. Drainage plan to be designed	●

● Good ● Okay ● Monitor ● Hold ✓ Complete						
Cost Centre	Asset Class	Project	Actuals (\$)	Budget	Comments	Status
8284	Roads	Loch Poowong Road, Loch	105	219,968	Geotech report received. Revise scope report.	●
8292	Roads	Victory Ave, Foster	1,148	729,750	Tender 27 September	●
8850	Roads	Safe Intersection Program	180	116,800	Costings to be approved, then works to commence	●
9096	Roads	Henrys Road, Nyora	0	523,681	Costings to be approved, investigate if permit is required for tree removal	●
9738	Roads	Gray Street, Leongatha	11,425	593,888	Assessment took place 6 Oct	●
9814	Roads	Deviation of Koonwarra-Pound Creek Road - Leongatha	0	21,000	Continuing negotiations with adjoining landowners for land exchange	●
9739	Roads	Anderson Street, Leongatha (Town Entrance)	5,501	9,725	Agreed design, meet with Moyar to discuss	●
9817	Roads	Outtrim Moyarra Road Blackspot, Outtrim	2,534	5,581	Complete.	✓
9762	Roads	Station Street Rehabilitation - Korumburra (R2R)	126,693	147,644	Complete.	✓
8567	Waste	Waste Program (Cell 4 Design)	10,428	64,138	Design quotes to be sought in October.	●
8559	Waste	Koonwarra Landfill Cells 1 and 2	15,896	558,271	Design with Auditor for approval. Construction will be via Panel Contract.	●
9762	Roads	Station Street Rehabilitation - Korumburra (R2R)	126,693	147,644	Complete.	✓
8567	Waste	Waste Program (Cell 4 Design)	10,428	64,138	Design quotes to be sought in October.	●

● Good ● Okay ● Monitor ● Hold ✓ Complete						
Cost Centre	Asset Class	Project	Actual s (\$)	Budget	Comments	Status
8559	Waste	Koonwarra Landfill Cells 1 and 2	15,896	558,271	Design with Auditor for approval. Construction will be via Panel Contract.	●

attachment 2 strategic planning traffic light report



STRATEGIC PLANNING PROJECTS

● Good ● Okay ● Monitor ● Hold ✓ Complete		
Project	Description	Status
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 document has been adopted and is now being incorporated into the Planning Scheme via Amendment C93 which is presently with the Minister for Planning awaiting approval.	●
Port Welshpool Master Plan	The Port Welshpool Marina Project is examining the economic benefit and viability of improving marine facilities in the port area.	●
Rural development guidelines	Prepare guidelines to assist landowners in siting and locating their dwellings and buildings in rural areas. Final design work was completed in June. The document has been released for public use.	●
Planning Scheme Review	Statutory requirement to review the Planning Scheme every four years. Project now commenced and must be completed by April 2015.	●
Turtons Creek landscape assessment	Project to investigate the protection of key landscape values in the Turtons Creek area, particularly views from key roads. Project scoping shortly to commence. Anticipated public consultation in early 2015.	●

PLANNING SCHEME AMENDMENTS

● Good ● Okay ● Monitor ● Hold ✓ Complete		
Number	Description	Status
C52	Jumbunna Road, Korumburra Application to rezone 20ha from the Farming Zone to the General Residential Zone 1 was split into 2 parts with one landowner agreeing on contributions and this part approved by Council in December. Both land owners have now agreed and this matter will go to Council for adoption and subsequent rezoning in October 2014.	●
C65	Rezoning 105 Old Korumburra Road, Leongatha to Residential 1 Zone with a Development Plan Overlay. In discussions with applicant over S173 detail. Discussions have proven challenging with differences between parties remaining.	●
C71	Korumburra Library Rezoning from Public Use to Business 4 Zone adopted by Council 2013 and sent to Minister of planning for gazettal in December 2013. Approved by the Minister for Planning April 2014.	●
C74	Public Acquisition Overlay adjoining the eastern entry of the South Gippsland Highway for the purpose of future highway realignment. Exhibition resulted in no submissions. The Amendment is now gazetted.	●
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 was approved by the Minister for Planning in November 2013. Part 2 was adopted in March 2014 and is now with the Minister for Planning awaiting approval. Part 3 has until July 2015 to be approved.	●
C80	Safe, Healthy and Active Communities relevant inclusion of adopted documents into the Planning Scheme (Healthy by Design / Public Open Space Contributions / IDM /NBN, Housing and Settlement Strategy). Adopted by Council February 2014 and approved by the Minister for Planning on 28 May 2014.	●
C81	WGCMA Flooding Amendment Application of the LSIO and FO to the WGCMA catchment. This was authorised by Council in September 2013. Exhibition has been delayed due to WGCMA undertaking new flood study in Corner Inlet. There is no advantage in commencing the amendment prior to the new (more accurate) information be provided. Exhibition estimated early 2015.	●

● Good ● Okay ● Monitor ● Hold ✓ Complete

Number	Description	Status
C86	Hughes St Rezone FZ to Ind1Z. Council resolved to prepare amendment at March Council Meeting. Amendment documents currently in preparation for Ministerial Authorisation process.	●
C88	Rezoning of land at corner of South Gipp Hwy and Boags Rd to the Low Density Residential Zone to facilitate future development of Woorayl Lodge. Exhibition closing early May 2014. No submissions have been received. Amendment proposed to be adopted at a future Council meeting.	●
C89	Rezoning of Farming Zone land adjoining Prom Views Estate Walkerville to facilitate rural style residential development and commercial use. The Amendment was withdrawn by the proponent due to Council officer concerns regarding the level of information provided. An updated more detailed application required.	●
C91	Rezones South Gippsland Water site at Foster to Public Use Zone 1 from Public Use Zone 6. Amendment adopted in March 2014. Minister for Planning approved the Amendment on 11 July 2014.	●
C92	Volunteer Heritage Study – Identify and implement the Heritage Overlay on properties when requested by landowners. Council adopted the Amendment in May 2014 and it is now with the Minister for Planning awaiting approval.	●
C93	Amendment to implement the key findings of the Korumburra Town Centre Framework Plan into the Planning Scheme. The Amendment has been adopted by Council and is now with the Minister for Planning awaiting approval.	●
C95	Implement the key findings of the Leongatha Industrial Land Supply Study into the Local Planning Policies of the Planning Scheme. Council has adopted the Amendment and now gazetted.	●
C96	Rezone 3ha of Farm Zone to General Residential Zone at Korumburra Warragul Road. Section 173 for development contributions signed and amendment authorised by Council at Dec 2013 meeting. Exhibition received one objection. Panel convened now awaiting report.	●
C97	Rezoning of 99ha of land in Nyora from the Farming Zone to the General Residential Zone 1. Council resolved to prepare and exhibit amendment. Documents currently in preparation. Development Contributions agreement yet to be finalised. Ministerial authorisation to prepare the Amendment is yet to be provided.	●

● Good ● Okay ● Monitor ● Hold ✓ Complete

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 (C99) has completed exhibition and received in excess of 20 objections. Submissions to C99 have now been referred to a Panel.	●
GC1	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 and Latrobe City Council in September. In ongoing discussions with water authorities over application of the ESO over towns with sewer.	●

Attachment 3 annual plan 2014/15 performance update

LEGEND

COMPLETE







ON TRACK







NOT ON TRACK

OUTCOME 1.**a prosperous shire**

Annual Plan Initiatives	ACTION / TARGET	STATUS	COMMENT
<i>Responsible Unit: Development Services (Strategic Planning and Development)</i>	Implement the Economic Development and Tourism Strategy 2014, and support representative groups to develop a collaborative approach to tourism and economic development		Public consultation on strategy completed. Strategy now being prepared for adoption. Action plan being implemented and on track.
<i>Responsible Unit: Development Services (Strategic Planning and Development)</i>	The Korumburra Town Centre Framework Plan directions will be prioritised for the 2015/2016 Budget, in partnership with the Korumburra Roundtable Committee. Projects will be reviewed, prioritised and presented to Council for inclusion in the 15 year Capital Works Budget for funding consideration. The Korumburra Town Centre Framework Plan aims to provide the environment for investment into the town centre of Korumburra and encourage reinvigoration of the township		Projects have been prioritised and are under consideration as part of Council Budgeting commenced in October 2014.
<i>Responsible Unit: Development Services (Strategic Planning and Development)</i>	A 'Coastal Townships Seasonal Population Change Study' will be developed to determine the impact of fluctuating seasonal populations on our coastal towns. This study will seek to enable efficient, flexible planning for coastal towns; responsive to both large summer and small winter populations.		Detailed Communication Plan Developed Surveys for ratepayers – resident/non-resident, renters and visitors under development
<i>Responsible Unit: Development Services (Planning and Environmental Health)</i>	A Domestic Wastewater Management Plan to identify and manage public health and environmental risks associated with the disposal of domestic waste water (septic tanks) will be developed. This strategy will		Draft Tarwin Water Supply Catchment Water Quality Management Plan completed. Review of DWMP can now be completed.

	establish Council's approach to enact, educate and enforce its legislative responsibilities.		
<i>Responsible Unit: Development Services ((Planning and Environmental Health)</i>	A joint project with South Gippsland Water to develop a 'Tarwin River Water Supply Catchment Policy' will provide clarity for the assessment of planning permits for new dwellings and other developments within the declared Tarwin River Water Supply Catchment.		Draft Tarwin Water Supply Catchment Water Quality Management Plan has now been completed. This plan will inform the preparation of a Tarwin River Water Supply Catchment Policy.
<i>Responsible Unit: Development Services (Sustainability Services)</i>	The 'Agricultural Resilience and Climate Change Opportunities' grant will be actioned and utilised to progress sustainability activities that will assist the Shire's agricultural businesses.		Agricultural Climate Resilience Officer was engaged to implement the grant funded Agricultural Climate Resilience Project. A project plan has been developed to implement activities associated with the project including workshops and information sessions. The first community workshop has been scheduled for Friday 31 October and will focus on understanding weather trends and forecasting.
<i>Responsible Unit: (Sustainability Services)</i>	The 'Integrating Climactic Impact Into Government Processes' grant will be actioned and utilised to progress organisational sustainability processes.		3 stakeholder meetings have taken place and a draft brief has been prepared to engage consultants to commence implementation of the project.
<i>Responsible Unit: (Sustainability Services)</i>	A Roadside Weed Management Plan will be prepared with service levels and budget implications articulated. This initiative is required in response to the State Government reallocating this responsibility to Local Government and Council's 2000 kilometres of sealed and unsealed roads that will need to be managed.		A roadside weed survey has been completed and costs estimates prepared based on the results. A briefing paper has been prepared and will be presented to Council on 22 October.

<i>Responsible Unit: (Sustainability Services)</i>	Planning for a kerbside green waste collection service will be undertaken. This initiative is aimed at reducing waste to landfill in accordance with Council's Sustainability Strategy and will be presented to Council for their consideration.		A report was presented to Council in July proposing the introduction of a compulsory kerbside green waste collection service commencing from 1 July 2015. The recommendation was supported. A communications plan has been developed to promote the service leading up to its implementation. This will include signage at transfer stations, targeted press releases, updated kerbside services calendars and the posting of service information on Council's website.
MAJOR INITIATIVE <i>Responsible Unit: Development Services (Strategic Planning and Development)</i>	The Nyora Development Plan will be advanced by undertaking required traffic, drainage, flora and fauna and other studies to inform a development plan and developer contributions for the Nyora Township that is in accordance with the Development Plan Overlay. A key component will be the Development Contributions apportionment calculations, which will enable Council to retrieve adequate funding from developers to provide necessary infrastructure for expected population growth.		Negotiations underway with major developer and project is being scoped to define consultant briefs and tasks.
MAJOR INITIATIVE <i>Responsible Unit: Development Services (Office of the Chief Executive)</i>	'Priority Projects' for the Shire will be determined by Council and used 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 the Shire.		Council has achieved great progress against all of its 2014 Priority Projects with funding confirmed for the Leongatha Heavy Vehicle Alternate Route construction, a State Government \$1.6M commitment to the Korumburra Integrated Children's Centre, and \$1.3M to ensure the completion of the Great Southern Rail Trail Missing Link. Focus will remain on full achievement of these priorities until year end, and discussions regarding the focus for 2015 will commence early in 2015.
MAJOR INITIATIVE <i>Responsible Units: Community Strengthening,</i>	Continued development of the Great Southern Rail Trail will be pursued by implementing funding grants received, seeking further funding and marketing of the Rail Trail. Joining the existing		Toora to Welshpool section of Rail Trail under construction and on track. Funding applied for Black Spur missing link construction of the trail. Marketing program well underway and continuing in partnership with




*Governance
Services,
Engineering and
Projects, and
Strategic
Planning and
Development*

sections of the Great Southern Rail Trail will be pursued by implementing funding grants received, seeking further funding and marketing of the Rail Trail. Joining the existing sections of the Great Southern Rail Trail to form one connected corridor, will increase tourism opportunities and in turn improve the economic benefits this community asset brings to the Shire.

Great Southern Rail Trail Committee.
Development of new branding and signage on schedule.

OUTCOME 1.

Council Plan Indicators

	ACTION / 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. The value of total investments in the Shire measured through Building Permits, by investment sector. <i>(Baseline: To be established.)</i>		Value of building work approved was \$19.9 million which is up 4% compared to the corresponding quarter in 2013/14 FY.
Shovel ready projects prepared. <i>Responsible Unit: Engineering Services</i>	Aim for at least two ready at any time.		Ten projects are ready for construction subject to funding.
Number of representations made to State and Federal politicians <i>Responsible Unit: Office of the Chief Executive</i>	At least one delegation annually		Council met with both the State and Federal Members and their advisors to progress the Korumburra Integrated Children's Centre funding pursuits.

LEGEND



COMPLETE



ON TRACK



NOT ON TRACK

OUTCOME 2.

closely connected communities

Annual Plan Initiatives

	ACTION / TARGET	STATUS	COMMENT
<i>Responsible Unit: Community Services (Community Strengthening)</i>	Planning for the Deadly in Gippsland event, to be held in late 2015. This event is a significant cultural event that is a celebration of aboriginal people and culture, and what can be achieved in partnership.		Planning Committee convened in August and formal meeting with Gippsland Land and Waters Aboriginal Corporation confirmed. Expressions of Interest to join conference sub-committees invited.
<i>Responsible Unit: Corporate Services (Governance Services)</i>	The Community Grants Program funding will continue to be provided to support Community initiatives and to capitalise on grant funding opportunities in partnership with our local communities. The program provides funding assistance to community groups to implement projects that will benefit their local communities.		Community Grants Round 1 Applications have been assessed and will be approved by Council in November 2014 and announced in December 2014. Planning is progressing to ensure Round 2 is conducted by 30 June 2015.
<i>Responsible Unit: Community Services (Strategic Planning and Development)</i>	A Business Plan for Coal Creek will be developed that supports the 'Strategic Direction of Council for Coal Creek'. This plan will explore the integration of Coal Creek with other visitor services functions, develop new governance options, develop new retail opportunities for buildings in Coal Creek and develop options for the management of museum and arts collections across the Shire.		Council's Financial Sustainability Committee is progressing Coal Creek's strategic direction and business planning.
<i>Responsible Unit: Community Services (Emergency Management)</i>	Preparation for the three year external audit of the Municipal Emergency Management Plan will be completed, in readiness for the July 2015 audit.		Plan for audit preparation commenced. Negotiations occurring with SES re date of audit and recovery of Risk Assessment information previously facilitated by SES.

*Responsible Unit:
Corporate Services
(Governance Services)*

Educating and engaging our young people in understanding local democracy will be advanced by holding a Council Meeting Day in one of the Shire's Secondary Colleges. Activities held on the day will encourage students to share their thoughts and ideas on local community issues with Council



It was originally planned to conduct this at the South Gippsland Secondary College in August 2014, however, this was cancelled at the request of the College. Discussions are occurring with Secondary Colleges with the view to scheduling a Meeting at a College prior to 30 June 2015.

MAJOR INITIATIVE

*Responsible Unit:
Community Services
(Aged and Disability
Services)*

A review of Home and Community Care Services will be undertaken to identify options for the future directions of the service, to align with the Commonwealth Government Aged Care reforms.



Review to commence when State and Federal Government funding splits unit prices and Service Agreements for the next 3 to 5 years have been confirmed.

OUTCOME 2.

Council Plan Indicators

	ACTION / 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 Reference Group have commenced reviewing the Community Direction Statement Priority Projects spreadsheet to assess which projects have been completed and which projects are still under active consideration.
Development activities for volunteers provided. <i>Responsible Unit: Community Services</i>	A program of activities developed and implemented annually.		2014 Annual volunteer training calendar developed. Initial workshops in creating and managing websites for community groups presented in August and September.

LEGEND

COMPLETE




ON TRACK



NOT ON TRACK

OUTCOME 3.**integrated services and infrastructure****Annual Plan
Initiatives**

	ACTION / TARGET	STATUS	COMMENT
<i>Responsible Unit: Engineering Services (Property)</i>	Investigation into the most appropriate land use/ location for a Municipal Precinct is to be undertaken that includes a Municipal Office, Library, Council Chambers, Community meeting spaces and other integrated community facilities, with site selection and a concept drawing plan developed.		Candidate sites selected. Councillor Briefings held on 24 September 2014. Next Councillor Briefing is scheduled on 5 November 2014.
<i>Responsible Unit: Engineering Services (Property)</i>	Shorter term requirements for placement of the Library in Leongatha will be reviewed and investigated in time for a decision to be made prior to the expiry of the current lease.		Progressing well. Confidential Briefing held on 23 July 2014.
<i>Responsible Unit: Community Services (Community Strengthening)</i>	Increasing public awareness and involvement in finding solutions to the financial sustainability of Council's swimming pools will be a focus of community discussions this year. The financial implications of managing six swimming pools in a Shire of 27,500 people, places an increased burden on all ratepayers.		1st stage of Aquatic Strategy Review commenced with Status Report on all pools to be provided to Council in October 2015, including individual pool performance over a 9 year period and Master Plan recommendations for Mirboo North, Korumburra, Toora and Poowong.
<i>Responsible Unit: Community Services Management & Engineering Services Management</i>	Stage 2 of the Social Community Infrastructure project will be completed with capital works allocated and potential funding sources identified. This project will assist Council in planning future social infrastructure requirements for various sized towns, villages and hamlets within the Shire.		A meeting of the Social Community Infrastructure Committee was held on 17 September 2014. Planning of Stage 2 of the project was discussed and agreed to engage a consultant for the works required. A scoping document was developed and distributed to consultants experienced in this specific field for quotation.

			The draft Capital Works Program presented to Council on 23 October 2014.
MAJOR INITIATIVES	An increased investment of \$500,000 into Council's Road Re-sheet program is aimed at improving the gravel road network. This increased investment is provided in response to community concerns and customer requests for improvements to the gravel road network.		Additional funds of \$500,000 have been included in the re-sheet program.
<i>Responsible Unit: Engineering Services (Operations)</i>			

OUTCOME

3.

Council Plan Indicators

	ACTION / TARGET	STATUS	COMMENT
Number of grants submitted to State and Federal programs for funding and number of grants announced for South Gippsland Shire projects. <i>Responsible Unit: Corporate Services</i>	Aim for 30% of applications submitted to be funded.		Of the 6 external grants applied for since July 2014, 2 have been funded and 4 are pending.
Sustainability activities for various sectors provided, in partnership with others where possible. <i>Responsible Unit: Community Services</i>	A program of activities developed and implemented annually.		A review of Council's Sustainability Strategy is currently underway, which will include the development of actions aimed at informing the community of current sustainability focus areas and implementing meaningful projects in collaboration with project partners.

LEGEND

COMPLETE



ON TRACK



NOT ON TRACK

OUTCOME 4.

a leading organisation

**Annual Plan
Initiatives**

	ACTION / TARGET	STATUS	COMMENT
<i>Responsible Unit: Corporate Services (Community Relations and Information Systems and Support)</i>	Improvements to Council's website will be implemented to improve the ability of community members to find information and interact with Council 24/7.		Council's Tender document completed. Awaiting advertising.
<i>Responsible Unit: Corporate Services (Governance Services)</i>	Advocacy activities will be pursued seeking grant funding for a range of community projects including Tarwin Lower Recreation Reserve, Agnes Falls development and the Korumburra Bowls Club. These funds are being sought to assist local community groups develop facilities that they value in their local areas.		Project Proposals have been submitted for the Tarwin Lower Recreation Reserve and Agnes Falls Project and whilst endorsed by Regional Development Victoria, funding is currently unavailable until Feb 2015. Korumburra Bowls Club application has been submitted and is pending. Other projects for consideration for support are currently being identified.
<i>Responsible Unit: Corporate Services (Information Systems and Support)</i>	The establishment of Public Wi-Fi in the Leongatha Township will be investigated as a pilot to determine if the public hot spot can be established and to determine the range (distance) that it may cover. This enabling technology would provide an enhanced means of connecting visitors and local businesses in one of our main rural townships to the wider world.		Council conducted a public Wi-Fi trial in September via the launch of a public WiFi hotspot. Consideration is now being given to the ongoing requirement for public WiFi and the solution design.

MAJOR INITIATIVE

*Responsible Unit:
Corporate Services
Management*






A cyclical program to review all Council services over a series of years will be continued, with an annual timetable prepared and implemented for 2014-2015. These reviews will look at the services provided, the standards/levels of service provided and the costs and opportunities to make the services more efficient and effective.



The Financial Sustainability Steering Committee has been reviewing four services over the past three months. Preparation of the cyclical program has been postponed due to the early commencement of the draft Annual Budget and annual corporate planning. The program will be developed in early 2015.


OUTCOME 4.

Council Plan Indicators

	ACTION / TARGET	STATUS	COMMENT
Policy portfolios and/or specific project groups developed and implemented. <i>Responsible Unit: Chief Executive Officer and Corporate Services Management</i>	Portfolio or project scope and committee structure endorsed by Council prior to establishment.		There have been no new policy portfolios commenced to date for 2014-2015.
An Annual Plan and Annual Budget developed. <i>Responsible Unit: Corporate Services</i>	Adopted by Council by 30 June annually.		Key budget timelines are included in the revised corporate timetable. Confidential briefings have been held to commence deliberations for the 2015-2016 draft budget.
Council will encourage community members to provide information to Council on matters affecting them. <i>Responsible Unit: Corporate Services</i>	Public presentations sessions will be available for community members to participate.		All scheduled public presentation sessions have been widely advertised and conducted each month.
Department Service Summaries, Business Plans and corresponding Budgets will be developed annually. <i>Responsible Unit: Corporate Services</i>	By 30 June annually.		A revised corporate timetable for the development of the 2015-2016 business plans has been introduced. 2015-2016 Business Planning commenced in September and all departments have been briefed.
Developer contributions will be established and implemented. <i>Responsible Unit: Development Services</i>	By 30 June 2015.		Developer Contributions now established across all new residential areas in Korumburra with negotiations underway in Leongatha and Foster.

OUTCOME 4.

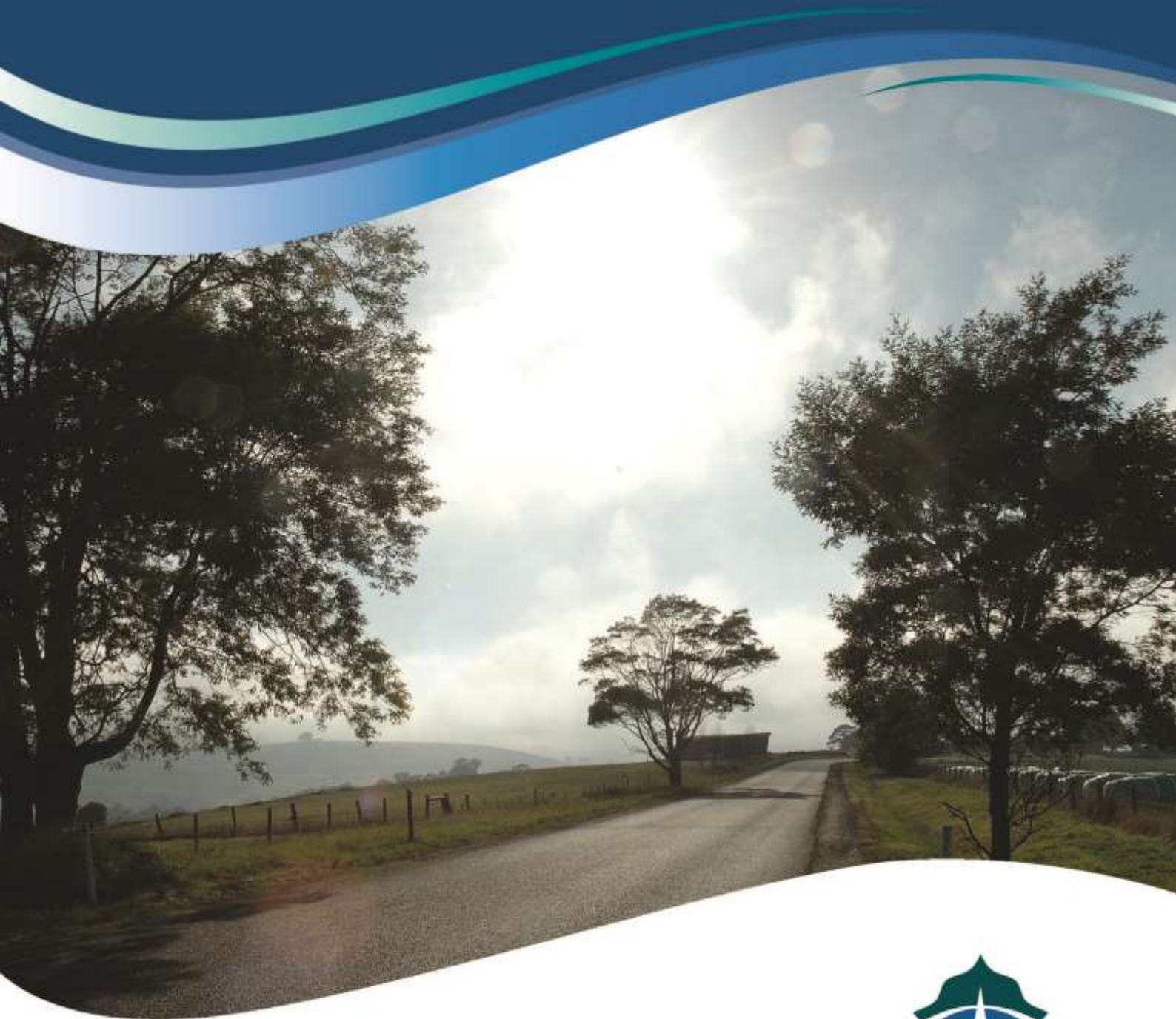
Council Plan Indicators

	ACTION / TARGET	STATUS	COMMENT
Community Satisfaction Survey results published annually. <i>Responsible Unit:</i> <i>Corporate Services</i>	By 30 June annually.		The 2014 Community Satisfaction Survey results will be available in April 2015. The ongoing action plan is being implemented.

SOUTH GIPPSLAND SHIRE COUNCIL

Quarterly Performance Report

July to September 2014



*South Gippsland
Shire Council*