



# **LATROBE CITY COUNCIL**

**AGENDA FOR THE  
ORDINARY COUNCIL**

**TO BE HELD IN NAMBUR WARIGA MEETING ROOM  
CORPORATE HEADQUARTERS, MORWELL  
AT 6.00 PM ON  
23 MARCH 2015**

**CM458**



## *Latrobe Community* **Vision**

*"In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership."*

## *Council* **Mission**

Latrobe City continues to implement the values, corporate directions and partnerships necessary to bring reality to the Latrobe's 2026 community vision for a liveable and sustainable region with collaborative and inclusive community leadership.

## *Council* **Values**

Latrobe City Council's values describe how it is committed to achieving the Latrobe 2026 community vision through:

- Providing responsive, sustainable and community focused services;
- Planning strategically and acting responsibly;
- Accountability, transparency and honesty;
- Listening to and working with the community; and
- Respect, fairness and equity.

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**

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**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)****1. OPENING PRAYER**

*Our Father in Heaven, hallowed be your Name, your kingdom come, your will be done on earth as in Heaven. Give us today our daily bread. Forgive us our sins as we forgive those who sin against us. Save us from the time of trial and deliver us from evil. For the kingdom, the power, and the glory are yours now and forever.*

**2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND**

*We respectfully acknowledge that we are meeting here today on the traditional land of the Braiakaulung people of the Gunnai/Kurnai Clan and pay our respect to their past and present elders*

**3. APOLOGIES AND LEAVE OF ABSENCE****4. DECLARATION OF CONFLICT OF INTEREST****5. ADOPTION OF MINUTES****RECOMMENDATION**

**That the minutes of the Ordinary Council Meeting meeting held on 2 March 2015 be confirmed.**

**6. PUBLIC QUESTION TIME**

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

### 7. ITEMS HELD OVER FOR REPORT AND/OR CONSIDERATION/QUESTIONS ON NOTICE

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
19/09/11	Traralgon Activity Centre Plan Key Directions Report	<p>That having considered all submissions received in respect to the Stage 2 Key Directions Report September 2011, Council resolves the following:</p> <ol style="list-style-type: none"> <li>1. To defer the endorsement of the Stage 2 Key Directions Report September 2011 until:               <ol style="list-style-type: none"> <li>a) Council has been presented with the Traralgon Growth Area Review</li> <li>b) Council has received information on the results of the Latrobe Valley Bus Review</li> </ol> </li> <li>2. That Council writes to the State Government asking them what their commitment to Latrobe City in respect to providing an efficient public transport system and that the response be tabled at a Council Meeting.</li> <li>3. That Council proceeds with the Parking Precinct Plan and investigate integrated public parking solutions.</li> <li>4. That the Communication Strategy be amended to take into consideration that the November/December timelines are inappropriate to concerned stakeholders and that the revised Communication Strategy be presented to Council for approval.</li> <li>5. That in recognition of community concern regarding car parking in Traralgon the Chief Executive Officer establish a Traralgon Parking Precinct Plan Working Party comprising key stakeholders and to be chaired by the Dunbar Ward Councillor. Activities of the Traralgon Parking Precinct Plan Working Party to be informed by the Communication Strategy for the Traralgon Activity Centre Plan Stage 2 Final Reports (Attachment 3).</li> </ol>	<ol style="list-style-type: none"> <li>1. <u>Status:</u> A review of Traralgon Activity Centre Plan project required to be undertaken by officers following adoption of Traralgon Growth Areas Review. Draft discussion paper currently being prepared.</li> <li>2. <u>Status:</u> Letter sent 10 August 2010. Response received 24 August 2010.</li> <li>3. <u>Status:</u> Letter sent 10 October 2011 No response received.</li> <li>4. <u>Status:</u> Parking Strategy completed September 2013. Council resolved to proceed with car parking overlay Planning Scheme Amendment at Ordinary Council Meeting 9 February 2015.</li> <li>5. <u>Status:</u> Adopted by Council 6 February 2012</li> <li>6. <u>Status:</u> Working Party endorsed by Council, 20 February 2012</li> </ol>	General Manager Planning and Economic Sustainability

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
5/12/11	Investigation into Mechanisms Restricting the sale of Hubert Osborne Park Traralgon	That a draft policy be prepared relating to Hubert Osborne Park and be presented to Council for consideration.	Investigations continuing into a possible mechanism for this purpose.	Office of the Chief Executive
19/12/11	Traralgon Greyhound Racing Club – Proposed Development and Request for Alterations to Lease	That a further report be presented to Council following negotiations with the Latrobe Valley Racing Club, Robert Lont and the Traralgon Greyhound Club seeking Council approval to the new lease arrangements at Glenview Park.	Preparation underway to commence negotiations for a new lease. A further report to be presented to Council.  Discussion has progressed with the leasing of the land to the Traralgon Greyhound Racing Club.  A rental valuation is being obtained from independent valuer.  A report will be presented to Council in 2015.	Office of the Chief Executive
18/02/13	Affordable Housing Project – Our future our place	<ol style="list-style-type: none"> <li>1. That Council proceeds to publically call for Expressions of Interest as a mechanism to assess the viability and interest in developing an affordable housing project on land known as the Kingsford Reserve in Moe.</li> <li>2. That a further report be presented to Council for consideration on the outcome of the Expression of Interest process for the development of an affordable housing project on land known as the Kingsford Reserve in Moe.</li> </ol>	This project is currently under review, with a Council report to be presented to Council in 2015.	General Manager Community Liveability
6/05/13	Latrobe City International Relations Advisory Committee - Amended Terms of Reference	That the item be deferred pending further discussion by Councillors relating to the Terms of Reference.	Item on hold pending adoption of a Terms of Reference for Advisory Committees. A further report will be presented to Council once the Terms of Reference is adopted.	General Manager Planning & Economic Sustainability

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
6/11/13	Latrobe Regional Motorsport Complex	<ol style="list-style-type: none"> <li>1. That Council requests the members of the Latrobe Regional Motorsports Complex Advisory Committee to investigate potential sites for the motorsports complex and to advise Council of any sites identified so that further investigation can be undertaken by Council officers.</li> <li>2. That Council officers meet with Energy Australia to discuss other possible sites for a motorsports complex on their land.</li> <li>3. That a further report be presented to Council at such time that site options have been investigated.</li> </ol>	<p>Initial advice from Energy Australia and HVP is that land is not currently available for this use. Officers continuing to work with both parties to identify potential sites for further investigation.</p> <p>An on-site meeting with Cr Middlemiss occurred in December 2014 to investigate further site options.</p> <p>Further evaluation will be undertaken of sites identified during on-site meeting.</p> <p>Further report to be presented to Council in 2015.</p>	General Manager Community, Infrastructure & Recreation
13/10/14	Draft Community Engagement Strategy And Action Plan 2015-2019 - Community Consultation	<ol style="list-style-type: none"> <li>1. That Council approves the draft Community Engagement Strategy and Action Plan 2015-2019 be released for community consultation for four weeks from Monday, 20 October 2014 to Friday, 14 November 2014.</li> <li>2. That following the community consultation process a further report on the Community Engagement Strategy and Action Plan 2015-2019 be presented to Council for consideration.</li> </ol>	<p>The draft Strategy is being finalised following the community engagement period.</p> <p>A report will be presented to Council with the final Strategy in March 2015.</p>	Office of the Chief Executive
13/10/14	Churchill and District Community Hub Strategic Plan 2014 – 2018	<p>Council release the draft Churchill and District Community Hub Strategic Plan 2014-2018 and,</p> <ol style="list-style-type: none"> <li>1. Release the Plan for public comment for a period of 6 weeks.</li> <li>2. A further report be presented to Council at the Ordinary Council meeting 15 December 2014 to consider any submissions to the draft Churchill and District Community Hub Strategic Plan 2014 – 2018.</li> </ol>	<p>The Draft Churchill and District Community Hub Strategic Plan was released for public consultation in late January for a period of 6 weeks. A further report is scheduled to be considered at the Ordinary Council Meeting 23 March 2015 detailing the community feedback.</p>	Community Liveability



## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
24/11/14	Review Of Council Meeting Cycle	That Council: 1. Maintain a three-weekly Council Meeting cycle. 2. Begin Ordinary Council Meetings at 6:00pm. 3. Distribute the final Ordinary Council Meeting Agenda to the public, six (6) days prior, to the Ordinary Council Meeting. 4. Review the meeting cycle after an eight-month period and a further report be presented to Council in July 2015 with a review of the changes.	Report to be prepared to Council in July 2015.	Executive Manager Office of the Chief Executive
09/02/15	Family Day Care Feasibility	That Council maintain the Family Day Care program at the current level. That the Family Day Care Coordination team is adjusted as required and directly in relation to any reduction of Educators and/or Service Users. That a further review of the program occur within the first six months of the 2015/16 financial year, with a further report being presented to Council for endorsement at the Ordinary Council Meeting on 07 December 2015. That a report be developed demonstrating cost and funding options to grow other early education and care services as a transition plan from FDC into the future.	Further report to be provided to Council on December 2015.	Community Liveability

# NOTICES OF MOTION

8. NOTICES OF MOTION

**8.1 2015/01- NOTICE OF MOTION - RESCISSION MOTION -  
REQUEST FOR LATROBE CITY TO BECOME A REFUGEE  
WELCOME ZONE**

Cr Christine Sindt

That Latrobe City Council rescinds the motion made at the Council meeting held on 2 March 2015 in relation to the request for Latrobe City to become a refugee welcome zone, being:

*That Council declare Latrobe City a Refugee Welcome Zone.*

*That the Mayor writes to the Latrobe Valley Asylum Seeker Support Group to advise of Council's decision to declare Latrobe City a Refugee Welcome Zone.*

*That the Mayor writes to the Refugee Council of Australia to advise of Council's decision to declare Latrobe City a Refugee Welcome Zone.*

*That Council's decision to declare Latrobe City a Refugee Welcome Zone is advertised in the next available Council Noticeboard.*

**Attachments**  
Nil

**ITEMS REFERRED BY  
THE COUNCIL TO THIS  
MEETING FOR  
CONSIDERATION**

**9. ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION**

**9.1 RIGGALL ROAD LOCAL AREA TRAFFIC MANAGEMENT OPTIONS**

**General Manager**

**Community Infrastructure & Recreation**

**For Decision**

**PURPOSE**

The purpose of this report is to detail all the possible traffic management options available to address the concerns of residents of Riggall Road, Traralgon, should a Planning Permit be granted to open a Hog's Breath Café at 128-130 Argyle Street and 2 Riggall Road, Traralgon.

**EXECUTIVE SUMMARY**

This report details a range of possible traffic management options that could be employed in Riggall Road.

Residents are concerned that the opening of a Hog's Breath Café in the area will have major implications on traffic in Riggall Road, and are seeking some traffic management solutions to their concerns. The report analyses the existing traffic conditions, the expected traffic impact, the purpose of traffic calming and the options available, and the conditions that would prompt their consideration.

The report recommends that some signage and line marking improvements be implemented to offer the greatest discouragement of Hog's Breath Café patrons using Riggall Road to access the facility.

**RECOMMENDATION**

- 1. That Council line mark 29 parallel parking bays in Argyle Street, Traralgon, within 100 metres of the subject site;**
- 2. That Council reinstate the 'Local Traffic Only' and 'Load Limit' signage at each end of Riggall Road;**
- 3. That Council install 'One Way Only' signage along Argyle Street opposite the exits of the subject site and Reece Plumbing, and paint a directional arrow on Argyle Street to reinforce the one way nature of the road; and**
- 4. That Council monitor the traffic impact of the development by undertaking traffic counts in Riggall Road six months after the opening of Hog's Breath Café.**

**DECLARATION OF INTEREST**

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

**STRATEGIC FRAMEWORK**

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

*Latrobe 2026: The Community Vision for Latrobe Valley*

*Strategic Objectives – Built Environment*

*In 2026 Latrobe Valley benefits from a well-planned built environment that is complementary to its surroundings, and which provides for a connected and inclusive community*

*Latrobe City Council Plan 2013 - 2017*

*Theme and Objectives*

*Theme 5: Planning for the future*

*To provide a well-planned, connected and liveable community*

*Policy – Local Area Traffic Management Policy 13-Pol-1*

**BACKGROUND**

At its Ordinary meeting on 2 March 2015, Council resolved:

1. That a report be presented at the next Council Meeting with all the possible traffic management options to address the Riggall Road residents' concerns.
2. That Officers and Councillors meet with the residents to further discuss the options prior to the next Council meeting.

The concerns of local residents stem from the planning application to open a Hog's Breath Café at 128-130 Argyle Street and 2 Riggall Road, Traralgon. Specifically relating to traffic issues, these concerns centre on the existing traffic movements in Riggall Road and the exacerbation of traffic movements and parking issues in Riggall Road as a result of this application.

Leading up to the Council resolution on March 2, Council Officers held a meeting with residents to discuss their concerns on February 11 2015, and collected traffic counts in Riggall Road between 9 and 23 February 2015 to determine the existing traffic conditions at the site. A summary of these counts is included in Attachment 1.

### **KEY POINTS/ISSUES**

The primary focus of Local Area Traffic Management (LATM) is to change driver behaviour by modifying streets where the use of that street is no longer considered appropriate to its original design purpose. This is achieved by directly influencing the physical operation of a vehicle, and indirectly influencing the driver's perception of what is appropriate behaviour in the street.

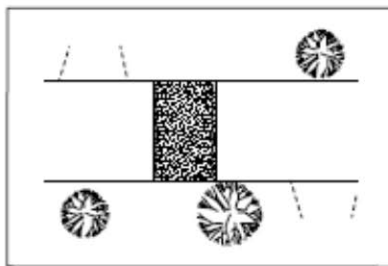
There are a variety of LATM measures that can be implemented for different purposes and situations. For the residents of Riggall Road, their primary concerns focus on the traffic movements and parking within the street. The following information details all possible LATM devices that could be applied in Riggall Road that address these concerns:

### **VERTICAL DEFLECTION DEVICES**

Vertical deflection devices alter the vertical vehicle path as a result of a physical road feature, which require drivers to slow down to avoid discomfort when travelling over the device. The following examples detail a number of these devices, including their advantages and disadvantages.

#### **Road Humps**

Road humps form a raised curved profile extending across a roadway, 70-120 millimetres high and 3-4 metres in length. An example of this device is shown below.



**Road Hump**

Queen St, Moe – also  
Rangeview Dr, Traralgon  
Alamein Street, Morwell  
Southwell Ave, Newborough  
Princes Dr Service Rd, Morwell



**Figure 1: Road Humps**

#### *Advantages:*

- Significant reduction in vehicle speeds in the vicinity of the device
- Relatively low cost to install and maintain
- Discourage through traffic
- Can reduce the speed over the length of a street when used in series

*Disadvantages:*

- Traffic noise level increases
- Uncomfortable for vehicle passengers and cyclists
- Can adversely affect emergency services

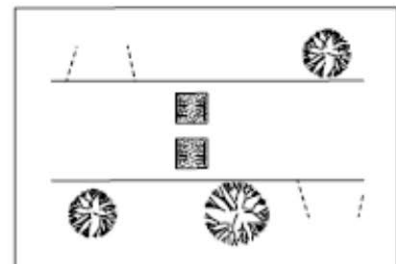
**Road Cushions**

Similar to road humps, road cushions occupy only part of the roadway and are designed to be more sympathetic to cyclists, buses and commercial vehicles. They are generally constructed from moulded rubber, 70-80 millimetres in height, 3.0 metres in length and 1.6-1.9 metres wide. An example of this device is shown below.



Maryvale Cres, Morwell – also  
Grey St Service Rd, Traralgon  
Service Rd South, Moe  
Kirk St, Moe  
Vary St, Morwell

**Road  
Cushions**



**Figure 2: Road Cushions**

*Advantages:*

- A reduction in vehicle speeds in the vicinity of the cushion
- Relatively low cost to install and maintain
- Discourage through traffic to an extent
- Can reduce the speed over the length of a street when used in series
- Do not restrict or discomfort cyclists
- Can be designed to be more accommodating to buses and commercial vehicles

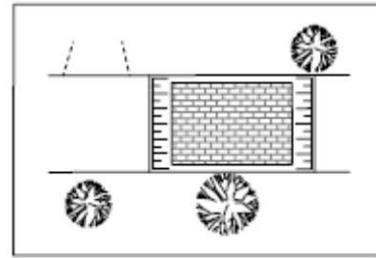
*Disadvantages:*

- Traffic noise level increases
- Less effective in slowing motorcycles and vehicles with a wide track
- Drivers can reduce their effect by traversing cushions with only two wheels

**Flat-Top Road Humps**

Flat-top road humps have a raised surface of 75-100 millimetres height, with a platform length of 2-6 metres, meaning the raised section is flat as opposed to the curved surface in a standard road hump. An example of this device is shown below.





Dunsmuir Dve, Traralgon – also  
Ellavale Dr, Traralgon  
Huntingfield Ct, Traralgon  
Independent Way, Traralgon  
Austin Ave, Moe  
King St, Moe  
Southwell Ave, Newborough

**Flat Top Hump**

**Figure 3: Flat-Top Road Humps**

*Advantages:*

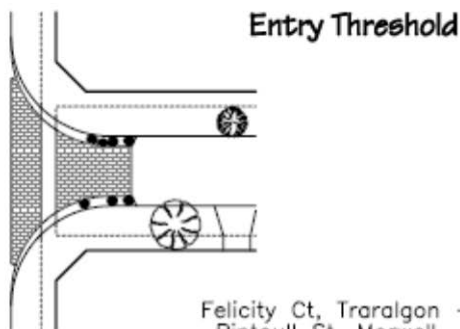
- Significant reduction in vehicle speeds
- Relatively low cost to install and maintain
- Discourage through traffic
- Can reduce the speed over the length of a street when used in series

*Disadvantages:*

- Traffic noise level increases
- Uncomfortable for vehicle passengers and cyclists
- Can adversely affect emergency services
- Can increase vehicular-pedestrian conflict if priority to vehicles is unclear in any way

**Threshold Treatments**

Threshold treatments combine raised pavements or flat-top road humps with a change in colour or texture on a road surface that contrast with the adjacent roadway. They help to alert the driver that they are entering a driving environment different from the one they have just left by using these above cues. An example of a threshold treatment is shown below.



Felicity Ct, Traralgon – also  
Rintoull St, Morwell  
Saville Ct, Traralgon  
Parkside Dr, Moe



**Figure 4: Threshold Treatments**

*Advantages:*

- Reduction in approach speeds to an intersection
- Highlight the presence of an intersection
- Visually separate residential areas from areas of non-residential use
- Alert the driver they are entering a local area

*Disadvantages:*

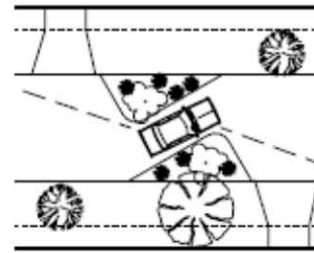
- High maintenance requirements
- Texturing can create stability issues for cyclists and motorcyclists
- Can affect the flow of turning traffic into the area
- Vehicle priority may be unclear to pedestrians

**HORIZONTAL DEFLECTION DEVICES**

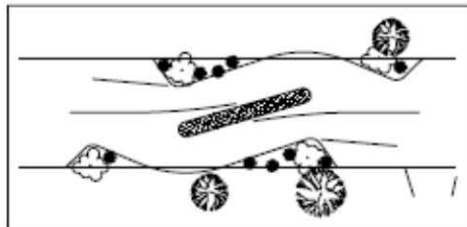
Horizontal deflection devices alter the horizontal vehicle path as a result of a physical road feature. This deflection discourages shortcutting and can achieve significant reduction in through traffic. The following examples detail a number of these devices, including their advantages and disadvantages.

**Slow Points**

Slow points involve a series of kerb extensions on alternating sides of a roadway that narrow and/or angle the roadway. Examples of these treatments are shown below.



Single Lane  
Angled  
Slow Point



Two Lane Angled  
Slow Point



Beattie Cres, Morwell

Double Offset Slow Point

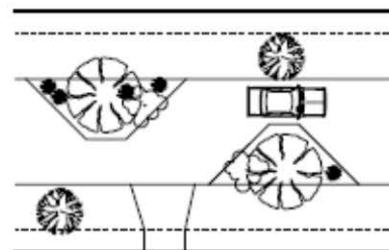


Figure 4: Slow Points

*Advantages:*

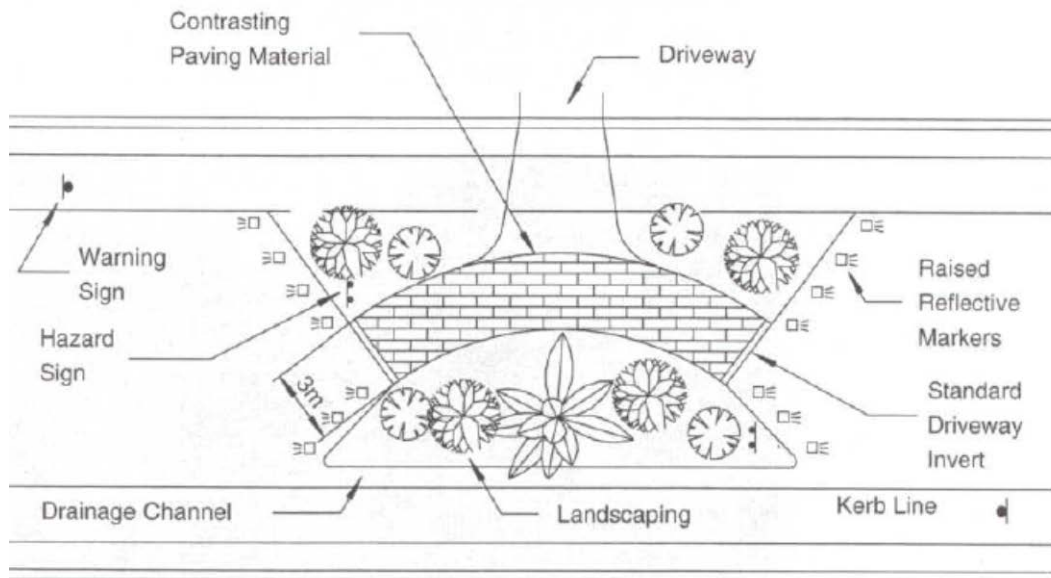
- Reduction in vehicle speeds
- Can provide pedestrians a shorter distance to cross the street
- Discourage through traffic
- Minimal inconvenience to local residents
- Provide a landscaping opportunity

*Disadvantages:*

- Possible increase in traffic noise
- They will remove on-street parking
- Can adversely affect emergency services
- Single lane devices can increase the risk of conflict between opposing drivers and confusion over who should give way
- They can be hazardous for cyclists
- Any landscaping requires maintenance so as not to reduce visibility

**Driveway Links**

Driveway links provide a single lane, two-way road that meanders over the length of two or more properties. They can take many forms, but a typical layout is shown below.



**Figure 5: Driveway Links**

*Advantages:*

- Reduction in vehicle speeds
- Discouragement of through traffic
- Increase in pedestrian safety
- Greater visual and physical impact
- Visually enhance the street through landscaping

*Disadvantages:*

- They will remove on-street parking
- Can adversely affect emergency services
- They can be hazardous for cyclists
- Single lane devices can increase the risk of conflict between opposing drivers and confusion over who should give way
- Any landscaping requires maintenance so as not to reduce visibility
- They are expensive

## DIVERSION DEVICES

Diversion devices redirect traffic through physical obstructions on the road, discouraging specific vehicle movements as well as shortcutting or through traffic. The following examples detail these types of devices.

### Full Road Closure

A full road closure closes a street to two-way traffic, eliminating through traffic on the road. Examples of a full road closure are shown below.



City of Melbourne, Victoria



City of Charles Sturt, South Australia

**Figure 6: Full Road Closure**

#### *Advantages:*

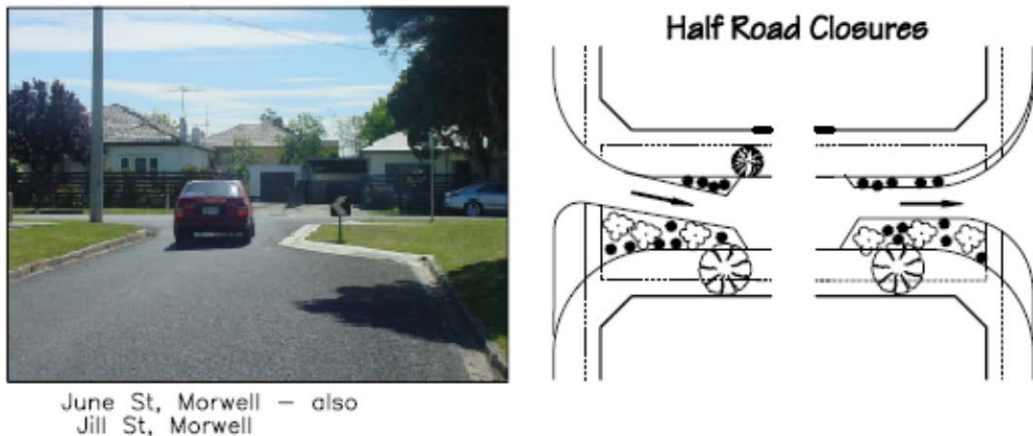
- Reduction in traffic volumes
- Elimination of through traffic and non-local traffic
- Increase in pedestrian safety
- Can accommodate pedestrians and cyclists
- Visually enhance the street through landscaping

#### *Disadvantages:*

- They will reduce and restrict access for local residents and emergency services
- They will increase traffic volumes in other streets
- They will increase travel times for some road users
- They can reduce the availability of on-street parking
- They can cause major issues with garbage collection in that trucks will be unable to turn around

### Half Road Closure

A half road closure restricts entry or exit to a road to one direction only through the use of kerb arrangement and regulatory control. An example is shown below.



**Figure 7: Half Road Closure**

*Advantages:*

- Reduction in traffic volumes
- Reduction in through traffic
- Visually enhance the street through landscaping

*Disadvantages:*

- They will reduce and restrict access for local residents and emergency services
- They will increase traffic volumes in other streets
- They will increase travel times for some road users
- They can reduce the availability of on-street parking
- Can cause major issues with garbage collection in that collection can only occur on one side of the road
- Potential that the restrictions will be violated

As mentioned above, any of the above measures could potentially be employed when it is considered that the traffic conditions in Riggall Road are no longer appropriate for the street's expected design capabilities. Latrobe City Council's Design Guidelines sets out the expected capabilities and functions of roads within the municipality, and Council's Local Area Traffic Management (LATM) Policy details the circumstances where Council considers a street is no longer performing within its capabilities and therefore where traffic calming should be considered.

Under the LATM Policy, Council will only consider traffic calming on municipal roads where the following minimum eligibility criteria is met:

- The road is classed as an Access Lane, Access Place, Minor Access Road or Major Access Road;
- The speed limit applied to the road is 50 km/h or less;
- The road is a minimum of 150 metres in length;
- The 85<sup>th</sup> percentile speed of vehicles is more than 10% over the speed limit of the road *OR* the traffic volume is greater than the design volume of the road; and

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- The road elevation / incline / grade is not deemed excessive by Latrobe City Council.

The current speed limit of Riggall Road is an unsigned 50 km/h, the default speed limit in a built up area. As per Latrobe City Council's Design Guidelines it is classified as a Minor Access Street, meaning it is designed to carry up to 500 vehicles per day.

The traffic counts taken between 9 and 23 February show that Riggall Road carries 295 vehicles per day at an 85<sup>th</sup> percentile speed of approximately 48.5 km/h, which are below both the design capacity and the speed limit of the road. As such, under Council's LATM Policy, it is not considered that traffic conditions in the street are inappropriate for its design. Therefore traffic calming such as the above measures is not necessarily required to be implemented.

In addition to the traffic counts on Riggall Road, counts were also collected along Argyle Street and McMahon Street at the same time to analyse the traffic flows in a broader context. The results of these counts show that McMahon Street carries an average of 1,541 vehicles per day, with Argyle Street carrying an average of 1,020 vehicles per day. This indicates that the majority of vehicles on each of these streets are not utilising Riggall Road as their primary access to either.

It is not expected that the opening of a Hog's Breath Café will increase traffic in Riggall Road above its 500 vehicle per day design capacity, and therefore require any form of the above LATM measures in the street.

Notwithstanding this, there are some options available that can mitigate the potential issues that could arise as a result of the opening of the Hog's Breath Café, as detailed below.

### **'Local Traffic Only' and 'Load Limit' Signage**

While it is not expected that traffic generated from the development will push volumes above 500 in Riggall Road, the installation of a 'Local Traffic Only' sign could be used to discourage drivers from using Riggall Road when visiting the restaurant. It should be noted that 'Local Traffic Only' signage is purely advisory and acts only as a discouragement. 'Load Limit' signage was inadvertently removed some time ago and can be replaced to stop some commercial vehicles that currently use Riggall Road as a 'rat-run' between McMahon Street and Argyle Street.

### **'One-Way' Signage and Line Marking**

The traffic counts on Argyle Street showed that an average of five vehicles per day travel the wrong way down Argyle Street to access Riggall Road. Anecdotal evidence from residents suggests these vehicles are trades-people exiting Reece Plumbing the wrong way to avoid driving a whole block back around to their destinations. While this is an enforcement issue to an extent, Council can install increased 'one-way' signage and

line mark arrows on Argyle Street to make the one-way nature of Argyle Street more conspicuous to drivers.

### **Line Mark Parking Bays in Argyle Street**

A major issue for residents in relation to the development is the deficit in required car parking spaces within the development. While Riggall Road is a public road and as such the public is able to use it, Council can mitigate the instances of patrons parking in the street by line marking an additional 29 parking bays in Argyle Street within 100 metres of the subject site. A diagram of this proposal is included in Attachment 2.

### **Parking Controls in Riggall Road**

It is technically feasible that a residential parking permit scheme can be implemented in Riggall Road, meaning only residents would be able to park within the permit area. However, there is no evidence to suggest that on-street residential parking is required in Riggall Road, given every property in the street has driveway access. Numerous site checks have also seen no evidence that on-street parking is being used by residents in the street. Furthermore, these parking controls would still impact the residents as it would not allow other people who could be visiting residents to park in the area. This proposal was raised at the 11 February meeting but was generally not supported by residents.

A No-Stopping area could also be installed on the roadside abutting the development in Riggall Road, which would prevent anybody from parking along this side of the development. This would not impact the parking available immediately adjacent to any residential properties, and could further discourage parking on Riggall Road as available parking would be further away from the development.

### **RISK IMPLICATIONS**

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

There is not considered to be any risks associated with this report

### **FINANCIAL AND RESOURCES IMPLICATIONS**

Funding would be required for any LATM treatments in Riggall Road. Treatment costs would likely range from \$10,000 to \$50,000. Council currently has no allocated funding available for LATM projects.

Any signage or line marking improvements could be accommodated within existing budgets and contracts.



**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)****INTERNAL/EXTERNAL CONSULTATION***Engagement Method Used:*

Council Officers met with the residents of Riggall Road on February 11 to hear the concerns specifically relating to traffic issues.

Another meeting was planned with residents on Wednesday 11 March to again discuss the traffic management options. It should be noted that at the time of writing this report this meeting had not occurred. Therefore any options identified at the meeting will be tabled at the Council meeting.

Council's LATM Policy requires consultation with residents regarding the proposal for traffic calming when the minimum eligibility criteria for traffic calming measures are met.

**OPTIONS**

- Take no further action in relation to the traffic concerns in Riggall Road.
- Commence consultation with residents to determine the most supported LATM treatment to be implemented in Riggall Road.
- Reinstate the 'Local Traffic Only' and 'Load Limit' signage at each end of Riggall Road, install additional 'One Way Only' signage along Argyle Street, and line mark parking bays and arrows in Argyle Street.

**CONCLUSION**

The current traffic conditions along Riggall Road do not meet the minimum eligibility criteria for traffic calming to be considered in the street.

Furthermore it is not expected that the level of traffic will increase to an extent that traffic calming will need to be considered as a result of the opening of a Hog's Breath Café.

It would however be appropriate to consider at a minimum some signage and line marking in Riggall Road and Argyle Street to improve traffic management in the area.

**SUPPORTING DOCUMENTS**

Nil

**Attachments**

1. Riggall Road area traffic counts summary
2. Line marking proposal for parallel parking in Argyle Street

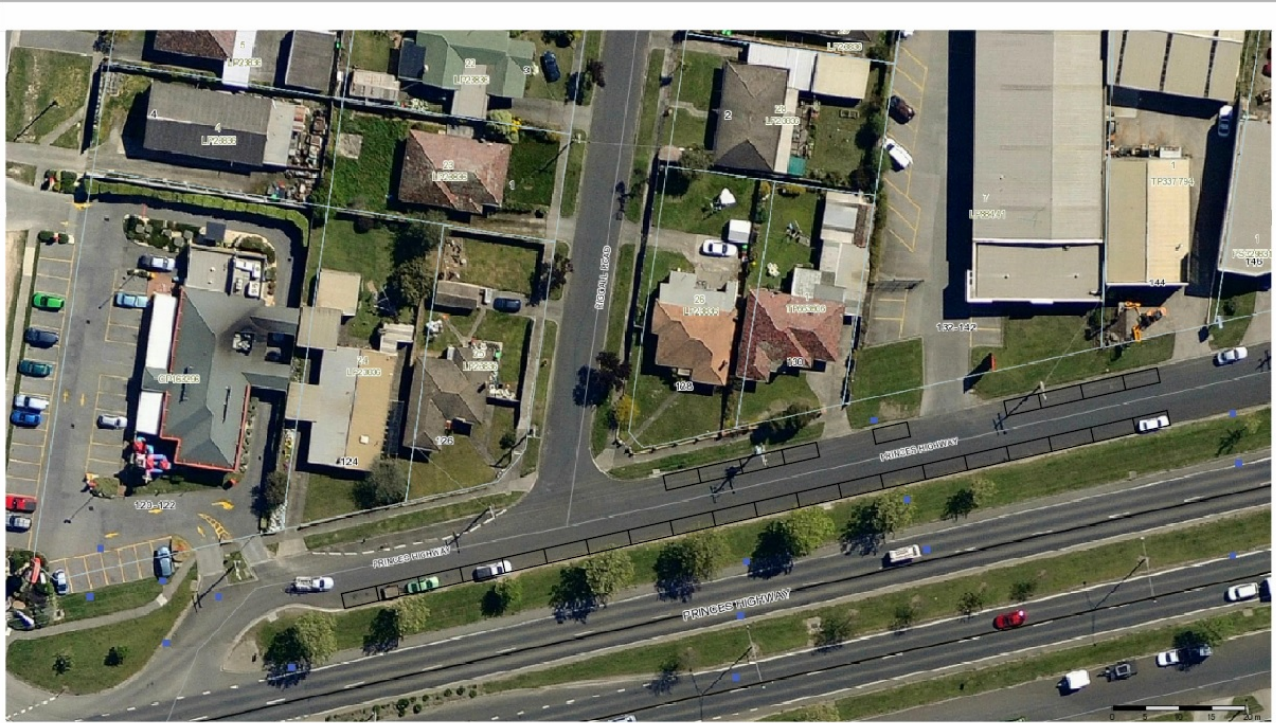
## **9.1**

### **Riggall Road Local Area Traffic Management Options**

- 1 Riggall Road area traffic counts summary..... 25**
- 2 Line marking proposal for parallel parking in Argyle  
Street ..... 27**



	<p><b>Note</b>                  The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p> <p><b>Disclaimer:</b>                  The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall have no responsibility or liability whatsoever for any errors, omissions, faults, defects or omissions in the information.</p> <p>Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information.</p> <p>The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for 'Dig Before You Dig'.</p> <p>The compilation of this map is subject to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.</p>	<p>Riggall Road area traffic counts</p>	<p>Thursday, 25 February 2015</p> <p>Scale 1:1271</p>	
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**Note:**  
The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.

**Disclaimer:**  
The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, omissions, defects or omissions in the information.

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The compilation of this map to reflect to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.

Monday, 23 February 2015

Scale 1:500



# CORRESPONDENCE

**10. CORRESPONDENCE****10.1 RATE CAPPING****General Manager****Corporate Services****For Information****PURPOSE**

The purpose of this report is to provide Council with correspondence received from The Minister for Local Government regarding the government's commitment to cap council rates.

**EXECUTIVE SUMMARY**

Council received correspondence from the The Minister for Local Government on 14 January 2015 identifying that the government's policy on rate capping will be implemented for the 2016/2017 financial year.

The government is indicating that budgets for the 2015/2016 year should not be treated as an opportunity to raise rates above inflation prior to the implementation of the rates cap as this may affect eligibility for future rate cap exemptions.

**RECOMMENDATION**

**That Council note the correspondence received from the Minister for Local Government.**

**DECLARATION OF INTEREST**

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

**OFFICER COMMENTS**

The Minister for Local Government has provided correspondence regarding the intention of the Victorian State Government to implement rate capping in the 2016/2017 financial year.

In preparation for the implementation of rate capping the Minister has indicated that Councils should refrain from raising rates in excess of inflation for the 2015/2016 financial year as this may affect eligibility for future rate cap exemptions.

The 2015/16 draft budget proposes an overall rate increase of 3% excluding growth and is in line with the request of the minister to refrain from excessive rate increases prior to the introduction of rate capping.

**Attachments**

1. Correspondence from the Minister for Local Government

# **10.1**

## **RATE CAPPING**

- 1 Correspondence from the Minister for Local Government ..... 31**

**Date:** 14/01/2015 5:21:42 PM

**Subject:** THE LABOR GOVERNMENT'S ELECTION COMMITMENT TO CAPPING COUNCIL RATES

---

To the Mayor and CEO,

**THE LABOR GOVERNMENT'S ELECTION COMMITMENT TO CAPPING COUNCIL RATES**

I am writing to inform you that I have begun the process of implementing the Labor Government's election commitment to cap council rates.

Labor received a strong mandate for this policy at the 2014 Victorian State election.

**Our rate capping policy will be implemented for the 2016-17 financial year.**

I understand that many of you have already done a large amount of work for your 2015-16 budgets.

While the cap will not be in effect for the 2015-16 financial year that you are currently producing budgets for, this should not be seen as an opportunity to raise rates above inflation prior to the implementation of the rates cap.

Unnecessary rate rises in 2015-16 may affect your eligibility for future rate cap exemptions, as previous years' rate rises may form part of the considerations of rate cap exemption applications.

The Labor Government is committed to financial sustainability in the Local Government sector and the rate cap will be designed to ensure councils can continue to provide the services their communities require.

However, the public's support for our election commitment is a clear message that they expect councils to provide these services while keeping rates at an affordable level.

I look forward to consulting with you on the process of implementation of this important policy.

Yours sincerely

**The Hon Natalie Hutchins MP**  
Minister for Local Government



# PRESENTATION OF PETITIONS

**11. PRESENTATION OF PETITIONS**

**11.1 MOE RACING CLUB - REQUEST FOR A HALF DAY PUBLIC HOLIDAY 2015 MOE CUP.**

**Executive Manager**

**Office of the Chief Executive**

**For Decision**

**PURPOSE**

Council has received a petition requesting Council apply for a half day public holiday for the Moe Cup, Thursday 15 October 2015.

**DECLARATION OF INTEREST**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**BACKGROUND**

A petition containing 333 signatures was received 6 February 2015 requesting “*We the undersigned support the half day holiday in the 3825 area for the Moe Cup on October 15<sup>th</sup> 2015*”

The petition is presented by the Moe Racing Club (Attachment 1) and the Petition Signatures Sheets (Attachment 2) is provided for the information of Councillors.

**CONCLUSION**

Clause 63 of the Meeting Procedure Local Law, Local Law No.1, Adopted 3 March 2014 states:

*“Unless Council determines by resolution to consider it as an item of urgent business, no motion (other than a motion to receive the same and advise the head petitioner of council’s decision) may be made on any petition, joint letter, memorial or other like application until the next Ordinary Meeting after that at which it has been presented”*

Accordingly it is proposed that Council consider this petition at the next Ordinary Council Meeting to be held 13 April 2015.

**RECOMMENDATION**

- 1. Council resolves that the Petition received from the Moe Racing Club requesting a half day public holiday for the 2015 Moe Cup for Post Code 3825 lay on the table.**
- 2. That a report in relation to this petition be presented to the Ordinary Council Meeting to be held 13 April 2015.**
- 3. That the Moe Racing Club be advised of this decision.**

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**

**Attachments**

1. Letter from Moe Racing Club presenting Public Petition
2. Petition Signature Sheets (Published Separately)

## **11.1**

### **MOE RACING CLUB - REQUEST FOR A HALF DAY PUBLIC HOLIDAY 2015 MOE CUP.**

- 1 Letter from Moe Racing Club presenting Public Petition..... 37**



MOE RACING CLUB & TURFSIDE TABARET  
P.O. Box 5  
Moe, Vic., 3825  
Telephone: (03) 5120-1333  
Facsimile: (03) 5120-1355

7<sup>th</sup> January 2015

Mr Henry Morrison  
Manager Property & Legal Services  
Latrobe City  
PO Box 264  
MORWELL 3840

Dear Henry

**RE:- WIN TV Moe Cup Day – Thursday 15<sup>th</sup> October 2015**

On behalf of the Moe Racing Club, I would like to apply for a half day public holiday for the Moe Cup in 2015. As you would be aware the laws have now changed, enabling the council to declare a half day holiday for the 3825 precinct.

The Moe Cup has long been an iconic and important local event and with the Moe Traders running the three hour sale in the morning it becomes a valuable and important date for the local community.

I have attached for your reference signatures of people supporting the holiday and would be pleased to provide any further information required.

I would be delighted if you could make arrangements to ratify the half day holiday for this year.

Yours truly,

A handwritten signature in dark ink, appearing to be "David Mckinnon". The signature is stylized and somewhat cursive.

David Mckinnon  
Chief Executive Officer

**11.2 PETITION REGARDING THE LACK OF MAJOR CAPITAL WORKS  
IN TRARALGON****General Manager****Community Infrastructure &  
Recreation****For Information****PURPOSE**

The purpose of this report is to present Council with a petition requesting Council investigate why the Traralgon Outdoor Swimming Pool, Traralgon Football Grounds and Harold Preston Park Recreation areas have not had any major capital works done. The petition also requests an investigation into the proposed removal of the Performing Arts from Traralgon to Morwell and why there has been no major works or expansion on the building.

**DECLARATION OF INTEREST**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**BACKGROUND**

A petition with 702 signatures was received on Friday 12 February 2015 which is provided as Attachment 1 (confidential).

The petition requested the following;

*Signed Petition to Latrobe City Council into the investigation why the Traralgon Swimming Pool, Traralgon Football Grounds & Harold Preston Park recreation areas have not had any major capital works done. Also investigation into the proposed removal of the performing arts from Traralgon to Morwell and why there has been no major works or expansion on the building.*

**CONCLUSION**

It is usual practice for petitions to lay on the table as per Clause 63 of Council's Local Law No.1.

It is recommended that the petition lay on the table until the 13 April 2015 Ordinary Council Meeting.

**RECOMMENDATION**

- 1 That Council agrees to lay the petition on the table requesting Council carry out two investigations. Firstly, why the Traralgon Outdoor Swimming Pool, Traralgon Football Grounds and Harold Preston Park Recreation areas have not had any major capital works done. And secondly, to investigate the proposed removal of the Performing Arts from Traralgon to Morwell and why there has been no major works or expansion on the building.**
- 2 That a report is presented to the 13 April 2015 Council meeting providing Council with information in relation to the petition.**
- 3 That the head petitioner be advised of Council's decision in relation to the petition.**

**Attachments**

1. Petition - (Published Separately)

# OFFICE OF THE CHIEF EXECUTIVE



12. OFFICE OF THE CHIEF EXECUTIVE

**12.1 MAYORAL SPONSORSHIP COMMITTEE INSTRUMENT OF DELEGATION**

Executive Manager

Office of the Chief Executive

For Decision

**PURPOSE**

The purpose of this report is to present the reviewed Mayoral Sponsorship Committee Instrument of Delegation to Council for its consideration.

**EXECUTIVE SUMMARY**

In accordance with its existing Instrument of Delegation, the Mayoral Sponsorship Committee has recently undertaken a review of its terms of reference and presents this to Council for its consideration.

The review highlighted some minor changes which could be made to ensure that the Instrument of Delegation accurately reflects the decision making process of the Committee and their role in presenting recommendations to Council.

It is recommended that Council adopt the Instrument of Delegation [15 DEL-2]

**RECOMMENDATION**

**That Council adopts the Mayoral Sponsorship Committee Instrument of Delegation [15 DEL-2] and authorises the Chief Executive Officer to affix the Council's Common Seal.**

**DECLARATION OF INTEREST**

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

**STRATEGIC FRAMEWORK**

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

*Latrobe 2026: The Community Vision for Latrobe Valley*

*Strategic Objectives - Governance*

*In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.*

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

*Latrobe City Council Plan 2013 - 2017*

*Efficient Effective & Accountable Governance*

*Strategic Direction – Conduct all Council and committee meetings in strict accordance with the law and in an open and transparent manner.*

*Mayoral Sponsorship Committee Instrument of Delegation [13-DEL 1]  
(3) (d) The Committee, every two years, shall review its terms of reference and make any recommendations for change to Council.*

*Related Policy*

*Establishment of Council Committee Policy 12 POL-1*

*Section 86 Special Committee of Council –empowered to make decisions and effectively operate as the Council under delegation pursuant to section 86 of the Local Government Act 1989 with statutory obligations to:*

*(a) control and operate a strategic recreational, cultural and community facility; or*

*(b) advise on a strategy, policy or topic.*

### **BACKGROUND**

The Mayoral Sponsorship Committee is a Section 86 Special Committee of Council whose role is to manage the consideration of applications and distribution of funds for the following Sponsorship Funds:-

- (i) Mayoral Sponsorship Fund;
- (ii) Sporting Sponsorship Fund; and
- (iii) Athlete Assistance Fund.

On 4 February 2013, Latrobe City Council adopted the *Mayoral Sponsorship Committee Instrument of Delegation [13 DEL-1]* which outlines the role, powers and responsibilities of the committee. The Instrument of Delegation includes a provision requiring that the Committee reviews its terms of reference every two years and present to Council for its consideration any recommendations for change.

### **KEY POINTS/ISSUES**

The Instrument of Delegation was reviewed by the Mayoral Sponsorship Committee at its meeting on 17 February 2015.

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**

The Committee recommends some minor changes to the Instrument of Delegation are made to ensure that it appropriately outlines the responsibilities of the Committee in regards to its decision making process for sponsorship applications and its role in presenting recommendations to Council.

The attached Instrument of Delegation has tracked the recommended changes.

**RISK IMPLICATIONS**

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

**FINANCIAL AND RESOURCES IMPLICATIONS**

Council adopts an annual budget for the Mayoral Sponsorship Fund and the Sporting Sponsorship Fund. The Committee is required to monitor its budget throughout the financial year and adhere to the budget limitations.

There are no further financial implications associated with this report.

**INTERNAL/EXTERNAL CONSULTATION**

There was no community engagement undertaken for the preparation of this report.

**OPTIONS**

1. That Council adopts the Mayoral Sponsorship Committee Instrument of Delegation [15 DEL-2].
2. That Council amends and adopts the Mayoral Sponsorship Committee Instrument of Delegation [15 DEL-2].
3. That Council not adopt the Mayoral Sponsorship Committee Instrument of Delegation [15 DEL-2] and requests further information.

**CONCLUSION**

In line with the current Instrument of Delegation, the Mayoral Sponsorship Committee has reviewed its terms of reference and presents this to Council for its consideration.

**SUPPORTING DOCUMENTS****Attachments**

1. Mayoral Sponsorship Committee Instrument of Delegation [15 DEL-2] DRAFT

## **12.1**

### **Mayoral Sponsorship Committee Instrument of Delegation**

- 1 Mayoral Sponsorship Committee Instrument of  
Delegation [15 DEL-2] DRAFT..... 45**

**Latrobe City Council**

**Instrument of Delegation**

to

**Mayoral Sponsorship Committee**

[15 DEL-2]

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**LATROBE CITY COUNCIL**

**INSTRUMENT OF DELEGATION PURSUANT TO SECTION 86  
OF THE LOCAL GOVERNMENT ACT 1989**

Pursuant to and in the exercise of the power conferred by Section 86(3) of the *Local Government Act 1989* (the Act) the Latrobe City Council (Council) hereby delegates to the **Mayoral Sponsorship Committee** the powers and functions of Council as set forth in the Schedule hereto and HEREBY DECLARES THAT:-

1. Such delegation shall have force and effect from the {insert date} and shall remain in force until such time as Council shall determine by resolution either to vary or revoke the delegation.
2. The powers, duties and functions so specified in the Schedule shall be exercised and performed in accordance with:-
  - (a) any policies of Council that may be adopted from time to time unless specifically exempted in writing by Council;
  - (b) this instrument of delegation and subject to any conditions and limitations specified herein.
3. A register of all decisions shall be maintained to enable a review of those decisions to be made.

Deleted: 4<sup>th</sup> day of February 2013

THE COMMON SEAL OF THE LATROBE CITY COUNCIL was hereunto affixed pursuant to a resolution of Council dated the {insert date} by Mr Gary Van Driel, Chief Executive Officer.

Deleted: 4 February 2013

Deleted: Paul Buckley

.....  
Chief Executive Officer

## SCHEDULE

### MAYORAL SPONSORSHIP COMMITTEE

#### ***ROLE, COMPOSITION & DELEGATED POWERS, DUTIES AND FUNCTION***

##### 1. ROLE

The role of the Mayoral Sponsorship Committee is to manage the consideration of applications and distribution of funds for the following Sponsorship Funds:-

- (i) Mayoral Sponsorship Fund;
- (ii) Sporting Sponsorship Fund; and
- (iii) Athlete Assistance Fund

##### 2. COMPOSITION

- (a) The Committee shall consist of three members, comprising:-
  - (i) Latrobe City Council Mayor or Delegate (Deputy Mayor);
  - (ii) The Latrobe City Council Chief Executive Officer or Delegate; and
  - (iii) Manager Community Relations or Delegate.
- (b) The Committee shall meet fortnightly (or otherwise as determined by the Committee) to consider sponsorship fund applications. Decisions on applications must be unanimous to proceed.
- (c) The Mayor or delegate (Deputy Mayor) must be in attendance for a Committee Meeting to be held. The Mayor has the right to direct any item with or without unanimous support to a Council Meeting for deliberation.

##### 3. POWERS

The Committee shall have the power to:-

(a) Consider and make decisions on sponsorship requests that meet the requirements of the Mayoral Sponsorship Fund.

Deleted: applications

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Deleted: and Sporting Sponsorship Fund

(b) Ratify the provision of sponsorships from the Athlete Assistance Fund.

(c) Consider the sponsorship requests for the Sporting Sponsorship Fund and make a recommendation to Council for decision.

(d) Consider sponsorship applications that are deemed as annual (or "recurring") sponsorship and provide a recommendation to Council for decision.

(e) Coordinate Council's participation at the Moe Cup and Traralgon Cup each year in accordance with the adopted Council budget.

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(f) The Committee, every two years, shall review its terms of reference and make any recommendations for change to Council.

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Council reserves to itself the right to issue directions to, or to restrict, the powers of the Committee or to prohibit the exercise thereof and to disband the Committee at any time

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#### 4. DUTIES

The Committee shall manage all matters of management connected to the Mayoral Sponsorship Fund, Sporting Sponsorship Fund and Athlete's Trust in accordance with the following conditions:-

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(a) Administer sponsorships for the Mayoral Sponsorship Fund in accordance with the following criteria:

I. The annual expenditure for the Mayoral Sponsorship Fund should be contained within the annual budget that is adopted by the Council.

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II. All applications must meet the following criteria:

- a. Applicant must reside within Latrobe City
- b. Activity or initiative is to benefit the Latrobe City community or an individual residing within Latrobe City
- c. Activity or initiative must not fit within guidelines for other funding streams of Council or state/federal government (i.e. Community Grants Program or State Government Education funding programs)

III. All applications should be considered against the following criteria:

- a. Benefit to the Latrobe City community.
- b. Scope of the benefit (i.e. what sectors of the community and the portion of the community that may benefit)
- c. The ability of the organisation or individual to raise funds by other means.



d. Level of community participation and/or a cooperative approach for community members or groups.

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e. Relevance to objectives within Community Vision, Latrobe 2026.

IV. Applicants may only be granted one successful application within a 12 month period.

(b) Consider sponsorship applications within the Mayoral Sponsorship Fund that are deemed as annual or "recurring" sponsorship and provide a recommendation to Council for decision.

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(c) Consider sponsorships for the Sporting Sponsorship Fund in accordance with the following criteria and provide a recommendation to Council for decision:

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I. The annual expenditure for the Sporting Sponsorship Fund is contained within the annual budget that is adopted by Council.

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II. Annual sponsorship agreements are to be established between Latrobe City Council and the following organisations:

- a. Gippsland Sports Academy
- b. Latrobe City Energy (basketball)
- c. Moe Racing Club
- d. Latrobe Valley Racing Club (Traralgon)

III. Sponsorship Agreements must consider:

- a. Benefits to Latrobe City
- b. Benefits to Latrobe City Council
- c. Benefits to requesting organisation.

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(d) On behalf of the Latrobe City Trust, ratify sponsorships for the Athlete Assistance Fund in accordance with the Grant Application Guidelines adopted by the Trust, specifically:

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I. Eligibility Criteria

- a. Athletes need to be permanent residents of Latrobe City.
- b. Athletes need to be registered members of a recognised State Sporting Association.
- c. Athletes must not be older than 25 years of age at the time of making application.
- d. Athletes must be able to provide supporting evidence as to selection and level of representation in their chosen sport.

II. Grant Allocation Criteria

- a. An athlete who has excelled in sport and has been chosen to represent the municipality/region/state/nation within Victoria – maximum \$100.
- b. An athlete who has excelled in sport and has been chosen to represent the municipality/region/state/nation interstate – maximum \$200.
- c. An athlete who has excelled in sport and has been chosen to represent the municipality/region/state/nation internationally (except Oceania) – maximum \$500.
- d. On the basis of the allocation criteria above, an athlete who has progressively attained different levels of selection in any year is eligible to apply for more than one grant – maximum total grant monies \$500 per financial year.

- (e) Coordinate Council's participation and attendance at the Moe Cup and Traralgon Cup each year in accordance with the adopted Council budget, including:
- I.      Hospitality package purchased
  - II.      Guest List and/or number of tickets purchased

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- (f) Provide a report to Council on all delegated responsibilities every six months.

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## 5. CONDUCT OF MEETINGS

The Committee shall hold and conduct meetings in accordance with the following provisions:-

- (a) The Mayor or Delegate (Deputy Mayor) shall preside as Chair for all meetings.
- (b) The Committee shall meet fortnightly (or otherwise as determined by the Committee) to consider any sponsorship applications. Meetings may be cancelled if no applications have been received.
- (c) The Committee may also convene Extraordinary meetings or consider requests via correspondence, whenever the Committee thinks fit, to consider urgent items.
- (d) A Quorum for the meeting will comprise of the Mayor or delegate and Chief Executive Officer or delegate.
- (e) Committee meetings will not be open to the public and decisions of the Committee will be upheld, no correspondence will be entered into.
- (f) Administration will be undertaken by the Manager Community Relations or delegate.

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(f) . That all recurring sponsorship must be brought before a Council Meeting for approval each year.¶

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- (g) The Administrator of the Committee must arrange for records of all Committee decisions to be kept and must include all records of decisions in a six-monthly report to Council.
- (h) If a member of the Committee has a direct or indirect interest under the Local Government Act 1989 in any matter to be considered or discussed at a meeting of the Committee, the member of the Committee must:-
- (i) If he or she intends to be present at the meeting, disclose the nature of the interest immediately before the commencement of the meeting; or
  - (ii) The member of the Committee must inform the Chair and must leave the room during any consideration or discussion of the matter in which they have a direct or indirect interest and must not be able to see or hear the meeting until the matter has been determined.
  - (iii) After the result on the vote the Chair of Committee must cause the member of Committee to be notified that he or she may return to the room.
  - (iv) If a member of the Committee discloses an interest the Administrator of the Committee must record the declaration in the minutes of the meeting at which the consideration took place.
  - (v) A member of the Committee who fails to comply with the conditions relating to direct or indirect interests is guilty of an offence against the provisions of the *Local Government Act 1989*.
- (i) All members of the Committee who are not Latrobe City Councillors or Senior Officers of Latrobe City Council are exempt from being required to submit a primary return or an ordinary return relating to a register of interests.

## 6. FINANCE

The Committee shall deal with matters of finance in accordance with the following provisions:-

- (a) Council shall adopt an annual budget for the Mayoral Sponsorship Fund and Sporting Sponsorship Fund to be managed by the Committee.
- (b) The Committee shall prepare a budget, prior to a date which shall be advised by Council, each year for the forthcoming year for submission to Council for its approval and if approved for adoption by Council shall monitor the budget throughout the financial year.

## 7. EXCEPTIONS, CONDITIONS AND LIMITATIONS

The Committee is not authorised by this Instrument to:-

- (a) Enter into contracts, or incur expenditure, for an amount which exceeds the approved budget.
- (b) Exercise the powers which, by force section 86 of the Act, cannot be delegated.

DRAFT

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

### 12.2 ASSEMBLY OF COUNCILLORS

**Executive Manager**

**Office of the Chief Executive**

**For Decision**

#### PURPOSE

The purpose of this report is to present to Council, the Assembly of Councillor forms submitted since the Ordinary Council Meeting held 02 March 2015.

#### DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

#### OFFICER COMMENTS

The following Assembly of Councillors took place:

<b>Date:</b>	<b>Assembly Details / Matters Discussed:</b>	<b>In Attendance:</b>	<b>Conflicts of Interest Declared:</b>
17 December 2014	Victory Park Precinct Advisory Committee	<b>Councillors:</b> Cr Harriman Cr Kam  <b>Officers:</b> Simon Clark	NIL
22 January 2015	Latrobe City Industry Forum	<b>Councillors:</b> Cr Gibbons, Cr Harriman, Cr Gibson  <b>Officers:</b> Gary Van Driel, Phil Stone, Geoff Hill, Bruce Connelly, Sophie Morell, Emma Bertoli	NIL
11 February 2015	Council Sub Committee – Draft Moe Social Infrastructure Plan Project	<b>Councillors:</b> Cr Gibbons, Cr Gibson  <b>Officers:</b> Gary Van Driel, Sara Rhodes-Ward	NIL
11 February 2015	Morwell Town Common Development Plan Project Control Group	<b>Councillors:</b> Cr Sindt, Cr Middlemiss  <b>Officers:</b> Simon Clark	NIL
18 February 2015	Victory Park Precinct Advisory Committee	<b>Councillors:</b> Cr Kam  <b>Officers:</b> Simon Clark	NIL
19 February 2015	Traralgon CBD Safety Committee	<b>Councillors:</b> Cr Kam, Cr Rossiter  <b>Officers:</b> Steve Tong, Andrew Legge	NIL

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

23 February 2015	Councillor Briefing (2) Session	<p><b>Councillors:</b> Cr Sindt, Cr Gibbons, Cr Harriman, Cr O'Callaghan, Cr Kam, Cr White, Cr Rossiter, Cr Gibson (via phone link)</p> <p><b>Officers:</b> Gary Van Driel, Phil Stone, Sarah Cumming, Steve Piasente, Sara Rhodes-Ward, Jody Riordan, Amy Phillips</p>	NIL
27 February 2015	Traralgon East Community Centre Advisory Committee	<p><b>Councillors:</b> Cr Rossiter</p> <p><b>Officers:</b> Abby Clavarino, heather Farley</p>	NIL
02 March 2015	MEMPC Meeting	<p><b>Councillors:</b> Cr Harriman</p> <p><b>Officers:</b> Lance King</p>	NIL

### Attachments

1. Attachment 1 - Victory Park Precinct Advisory Committee 171214
2. Attachment 2 - Latrobe City Industry 220115
3. Attachment 3 - Moe Social Infrastructure Plan
4. Attachment 4 - Morwell Town Common Development Plan Project Control Group 110215
5. Attachment 5 - Victory Park Precinct Advisory Committee 180215
6. Attachment 6 - Traralgon CBD Safety Committee 190215
7. Attachment 7 - Councillor Briefing (2) 230215
8. Attachment 8 - Traralgon East Community Centre 270215
9. Attachment 9 - MEMPC Meeting 020315

### RECOMMENDATION

**That Council note this report.**

## **12.2**

### **Assembly of Councillors**

<b>1</b>	<b>Attachment 1 - Victory Park Precinct Advisory Committee 171214 .....</b>	<b>57</b>
<b>2</b>	<b>Attachment 2 - Latrobe City Industry 220115 .....</b>	<b>61</b>
<b>3</b>	<b>Attachment 3 - Moe Social Infrastructure Plan .....</b>	<b>65</b>
<b>4</b>	<b>Attachment 4 - Morwell Town Common Development Plan Project Control Group 110215.....</b>	<b>67</b>
<b>5</b>	<b>Attachment 5 - Victory Park Precinct Advisory Committee 180215 .....</b>	<b>71</b>
<b>6</b>	<b>Attachment 6 - Traralgon CBD Safety Committee 190215 .....</b>	<b>75</b>
<b>7</b>	<b>Attachment 7 - Councillor Briefing (2) 230215 .....</b>	<b>77</b>
<b>8</b>	<b>Attachment 8 - Traralgon East Community Centre 270215.....</b>	<b>79</b>
<b>9</b>	<b>Attachment 9 - MEMPC Meeting 020315 .....</b>	<b>81</b>



## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	Victory Park Precinct Advisory Committee
<b>Date:</b>	17 December 2014
<b>Time:</b>	5.18pm
<b>Assembly Location:</b>	Latrobe City Council – Traralgon Service Centre

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Simon Clark		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<p><b>Gippsland Model Engineering Society (GMES) have presented their five year vision document to Council at their 27 October meeting.</b></p> <p><b>Signed Licence between the Gippsland Model Engineering Society and Latrobe City Council for the Newman Park facility has been returned.</b></p> <p><b>Installation of light poles on the concrete path in Doorty Park has been placed in the 2015/2016 Capital Works Program for Council's considered.</b></p> <p><b>Pedestrian link on the George Street side of the new bridge to the vicinity of the Star Hotel discussed.</b></p> <p><b>Lone Pine tree project grant application discussed.</b></p> <p><b>Draft letter to the MacDonald's Restaurant highlighting the amount of rubbish in Victory Park to be sent.</b></p> <p><b>Investigation into the installation of additional lighting in Victory Park.</b></p> <p><b>Annual inspection of Victory Park, Doorty Park and Newman Park.</b></p>		
<b>Confidential/ Not confidential</b>	Are the matters considered confidential under the Local Government Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		



**CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)**

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			



Completed by: Simon Clark

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

**2. Section 76AA definition:**

"**Assembly of Councillors** (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

- The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

**Brief Explanation:**

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing **at least 5 Councillors and 1 Council staff member are present** and the matter/s considered are intended or likely to be subject of a future decision by the Council **OR** an officer decision under delegated authority.

*Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.*

**Please note:** an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

**3. Section 80A and 80B requirements (re: Conflict of Interest):**

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

**Section 80A(3)**

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

**Section 80B**

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	Latrobe City Industry Forum
<b>Date:</b>	Thursday 22 January 2015
<b>Time:</b>	1.00 – 3.00 pm
<b>Assembly Location:</b>	Nambur Wariga Meeting Room, Latrobe City Council Headquarters Commercial Road Morwell 3840.

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Peter Gibbons
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input checked="" type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	<ul style="list-style-type: none"> <li>• Dr Mark Hodge – Chair (External)</li> <li>• Andrew Sprague – Deputy Chair (External)</li> <li>• Leigh Kennedy – Director, Regional Development Victoria (External)</li> <li>• Gary Van Driel – Chief Executive Officer</li> <li>• Phil Stone – General Manager Planning &amp; Economic Sustainability</li> <li>• Geoff Hill – Manager Economic Development</li> <li>• Bruce Connolly – Manager Regional Strategy</li> <li>• Sophie Morell – Coordinator Business Development</li> <li>• Emma Bertoli – Executive Assistant Planning &amp; Economic Sustainability</li> </ul>		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<ul style="list-style-type: none"> <li>• Purpose of Forum</li> <li>• Review of Terms of Reference</li> <li>• Economic Development Strategy 2015/19 – outline and status</li> <li>• Goals of the Forum</li> <li>• Potential Membership</li> <li>• Meeting Arrangements – frequency and location</li> <li>• Other Business</li> <li>• Next Meeting</li> </ul>		
<b>Confidential/ Not confidential</b>	<i>Are the matters considered confidential under the Local Government Act?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		



**CONFLICT OF INTEREST DISCLOSURES:** (refer to page 2)

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
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	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			

**Completed by:**

Emma Bertoli, Executive Assistant Planning & Economic Sustainability, 3 March 2015



**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

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## Assembly of Councillors Record

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<b>Assembly details:</b>	Council Sub Committee
<b>Date:</b>	11 February 2015
<b>Time:</b>	3.30pm – 4.30pm
<b>Assembly Location:</b>	Morwell HQ

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input checked="" type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Chief Executive Officer, Gary Van Driel GM Community Liveability, Sara Rhodes-Ward		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<ul style="list-style-type: none"> <li>• A draft Moe Social Infrastructure Plan Project Outline</li> <li>• Timeline for the development of a Moe Social Infrastructure Plan and</li> <li>• Community engagement for the development of a Moe Social Infrastructure Plan</li> </ul>		
<b>Confidential/ Not confidential</b>	Are the matters considered confidential under the Local Government Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

### CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
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	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			



Completed by: Sara Rhodes-Ward, GM Community Liveability  
**Assembly of Councillors Record Explanation / Guide Notes**  
 Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

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**Section 80A(3)**

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## Assembly of Councillors Record

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<b>Assembly details:</b>	Morwell Town Common Development Plan Project Control Group
<b>Date:</b>	11 February 2015
<b>Time:</b>	5.02pm
<b>Assembly Location:</b>	Latrobe City Council Headquarters

### IN ATTENDANCE

<b>Councillors:</b>	<input checked="" type="checkbox"/> Cr Christine Sindt	<input checked="" type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Simon Clark		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<p>Rotary Club to submit an invoice for the extension of the Rotary fence on White Street.</p> <p>Committee discussed the Town Common historical sign project and re-affirmed the concepts ideas previously introduced. Additional ideas and comments are Marching Girls investigation, Playground opening and/or construction photos.</p> <p>Installation of drainage in the open space was included in the draft 2015/2016 Capital Works Program however was not been selected for funding.</p> <p>Advance Morwell have recommended the installation of fencing in the vicinity of the AAA Playground due to concerns with child safety.</p>		
<b>Confidential/ Not confidential</b>	Are the matters considered confidential under the Local Government Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		





**CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)**

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
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<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			



Completed by: Simon Clark

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

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A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	Victory Park Precinct Advisory Committee
<b>Date:</b>	18 February 2015
<b>Time:</b>	5.16pm
<b>Assembly Location:</b>	Latrobe City Council - Traralgon Service Centre

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Simon Clark		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<p><b>Gippsland Model Engineering Society (GMES) will not seek reimbursement from Latrobe City for the required maintenance on the GMES building following a break in.</b></p> <p><b>Mayor, Cr Harriman has received official confirmation on 9 February 2015 that the proposed Lone Pine Tree fence project grant was successful to the amount of \$4,775.00.</b></p> <p><b>Hawthorn Tree in Victory Park discussed. Committee member believes that the condition of the tree is deteriorating. At the time of the trees relocation the Committee member believes that there was an agreement with either the developer or Latrobe City that seeds from the tree would be propagated. Committee would like this to be progressed.</b></p> <p><b>Fire Memorial opening went very well and was an appropriate ceremony.</b></p>		
<b>Confidential/ Not confidential</b>	Are the matters considered confidential under the Local Government Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		



**CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)**

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			



Completed by: Simon Clark

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

**2. Section 76AA definition:**

"**Assembly of Councillors** (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be:

- The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

**Brief Explanation:**

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing **at least 5 Councillors and 1 Council staff member are present** and the matter/s considered are intended or likely to be subject of a future decision by the Council **OR** an officer decision under delegated authority.

*Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.*

**Please note:** an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

**3. Section 80A and 80B requirements (re: Conflict of Interest):**

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

**Section 80A(3)**

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

**Section 80B**

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	Traralgon CBD Safety Committee
<b>Date:</b>	<b>Thursday 19 February 2015</b>
<b>Time:</b>	<b>9:00 am – 10:00 am</b>
<b>Assembly Location:</b>	Traralgon Police Station

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input checked="" type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	<b>Steve Tong, Andrew Legge</b>		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<b>Traralgon CCTV analysis, LV Bus Lines Nightrider Bus Service, Traralgon CBD walk-through, Ryans Hotel Carpark Lighting not working and Traralgon CBD Safety Committee Newsletter.</b> <b>Agency Reports from;</b> <ul style="list-style-type: none"> <li>• Traralgon Taxi Service</li> <li>• LV Bus Lines</li> <li>• Traralgon Liquor Accord</li> <li>• Stockland Plaza</li> </ul>		
<b>Confidential/ Not confidential</b>	<i>Are the matters considered confidential under the Local Government Act?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

### CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			



Completed by: *Andrew Legge*

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

**2. Section 76AA definition:**

"**Assembly of Councillors** (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

- The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

**Brief Explanation:**

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing **at least 5 Councillors and 1 Council staff member are present** and the matter/s considered are intended **or likely to be** subject of a future decision by the Council **OR** an officer decision under delegated authority.

*Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.*

**Please note:** an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

**3. Section 80A and 80B requirements (re: Conflict of Interest):**

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

**Section 80A(3)**

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

**Section 80B**

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	Councillor Briefing (2) Session
<b>Date:</b>	<b>23 February 2015</b>
<b>Time:</b>	<b>5:00pm</b>
<b>Assembly Location:</b>	NAMBUR WARIGA ROOM LATROBE CITY COUNCIL CORPORATE HEADQUARTERS COMMERCIAL ROAD, MORWELL

o

### IN ATTENDANCE

<b>Councillors:</b>	<input checked="" type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Peter Gibbons
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input checked="" type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Sandy Kam
	<input checked="" type="checkbox"/> Cr Darrell White	<input checked="" type="checkbox"/> Cr Michael Rossiter	<input checked="" type="checkbox"/> Cr Sharon Gibson (via phone link)
<b>Officer/s:</b>	<b>Gary Van Driel, Phil Stone, Sarah Cumming, Jody Riordan, Amy Phillips, Steve Piasente, Sara Rhodes-Ward</b>		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<b>4.1 Tonight's Presentations</b> <b>7.1 Outstanding Issues</b> <b>9.1 Construction of a New Base Load Power Station in Latrobe City update</b> <b>9.2 Council Governance</b> <b>11.1 Traralgon Recreation Reserve Lighting Project Planning Permit Application No. 2014/202</b> <b>Council Agenda Review</b>		
<b>Confidential/ Not confidential</b>	<i>Are the matters considered confidential under the Local Government Act?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

### CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>	<b>Cr White arrived at 5:31pm</b> <b>Steve Piasente arrived at 5:34pm</b> <b>Sara Rhodes-Ward arrived at 6:30pm</b> <b>Cr Sindt left the room at 7:43pm and returned at 7:45pm</b> <b>Cr Harriman left the room at 8:05pm and returned at 8:06pm</b> <b>Cr O'Callaghan left the room at 6:18pm and returned at 6:30pm</b> <b>Phil Stone left the room at 6:26pm and returned at 6:26pm</b>		





**Completed by:** Kylie Stockdale

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

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The above required information is:

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**2. Section 76AA definition:**

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**Brief Explanation:**

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- the Council; or
- a special committee; or
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**3. Section 80A and 80B requirements (re: Conflict of Interest):**

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

**Section 80A(3)**

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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**Section 80B**

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## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	Traralgon East Community Centre Advisory Committee
<b>Date:</b>	Friday 27 February 2015
<b>Time:</b>	9:05am – 10:00am
<b>Assembly Location:</b>	Traralgon East Community Centre, 41 – 43 Cameron Street, TRARALGON EAST

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input checked="" type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Abby Clavarino and Heather Farley		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<ul style="list-style-type: none"> <li>• Venue marketing material</li> <li>• Traralgon East Community Centre Users Group Newsletter</li> <li>• Centre activity for 2015</li> <li>• User group activity for 2015</li> <li>• Keys and access to building</li> <li>• Cleaning</li> <li>• Display and promotional material in the venue</li> <li>• Hirers/Users requirement to have public liability insurance</li> <li>• Graffiti in park behind venue and vandalism of mosaic sign at front of building</li> <li>• Review of day for future meetings</li> <li>• Funding/Grant opportunities for user group</li> <li>• Prospective community activities in the centre</li> </ul>		
<b>Confidential/ Not confidential</b>	Are the matters considered confidential under the Local Government Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

### CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Nil		
<b>Times that Officers / Councillors left/returned to the room:</b>	Nil		



Completed by: Abby Clavarino, Community Development Officer, Friday 27 February 2015

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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**Section 80A(3)**

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## Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

<b>Assembly details:</b>	MEMPC Meeting
<b>Date:</b>	02 March 2015
<b>Time:</b>	10.00am – 12.00pm
<b>Assembly Location:</b>	MacFarlane Burnett Room, Traralgon Service Centre

### IN ATTENDANCE

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>	Lance King		
<b>Matter/s and main topic/s discussed:</b> <i>Provide dot points only, not the minutes of the meeting</i>	<ul style="list-style-type: none"> <li>• Reports</li> <li>• MEMP Audit</li> <li>• Sub-plans Recovery report</li> <li>• General business</li> </ul>		
<b>Confidential/ Not confidential</b>	Are the matters considered confidential under the Local Government Act? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

### CONFLICT OF INTEREST DISCLOSURES: (refer to page 2)

<b>Councillors:</b>	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
<b>Officer/s:</b>			
<b>Times that Officers / Councillors left/returned to the room:</b>			



Completed by: Rebecca Johnson

**Assembly of Councillors Record Explanation / Guide Notes**  
Required pursuant to the Local Government Act 1989 as amended.

**1. Section 80A requirements (re: Written Record to be made by Council staff member):**

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- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing **at least 5 Councillors and 1 Council staff member are present** and the matter/s considered are intended **or likely to be** subject of a future decision by the Council **OR** an officer decision under delegated authority.

*Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.*

**Please note:** an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

**3. Section 80A and 80B requirements (re: Conflict of Interest):**

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

**Section 80A(3)**

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

**Section 80B**

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.

# PLANNING & ECONOMIC SUSTAINABILITY

**13. PLANNING & ECONOMIC SUSTAINABILITY**

Nil reports

# COMMUNITY INFRASTRUCTURE & RECREATION



**14. COMMUNITY INFRASTRUCTURE & RECREATION**

**14.1 RECREATION PROJECTS LINKED TO THE SALE OF COUNCIL ASSETS**

**General Manager**

**Community Infrastructure &  
Recreation**

**For Decision**

**PURPOSE**

The purpose of this report is to seek Council's endorsement to proceed with the delivery of four recreation projects that are to be funded from asset sales in the 2014/15 financial year.

**EXECUTIVE SUMMARY**

This report is seeking Council's endorsement for the delivery of four recreation projects linked to the sale of Council assets from the 2014/15 budget.

Following an extensive engagement and public exhibition period, at the Ordinary Council meeting held 24 November 2014, Council resolved to sell a number of properties identified as surplus to needs.

The funds accrued from the sale of the properties will be used to fund four recreation projects:

- Moe Tennis Courts Reconstruction project – Stage 1
- Traralgon Olympians Change Pavilion
- Morwell Park Oval Drainage project
- Churchill Bowling Club Synthetic Green project

It is proposed the four recreation projects are carried out in a prioritised order based upon an Assessment Scoring Matrix to ensure cash flow can be managed and the projects delivered in a timely and responsible manner.

**RECOMMENDATION**

1. That Council resolves to commence the recreation projects prior to the sale of the assets in the following order:
  - i. Moe Tennis Courts Reconstruction Project – Stage 1
  - ii. Traralgon Olympians Change Pavilion Morwell
  - iii. Park Oval Drainage Project
  - iv. Churchill Bowling Club Synthetic Green
2. That officers notify the clubs in writing of Council's decision.
3. That the projects be initially funded from the accumulated surplus until such time that the funds from the sale of assets are realised.

**DECLARATION OF INTEREST**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**STRATEGIC FRAMEWORK**

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

**Latrobe 2026: The Community Vision for Latrobe Valley*****Strategic Objectives - Recreation***

*In 2026, Latrobe Valley encourages a healthy and vibrant lifestyle, with diversity in passive and active recreational opportunities and facilities that connect people with their community.*

**Latrobe City Council Plan 2013 - 2017****Theme and Objectives**

*Theme 2: affordable and sustainable facilities, services and recreation*

*Strategic Direction – Develop and maintain community infrastructure that meets the needs of our community.*

**BACKGROUND**

In adopting the 2014/15 budget, Council identified four recreation based capital works projects that would be linked to the disposal of potentially surplus parcels of land within the municipality.

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

These projects are:

- Moe Tennis Courts Reconstruction project – Stage 1
- Traralgon Olympians Change Pavilion
- Morwell Park Oval drainage project
- Churchill Bowling Club synthetic green project

The following table provides details on the funding of the projects:

Project	Capital Works Contribution	State Govt, Funding	Other Funding	Total Project Cost
Moe Tennis Courts Reconstruction project	\$240,000	N/A	\$299,000 <sup>^</sup>	\$539,000 (Stage 1)
Traralgon Olympians Female Change Pavilion	\$330,000	\$50,000	\$20,000 <sup>*</sup>	\$400,000
Morwell Park Oval Drainage project	\$20,000	\$40,000	N/A	\$60,000
Churchill Bowling Club Synthetic Green	\$400,000	N/A <sup>#</sup>	N/A	\$400,000
<b>Total</b>	<b>\$990,000</b>	<b>\$90,000</b>	<b>\$319,000</b>	<b>\$1,435,000</b>

<sup>\*</sup>Traralgon Olympians contribution

<sup>^</sup>Moe Tennis Court Insurance funds

<sup>#</sup>Funding not secured as LCC could not guarantee funding due to sale of land

The assessment of various Council properties identified as potentially surplus was undertaken in accordance with the Council adopted 2014 - 2018 Strategic Resource Plan. By Council recycling these community assets for improvements to four Council recreation facilities in 2014/15 financial year, Council will effectively meet current and future demands and community expectations for these facilities.

At the Ordinary Council Meeting held 21 July 2014, Council resolved the following:

1. *That Council in accordance Section 189 of the Local Government Act 1989 and Sale of Council Owned Property Policy, resolves to give public notice of its intention to consider the sale of the following properties:*

*Churchill*

- *15 Winston Drive (Reserve) (Attachment 1*
- *Ex Preschool Maple Cres - Pt Andrews West Reserve.*

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### *Morwell*

- *Fraser Court Reserve*
- *Catherine Street & Western end of Mary Street – both part of the Morwell West Development Plan area &*
- *Part of Helen Street Reserve*

### *Moe*

- *Burnside Street Reserve*

### *Newborough:*

- *Retford Street Reserve*
- *Yinnar Street Reserve*

### *Traralgon*

- *Part Think Big Reserve, Rainbird Court*
- *Emerald Court Reserve*
- *Haneton Park, Swallow Grove Reserve*
- *Grubb Ave & Elizabeth Street Reserve*
- *Glenlee Court Reserve*
- *Dawn Grove & Kosciuszko Street Reserve*

2. *That pursuant to Section 223 of the Local Government Act 1989 Council resolves to consider any submissions received in relation to the potential sale of Council assets at the Ordinary Council Meeting to be held on Monday, 22 September 2014.*

The above 15 properties were identified as potentially surplus in accordance with the adopted Latrobe City Council Public Open Space Strategy Final Report, dated March 2013, or are part of the Morwell West Development area.

Following a period of public exhibition, Council received approximately 20 telephone/counter enquiries following the public notices and direct mail letters about the sale of assets. Approximately 30 written submissions were received.

At the ordinary Council meeting held the 24 November 2014 the results of the public exhibition was presented with a recommendation to offer for sale 15 properties. At the meeting Council resolved the following:

1. That Council, having given public notice in accordance Section 189 of the Local Government Act 1989, the Sale of Council Owned Property Policy, and after considering submissions received in accordance with Section 223 of the Local Government Act 1989 concerning its intention to consider the sale of the potentially surplus properties, has determined that the following properties are not reasonably required and are surplus to both community and Council requirements:

**Churchill**

- Ex Preschool Maple Cres - Pt Andrews West Reserve.

**Morwell**

- Fraser Court Reserve,
- Catherine Street – Part Morwell West Development Area,
- Western end of Mary Street – abutting the Morwell West Development Area
- The carpark part of Helen Street Reserve.

**Newborough:**

- Retford Street Reserve

**Traralgon**

- Emerald Court Reserve,
- Haneton Park, Swallow Grove Reserve
- Grubb Ave & Elizabeth Street Reserve

2. That pursuant to section 189 of the Local Government Act 1989, Council resolves to offer for sale the following properties:

**Churchill**

- Ex-Preschool Maple Cres - Pt Andrews West Reserve.

**Morwell**

- Fraser Court Reserve with a condition that the property can only be developed with a single dwelling,
- Catherine Street – Part Morwell West Development Area subject to the condition that the legal point of stormwater discharge and connection into the drainage infrastructure for 45 Catherine Street is addressed,
- Western end of Mary Street – abutting the Morwell West Development Area, and

**ORDINARY COUNCIL MEETING AGENDA  
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- The carpark part of Helen Street Reserve.

**Newborough:**

- Retford Street Reserve, upon the condition that any subdivision be restricted to two titles and the property only be developed with a single dwelling on each title

**Traralgon**

- Emerald Court Reserve,
- Haneton Park, Swallow Grove Reserve, upon the condition that the property only be developed with a single dwelling
- Grubb Ave & Elizabeth Street Reserve upon the condition that any subdivision be restricted to two titles and the property only be developed with a single dwelling per title

3. That Council undertake further community consultation with residents within in the vicinity of the Rainbird Court part of the Think Big Reserve, Traralgon and the Glenlee Court Reserve Traralgon.
4. That those persons who have provided a submission be advised in writing of Council's decision in this matter.
5. That Council authorise the Acting Chief Executive Officer or nominated representative to prepare the above properties for sale, appoint a selling agent/s, determine the sale price based on independent valuations and in consultation with the selling agent/s determine the preferred method of sale for each respective property.
6. That Council authorises the Acting Chief Executive Officer or nominated representative to sign prepared Contracts of Sale, sign and seal Transfer of Land documents for each respective property.
7. That the net funds from the sale of the respective parcels of land be allocated to the sale of surplus properties reserve established to finance the \$1 million Council contribution towards four Capital Works Projects identified in the 2014-2015 Budget.
8. That a progress report be provided to Council no later than an Ordinary Council Meeting to be held in February 2015.
9. That Council undertake a review of all Council property to identify any additional properties potentially surplus to Council needs for consideration at a future Ordinary Council Meeting.

**Moved:** Cr Sindt  
**Seconded:** Cr Middlemiss

**KEY POINTS/ISSUES**

The sale of the properties identified in the background section of this report will allow for the delivery of the following four 2014/15 recreation projects linked to the asset sales:

- Moe Tennis Courts Reconstruction project – Stage 1
- Traralgon Olympians Change Pavilion
- Morwell Park Oval drainage project
- Churchill Bowling Club synthetic green project

Each of the projects was included for funding in 2014/15 because they were identified as important recreation projects for this financial year.

The following is a description of each project and the factors taken into account in the Assessment Scoring Matrix.

**Moe Tennis Courts Reconstruction Project – Stage 1**

The scope of this project includes the total reconstruction of six courts. The redevelopment of the eight existing western courts will include the permanent removal of the far two western courts (as they are too close to existing vegetation) and the total reconstruction of the remaining six courts. This will include the reconstruction of the drainage and sub-base, and preparation of six new plexi-pave courts. The project also includes new fencing and upgrading of the existing lighting. Stage 2 will include the reconstruction of the existing four eastern courts, new sub-base, drainage, new plexi-pave courts and upgrade to the existing lighting and fencing.

The current facility is in very poor condition and is becoming unplayable, as reflected in the Moe Tennis Needs Assessment report that was endorsed by Council in March 2014.

Council has carried forward approximately \$299,000 in capital works funding from previous years which also includes funds from an insurance claim from earthquake damage in 2012.

Procurement for a detailed design and construction is ready to commence with the project in a position to begin in mid-2015 or later.

**Traralgon Olympians Change Pavilion**

The scope of this project includes the construction of 4 change rooms for male/female players, first aid facilities and male/female referees change facilities and was original identified as a priority in the Traralgon Outdoor Recreation Plan (2007), Soccer Plan (2008) and the review of the Traralgon Outdoor Recreation Plan (2014).

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The club is home to approximately 200 registered players, both male and female. The current facilities are unsatisfactory with only two change rooms for two playing pitches, and no dedicated change facilities for females or referees.

The project was originally \$50,000 funding from the State Government's Community Facility Funding Program was successful and Council has a signed Activity Schedule with the Department of Sport and Recreation. In addition, the Traralgon Olympians Soccer Club has committed \$20,000 towards this project.

A concept design for this pavilion has been completed and a detailed design has commenced with expected completion date in the first half of 2015. Following detailed design, procurement for the construction of the pavilion will commence with actual construction ready for commencement in late 2015.

#### Morwell Park Oval Drainage project

The scope of this project includes the installation of drainage to the Morwell Park Oval so that it can be used by both the community and local soccer clubs during the winter months.

The project was originally in the Morwell Outdoor Recreation Plan (2008) and the Soccer Plan (2008) as a priority project.

\$40,000 funding from the State Government's 2015/16 Community Facility Funding Program was successful and Council has a signed Activity Schedule with the Department of Sport and Recreation. Detailed design and procurement for this project will commence in mid-2015 with the project due for completion by December 2015.

#### Churchill Bowling Green Synthetic Green

The scope of this project will also include the preparation of the base, removal of tree stumps, substantial drainage (due to very reactive clay soils), a 40m x 40m synthetic green, concrete surrounds and fencing.

There is currently no outdoor bowling green in Churchill and the Churchill Bowls Club operates an internal bowls competition from the Gaskin Park Stadium in Churchill.

The project was originally identified as a priority project in the Gaskin Park master plan (2011).

A funding application for \$100,000 was submitted to the Victorian Government's Community Facility Funding Program for 2015/16 in July 2014; however the project was not successful. Subsequently, Council's contribution towards this project will now be \$400,000, instead of \$300,000.



## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

The design of the synthetic green has been completed and the procurement of this project will take approximately 3 months. Once the contractor is appointed, the synthetic carpet will need to be ordered from the United Kingdom and this usually takes 3 months for delivery. This project is unlikely to commence until at least the mid-late 2015.

### Assessment Scoring Matrix

Projects have been assessed based upon a scoring matrix, incorporating a number of factors that determine the project priorities. The following scoring has been attributed to each assessment in the matrix:

- Other Funding (Government/Club/LCC)
  - Yes = 1 point
  - No = 0 point
- Standard of facility
  - Low = 3,
  - Medium = 2,
  - High = 1
- Participation
  - Up to 50 members = 1,
  - Up to 100 Members = 2,
  - over 100 members = 3
- Project commencement
  - Less than 3 months = 3
  - Less than 6 months = 2
  - Greater than 6 months = 1

Project	Other funding	Standard of Facility	Participation	Project Commencement	Total Score
Moe Tennis Courts Reconstruction project	1	3	1	3	8
Traralgon Olympians Change Pavilion	1	3	3	1	8
Morwell Park Oval Drainage Project	1	2	1	1	5
Churchill Bowling Club Synthetic Green	0	3	1	2	6

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**

Each project has been attributed a score based upon the principles of the matrix. The following is an explanation of how this was assessed for each project:

Moe Tennis Courts Reconstruction project

Funding – This was scored 1 points as it has \$299K in the 2014/15 capital works budget (Earthquake insurance claim).

Standard of Facility – This was scored 3 points as the current facilities are in very poor condition and many courts are now unplayable.

Participation – This was scored 1, as the Moe Tennis Club have 33 members.

Project commencement – This was scored 3 points as the project can commence within 3 months.

Traralgon Olympians Change Pavilion

Funding – This was scored 1 point as it has external funding from both the State government and the Traralgon Olympians Soccer Club.

Standard of Existing Facility – This was scored 3 points as the current facilities are totally inadequate for female and juniors playing at the club.

Participation – This was scored 3 points as the club currently has more than 100 participants.

Project commencement – This was scored 1 point, as the project cannot commence until the completion of the 2015 Soccer season in September 2015.

Morwell Park Drainage Project

Funding – This was scored 1 point as the project has \$40,000 State government funding.

Standard of Facility – This was scored 2 points as the facility is in good condition (during warmer months), but will deteriorate through the winter months.

Participation – This was scored 1 as the facility is used as an overflow training venue by soccer during winter. It is not a major facility.

Project commencement – This was scored 1 point as the project cannot commence until September 2015 when the soccer season finishes.

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**Churchill Bowling Club Synthetic Green

Funding – This was scored 0 point as the project has no external funding.

Standard of Facility – This was scored a 3 as there are no existing facilities of this type in Churchill.

Participation – This was scored 1 point as the club has less than 50 members.

Project commencement – This was scored 1 point as the project cannot commence until detailed design and tender specifications are completed. There is also \$100K required from the 15/16 budget which is yet to be approved.

NOTE: The synthetic carpet could be ordered to get the project going, as it comes from England and delivery times are at minimum 3 months.

**RISK IMPLICATIONS**

There are a number of risks associated with the prioritisation of these four recreation projects and include:

Council's reputation with the State Government

Two of the four projects that are linked to the sale of Council assets have also been subject to State Government funding. These projects are:

- Traralgon Olympians Change Pavilion
- Morwell Park Oval Drainage project

As part of this funding, Council has entered into a Header Agreement for each project which is a signed and binding legal contract. A commitment has been given through this contract that both projects will be delivered by Council within a given timeframe. A failure to deliver a project or a substantial deviation from both agreements could risk Council's reputation with the State Government with current and future funding applications.

Timely delivery of projects

The four projects linked to the sale of Council assets were included in the 2014/15 budget for delivery during the 2014/15 financial year. There is a clear expectation by both the stakeholders of these projects and the general community that these projects will be delivered during the 2014/15 financial year or soon after. Failure to do so within this timeframe could have a negative impact on Council's reputation within the community.

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

### **FINANCIAL AND RESOURCES IMPLICATIONS**

Financial aspects of these projects are listed below:

Project	Capital Works Contribution	State Govt, Funding	Other Funding	Total Project Cost
Moe Tennis Courts Reconstruction project	\$240,000	N/A	\$299,000^	\$539,000 (Stage 1)
Morwell Park Oval Drainage project	\$20,000	\$40,000	N/A	\$60,000
Traralgon Olympians Female Change Pavilion	\$330,000	\$50,000	\$20,000*	\$400,000
Churchill Bowling Club Synthetic Green	\$400,000	N/A	N/A	\$400,000
<b>Total</b>	<b>\$990,000</b>	<b>\$90,000</b>	<b>\$319,000</b>	<b>\$1,435,000</b>

Although Council has resolved to sell surplus property assets to fund these recreation projects, the funds that are required to do so are not yet available, thus creating a cash flow issue.

If Council resolved to proceed with all four recreation projects prior to the sale of surplus property assets, the projects will need to be staggered in order to be delivered in a timely and responsible manner. This will also enable the management of the cash flow.

In order to provide the cash for each project the Council could choose to fund the works, in a staged manner, from the current accumulated surplus. This would overcome the short term cash flow problem until such time that the funds from the sale of assets are realised.

### **INTERNAL/EXTERNAL CONSULTATION**

#### *Engagement Method Used:*

The recreation projects linked to the sale of Council assets and identified for delivery in the 2014/15 financial year form part of an existing Council Strategy/Plan/Policy/program or resolution.

Significant community consultation and engagement was undertaken in the formation of each of the plans details in the report to Council for endorsement.

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)***Details of Community Consultation / Results of Engagement:*

Significant community consultation and engagement was undertaken as part of the development of the following plans, which have been adopted by Council:

- Traralgon Outdoor Recreation Plan 2006
- Morwell Outdoor Recreation Plan 2008
- Soccer Facilities Plan 2009
- Gaskin Park Master Plan 2011
- Traralgon Outdoor Recreation Plan (2014)
- Moe Tennis Needs Assessment (21014)

**OPTIONS**

1. That Council resolve to commence the four projects prior to the sale of the assets and to prioritise the recreation projects in the following order:
  - Moe Tennis Courts Reconstruction Project – Stage 1
    - Can commence in mid-late 2015.
  - Traralgon Olympians Change Pavilion
    - State Government Funding attached.
    - Can commence after soccer season in late 2015.
  - Morwell Park Oval Drainage Project
    - State Government Funding attached.
    - Can commence in late 2015.
  - Churchill Bowling Club Synthetic Green
    - Fully funded by Council
    - Can commence in mid-late 2015.
4. That Council resolve to commence the four projects prior to the sale of the assets and amend the prioritised order of the recreation projects. The impact of this option is that Traralgon Olympians and Morwell Park projects cannot physically commence until after the soccer season.
5. That Council resolve not to commence the four projects prior to the sale of the assets. The impact of this option is that funding variations will need to be requested from the State Government, pressure on the delivery of the 2015/16 capex program and the community expectation that these projects will proceed.

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)****CONCLUSION**

Council has approved the sale of 15 properties to assist with the funding of four recreation projects identified in the 2014/15 budget. These projects are:

- Moe Tennis Courts Reconstruction project – Stage 1
- Traralgon Olympians Change Pavilion
- Morwell Park Oval drainage project
- Churchill Bowling Club synthetic green project

Although Council has resolved to sell surplus property assets to fund these recreation projects, the funds that are required to do so are not yet available, thus creating a short term cash flow issue.

Each project has been prioritised using an Assessment Scoring Matrix to ensure the project delivery occurs in a timely and responsible manner. It is therefore recommended that the recreation projects as prioritised in this report commence prior to the realisation of funds from asset sales.

**SUPPORTING DOCUMENTS**

Nil

**Attachments**  
Nil

# COMMUNITY LIVEABILITY

**15. COMMUNITY LIVEABILITY**

**15.1 LOCAL LAW 2 PROPOSED AMENDMENT - DILAPIDATED BUILDINGS**

**General Manager**

**Community Liveability**

**For Decision**

**PURPOSE**

The purpose of this report is to seek the resolution of Council to give notice of its intention to make an amendment to Local Law 2, with the addition of a clause specifically relating to the management of dilapidated buildings.

**EXECUTIVE SUMMARY**

This report seeks for council to resolve to give notice of its intention to make an amendment to Local law 2.

The management of unsightly buildings has been a significant and ongoing issue within the Latrobe City municipality for a number of years. A Notice of Motion was raised and endorsed by Council in June 2012 seeking advice on what change need to occur to Local Law 2 in order to address these matters. Further reports were provided to council and ultimately a full review of Local law 2 was undertaken, some 6 years earlier than required. The proposed review of Local law 2 remains outstanding, and is not due for completion (from a legislative point of view) until 2019.

Research recently completed by Council Officers and following legal advice has indicated that it is an option to include a clause into Local Law 2 that will encourage the effective management of unsightly and dilapidated properties within the municipality.

Council will be required to follow a process (defined within the Victorian Local Government Act 1989), that involves community consultation and allows the consideration of submissions in relation to the addition of this clause.

The report recommends that Council give notice of its intention to make the required amendment to Local law 2.



**RECOMMENDATION**

That Council resolve

1. To give notice of its intention to make the following amendment to Local Law 2:

*In Part 9 of the Principal Local Law, immediately after Clause 131 and before Clause 132, insert:*

**131A DILAPIDATED BUILDINGS**

*Without limiting clause 130, an owner or occupier of land on which is located any building or other structure which is unoccupied, unfit for occupation or not ordinarily occupied:*

*131A.1 must not permit that building or structure to become dilapidated or further dilapidated;*

*131A.2 must take all reasonable steps to secure the building or structure from unauthorised access, including, if required, secure fencing, more adequate locks and any other security options that are, in all the circumstances, reasonable to exercise;*

*131A.3 must take reasonable steps to prevent or remedy the land from being a haven for regular anti-social or unlawful behaviour by unauthorised persons;*

*131A.4 must maintain the building or structure in a state of good repair and appearance, including undertaking temporary repairs as required to ensure on-site safety and security and to avoid the appearance of neglect out of character with other land in the vicinity;*

*131A.5 must not allow any graffiti to remain on any building, wall, fence, post or other structure or object erected on that land; and*

*131A.6 will commit a new offence under this Local Law for every month any breach of this clause continues unless effective works have been undertaken to remedy any breach.*

**Penalty: 20 Penalty Units**

2. To provide Public Notice of the draft Local Law in accordance with sections 119(2) and 223 of the Local Government Act 1989
3. To publish notice to like effect in the Victorian Government Gazette.
4. That a further report be presented to Council allowing consideration of any submissions in relation to the draft amendment at the Ordinary Council meeting 04 May 2015

**DECLARATION OF INTEREST**

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

**STRATEGIC FRAMEWORK**

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

**Latrobe 2026: The Community Vision for Latrobe Valley*****Strategic Objective – Our Community***

In 2026, Latrobe Valley is one of the most liveable regions in Victoria, known for its high quality health, education and community services, supporting communities that are safe, connected and proud.

***Strategic Objective – Built Environment***

In 2026, Latrobe Valley benefits from a well-planned built environment that is complimentary to its surroundings and which provides for a connected and inclusive community.

**Latrobe City Council Plan 2013 - 2017****Theme and Objectives**

*Theme 1: Job creation and economic sustainability*

*Theme 2: affordable and sustainable facilities, services and recreation*

*Theme 3: Efficient, effective and accountable governance*

*Theme 4: Advocacy for and consultation with our community*

*Theme 5: Planning for the future*

**BACKGROUND**

At the Ordinary Council meeting 4 June 2012, following the presentation of a Notice of Motion from Cr Sharon Gibson Council resolved as follows:

*That the CEO provides a report back to Council advising what changes need to occur to the relevant Local Laws to help Council address the issue of unsightly property by no later than the end of July 2012*

At the Ordinary Council meeting 16 July 2012 a report was presented and Council resolved as follows:

*That Council notes this report on what changes need to occur to the relevant Local law to help Council address the issue of unsightly property.*

**ORDINARY COUNCIL MEETING AGENDA  
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*That the mayor writes to the Municipal Association of Victoria (MAV) advocating for sector wide support in the establishment of effective enforcement options when dealing with unsightly properties and copies of this letter be sent to the Minister for Planning and the Minister for Local Government and the relevant local members of parliament.*

*That a report advising whether there is any State and/or Federal legislation pertaining to dangerous and unsightly property be brought back to open Council no later than the end of August 2012.*

At the Ordinary Council meeting 20 August 2012 a report was presented allowing Council to consider what State and federal legislation was available to help address the issue of dangerous and unsightly property. At this meeting Council resolved as follows:

*That Council writes to the Minister for Local Government seeking:*

- *Advice on what legislative changes would be required to address unsightly property;*
- *Support for those legislative changes that would be required to address unsightly property*

This report also noted the intention of Council Officers to start the review of Local Law 2 and to use this as a mechanism to address the issue of the management of unsightly properties. The report noted that the draft review of Local law 2 would be presented to Council by September 2013. This information was not included in the Officers recommendation, or in the alternate motion presented and endorsed by Council at this meeting (above).

As a result of a number of internal factors the review of Local Law 2 has been delayed significantly. In addition current research and legal advice recently provided to Officers would indicate a full review of Local Law 2 is not required in order to address the matter of unsightly property management.

**KEY POINTS/ISSUES**

In recognition of the ongoing nature of the initial Notice of Motion and the following Council resolution as well as the need to address the issue of unsightly properties as soon as possible advice was recently sought from Maddox in relation to the possibility of a single amendment to Local law 2, rather than a full review.

These discussions and the review of a number of other Councils Local Law 2 have resulted in an assessment that to address the intent of the original resolution and to allow the effective management properties commonly referred to as unsightly the addition of a clause into Local Law 2 allowing the management of dilapidated buildings should be considered.

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**

Maddox were able to advise that a single amendment could be considered, and were able to draft a clause in relation to the management of dilapidated buildings that is similar to that which has been tested in other municipalities (including the city of Greater Geelong).

The following advice was provided to Officers on Monday 2 March 2015:

In order for Council to make a single amendment to Local Law 2 the following actions must be taken:

1. Council must resolve to give notice of its intention to make the draft Local Law.
2. Public Notice of the draft Local Law must be given, in accordance with sections 119(2) and 223 of the Local Government Act 1989 (the LGA). A notice to like effect must also be published in the Victorian Government Gazette.
3. Council must consider any submissions received about the draft Local Law. Depending upon its consideration of any such submissions, it can then resolve to make the draft Local Law as a local law (and thereby amend the existing Local Law).
4. Public Notice that the draft Local Law has been made must be given, in accordance sections 119(3) and 223 of the LGA. A notice to like effect will also need to appear in the Victoria Government Gazette. The requirements of section 120 of the LGA will also need to be observed (so that, for example, Council must ensure that a copy of the existing Local Law, as amended, and the amending Local Law, are available for inspection at the Municipal Office during normal office hours).

The following draft clause has been prepared as a suggested amendment to Local Law 2:

In Part 9 of the Principal Local Law, immediately after Clause 131 and before Clause 132, insert:

**“131A DILAPIDATED BUILDINGS**

Without limiting anything said in clause 130, an owner or occupier of land on which is located any building or other structure which is unoccupied, unfit for occupation or not ordinarily occupied:

131A.1 must not permit that building or structure to become dilapidated or further dilapidated;

131A.2 must take all reasonable steps to secure the building or structure from unauthorised access, including, if required, secure fencing, more adequate locks and any other security options that are, in all the circumstances, reasonable to exercise;

## ORDINARY COUNCIL MEETING AGENDA 23 MARCH 2015 (CM458)

131A.3 must take reasonable steps to prevent or remedy the land from being a haven for regular anti-social or unlawful behaviour by unauthorised persons;

131A.4 must maintain the building or structure in a state of good repair and appearance, including undertaking temporary repairs as required to ensure on-site safety and security and to avoid the appearance of neglect out of character with other land in the vicinity;

131A.5 must not allow any graffiti to remain on any building, wall, fence, post or other structure or object erected on that land; and

131A.6 will commit a new offence under this Local Law for every month any breach of this clause continues unless effective works have been undertaken to remedy any breach.

**1 Penalty: 20 Penalty Units”**

### **RISK IMPLICATIONS**

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

### **FINANCIAL AND RESOURCES IMPLICATIONS**

#### *Financial:*

There will be a cost associated with the introduction of the draft amendment to Local law 2 that can be absorbed within the current budget allocation (as allocation has been made for the review of Local law 2).

#### *Resources:*

It is anticipated that this project will be managed within existing resources, being led by the Manager Child and Family Services/Local Laws.

### **INTERNAL/EXTERNAL CONSULTATION**

#### *Details of Community Consultation*

A high level of community engagement and consultation will need to be undertaken in relation to the consideration of this proposed draft amendment.

At a minimum Public Notice of the draft Local Law must be given, in accordance with sections 1/9(2) and 223 of the Local Government Act 1989 (the LGA). A notice to like effect must also be published in the Victorian Government Gazette.

This section of the LGA requires that submissions must be accepted up to 28 days after the date on which the public notice is published.

**ORDINARY COUNCIL MEETING AGENDA  
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This consultation will be undertaken by Council Officers with the results being presented to Council to allow consideration of submission made by members of the community in relation to the draft amendment.

**OPTIONS**

Council has the following options:

- a. Give notice of its intention to make an amendment to Local law 2 for the period required in accordance with sections 1/9(2) and 223 of the Local Government Act 1989,
- b. Give notice of its intention to make an amendment to Local Law 2 for a period greater than that which is required in accordance with sections 1/9(2) and 223 of the Local Government Act 1989,
- c. Not give notice of its intention to make an amendment to Local law 2 for the period required in accordance with sections 1/9(2) and 223 of the Local Government Act 1989,

**CONCLUSION**

The issue of unsightly properties and the effective management of these has been an ongoing and outstanding issue for Latrobe City Council for a number of years.

Advice recently provided to Council Officers would indicate that a full review of Local law 2 is not necessary in order to allow council the ability to effectively manage this issue into the future, in fact a single amendment would provide Council with the power to manage this matter.

With the current Local Law 2 not requiring full review until 2019 it is the recommendation of Officers that the addition of an amendment which addresses the issue of dilapidated buildings should be considered.

**SUPPORTING DOCUMENTS**

Local law 2

**Attachments**  
Nil

# CORPORATE SERVICES

16. CORPORATE SERVICES

**16.1 2015/2016 DRAFT BUDGET (INCL. FEES & CHARGES) AND  
STRATEGIC RESOURCE PLAN 2015-2019**

General Manager

Corporate Services

For Decision

**PURPOSE**

The purpose of this report is to present the draft 2015/2016 Budget (Including Fees and Charges), and Draft Strategic Resource Plan 2015-2019, and to seek Council's approval to release these documents for community comment.

**EXECUTIVE SUMMARY**

This report seeks Council's approval to release for community comment the draft 2015/2016 Budget (including fees and charges) and the draft Strategic Resource Plan 2015-2019.

This enables Council to meet its obligations under the *Local Government Act 1989* and the objectives of Council's Community Engagement Plan.

The budget has been prepared on the basis of a 3.0% plus growth increase in overall rates & charges. This provides for the continued delivery of services at current levels, whilst incorporating the proposed capital works program of \$41.518 million. No new borrowings are proposed for the 2015/2016 financial year.

The draft budget has been reviewed and noted by Council's Audit Committee for Council to release for community feedback. Community information workshops will be held in each of the four major townships.

The draft 2015/2016 Budget and Strategic Resource Plan 2015-2019 have been developed in accordance with the *Local Government Act 1989*, and it is recommended that both documents be released for public comment, in accordance with the requirements of the *Local Government Act 1989*.



**RECOMMENDATION**

- 1. That the 2015/2016 Budget annexed to this report be a Budget prepared by the Council for the purposes of Section 129 of the Local Government Act 1989.**
- 2. That the Chief Executive Officer be authorised to:**
  - (a) Give public notice of the preparation of the 2015/2016 Budget (including Fees and Charges) in accordance with Section 129 of the Local Government Act 1989; and**
  - (b) Make available for inspection the information required to be made available by Regulation 10 of the Local Government (Planning and Reporting) Regulations 2014.**
- 3. That Council:**
  - (a) Gives public notice advising that at the Ordinary Meeting of Council to be held on 4 May 2015, consideration will be given to any submission in relation to such Budget, made in accordance with Section 129 of the Local Government Act 1989; and**
  - (b) Gives notice of its intention to:**
    - (i) adopt such Budget; and**
    - (ii) declare the following rates and charges at an Ordinary Meeting of Council to be held at 6.00pm on 25 May 2015 at the Corporate Headquarters, Morwell.**
- 4. That Council, in accordance with the provisions of the Local Government Act 1989, declares that the amount that it intends to raise by way of general rates, municipal charges and service charges for the period 1 July 2015 to 30 June 2016 is as follows:**

<b>(a)</b>	<b>General Rates</b>	<b>\$46,703,322</b>
<b>(b)</b>	<b>Municipal Charge</b>	<b>\$ 4,760,320</b>
<b>(c)</b>	<b>Service Charges</b>	<b>\$10,280,703</b>
<b>(d)</b>	<b>EPA Landfill Levy Charge</b>	<b>\$ 660,972</b>
<b>(e)</b>	<b>Payments in lieu of rates</b>	<b>\$ 9,193,385</b>
- 5. That Council;**
  - (a) declares that the general rates will be raised in 2015/2016 by the application of the following differential rates calculated on the Capital Improved Value of rateable property:**
    - (i) General rate of 0.00473581 cents in the dollar on lands as defined in paragraph 6.1(a).**
    - (ii) Farm rate of 0.00355186 cents in the dollar on farm land as defined in paragraph 7.1(a).**
  - (b) declares the general rates for a twelve month period commencing 1 July 2015 and that the rates be levied in respect of each portion of rateable land for which the Council has a separate valuation.**

- (c) be of the opinion that the differential rates to be levied in 2015/2016 will contribute to the equitable and efficient carrying out of its functions.
- 6. That Council specifies in relation to the General Rate for 2015/2016 the following in accordance with Section 161 of the Local Government Act 1989:
  - 6.1. The objectives of the general rate as:
    - (a) the types and classes of land to which the rate will apply is all other rateable land that is not defined as farm land as described in paragraph 7.1(a);
    - (b) the level of the general rate is 0.00473581 cents in the dollar on the capital improved value of land as defined;
    - (c) the reasons for the use and level of that rate are that:
      - (i) the types and classes of land to which the rate applies can be easily identified;
      - (ii) it is appropriate to have a general rate so as to fairly rate lands other than recreational and farm lands;
      - (iii) the level of the general rate is appropriate having regard to all relevant matters including the use to which the land is put and the amount to be raised by Council's Municipal Charge;
      - (iv) the level of the general rate is appropriate to ensure that the burden of the payment of rates is fairly apportioned across all rateable land within the Municipal district; which objectives the Council considers are consistent with the economical and efficient carrying out of its functions, and
  - 6.2. The characteristics of the land which are the criteria for declaring the general rate are as set out in sub-paragraph 6.1(a) above.
- 7. That Council specifies in relation to the farm rate for 2015/2016 the following in accordance with Section 161 of the Local Government Act 1989:
  - 7.1. The objectives of the farm rate as:
    - (a) the types and classes of land to which the rate will apply is farm land as defined in Section 2 of the Valuation of Land Act 1960, namely, any rateable land which is not less than 2 hectares in area and which is used primarily for carrying on one or more of the following businesses or industries:
      - (i) grazing (including agistment);
      - (ii) dairying;
      - (iii) pig farming;
      - (iv) poultry farming;
      - (v) fish farming;
      - (vi) tree farming;
      - (vii) bee keeping;
      - (viii) viticulture;
      - (ix) horticulture;
      - (x) fruit growing;

**ORDINARY COUNCIL MEETING AGENDA  
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- (xi) the growing of crops of any kind; and that is used by a business:
    - (i) that has a significant and substantial commercial purpose or character; and
    - (ii) that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
    - (iii) that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way it is operating
  - (b) the level of the farm rate is 0.00355186 cents in the dollar on the capital improved value of farm land as defined;
  - (c) the reasons for the use and level of that rate are that:
    - (i) the types and classes of land to which the rate applies can be easily identified;
    - (ii) it is appropriate to have a farm rate so as to fairly rate farm land;
    - (iii) the level of the farm rate is appropriate having regard to all relevant matters including the use to which farm land is put and the amount to be raised by Council's Municipal charge;
    - (iv) the level of the farm rate is appropriate to ensure that the burden of the payment of general rates is fairly apportioned across all rateable land within the Municipal district;
  - (d) the types and classes of land to which the rate will apply can be identified as farm land as defined in paragraph 7.1 (a); which objectives the Council considers are consistent with the economical and efficient carrying out of its functions.
- 7.2. The characteristics of the land which are the criteria for declaring the farm rate are as set out in paragraph 7.1(a) above.
8. That Council declares a Municipal charge at the annual rate of \$128.00 for rateable land in respect of which a Municipal charge may be levied to recover some of the administrative costs of the Council for a period of 12 months from 1 July 2015 to 30 June 2016.
9. (a) That Council declares an annual service charge of \$304.00 per premises for the weekly collection and disposal of refuse in respect of premises to which the service is provided (whether or not the owner or occupier of such premises avails himself or herself of the service provided) for a twelve month period from 1 July 2015 to 30 June 2016.

**ORDINARY COUNCIL MEETING AGENDA  
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(b) That Council declares an annual EPA Landfill Levy charge of \$19.50 per garbage bin to cover the costs levied by the Environmental Protection Authority on the operation of landfills for the period 1 July 2015 to 30 June 2016.

(c) Where exemptions are granted, waste services will be charged for services utilised for the period 1 July 2015 to 30 June 2016 as follows:

Garbage 120L bin \$206.00 pa

Garbage 240L bin \$304.00 pa

Garbage 240L bin Special \$234.00 pa

Recycling 240L bin \$ 52.00 pa

Organics 240L bin \$ 46.00 pa

10. Cultural and Recreational Land, in accordance with Section 4 of the Cultural and Recreational Lands Act 1963, the following amounts be specified as the amounts payable in respect of recreational lands described as:

Morwell Bowling Club	52 Hazelwood Road, Morwell	\$8,761.27
Morwell Golf Club	Fairway Drive, Morwell	\$2,652.06
Boolarra Bowling Club	22 Duke Street, Boolarra	\$783.78
Yinnar Bowling Club	Main Street, Yinnar	\$575.40
Yallourn North Bowls Club	Reserve Street, Yallourn North	\$951.90
LV Water Ski Club	Hall Road, Yallourn North	\$277.05
Traralgon Bowling Club	45-57 Gwalia Street, Traralgon	\$6,393.36
Traralgon Golf Club	Princes Street, Traralgon	\$6,154.00
Glenview Park	McNairn Road, Traralgon	\$6,206.29
Moe Racing Club	Waterloo Road, Moe	\$7,340.52
Yallourn Bowling Club	1-5 Coach Road, Newborough	\$2,604.70
Moe Golf Club	26 Thompsons Road, Newborough	\$3,078.28
Yallourn Golf Club	Golf Links Road, Moe	\$3,268.00
Moe Bowling Club	Waterloo Road, Moe	\$1,704.90
Victorian Field & Game Association	Scales Road, Flynn Creek	\$423.86
Traralgon Pony Club	20 Minnedale Road, Traralgon	\$636.97

These amounts have regard to the services provided by the Council in relation to such lands and the benefit to the community derived from such recreational lands.

11. That Council directs that copies of the information required by Section 161(3) of the Local Government Act 1989 be made available for inspection at Council's office during office hours.

12. (1) That Council directs that if no written submissions are received in accordance with Section 223 of the Local Government Act 1989, the rates and charges as declared for 2015/2016 be levied by sending notices to the persons who are liable to pay, in accordance with Section 158 of the Local Government Act 1989.
- (2) That Council resolves that the rates and charges for 2015/2016 must be paid by the dates fixed under Section 167 of the Act, namely:
- (i) in full by 15 February 2016; or
  - (ii) by equal instalments on the following dates:
    - 30 September 2015;
    - 30 November 2015;
    - 28 February 2016; and
    - 31 May 2016.
- (3) That the Chief Executive Officer be directed and authorised to demand payment of and recover the rates and charges as declared in relation to the 2015/2016 Budget.
13. Rate of Interest – Section 172 of the Local Government Act 1989:
- (1) That for the 2015/2016 financial year Council resolves to require a person to pay interest on any outstanding amounts of rates and charges:
- (a) which that person is liable to pay; and
  - (b) which have not been paid by the date specified under Section 167 for their payment except where the Council has agreed to waive the whole or part of any such interest.
- (2) That for the 2015/2016 financial year Council resolves in accordance with Section 172 of the Local Government Act 1989 that the rate of interest will be as specified under Section 2 of the Penalty Interest Rates Act 1983 (Currently 10.5%).
14. That the 2015-2019 Strategic Resource Plan annexed to this report and prepared by the Council for the purposes of Section 126 of the Local Government Act 1989.
15. That the Chief Executive Officer be authorised to:
- (a) Give public notice of the preparation of the 2015-2019 Strategic Resource Plan in accordance with Section 126 of the Local Government Act 1989; and
  - (b) Make available for inspection the 2015-2019 Strategic Resource Plan

**DECLARATION OF INTEREST**

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

**STRATEGIC FRAMEWORK**

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

Latrobe 2026: The Community Vision for Latrobe Valley

*Strategic Objectives – Governance*

*In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community committed to enriching local decision making*

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

*Theme 3: Efficient, effective and accountable governance*

*Strategic Direction – Regularly report Council decisions and performance to the community*

*Legislation –Local Government Act 1989*

*Section 126 (3) of the Local Government Act 1989, states that “A Council must adopt the Strategic Resource Plan not later than 30 June each year.”*

*Section 127 (1) of the Local Government Act 1989, states that “A Council must prepare a budget for each financial year.”*

*Section 129 (1) of the Local Government Act 1989 states that “As soon as practicable after a Council has prepared a proposed budget or revised budget, the Council must give public notice.”*

*Section 130 (3) of the Act states that “The Council must adopt the budget by 30 June each year.*

**BACKGROUND**

This report forms part of the statutory process for the adoption of the 2015/2016 Budget and complies with Section 129 of the Local Government Act 1989 which requires Council to give public notice that it has prepared a budget.

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In 2014 the *Local Government Act 1989* was amended to require Councils to adopt their annual budget by 30 June of each year (previously 31 August). In the past few years Council has adopted its annual Fees and Charges at an earlier date than the budget in order to ensure that the new fees could be implemented from the beginning of the new financial year. The proposed 2015/2016 Fees and Charges have been able to be incorporated into the Draft 2015/2016 Budget due to the earlier timelines resulting from the legislative changes.

Council will provide due consideration to any submissions received at a Ordinary Council Meeting to be held on 4 May 2015 and then consider the adoption of the 2015/2016 Budget at an Ordinary Council Meeting to be held on 25 May 2015.

The draft 2015/2016 Budget supports the delivery of "Latrobe 2026: The Community Vision for Latrobe Valley" and clearly articulates the resources required to deliver the 2013 - 2017 Council Plan.

During Council's preparation of the draft Annual Budget, the Strategic Resource Plan has been amended to reflect the directions and commitments identified by the draft Annual Budget.

The revised Strategic Resource Plan will be publicly exhibited alongside the Annual Budget and also considered for adoption on 25 May 2015.

**KEY POINTS/ISSUES**

The draft 2015/2016 budget proposes a 3.00% plus growth increase in overall rates & charges. This provides for the continued delivery of services at current levels, whilst incorporating the proposed capital works program of \$41.518 million.

It is important to note that a movement in the Consumer Price Index (CPI) of around a 2.5% increase has been incorporated into the draft 2015/2016 budget. While council rates and discretionary charges tend to be evaluated against movements in the CPI, this measure relates to price movements in a standard basket of services that reflect household spending patterns and may not have direct relevance for local government services. Historically council cost increases exceed CPI by approximately one percent per annum. With the new state government proposing to cap rates at CPI from the 2016/2017 financial year, together with the Federal Government's indexation freeze on Financial Assistance Grants this will present some significant challenges for Council to maintain its current services and a robust Capital Works Program into the future. It should be noted that a price index is not used in isolation to develop council budgets; it is only one driver of expense (cost). Council budgets must also take account of growth in service volumes, increases in wages, State and Commonwealth contributions that may be indexed below CPI, any expansion in the range of council responsibilities and changes in service standards and spending requirements for asset maintenance and renewal.

**ORDINARY COUNCIL MEETING AGENDA  
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The draft 2015/2016 Budget proposes no new borrowings of whilst delivering whilst an allowance of approximately \$2.0 million per year in the last three years of the 2015-2019 Strategic Resource Plan has been allowed for new capital works requirements over the period. This level of borrowings will still see an overall reduction of \$1.337 million in Council borrowings over the four year period from the forecasted debt at the end of the 2014/2015 financial year.

The proposed draft Fees and Charges have been prepared on the basis of estimated CPI increases and/or benchmark market rates and/or Victorian Government and statutory charges.

A significant number of Council's fees and charges require notice to be given to users. Undertaking community consultation over four weeks in March/April followed by adoption in late May, allows the required notice to be given for any changes to fees and charges in adequate time for implementation from 1 July 2015.

Council will continue to collect the Fire Services Property Levy on behalf of the State Government. This levy was introduced in 2013/2014 as a result of recommendations by the Victorian Bushfires Royal Commission (VBRC). No allowance has been made in the budget for any monies collected under this levy as Council is acting as a collection agent only and the funds raised and remitted do not form part of Council's operations.

The full range of issues considered within the budget, are detailed in the attached budget document.



**RISK IMPLICATIONS**

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

Non-compliance with financial framework or legislative requirements is identified as a risk. This report begins the process to ensure Council meets the requirements of the *Local Government Act 1989*.

**FINANCIAL AND RESOURCES IMPLICATIONS**

There are no financial implications associated with the preparation of this report.

**INTERNAL/EXTERNAL CONSULTATION***Engagement Method Used:*

Council's Audit Committee has reviewed the draft budget including fees and charges. The Audit Committee noted the budget with no amendments required and therefore it is recommended that Council release the draft 2015/2016 Budget for public submissions.

Copies of the draft budget and strategic resource plan will be available for inspection at Council's Service Centres and placed on Council's website for a period of at least 28 days after publication of the notice of preparation of the budget.

Community budget information sessions have been scheduled for each of the four main towns.

A person has a right to make a submission under Section 223 of the *Local Government Act 1989*, on any proposal contained in the budget.

It is proposed that any person wishing to speak to Council on their submission be given this opportunity at the Ordinary Council Meeting to be held on 4 May 2015.

**OPTIONS**

Options available to Council include:

1. Release the draft 2015/2016 Budget and Strategic Resource Plan 2015-2019 for public comment in accordance with the requirements of the *Local Government Act 1989*.
2. Amend the draft 2015/2016 Budget and Strategic Resource Plan 2015-2019 before releasing them for public comment in accordance with the requirements of the *Local Government Act 1989*.

**CONCLUSION**

The draft 2015/2016 Budget and Strategic Resource Plan 2015-2019 have been developed in accordance with the *Local Government Act 1989*, and it is recommended that both documents be released for public comment, in accordance with the requirements of the *Local Government Act 1989*.

**SUPPORTING DOCUMENTS**

**Attachments**

1. 2015/2016 Draft Budget (incl Fees & Charges)
2. Draft Strategic Resource Plan 2015-2019

# **16.1**

## **2015/2016 DRAFT BUDGET (INCL. FEES &CHARGES) AND STRATEGIC RESOURCE PLAN 2015-2019**

<b>1</b>	<b>2015/2016 Draft Budget (incl Fees &amp; Charges).....</b>	<b>121</b>
<b>2</b>	<b>Draft Strategic Resource Plan 2015-2019 .....</b>	<b>265</b>

# Latrobe City Council

## Draft 2015/2016 Budget



*This Budget Report has been prepared with reference to the Institute of Chartered Accountants 'XXXXXXXXXXXXXXXXXX' a best practice guide for reporting local government budgets in Victoria.*

*Adopted by Council XXXXX*



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## 2015/2016 Budget Executive Summary

### Executive Summary

Under the Local Government Act 1989 ("The Act"), Council is required to prepare and adopt an annual budget. The budget is required to be adopted by 30 June each year.

A four year Strategic Resource Plan has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Financial Plan is financial sustainability in the medium to long term, whilst still achieving the Council's strategic objectives as specified in the Council Plan and Latrobe 2026 Vision.

The 2015/16 budget presented in this report has been developed through a rigorous process of consultation and review with Council and Council officers. It is Council's opinion that the budget is financially responsible and contributes to the achievement of the Council Plan objectives and strategic directions included in the 2013-2017 Council Plan.

The 2015/16 Operating Budget predicts an operating surplus of \$11.962 million, after raising rates and charges of \$71.900 million and capital income of \$10.621 million. Excluding non recurrent capital funding and developer contributions, an underlying operating surplus of \$1.684 million is projected for 2015/16, the operating surplus is mainly a result of reductions in loan principal repayments due to Council participating in the *Local Government Funding vehicle* which provides interest only financing. These savings will be invested to ensure Council has the capacity to repay the borrowings at maturity.

It should be noted that the operating budget surplus shown is a result of non cash revenue (i.e. developer contributed assets) and income generated to fund expenditure items that are not recognised in the Income Statement (i.e. capital expenditure and the repayment of borrowings). On a cash basis Council budgets for a break even result therefore any cash remaining at the end of the budget period is the result of a number of factors such as government grant funds received in advance, funds required to be carried forward to complete unfinished projects and funds required to settle certain balance sheet liabilities e.g. Trade and other payables, Interest Bearing liabilities, Provisions and Trust funds and deposits.

Council operations are expected to be impacted by unavoidable increases in employee costs, utilities and insurance premiums. In addition revenue sources will be constrained by the federal government freezing indexation of Financial Assistance Grants together with the new state government promising to implement capping of municipal rates to CPI. It is necessary to achieve income growth whilst containing costs in order to maintain a positive underlying operating position in 2015/16. In order to achieve these objectives whilst maintaining service levels and a robust capital expenditure program, overall rates and charges will increase by 3.0% in 2015/16. Factored into this increase is a 3.0% rise in general rates (including payments in lieu of rates) and municipal charge, 3% or \$9 per service in garbage charges and 2.6% rise to the State Government EPA Landfill Levy charged on each tonne of waste deposited to Council's landfill. For transparency reasons, those charges being collected on behalf of the State Government, which include the Landfill Levy and the Fire Services Property Levy, will again be included as separate charges on each rates notice.

## **2015/2016 Budget Executive Summary**

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No new borrowings are proposed in the 2015/16 budget year. Loan principal repayments for the year are expected to be \$2.360 million thus leading to a decrease in Council borrowings from \$20.393 million to \$18.030 million at the end of the year.

The total capital expenditure program will be \$35.226 million, of which \$10.102 million relates to projects which will be carried forward from the 2014/15 year. Any further carried forward projects will be fully funded from the 2014/15 budget. Of the \$35.226 million of capital funding required, \$24.605 million will come from Council cash and \$10.620 million from external grants. The Council cash amount includes asset sales (\$0.719 million) which is made up of fleet, plant & equipment sales, cash held at the start of the year (\$7.119 million) and cash gained through Council Operations (\$16.767 million). The capital expenditure program has been set and prioritised based on a process of consultation that has enabled Council to assess needs and develop sound business cases as appropriate.

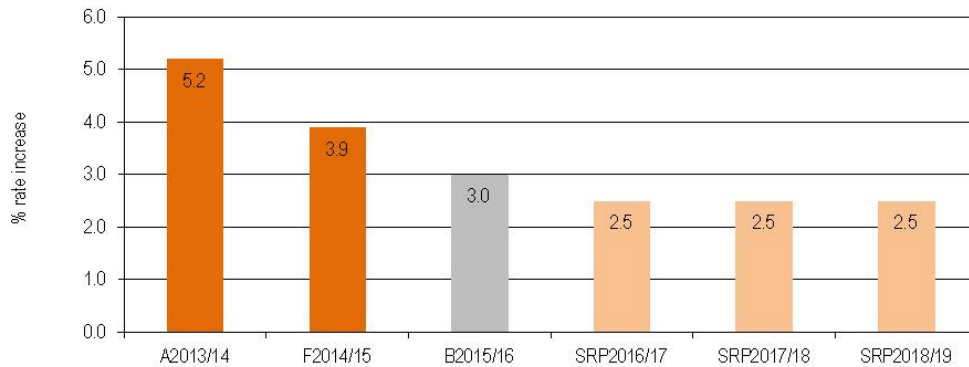
The 2015/16 budget has been prepared on the basis of constraint, Council will continue to review all services and capital infrastructure to ensure it is positioned to best meet the needs of the community into the future.

# 2015/2016 Budget Highlights

## Highlights

Council has prepared a Budget for the 2015/16 financial year which seeks to balance the demand for services and infrastructure with the community's capacity to pay. Key budget information is provided below about the rate increase, operating result, services, cash and investments, capital works, financial position, financial sustainability and strategic activities of the Council.

### 1. Rates



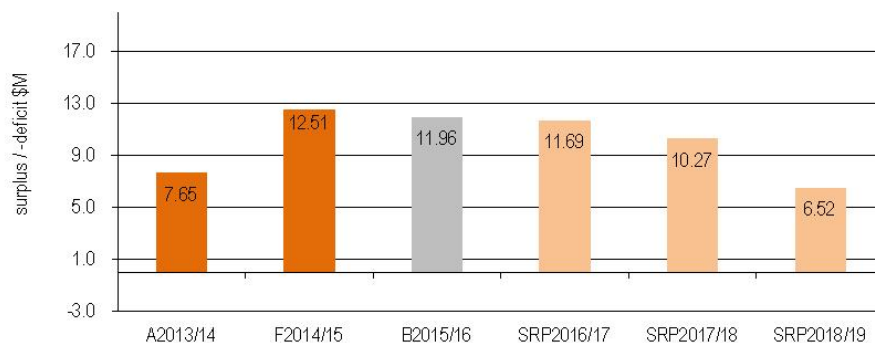
A = Actual F = Forecast B = Budget SRP = Strategic Resource Plan estimates

It is proposed that overall rates and charges increase by 3.00% for the 2015/16 year, raising total rates of \$71.900 million, including \$0.301 million generated from supplementary rates. General rates (including payments in lieu of rates) and municipal charge increase by 2.99% or \$1.763 million. Garbage Charges will increase by 3.06% or \$9 for the standard three bin service generating an additional \$0.306 million. The Landfill levy will increase by \$0.50 or 2.63% as a result of the State Government's EPA landfill levy, at this time it is not certain what the levy on municipal waste will be for 2015/16 so the increase has been kept in line with Council's overall rates increase. In the interests of clarity the EPA levy component will again be disclosed separately from Council's garbage charge on the 2015/16 rates notice.



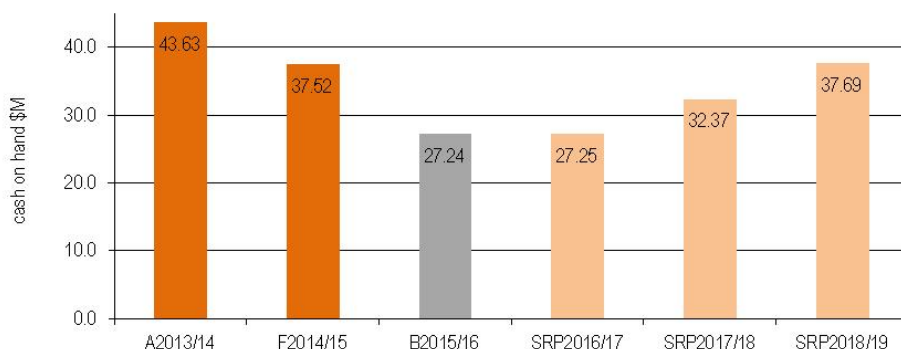
## 2015/2016 Budget Highlights

### 2. Operating result



The expected operating result for the 2015/16 year is a surplus of \$11.962 million, after capital grants and contributions, which is a decrease of \$0.550 million from 2014/15. The decreased operating result is mainly due to lower capital grants funding expected in 2015/16. The adjusted underlying result, which excludes items such as non-recurrent capital grants and developer contributions is a surplus of \$1.684 million, which is an increase of \$4.895 million over 2014/15 mainly resulting from the carry forward of works from 2013/14 which were funded through accumulated surplus and reserves in 2014/15 - refer to section 4 of this summary for further information. (The forecast operating result for the 2014/15 year is a surplus of \$12.512 million with an underlying result of a \$3.211 million deficit).

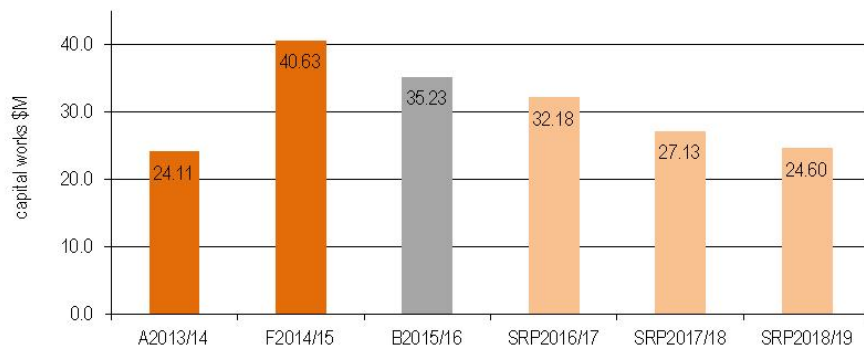
### 3. Cash and investments



Cash and investments are expected to decrease by \$10.280 million during the year to \$27.235 million as at 30 June 2016. This is due mainly to the carried forward component of the 2014/15 capital works program. The reduction in cash and investments is in line with Council's strategic resource plan. The cash balance remaining is predominantly associated with liabilities for employee provisions and interest only borrowings together with landfill reserves to assist in funding future landfill cell constructions (Cash and investments are forecast to be \$37.515 million as at 30 June 2015).

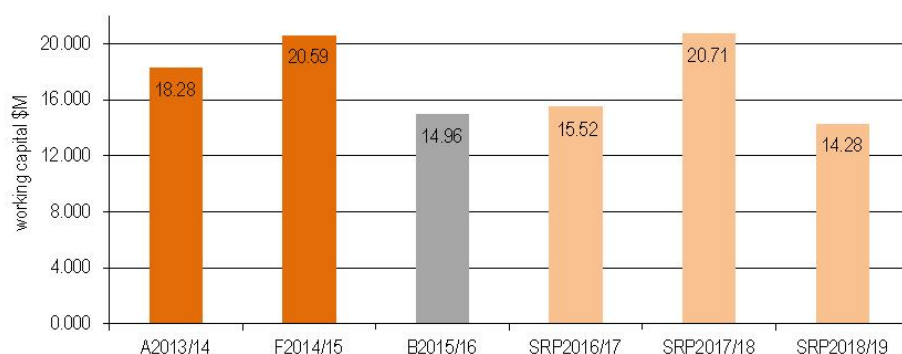
## 2015/2016 Budget Highlights

### 4. Capital works



The capital works program for the 2015/16 year is expected to be \$35.226 million of which \$10.102 million relates to projects which will be carried forward from the 2014/15 year. The carried forward component is fully funded from the 2014/15 budget. Of the \$35.226 million of capital funding required, \$24.605 million will come from Council cash and \$10.620 million from external grants and contributions. The Council cash amount includes asset sales (\$0.719 million) which is made up of fleet, plant & equipment sales, cash held at the start of the year (\$7.119 million) and cash gained through Council Operations (\$16.767 million). The capital expenditure program has been set and prioritised based on a rigorous process of consultation that has enabled Council to assess its needs. (Capital works is forecast to be \$40.627 million for the 2014/15 year).

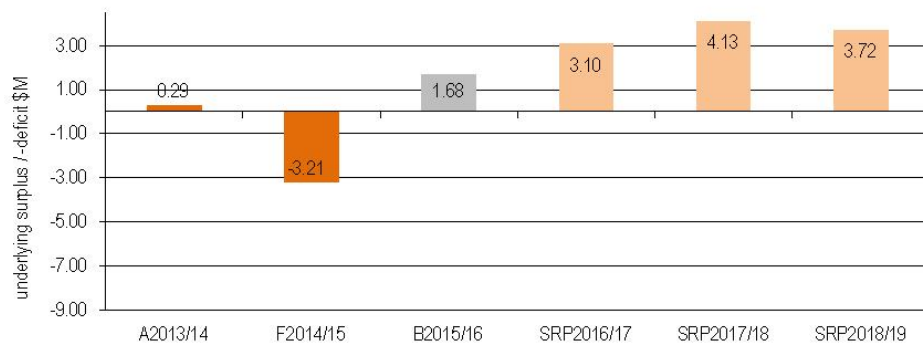
### 5. Financial position / Working Capital



The financial position is expected to improve with net assets (net worth) to increase by \$33.436 million to \$1,097.852 million although net current assets (working capital) will reduce by \$5.625 million to \$14.962 million as at 30 June 2016. This is mainly due to the use of cash reserves to fund the carry forward component of the capital works program. (Total equity is forecast to be \$1,064.416 million as at 30 June 2015).

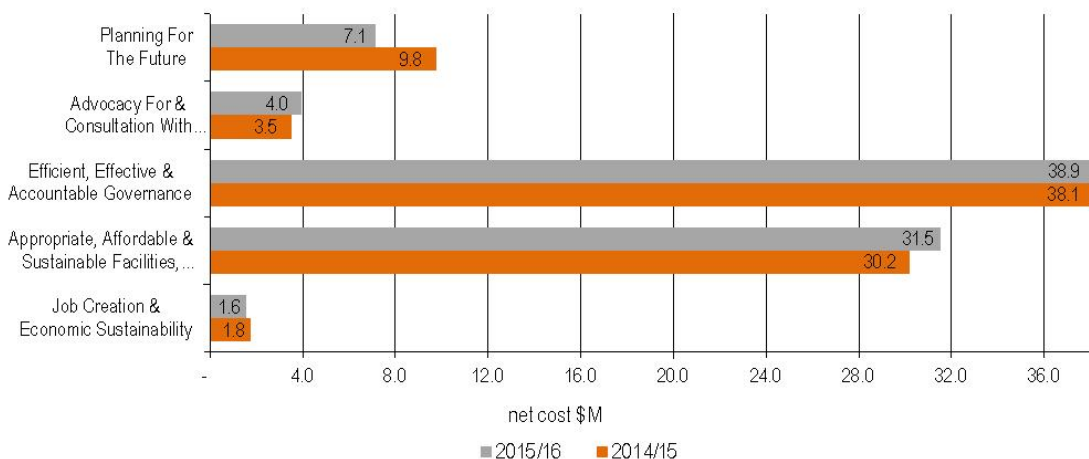
# 2015/2016 Budget Highlights

## 6. Financial sustainability



A high level Strategic Resource Plan for the years 2015/16 to 2018/19 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan. While the Plan projects that Council's operating result is positive for the duration of the Strategic Resource Plan, the underlying result which is a measure of financial sustainability, shows Council achieving a positive result from 2015/16 onwards. The difference between the surplus and underlying result is mainly due to substantial capital revenue being received during this period to fund a number of major capital works projects.

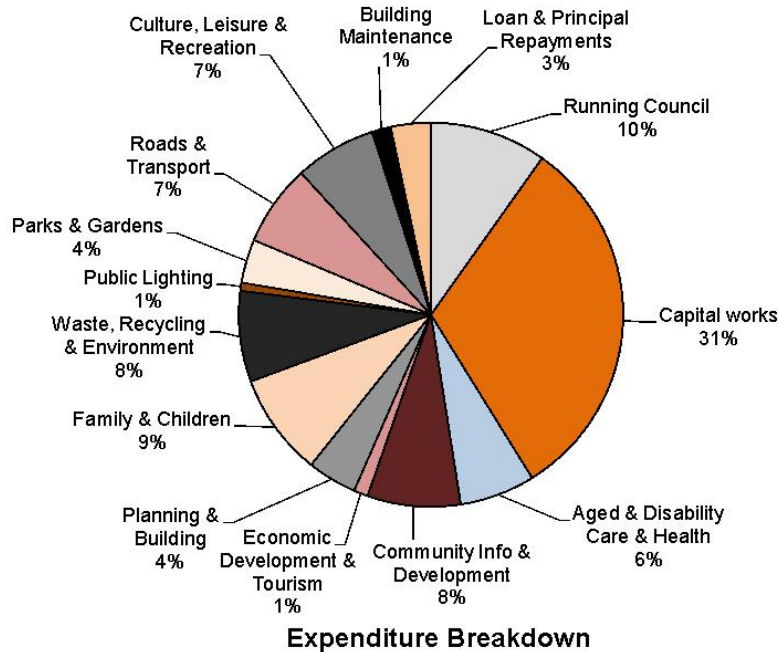
## 7. Strategic objectives



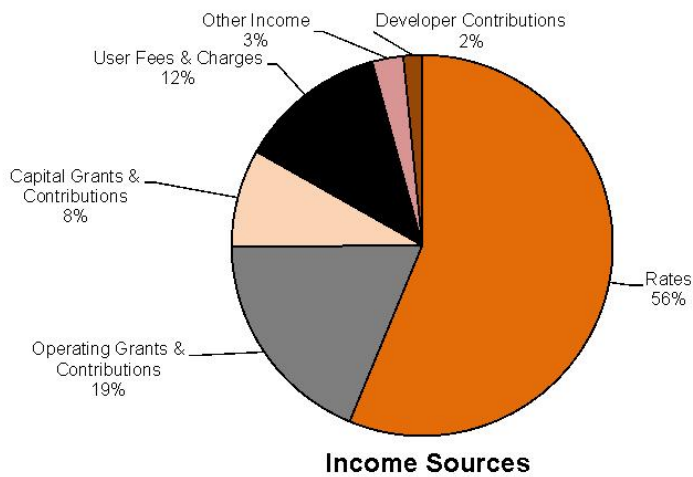
The Annual Budget includes a range of activities and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Council Plan. The above graph shows the level of funding allocated in the budget to achieve the strategic objectives as set out in the Council Plan for the 2015/16 year.

# 2015/2016 Budget Highlights

## 8. Where rates are spent



The above chart provides an indication of how Council allocates its expenditure across the main services that it delivers.



The above chart provides an indication of where Council's income sources are derived.

This budget has been developed through a rigorous process of consultation and review and management endorses it as financially responsible. More detailed budget information is available throughout this document.

## 2015/2016 Budget Budget Process

### Budget processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 1989* ("The Act") and *Local Government (Planning and Reporting) Regulations 2014* (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2015/16 budget, which is included in this report, is for the year 1 July 2015 to 30 June 2016 and is prepared in accordance with the Act and Regulations. The budget includes financial statements being a budgeted Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works. These statements have been prepared for the year ended 30 June 2016 in accordance with the Act and Regulations, and consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other financial information Council requires in order to make an informed decision about the adoption of the budget.

In advance of preparing the budget, Officers firstly review and update Council's long term financial projections. Financial projections for at least four years are ultimately included in Council's Strategic Resource Plan, which is the key medium-term financial plan produced by Council on a rolling basis. The preparation of the budget, within this broader context, begins with Officers preparing the operating and capital components of the annual budget from November through to December. A draft consolidated budget is then prepared and various iterations are considered by Council at informal briefings during January and February. A proposed budget is prepared in accordance with the Act and submitted to Council in March for approval in principle. Council is then required to give public notice that it intends to adopt the budget. It must give 28 days notice of its intention to adopt the proposed budget and make the budget available for inspection at its offices and on its web site. A person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council.

The final step is for Council to adopt the budget after receiving and considering any submissions from interested parties. The budget is required to be adopted by 30 June and a copy submitted to the Minister within 28 days after adoption. The key dates for the budget process are summarised on the following page:

## 2015/2016 Budget Budget Process

Budget process	Timing
1. Officers update Council's long term financial projections	Sep - Nov
2. Officers prepare operating and capital budgets	Nov - Dec
3. Council considers draft budgets at informal briefings	Jan - Feb
4. Council's Audit Committee review draft budget	Mar
5. Proposed budget submitted to Council for approval	Mar
6. Public notice advising intention to adopt budget	Mar
7. Budget available for public inspection and comment	Apr
8. Submissions period closes (28 days)	Apr
9. Submissions considered by Council/Committee	Apr - May
10. Budget and submissions presented to Council for adoption	May
11. Copy of adopted budget submitted to the Minister	June

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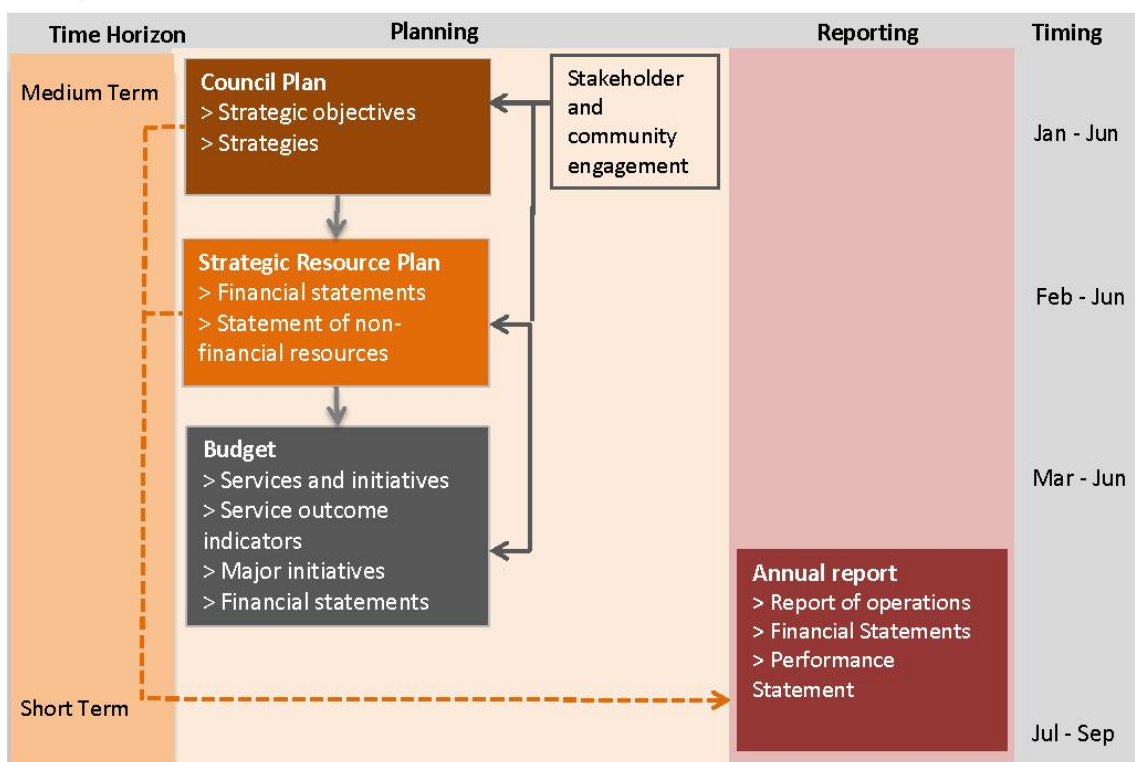
# 2015/2016 Budget Linkage to the Council Plan

## 1. Linkage to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning framework. This framework guides the Council in identifying community needs and aspirations over the long term (Latrobe 2026), medium term (Council Plan) and short term (Annual Budget) then holding itself accountable (Audited Statements).

### 1.1 Planning and accountability framework

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



Source: Department of Transport, Planning and Local Infrastructure

In addition to the above, Council has a long term plan (Latrobe 2026) which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long term Community Plan.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The Council Plan, including the Strategic Resource Plan, is required to be completed by 30 June and is reviewed each year as part of the commencement of the Annual Budget process.

## 2015/2016 Budget Linkage to the Council Plan

### 1.2 Our purpose

#### The Community vision

*“In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership.”*

The community's vision for the future development of the region builds on its strength as one of Victoria's key regional economies and its position as the commercial centre of Gippsland with a focus on education, health and community services and facilities.

Other major aspirations are for a community that is both liveable and sustainable, with a continued focus on healthy lifestyles supported by high quality recreational and cultural facilities and a natural environment that is nurtured and respected.

The community has expressed its desire for a future in which people are united in a common purpose whilst respecting the diversity of their heritage and cultures. To enable the vision to become reality the community identified the need for effective and proactive leadership at all levels and expressed a willingness to connect with community leaders to enrich local decision making.

#### Our mission

To provide the best possible facilities, services, advocacy and leadership for Latrobe City, one of Victoria's four major regional cities.

#### Our values

Latrobe City Council's values describe how it is committed to achieving the Latrobe 2026 community vision through:

- Providing affordable people focused community services;
- Planning strategically and acting responsibly, in the best interests of the whole community;
- Accountability, transparency and honesty;
- Listening to and working with the community;
- Respect, fairness and equity;
- Open to and embracing new opportunities.



## 2015/2016 Budget Linkage to the Council Plan

### 1.3 Key Themes

Council delivers activities and initiatives under 51 major service categories. Each contributes to the achievement of one of the five themes and objectives as set out in the Council Plan for the 2013-17 years. The following table lists the five themes as described in the Council Plan.

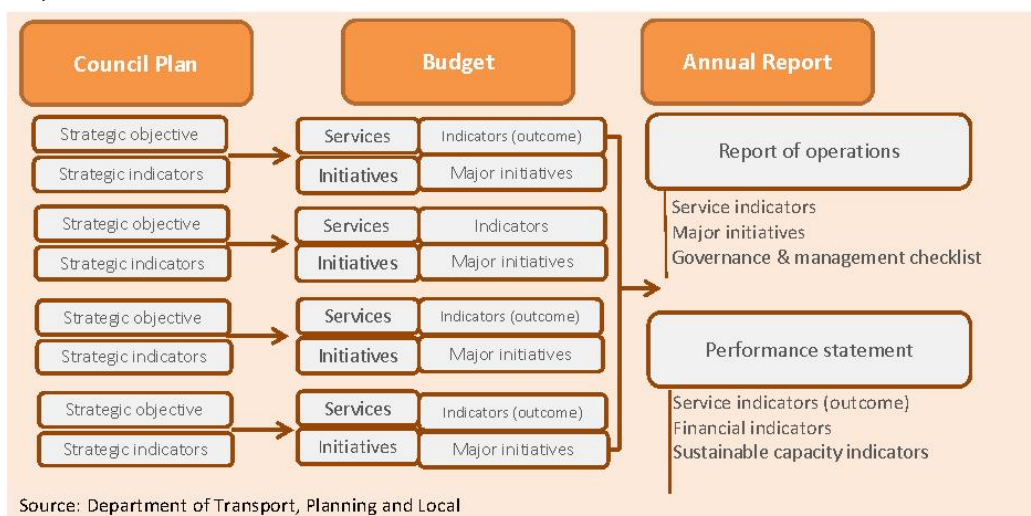
Theme	Objective
Job Creation & Economic Sustainability	<ul style="list-style-type: none"> <li>• Actively pursue long term economic prosperity for Latrobe City, one of Victoria's four major regional cities.</li> <li>• Actively pursue further diversification of business and industry in the municipality.</li> <li>• Actively pursue and support long term job security and the creation of new employment opportunities in Latrobe City.</li> </ul>
Appropriate, Affordable & Sustainable Facilities, Services & Recreation	<ul style="list-style-type: none"> <li>• To promote and support a healthy, active and connected community.</li> <li>• To provide facilities and services that are accessible and meet the needs of our diverse community.</li> <li>• To enhance the visual attractiveness and liveability of Latrobe City.</li> </ul>
Efficient, Effective & Accountable Governance	<ul style="list-style-type: none"> <li>• To achieve the highest standards of financial probity and meet all statutory obligations.</li> <li>• To provide open, transparent and accountable governance.</li> <li>• Work to minimise rate increases for our community.</li> <li>• Effectively manage Council debt to minimise long term cost.</li> </ul>
Advocacy For & Consultation With Our Community	<ul style="list-style-type: none"> <li>• Strengthen the profile of Latrobe City as one of Victoria's four major regional cities.</li> <li>• Work in partnerships with all levels of governments to ensure Latrobe City is well supported, resourced and recognised as one of Victoria's four major regional cities.</li> <li>• To advocate for and support cooperative relationships between business, industry and the community.</li> <li>• To ensure effective two-way communication and consultation processes with the community.</li> </ul>
Planning For The Future	<ul style="list-style-type: none"> <li>• To provide a well planned, connected and liveable community.</li> <li>• To provide clear and concise policies and directions in all aspects of planning.</li> <li>• Advocate for planning changes at the state level to reflect regional needs and aspirations.</li> <li>• To ensure effective two-way communication and consultation processes with the community.</li> </ul>

## 2015/2016 Budget

### Activities, Initiatives & Service Performance Indicators

#### 2. Activities, initiatives and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2015/16 year and how these will contribute to achieving the strategic objectives specified in the Council Plan as set out in Section 1. It also includes a number of initiatives, major initiatives and service performance indicators. The Strategic Resource Plan (SRP) is part of and prepared in conjunction with the Council Plan. The relationship between these components of the Budget and the Council Plan, along with the link to reporting in the Annual Report, is shown below.



#### 2.1 Theme 1: Job Creation & Economic Sustainability

To achieve our objective of Job Creation and Economic Sustainability, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

##### Services

Business Area	Description of services provided	Expenditure
		(Revenue)
		Net Cost
		\$'000
Business Development	Provide business development advice, services and programs in accordance with the Latrobe City Council Economic Development Strategy 2011.	815 (35) <b>780</b>
Employment Development	Promote, coordinate and providing training and employment opportunities for aboriginal people.	511 (425) <b>86</b>
Latrobe Regional Airport	Maintain, develop and operate Latrobe Regional Airport in accordance with Civil Aviation Safety Authority regulations and the Latrobe Regional Airport Masterplan.	684 (565) <b>119</b>
Tourism	Implement recommendations from the Tourism Product Audit and Visitor Information Centre Review.	587 (15) <b>572</b>

## 2015/2016 Budget

### *Activities, Initiatives & Service Performance Indicators*

#### Major Initiatives

1) Continue to pursue employment generating opportunities and aerospace manufacturing at the Latrobe Regional Airport (\$Nil net cost).

#### Initiatives (Annual Actions)

- 2) In partnership with Government, secure funding for the development of the Latrobe City performing arts and convention centre.
- 3) Subject to Council endorsement, implement year 1 of the Diversification Plan to support innovation across business and industry to create a resilient local and regional economy.
- 4) Support the local business community to leverage from and maximise economic return from events, arts and tourism services.
- 5) In partnership Victorian State Government and direct engagement with private sector, secure tenants to facilitate the development of the Gippsland Heavy Industry Park.
- 6) Work with Government to secure private investment for the establishment of the Gippsland Logistics Precinct to provide railway freight storage and transport services to Latrobe City and the broader Gippsland region.
- 7) Work with the Blue Rock motorcycle club to assist the establishment of facilities that will
- 8) Work in partnership with the community and stakeholders to deliver the 'Future Morwell' initiative.

#### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Economic Development	Economic Activity	Change in number of businesses (Percentage change in the number of businesses with an ABN in the municipality)	[Number of businesses with an ABN in the municipality at the end of the financial year less the number of businesses at the start of the financial year / Number of businesses with an ABN in the municipality at the start of the financial year] x100

## 2015/2016 Budget Activities, Initiatives & Service Performance Indicators

### 2.2 Theme 2: Appropriate, Affordable & Sustainable Facilities, Services & Recreation

To achieve our objective of Appropriate, Affordable & Sustainable Facilities, Services & Recreation, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

#### Services

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Aged and Disability Services	Deliver the Home and Community Care (HACC) program in accordance with Department of Health guidelines and Disability Service programs in accordance with the Department of Human Services guidelines.	6,397 (5,715) <b>682</b>
Arts	Deliver the Annual Latrobe Regional Gallery Exhibitions program and deliver Education and Public Participation programs across all arts facilities. Deliver the Annual Performing Arts Performances program. Manage and maintain Halls and Venues across the City.	2,622 (590) <b>2,032</b>
Civil Works Projects	Deliver Civil works projects across Latrobe City in accordance with relevant legislation and guidelines.	5,112 0 <b>5,112</b>
Early Childhood Health & Development	Deliver enhanced maternal and child health services in accordance with Council adopted policies.	2,302 (1,213) <b>1,089</b>
Early Learning & Care	Deliver early Learning, Family Day Care, and Preschool services in accordance with Council adopted policies, and work with other providers to improve and integrate support services for all children in the municipality.	9,752 (8,196) <b>1,556</b>
Events	Facilitate the attraction of new events and support existing events across Latrobe City and deliver Latrobe City Council's annual Australia Day program as per the 2013-2017 Latrobe City Events Strategy and Action Plan.	881 (10) <b>871</b>
Infrastructure Design	Design civil works projects in consultation with the Latrobe City community.	1,289 0 <b>1,289</b>
Leisure Facilities	Maintain and operate Latrobe City leisure centres, outdoor pools and stadiums together with managing and maintaining caravan park and day visitor facilities.	6,542 (4,181) <b>2,361</b>
Library services	Deliver Library services and programs in accordance with the Library Plan 2011-2017.	1,486 (552) <b>934</b>
Major Projects	Deliver major infrastructure projects from the Annual Capital Works Program.	1,640 0 <b>1,640</b>

## 2015/2016 Budget Activities, Initiatives & Service Performance Indicators

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Parks, Gardens and Playgrounds	Manage and maintain parks and gardens across Latrobe City and maintain and develop playgrounds in accordance with the Latrobe City Council Playground Strategy.	3,641 (99) <b>3,541</b>
Recreation and Open Space Planning	Provide Recreation and Open Space Planning advice for Latrobe City.	2,777 (86) <b>2,691</b>
Recreation Liaison	Manage and maintain sporting reserves and work with community groups across Latrobe City.	1,821 (73) <b>1,748</b>
Social support	Deliver the Planned Activity Group and Meals on Wheels Programs to eligible clients.	1,609 (1,247) <b>362</b>
Waste Services	Deliver and manage contracts for waste services across the municipality, including kerbside collection, transfer stations, organic resource processing, hard waste services and co-mingled recycling processing in accordance with contract requirements, standards and best value principles.	5,608 (2) <b>5,606</b>

### Major Initiatives

9) Complete the development of the Latrobe City Council 2015-2019 Arts Strategy and Action Plan (\$Nil net cost).

### Initiatives (Annual Actions)

- 10) Progress Council's decision in respect to the delivery of the Gippsland Regional Aquatics Centre in Traralgon.
- 11) Progress Council's decision in respect to the delivery of the Moe Rail Precinct Revitalisation Project.
- 12) Complete the construction of show courts at the Traralgon Tennis Complex.
- 13) Undertake a review of the Senior Citizen's Centres to increase community utilisation.
- 14) Develop an Events and Facilities Sponsorship Policy to guide and support alternative funding options.
- 15) Develop a long term events calendar including the identification of significant community celebrations and commemorations
- 16) Improve roadside management services through the integration of weed spraying, slashing, tree pruning and provision of landowner incentives.
- 16) Provide an annual community events training program for Latrobe City Community Groups
- 18) Deliver initiatives to improve the visual attractiveness of our towns, including town entrances and signage.
- 19) Investigate innovative solutions and provide recommendations to Council to improve unsightly buildings and property within Latrobe City.

## 2015/2016 Budget

### *Activities, Initiatives & Service Performance Indicators*

#### Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Home and community care	Participation	Participation in HACC service (Percentage of the municipal target population that receive a HACC service)	[Number of people that received a HACC service / Municipal target population for HACC services] x100
Home and community care	Participation	Participation in HACC service by CALD people (Percentage of the municipal target population in relation to CALD people that receive a HACC service)	[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100
Maternal and child health	Participation	Participation in MCH key ages and stages visits (Percentage of children attending the MCH key ages and stages visits)	Number of actual MCH visits / Number of expected MCH visits] x100
Maternal and child health	Participation	Participation in MCH key ages and stages visits by Aboriginal children (Percentage of Aboriginal children attending the MCH key ages and stages visits)	[Number of actual MCH visits for Aboriginal children / Number of expected MCH visits for Aboriginal children] x100
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (The number of visits to pool facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100

## 2015/2016 Budget

### **Activities, Initiatives & Service Performance Indicators**

#### 2.3 Theme 3: Efficient, Effective & Accountable Governance

To achieve our objective of Efficient, Effective & Accountable Governance, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

#### Services

Business Area	Description of services provided	Expenditure (Revenue) <b>Net Cost</b> <b>\$'000</b>
Building Maintenance	This unit is to deliver the cyclic maintenance program on Latrobe City Council buildings.	5,865 0 <b>5,865</b>
Community Information	Deliver professional customer service at all Latrobe City Council service centres and libraries in accordance with the Customer Service Plan 2012-2016.	3,643 (43) <b>3,600</b>
Corporate Strategy	Administer corporate planning and reporting of Latrobe City Council.	428 0 <b>428</b>
Council Operations and Legal	Administer the operation of Council meetings, provide support services to Councillors, deliver civic functions and events across and administer legal advice for Latrobe City Council.	1,142 (41) <b>1,101</b>
Financial Services	Administer financial management, advice and services of Latrobe City Council, administer procurement processes for goods and services within Latrobe City Council, administer payroll for Latrobe City Council staff and administer the database of properties within Latrobe City Council, including property valuation and municipal rate collection.	4,595 (362) <b>4,233</b>
Health Services	Minimise the incidence of food borne illness pursuant to the Food Act. Deliver an Immunisation program in accordance with the Public Health and Wellbeing Act.	946 (409) <b>536</b>
Infrastructure Maintenance	This unit is to provide maintenance services for Latrobe City's road, drainage, signage, footpath and tree networks and to Deliver cleansing services across the municipality, including footpath and street sweeping, public toilets, bus shelters, barbeques, rotundas and picnic shelters in accordance with specified standards and schedules.	14,313 (2,441) <b>11,872</b>
Infrastructure Planning	Provide Traffic Management and Asset Management planning, advice and services for Latrobe City in accordance with statutory and regulatory timeframes.	2,748 (241) <b>2,507</b>

## 2015/2016 Budget Activities, Initiatives & Service Performance Indicators

Business Area	Description of services provided	Expenditure
		(Revenue) Net Cost \$'000
Information Services	Maintain the Latrobe City Council IT network infrastructure, assets, purchasing and licences and provide an effective secure environment for storage and disaster recovery. Develop and maintain a Geographical Information System (GIS) for broad use by the organisation. Maintain corporate information and Council documentation and information applications in accordance with regulatory guidelines.	3,775
		0
		<b>3,775</b>
Local Laws	Deliver customer focussed Local Law services across the municipality in accordance with Local Law No. 2 and other relevant legislation.	2,146
		(1,239)
		<b>907</b>
Office of the CEO	Actively participate in the Gippsland Local Government Network.	625
		0
		<b>625</b>
People & Development	To provide advice, education and support to ensure the success of the organisation through effective leadership, resourcing and people management initiatives. To deliver a variety of learning initiatives and develop the knowledge, skills and confidence of our people.	1,190
		0
		<b>1,190</b>
Property and Statutory	Administer property management, advice and services of Latrobe City Council.	628
		(156)
		<b>472</b>
Risk and Compliance	Provide Latrobe City Council with risk management support and advice, coordinate Occupational Health and Safety responsibilities and develop and implement a compliance framework. Administer Freedom of Information requests, Information Privacy requirements, maintain public registers, policies, audit activities and electoral functions for Latrobe City Council.	1,828
		(2)
		<b>1,826</b>

### Major Initiatives

20) Commence the review of the Building Asset Management Plan by collating building data to ensure a clear, achievable plan for future management of Council owned building assets (\$Nil net cost).

### Initiatives (Annual Actions)

21) Develop and implement guidelines to support the review and continuous improvement of all Council services in accordance with Best Value legislation.

22) Support delivery of Council's Audit Programs to assist in maintaining statutory obligations and ensuring the highest standards of organisational excellence are met.

23) Develop a policy to support the reduction of excessive alcohol consumption and minimise harm within our community.

24) Develop and implement a risk and compliance framework to guide decision making, reporting and service delivery across the organisation.

25) Develop a new 10 Year Financial Plan to ensure ongoing financial sustainability of Council.



**2015/2016 Budget**  
***Activities, Initiatives & Service Performance Indicators***

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26) Complete the development of the Drainage Asset Management Plan (DAMP).

27) Deliver actions and complete an annual review of our commitments to improve community health as outlined by the Latrobe City Municipal Public Health and Wellbeing Plan.

**2015/2016 Budget**

***Activities, Initiatives & Service Performance Indicators***

**Service Performance Outcome Indicators**

Service	Indicator	Performance Measure	Computation
Animal management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions
Food safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.

## 2015/2016 Budget Activities, Initiatives & Service Performance Indicators

### 2.4 Theme 4: Advocacy For & Consultation With Our Community

To achieve our objective of Advocacy For & Consultation With Our Community, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

#### Services

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Aboriginal Liaison	Strengthen the relationship between the local Aboriginal Community and Latrobe City Council by delivering on the Statement of Commitment.	48 0 <b>48</b>
Communications	Provide communications, marketing and public relations services on behalf of Latrobe City Council.	692 0 <b>692</b>
Community Engagement	Provide community engagement support services to Latrobe City Council.	260 0 <b>260</b>
Community Grants	Assist local community groups through the coordination and delivery of the annual Latrobe City community grants program.	426 0 <b>426</b>
Community Strengthening	Build community leadership, connectedness, inclusiveness and wellbeing by advocating on behalf of the community, and partnering with them to deliver and facilitate a range of projects, programs, strategies and action plans.	905 (51) <b>854</b>
Disability Access and Inclusion	Develop and implement the Rural Access Plan and develop and implement the Disability Action Plan.	211 (151) <b>60</b>
Emergency Management	Provide Emergency Management services including preparedness, planning, response and recovery.	598 (219) <b>379</b>
Healthy Communities	Work in partnership with the community to address causes of chronic preventable disease by developing local solutions for healthy living, encourage healthy eating and physical activity, and reduce smoking and harmful alcohol use.	1,632 (958) <b>673</b>
International Relations	Deliver International Relations services in accordance with the Latrobe City International Relations Plan.	180 (5) <b>175</b>
Regional Partnerships	Provide regional leadership and facilitate a successful transition for Latrobe City to a low carbon future.	395 0 <b>395</b>

## **2015/2016 Budget**

### ***Activities, Initiatives & Service Performance Indicators***

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#### **Major Initiatives**

28) Actively engage with state and federal governments to advocate for the interests of Latrobe City, to maximise access to government funding which supports job creation, economic diversification and environmental sustainability (\$Nil net cost).

#### **Initiatives (Annual Actions)**

29) Participate in the Latrobe Valley Mine Fire Task Force to represent the views of our community in the implementation of the Hazelwood Mine Fire Inquiry recommendations.

30) Work with Vic Roads and VicTrack for improvements to the maintenance and attractiveness of road and railway reserves, including town entrances.

31) Provide secretariat support to the Gippsland Carbon Transition Committee and support the Committee to operate in accordance with the adopted Terms of Reference.

32) Deliver the 2015/2016 Exchange Program to Latrobe City Sister Cities in accordance with the Latrobe City International Relations Plan.

33) Deliver the Children's Services Expo during Children's Week to promote early years services provided across Latrobe City.

## 2015/2016 Budget

### **Activities, Initiatives & Service Performance Indicators**

#### 2.5 Theme 5: Planning For The Future

To achieve our objective of Planning For The Future, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

#### Services

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Building Services	Provide building advice, statutory services and enforcement action in accordance with the Building Act.	527 (165) <b>362</b>
Environment Sustainability	Provide Environmental planning, advice and services to internal and external stakeholders.	938 (184) <b>754</b>
Landfill Services	Operate and maintain the Latrobe City Hyland Highway Municipal Landfill facility in accordance with Environment Protection Authority licence conditions.	6,375 (2,904) <b>3,471</b>
Statutory Planning	Provide statutory planning services, advice and enforcement action in accordance with the Latrobe Planning Scheme and Planning and Environment Act.	1,201 (186) <b>1,015</b>
Strategic Planning	Provide strategic planning services and advice in accordance with the Latrobe Planning Scheme and Planning and Environment Act.	990 0 <b>990</b>
Urban Growth	Develop, assess and coordinate the implementation of Development Plans and Development Contribution Plans for growth areas of Latrobe City.	553 0 <b>553</b>

#### Major Initiatives

34) Complete the Latrobe Planning Scheme Review Planning Scheme Amendment to provide a strategic vision for land use planning in Latrobe City (\$Nil net cost).

#### Initiatives (Annual Actions)

- 35) Develop Urban Design Guidelines and local land use policy that recognises and enhances Latrobe City's role as Gippsland's Regional City.
- 36) Develop a process for the management of Development Contribution Plans to ensure new communities are well planned and provided with essential infrastructure for best value.
- 37) Commence the development of a Rural Land Use Strategy for Latrobe City.
- 38) Commence development of an Industrial Land Use and Employment Strategy
- 39) Commence a Latrobe City Housing Strategy to provide a clear framework to guide future urban growth across Latrobe City.
- 40) Participate in the delivery of the Waterhole Creek Waterway Management Plan, together with the West Gippsland Catchment Management Authority and identified stakeholders.
- 41) Complete the upgrade of street lighting to energy efficient light globes across Latrobe City to reduce energy consumption and deliver cost savings.

## **2015/2016 Budget**

### ***Activities, Initiatives & Service Performance Indicators***

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#### **Service Performance Outcome Indicators**

<b>Service</b>	<b>Indicator</b>	<b>Performance Measure</b>	<b>Computation</b>
Statutory Planning	Decision making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were upheld in favour of the Council)	[Number of VCAT decisions that upheld Council's decision in relation to a planning application / Number of decisions in relation to planning applications subject to review by VCAT] x 100

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## 2015/2016 Budget

### *Activities, Initiatives & Service Performance Indicators*

#### 2.10 Performance statement

The service performance indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the year as required by section 132 of the Act and included in the 2015/16 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance (outlined in section 8) and sustainable capacity, which are not included in this budget report. The full set of prescribed performance indicators are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the report of operations.

#### 2.11 Reconciliation with budgeted operating result

	Net Cost (Revenue) \$'000	Expenditure \$'000	Revenue \$'000
Job Creation & Economic Sustainability	1,557	2,597	1,040
Appropriate, Affordable & Sustainable Facilities, Services & Recreation	31,515	53,479	21,964
Efficient, Effective & Accountable Governance	38,938	43,872	4,934
Advocacy For & Consultation With Our Community	3,963	5,347	1,384
Planning For The Future	7,145	10,584	3,439
<b>Total activities &amp; initiatives</b>	<b>83,118</b>	<b>115,880</b>	<b>32,761</b>
Other non-attributable	(1,533)		
<b>Deficit before funding</b>	<b>81,586</b>		
<b>Funding sources:</b>			
Rates & charges	71,900		
Capital grants	10,621		
Grants Commission	8,986		
Developer Contributions	2,041		
<b>Total funding sources</b>	<b>93,548</b>		
<b>Surplus for the year</b>	<b>11,962</b>		

# 2015/2016 Budget Budget Influences

## 3. Budget influences

This section sets out the key budget influences arising from the internal and external environment within which the Council operates.

### 3.1 Snapshot of Latrobe City Council

Latrobe City is made up of four major urban centres: Churchill, Moe/Newborough, Morwell and Traralgon, with smaller townships of Boolarra, Glengarry, Toongabbie, Tyers, Traralgon South, Yallourn North, and Yinnar.

Latrobe Valley is located only 70 minutes from the outskirts of Melbourne with a population of over 73,800 residents. Latrobe City boasts all of the recreational and cultural facilities of a large diverse regional centre with the added benefit of being nestled amongst some of the best tourist attractions in the state.

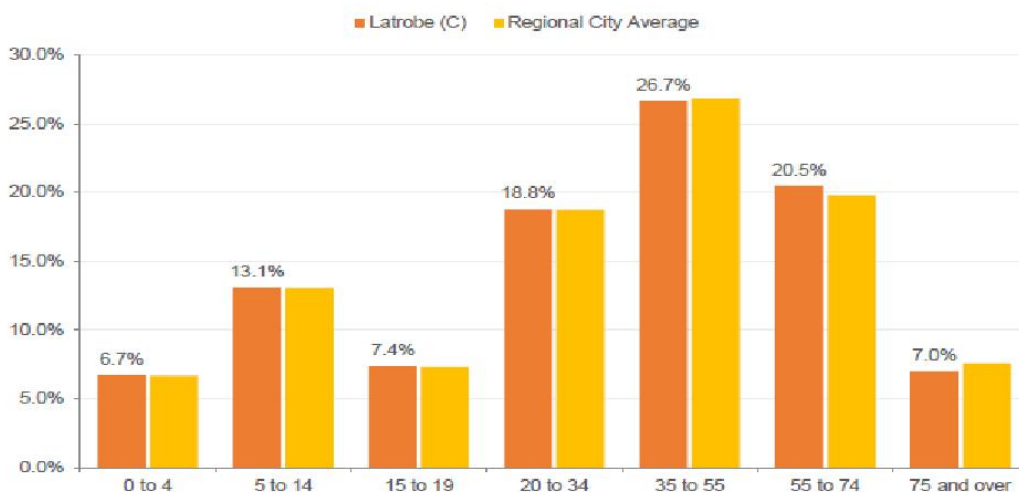
#### Population

The population of Latrobe City is growing at an increasing rate. It rose from 70,536 people in 2006, to 73,846 in 2013 an increase of 4.6% over 7 years. Population forecast estimates suggest population growth of around 0.9% annually which equates to an average of approximately 665 residents per annum (Source: Latrobe Economic & Population Indicators 2014).

#### Population Age Profile

Latrobe City has a young population for a regional area; in 2011, the median age of residents was 38. Latrobe has a higher proportion of 5-14 year olds when compared to other regional cities. The number of 15-29 young adults is increasing, as is the number of youth. When compared to other Victorian regional cities, Latrobe has a lower proportion of residents aged 75 years and older (Source: Latrobe Economic & Population Indicators 2014).

**SHARE OF POPULATION BY AGE GROUP (2011)**



Source: ABS, 2011



## 2015/2016 Budget Budget Influences

### **Cultural diversity**

Latrobe City today is a culturally diverse and vibrant community with a proud history of innovation and visionary development highly innovative and creative; the Latrobe City has become the seedbed for many exciting projects.

Latrobe City has a significant indigenous community. Though not as large as that found in East Gippsland, Aboriginal and Torres Strait Islander people made up 1.5% (1,060) of the population in the 2011 Census. This is an increase of almost 200 residents identifying as indigenous from the 2006 Census.

There is also a growing community of non-English speaking background population. There are over 9,000 Latrobe City residents who were born overseas and more than 4,000 residents speak a language other than English at home. In 2011, the total population born in a NESB country was 7.9%, low compared to total Victoria, but high compared to regional Victoria (5.5%). The largest groups of NESB residents were from the Netherlands, Italy, Germany, Malta, Philippines, China, India and Sudan. (Source: Informed Decisions, Latrobe City Summary of current population and economic characteristics).

### **Housing**

Residential property and land prices in Latrobe have historically been below the medians for regional Victoria and neighbouring municipalities. The median house prices is around \$215,000 and median rent for a three-bedroom house is \$230 per week.

### **Education**

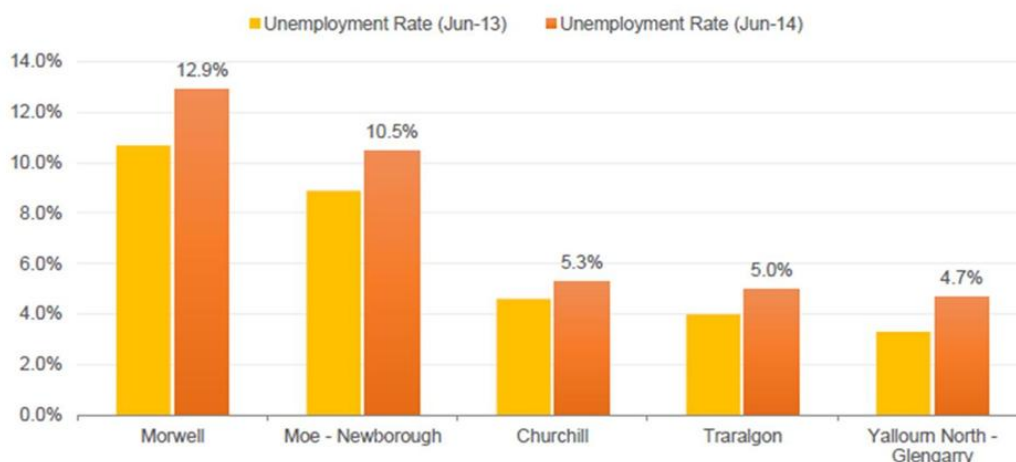
Latrobe City is home to a number of education and training facilities including 34 primary schools, 17 secondary schools, 3 special schools, a university and 3 TAFE campuses. At last count there were 11,641 residents enrolled in local schools. From 2006 to 2011 the proportion of residents who completed year 12 increased from 29.2% to 34.2%. In 2011, 39.4% of residents had a post-compulsory qualification through either the TAFE, university or other training providers.

### **Occupation**

Latrobe City accommodates 29% of jobs in the Gippsland Region. Unemployment has increased to 7.5% and estimates indicate that labour force participation has declined to 77%. The total Labour force in 2014 was approximately 35,550.

## 2014/2015 Budget Budget Influences

### LOCAL UNEMPLOYMENT RATES IN LATROBE CITY



Source: DOE, 2014

### 3.2 External influences

In preparing the 2015/16 budget, a number of external influences have been taken into consideration, as they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- An estimated wage rate rise of 3.00% p.a.; Council is currently renegotiating a new Collective Agreement for commencement in September 2015.
- Banding increases of approximately 0.5% p.a.
- Superannuation Guarantee of 9.5%.
- Consumer Price Index (CPI) increases on goods and services of 1.4% through the year to December quarter 2014 (ABS release 28 January 2015). State-wide CPI is forecast to be 2.5% for the 2015/16 year (Victorian Budget Papers 2014/15)
- No increases in Federal Assistance Grants Commission Funding
- Increased staffing ratios required for pre school services from the 2016 school year as a result of a COAG agreement.
- Increases in line with CPI in the levy payable to the State Government upon disposal of waste into landfill. The levy on municipal waste has increased from \$7 per tonne in 2009/10 to \$29.30 per tonne in 2014/15, no advice has yet been received on the fee levels for 2015/16 onwards.
- The Fire Services Property Levy will continue to be collected by Council on behalf of the State Government in line with the Fire Services Property Levy Act 2012.
- Receipt of significant capital works funding of \$4.600 million for the completion of the construction of Stage 1 of the Moe Rail Precinct Revitalisation project.
- The new state government's intention to cap rates to CPI levels.

## 2015/2016 Budget Budget Influences

### 3.3 Internal influences

As well as external influences, there were also a number of internal influences arising from the 2014/15 year which have had a significant impact on the setting of the budget for 2015/16. The most significant of these is the funds received in 2014/15 that will be required to be carried forward for both capital and operational projects of which a significant proportion is government grant funding.

### 3.4 Budget principles

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

- Existing fees and charges to be increased in line with CPI or market levels;
- Grants to be based on confirmed funding levels or estimated at a maximum increase of 1% less than CPI;
- Service levels to be maintained at 2014/15 levels, with the exception of pre school staffing ratio changes and expansion due to demand from growth, with an aim to use less resources with an emphasis on innovation and efficiency;
- New staff proposals to be justified through a business case;
- Contract labour and consulting services only to be utilised where required to secure core service delivery.
- On a cash basis Council budgets for a break even result, with any cash remaining at year end required to meet current and future liabilities together with current commitments.

### 3.5 Long term strategies

The budget includes consideration of a number of long term strategies and contextual information to assist Council to prepare the Budget in a proper financial management context. These include a Strategic Resource Plan for 2015/16 to 2018/19 (section 8), Rating Information (section 9) and Other Long Term Strategies (section 10) including borrowings, infrastructure and service delivery.

## 2015/2016 Budget Analysis of Operating Budget

### 4. Analysis of operating budget

This section of the report analyses the operating budget including expected income and expenses of the Council for the 2015/16 year.

#### 4.1 Budgeted income statement

	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
Total income	4.2	131,963	127,892	(4,072)
Total expenses	4.3	(119,451)	(115,930)	3,521
<b>Surplus (deficit) for the year</b>		<b>12,512</b>	<b>11,962</b>	<b>(550)</b>
Grants – capital non-recurrent	4.2.3	(13,521)	(8,237)	5,284
Developer Contributions	4.2.7	(2,202)	(2,041)	161
<b>Underlying surplus (deficit)</b>	<b>4.1.1</b>	<b>(3,211)</b>	<b>1,684</b>	<b>4,895</b>

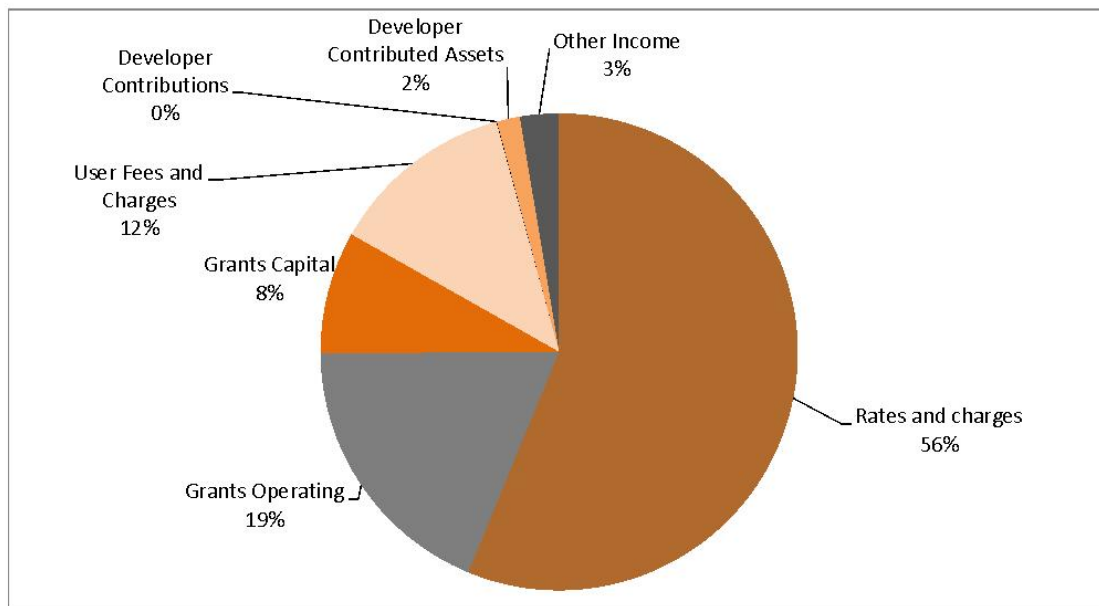
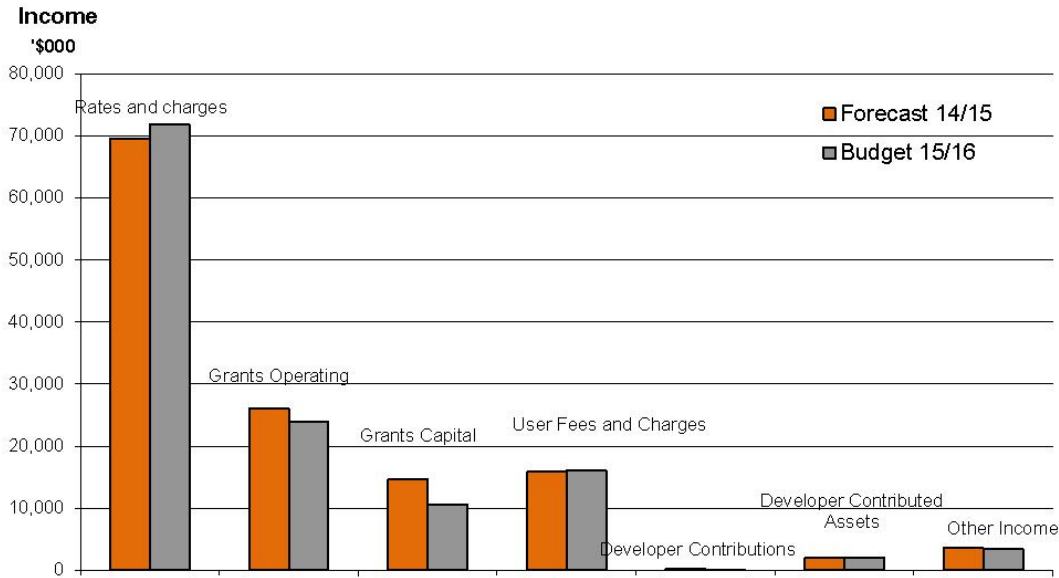
##### 4.1.1 Underlying surplus (\$4.895 million increase)

The underlying result is the net surplus for the year adjusted for capital contributions, contributions of non-monetary assets and other once-off adjustments. It is a measure of financial sustainability as it is not impacted by non-recurring or once-off items of income and expenses which can often mask the operating result. The underlying result for the 2015/16 year is a surplus of \$1.684 million which is an increase of \$4.895 million over the 2014/15 year. The forecast underlying deficit in 2014/15 is the result of expenditure incurred relating to government grants and other funding generated in previous financial years which was carried forward in accumulated surplus and reserves. On a cash basis Council budgets for a break even result each year.

#### 4.2 Income

Income Types	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
Rates and charges	4.2.1	69,600	71,900	2,300
Grants Operating	4.2.2	26,073	23,884	(2,189)
Grants Capital	4.2.3	14,696	10,621	(4,075)
User Fees and Charges	4.2.4	15,818	16,065	247
Developer Contributions	4.2.5	202	41	(161)
Developer Contributed Assets	4.2.6	2,000	2,000	0
Other Income	4.2.7	3,575	3,382	(194)
<b>Total income</b>		<b>131,963</b>	<b>127,892</b>	<b>(4,072)</b>

## 2015/2016 Budget Analysis of Operating Budget



### 4.2.1 Rates and charges (\$2.300 million increase)

It is proposed that General rates and charges income, excluding supplementary rates of \$0.301 million, will increase by a total of 3.00% or \$1.999 million over the total rate income for 2014/15, to \$71.900 million. Of this increase 0.44% or \$9 per service is directly attributable to the garbage charge to assist in achieving full cost recovery of capital landfill costs and 0.02% or \$0.017 million is directly attributable to the State Government imposed Landfill levy. Section 9. "Rating Information" includes a more detailed analysis of the rates and charges to be levied for 2015/16.

## 2015/2016 Budget Analysis of Operating Budget

### 4.2.2 Grants Operating (\$2.189 million decrease)

Operating grants and contributions include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of grants and contributions is expected to decrease by 8.4% or \$2.189 million compared to 2014/15. This decrease primarily relates to the completion of several larger projects that have non-recurrent funding in 2014/15 including Lighting Latrobe and Economic Development. It has also been assumed that there will be no increase in funding from the Victoria Grants Commission (VGC).

	Forecast 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<i>Recurrent - Commonwealth Government</i>			
Employment Development	228	425	197
Family & Children Services	106	108	1
Health	4	5	1
Recreation, Parks and Gardens	6	0	(6)
Leisure Facilities	0	12	12
HACC Services	0	0	0
<i>Recurrent - State Government</i>			
Victorian Grants Commission General Purpose	8,986	8,986	0
Victorian Grants Commission Local Roads	2,441	2,441	0
HACC Services	4,052	4,046	(6)
Family & Children Services	4,939	4,520	(418)
Libraries	495	507	13
Healthy Communities	838	958	120
Community Support	1,332	953	(379)
Arts & Leisure	161	155	(6)
Health Services	39	32	(7)
Local Laws	131	134	4
Other	0	20	20
<b>Total Recurrent Grants</b>	<b>23,758</b>	<b>23,304</b>	<b>(455)</b>
<i>Non Recurrent - Commonwealth Government</i>			
Strategic Planning	26		(26)
Recreation, Parks and Gardens	5	0	(5)
Family & Children Services	0	34	34
Other	1,015	234	(780)
<i>Non Recurrent - State Government</i>			
Healthy Communities	167		(167)
Recreation, Parks and Gardens	345	36	(309)
Community Support	71	51	(20)
Environment Sustainability	28	0	(28)
Economic Development & Planning	294	45	(249)
Arts & Leisure	61	10	(51)
Emergency Management	219	170	(49)
Other	84	0	(84)
<b>Total Non-recurrent grants</b>	<b>2,315</b>	<b>580</b>	<b>(1,734)</b>

## 2015/2016 Budget Analysis of Operating Budget

### 4.2.3 Grants Capital (\$4.075 million decrease)

Capital grants include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall the level of grants and contributions is expected to decrease by \$4.075 million compared to 2014/15 mainly associated with specific funding received in 2014/15 for some large capital works projects . e.g. Heavy Industrial Park road infrastructure construction, Moe Rail Precinct Revitalisation Project and Latrobe Regional Airport Expansion Works. Section 6. "Analysis of Capital Budget" includes a more detailed analysis of the grants and contributions expected to be received during the 2015/16 year.

	Forecast 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<i>Recurrent - Commonwealth Government</i>			
Roads to Recovery	1,175	2,384	1,209
<i>Recurrent - State Government</i>			
	0	0	0
<b>Total Recurrent Grants</b>	<b>1,175</b>	<b>2,384</b>	<b>1,209</b>
<i>Non Recurrent - Commonwealth Government</i>			
Buildings	6,170	2,400	(3,770)
Roads	826	0	(826)
<i>Non Recurrent - State Government</i>			
Buildings	3,964	3,185	(779)
Roads	1,621	2,500	879
Footpaths	188	0	(187)
Parks, Open Space & Streetscapes	145	0	(145)
Drainage	50	0	(50)
Carparks	125	53	(72)
<i>Local Contributions</i>			
Roads	432	98	(333)
<b>Total Non-recurrent grants</b>	<b>13,521</b>	<b>8,237</b>	<b>(5,284)</b>

### 4.2.4 User fees and charges (\$0.247 million increase)

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include waste services, animal fees, use of leisure, entertainment and other community facilities and the provision of human services such as family day care and home care services. In setting the budget, the key principles for determining the level of user charges has been to ensure that increases do not exceed CPI increases and/or market levels. The increase of \$0.247 million in total fees and charges expected from 2014/15 to 2015/16 is mainly a result of the application of these key principles. A detailed listing of fees and charges is set out in Appendix D.

## 2015/2016 Budget Analysis of Operating Budget

### 4.2.5 Developer contributions - cash (\$0.161 million decrease)

Contributions relate to monies paid by developers in regard to public open space, drainage and other infrastructure in accordance with planning permits issued for property development. The 2015/16 budget is lower compared to 2014/15 due to receipt of more contributions in 2014/15 than expected for future roadworks and public open space.

### 4.2.6 Developer contributed assets (no change)

It is expected that contributed assets from developers in 2015/16 will be the same as in 2014/15. This item relates to expected infrastructure assets handed over to Council from new subdivisions.

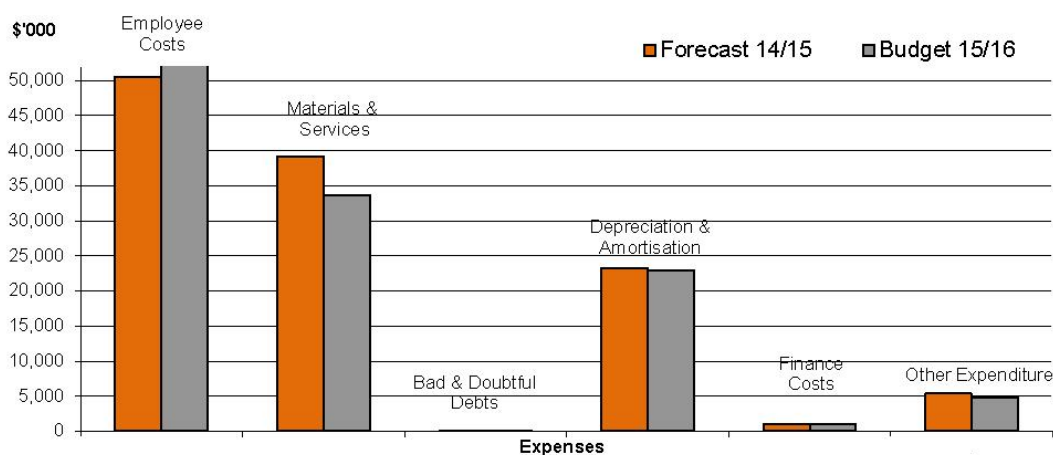
### 4.2.7 Other income (\$0.194 million decrease)

Other income relates to a range of items such as property rental/leases, private works, cost recoups and other miscellaneous income items. It also includes interest income on rate arrears.

It is projected that other income will decrease by \$0.194 million mainly due to an insurance claim refund in 2014/15 together with conservative interest on investments estimates due to falling interest rates and timing of expenditure of funds carried forward.

## 4.3 Expenses

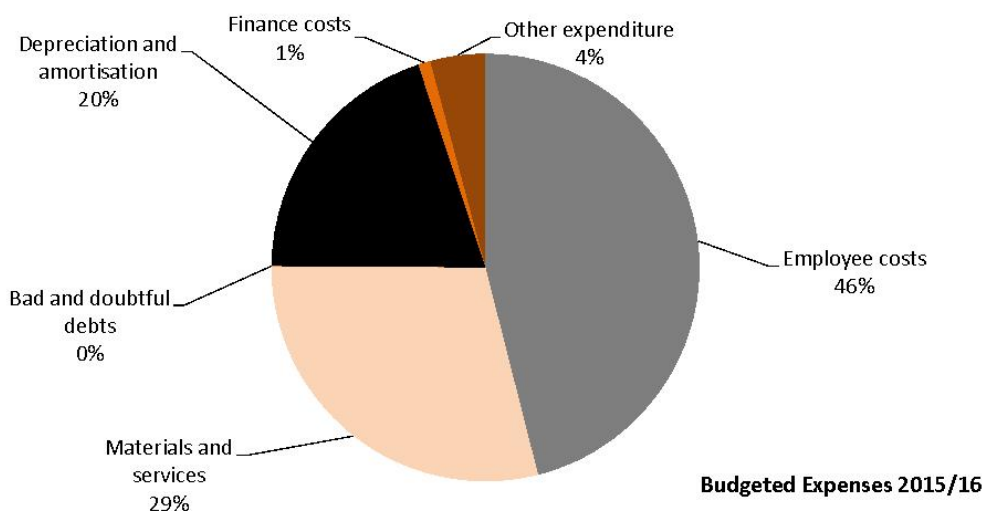
Expense Types	Ref	Forecast	Budget	Variance
		Actual 2014/15 \$'000	2015/16 \$'000	\$'000
Employee costs	4.3.1	50,573	53,373	2,800
Materials and services	4.3.2	39,126	33,682	(5,444)
Bad and doubtful debts	4.3.3	19	16	(3)
Depreciation and amortisation	4.3.4	23,300	22,946	(354)
Finance costs	4.3.5	1,055	1,076	22
Other expenditure	4.3.6	5,379	4,837	(542)
<b>Total expenses</b>		<b>119,451</b>	<b>115,930</b>	<b>(2,979)</b>



Source: Appendix A



## 2015/2016 Budget Analysis of Operating Budget



### 4.3.1 Employee costs (\$2.800 million increase)

Employee costs include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation, WorkCover, etc.

Employee costs are forecast to increase by 5.5% or \$2.800 million compared to 2014/15 forecast. The 2014/15 forecast incorporates one-off realised savings compared to budget of \$0.669 million due to staff vacancies and other factors throughout the year. This increase relates primarily to increased resources in line with adopted strategies and plans and increases in accordance with Council's Enterprise Bargaining Agreement and annual award increases for banded staff.

An increase in full time equivalent positions of 3.40 has been forecast in 2015/16. The increase primarily relates to resource requirements to meet adopted strategies and plans and customer service demands, as well as regulatory requirements related to ratio of staff to children within Child and Family Services

## 2015/2016 Budget Analysis of Operating Budget

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Division	Budget	Permanent	Permanent
	2015/16 \$'000	Full Time \$'000	Part Time \$'000
Office of the CEO	2,328	2,105	223
Planning & Economic Sustainability	5,697	5,214	484
Corporate Services	5,806	5,286	521
Community Infrastructure & Recreation	14,329	12,490	1,839
Community Liveability	20,234	9,441	10,793
<b>Total</b>	<b>48,394</b>	<b>34,535</b>	<b>13,859</b>
Casuals and other	4,978		
<b>Total expenditure</b>	<b>53,373</b>		

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Division	Budget FTE	Comprises	
		Permanent Full Time FTE	Permanent Part Time FTE
Office of the CEO	19.3	17.0	2.3
Planning & Economic Sustainability	55.8	50.0	5.8
Corporate Services	54.8	49.0	5.8
Community Infrastructure & Recreation	164.0	138.0	26.0
Community Liveability	238.6	94.0	144.6
<b>Total</b>	<b>532.5</b>	<b>348.0</b>	<b>184.5</b>
Casuals and other	58.2		
<b>Total staff</b>	<b>590.7</b>		

The most significant increases in employee costs by service unit are summarised below:

Division	Service Unit	Forecast	Budget	Variance
		Actual 2014/15 \$'000	2015/16 \$'000	\$'000
Community Infrastructure & Recreation	Infrastructure Development	2,968	3,313	345
	Infrastructure Operations	6,181	6,476	295
Community Liveability	Child & Family Services	10,240	10,794	554
	Community Health & Wellbeing	6,561	6,817	256
Planning & Economic Sustainability	Future Planning	788	993	205

## 2015/2016 Budget Analysis of Operating Budget

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### **4.3.2 Materials and services (\$5.444 million decrease)**

Materials and Services are forecast to decrease by 13.9% or \$5.444 million compared to 2014/15. This is made up of reductions across a number of areas including expenditure funded from non recurrent operating grants and monies carried forward which are expected to be lower in 2015/16. In addition Council continues to strive to find efficiencies in such items of expenditure as contractors/contract staff, consultants, legal costs and electricity amongst others. For example the energy efficient lighting program is expected to create a reduction in council's street lighting expenditure of approximately \$0.200 million.

### **4.3.3 Bad and doubtful debts (\$0.003 million decrease)**

Bad and doubtful debts are expected to remain fairly stable with a slight decrease for the 2015/16 financial year.

### **4.3.4 Depreciation and amortisation (\$0.354 million decrease)**

Depreciation and amortisation relates to the usage of Council's property, plant and equipment including infrastructure assets such as roads and drains. The projected decrease of \$0.354 million is mainly due to the current landfill cell being fully depreciated, and the new smaller landfill cell currently being built to cost less hence resulting in a lower value to be amortised. Refer to section 6. Analysis of Capital Budget" for a more detailed analysis of Council's capital works program for the 2015/16 year.

### **4.3.5 Finance costs (\$0.022 million increase)**

Finance costs relate to interest charged by financial institutions on borrowed funds. The budgeted increase in these costs is due to the new loan to be taken up in June 2014.

### **4.3.6 Other Expenditure (\$0.542 million decrease)**

Other expenditure relates to a range of unclassified items including contributions to community groups, advertising, insurances, audit costs, levies and other miscellaneous expenditure items. Other expenditure is expected to reduce by \$0.542 million in 2015/16 predominantly due to a forecast decrease in the amount of waste being delivered to the landfill, resulting in an overall reduction in the amount of landfill levy fees payable to the State Government. Grant expenditure in 2014/15 funded by previous year carry forward funds has also contributed to this variance.

## 2015/2016 Budget Analysis of Budgeted Cash Position

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### 5. Analysis of budgeted cash position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2015/16 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

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

**Operating activities** - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.

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

**Financing activities** - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year.

## 2015/2016 Budget Analysis of Budgeted Cash Position

### 5.1 Budgeted cash flow statement

	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<b>Cash flows from operating activities</b>	5.1.1			
<i>Receipts</i>				
Rates and charges		68,905	71,892	2,987
Grants - operating		26,072	23,652	(2,420)
Grants - capital		14,696	10,619	(4,077)
User fees and fines		15,818	16,063	245
Interest		1,424	1,382	(42)
Developer Contributions		202	41	(161)
Other Receipts		2,152	2,229	77
		<b>129,268</b>	<b>125,878</b>	<b>(3,390)</b>
<i>Payments</i>				
Employee costs		(49,681)	(54,854)	(5,173)
Materials and services		(41,436)	(34,917)	6,519
Trust Funds and Deposits		(14)	55	69
Other Payments		(5,365)	(7,809)	(2,444)
		<b>(96,496)</b>	<b>(97,525)</b>	<b>(1,029)</b>
<b>Net cash provided by operating activities</b>		<b>32,772</b>	<b>28,353</b>	<b>(4,419)</b>
<b>Cash flows from investing activities</b>	5.1.2			
Proceeds from sales of property, plant & equipment		3,050	719	(2,331)
Proceeds from sales of other financial assets		0	(690)	(690)
Payments for property, plant & equipment		(40,627)	(35,226)	5,401
<b>Net cash used in investing activities</b>		<b>(37,577)</b>	<b>(35,197)</b>	<b>2,380</b>
<b>Cash flows from financing activities</b>	5.1.3			
Finance costs		(1,055)	(1,076)	(21)
Proceeds from borrowings		11,566	0	(11,566)
Repayment of borrowings		(10,823)	(2,360)	8,463
<b>Net cash used in financing activities</b>		<b>(313)</b>	<b>(3,436)</b>	<b>(3,124)</b>
<b>Net increase (decrease) in cash held</b>		<b>(5,117)</b>	<b>(10,280)</b>	<b>(5,162)</b>
Cash and cash equivalents at the beginning of the year		42,632	37,515	(5,117)
<b>Cash and cash equivalents at the end of the year</b>	5.1.4	<b>37,515</b>	<b>27,235</b>	<b>10,279</b>

## 2015/2016 Budget Analysis of Budgeted Cash Position

### 5.1.1 Operating activities (\$4.420 million decreased net inflow)

The decrease in cash inflows from operating activities is due mainly to reductions in non recurrent capital grants, other fluctuations in income and expenditure items largely offset against each other i.e. reduced operating grants are offset by lowering associated expenditure.

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

	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<b>Surplus (deficit) for the year</b>	<b>12,512</b>	<b>11,962</b>	<b>(550)</b>
Depreciation	23,300	22,946	(354)
Finance Costs	1,055	1,076	22
Developer contributed assets	(2,000)	(2,000)	0
Net movement in current assets and liabilities	(2,094)	(5,631)	(3,537)
<b>Cash flows available from operating activities</b>	<b>32,773</b>	<b>28,353</b>	<b>(4,420)</b>

### 5.1.2 Investing activities (\$2.380 million decreased net outflow)

The decrease in payments for investing activities represents the planned decrease in capital works expenditure disclosed in section 6 of this budget report. This decrease is largely due to a decrease in government grants for the 2015/16 capital program. Proceeds from sale of property plant and equipment is expected to be lower than 2014/15 due to some land sales anticipated in the 2014/15 budget that were tied to funding some specific capital projects, this reduction has partially offset the decreased outflows. As at the 30 June 2016 there is anticipated to be \$4.000 million in financial investments with a maturity of greater than 3 months to be held, an increase (outflow) of \$0.690 million .

### 5.1.3 Financing activities (\$3.124 million increased net outflow)

No new borrowings are budgeted for 2015/16 thus creating a reduction in cash inflows of \$3.350 million from the 2014/15 financial period. During 2014/15 the balance of Council's 2013/14 borrowings of \$8.215 million were refinanced from an interim facility to the new Local Government Funding Vehicle thus artificially inflating the amounts in both Proceeds and Repayments of borrowings.

### 5.1.4 Cash at end of the year (\$10.279 million decrease)

Total cash holdings are forecast to decrease by \$10.279 million primarily due to net capital works of \$6.690 million funded in 2014/15 but carried forward for completion in 2015/16, together with operating programs that received advance funding, that will be expended in 2015/16.

## 2015/2016 Budget Analysis of Budgeted Cash Position

### 5.2 Restricted and unrestricted cash and investments

Cash and cash equivalents held by Council are restricted in part, and not fully available for Council's operations. The budgeted cash flow statement above indicates that Council is estimating at 30 June 2016 it will have cash and investments of \$27.235 million, which has been restricted as shown in the following table.

	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<b>Total cash and investments</b>		<b>37,515</b>	<b>27,235</b>	<b>(10,279)</b>
Restricted cash and investments				
- Statutory reserves	5.2.1	(2,032)	(1,944)	88
- Trust funds and deposits	5.2.2	(2,200)	(2,255)	(55)
<b>Unrestricted cash and investments</b>	5.2.4	<b>33,283</b>	<b>23,036</b>	<b>(10,246)</b>

Source: Appendix A

#### 5.2.1 Statutory reserves (\$1.944 million)

These funds must be applied for specified statutory purposes in accordance with various legislative requirements. While these funds earn interest revenues for Council, the funds are not available for other purposes. During the 2015/16 year \$0.041 million is budgeted to be transferred to Statutory Reserves and \$0.129 million transferred from reserve for capital projects. Statutory reserves include funds held by Council for specific development purposes including off street parking, road works, street lighting, drainage, playgrounds and public open space and tree planting development.

#### 5.2.2 Trust funds and deposits (\$2.255 million)

These funds include security deposits, contract retention and other sundry deposits and bonds. These must be held and refunded in accordance with various legislative and contractual requirements. Whilst these funds earn interest income for Council, they are not available for other purposes.

#### 5.2.4 Unrestricted cash and investments (\$23.036 million)

These funds are free of all specific Council commitments and represent funds available to meet daily cash flow requirements, unexpected short term needs and any budget commitments which will be expended in the following year such as grants and contributions. Council regards these funds as the minimum necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds. A high level of working capital is required as 60% of Council's rate income is not received until February and onwards each year. The cash balance remaining is predominantly associated with liabilities for employee provisions together with landfill reserves to assist in funding future landfill cell constructions.

## 2015/2016 Budget Analysis of Capital Budget

### 6. Analysis of capital budget

This section of the report analyses the planned capital expenditure budget for the 2015/16 year and the sources of funding for the budget.

#### 6.1 Capital works

Capital Works Areas	Ref	Forecast	Budget	Variance
		Actual 2014/15 \$'000	2015/16 \$'000	\$'000
<b>Works carried forward</b>	6.1.1			
<i>Property</i>				
Buildings		3,112	5,500	2,389
Building Improvements		252	0	(252)
Heritage Buildings		0	270	270
<b>Total Property</b>		<b>3,364</b>	<b>5,770</b>	<b>2,407</b>
<i>Plant &amp; Equipment</i>				
Plant, Machinery & Equipment		627	0	(627)
Computers & Telecommunications		119	245	126
<b>Total Plant &amp; Equipment</b>		<b>745</b>	<b>245</b>	<b>(500)</b>
<i>Infrastructure</i>				
Roads		4,727	3,057	(1,670)
Footpaths & Cycleways		438	0	(438)
Bridges & Culverts		372	0	(372)
Off Street Carparks		210	0	(210)
Drainage		516	230	(286)
Parks, Open Space & Streetscapes Recreational, Leisure & Community Facilities		170	0	(170)
Other Infrastructure		135	0	(135)
Waste Management		1,300	800	(500)
<b>Total Infrastructure</b>		<b>7,885</b>	<b>4,087</b>	<b>(3,798)</b>
<b>Total works carried forward</b>		<b>11,994</b>	<b>10,102</b>	<b>(1,892)</b>
<b>New works</b>				
<i>Property</i>	6.1.2			
Land		550	0	(550)
Buildings		4,891	4,515	(376)
Building Improvements		1,429	750	(679)
Heritage Buildings		30	0	(30)
<b>Total Property</b>		<b>6,900</b>	<b>5,265</b>	<b>(1,634)</b>
<i>Plant &amp; Equipment</i>	6.1.3			
Plant, Machinery & Equipment		2,552	2,869	317
Fixtures, Fittings & Furniture		27	135	108
Computers & Telecommunications		450	400	(50)
<b>Total Plant &amp; Equipment</b>		<b>3,029</b>	<b>3,404</b>	<b>375</b>
<i>Infrastructure</i>	6.1.4			
Roads		13,445	11,784	(1,661)
Footpaths & Cycleways		1,309	1,200	(109)
Bridges & Culverts		451	450	(1)
Off Street Carparks		341	193	(148)
Drainage		1,186	1,391	205
Recreational, Leisure & Community Facilities		0	1,300	1,300
Parks, Open Space & Streetscapes		273	136	(137)
Waste Management		700	0	(700)
Other Infrastructure		1,000	0	(1,000)
<b>Total Infrastructure</b>		<b>18,704</b>	<b>16,454</b>	<b>(2,250)</b>
<b>Total new works</b>		<b>28,633</b>	<b>25,123</b>	<b>(3,510)</b>
<b>Total capital works</b>		<b>40,627</b>	<b>35,226</b>	<b>(5,402)</b>

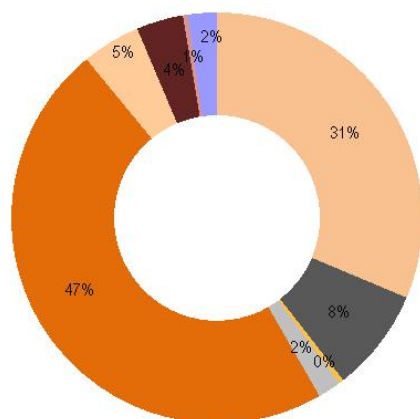


## 2015/2016 Budget Analysis of Capital Budget

**Represented by:**

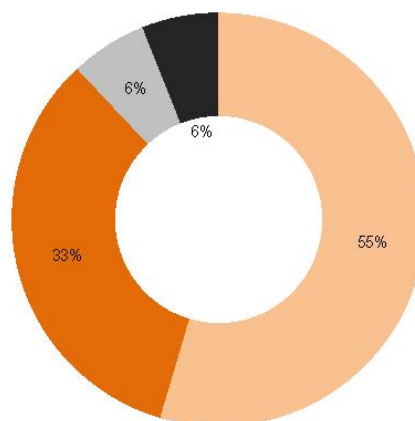
Asset renewal expenditure	6.1.5	17,368	19,224	1,856
New asset expenditure	6.1.5	16,989	11,771	(5,218)
Asset upgrade expenditure	6.1.5	6,270	2,110	(4,161)
Asset expansion expenditure	6.1.5	0	2,121	2,121
<b>Total capital works</b>		<b>40,627</b>	<b>35,226</b>	<b>(5,402)</b>

**Budgeted capital works 2015/16**



- Land, Buildings & Improvements
- Plant, Machinery & Equipment
- Fixtures, Fittings & Furniture
- Computers & Telecommunications
- Roads/Paths/Bridges/Carparks
- Drainage
- Recreational, Leisure & Community Facilities
- Parks, Open Space & Streetscapes
- Waste Management

**Budgeted capital works 2015/16**



- Asset renewal expenditure
- New asset expenditure
- Asset upgrade expenditure
- Asset expansion expenditure

**Source:** Appendix A. A more detailed listing of capital works is included in Appendix C.

### 6.1.1 Carried forward works (\$10.102 million)

At the end of each financial year there are projects which are either incomplete or not commenced due to planning issues, weather delays, extended consultation etc. For the 2014/15 year it is forecast that \$10.102 million of capital works will be incomplete and be carried forward into the 2015/16 year. There significant projects include the Moe Rail Precinct Revitalisation Project (\$5.050 million), Heavy Industrial Park Road Infrastructure Construction (\$2.500 million), Harold Preston Reserve - Traralgon Olympians Change Pavilion (\$0.450 million), Rural Gravel Road Sealing Program (\$0.457 million) and Landfill Cell 4 Construction (\$0.800 million).

## 2015/2016 Budget Analysis of Capital Budget

### 6.1.2 Property (\$5.265 million)

Land, Buildings & Improvements includes community facilities, municipal offices, sports facilities, pavilions.

For the 2015/16 year, \$5.265 million will be expended, the more significant projects include Moe Rail Precinct Revitalisation Project (\$4.475 million) and Latrobe Leisure Maintenance Program (\$0.585 million).

### 6.1.3 Plant & Equipment (\$3.404 million)

Plant and equipment includes plant, motor vehicles, machinery and equipment, office furniture & equipment, computers and telecommunications, leisure equipment and artworks.

For the 2015/16 year, \$3.404 million will be expended on the ongoing cyclical replacement of plant, fleet, IT equipment, performing arts equipment, leisure equipment and office furniture & equipment, together with purchase of new artworks and a new landfill compactor.

### 6.1.4 Infrastructure (\$16.454 million)

Infrastructure includes roads, bridges, footpaths and cycleways, drainage, recreation, leisure, community facilities, parks, open space, streetscapes, waste management, off street car parks and other structures.

For the 2015/16 year, \$16.454 million will be expended. The more significant projects include Local Roads Reseals (\$4.500 million), Road Rehabilitation (\$4.791 million), Gravel Road Resheet Program (\$1.250 million), Signalised Intersection Traralgon-Maffra/Marshalls Rd (1.093 million), Footpath Replacements (\$1.000 million), Drainage Expansions (\$1.391 million), Traralgon Tennis Show Court (\$1.300 million) and Bridge and Major Culvert Works (\$0.450 million).

### 6.1.5 Asset renewal (\$19.224 million), new assets (\$11.771 million), upgrade (\$2.110 million) and expansion (\$2.121 million)

A distinction is made between expenditure on new assets, asset renewal, upgrade and expansion. Expenditure on asset renewal is expenditure on an existing asset, or on replacing an existing asset that returns the service of the asset to its original capability. Expenditure on new assets does not have any element of expansion or upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

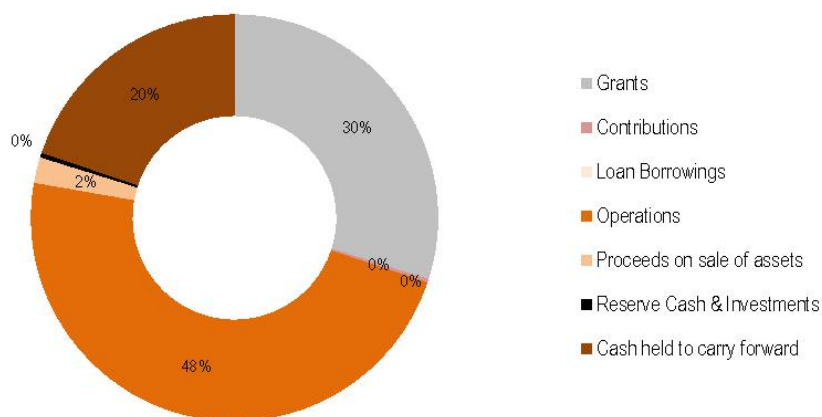
The major projects included in the above categories, which constitute expenditure on new assets are Moe Rail Precinct Revitalisation Project (\$9.526 million split between carry forward and new works) and Traralgon Tennis Show Court (\$1.300 million). The remaining capital expenditure represents renewals and expansion/upgrades of existing assets.

## 2015/2016 Budget Analysis of Capital Budget

### 6.2 Funding sources

Sources of funding	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<b>Works carried forward</b>				
<b>Current year funding</b>				
Grants		0	2,885	2,885
Contributions		0	99	99
Council cash				
- Operations		0	0	0
- Reserve Cash & Investments		0	129	129
- Cash held to carry forward		11,994	6,990	(5,005)
<b>Total works carried forward</b>	6.2.1	<b>11,994</b>	<b>10,102</b>	<b>(1,892)</b>
<b>New works</b>				
<b>Current year funding</b>				
Grants	6.2.2	13,234	7,637	(5,597)
Contributions	6.2.3	432	0	(432)
Loan Borrowings	6.2.4	3,350	0	(3,350)
Council cash				
- Operations	6.2.5	9,377	16,767	7,390
- Proceeds on sale of assets	6.2.6	1,750	719	(1,031)
- Reserve Cash & Investments	6.2.7	491	0	(491)
<b>Total new works</b>		<b>28,633</b>	<b>25,123</b>	<b>(3,510)</b>
<b>Total funding sources</b>		<b>40,627</b>	<b>35,226</b>	<b>(5,402)</b>

Budgeted total funding sources 2015/16



Source: Appendix A. A more detailed listing of capital works is included in Appendix C.

## **2015/2016 Budget Analysis of Capital Budget**

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### **6.2.1 Carried forward works (\$10.102 million)**

A total of \$10.102 million of incomplete works during 2014/15 will be funded from the accumulated surplus.

### **6.2.2 Grants (\$7.637 million)**

Capital grants include all monies received from State and Federal sources for the purposes of funding the capital works program. Significant grants are budgeted to be received for the Moe Rail Precinct Revitalisation Project (\$4.450 million), Roads to Recovery program (\$2.384 million) and Traralgon Tennis Show Court (\$0.750 million).

### **6.2.3 Contributions (\$0.000 million)**

Capital contributions include all monies received from community sources for the purposes of funding the capital works program.

### **6.2.4 Loan borrowings (\$0.000 million)**

No new borrowings are proposed in 2015/16; all Capital Works are to be funded by Grants and Council cash.

### **6.2.5 Operations (\$16.767 million)**

During the year Council generates cash from its operating activities, which is used as a funding source for the capital works program. It is forecast that \$16.767 million will be generated from operations to fund the 2015/16 capital works program. Refer section 5. "Budgeted Cash Position" for more information on funds from operations.

### **6.2.6 Proceeds from sale of assets (\$0.719 million)**

Proceeds from sale of assets includes plant & equipment sales of \$0.719 million, these asset sales have been assumed to sell at the current book value.

### **6.2.7 Reserve Cash & Investments (\$0.000 million)**

No new works are proposed from reserves in 2015/16.

## 2015/2016 Budget Analysis of Budgeted Financial Position

### 7. Analysis of budgeted financial position

This section of the budget report analyses the movements in assets, liabilities and equity between 2014/15 and 2015/16. It also considers a number of key performance indicators.

#### 7.1 Budgeted balance sheet

	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<b>Current assets</b>	7.1.1			
Cash and cash equivalents		37,515	27,235	(10,280)
Trade and other receivables		9,667	9,672	5
Prepayments		365	375	10
Financial Assets		3,310	4,000	690
<b>Total current assets</b>		<b>50,857</b>	<b>41,282</b>	<b>(9,575)</b>
<b>Non-current assets</b>	7.1.2			
Trade and other receivables		7	0	(7)
Property, infrastructure, plant and equipment		1,073,705	1,108,740	35,035
Financial Assets		2	2	0
<b>Total non-current assets</b>		<b>1,073,714</b>	<b>1,108,742</b>	<b>35,028</b>
<b>Total assets</b>		<b>1,124,571</b>	<b>1,150,024</b>	<b>25,453</b>
<b>Current liabilities</b>	7.1.3			
Trade and other payables		11,000	8,106	(2,894)
Provisions		14,710	14,072	(638)
Interest bearing loans and borrowings		2,360	1,887	(473)
Other current liabilities		2,200	2,255	55
<b>Total current liabilities</b>		<b>30,270</b>	<b>26,320</b>	<b>(3,950)</b>
<b>Non-current liabilities</b>	7.1.4			
Provisions		11,852	9,709	(2,143)
Interest bearing loans and borrowings		18,033	16,143	(1,890)
<b>Total non-current liabilities</b>		<b>29,885</b>	<b>25,852</b>	<b>(4,033)</b>
<b>Total liabilities</b>		<b>60,155</b>	<b>52,172</b>	<b>(7,983)</b>
<b>Net assets</b>		<b>1,064,416</b>	<b>1,097,852</b>	<b>33,436</b>
<b>Equity</b>	7.1.5			
Accumulated surplus		641,112	653,161	12,049
Reserves		423,304	444,690	21,386
<b>Total equity</b>		<b>1,064,416</b>	<b>1,097,852</b>	<b>33,436</b>

Source: Appendix A

## 2015/2016 Budget Analysis of Budgeted Financial Position

### 7.1.1 Current assets (\$9.575 million decrease)

The decrease in current assets is mainly due to a reduction in cash reserves associated with capital expenditure projects from 2014/15 that are expected to be completed in 2015/16. A more detailed analysis of this change is included in section 5. "Analysis of budgeted cash position".

### 7.1.2 Non current assets (\$35.028 million increase)

The increase in non-current assets is the net result of the capital works program, asset revaluation movements, the depreciation of non-current assets and the disposal through sale of property, plant and equipment. Long term debtors relating to loans to community organisations will reduce slightly in accordance with agreed repayment terms.

### 7.1.3 Current liabilities (\$3.950 million decrease)

The decrease in current liabilities (that is, obligations council must pay within the next year) is estimated to be \$2.894 million for trade and other payables based on the timing of planned payment schedules and reduced landfill rehabilitation provision expenditure currently planned for the 2016/17 financial year of \$1.040 million. Current employee entitlements are expected to increase marginally due to current increases being reflected in balances being held. Loan principal repayable in 2015/16 is \$2.360 million this will decrease by \$0.473 million to \$1.887 million in 2016/17.

### 7.1.4 Non current liabilities (\$4.033 million decrease)

The decrease in non current liabilities (that is, obligations council must pay beyond the next year) is predominantly a result of a decrease in the provision for landfill rehabilitation resulting from the rehabilitation works scheduled in 2015/16 together with a reduction in interest bearing liabilities a result of no new borrowings planned for 2015/16.

### 7.1.5 Equity (\$33.436 million increase)

Total equity always equals net assets and is made up of the following components:

- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations. Asset valuations are predicted to increase by 2% or \$21.474 million.
- Other reserves that are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. These amounts are transferred from the Accumulated Surplus of the Council to be separately disclosed.
- Accumulated surplus which is the value of all net assets less Reserves that have accumulated over time. The increase in accumulated surplus of \$12.049 million results directly from the surplus for the year together with the movement in statutory reserves.

## 2015/2016 Budget Analysis of Budgeted Financial Position

### 7.1.6 Working capital (\$5.625 million decrease)

Working capital is the excess of current assets above current liabilities. This calculation recognises that although Council has current assets, some of those assets are already committed to the future settlement of liabilities in the following 12 months, and are therefore not available for discretionary spending.

Council has also committed further current assets to specific and restricted purposes, represented by reserves, which may not yet be represented as current liabilities at 30 June.

	Ref	Forecast Actual 2014/15 \$'000	Budget 2015/16 \$'000	Variance \$'000
<b>Current assets</b>		50,857	41,282	9,575
<b>Current liabilities</b>		30,270	26,320	3,950
<b>Working capital</b>	7.1.6	<b>20,587</b>	<b>14,962</b>	<b>5,625</b>
Restricted cash and investment current assets				
- Statutory reserves		(2,032)	(1,944)	(88)
- Capital works		(6,990)		(6,990)
<b>Unrestricted working capital</b>		<b>11,565</b>	<b>13,018</b>	<b>(1,453)</b>

### 7.2 Key assumptions

In preparing the Budgeted Balance Sheet for the year ended 30 June 2016 it was necessary to make a number of assumptions about key assets, liabilities and equity balances. The key assumptions are as follows:

- A total of 97% of total rates and charges raised will be collected in the 2015/16 year (2014/15: 97% forecast actual).
- Trade creditors to be based on total capital and operating expenditure less written down value of assets sold, depreciation and employee costs. Payment cycle is 14 days.
- Other debtors and creditors to remain consistent with 2014/15 levels.
- Repayment of loan principal to be \$2.360 million.
- No new borrowings in 2015/16.
- Total capital expenditure to be \$35.226 million.
- Employee entitlements to be increased by the Collective Agreement outcome offset by the impact of more active management of leave entitlements of staff.

## **2015/2016 Budget**

### **Strategic Resource Plan & Financial Performance Indicators**

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#### **8. Strategic resource plan and financial Performance Indicators**

This section includes an extract of the adopted Strategic Resource Plan to provide information on the long term financial projections of the Council.

##### **8.1 Plan development**

The Act requires a Strategic Resource Plan (SRP) to be prepared covering both financial and non-financial resources (including human resources) for at least the next four financial years to achieve the strategic objectives in the Council Plan. In preparing the SRP, Council must take into account all other plans and strategies in regard to services and initiatives which commit financial and non-financial resources for the period of the SRP.

Council has prepared a SRP for the four years 2015/16 to 2018/19 as part of Council's ongoing financial planning to assist in adopting a budget within a longer term framework. The SRP takes the strategic objectives and strategies as specified in the Council Plan and expresses them in financial terms for the next four years.

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

- Maintain existing service levels
- Achieve a breakeven underlying operating result within two years
- Reduce the infrastructure gap
- Ensure borrowings are only used to fund new assets or lump sum funding calls by the Trustee of the Local Authorities Superannuation Fund (LASF).
- Achieve a balanced budget on a cash basis.

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

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

##### **8.2 Financial resources**

The following table summaries the key financial results for the next four years as set out in the SRP for years 2015/16 to 2017/18. Appendix A includes a more detailed analysis of the financial resources to be used over the four year period.



## 2015/2016 Budget

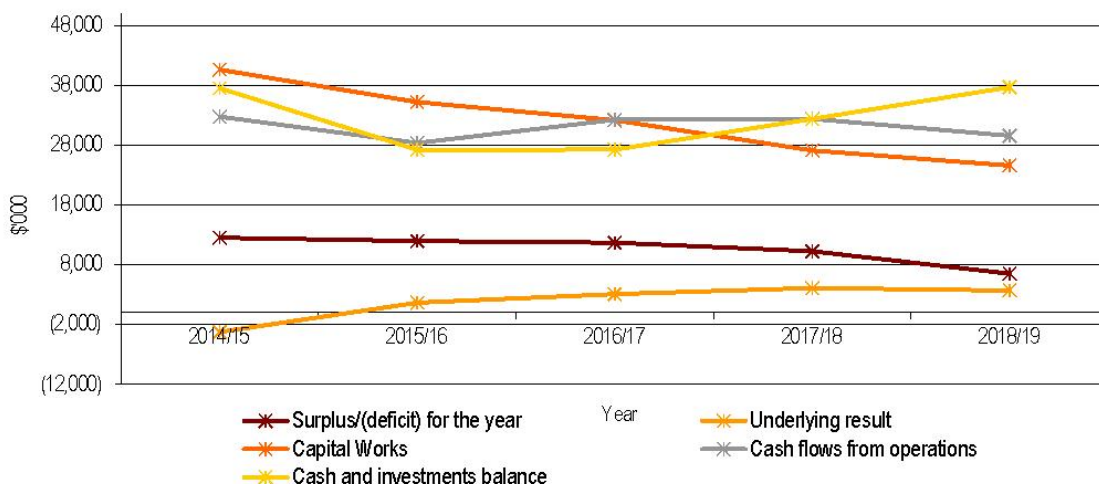
### Strategic Resource Plan & Financial Performance Indicators

	Forecast	Budget	Strategic Resource Plan			Trend
	Actual 2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000	2018/19 \$'000	+ / o / -
Surplus/(deficit) for the year	12,512	11,962	11,692	10,274	6,524	-
Adjusted underlying result	(3,211)	1,684	3,100	4,131	3,715	+
Cash and investments balance	37,515	27,235	27,254	32,370	37,689	o
Cash flows from operations	32,772	28,353	32,262	32,412	29,557	o
Capital works expenditure	40,627	35,226	32,179	27,134	24,597	-

Key to Forecast Trend:

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

The following graph shows the general financial indicators over the four year period.



The key outcomes of the Plan are as follows:

- **Financial sustainability (section 5)** - Cash and investments is forecast to increase over the four year period from \$27.235 million to \$37.689 million, which indicates a balanced budget on a cash basis in each year. It also reflects annual savings in loan principal repayments as a result of Council participating in the Local Government Finance Vehicle which is interest only payments. The savings are invested so that Council is able to repay the principal and loan maturity.
- **Rating strategy (section 9)** – Modest rate increases are forecast over the four years at an average of 2.60% which reflects the expected CPI levels for that time.
- **Service delivery strategy (section 10)** – Service levels have been maintained throughout the four year period. Despite this, operating surpluses are forecast over the four year period as a result of significant capital grant revenue being received to fund the annual capital works program. In addition, excluding the effects of non-operating items such as capital contributions, the underlying result sees a surplus achieved in all of the four year period. The underlying result is a measure of financial sustainability and is an important measure as once-off items can often mask the operating result.

## 2015/2016 Budget

### Strategic Resource Plan & Financial Performance Indicators

- **Borrowing strategy (section 10)** – Borrowings are forecast to decrease from \$20.393 million to \$19.056 million over the four year period. This includes new borrowings of \$2.150 million in 2016/17, \$2.000 million in 2017/18 and \$2.000 million in 2018/19.
- **Infrastructure strategy (section 10)** - Capital expenditure over the four year period will total \$119.136 million at an average of \$29.784 million.

#### 8.3 Financial performance indicators

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

Indicator	Measure	Notes	Forecast	Budget	Strategic Resource Plan			Trend +/-
			Actual 2014/15	2015/16	Projections 2016/17	2017/18	2018/19	
<b>Operating Position</b>								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	(2.8%)	1.4%	2.6%	3.4%	3.0%	+
<b>Liquidity</b>								
Working Capital	Current assets / current liabilities	2	168.0%	156.8%	160.2%	180.4%	138.1%	-
Unrestricted Cash	Unrestricted cash / current liabilities		110.0%	87.5%	89.1%	108.6%	88.5%	+
<b>Obligations</b>								
Loans & Borrowings	Interest bearing loans and borrowings / rate revenue	3	29.3%	25.1%	24.7%	24.1%	24.1%	+
Loans & Borrowings	Interest and principal repayments / rate revenue		17.2%	4.8%	3.8%	3.6%	2.8%	+
Indebtedness	Non-current liabilities / own source revenue		33.6%	28.3%	26.2%	24.6%	12.0%	+
Asset renewal	Asset renewal expenditure / depreciation	4	74.5%	83.8%	69.2%	71.4%	74.1%	-
<b>Stability</b>								
Rates concentration	Rate revenue / adjusted underlying revenue	5	59.9%	61.1%	62.2%	62.7%	63.0%	-
Rates effort	Rate revenue / property values (CIV)		0.7%	0.7%	0.7%	0.7%	0.8%	-

## 2015/2016 Budget

### Strategic Resource Plan & Financial Performance Indicators

Indicator	Measure	Notes	Forecast	Budget	Strategic Resource Plan			Trend +/-
			Actual 2014/15	2015/16	Projections			
					2016/17	2017/18	2018/19	
<b>Efficiency</b>								
Expenditure level	Total expenditure / no. of assessments		\$3,182	<b>\$3,088</b>	\$3,094	\$3,145	\$3,241	+
Revenue level	Residential rate revenue / No. of residential assessments		\$1,494	<b>\$1,535</b>	\$1,576	\$1,619	\$1,662	+
Workforce turnover	No. of resignations & terminations / average no. of staff		11.5%	<b>11.5%</b>	11.5%	11.5%	11.5%	o

Key to Forecast Trend:

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

#### Notes to indicators

**1 Adjusted underlying result** – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Improvement in financial performance expected over the period, although continued losses means reliance on Council's cash reserves or increased debt to maintain services.

**2 Working Capital** – The proportion of current liabilities represented by current assets. Working capital is forecast to decrease significantly in 2018/19 year due to an interest only loan moving in to current liabilities.

**3 Debt compared to rates** - Trend indicates Council's reducing reliance on debt against its annual rate revenue through redemption of long term debt.

**4 Asset renewal** - This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

**5 Rates concentration** - Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become more reliant on rate revenue compared to all other revenue sources.

## 2015/2016 Budget

### Strategic Resource Plan & Financial Performance Indicators

#### 8.4 Non-financial resources

In addition to the financial resources to be consumed over the planning period, Council will also consume non-financial resources, in particular human resources. A summary of Council's anticipated human resources requirements for the 2015/16 year is shown below and further detail is included in section 4.3.1 of this budget. A statement of Human Resources is included in Appendix A.

Indicator	Forecast	Budget 2015/16	Strategic Resource Plan		
	Actual 2014/15		Projections		
			2016/17	2017/18	2018/19
Employee costs (\$'000)					
- Operating	50,573	<b>53,373</b>	55,241	57,174	59,175
- Capital	48	<b>48</b>	0	0	0
Total	50,620	<b>53,420</b>	55,241	57,174	59,175
Employee numbers (FTE)	587	<b>591</b>	591	591	591

## 2015/2016 Budget Rating Information

### 9. Rating information

This section contains information on Council's past and foreshadowed rating levels along with Council's rating structure and the impact of changes in property valuation. This section should be read in conjunction with Council's Rating Strategy which is available on Council's website.

#### 9.1 Rating Context

In developing the Strategic Resource Plan (referred to in Section 8), rates and charges was identified as an important source of income, accounting for approximately 56% of the total income received by Council annually. Planning for future rate increases has therefore been an important component of the Long Term Financial Planning process. The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the Latrobe community.

However, it has also been necessary to balance the importance of rate income as a funding source with community sensitivity to increases, particularly given the change to bi-annual general revaluations. To ensure that deliberations about future rate increases have been made on an informed basis, comparisons were made of historical rate increases between the Council and other similar sized councils. The following table shows a comparison of the last five years and also the average rates per capita for the 2014/15 year.

Year	Latrobe City Council
2010/11	5.5%
2011/12	5.8%
2012/13	5.8%
2013/14	5.2%
2014/15	3.9%
<b>Average increase</b>	<b>5.2%</b>
<b>Average per capita 2014/15</b>	<b>\$803</b>

The table indicates that over the past five years Council's rate increases have averaged 5.2% and that the average per capita rates for 2014/15 (excluding rating Agreements) were \$803.

## 2015/2016 Budget Rating Information

### 9.2 Current year rate

The 2015/16 operating position is predicted to be significantly impacted by wages growth and reductions in government funding. It will therefore be necessary to achieve future income growth whilst containing costs in order to achieve an underlying breakeven operating position by 2015/16 as set out in the Strategic Resource Plan. The contribution from operations toward capital investment of \$16.767 million for the 2014/15 year is less than the desired level and therefore, unless it can be increased, it will be difficult to maintain robust capital works programs into the future.

In order to achieve these objectives whilst maintaining service levels and a robust capital expenditure program, overall rates and charges will increase by 3.00% in 2015/16 raising total rates of \$79.100 million, including \$0.301 million generated from supplementary rates. General rates (including Electricity Act and Rating agreement payments) and municipal charge increase by 2.99% or \$1.763 million while garbage charges increase by \$9 per service which equates to 3.06% or \$0.305 million. In addition the State Government imposed Landfill levy increases by 2.63% or \$0.017 million, Council will need to unfortunately pass these increases onto residents. In the interests of clarity the EPA levy component was separated from the Garbage Charge in 2011/12 and this will again occur in 2015/16.

The following table sets out future projected rate increases and total rates to be raised, based on the forecast financial position of Council as at 30 June 2015 and the long term financial plan.

Year	General Rate Increase %	Municipal Charge Increase %	Garbage Charge Increase %	Landfill Levy Increase %	Total Rates Raised \$'000
2014/15	3.9	4.2	3.5	8.0	69,600
2015/16	3.0	3.0	3.1	2.6	71,900
2016/17	2.5	2.5	2.5	2.5	74,198
2017/18	2.5	2.5	2.5	2.5	76,567
2018/19	2.5	2.5	2.5	2.5	79,007

### 9.3 Rating structure

Council has established a rating structure which is comprised of three key elements. These are:

- Property values, form the central basis of rating under the *Local Government Act 1989*.
- A user pays component to reflect usage of certain services provided by Council.
- A fixed municipal charge per property to cover some of other administrative costs of the Council.

Striking a proper balance between these elements provides equity in the distribution of the rate burden across residents.

## 2015/2016 Budget Rating Information

Council makes a further distinction within the property value component of rates based on the purpose for which the property is used, that is, whether the property is used for residential, commercial, industrial or farm purposes.

Council has previously made a decision to apply a Capital Improved Value (CIV) basis to calculating individual property rates on the grounds that it provides the most equitable distribution of rates across the municipality. There are currently no plans to change this basis.

The existing rating structure comprises two differential rates (general and farm) and a rate concession for recreational land. These rates are structured in accordance with the requirements of section 161 "Differential Rates" of the Act. Under the Cultural and Recreational Lands Act 1963, provision is made for a Council to grant a rating concession to any "recreational lands" which meet the test of being "rateable land" under the Act. The farm rate is set at 75 % of the general rate and the rate concession for recreational land is set at 50% of the general rate. In addition, there are two recreational assessments which receive an additional rebate. These rebates are applied as a result of significant changes in the CIV valuations resulting from the rezoning of land and changes in valuation methodologies. It was considered that without applying a rebate the levied amounts would fail to take into consideration the requirement under the Cultural and Recreational Lands Act 1963 of the need for having regard to the services provided by Council in relation to such lands, and the benefit to the community derived from such recreational lands. Council reaffirmed its intention to maintain the existing rating relativities for farm rates in the 2015/16 Budget. Council also has a municipal charge, a garbage charge and the State Government Landfill Levy charges as allowed under the Act.

The following table summarises the rates to be determined for the 2015/16 year. A more detailed analysis of the rates to be raised is contained in Appendix B "Statutory Disclosures".

Rate type	How applied	2014/15	2015/16	Change
General Rates (Residential, Industrial & Commercial)	Cents/\$ CIV	0.00458663	0.00473581	3.3%
Farm Rates	Cents/\$ CIV	0.00343997	0.00355186	3.3%
Recreational Rates	Cents/\$ CIV	0.00229332	0.00236791	3.3%
Municipal charge	\$/ property	\$125.00	\$128.00	2.4%
Garbage charge	\$/ property	\$295.00	\$304.00	3.1%
Landfill levy charge	\$/ property	\$19.00	\$19.50	2.6%

## **2015/2016 Budget Rating Information**

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### **9.4 General revaluation of properties**

The next general revaluation of all properties within the municipality will be as at 1 January 2016 and will be first applied to the 2016/17 financial year.

Council will be maintaining the existing differential rate for the farming properties and a discount for cultural recreation land for the 2015/16 year. Therefore, in aggregate, total rates and charges will increase by 3.00% excluding supplementary rates compared to 2014/15.



## 2015/2016 Budget Other Strategies

### 10. Other strategies

This section sets out the strategies that have been developed and incorporated into the Strategic Resource Plan including borrowings, infrastructure and service delivery.

#### 10.1 Borrowings

In developing the Strategic Resource Plan (SRP) (see Section 8.1), borrowings were identified as an important funding source for the capital works programs. In the past, Council has borrowed to finance specific infrastructure projects and significant unfunded defined benefits superannuation liability calls.

The SRP includes the results of an analysis of Council's debt position against the recommended ratios used by the Victorian State Government to assess the loan capacity of local governments. It also shows the results of the 'obligations' indicators that are part of the prescribed financial reporting indicators. The outcome of the analysis highlighted that a debt of \$18.033 million could be comfortably accommodated. Council's future borrowing requirements may be influenced by external government funding opportunities that require some contribution from council in order to finance major capital projects.

For the 2015/16 year, Council proposes no new borrowings and after making loan repayments of \$2.360 million, its total borrowings will decrease to \$18.033 million as at 30 June 2016. The following table sets out future proposed borrowings, based on the forecast financial position of Council as at 30 June 2015.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2014/15	11,566	10,823	1,129	20,393
2015/16	0	2,360	1,076	18,033
2016/17	2,150	1,887	927	18,296
2017/18	2,000	1,869	893	18,427
2018/19	2,000	1,371	869	19,056

The table below shows information on borrowings specifically required by the Regulations.

	2014/15 \$	2015/16 \$
Total amount borrowed as at 30 June of the prior year	19,650	20,393
Total amount to be borrowed	11,566	0
Total amount projected to be redeemed	(10,823)	(2,360)
Total amount proposed to be borrowed as at 30 June	20,393	18,033

## 2015/2016 Budget Other Strategies

### 10.2 Infrastructure

The Council has developed an Asset management Strategy and is currently reviewing and developing various Asset Management Plans, which sets out the capital expenditure requirements of the Council for the next 10 years by class of asset and project and is a key input to the long term financial plan. It predicts infrastructure consumption, renewal needs and considers infrastructure needs to meet future community service expectations. The Strategy development process includes a rigorous process of consultation and evaluation. The key aspects of the process are as follows:

- Long term capital planning process which integrates with the Council Plan, Strategic Resource Plan and Annual Budget processes.
- Listing of all known capital projects and adopted strategies and plans, prioritised within classes on the basis of evaluation criteria.
- Transparent process for evaluating and prioritising capital projects.
- Methodology for allocating annual funding to classes of capital projects.
- Standard templates for officers to document capital project submissions.

The capital planning process is undertaken annually and used to ensure that Infrastructure Strategy represents the current capital expenditure requirements of the Council.

A key objective of the Infrastructure Strategy is to maintain or renew Council's existing assets at desired condition levels. If sufficient funds are not allocated to asset renewal then Council's investment in those assets will reduce, along with the capacity to deliver services to the community. A measure of Council's performance in respect to infrastructure management is the sustainability index. This is the proportion of the total asset value consumed (equivalent to the annual depreciation charge), compared to the amount spent in preserving the asset (expenditure aimed at ensuring the asset reaches its intended useful life) on an annual basis. A value of 100% (or greater in the short term) is the desired target and the Long Term Financial Plan aims to maintain a sustainability index of 100%.

The following influence had a significant impact on the Infrastructure Strategy for the 2015/16 year:

- Continuation of significant Federal funding for upgrade of roads (Roads to Recovery funding of \$2.383 million has been assumed for 2015/16 which is double the normal annual allocation).

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

Year	Total Capital Program \$'000	Grants and Contrib's \$'000	Borrowings \$'000	Asset Sales \$'000	Statutory Reserves \$'000	Council Cash \$'000
2014/15	40,627	13,665	3,350	1,750	491	21,371
<b>2015/16</b>	<b>35,226</b>	<b>10,620</b>	<b>0</b>	<b>719</b>	<b>129</b>	<b>23,757</b>
2016/17	32,179	7,742	2,150	600	0	21,687
2017/18	27,135	5,292	2,000	600	0	19,243
2018/19	24,598	1,957	2,000	600	0	20,041

## 2015/2016 Budget Other Strategies

In addition to using cash generated from its annual operations, borrowings and external contributions such as government grants, Council has significant cash or investment reserves that are also used to fund a variety of capital projects. These reserves are either 'statutory' or 'discretionary' cash reserves. Statutory reserves relate to cash and investments held by Council that must be expended on a specific purpose as directed by legislation or a funding body, and include contributions to car parking, drainage and public resort and recreation. Discretionary cash reserves relate to those cash and investment balances that have been set aside by Council and can be used at Council's discretion, even though they may be earmarked for a specific purpose.

### 10.3 Service delivery

This section of the report considers the Council's service delivery strategy including strategy development, key influences and service delivery outcomes. A number of service delivery strategies will be developed and/or reviewed during 2015/16 year. Latrobe 2026 and the Council Plan 2013-2017 identify key service area reviews and strategy development for service areas. The Rating Information (see Section 9.) also refers to modest rate increases into the future. With these key objectives as a basis, a number of internal and external influences have been identified through discussions with management which will have a significant impact on the scope and level of services to be provided over the next four years.

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

	2015/16	2016/17	2017/18	2018/19
	%	%	%	%
Consumer Price Index	2.5	2.5	2.5	2.5
Rate increases	3.0	2.5	2.5	2.5
Property growth	0.7	0.7	0.7	0.7
Wages growth	3.5	3.5	3.5	3.5
Government funding (excl. Federal Assistance Grants)	2.0	2.0	2.0	2.0
Statutory fees	2.5	2.5	2.5	2.5
Investment return	3.5	3.5	3.5	3.5

The service delivery outcomes measured in financial terms are shown in the following table.

Year	Surplus (Deficit) for the year \$'000	Adjusted Underlying Surplus (Deficit) \$'000
2014/15	12,512	(3,211)
<b>2015/16</b>	<b>11,962</b>	<b>1,684</b>
2016/17	11,692	3,100
2017/18	10,274	4,131
2018/19	6,524	3,715

Service levels have been maintained throughout the four year period. The operating surplus forecast for 2014/15 year is primarily in line with the original budget forecast after taking into account the effect of capital income and funding that had been received in 2013/14 for programs/projects in 2014/15. Excluding the effects of non-operating income such as capital contributions, the underlying result predicts a surplus for 2015/16 and for the following four years.

## 2015/2016 Budget Appendices

### Appendices

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

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

The contents of the appendices are summarised below:

Appendix	Nature of information	Page
A	Financial statements	66
B	Rates and charges	73
C	Capital works program	79
D	Fees and charges schedule	87
E	Strategies and Plans	143

## 2015/2016 Budget Appendices

### Appendix A

#### Financial Statements

This appendix presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the years 2015/16 to 2018/19 has been extracted from the Strategic Resource Plan.

At the end of each financial year Council is required to include in the Financial Statements in its Annual Report a comparison of actual income and expenditure compared with the income and expenditure in the financial statements in the Budget.

The appendix includes the following budgeted information:

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

## 2015/2016 Budget Appendices

### Budgeted Comprehensive Income Statement

For the four years ending 30 June 2019

	Forecast	<b>Budget</b>	Strategic Resource Plan		
	Actual		Projections		
	2014/15	<b>2015/16</b>	2016/17	2017/18	2018/19
	\$'000	<b>\$'000</b>	\$'000	\$'000	\$'000
<b>Income</b>					
Rates and charges	69,600	<b>71,900</b>	74,198	76,567	79,007
Grants - Operating (recurrent)	23,758	<b>23,304</b>	23,482	23,663	23,846
Grants - Operating (non-recurrent)	2,315	<b>580</b>	416	322	329
Grants - Capital (recurrent)	1,175	<b>2,384</b>	1,192	1,192	1,192
Grants - Capital (non-recurrent)	13,521	<b>8,237</b>	6,550	4,100	765
User fees and charges	15,818	<b>16,065</b>	16,466	16,878	17,300
Developer contributions	202	<b>41</b>	42	43	44
Developer contributed assets	2,000	<b>2,000</b>	2,000	2,000	2,000
Other Income	3,575	<b>3,382</b>	3,477	3,586	3,699
<b>Total income</b>	<b>131,963</b>	<b>127,892</b>	<b>127,823</b>	<b>128,351</b>	<b>128,182</b>
<b>Expenses</b>					
Employee costs	50,573	<b>53,373</b>	55,241	57,174	59,175
Materials and services	39,126	<b>33,682</b>	31,357	30,670	31,546
Bad and doubtful debts	19	<b>16</b>	16	16	16
Depreciation and amortisation	23,300	<b>22,946</b>	23,641	24,260	24,871
Finance costs	1,055	<b>1,076</b>	927	893	869
Other Expenditure	5,379	<b>4,837</b>	4,949	5,064	5,181
<b>Total expenses</b>	<b>119,451</b>	<b>115,930</b>	<b>116,131</b>	<b>118,077</b>	<b>121,658</b>
<b>Surplus (deficit) for the year</b>	<b>12,512</b>	<b>11,962</b>	<b>11,692</b>	<b>10,274</b>	<b>6,524</b>
<b>Other comprehensive income</b>					
Net Asset Revaluation movement	21,153	<b>21,474</b>	22,168	22,826	23,379
<b>Total comprehensive result</b>	<b>33,665</b>	<b>33,436</b>	<b>33,860</b>	<b>33,100</b>	<b>29,903</b>

## 2015/2016 Budget Appendices

### Budgeted Balance Sheet

For the four years ending 30 June 2019

	Forecast	<b>Budget</b>	Strategic Resource Plan		
	Actual 2014/15 \$'000		2015/16 \$'000	Projections	
			2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
<b>Current assets</b>					
Cash and cash equivalents	37,515	<b>27,235</b>	27,254	32,370	37,689
Trade and other receivables	9,667	<b>9,672</b>	9,641	9,703	9,696
Prepayments	365	<b>375</b>	384	394	403
Financial Assets	3,310	<b>4,000</b>	4,000	4,000	4,000
<b>Total current assets</b>	<b>50,857</b>	<b>41,282</b>	<b>41,280</b>	<b>46,467</b>	<b>51,789</b>
<b>Non-current assets</b>					
Trade and other receivables	7	<b>0</b>	0	0	0
Property, infrastructure, plant and equipment	1,073,705	<b>1,108,740</b>	1,140,846	1,167,946	1,192,454
Financial Assets	2	<b>2</b>	2	2	2
<b>Total non-current assets</b>	<b>1,073,714</b>	<b>1,108,742</b>	<b>1,140,848</b>	<b>1,167,948</b>	<b>1,192,456</b>
<b>Total assets</b>	<b>1,124,571</b>	<b>1,150,024</b>	<b>1,182,128</b>	<b>1,214,415</b>	<b>1,244,245</b>
<b>Current liabilities</b>					
Trade and other payables	11,000	<b>8,106</b>	7,756	7,802	8,032
Provisions	14,710	<b>14,072</b>	13,824	14,217	14,662
Interest bearing loans & borrowings	2,360	<b>1,887</b>	1,869	1,371	12,382
Trust funds & deposits	2,200	<b>2,255</b>	2,312	2,370	2,429
<b>Total current liabilities</b>	<b>30,270</b>	<b>26,320</b>	<b>25,761</b>	<b>25,760</b>	<b>37,505</b>
<b>Non-current liabilities</b>					
Provisions	11,852	<b>9,709</b>	8,230	6,790	5,353
Interest bearing loans & borrowings	18,033	<b>16,143</b>	16,424	17,053	6,671
<b>Total non-current liabilities</b>	<b>29,885</b>	<b>25,852</b>	<b>24,654</b>	<b>23,843</b>	<b>12,024</b>
<b>Total liabilities</b>	<b>60,155</b>	<b>52,172</b>	<b>50,415</b>	<b>49,603</b>	<b>49,529</b>
<b>Net assets</b>	<b>1,064,416</b>	<b>1,097,852</b>	<b>1,131,713</b>	<b>1,164,813</b>	<b>1,194,717</b>
<b>Equity</b>					
Accumulated surplus	641,112	<b>653,161</b>	664,812	675,042	681,520
Asset revaluation reserve	421,272	<b>442,746</b>	464,915	487,740	511,122
Other Reserves	2,032	<b>1,944</b>	1,986	2,030	2,075
<b>Total equity</b>	<b>1,064,416</b>	<b>1,097,852</b>	<b>1,131,713</b>	<b>1,164,813</b>	<b>1,194,717</b>

## 2015/2016 Budget Appendices

### Budgeted Statement of Changes in Equity

For the four years ending 30 June 2019

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2016</b>				
Balance at beginning of the financial year	1,064,416	641,112	421,272	2,032
Surplus for the year	11,962	11,962	0	0
Net asset revaluation increment	21,474	0	21,474	0
Transfer to reserves	0	(41)	0	41
Transfer from reserves	0	129	0	(129)
<b>Balance at end of the financial year</b>	<b>1,097,852</b>	<b>653,162</b>	<b>442,746</b>	<b>1,944</b>
<b>2017</b>				
Balance at beginning of the financial year	1,097,852	653,161	442,746	1,944
Surplus for the year	11,692	11,692	0	0
Net asset revaluation increment	22,168	0	22,168	0
Transfer to reserves	0	(42)	0	42
Transfer from reserves	0	0	0	0
<b>Balance at end of the financial year</b>	<b>1,131,711</b>	<b>664,811</b>	<b>464,915</b>	<b>1,986</b>
<b>2018</b>				
Balance at beginning of the financial year	1,131,713	664,812	464,915	1,986
Surplus for the year	10,274	10,274	0	0
Net asset revaluation increment	22,826	0	22,826	0
Transfer to reserves	0	(44)	0	44
Transfer from reserves	0	0	0	0
<b>Balance at end of the financial year</b>	<b>1,164,812</b>	<b>675,042</b>	<b>487,740</b>	<b>2,030</b>
<b>2019</b>				
Balance at beginning of the financial year	1,164,813	675,042	487,740	2,030
Surplus for the year	6,524	6,524	0	0
Net asset revaluation increment	23,379	0	23,379	0
Transfer to reserves	0	(45)	0	45
Transfer from reserves	0	0	0	0
<b>Balance at end of the financial year</b>	<b>1,194,716</b>	<b>681,521</b>	<b>511,119</b>	<b>2,075</b>



## 2015/2016 Budget Appendices

### Budgeted Statement of Cash Flows

For the four years ending 30 June 2019

	Forecast	<b>Budget</b>	Strategic Resource Plan		
	Actual		Projections		
	2014/15	2015/16	2016/17	2017/18	2018/19
	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows (Outflows)	<b>Inflows</b> <b>(Outflows)</b>	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>					
Rates and charges	68,905	<b>71,892</b>	74,207	76,520	79,002
Grants - operating	26,072	<b>23,652</b>	23,842	24,013	24,217
Grants - capital	14,696	<b>10,619</b>	7,743	5,289	1,957
User fees and fines	15,818	<b>16,063</b>	16,468	16,868	17,299
Interest	1,424	<b>1,382</b>	1,428	1,484	1,546
Developer Contributions	202	<b>41</b>	42	43	44
Other Receipts	2,152	<b>2,229</b>	2,108	2,056	2,109
Employee costs	(49,681)	<b>(54,854)</b>	(55,072)	(57,219)	(58,994)
Materials and services	(41,436)	<b>(34,917)</b>	(31,532)	(30,960)	(31,722)
Trust Funds and Deposits	(14)	<b>55</b>	56	58	59
Other Payments	(5,365)	<b>(7,809)</b>	(7,028)	(5,740)	(5,960)
<b>Net cash from operating activities</b>	<b>32,772</b>	<b>28,353</b>	<b>32,262</b>	<b>32,412</b>	<b>29,557</b>
<b>Cash flows from investing activities</b>					
Proceeds from property, plant and equipment	3,050	<b>719</b>	600	600	600
Proceeds from sale of investments	0	<b>(690)</b>	0	0	0
Payments for property, plant and equipment	(40,627)	<b>(35,226)</b>	(32,179)	(27,134)	(24,597)
<b>Net cash used in investing activities</b>	<b>(37,577)</b>	<b>(35,197)</b>	<b>(31,579)</b>	<b>(26,534)</b>	<b>(23,997)</b>
<b>Cash flows from financing activities</b>					
Finance costs	(1,055)	<b>(1,076)</b>	(927)	(893)	(869)
Proceeds from borrowings	11,566	<b>0</b>	2,150	2,000	2,000
Repayment of borrowings	(10,823)	<b>(2,360)</b>	(1,887)	(1,869)	(1,371)
<b>Net cash provided by (used in) financing activities</b>	<b>(313)</b>	<b>(3,436)</b>	<b>(664)</b>	<b>(762)</b>	<b>(240)</b>
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>	<b>(5,117)</b>	<b>(10,280)</b>	<b>19</b>	<b>5,116</b>	<b>5,320</b>
Cash & cash equivalents at beginning of year	42,632	<b>37,515</b>	27,235	27,254	32,370
<b>Cash &amp; cash equivalents at end of year</b>	<b>37,515</b>	<b>27,235</b>	<b>27,254</b>	<b>32,370</b>	<b>37,690</b>

## 2015/2016 Budget Appendices

### Budgeted Statement of Capital Works

For the four years ending 30 June 2019

	Forecast	<b>Budget</b>	Strategic Resource Plan		
	Actual		Projections		
	2014/15	2015/16	2016/17	2017/18	2018/19
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>					
Land	550	0			
Buildings	8,003	10,016	9,000	2,175	148
Building Improvements	1,681	750	750	750	750
Heritage Buildings	30	270			
<b>Total property</b>	<b>10,263</b>	<b>11,036</b>	<b>9,750</b>	<b>2,925</b>	<b>898</b>
<b>Plant and Equipment</b>					
Plant, Machinery & Equipment	3,179	2,869	2,120	2,120	2,120
Fixtures, Fittings & Furniture	27	135	35	35	35
Computers & Telecommunications	569	645	404	473	1,213
<b>Total Plant and Equipment</b>	<b>3,775</b>	<b>3,649</b>	<b>2,559</b>	<b>2,628</b>	<b>3,368</b>
<b>Infrastructure</b>					
Roads	18,172	14,841	11,092	11,092	11,092
Footpaths & Cycleways	1,747	1,200	1,250	1,450	1,750
Bridges & Culverts	823	450	1,050	450	2,050
Off Street Carparks	551	193	100	100	100
Drainage	1,702	1,621	1,738	8,350	2,200
Recreational, Leisure & Community Facilities	16	1,300	0	0	3,000
Parks, Open Space & Streetscapes	443	136	140	140	140
Waste Management	2,000	800	4,500	0	0
Other Infrastructure	1,135	0	0	0	0
<b>Total Infrastructure</b>	<b>26,589</b>	<b>20,541</b>	<b>19,870</b>	<b>21,582</b>	<b>20,332</b>
<b>Total capital works expenditure</b>	<b>40,627</b>	<b>35,226</b>	<b>32,179</b>	<b>27,134</b>	<b>24,597</b>
<b>Represented by:</b>					
New asset expenditure	16,989	11,771	13,415	6,015	4,015
Asset renewal expenditure	17,368	19,224	16,364	17,319	18,432
Asset expansion expenditure	0	2,121	1,900	1,900	1,750
Asset upgrade expenditure	6,270	2,110	500	1,900	400
<b>Total capital works expenditure</b>	<b>40,627</b>	<b>35,226</b>	<b>32,179</b>	<b>27,134</b>	<b>24,597</b>

## 2015/2016 Budget Appendices

### Budgeted Statement of Human Resources

For the four years ending 30 June 2019

	Forecast	<b>Budget</b>	Strategic Resource Plan		
	Actual		Projections		
	2014/15	2015/16	2016/17	2017/18	2018/19
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>					
Employee costs - operating	50,573	<b>53,373</b>	55,241	57,174	59,175
Employee costs - capital	48	<b>48</b>	0	0	0
<b>Total staff expenditure</b>	<b>50,620</b>	<b>53,420</b>	<b>55,241</b>	<b>57,174</b>	<b>59,175</b>
	FTE	FTE	FTE	FTE	FTE
<b>Staff numbers</b>					
Employees	587.3	<b>590.7</b>	590.7	590.7	590.7
<b>Total staff numbers</b>	<b>587.3</b>	<b>590.7</b>	<b>590.7</b>	<b>590.7</b>	<b>590.7</b>

## **2015/2016 Budget Appendices**

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### **Appendix B**

#### **Rates and charges**

This appendix presents information which the Act and the Regulations require to be disclosed in the Council's annual budget.

## 2015/2016 Budget Appendices

### 1. Rates and charges

#### 1.1 The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2014/15 cents/\$CIV	2015/16 cents/\$CIV	Change
General rate for rateable residential properties	0.00458663	<b>0.00473581</b>	3.3%
General rate for rateable commercial properties	0.00458663	<b>0.00473581</b>	3.3%
General rate for rateable industrial properties	0.00458663	<b>0.00473581</b>	3.3%
General rate for rateable farm properties	0.00343997	<b>0.00355186</b>	3.3%
Rate concession for rateable recreational properties	0.00229332	<b>0.00236791</b>	3.3%

#### 1.2 The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2014/15 \$	2015/16 \$	Change
General	41,806,752	<b>43,699,208</b>	4.5%
Farm	2,944,274	<b>2,952,302</b>	0.3%
Recreational*	50,202	<b>51,812</b>	3.2%
<b>Total amount to be raised by general rates</b>	<b>44,801,228</b>	<b>46,703,322</b>	4.2%

\*Includes additional rate rebates totalling \$22,550 to be applied to two Recreational properties.

#### 1.3 The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2014/15	2015/16	Change
General	36,105	<b>36,218</b>	0.3%
Farm	1,320	<b>1,306</b>	(1.1%)
Recreational	16	<b>16</b>	0.0%
<b>Total number of assessments</b>	<b>37,441</b>	<b>37,540</b>	0.3%

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

#### 1.5 The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2014/15 \$	2015/16 \$	Change
General	9,114,917,000	<b>9,227,397,000</b>	1.2%
Farm	855,901,000	<b>831,199,000</b>	(2.9%)
Recreational	30,938,000	<b>31,404,000</b>	1.5%
<b>Total</b>	<b>10,001,756,000</b>	<b>10,090,000,000</b>	0.9%

## 2015/2016 Budget Appendices

1.6 The municipal charge under section 159 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2014/15 \$	Per Rateable Property 2015/16 \$	Change
Municipal	125.00	128.00	2.4%

1.7 The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge	2014/15 \$	2015/16 \$	Change
Municipal	4,625,375	4,760,320	2.9%

1.8 The rate or unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2014/15 \$	Per Rateable Property 2015/16 \$	Change
Garbage collection	295.00	304.00	3.1%
Landfill levy	19.00	19.50	2.6%

1.9 The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2014/15 \$	2015/16 \$	Change
Garbage collection	9,912,540	10,280,703	3.7%
Landfill levy	640,319	660,972	3.2%

Where exemptions are granted, waste services will be charged for services utilized as follows:

Type of Charge	Per Rateable Property 2014/15 \$	Per Rateable Property 2015/16 \$	Change
Garbage 120L Bin	200.00	206.00	3.0%
Garbage 240L Bin	295.00	304.00	3.1%
Garbage 240L Bin - Special	227.00	234.00	3.1%
Recycling	50.00	52.00	4.0%
Organics/Green Waste	45.00	46.00	2.2%

## 2015/2016 Budget Appendices

### 1.10 The estimated total amount to be raised by all rates and charges compared with the previous financial year

	2014/15 \$	2015/16 \$	Change
General Rates	44,801,227	<b>46,703,322</b>	4.2%
Municipal Charges	4,625,375	<b>4,760,320</b>	2.9%
Garbage Charges	9,912,540	<b>10,280,703</b>	3.7%
Landfill Levy	640,319	<b>660,972</b>	3.2%
Payments in lieu of rates ( delete 1.11)	9,013,124	<b>9,193,385</b>	2.0%
Supplementary rates and charges	407,415	<b>301,298</b>	(26.0%)
<b>Total</b>	<b>69,400,000</b>	<b>71,900,000</b>	3.6%

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

- The making of supplementary valuations;
- The variation of returned levels of value (e.g. valuation appeals);
- Changes of use of land such that rateable land becomes non-rateable land and vice versa; and
- Changes of use of land such that residential land becomes business land and vice versa.

## 2. Differential rates

### 2.1 Rates to be levied

The rate and amount of rates payable in relation to land in each category of differential are:

- A farm rate of 0.00355186 for all rateable farm properties.

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out below.

## 2015/2016 Budget Appendices

### 2.2 Farm Land

Farm land is as defined in Section 2 of the Valuation of Land Act 1960, namely, any rateable land which is not less than 2 hectares in area and which is used primarily for carrying on one or more of the following businesses or industries:

- (i) grazing (including agistment)
- (ii) dairying
- (iii) pig farming
- (iv) poultry farming
- (v) fish farming
- (vi) tree farming
- (vii) bee keeping
- (viii) viticulture
- (ix) horticulture
- (x) fruit growing
- (xi) the growing of crops of any kind, and

that is used by a business:

- (i) that has a significant and substantial commercial purpose or character; and
- (ii) that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
- (iii) that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way it is operating.

The reasons for the use of this rate are that:

- (i) the types and classes of land to which the rate applies can be easily identified;
- (ii) it is appropriate to have a farm rate so as to fairly rate farm land;
- (iii) the level of the farm rate is appropriate having regard to all relevant matters including the use to which farm land is put and the amount to be raised by Council's Municipal charge;
- (iv) the level of the farm rate is appropriate to ensure that the burden of the payment of general rates is fairly apportioned across all rateable land within the Municipal district;

which objectives the Council considers are consistent with the economical and efficient carrying out of its functions.



## 2015/2016 Budget Appendices

### 2.3 Recreational Land

Recreational land is defined in accordance with Section 4 of the Cultural & Recreational Lands Act 1963.

The rate concession for recreational land is set at 50% of the general rate. In addition, there are two recreational assessments which receive an additional rebate. These rebates are applied as a result of significant changes in the CIV valuations resulting from the rezoning of land and changes in valuation methodologies. It was considered that without applying a rebate the levied amounts would fail to take into consideration the requirement under the Cultural and Recreational Lands Act 1963 of the need for having regard to the services provided by Council in relation to such lands, and the benefit to the community derived from such recreational lands.

### 2.4 General Rate

The General Rate is applied to any rateable land that is not defined as farm land or recreational land.

The reasons for the use of that rate are that:-

- (i) the types and classes of land to which the rate applies can be easily identified;
- (ii) it is appropriate to have a general rate so as to fairly rate lands other than recreational and farm lands;
- (iii) the level of this rate is appropriate having regard to all relevant matters including the use to which farm land is put and the amount to be raised by Council's Municipal charge;
- (v) the level of the farm rate is appropriate to ensure that the burden of the payment of general rates is fairly apportioned across all rateable land within the Municipal district.

## 2015/2016 Budget Appendices

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### Appendix C

#### Capital works program

This appendix presents a listing of the capital works projects that will be undertaken for the 2015/16 year.

The capital works projects are grouped by class and include the following:

- New works for 2015/16
- Works carried forward from the 2014/15 year.

The capital works detailed report also includes a list of works that, although not classified as assets for accounting purposes, will be undertaken in conjunction with the capital works program. The funding for these works and associated expenditure forms part of the operating budget.

## 2015/2016 Budget Appendices

Capital works program  
For the year ending 30 June 2016

### 1. New works

Capital Works Area	Project Cost \$'000	Summary of funding sources Council			
		Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
<b>PROPERTY</b>					
<b>Buildings</b>					
<b>New Works</b>					
Moe Rail Precinct Revitalisation Project	4,475	4,450		25	
<b>Renewal</b>					
Traralgon Star Outdoor Kitchen	40			40	
<b>Total Buildings</b>	<b>4,515</b>	<b>4,450</b>	<b>0</b>	<b>65</b>	<b>0</b>
<b>Buildings Improvements</b>					
<b>Renewal</b>					
Roof Replacement program	100			100	
Latrobe Leisure Maintenance and Upgrades	585			585	
Traralgon Table Tennis Association - replacement flooring	65			65	
<b>Total Building Improvements</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>750</b>	<b>0</b>
<b>TOTAL PROPERTY</b>	<b>5,265</b>	<b>4,450</b>	<b>0</b>	<b>815</b>	<b>0</b>
<b>PLANT &amp; EQUIPMENT</b>					
<b>Plant, Machinery &amp; Equipment</b>					
<b>Renewal</b>					
Plant & Equipment Replacement Program	769			769	
Fleet Replacement Program	1,380			1,380	
Latrobe Leisure Equipment Replacement	50			50	
Performing Arts Lighting & Sound Stage Equipment Replacement Program	20			20	
Landfill Compactor	650			650	
<b>Total Plant, Machinery &amp; Equipment</b>	<b>2,869</b>	<b>0</b>	<b>0</b>	<b>2,869</b>	<b>0</b>
<b>Fixtures, Fittings &amp; Furniture</b>					
<b>Renewal</b>					
Office Furniture & Equipment Replacement	20			20	
Performing Arts Theatrical Dimming System Replacement	100			100	
Artworks acquisitions - Morwell LRG	15			15	
<b>Total Fixtures, Fittings &amp; Furniture</b>	<b>135</b>	<b>0</b>	<b>0</b>	<b>135</b>	<b>0</b>
<b>Computers &amp; Telecommunications</b>					
<b>Renewal</b>					
IT Equipment Replacement Program	400			400	
<b>Total Computers &amp; Telecommunications</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>0</b>
<b>TOTAL PLANT &amp; EQUIPMENT</b>	<b>3,404</b>	<b>0</b>	<b>0</b>	<b>3,404</b>	<b>0</b>

## 2015/2016 Budget Appendices

Capital Works Area	Project Cost \$'000	Summary of funding sources Council			
		Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
<b>INFRASTRUCTURE</b>					
<b><u>Bridges</u></b>					
<b>Renewal</b>					
Bridge and Major Culvert works	450			450	
<b>Total Bridges</b>	<b>450</b>	0	0	450	0
<b><u>Footpaths &amp; Cycleways</u></b>					
<b>Renewal</b>					
Footpath replacement program	1,000			1,000	
<b>Expansion</b>					
New footpaths to link existing footpath networks	200			200	
<b>Total Footpaths &amp; Cycleways</b>	<b>1,200</b>	0	0	1,200	0
<b><u>Off Street Carparks</u></b>					
<b>Renewal</b>					
Recreation Reserves Roads & Off Street Car Park Resealing Program	73			73	
<b>Upgrade</b>					
Carinya Preschool - Car Park Extension	40			40	
<b>Expansion</b>					
Mathison Park Carpark	80	53		27	
<b>Total Off Street Carparks</b>	<b>193</b>	53	0	140	0
<b><u>Roads</u></b>					
<b>Renewal</b>					
Gravel Road Resheet Program	1,250			1,250	
Road Rehabilitation Program	4,791	1,291		3,500	
Local Road Reseal program	4,500			4,500	
<b>Upgrade</b>					
Difficult to maintain pavements program	150			150	
Signalised Intersection Traralgon - Maffra/Marshalls Rd	1,093	1,093			
<b>Total Roads</b>	<b>11,784</b>	2,384	0	9,400	0

## 2015/2016 Budget Appendices

Capital Works Area	Project Cost \$'000	Summary of funding sources Council			
		Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
<b>Drainage</b>					
<b>Expansion</b>					
Drainage Augmentation - Argyle Street South Service Rd	500			500	
Drainage augmentation to Furlonger St-Nixon Ct precinct, Traralgon	500			500	
Bridle Estate, Morwell Flood Protection	391			391	
<b>Total Drainage</b>	<b>1,391</b>	0	0	1,391	0
<b>Recreational, leisure &amp; community facilities</b>					
<b>New</b>					
Traralgon Tennis Show Court	1,300	750		550	
<b>Total Recreational, leisure &amp; community facilities</b>	<b>1,300</b>	<b>750</b>	0	550	0
<b>Parks, Open Space &amp; Streetscapes</b>					
<b>Renewal</b>					
Playground Improvement Implementation Plan	136			136	
<b>Total Parks, Open Space &amp; Streetscapes</b>	<b>136</b>	0	0	136	0
<b>TOTAL INFRASTRUCTURE</b>	<b>16,454</b>	<b>3,187</b>	<b>0</b>	<b>13,267</b>	<b>0</b>
<b>TOTAL NEW CAPITAL WORKS FOR 2015/16</b>	<b>25,123</b>	<b>7,637</b>	<b>0</b>	<b>17,486</b>	<b>0</b>
<b>REPRESENTED BY:</b>					
Asset renewal expenditure	16,379	1,291	0	15,088	0
New asset expenditure	5,790	5,200	0	590	0
Asset upgrade expenditure	1,283	1,093	0	190	0
Asset expansion expenditure	1,671	53	0	1,618	0

## 2015/2016 Budget Appendices

### 2. Works carried forward from the 2014/15 year

Capital Works Area	Project	Summary of funding sources			
	Cost \$'000	Grants \$'000	Contrib's \$'000	Council	
				Cash \$'000	Borrow's \$'000

#### PROPERTY

##### Buildings

##### **New Works**

Moe Rail Precinct Revitalisation Project                      **5,050**                      150                      4,900

##### **Expansion**

Harold Preston Reserve - Traralgon Olympians  
Change Pavilion                      **450**                      5                      20                      425

**Total Buildings**                      **5,500**                      155                      20                      5,325                      0

##### Heritage Buildings

##### **Upgrade**

Traralgon Court House Upgrade                      **270**                      180                      90

**Total Heritage Buildings**                      **270**                      180                      0                      90                      0

**TOTAL PROPERTY**                      **5,770**                      **335**                      **20**                      **5,415**                      **0**

#### PLANT & EQUIPMENT

##### Computers & Telecommunications

##### **Renewal**

I.T Equipment Purchases                      **245**                      245

**Total Computers & Telecommunications**                      **245**                      0                      0                      245                      0

**TOTAL PLANT & EQUIPMENT**                      **245**                      0                      0                      245                      0

#### INFRASTRUCTURE

##### Roads

##### **Renewal**

Road Rehabilitation Program                      **100**                      100

Heavy Industrial Park Road Infrastructure  
Construction                      **2,500**                      2,500

##### **Upgrade**

Rural Gravel Road Sealing Program                      **457**                      79                      378

**Total Roads**                      **3,057**                      2,500                      79                      478                      0

## Appendices

Capital Works Area	Project Cost \$'000	Summary of funding sources Council			
		Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
<b>Drainage</b>					
<b>New Works</b>					
Morwell Park Oval - Drainage	130	50		80	
<b>Upgrade</b>					
Moe North West - Drainage	100			100	
<b>Total Drainage</b>	<b>230</b>	<b>50</b>	<b>0</b>	<b>180</b>	<b>0</b>
<b>Waste Management</b>					
<b>New Works</b>					
Landfill Cell 4 Construction	800			800	
<b>Total Waste Management</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>0</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>4,087</b>	<b>2,550</b>	<b>79</b>	<b>1,458</b>	<b>0</b>
<b>TOTAL WORKS CARRIED FORWARD FROM 2014/15</b>	<b>10,102</b>	<b>2,885</b>	<b>99</b>	<b>7,119</b>	<b>0</b>

**REPRESENTED BY:**

Asset renewal expenditure	2,845	2,500	0	345	0
New asset expenditure	5,980	200	0	5,780	0
Asset upgrade expenditure	827	180	79	568	0
Asset expansion expenditure	450	5	20	425	0

Capital Works Area	Project Cost \$'000	Summary of funding sources Council			
		Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
Asset renewal expenditure	19,224	3,791	0	15,433	0
New asset expenditure	11,771	5,400	0	6,371	0
Asset upgrade expenditure	2,110	1,273	79	758	0
Asset expansion expenditure	2,121	58	20	2,043	0
<b>TOTAL CAPITAL WORKS</b>	<b>35,226</b>	<b>10,522</b>	<b>99</b>	<b>24,605</b>	<b>0</b>

## 2015/2016 Budget Appendices

### 4. CAPITAL WORKS (OPERATING)

*(These projects are of a capital nature but do not meet the definition of capital expenditure due to them either not being on Council owned/or controlled assets or not relating to an asset class recognised by Council. Expenditure on these projects appears in the Budgeted Standard Income Statement).*

Capital Works Area	Project Cost \$'000	Summary of funding sources			
		Grants \$'000	Contrib's \$'000	Council Cash Borrow's \$'000 \$'000	

#### 4.1 NEW WORKS FOR 2015/16

##### Recreation, Leisure & Community Facilities

Duncan Cameron Park Oval: Surface Re-Development	400	50		350	
Ted Summerton Reserve Oval Re-surfacing	600			600	
Morwell Recreation Reserve Netball Courts Design	20			20	
Churchill Bowling Club Synthetic Green	100			100	
Moe Tennis Courts Reconstruction - Stage 1&2	350			350	
<b>Total Recreation, Leisure &amp; Community Facilities</b>	<b>1,470</b>	<b>50</b>	<b>0</b>	<b>1,420</b>	<b>0</b>

##### Parks, Open Space & Streetscapes

Unserviceable Street Furniture Replacement	41			41	
Lighting Latrobe Project - Year 3	203	184		18	
Public Lighting & Flag Pole Replacement Program	145			145	
<b>Total Parks, Open Space &amp; Streetscapes</b>	<b>389</b>	<b>184</b>	<b>0</b>	<b>204</b>	<b>0</b>

##### Waste Management

Rehabilitation of Latrobe City landfill sites including Moe, Morwell, Traralgon, Yallourn	1,500			1,500	
Yinnar Transfer Station Upgrade	8			8	
<b>Total Waste Management</b>	<b>1,508</b>	<b>0</b>	<b>0</b>	<b>1,508</b>	<b>0</b>

##### Other

Small Town Capital Works Program	70			70	
Community Minor Capital Grant Program	360			360	
<b>Total Other</b>	<b>430</b>	<b>0</b>	<b>0</b>	<b>430</b>	<b>0</b>

<b>TOTAL 2015/16 NEW CAPITAL WORKS (OPERATING)</b>	<b>3,797</b>	<b>234</b>	<b>0</b>	<b>3,562</b>	<b>0</b>
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## 2015/2016 Budget Appendices

Capital Works Area	Project	Summary of funding sources			
	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000

### 4.2 WORKS CARRIED FORWARD FROM 2014/15

#### Recreation, Leisure & Community Facilities

Upgrade of the Moe Tennis Complex	376	36		340	
Moe Netball Lighting Project	30			30	
Churchill Bowling Club Synthetic Green	300			300	
<b>Total Recreation, Leisure &amp; Community Facilities</b>	<b>706</b>	<b>36</b>	<b>0</b>	<b>670</b>	<b>0</b>

#### Roads

Dunbar Road Site Rehabilitation	50			50	
<b>Total Roads</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>0</b>

#### Waste Management

Landfill Rehabilitation Program	1,740			1,740	
<b>Total Waste Management</b>	<b>1,740</b>	<b>0</b>	<b>0</b>	<b>1,740</b>	<b>0</b>

<b>TOTAL WORKS CARRIED FORWARD FROM 2014/15</b>	<b>2,496</b>	<b>36</b>	<b>0</b>	<b>2,460</b>	<b>0</b>
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<b>TOTAL CAPITAL WORKS (OPERATIONAL)</b>	<b>6,293</b>	<b>270</b>	<b>0</b>	<b>6,022</b>	<b>0</b>
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<b>TOTAL 2015/16 CAPITAL WORKS PROGRAM</b>	<b>41,518</b>	<b>10,792</b>	<b>99</b>	<b>30,627</b>	<b>0</b>
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## **2015/2016 Budget Appendices**

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### **Appendix D**

#### **Fees and charges schedule**

The Fees and Charges adopted as part of the 2015/16 budget process are set out in the attached document, entitled "Latrobe City Fees and Charges 2015/16".

**DRAFT FEES AND CHARGES**  
**2015/16**

***Latrobe 2026 - The Community Vision for Latrobe Valley***

- *Economy* -
- *Natural Environment* -
- *Our Community* -
  - *Culture* -
  - *Recreation* -
  - *Governance* -
- *Advocacy & Partnerships* -
- *Regulation & Accountability* -

In accordance with section 77(2) of the Local Government Act 1989, I hereby designate that all matters in this memorandum and any attachment will remain confidential for the reason that this is considered confidential under section 89(2)(h) of the Local Government Act 1989 as the release of this information may prejudice the Council or any person and this information shall remain confidential until otherwise resolved by Council.  
Gary Van Driel, Acting Chief Executive Officer



**FEES AND CHARGES****2015/16****COMMENTARY**

The 2015/16 fees and charges have been developed within the following parameters:

- Unless otherwise stated in the document, the following measures have been used to determine the 2015/16 fees and charges:
  - o Consumer Price Index (CPI) (with a rounding factor)
  - o Competitive market influences
  - o The % increase in the previous financial year
  - o The type of service

**PROPOSED 2015/16 FEES AND CHARGES COMMENTARY BY DIVISION / SERVICE****COMMUNITY LIVEABILITY (Pages 10 - 21)****Direct Care (Pages 10 - 11)**

Direct care services include home care, personal care, respite care, meals on wheels, home maintenance, planned activity groups and senior citizen centres. These services derive a significant component of their funding from the state government, with the balance being made up of fees set by Council and a contribution from rates revenue.

The fees charged for these services takes into account the CPI increase, any changes to government funding arrangements and the overall affordability of these services to eligible clients. Consideration has also been given to the level of fee increase over the past five years.

Meals on Wheels – The increase in subsidised and full cost meals is reflective of the increase in meal costs.

Planned Activity Group – Fees have been increased to reflect actual cost of programs. All programs include a meal.

**Health Services (Pages 12-14)**

The proposed fees take into account the CPI increase and level of fees increases over past years and changes to the relevant Acts. Vaccines prices are kept in line with purchase prices.

**FEES AND CHARGES**  
**2015/16****Public Libraries (Pages 15 - 16)**

Core library services are provided at no cost to the community. A small amount of revenue is derived from ancillary services based on cost recovery.

Minor increases proposed for photocopying and facsimile to keep fees comparable with other providers.

Increase proposed for library fines maximum per item which were last increased in 2006.

**Childrens Services (Pages 17 - 18)**

Family Day Care fees are set in conjunction with the contract providers and incorporate consideration of benchmarking results and actual increased costs associated with providing the service.

The Early Learning and Care Services have been reviewed in terms of proposed fees based on industry benchmarking information taking into consideration National Competition Policy requirements.

**Local Laws (Pages 19 - 21)**

Parking and animal fees and other local laws permit fees have been reviewed taking into account CPI, benchmarking with other Councils and updated prescribed fees.

**FEES AND CHARGES****2015/16****COMMUNITY INFRASTRUCTURE & RECREATION (Pages 22-33)****Sports Stadiums, Grounds and Reserves (Pages 22 - 23)**

All fees have generally been reviewed in line with CPI.

**Indoor Sports Centres & Aquatics (Pools) (Pages 24 - 28)**

A full review of all fees and charges was undertaken with consideration given to benchmarking against neighbouring Councils, changes in operational costs and community and business needs.

**Hazelwood Traffic School (Page 29)**

All fees have generally been reviewed in line with CPI.

**Hire of Portable Toilet Module (Page 29)**

All fees have generally been reviewed in line with CPI.

**Caravan Parks (Page 30)**

All fees have generally been reviewed in line with CPI.

**Asset Protection (Pages 31 - 33)**

Non statutory fees have been increased in whole \$2.50 increments to keep fee amounts simple. Fees for items that can incur infringement have been adjusted to be proportionate to the infringement amount. The overall average increase in fees is in line with the CPI.

**Transfer Stations (Pages 34-35)**

All fees have generally been reviewed in line with CPI, with the exception of a decreased charge for Synthetic Mineral Fibre bags due to the cost and size decreasing.

**Landfill (Page 36)**

It is proposed that fees for 2015/16 increase to cover costs of operations, construction, rehabilitation and increased EPA landfill levy fees. Cost and conditions included for accepting non Latrobe City residential domestic asbestos.

**FEES AND CHARGES****2015/16****PLANNING & ECONOMIC SUSTAINABILITY (Pages 37-52)****Building Services (Page 37)**

Statutory Fees can only be increased by the Minister for Planning. At the time of the draft budget preparation there was no indication of likely alteration to these statutory fees. Other fees set by Council have generally been reviewed in line with CPI.

**Statutory Planning (Pages 38-41)**

Statutory Fees can only be increased by the Minister for Planning. At the time of the draft budget preparation there was no indication of likely alteration to these statutory fees. Other fees set by Council have generally been reviewed in line with CPI.

**Amendments to Planning Schemes (Pages 42-43)**

Statutory Fees can only be increased by the Minister for Planning. At the time of the draft budget preparation there was no indication of likely alteration to these statutory fees. Other fees set by Council have generally been reviewed in line with CPI.

**Latrobe Regional Gallery (Page 44)**

All fees have generally been reviewed in line with CPI.

**Performing Arts and Community Halls (Pages 45 & 46-50)**

All fees have generally been reviewed in line with CPI.

**Latrobe Regional Airport (Pages 51)**

Annual licence fees are proposed to increase by CPI. Current lease agreements at the airport allow for an annual CPI review.

**Visitor Information Centre (Pages 52)**

Benchmarking of fees and charges has been undertaken with charges updated in accordance these results.

**FEES AND CHARGES**  
**2015/16****CORPORATE SERVICES (Page 53)****Contracts and Tendering (Page 53)**

It is not proposed to increase the refundable deposit in relation to tender documentation.

**OFFICE OF THE CHIEF EXECUTIVE (Page 54)****Property and Legal (Page 54)**

All fees have generally been reviewed in line with CPI. Some of these are statutory fees and as such are set by regulation.

**Off Street Car Parks (Page 54)**

The proposed fees have been reviewed taking into account CPI increases.



**FEES AND CHARGES****2015/16**

	<b>Page</b>		<b>Page</b>
<b>COMMUNITY LIVEABILITY</b>	10 - 21		
<b>Direct Care</b>	10 - 11	<b>Public Libraries</b>	15 - 16
Home Care / Personal Care	10	Facsimile	15
Emergency Home Care	10	Consumables	15
Respite Care	10	Research Fee	15
Overnight Respite	10	Moe Library Meeting Room	15
Meals on Wheels	10	Overdue Fines	15
Home Maintenance	10	Fees	15
Planned Activity Group (PAG)	10	Damaged Items	16
Senior Citizens Centres Hire	11	Lost Item	16
		Photocopying	16
<b>Health Services</b>	12-14	<b>Children Services</b>	17 - 18
Septic Tanks	12	Family Day Care	17
Head Lice	12	Carinya Early Learning Centre	17
Vaccinations Purchases	12	Moe PLACE	17-18
Immunisation	12	Churchill Hub	18
Health Premises	12	Traralgon Early Learning Centre	18
Commercial Accommodation	13	Preschools	18
Late Payment of Annual Registration Fee	13		
Caravan Parks & Moveable Homes	13	<b>Local Laws</b>	19 - 21
Transfer of Registration	13	Parking	19
Plan Approval Fee	13	Dog & Cat Registration Fees	19
Food & Water Sample (Admin Fee)	13	Dog & Cat Infringements	19
Commercial Food Premises	14	Pound Release Fees – Domestic Animals	19
Additional Inspection Fee	14	Animal Sales	19
		Voluntary Surrender of Domestic Animals	19
		Livestock	20
		Other Fees/Infringements	20-21

**FEES AND CHARGES****2015/16**

	<b>Page</b>		<b>Page</b>
<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>	<b>22 - 36</b>		
<b>Sports Stadiums, Grounds &amp; Reserves</b>	<b>22 - 23</b>	<b>Outdoor Pools</b>	<b>28</b>
Latrobe City Sports & Entertainment Stadium	22	Entry Fees	28
Latrobe City Synthetic Sports Facility (Churchill)	23	Season Ticket (Multi-venue)	28
Ted Summerton Reserve Pavilion	23	Competitions – School Swim Carnival Hire	28
Gaskin Park Stadium	23	Out of Advertised Operating Hours Hire	28
Ground Maintenance Charges	23	Learn to Swim	28
Hard Court Surfaces	23		
<b>Indoor Sports Centres</b>	<b>24 - 27</b>	<b>Hazelwood Power Traffic Safety School</b>	<b>29</b>
Indoor Pool - Swims	24	Education Group	29
Visit Pass Card (Indoor Pools)	24	Mobile Bike Education Trailer	29
Indoor Pool – Swim Sauna Spa	24	Hire of Hand Cranked Tricycles	29
Indoor Pool – Swim Lessons	24	Private Groups	29
Private Learn to Swim Lessons	24	Hire of Portable Toilet Module	29
Other - Indoor Pools	25		
Fitness Program	25	<b>Caravan Parks</b>	<b>30</b>
Visit Pass Cards (Group Fitness Classes)	25	Hazelwood & Narracan – Caravan	30
Visit Pass Cards (Gym)	25	Hazelwood & Narracan – Camping	30
Stadium	26	Lake Narracan - Boat Launching	30
Visit Pass Cards (Stadium)	26		
Athletic & Cycling Track	26	<b>Asset Protection</b>	<b>31 - 33</b>
Squash Courts	27	Asset Protection Fees	31
Membership	27	Security Deposits	31
Joining Fee	27	Parking Headwork	31
Bronze Membership	27	Security Bonds	32
Silver Membership	27	Legal Point of Discharge - Enquiries	32
Gold Membership	27	Restoration of Road Openings	32
Corporate	27	Asset Protection Penalty for Infringement	32
		Fees for Utilities	33
		<b>Waste Management</b>	<b>34-36</b>
		Transfer Station Fees	34-35
		Landfill Fees	36

**FEES AND CHARGES****2015/16**

	<b>Page</b>		<b>Page</b>
<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>	<b>37-52</b>		
<b>Building Services</b>	<b>37</b>	<b>Performing Arts Centre</b>	<b>45</b>
Permit Time Extensions	37	Commercial Rate	45
Preparation of Section 173 Agreements	37	Community Rate	45
Building File Search Fee	37		
Report & Consent	37	<b>Community Halls</b>	<b>46-50</b>
		Kernot Hall	46-47
<b>Statutory Planning</b>	<b>38-41</b>	Moe Town Hall	48
Planning Permits	38	Newborough Public Hall	48
Subdivisions	38-39	Ronald Reserve Hall	48
Amend an Application	39	Churchill Community Hall	48
Amend a Permit	39-40	Traralgon Court House	49
Combined Permit Applications Certification	40	Loy Yang Power Latrobe Community Sound Shell	49
Planning Certificates	40	Traralgon East Community Centre (Cameron Street Hall)	49
Certificates of Compliance	40	Kath Teychenne Centre Meeting Room	49
Satisfaction Matters	40	Lighting	49
Administration Charges	40	Piano	49
Photocopying	41	Technician	50
		Front Of House	50
<b>Planning Scheme Amendment</b>	<b>42-43</b>	Miscellaneous including Hall Hire Liability Insurance	50
Stage 1-4	42	All Venues Ticketing Service	50
Combined Permit Application & Planning Scheme Amendment	43	Merchandise Commission	50
Administration Charges	43		
		<b>Other</b>	<b>51-52</b>
<b>Latrobe Regional Gallery</b>	<b>44</b>	Latrobe Regional Airport	51
Community Access Gallery	44	Visitors Information Centre	52
Meeting Room	44		
Studio Workshop	44		
Professional Services	44		
		<b>OFFICE OF THE CHIEF EXECUTIVE</b>	<b>54</b>
<b>CORPORATE SERVICES</b>	<b>53</b>	Property and Legal	54
Contracts Tendering	53	Off Street Car Parks	54

		<b>COMMUNITY LIVEABILITY</b>		
		<i>Direct Care</i>		
<b>SERVICE TYPE</b> DIRECT CARE	<b>BASIS</b>	<b>2014/2015</b> \$ (GST Inc)	<b>2015/16</b> \$ (GST Inc)	
<b>Home Care/Personal Care</b>	Single Low Income	<i>Per hour.</i>	6.30	6.50
	Couple Low Income	<i>Per hour.</i>	8.60	8.80
	Linkages Program	<i>Per Hour</i>	8.70	8.90
	Full Cost	<i>Per hour (Excluding Public Holidays)</i>	49.50	50.70
	Full Cost	<i>Per hour (Public Holidays)</i>	92.50	94.80
	Full Cost	<i>Overtime</i>		76.05
	Veterans	<i>Respite (fee as per agreement)</i>		42.65
	Veterans	<i>HCPC (fee as per agreement)</i>		47.70
<b>Emergency Home Care</b>	Single	<i>Per hour</i>	11.30	11.60
	Couple	<i>Per hour.</i>	16.10	16.50
	Full Cost	<i>Per hour (Excluding Public Holidays)</i>	49.50	50.70
	Full Cost	<i>Per hour (Public Holidays)</i>	92.50	94.80
<b>Respite Care</b>	Subsidised	<i>Per hour</i>	4.20	4.20
	Linkages Program	<i>Per hour</i>	5.10	5.20
	Full Cost	<i>Per hour (Excluding Public Holidays)</i>	49.60	50.70
	Full Cost	<i>Per hour (Public Holidays)</i>	92.90	94.80
	Full Cost	<i>Overtime</i>		76.05
<b>Overnight Respite</b>	Full Cost	<i>Per hour</i>	184.50	189.10
	Full Cost	<i>24 hour care</i>	348.50	357.20
<b>Meals on Wheels Service</b> <i>(includes all costs of providing meals)</i>	Subsidised	<i>Per meal</i>	8.50	8.70
	Full cost meals.	<i>Per meal.</i>	14.00	14.40
<b>Home Maintenance</b>	Single	<i>Per hour</i>	9.80	10.00
	Couple	<i>Per hour.</i>	11.80	12.10
	Full Cost	<i>Per hour (Mon - Fri)</i>	63.60	65.20
	Linkages Program	<i>Per hour</i>	18.90	19.40
	Landfill Fees.	<i>*refer waste disposal fees schedule.</i>		
<b>Planned Activity Group (PAG)</b>	Subsidised	<i>Per session</i>	10.00	10.30
	Full Cost	<i>Per session</i>	26.00	26.70

<b>COMMUNITY LIVEABILITY</b>			
<i>Direct Care</i>			
<b>SERVICE TYPE</b> DIRECT CARE	<b>BASIS</b>	<b>2014/2015</b> \$ (GST Inc)	<b>2015/16</b> \$ (GST Inc)
Senior Citizens Centres Hire	HACC eligible organisation/groups.	No Charge	No Change
	<b>Community organisations/groups:</b>		
	Per hour.	16.40	16.80
	Evening.	133.30	136.60
	Full Day & Evening.	220.40	225.90
	<b>Commercial organisations</b>		
	Per hour	27.70	28.40
	Evening	217.30	222.70
	Full Day & Evening	358.80	367.80
	<b>Security Deposit:</b>		
	Without alcohol.	271.60	278.40
	With alcohol.	492.00	504.30

<b>COMMUNITY LIVEABILITY</b>			
<i>Health Services</i>			
SERVICE TYPE HEALTH SERVICES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Septic Tanks – New Installations</b>			
Sand Filters.		610.00	625.30
Aerated Treatment Plants.		610.00	625.30
Sub Soil Absorption/other Approved Systems.		610.00	625.30
Statutory Annual Assessment of Systems.		190.00	194.80
Inspections.	<i>In excess of two.</i>	130.00	133.30
Alteration – Major.		375.00	384.40
Alteration – Minor.		164.00	168.10
Search Fee.	<i>Maximum.</i>	60.00	61.50
Conveyancing Enquiry.		202.00	207.10
Extension to Septic Tank Application.	<i>More than two years old.</i>	315.00	322.90
<b>Head Lice</b> <i>(various lotions and combs are now available from supermarkets/hairdressers/chemists)</i>	School Contribution - Nurse Inspections	<i>Per hour – excludes GST.</i>	
		70.70	72.50
<b>Vaccinations Purchases</b>			
Hep B.	<i>Per dose.</i>	29.00	29.70
Twinrix.	<i>Per dose.</i>	100.00	102.50
Varilrix.	<i>Per dose.</i>	90.00	92.30
Flu.	<i>Per dose.</i>	27.00	27.70
Meningococcal C.	<i>Per dose.</i>	103.00	105.60
Hep A.	<i>Per dose.</i>	90.00	92.30
Boostrix.	<i>Per dose.</i>	47.00	48.20
Gardisal.	<i>Per dose.</i>	154.00	157.90
<b>Immunisation</b>			
History Application Fee		24.00	24.60
<b>Health Premises</b>			
New Annual Registration	<i>Commercial Hairdressing-Low</i>	480.00	492.00
New Annual Registration	<i>Beauty Treatments-Medium</i>	480.00	492.00
New Annual Registration	<i>Mobile Home Hair Dressing etc-Low</i>	220.00	225.50
New Annual Registration	<i>Comm Skin Pen/Colonic-High</i>	490.00	502.30
New Annual Registration	<i>Ear-piercing Single Use-Medium</i>	270.00	276.80
New Annual Registration	<i>Combination or 2 or more services</i>	490.00	502.30
Renewal Annual Registration	<i>Commercial Hairdressing-Low</i>	370.00	379.30
Renewal Annual Registration	<i>Beauty Treatments-Medium</i>	410.00	420.30
Renewal Annual Registration	<i>Mobile Home Hair Dressing etc-Low</i>	170.00	174.30
Renewal Annual Registration	<i>Comm Skin Pen/Colonic-High</i>	480.00	492.00
Renewal Annual Registration	<i>Ear-piercing Single Use-Medium</i>	160.00	164.00
Renewal Annual Registration	<i>Combination or 2 or more services</i>	480.00	492.00

<b>COMMUNITY LIVEABILITY</b>				
<i>Health Services</i>				
SERVICE TYPE HEALTH SERVICES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)	
<b>Commercial Accommodation</b>	New Registration. Annual Renewal.	Includes motels and hostels. Includes motels and hostels.	560.00 495.00	574.00 507.40
<b>Late Payment of Annual Registration Fee</b>	Accommodation/Food/Health Premises.	<i>If not paid after one month from due date</i>	50% of Annual Renewal Fee	50% of Annual Renewal Fee
<b>Caravan Parks and Movable Homes</b>	Government Fee determination under the Public Health & Wellbeing Act.	<i>Trennium Fees</i> 1-25 sites 26-50 sites 51-100 sites 101-150 sites	218.28 436.56 873.12 1,322.52	223.78 447.46 894.92 1,355.62
<b>Transfer of Registration</b>	Food Process within 5 Days. Food Process within 10 Days.  Health Process within 5 Days. Health Process within 10 Days.	<i>Maximum.</i> <i>Maximum.</i>  <i>Maximum.</i> <i>Maximum.</i>	405.00 350.00  210.00 155.00	415.10 358.80  215.30 158.90
<b>Plan Approval Fee</b>	Non compulsory inspection – Food Premises. Health Premises.	<i>Per hour</i> <i>Per hour</i>	120.00 95.00	123.00 97.40
<b>Food &amp; Water Sample Administration Fee</b>	Sample administration fee	<i>2<sup>nd</sup> non compliant follow up.</i>	185.00	189.60

<b>COMMUNITY LIVEABILITY</b>				
<i>Health Services</i>				
<b>SERVICE TYPE</b> HEALTH SERVICES		<b>BASIS</b>	<b>2014/2015</b> \$ (GST Inc)	<b>2015/16</b> \$ (GST Inc)
<b>COMMERCIAL FOOD PREMISES</b>				
<b>Class 1 (Full Time)</b>	New	<i>Hospitals / Nursing Homes</i>	680.00	697.00
	Renewal		620.00	635.50
<b>Class 2A (Full Time)</b>	New	<i>Restaurants, Fast Food, Deli's</i>	650.00	666.30
	Renewal		595.00	609.90
<b>Class 2B (Part Time)</b>	New	<i>Supermarkets / Large Manufacturers</i>	1,270.00	1,301.80
	Renewal		1,035.00	1,060.90
<b>Class 2B (Part Time)</b>	New	<i>Minimal unpacked potential hazardous foods</i>	430.00	440.80
	Renewal		380.00	389.50
<b>Class 3A (Full Time)</b>	New	<i>Minimal unpacked potential hazardous foods</i>	375.00	384.40
	Renewal		330.00	338.30
<b>Class 3B (Part Time)</b>	New	<i>Water Carters</i>	160.00	164.00
	Renewal		130.00	133.30
<b>Class 3B (Part Time)</b>	New	<i>Food is secondary activity (e.g. Movie Theatre)</i>	320.00	328.00
	Renewal		250.00	256.30
<b>Class 4 Low Risk Packaged</b>	New	<i>Liquor Outlets, Video Stores, New agents, Pharmacies etc.</i>	Exempt	Exempt
	Renewal		Exempt	Exempt
<b>Additional Inspection Fee (non compliance after 2 visits)</b>				
<b>Class 1 (Full Time)</b>		<i>Per Hour (Minimum)</i>	175.00	179.40
<b>Class 2A (Full Time)</b>		<i>Per Hour (Minimum)</i>	155.00	158.90
<b>Class 2B (Part Time)</b>		<i>Per Hour (Minimum)</i>	150.00	153.80
<b>Class 3A (Full Time)</b>		<i>Per Hour (Minimum)</i>	130.00	133.30
<b>Class 3B (Part Time)</b>		<i>Per Hour (Minimum)</i>	105.00	107.60



<b>COMMUNITY LIVEABILITY</b>			
<i>Public Libraries</i>			
SERVICE TYPE PUBLIC LIBRARIES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
Facsimile – within Australia only	<i>First page</i>	3.00	3.00
	<i>Each additional page</i>	1.00	1.00
Consumables	USB Drive – 2GB	8.75	9.00
	Individual Head Sets	5.75	6.00
Research Fee	Public Request.	13.50	13.50
	Commercial/Community Group Request.	26.50	27.00
Moe Library Meeting Room	Community and Not For Profit Groups.	No Charge	No Charge
	Commercial.	27.00	28.00
	Commercial.	133.30	137.00
Overdue Fines	Books, magazines etc.	0.40	0.40
	DVD & CDs	6.50	6.70
Fees	Replacement Cards.	3.20	3.30
	Inter Library Loan	No Charge	No Charge
	<i>Other Victorian Public Libraries; All Academic Institutions; Interstate / International Loans.</i>	POA POA	POA POA

<b>COMMUNITY LIVEABILITY</b>				
<i>Public Libraries</i>				
SERVICE TYPE PUBLIC LIBRARIES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)	
<b>Damaged Items</b>	Processing	<i>Minimum Charge</i>	7.00	7.20
		<i>Plus</i>		
		<i>New cover.</i>	6.40	6.60
		<i>Replacement Barcodes.</i>	2.60	2.70
		<i>Replacement DVD case</i>	2.60	2.70
		<i>Replacement Audio case</i>	3.60	3.70
	Beyond Repair.	<i>Replacement item price plus</i>	7.00	7.20
	Beyond Repair Magazine	<i>Replacement item price plus</i>	3.40	3.50
<b>Lost Item</b>	Including Part Kit or Set	<i>Replacement item price plus</i>	7.00	7.20
<b>Photocopying</b>	Refundable photocopy card surcharge		4.00	4.00
	Black & White A4	<i>Per sheet (single side)</i>	0.30	0.30
	Black & White A4	<i>Per sheet (double sided)</i>	0.40	0.40
	Black & White A4	<i>500 copies</i>	52.00	53.00
	Black & White A4	<i>250 copies</i>	31.50	32.00
	Black & White A4	<i>100 copies</i>	16.00	16.50
	Black & White A4	<i>50 copies</i>	10.75	11.00
	Black & White A4	<i>25 copies</i>	6.20	6.50
	Black & White A3	<i>Per sheet</i>	0.65	0.65
	Micro Copying	<i>Per sheet.</i>	1.00	1.00
	Colour Printing A4.	<i>Per sheet.</i>	1.40	1.40

COMMUNITY LIVEABILITY			
Children services			
SERVICE TYPE CHILDRENS SERVICES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Family Day Care</b>			
Fees During Core Hours	(8am-6pm weekdays)	7.00	7.30
Fees Outside of Core Hours	Per child/hour weekdays	7.50	7.80
Fee for weekend care	Per child/hour weekend	8.00	8.50
Public Holidays	Per child/hour.	10.00	10.10
Administration Fee	Per hour of care provided.	0.85	0.90
Communication Fee		10.00	10.00
Induction Training	New care providers pp.	35.00	35.00
Travel Charges	Per km	0.90	0.95
Holding Fee	% of fee per child per hour.	100%	100%
Meal Charges Per Child (Carers' home)			
Breakfast	Each	3.00	3.00
Lunch	Each	3.50	3.50
Dinner	Each	4.00	4.00
Snacks	Each	1.60	2.00
<b>Carinya Early Learning Centre</b>			
Full Time Care	5 full days/child/week.	360.00	370.00
Full Day Care	Per day	83.00	85.00
Half Day Care	Per half day	47.50	49.50
Holding Fee	% Per place	100%	100%
After Kinder Care	Hourly	12.00	12.50
<b>Moe PLACE</b>			
<b>Moe Early Learning Centre</b>			
Full Time Care	5 full days/child/week.	360.00	370.00
Full Day Care	Per day	83.00	85.00
Half Day Care	Per half day	47.50	49.50
Holding Fee	% Per place	100%	100%
After Kinder Care	Hourly	12.00	12.50
Moe Vacation Care			
	Full Day Care	65.00	66.60
	Excursion Levy -Local	10.00	12.50
	Excursion Levy - Out of Gippstand		16.50
<b>Basketball Stadium</b>			
Court Hire - General	Per hour	45.00	46.00
Half Court Hire - General	Per hour		23.00
Court Hire - Schools	Per hour	36.00	37.00
Half Court Hire - Schools	Per hour		18.00
Court Hire	Per Day (9am - 6pm)		200.00
<b>Meeting Rooms</b>			
Community and Not For Profit Groups.	Per hour	No Charge	No Charge
Commercial	Per hour	25.00	27.00
	Per Day		150.00
<b>Community Kitchen</b>			
Kitchen Hire	Per hour	14.00	14.00
Kitchen Hire	Per day	50.00	50.00

COMMUNITY LIVEABILITY			
<i>Children services</i>			
SERVICE TYPE CHILDRENS SERVICES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Churchill Hub</b>			
<b>Meeting Rooms</b>			
Community and Not For Profit Groups.	<i>Per hour</i>	No Charge	No Charge
Commercial	<i>Per hour</i>	25.00	25.00
	<i>Per Day</i>		150.00
<b>Traralgon Early Learning Centre</b>			
Full Time Care.	<i>5 full days/child/week.</i>	360.00	370.00
Full Day Care.	<i>Per day</i>	83.00	85.00
Half Day Care.	<i>Per half day</i>	47.50	49.50
Holding Fee.	<i>% Per place</i>	100%	100%
Occasional Care	<i>Hourly</i>	12.00	12.50
<b>Preschools</b>			
Enrolment administration fee	<i>3 &amp; 4 year old programs</i>	27.00	28.00
Preschool – 4 yr old program	<i>Per Term (effective Jan 2016)</i>	195.00	225.00
Prekinder – 3 yr old program	<i>Per Term (effective Jan 2016)</i>	190.00	200.00

COMMUNITY LIVEABILITY			
		Local Laws	
SERVICE TYPE LOCAL LAWS	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Parking</b> (In accordance with Road Safety Act 1986)	Parking Infringements	Section 1 74.00 Section 2 89.00 Section 3 144.00 <i>Penalty Units are defined by Section 5 of the Monetary Units Act 2004</i>	TBA
<b>Dog &amp; Cat Registration Fees</b> (In accordance with Domestic Animal Act 1994)	Full Registration	<i>Per Animal</i>	37.00
	Pensioner Concession	<i>Per Animal</i>	18.50
	Domestic Animal Business. Dangerous, Menacing or renewals only for Restricted Dog Breeds	<i>Per annum</i> <i>Full registration per animal</i>	200.00 110.00
		<i>Where Microchipped and Desexed or Microchipped and Registered with applicable organisations as defined by the Domestic Animal Act 1994</i>	19.00
<b>Dog &amp; Cat Infringements</b> (In accordance with Domestic Animal Act 1994)		Section 1 72.00 Section 2 144.00 Section 3 217.00 Section 4 289.00 Section 5 144.00 <i>Penalty Units are defined by Section 5 of the Monetary Units Act 2004</i>	TBA
<b>Pound Release Fees – Domestic Animals</b>	Dog or cat release (where owner is identifiable by Council)	<i>Per animal plus charges below</i>	30.00
	Dog or cat release (where owner is unidentifiable by Council)	<i>Per animal plus charges below</i>	100.00
<b>*In Addition to Release Fees – Where Applicable</b> (In accordance with Domestic Animal Act 1994)	Subsequent Releases	<i>Per animal</i>	110.00
	Food and keep fees	<i>Per animal per day</i>	15.00
	Male dog desexing	<i>Per animal</i>	180.00
	Female dog desexing	<i>Per animal</i>	290.00
	Male cat desexing	<i>Per animal</i>	95.00
	Female cat desexing	<i>Per animal</i>	175.00
	Dog or cat microchipping	<i>Per animal</i>	49.00

COMMUNITY LIVEABILITY				
		Local Laws		
SERVICE TYPE LOCAL LAWS	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)	
<b>Animal Sales</b> (In accordance with Domestic Animal Act 1994)	Cat sale (including desexing fee) Dog sale (including desexing fee) Dog or cat sale (already desexed)	Per animal Per animal Per animal	200.00 350.00 155.00	200.00 350.00 155.00
<b>Voluntary Surrender Of Domestic Animals</b>	Voluntary surrender of Domestic Dog or Cat Collection of Voluntarily Surrendered Domestic Dog or Cat	Per animal Per trip	90.00 12.00	90.00 12.00
<b>Livestock</b>	Pound Release Large (horse, cow, bull, etc.) Pound Release Small (sheep, pig, goat etc) Food and Keep Fees. Livestock Infringements  Livestock attendance for VicRoads	Per animal Per animal Per animal per day. Penalties will be applied as per the livestock act. Also NOTE 2014/15 penalties are between \$299 and \$577 dependant on offence Per Attendance	160.00 85.00 24.00  TBA  550.00	165.00 90.00 25.00  TBA  565.00
<b>Other Fees/Infringements</b>	Disabled Parking First Permit. Disabled Parking Additional Permits.  Dog/Cat Replacements Tag.  Shopping Trolley Release Fee.  Release fee for vehicles impounded in accordance with Schedule 11 of the Local Government Act  Release fee for vehicles impounded in accordance with Schedule 11 of the Local Government Act  School Crossing Flags.  Fire Hazard Infringement.	Each Each.  Each.  Per trolley  Per vehicle Plus tow fee per vehicle if applicable  Per vehicle Plus standard tow fee per vehicle Plus immediate tow fee per vehicle  Plus weekly storage fee  Per set.  Set by Statute (State Government) Per penalty unit Penalty Units are defined by Section 5 of the Monetary Units Act 2004	No Charge 5.00  2.50  150.00  615.00 240.00  315.00 130.00 240.00 10.50  82.00  TBA	No Charge 5.00  3.00  160.00  615.00 240.00  325.00 150.00 260.00 12.00  85.00  TBA

COMMUNITY LIVEABILITY			
Local Laws			
SERVICE TYPE LOCAL LAWS	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Other Fees/Infringements</b>			
Litter Infringement. (In accordance with the Environment Protection Act 1970)	<i>Set by Statute (State Government) Penalty Units are defined by Section 5 of the Monetary Units Act 2004</i>	TBA	TBA
Local Laws Permit.	<i>All Clauses otherwise specified</i>	50.00	50.00
Local Law Infringements. (Local Law No 2)	<i>Per penalty unit</i>	100.00	105.00
Temporary outdoor eating facilities	<i>Per annum fee (inclusive of permit application fee) Consisting of up to 4 tables and a maximum of 12 chairs.</i>	137.50	140.00
Temporary outdoor eating facilities over four tables and/or over 12 chairs.	<i>Per annum fee (inclusive of permit application fee) Consisting of over 4 tables and/or over 12 chairs.</i>	272.50	280.00
Roadside Trading Permit	<i>Clause 82 – Local Law No. 2.</i>	390.00	400.00
Caravans as Temporary Accommodation permit.	<i>Clause 142 – Local Law No. 2 – Incorporates 6 month permit application for Health permit to reside in caravan.</i>	300.00	310.00

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>					
<i>Sports Stadiums, Grounds &amp; Reserves</i>					
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>		<b>2015/16</b>	
<b>SPORTS STADIUMS, GROUNDS &amp; RESERVES</b>		<b>\$(GST Inc)</b>		<b>\$(GST Inc)</b>	
<b>Latrobe City Sports &amp; Entertainment Stadium</b>		<b>* Peak</b>	<b>* Off Peak</b>	<b>* Peak</b>	<b>* Off Peak</b>
<b>Commercial Rate</b>					
Event Hire (pitches, toilets, change rooms, ticket booths, stadium seating for 1800 & lighting) (Front row premium seats = 40)	<i>Hourly Hire (8am - 5pm) per hour</i>	270.00	175.00	276.00	179.00
	<i>Hourly Hire (8am - 5pm) per hour</i>	270.00	175.00	276.00	179.00
	<i>Hourly Hire (5pm - midnight) per hour</i>	540.00	350.00	553.00	358.00
	<i>Day Hire (8am to 5pm)</i>	1,090.00	545.00	1,117.00	558.00
	<i>Night Hire (5pm to midnight)</i>	2,175.00	1,085.00	2,230.00	1,112.00
	<i>All Day (8am to midnight)</i>	3,260.00	1,630.00	3,342.00	1,671.00
Commission charges	<i>Percentage of Gross Ticket Sales</i>	10.0%	10.0%	10.0%	10.0%
	<i>Percentage of gross merchandise sales</i>	12.5%	12.5%	12.5%	12.5%
Ticketing service is available through Latrobe Performing Arts & Venues	<i>Per ticket sold</i>	3.70	3.70	3.80	3.80
	<i>Per complimentary ticket issued</i>	0.65	1.05	0.70	1.10
<b>Community Rate</b>					
Event Hire (pitches, toilets, change rooms, ticket booths, stadium seating for 1,800, lighting) (Front row premium seats = 40)	<i>Hourly Hire (8am - 5pm) per hour</i>	138.00	87.00	141.00	89.00
	<i>Hourly Hire (5pm - midnight) per hour</i>	277.00	175.00	284.00	179.00
	<i>Day Hire (8am to 5pm)</i>	545.00	277.00	559.00	284.00
	<i>Night Hire (5pm to midnight)</i>	1,085.00	545.00	1,113.00	559.00
	<i>All Day (8am to midnight)</i>	1,630.00	820.00	1,671.00	841.00
<b>Sporting Use</b>		<b># Night</b>	<b># Day</b>	<b># Night</b>	<b># Day</b>
(includes pitches, toilets & change rooms only)					
Schools	<i>Per day or night session</i>	112.00	56.00	115.00	57.50
Latrobe City Clubs & Groups	<i>Per day or night session</i>	220.00	113.00	225.00	116.00
Non Latrobe City Clubs & Groups	<i>Per day or night session</i>	330.00	165.00	338.00	169.00
For Profit Organisations	<i>Refer to Commercial Rates above</i>	N/A	N/A	N/A	N/A
<b>Sundry Charges</b>		<b>Commercial</b>	<b>Community</b>	<b>Commercial</b>	<b>Community</b>
Kiosk Hire (2 available)	<i>Per kiosk per session</i>	164.00	82.00	168.00	84.00
External Public Address System Hire	<i>Per session</i>	113.00	56.00	116.00	57.00
^ Bar Hire (2 available)	<i>Per bar per session</i>	330.00	165.00	338.00	169.00
Social Club Rooms (excluding bar and kitchen) is available for hire with the cost subject to use of the facility					
Line marking costs, other than soccer, is at the hirers expense					
Waste Management - Additional charges may apply dependant on size and type of event.					



<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>					
<i>Sports Stadiums, Grounds &amp; Reserves</i>					
<b>SERVICE TYPE</b>			<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
<b>SPORTS STADIUMS, GROUNDS &amp; RESERVES</b>				<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
<b>Latrobe City Synthetic Sports Facility (Churchill)</b>					
<b>Synthetic Field</b>					
Whole Field	Hockey Association / Soccer Club		<i>Per season</i>	Seasonal Agreement	Seasonal Agreement
	Hockey Tournaments		<i>Per day</i>	280.00	287.00
	Primary Schools (1)		<i>Per annum</i>	545.00	558.00
	Secondary Schools (2)		<i>Per annum</i>	1,090.00	1,117.00
	Casual Users		<i>Per hour</i>	60.00	61.50
	Lights		<i>Per hour</i>	25.00	25.50
Half Field	Hockey Tournaments		<i>Per day</i>	140.00	143.50
	Casual Users		<i>Per hour</i>	28.00	28.70
	Lights		<i>Per hour</i>	20.00	20.50
<b>Ted Summerton Reserve Pavilion</b>					
	User Groups		<i>Per hour</i>	No Charge	No Charge
	Not for Profit Groups		<i>Per hour</i>	14.00	14.40
	Commercial Groups		<i>Per hour</i>	28.00	28.50
<b>Gaskin Park Stadium</b>					
	Stadium Hire		<i>Per hour.</i>	20.00	20.50
<b>Grounds</b>					
<b>Annual Ground Maintenance Charge (3)</b>					
(Refer to Council Policy)					
Senior	Category A		<i>Per Six Month Allocation</i>	2,880.00	2,950.00
	Category B		<i>Per Six Month Allocation</i>	1,140.00	1,168.00
	Category C		<i>Per Six Month Allocation</i>	305.00	312.00
Junior	Category A		<i>Per Six Month Allocation</i>	1,435.00	1,471.00
	Category B		<i>Per Six Month Allocation</i>	690.00	707.00
	Category C		<i>Per Six Month Allocation</i>	180.00	184.50
<b>Casual Use</b>					
	Schools		<i>Per day + bins, toilets &amp; utility costs</i>	No Charge	No Charge
	Latrobe City Clubs and Groups		<i>Per day + bins, toilets &amp; utility costs</i>	34.00	34.90
	Non Latrobe City Clubs & Groups		<i>Per day + bins, toilets &amp; utility costs</i>	120.00	123.00
	For Profit Groups		<i>Per day + bins, toilets &amp; utility costs</i>	460.00	471.00
<b>Hard Court Surfaces</b>					
	Via seasonal allocation program for netball and tennis courts		<i>Per court, per annum</i>	95.00	97.50

\*Peak – Friday to Sunday plus Public Holidays / Off Peak – Monday to Thursday excluding Public Holidays

# Night refers to the hours of 5:00pm to midnight / Day refers to the hours 8:00am to 5:00pm

^ Bar hire is subject to Liquor License and other conditions

(1) Primary schools can opt to pay either Casual User rates or an annual hire fee. The annual hire fee is a flat rate with unlimited hours of use subject to availability

(2) Secondary schools can opt to pay either Casual User rates or an annual hire fee. The annual hire fee is a flat rate with unlimited hours of use subject to availability

(3) Clubs/sporting groups utilising multiple venues will only be charged for one venue, that being the highest category venue.

COMMUNITY INFRASTRUCTURE & RECREATION					
<i>Indoor Sports Centres</i>					
SERVICE TYPE		BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)	
INDOOR SPORTS CENTRES					
Indoor Pool – Swims	Adult	16 years and over.	5.80	6.00	
	Child	Child 5-15 yrs & High School Student	4.20	4.30	
	Concession	Pension, Seniors & Health Care Card	4.50	4.60	
	Family*	*As listed on Medicare Card	15.90	16.30	
	Schools	Per child	3.50	3.60	
	Children	4 years and under with adult swim.	No Charge	No Charge	
Visit Pass Card – (Indoor pools) 12 Month expiry from date of issue	Adult	Multipass x10 – 10% discount	52.20	54.00	
	Child	Multipass x10 – 10% discount	37.80	38.70	
	Concession	Multipass x10 – 10% discount	40.50	41.40	
	Family	Multipass x10 – 10% discount	143.00	146.70	
Indoor Pool – Swim Sauna Spa	Adult	Each	9.80	10.00	
	Concession	Each	7.80	8.00	
	After Entry/Class	Each	5.00	5.10	
	Adult	Multipass x10 – 10% discount	88.20	90.00	
	Concession	Multipass x10 – 10% discount	70.20	72.00	
Indoor pool – swim sauna (CHURCHILL ONLY)	Adult	Each	8.50	8.70	
	Concession	Each	6.90	7.10	
	After Entry/class	Each	4.00	4.10	
Indoor Pool – Swim Lessons	Infants	Per class - Supervision 1:8	12.00	12.30	
	Preschool	Supervision 1:5	12.50	12.90	
	School Age	Per class	13.10	13.50	
	Adult	Per class	13.10	13.50	
	Transition/Lap It Up	Per class	8.00	8.20	
	Aust Swim Teacher	Per instructor per hour	52.50	54.00	
	Bronze Star	20 Week Program	264.00	271.00	
Indoor Pool – Swim Lessons - Concession (20% Discount)	Health Care Card	Infants	Per class - Supervision 1:8	9.50	9.80
	Health Care Card	Preschool	Supervision 1:5	10.00	10.30
	Health Care Card	School Age	Per class	10.50	10.80
	Health Care, Pension & Senior Card	Adult	Per class	10.50	10.80
Private Learn to Swim Lessons	1:1	Per half hour class per person	35.00	36.00	
	1:2	Per half hour class per person	26.50	27.00	
	1:3	Per half hour class per person	21.50	22.00	
Private Learn to Swim Lessons - Concession (20% Discount)	Concession – Health Care Card	1:1	Per half hour class per person	28.00	28.80
	Concession – Health Care Card	1:2	Per half hour class per person	21.50	21.60
	Concession – Health Care Card	1:3	Per half hour class per person	17.00	17.60

COMMUNITY INFRASTRUCTURE & RECREATION				
<i>Indoor Sports Centres</i>				
SERVICE TYPE		2014/2015	2015/16	
INDOOR SPORTS CENTRES	BASIS	\$ (GST Inc)	\$ (GST Inc)	
<b>Other - Indoor Pools</b>	Lane Hire	<i>Per hour.</i>	43.00	44.00
	Carnival Hire	<i>Per day 9am – 5pm</i>	870.00	893.00
	School Carnival Hire	<i>Per day 9am - 3pm</i>	820.00	841.00
	Wet Out of Hours – incl 1 Life Guard plus 1 Duty Manager	<i>Per hour plus entry fee</i>	75.00	77.00
	Locker Hire	<i>Per locker per person</i>	1.00	1.00
	Carnival Fee – incl 1 Life Guard plus 1 Duty Manager	<i>Per hour.</i>	180.00	185.00
<b>Fitness Program</b>	Group Fitness	<i>Per class</i>	11.80	12.00
	Concession	<i>Pension, Seniors &amp; Health Care Card</i>	9.30	9.50
	Personal Training	<i>1 hour.</i>	54.00	55.50
	Personal Training	<i>½ hour.</i>	33.00	34.00
	Casual Gym	<i>Per person</i>	14.40	14.80
	Casual Concession Gym	<i>Pension, Seniors &amp; Health Care Card</i>	11.50	11.80
	Fit Kidz		5.70	5.80
	Teen Gym		7.80	8.00
Council of the Aging (COTA) Gym		5.90	6.00	
<b>Visit Pass Cards – Group Fitness</b> (12 Months Expiry from date of issue)	Adult	<i>Multipass x 10 – 10% discount</i>	104.40	108.00
	Concession	<i>Multipass x 10 – 10% discount</i>	83.70	85.50
	Teen Gym	<i>Multipass x 10 – 10% discount</i>	70.20	72.00
	Fit Kids	<i>Multipass x 10 – 10% discount</i>	51.30	52.20
	Personal Training	<i>Multipass x 10 – discount – 1 Hour</i>	486.00	500.00
	Personal Training	<i>Multipass x 10 – discount – ½ Hour</i>	297.00	306.00
<b>Visit Pass Cards - Gym</b> (12 Months Expiry from date of issue)	Adult	<i>Multipass x 10 – 10% discount</i>	129.00	133.20
	Concession	<i>Multipass x 10 – 10% discount</i>	103.50	106.20

COMMUNITY INFRASTRUCTURE & RECREATION					
Indoor Sports Centres					
SERVICE TYPE	BASIS	2014/2015 \$ (GST Inc)		2015/16 \$ (GST Inc)	
<b>INDOOR SPORTS CENTRES</b>					
<b>Stadium (1)</b>	Spectators – Regular competition.	No Charge		No Charge	
	Adult Competition.	Per player per game		5.80	6.00
	Concession Competition.	Pension, Seniors & Health Care Card		4.60	4.70
	Junior Competition (during competition times only)	Per player per game		4.20	4.30
	Adult Training	Per player per session #		4.00	4.10
	Concession Training	High School Students playing in Senior Competitions, Pension, Seniors & Health Care Card Holders		3.30	3.40
	Junior Training (0-17 years)	Per player per session #		3.10	3.20
	Schools	Per student		3.10	3.20
	Court Hire - General	Per court/hour.		45.00	46.00
	Court Hire - Schools	Per court/hour.		36.00	37.00
	Tournament Fee*	Per Court per Day (9am – 6pm)		195.00	200.00
	* Local associations are eligible for a 30% discount to host their association tournaments at their local facility. Maximum 2 tournaments per year				
	Dry Out of Hours Fee	Per hour (plus entry fee)		54.00	55.50
	Meeting Room Hire	Per hour		26.50	27.00
	# Session is defined as 1 hour for Domestic basketball teams 2 hours for Squad & Representative basketball teams 2 hours for Badminton (in recognition of set up and pack up times)				
<b>Visit Pass Cards - Stadium</b>		<b>x10</b> (10% discount)	<b>X20</b> (15% discount)	<b>x10</b> (10% discount)	<b>X20</b> (15% discount)
12 Month expiry from date of issue (One pass per hour or game)	Adult Stadium Competition Multipass.	Multipass – discount	52.20	96.60	54.00
	Concession Competition Multipass.	Multipass – discount	41.40	78.20	42.80
	Junior Competition Multipass.	Multipass – discount	37.80	71.40	38.70
	Junior Training Multipass	Multipass – discount	N/A	56.00	N/A
<b>Athletic and Cycling Track</b>					
Off Peak – Monday to Thursday excluding Public Holidays	Adult.	Per participant	4.20	4.30	
	Concession.	Per participant	3.70	3.80	
	Junior.	Per participant	2.70	2.80	
	Adult	Multipass x 10 – 10% discount	37.80	38.70	
	Concession.	Multipass x 10 – 10% discount	33.30	34.20	
	Junior.	Multipass x 10 – 10% discount	24.30	25.20	
	School.	Per student	2.70	2.80	
	Club Hire.	Per hour.	42.00	43.00	
	Other/Athletic Carnival.	Full day 9am – 3pm.	515.00	528.00	
	Other/Athletic Carnival.	½ day – 3 hours.	360.00	370.00	
	Cycling Club Hire of Bike Track	Per annum.	890.00	914.00	

COMMUNITY INFRASTRUCTURE & RECREATION				
<i>Indoor Sports Centres</i>				
SERVICE TYPE		BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
INDOOR SPORTS CENTRES				
Squash Courts	Hire.	<i>Per hour.</i>	13.60	14.00
<b>Membership</b>				
<b>Membership Service Areas</b>		<i>Gym Fitness - as per fitness timetable (including Aqua Aerobic; Pool (including pool &amp; sauna)</i>		
<b>Administration Fee</b>	Monthly Fee		63.50	65.00
<b>Bronze Membership</b>				
Any one (1) of the above Membership Service Areas	Non Concession	<i>Monthly</i>	43.50	45.00
	Concession *	<i>Monthly</i>	39.25	40.25
<b>Silver Membership</b>				
Any two (2) of the above Membership Service Areas	Non Concession	<i>Monthly</i>	53.75	55.00
	Concession *	<i>Monthly</i>	48.50	50.00
<b>Gold Membership</b>				
All three (3) of the above Membership Service Areas	Non Concession	<i>Monthly</i>	64.00	65.50
	Concession *	<i>Monthly</i>	57.75	59.00
<b>Corporate</b>		<i>Discounts valid on full price memberships only. Not valid on concession memberships</i>		
(must have 4 new members to qualify)	4-10 people	<i>Discounts off term memberships only</i>	10.00%	10.00%
	11-20 people	<i>Discounts off term memberships only</i>	12.50%	12.50%
	21+ people	<i>Discounts off term memberships only</i>	15.00%	15.00%

(1) Schools pay court hire fee or individual student admission.

\*Concessions on direct debit and term memberships are offered only to customers on Aged Pension, Senior or Disability Support Pension.

Concessions are offered to valid health care card holders up to the expiry date of the health care card.

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
		<i>Outdoor Pools</i>	
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
<b>OUTDOOR POOLS</b>		<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
<b>Entry Fees</b>			
Adult.	<i>16 years and over.</i>	4.50	4.60
Children/ Student.	<i>Child 5 – 15 yrs &amp; High School Student</i>	3.40	3.50
Concession.	<i>Pension, Seniors &amp; Health Care Card</i>	3.60	3.70
Family.	<i>As listed on Medicare Card.</i>	13.00	13.40
Schools	<i>Per child</i>	3.40	3.50
Children.	<i>4 years and under with adult swim.</i>	No Charge	No Charge
<b>Season Tickets (Multi-venue)</b>			
Single Adult Tickets.	<i>16 years and over.</i>	90.00	92.50
Children/ Student.	<i>Child 5 – 15 yrs &amp; High School Student</i>	68.00	70.00
Concession.	<i>Pension, Seniors &amp; Health Care Card</i>	70.50	72.50
Family.	<i>As listed on Medicare Card.</i>	220.00	225.50
<b>Competitions – School Swim Carnival Hire</b>			
School Carnival Full Day (9am - 3pm)	<i>Includes 1 Duty Manager.</i>	422.00	433.00
Other Carnival Full Day (9am - 5pm)	<i>Weekends or Public Holidays</i>	717.50	735.50
School Carnival Half Day (9am-12pm / 12pm-3pm)	<i>Mon - Fri</i>	292.00	300.00
Supervision Required at 1:100 ratio.	<i>Per hour.</i>	51.50	53.00
<b>Out Of Advertised Operating Hours Hire</b>			
Includes 1 Life Guard plus 1 Duty Manager.	<i>Per hour + entry fee per person</i>	75.00	77.00
<b>Learn To Swim</b>			
VIC Swim Programs.		<i>Normal Entry Fee</i>	<i>Normal Entry Fee</i>

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
<i>Hazelwood Power Traffic Safety School</i>			
<b>SERVICE TYPE</b> HAZELWOOD POWER TRAFFIC SAFETY SCHOOL	<b>BASIS</b>	<b>2014/2015</b> \$ (GST Inc)	<b>2015/16</b> \$ (GST Inc)
Education Group : Playgroups, kindergartens, special school & school groups No Educator (Bond \$70)	<i>Per hour.</i>	37.00	38.00
Education Group : Playgroups, kindergartens, special school & school groups With Educator (No Bond)	<i>Per hour.</i>	62.50	64.00
Mobile Bike Education Trailer No Educator – Hire of bike trailer (Deposit \$200) With Educator – Educator Services (No Deposit) Plus hire of bike trailer	<i>Per day</i>	32.00	33.00
	<i>Per hour</i>	29.50	30.00
	<i>Per day</i>	32.00	33.00
Hire of Hand Cranked Tricycles With responsibility for repair or replacement of damaged unit	<i>Per bike/day.</i>	2.00	2.00
Private Groups No Educator (Deposit \$70) With Educator (No Deposit)	<i>Per hour.</i>	59.50	61.00
	<i>Per hour.</i>	117.00	120.00

<b>RECREATION &amp; COMMUNITY INFRASTRUCTURE</b>			
<i>Rental of Asset</i>			
<b>SERVICE TYPE</b> HIRE OF PORTABLE TOILET MODULE	<b>BASIS</b>	<b>2014/2015</b> \$ (GST Inc)	<b>2015/16</b> \$ (GST Inc)
Hire of portable toilet module	<i>Per Weekend</i>	221.00	226.00

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>				
		<i>Caravan Parks</i>		
SERVICE TYPE CARAVAN PARKS	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)	
<b>Hazelwood &amp; Narracan – Caravan</b>				
<b>Site Fee Schedule</b>	Permanent On Site.	<i>Non powered per annum (includes 21 days/nights)</i>	964.00	990.00
	Permanent On Site.	<i>Powered per annum (includes 21 days/nights)</i>	1,394.00	1,430.00
	Powered Site.	<i>Per night.</i>	36.00	37.00
	Powered Site.	<i>Weekly.</i>	190.00	195.00
	Unpowered Site.	<i>Per night.</i>	30.50	31.30
	Unpowered Site.	<i>Weekly.</i>	133.50	137.00
	Extra Person.	<i>Per night.</i>	14.40	14.80
	Aquatic Centre Hall Hire. Security Bond.	<i>6 hours.</i>	154.00 200.00	158.00 205.00
<b>Hazelwood &amp; Narracan – Camping</b>				
<b>Site Fee Schedule</b>	Overnight.	<i>Per person.</i>	11.80	12.10
	Children.	<i>Aged 7 – 17 yrs.</i>	7.00	7.20
	Family.	<i>2 adults and 2 children.</i>	31.00	32.00
<b>Lake Narracan - Boat Launching</b>				
	Day Pass (8am - 6pm)	<i>Sat-Sun &amp; Public Holidays*</i>	18.50	19.00
	Day Pass (8am - 6pm)	<i>Monday – Friday *</i>	16.50	17.00
	Season Boat Pass	<i>December–March</i>	190.00	195.00
	Half Day Pass (8am - 1pm or 1pm - 6pm)	<i>Latrobe City residents</i>	No Charge	No Charge
	Half Day Pass (8am - 1pm or 1pm - 6pm)	<i>Sat-Sun &amp; Public Holidays</i>	11.80	12.10
	Half Day Pass (8am - 1pm or 1pm - 6pm)	<i>Monday – Friday</i>	9.20	9.40

\*Latrobe City residents no charge Monday to Friday, excluding public holidays. Full fees are applicable on Saturday and Sundays



<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>					
<i>Asset protection</i>					
SERVICE TYPE ASSET PROTECTION FEES	BASIS	2014/2015 \$ (GST Inc)		2015/16 \$ (GST Inc)	
		Rural	Urban	Rural	Urban
<b>Asset Protection Fees</b>					
Road Openings.	<i>Provision of traffic management.</i>	170.00	170.00	174.50	174.50
Road Openings.	<i>No traffic management required.</i>	85.00	85.00	87.00	87.00
Occupation of Parking Bays.	<i>Per bay per day</i>	40.00	40.00	41.00	41.00
Road Occupations.	<i>Provision of traffic management.</i>	170.00	170.00	174.50	174.50
Road Occupations.	<i>No traffic management required.</i>	85.00	85.00	87.00	87.00
Building Site Asset Inspections: Cost of Works < \$12,000	<i>Excluding all Reblocking, Urban Front Fencing &amp; Demolitions</i>	Nil	Nil	Nil	Nil
Cost of Works > \$12,000	<i>Including all Reblocking, Urban Front Fencing &amp; Demolitions</i>	90.00	170.00	92.50	174.50
<b>Asset Protection Fees for Service Installations in Areas by Parties Other Than Utilities or Their Agents</b>					
Road Length less than 100m.		170.00	170.00	174.50	174.50
Each Additional 100m of Road Length.		90.00	90.00	92.50	92.50
<b>Asset Protection Fee for Vehicle Crossing Works</b>					
		70.00	90.00	72.00	92.50
<b>Asset Protection Fee for Drainage Tapping in Urban Areas at Drainage Easements and Nature Strips Including Provision of Legal Point of Discharge or Drainage Information</b>		N/A	90.00	N/A	92.50
<b>Security Deposit as Detailed in Clause 10 of the Vehicle Crossing Policy</b>			1,500.00		1,500.00
<b>Parking Headworks Charge as Defined in Clause 11 of the Vehicle Crossing Policy</b>			3,500.00		3,500.00

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
<i>Asset protection</i>			
<b>SERVICE TYPE ASSET PROTECTION FEES</b>	<b>BASIS</b>	<b>2014/2015 \$ (GST Inc)</b>	<b>2015/16 \$ (GST Inc)</b>
Security Bonds as Specified in Part D of Local Law No.3	Cost of Works < \$12,000:	Nil	Nil
	<i>Rural, Residential, Industrial and Commercial Building Sites for Builders with a 12 month Satisfactory Performance Record, Excluding all Reblocking, Front Fencing &amp; Demolitions.</i>	500.00	500.00
Cost of Works > \$12,000:	<i>Rural, Residential, Industrial and Commercial Building Sites for Builders with an Unsatisfactory Performance Record.</i>		
	Cost of Works > \$12,000:		
	Rural Building Site;	500.00	500.00
	Residential Building Site;	500.00	500.00
	Residential Building Site;	1,000.00	1,000.00
	Residential Building Site;	1,500.00	1,500.00
	Residential Building Site;	2,000.00	2,000.00
	Industrial Building Site;	2,500.00	2,500.00
	Commercial Building Site;	5,250.00	5,250.00
Multiple Building Sites	10,500.00	10,500.00	
Enquiries - Legal Point of Discharge or Drainage Information	Urban Areas	30.00	30.75
Charge for Restoration of Road Openings in Urban and Rural Areas		Actual cost plus 10% of the actual cost to cover administration expenses	Actual cost plus 10% of the actual cost to cover administration expenses
Asset Protection Penalty for Infringement Notice as Specified in Clause 18 of Local Law No.3	<i>Set by Statute (State Government)</i>	Penalty Units are defined by Section 5 of the Monetary Units Act 2004 147.61 2 Penalty Units	Penalty Units are defined by Section 5 of the Monetary Units Act 2004 147.61 2 Penalty Units

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
<i>Asset protection</i>			
<b>SERVICE TYPE ASSET PROTECTION FEES</b>	<b>BASIS</b>	<b>2014/2015 \$ (GST Inc)</b>	<b>2015/16 \$ (GST Inc)</b>
<b>Fees for Utilities and Their Agents for Applications Under Schedule 7 to the Road Management Act 2004 for Municipal Roads on which the maximum speed limit for vehicles at any time is more than 50kms per hour</b>	<i>Set by Statute (State Government)</i>	Fee Units are defined by Section 5 of the Monetary Units Act 2004 (as at 1/7/2013) 1 Fee Unit = 13.24	Fee Units are defined by Section 5 of the Monetary Units Act 2004 (as at 1/7/2013) 1 Fee Unit = 13.24
	<i>Set by Statute (State Government)</i>	45 Fee Units	45 Fee Units
	<i>Set by Statute (State Government)</i>	25 Fee Units	25 Fee Units
	<i>Set by Statute (State Government)</i>	11 Fee Units	11 Fee Units
	<i>Set by Statute (State Government)</i>	5 Fee Units	5 Fee Units
<b>Fees for Utilities and Their Agents for Applications Under Schedule 7 to the Road Management Act 2004 for Municipal Roads on which the maximum speed limit for vehicles at any time is <u>not more than</u> 50kms per hour</b>	<i>Set by Statute (State Government)</i>	Fee Units are defined by Section 5 of the Monetary Units Act 2004	Fee Units are defined by Section 5 of the Monetary Units Act 2004
	<i>Set by Statute (State Government)</i>	20 Fee Units	20 Fee Units
	<i>Set by Statute (State Government)</i>	5 Fee Units	5 Fee Units
	<i>Set by Statute (State Government)</i>	11 Fee Units	11 Fee Units
	<i>Set by Statute (State Government)</i>	5 Fee Units	5 Fee Units

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
<i>Waste Management - Transfer Stations</i>			
SERVICE TYPE TRANSFER STATION FEES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
		General Waste	General Waste
<b>Sedan/Wagon</b>	<i>Seat up.</i>	10.00	10.00
	<i>Seat down.</i>	13.00	14.00
<b>Utilities</b>	Water line up to 1.8m Long Tray.	13.00	14.00
	Water Line over 1.8m Long Tray.	24.00	25.00
	Heaped up to 1.8m Long Tray.	19.00	20.00
	Heaped over 1.8m Long Tray.	30.00	30.00
<b>Single Axle Trailers</b>	Water Line up to 1.8m Long.	17.00	18.00
	Water Line 1.8m to 2.75m Long.	25.00	27.00
	Heaped up to 1.8m Long.	26.00	27.00
	Heaped 1.8m to 2.75m Long.	37.00	38.00
	Boxed up to 1.8m Long.	37.00	38.00
	Boxed 1.8m to 2.75m Long.	58.00	60.00
<b>Tandem Axle Trailers</b>	Water Line up to 2.75m Long.	26.00	27.00
	Water Line 2.75m to 3.75m Long.	40.00	42.00
	Heaped up to 2.75m Long.	42.00	43.00
	Heaped 2.75m to 3.75m Long.	74.00	76.00
	Boxed up to 2.75m Long.	78.00	79.00
	Boxed 2.75m to 3.75m Long.	105.00	107.00
<b>Trucks Up To 4.5 tonne GVM</b>	With Weighbridge Dockets.	<i>Per tonne.</i> GVM. <i>Deposit at municipal landfill.</i>	Refer to landfill fees and charges
<b>Small Items</b>	Mobile Garbage Bin (wheelie bin).	<i>Per item</i>	5.10
	Kitchen / Dining Chairs.	<i>Up to three.</i>	5.10
	Stools.	<i>Up to three.</i>	5.10
<b>E-Waste (Electrical Items)</b>	Hard drive-keyboard and mouse,laptop,DVD,video, hi-fi etc. Screens, monitors & TV	<i>Per Unit</i> <i>Per item</i>	5.10 -
<b>Mattresses</b>	Single	<i>Per item</i>	12.30
	Double	<i>Per item</i>	18.50
	Queen	<i>Per item</i>	18.50
	King	<i>Per item</i>	18.50
<b>Medium Items</b>	Lounge Chairs.	<i>Up to two</i>	12.00
	Small Cupboards.	<i>HDL – 1.3m x 0.6m x 1.2m.</i>	12.00
	2 Seat Sofa.		12.00

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
<i>Waste Management - Transfer Stations</i>			
SERVICE TYPE TRANSFER STATION FEES	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Large Items</b>			
Double Beds (excluding Mattresses)		Not Accepted	Not Accepted
Large Cupboards.	<i>HDL – 2.5m x 0.7m x 1.6m.</i>	20.00	20.00
3 Seat Sofa.		20.00	20.00
<b>Tyres</b>			
Car and Motor Cycle.		5.00	5.00
Light Truck & 4WD.		10.00	10.00
Heavy Vehicle and Earth Moving.		Not Accepted	Not Accepted
<b>Tyres on Rims</b>			
Car.		10.00	10.00
Light Truck and Fork Lifts.		20.00	20.00
Heavy Vehicle and Earth Moving.		Not Accepted	Not Accepted
<b>Recyclable Goods – Free of Charge (1)</b>		No Charge	No Charge
Car Batteries.	<i>folded flat (otherwise \$5 handling fee)</i>		
Paper, Cardboard.	<i>Codes 1 – 7.</i>		
Plastic Bottles.			
Aluminium Cans.			
Glass Bottles.			
Steel.			
White Goods.	<i>Without tyres only at Morwell.</i>		
Car Bodies.	<i>Domestic quantities only.</i>		
Motor Oils.			
<b>Other Waste Management</b>			
Domestic Waste Card (2)	<i>Per annum.</i>	175.00	179.40
Synthetic Mineral Fibre (SMF) Plastic Bags	<i>Each</i>	3.50	3.50

(1) Loads with large quantities of recyclable material will be assessed on the remaining load. This will require the recyclable material to be unloaded and the vehicle to be reassessed. Timber will be accepted in maximum lengths of 1.8 metres.

(2) Domestic Waste Card – a voluntary service for property owners who do not receive Council's kerb side waste collection services. The card allows unlimited trips to transfer stations to dispose of domestic garbage and recyclable products that would normally be disposed of via the kerbside collection.

<b>COMMUNITY INFRASTRUCTURE &amp; RECREATION</b>			
<i>Waste Management - Landfill</i>			
SERVICE TYPE WASTE MANAGEMENT - LANDFILL (1)	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
Clean Fill  <span style="float: right;">(1) Clean Fill – Only if required at Landfill.</span>	<i>Per tonne – including landfill levy.</i>	40.00	41.25
Putrescible Waste & Inert Waste	<i>Per tonne (excluding contractual arrangements) Minimum charge 1 tonne (Includes State Government Landfill Commercial Levy \$51.30 per tonne)</i>	159.40	163.75
Dead Animals  <span style="float: right;">Less than 30kg Ex Vets</span>	<i>Per animal Per bag (max 30kg)</i>	12.80 12.80	13.10 13.10
Prescribed Waste  <span style="float: right;">Commercial Asbestos – Emergency situation only Commercial Asbestos – Emergency situation only Low Level Contaminated Soil. Low Level Contaminated Soil.</span>	<i>Minimum charge. Per tonne. Minimum charge. Per tonne. (Includes State Government Landfill Asbestos Prescribed Waste Levy \$30 per tonne)</i>	Not Accepted Not Accepted Not Accepted Not Accepted	Not Accepted Not Accepted Not Accepted Not Accepted
Industrial Waste  <span style="float: right;">Synthetic Mineral Fibre Wrapped - Domestic</span>	<i>Per cubic metre (m3)</i>	30.00	30.00
Hazardous Waste  <span style="float: right;">Asbestos – Domestic. Latrobe City Residents Non-Latrobe City Residents</span>	<i>Per m3 Per 20kg package (2) must be removed and deposited by the resident, otherwise prescribed waste rate.</i>	40.00 40.00	40.00 40.00

(1) Dry clean fill can only be deposited by contractors by prior arrangement and will only be accepted if fill material is required. It will be charged at the rate of \$40 per tonne, which includes the increase in EPA Commercial levy. There is no public access to landfill.

(2) Maximum of 6 x 20kg packages correctly wrapped per customer.

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
<i>Building Developments</i>			
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
<b>BUILDING PERMITS/FEES</b>		<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
Permit time extensions and inspections for lapsed permits	<i>Minimum.</i>	135.00	150.00
Preparation of Section 173 Agreements For building over easements.	<i>Per agreement</i>	390.00	400.00
Building File Search Fee	<i>Linked to statutory fee set by regulation 327</i>	47.85*	50.00
Report and Consent			
First	<i>Each</i>	226.00	240.00
Additional	<i>Each</i>	113.00	120.00
Temporary Structure Siting Approvals	<i>Treated as a Report and Consent</i>	226.00	240.00
Pope – Occupancy Permits	<i>Treated as a Report and Consent</i>	226.00	240.00

\*NOTE Statutory Fees can only be increased by the Minister for Planning. At the time of the draft budget preparation there was no indication of likely alteration to these statutory fees.

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
<i>Statutory Planning</i>			
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
<b>PLANNING PERMITS</b>		<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
<p>Many of these fees are those prescribed under the Planning and Environment (Fees) Regulations 2000 and the Subdivision (Permit and Certification Fees) Regulations, but are not a complete representation of the Regulations. Reference should be made to the Regulations to obtain the complete wording of individual fee regulations (GST exempt). * NOTE – Statutory Fees are subject to change at the discretion of the Minister for Planning.</p>			
<b>Planning Permit Application - Use Only</b>	<i>Statutory State Government Fees</i>	* 502.00	502.00
<b>To develop land or to use and develop land for a single dwelling per lot, or to undertake development ancillary to the use of the land for a single dwelling per lot if the estimated cost of development included in the application is:</b>	\$10,001 - \$100,000 <i>Statutory State Government Fees</i>	* 239.00	239.00
	More Than \$100,000 <i>Statutory State Government Fees</i>	* 490.00	490.00
<b>To develop land (other than for a single dwelling per lot) if the estimated cost of development included in the application is:</b>	Up to \$10,000 <i>Statutory State Government Fees</i>	* 102.00	102.00
	\$10,001 to \$250,000 <i>Statutory State Government Fees</i>	* 604.00	604.00
	\$250,001 to \$500,000 <i>Statutory State Government Fees</i>	* 707.00	707.00
	\$500,001 to \$1,000,000 <i>Statutory State Government Fees</i>	* 815.00	815.00
	\$1,000,001 to \$7,000,000 <i>Statutory State Government Fees</i>	* 1,153.00	1,153.00
	\$7,000,001 to \$10,000,000 <i>Statutory State Government Fees</i>	* 4,837.00	4,837.00
	\$10,000,001 to \$50,000,000 More Than \$50,000,000 <i>Statutory State Government Fees</i>	* 8,064.00 * 16,130.00	8,064.00 16,130.00
<b>Subdivision</b>	To Subdivide an Existing Building. <i>Statutory State Government Fees</i>	* 386.00	386.00
	To Subdivide Land into Two Lots. <i>Statutory State Government Fees</i>	* 386.00	386.00
	To effect a realignment of a common boundary between lots <i>Statutory State Government Fees</i>	* 386.00	386.00
	Consolidate two or more lots. <i>Statutory State Government Fees</i>	* 386.00	386.00
	To Subdivide Land. <i>Statutory State Government Fees</i>	* 781.00	781.00
	To remove a restriction (within the meaning of the Subdivision Act 1988) over land if the land has been used or developed for more than 2 years before the date of the applications in a manner which would have been lawful under the Planning and Environment Act 1987 but for the existence of the restriction. <i>Statutory State Government Fees</i>	* 249.00	249.00



<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
		<i>Statutory Planning</i>	
<b>SERVICE TYPE</b>		<b>2014/2015</b>	<b>2015/16</b>
<b>PLANNING PERMITS</b>	<b>BASIS</b>	<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
<b>Subdivision</b>			
To create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or to create or remove a right of way.	<i>Statutory State Government Fees</i>	* 541.00	541.00
To create, vary or remove an easement other than a right of way; or to vary or remove a condition in the nature of an easement other than a right of way in a Crown grant.	<i>Statutory State Government Fees</i>	* 404.00	404.00
Supervision of Works.		2.5% of value of works	2.5% of value of works
Checking of Engineering Plans.		0.75% of value of works	2.5% of value of works
<b>To Amend an Application</b>			
To amend an application for a permit after notice of the application has been given under Section 52.	<i>Statutory State Government Fees</i>	* 102.00	102.00
<b>To Amend a Permit</b>			
To amend an application to amend a permit after late notice of the application has been given under Section 52.	<i>Statutory State Government Fees</i>	* 102.00	102.00
To amend a permit to use land if that amendment is to change the use for which the land may be used.	<i>Statutory State Government Fees</i>	* 502.00	502.00
To change a statement of what the permit allows;	<i>Statutory State Government Fees</i>	* 502.00	502.00
To change any of all of the conditions which apply to the permit;	<i>Statutory State Government Fees</i>	* 502.00	502.00
In any way not otherwise provided for in this regulation.	<i>Statutory State Government Fees</i>	* 502.00	502.00
To amend a permit to develop land or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of the land for a single dwelling per lot if the estimated cost of an additional development to be permitted by the amendment is:	<i>Statutory State Government Fees</i>		
	\$10,000 - \$100,000.	* 239.00	239.00
	> \$100,000.	* 490.00	490.00

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>				
		<i>Statutory Planning</i>		
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>	
<b>PLANNING PERMITS</b>		<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>	
<b>To Amend A Permit (Continued)</b>	To amend a permit to develop land if the estimated cost of any additional development to be permitted by the amendment is \$10,000 or less.	<i>Statutory State Government Fees</i>	* 102.00	102.00
	To amend a permit if the estimated cost of any additional development to be permitted by the amendment is:	<i>Statutory State Government Fees</i>	* 604.00	604.00
		> \$10,001 to \$250,000;	* 707.00	707.00
		> \$250,001 to \$500,000;	* 815.00	815.00
		> \$500,001		
	To amend a permit to: Subdivide an existing building; Subdivide land into two lots; Effect a realignment of a common boundary Consolidate two or more lots.	<i>Statutory State Government Fees</i>	* 386.00	386.00
<b>Combined Permit Applications Certification</b>	An application to certify a plan.	<i>Statutory State Government Fees</i>	* 100.00	100.00
		<i>Application fee plus amount per lot</i>	* 20.00	20.00
	Procedural.	<i>Exempt subdivisions, consolidations etc.</i>	* 100.00	100.00
	Recertification.		* 100.00	100.00
<b>Certificates of Compliance</b>	The fee for a certificate under Section 97N.	<i>Statutory State Government Fees</i>	* 147.00	147.00
<b>Satisfaction Matters</b>	The fee for determining a matter where a planning scheme specifies that the matter must be done to the satisfaction of a responsible authority or referral authority.	<i>Statutory State Government Fees</i>	* 102.00	102.00
<b>Administration Charges</b>	Extend the Expiry Date of a Permit.	<i>Per permit</i>	131.20	134.50
	Search for and Provide a copy of a permit	<i>Per permit</i>	131.20	134.50
	Liquor Licence Applicant Information Requests	<i>Per application</i>	58.40	59.85
	Written response to planning queries	<i>Per response</i>	58.40	59.85
		<i>This figure is based on average of Council fees across Gippsland</i>		
	Secondary Consent	<i>Per permit</i>	102.00	104.55
	Public Notification on behalf of Applicant.	<i>Standard administration fee</i>	32.80	33.60

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
<i>Statutory Planning</i>			
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
<b>PLANNING PERMITS</b>		<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
Photocopying Charges on Behalf of Applicant	<i>Black &amp; White A4 per sheet</i>	0.25	0.25
	<i>Colour A4 per sheet</i>	1.20	1.20
	<i>Black and White A3 per sheet</i>	0.50	0.50
	<i>Colour A3 per sheet</i>	1.50	1.55
	<i>Black &amp; White AO1 per sheet</i>	8.20	8.40
	<i>Colour AO1 per sheet</i>	10.30	10.55
	<i>Black &amp; White A1 per sheet</i>	6.70	6.85
	<i>Colour A1 per sheet</i>	8.20	8.40
	<i>Black &amp; White A2 per sheet (plotter)</i>	5.10	5.25
	<i>Colour A2 per sheet (plotter)</i>	6.20	6.35

\*NOTE Statutory Fees can only be increased by the Minister for Planning. At the time of the draft budget preparation there was no indication of likely alteration to these statutory fees.

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
<i>Strategic Planning</i>			
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
<b>AMENDMENTS TO PLANNING SCHEMES</b>		<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
<b>Stage One</b>	Considering a request to amend the planning scheme; and Taking action required by Division 1 of Part 3 of the Planning and Environment Act 1987; and Considering any submissions which do not seek a change to the amendment; and If applicable, abandoning the amendment in accordance with Section 28.	<i>Statutory State Government Fees</i> * 798.00	798.00
<b>Stage Two</b>	Considering submissions which seek a change to an amendment, and where necessary referring the submissions to a panel; and Providing assistance to a panel in accordance with Section 158; and Making a submission in accordance with Section 24(b); and Considering the report in accordance with Section 27; and After considering submissions and the report in accordance with Section 27, if applicable, abandoning the amendment in accordance with Section 28.	<i>Statutory State Government Fees</i> * 798.00	798.00
<b>Stage Three</b>	Adopting the amendment or part of the amendment in accordance with Section 29; and Submitting the amendment for approval in accordance with Section 31.	<i>Statutory State Government Fees</i> * 524.00	524.00
<b>Stage Four</b>	Considering a request to approve an amendment in accordance with Section 35; and Giving notice of approval of an amendment in accordance with Section 36.	<i>Statutory State Government Fees</i> * 798.00	798.00

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
<i>Strategic Planning</i>			
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015 \$ (GST Inc)</b>	<b>2015/16 \$ (GST Inc)</b>
<b>AMENDMENTS TO PLANNING SCHEMES</b>			
<b>Combined Permit Application &amp; Planning Scheme Amendment</b>			
The fee for an application for a planning permit combined with a request for amendment of a planning scheme, made in accordance with Section 96a, is the sum arrived at by adding the higher of the fees plus 50% of the lower of the fees which would have applied if separate application had been made.			
If the application for a planning permit is for any combination of use, development other than subdivision, subdivision and any matter referred to in Classes 16, 17 or 18, the fee for the planning permit for the purpose of this calculation is the higher of the fees which would have applied if separate application for planning permits had been made.			
<b>Administration Charges</b>	General written advice of planning scheme amendment histories.	60.50	62.00
	Costs and expenses for a Planning Panel to be appointed, hear and consider submissions, and prepare a report under Part 8 of the Planning and Environment Act 1987.	<i>Full fee recovery of government charges</i>	Various

\*NOTE Statutory Fees can only be increased by the Minister for Planning. At the time of the draft budget preparation there was no indication of likely alteration to these statutory fees.

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>				
<i>Latrobe Regional Gallery</i>				
<b>SERVICE TYPE</b>		<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
LATROBE REGIONAL GALLERY			\$ (GST Inc)	\$ (GST Inc)
<b>Community Access Gallery</b>	Commercial Rental.	<i>Per week.</i>	285.00	292.00
	Community Rental.	<i>Per week.</i>	158.00	162.00
	Bond.		180.00	185.00
<b>Meeting Room - Commercial</b>	Rental.	<i>Half day.</i>	102.00	105.00
		<i>Full day.</i>	180.00	185.00
		<i>Evening.</i>	256.00	263.00
<b>Meeting Room - Community</b>	Rental.	<i>Half day.</i>	48.00	49.00
		<i>Full day.</i>	90.00	93.00
		<i>Evening.</i>	128.00	131.00
<b>Studio Workshop - Commercial</b>	Rental.	<i>Half day</i>	102.00	105.00
		<i>Full day.</i>	218.00	224.00
		<i>Evening.</i>	272.00	279.00
<b>Studio Workshop - Community</b>	Rental.	<i>Half day.</i>	48.00	49.00
		<i>Full day.</i>	100.00	103.00
		<i>Evening.</i>	138.00	142.00

PLANNING & ECONOMIC SUSTAINABILITY					
Performing Arts Centre					
SERVICE TYPE PERFORMING ARTS CENTRE	BASIS	2014/2015 \$ (GST Inc)		2015/16 \$ (GST Inc)	
<b>Performing Arts Centre - Commercial Rate</b> <i>(Professional live performances, professional workshops/seminars, exhibitions and trade shows)</i>					
Town Hall	8am – 5pm daytime – per hour.	101.00		104.00	
	5pm–midnight –evening –per session.	974.00		998.00	
	8am–midnight –all day –per session.	1,573.00		1,612.00	
	Weekly hire rate (5-7 days)	6,258.00		6,414.00	
Little Theatre	8am – 5pm daytime – per hour.	51.00		52.00	
	5pm–midnight –evening –per session.	492.00		504.00	
	8am–midnight –all day –per session.	794.00		814.00	
	Weekly hire rate (5-7 days)	3,049.00		3,125.00	
Whole Complex	8am – 5pm daytime – per hour.	144.00		148.00	
	5pm–midnight –evening –per session.	1,343.00		1,377.00	
	8am–midnight –all day –per session.	2,132.00		2,185.00	
	Weekly hire rate (5-7 days)	8,610.00		8,825.00	
<b>Performing Arts Centre - Community Rate</b> <i>(Bazaars, Fetes, Stalls, Presentation Nights, School Concerts, Weddings, Social Events, Meetings)</i>					
		<b>*Peak</b>	<b>*Off Peak</b>	<b>*Peak</b>	<b>*Off Peak</b>
Town Hall	8am – 5pm daytime – per hour.	74.00	38.00	76.00	39.00
	5pm–midnight –evening –per session.	615.00	317.00	630.00	325.00
	8am–midnight –all day –per session.	744.00	496.00	763.00	508.00
	Weekly hire rate (5-7 days)	4,570.00	N/A	4,684.00	N/A
Little Theatre	8am – 5pm daytime – per hour.	39.00	21.00	40.00	22.00
	5pm–midnight –evening –per session.	359.00	185.00	368.00	190.00
	8am – midnight – all day – per session.	506.00	253.00	519.00	259.00
	Weekly hire rate (5-7 days)	2,409.00	N/A	2,469.00	N/A
Whole Complex	8am – 5pm daytime – per hour.	96.00	48.00	98.00	49.00
	5pm–midnight –evening –per session.	877.00	439.00	899.00	450.00
	8am–midnight –all day –per session.	1,552.00	776.00	1,591.00	795.00
	Weekly hire rate (5-7 days)	6,199.00	N/A	6,354.00	N/A

PLANNING & ECONOMIC SUSTAINABILITY			
Community Halls			
SERVICE TYPE COMMUNITY HALLS	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
<b>Kernot Hall – Commercial Rate</b> <i>(Professional live performances, professional workshops/seminars, exhibitions and trade shows)</i>			
Hall 1.	8am – 5pm – daytime – per hour.	87.00	89.00
	5pm – midnight – evening – per session.	871.00	893.00
	8am – midnight – all day – per session.	1,353.00	1,387.00
	Weekly hire rate.	5,386.00	5,521.00
Hall 2.	8am – 5pm – daytime – per hour.	45.00	46.00
	5pm – midnight – evening – per session.	459.00	470.00
	8am – midnight – all day – per session.	682.00	699.00
	Weekly hire rate.	2,696.00	2,763.00
Whole Hall.	8am – 5pm – daytime – per hour.	133.00	136.00
	5pm – midnight – evening – per session.	1,163.00	1,192.00
	8am – midnight – all day – per session.	1,799.00	1,844.00
	Weekly hire rate.	7,288.00	7,470.00
Whole Complex.	8am – 5pm – daytime – per hour.	164.00	168.00
	5pm – midnight – evening – per session.	1,589.00	1,629.00
	8am – midnight – all day – per session.	2,578.00	2,642.00
	Weekly hire rate.	9,973.00	10,222.00
Foyer.	8am – 5pm – daytime – per hour.	67.00	69.00
	5pm – midnight – evening – per session.	549.00	563.00
	8am – midnight – all day – per session.	917.00	940.00
Kitchen.	8am – 5pm – daytime – per hour.	41.00	42.00
	5pm – midnight – evening – per session.	265.00	272.00
	8am – midnight – all day – per session.	425.00	436.00



PLANNING & ECONOMIC SUSTAINABILITY						
Community Halls						
SERVICE TYPE	BASIS	2014/2015		2015/16		
COMMUNITY HALLS		\$ (GST Inc)		\$ (GST Inc)		
		* Peak	* Off Peak	* Peak	* Off Peak	
<b>Kemot Hall – Community Rate</b>						
(Bazaars, Fetes, Stalls, Presentation Nights, School Concerts, Weddings, Social Events, Meetings)	Hall 1.	8am – 5pm – daytime – per hour.	62.00	31.00	64.00	32.00
		5pm – midnight – evening – per session.	554.00	275.00	568.00	282.00
		8am – midnight – all day – per session.	872.00	433.00	894.00	444.00
	Hall 2.	8am – 5pm – daytime – per hour.	37.00	20.00	38.00	21.00
		5pm – midnight – evening – per session.	302.00	154.00	310.00	158.00
		8am – midnight – all day – per session.	449.00	221.00	460.00	227.00
	Whole Hall.	8am – 5pm – daytime – per hour.	80.00	40.00	82.00	41.00
		5pm – midnight – evening – per session.	761.00	379.00	780.00	389.00
		8am – midnight – all day – per session.	1,240.00	620.00	1,271.00	636.00
	Whole Complex.	8am – 5pm – daytime – per hour.	117.00	58.00	120.00	60.00
		5pm – midnight – evening – per session.	1,040.00	523.00	1,066.00	536.00
		8am – midnight – all day – per session.	1,615.00	808.00	1,655.00	828.00
		Weekly hire rate (5-7 days)	4,049.00	Not Avail	4,150.00	N/A
	Foyer.	8am – 5pm – daytime – per hour.	45.00	25.00	46.00	26.00
		5pm – midnight – evening – per session.	349.00	174.00	358.00	178.00
		8am – midnight – all day – per session.	615.00	308.00	630.00	316.00
	Kitchen.	8am – 5pm – daytime – per hour.	25.00	13.00	26.00	14.00
		5pm – midnight – evening – per session.	180.00	90.00	184.00	92.00
		8am – midnight – all day – per session.	282.00	144.00	289.00	148.00

PLANNING & ECONOMIC SUSTAINABILITY						
Community Halls						
SERVICE TYPE COMMUNITY HALLS	BASIS	2014/2015 \$ (GST Inc)		2015/16 \$ (GST Inc)		
<b>Moe Town Hall – Commercial Rate</b> <i>(Professional live performances, professional workshops/seminars, exhibitions and trade shows)</i>	Main Hall.	8am – 5pm – daytime – per hour.	82.00	84.00		
		5pm – midnight – evening – per session.	764.00	783.00		
		8am – midnight – all day – per session.	1,112.00	1,140.00		
	Exhibition Hall.	8am – 5pm – daytime – per hour.	56.00	57.00		
		5pm – midnight – evening – per session.	379.00	388.00		
		8am – midnight – all day – per session.	548.00	562.00		
	Whole Complex.	8am – 5pm – daytime – per hour.	133.00	136.00		
		5pm – midnight – evening – per session.	1,061.00	1,087.00		
		8am – midnight – all day – per session.	1,589.00	1,629.00		
<b>Moe Town Hall – Community Rate</b> <i>(Bazaars, Fetes, Stalls, Presentation Nights, School Concerts, Weddings, Social Events and Meetings)</i>	Main Hall.	8am – 5pm – daytime – per hour.	* Peak 60.00	* Off Peak 31.00	* Peak 61.00	* Off Peak 32.00
		5pm – midnight – evening – per session.	506.00	248.00	519.00	254.00
		8am – midnight – all day – per session.	728.00	364.00	746.00	373.00
	Exhibition Hall.	8am – 5pm – daytime – per hour.	37.00	20.00	38.00	20.00
		5pm – midnight – evening – per session.	246.00	123.00	252.00	126.00
		8am – midnight – all day – per session.	364.00	135.00	373.00	138.00
	Whole Complex.	8am – 5pm – daytime – per hour.	74.00	37.00	76.00	38.00
		5pm – midnight – evening – per session.	697.00	349.00	714.00	358.00
		8am – midnight – all day – per session. Weekly hire rate.	1,020.00 3,024.00	507.00 N/A	1,045.00 3,100.00	520.00 N/A
	<b>Newborough Public Hall – Community Rate</b> <i>(Bazaars, Fetes, Stalls, Presentation Nights, School Concerts, Weddings)</i>	8am – 5pm – daytime – per hour.	* Peak 30.00	* Off Peak 17.00	* Peak 31.00	* Off Peak 18.00
		5pm – midnight – evening – per session.	248.00	131.00	254.00	134.00
	<b>Ronald Reserve Hall – Community Rate</b> <i>(Bazaars, Fetes, Stalls, Presentation Nights, School Concerts, Weddings, Social Events and Meetings)</i>	Per hour.	17.00	17.00	18.00	18.00
<b>Churchill Community Hall – Community Rate</b> <i>(Bazaars, Fetes, Stalls, Presentation Nights, School Concerts, Weddings, Social Events and Meetings)</i>	Per hour.	17.00	17.00	18.00	18.00	

PLANNING & ECONOMIC SUSTAINABILITY						
Community Halls						
SERVICE TYPE COMMUNITY HALLS	BASIS	2014/2015 \$ (GST Inc)		2015/16 \$ (GST Inc)		
		* Peak	* Off Peak	* Peak	* Off Peak	
Traralgon Court House – Court Room	Community Rate	Per day (8am - 5pm)	55.00	28.00	56.00	29.00
	Commercial Rate	Per day (8am - 5pm)	84.00	N/A	86.00	N/A
<b>Loy Yang Power Latrobe Community Sound Shell – Commercial Rate</b>	Hire Bond/Deposit	Plus clean up costs. Refunded after satisfactory clean up.		308.00 564.00		316.00 578.00
<b>Loy Yang Power Latrobe Community Sound Shell - Community Rate</b>	Daytime Evening Bond/Deposit	Usage – up to 5.00pm. Usage – after 5.00pm. Refunded after satisfactory clean up.		No Charge No Charge 267.00		No Charge No Charge 274.00
Traralgon East Community Centre	Hall Hire.	Per hour.		17.00		18.00
Kath Teychenne Centre – Meeting Room	ty and Not For Profit Groups.	Per hour		No Charge		No Charge
	Commercial.	Per hour		27.00		28.00
<b>Lighting</b>						
<b>Standard</b>						
	Kemot Hall & Moe Town Hall (Standard Rig Open White)	Initial 1-3 shows per season		137.00		140.00
	Kemot Hall & Moe Town Hall (Standard Rig Open White)	Subsequent 4th-6th show per season		133.00		136.00
	Kemot Hall & Moe Town Hall (Standard Rig Open White)	Subsequent 7th+ show per season		131.00		134.00
	Kemot Hall & Moe Town Hall (Standard Rig Colour-2 specials)	Initial 1-3 shows per season		164.00		168.00
	Kemot Hall & Moe Town Hall (Standard Rig Colour-2 specials)	Subsequent 4th-6th show per season		159.00		163.00
	Kemot Hall & Moe Town Hall (Standard Rig Colour-2 specials)	Subsequent 7th+ show per season		156.00		160.00
	Loy Yang Power Latrobe Community Sound Shell (Standard Rig)	Per session		733.00		751.00
	Performing Arts Centre (Standard Rig White/Colour-2 specials)	Initial 1-3 shows per season + Technician fees		205.00		210.00
	Performing Arts Centre (Standard Rig White/Colour-2 specials)	Subsequent 4th-6th show per season+ Technician fees		199.00		204.00
	Performing Arts Centre (Standard Rig White/Colour-2 specials)	Subsequent 7th+ show per season+ Technician fees		195.00		200.00
<b>Non Standard</b>						
	Performing Arts Centre	Initial 1-3 shows per season + Technician Fees		258.00		264.00
	Performing Arts Centre	Subsequent 4th-6th show per season+ Technician fees		250.00		256.00
	Performing Arts Centre	Subsequent 7th+ show per season+ Technician fees		245.00		251.00
	Technician Fees	2 x Technicians per hour (min 3 hours)		82.00		84.00
	Portable 6 x 400 watt lights	Per Day (including 3 hours of Technician)		236.00		242.00
<b>Piano</b>						
	Within hire period	First session/day (includes tuning) subsequent usage per session/day		251.00 87.00		257.00 89.00

PLANNING & ECONOMIC SUSTAINABILITY				
Community Halls				
SERVICE TYPE COMMUNITY HALLS	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)	
<b>Technician</b>	Commercial (minimum 3 hours)	Per technician per hour.	47.00	48.00
	Community (minimum 3 hours)	Per technician per hour.	41.00	42.00
<b>Front Of House</b>	Commercial Usher/Merchandise Seller	Per hour.	41.00	42.00
	Community Usher/Merchandise Seller	Per hour.	36.00	37.00
	Front of House Manager	Per hour.	47.00	48.00
<b>Miscellaneous</b>	Sale of Goods	Payment in lieu of rates. (per day)	164.00	168.00
	PA System	All venues Initial 1-3 shows per season	144.00	148.00
	PA System	Subsequent 4th-6th show per season	140.00	143.00
	PA System	Subsequent 7th+ show per season	137.00	140.00
	Penalty Rate	After midnight – per hour.	131.00	135.00
	Bond	Per Event	297.00	304.00
	Kiosk	Per hour	25.00	25.00
	Test and tag electrical equipment	Per item	8.00	8.50
	Folding tables – wooden	Per item	10.30	11.00
	Chairs – plastic	Per item	2.60	3.00
Replacement salto disc	Per item		25.00	
Excess rubbish removal (> 3m <sup>2</sup> per hire)	each additional 3m <sup>2</sup>		105.00	
<b>Hall Hirers Public/Products Liability Insurance</b> \$10m cover with \$250 excess (subject to policy terms & conditions)	Per hire up to 52 times per year		15.40	16.00
	Performers/Stall holders/Artists/Street stallholders/Buskers/Tutors and Instructors – Available to uninsured, non-high risk applicants, involved in Council event/program/facility/permit holders.	Per hire		35.00
<b>Ticketing</b>	Commercial - All Venues (Including Sounds)	Per ticket sold.	3.70	3.80
		Per complimentary ticket issued. Credit card transactions.	0.70	0.70
	Community - All Venues	Per ticket sold.	2.70	2.80
		Per complimentary ticket issued. Credit card transactions.	0.70	0.70
		Bank Fee		Bank Fee
		No Charge		No Charge
<b>Ticket Printing</b>	Venue	Less than 250 seats	148.00	152.00
	Venue	251- 520 seats	248.00	254.00
	Venue	Greater than 521 seats	306.00	314.00
<b>Merchandise Commission</b>	Commercial - All Venues	Total Sales	12.50%	12.50%

\*Peak – Friday to Sunday plus Public Holidays / Off Peak – Monday to Thursday excluding Public Holidays  
Required public liability insurance is the responsibility of the individual hirers

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b> <i>Latrobe Regional Airport</i>			
SERVICE TYPE LATROBE REGIONAL AIRPORT	BASIS	2014/2015 \$ (GST Inc)	2015/16 \$ (GST Inc)
Airport Annual Licence Fees			
	Recreational	138.60	142.30
	Light Commercial	690.80	709.50
	Commercial	1,383.80	1,421.20

These fees are set annually by the Latrobe Regional Airport Board and therefore the proposed 2015/16 fees may be subject to amendment following that process.

<b>PLANNING &amp; ECONOMIC SUSTAINABILITY</b>			
<i>Visitor Information Centre</i>			
<b>SERVICE TYPE</b>		<b>2014/2015</b>	<b>2015/16</b>
<b>VISITORS INFORMATION CENTRE</b>	<b>BASIS</b>	<b>\$ (GST Inc)</b>	<b>\$ (GST Inc)</b>
<b>Brochure Racking Fee</b>	Operators within Gippsland region wishing to display their brochure in the visitor centre	Annual	85.00
			87.00
<b>Commission on Accommodation Bookings</b>	A commission is charged to operators participating in our accommodation booking system for all bookings processed by staff at the visitor centre or made online	Per booking	10.00%
			10.00%
<b>Public Internet</b>	Up to 5 minutes	Per session	1.00
	Up to 15 minutes	Per session	3.00
	Up to 30 minutes	Per session	5.50
	Up to 1 hour	Per session	8.50
<b>Public Internet Printing</b>	Black and White A4	Per page	0.30
	Colour A4	Per page	1.30
<b>Photocopying</b>	Black and White A4	Per page	0.30
	Colour A4	Per page	1.30
<b>Fax</b>	1st Page	Per page	2.70
	Additional Pages	Per page	1.00

<b>CORPORATE SERVICES</b>			
<i>Contracts &amp; Tendering</i>			
<b>SERVICE TYPE</b>	<b>BASIS</b>	<b>2014/2015</b>	<b>2015/16</b>
CONTRACTS TENDERING		\$ (GST Inc)	\$ (GST Inc)
<b>Tender Documentation</b> Refundable Fee for hard copy Tender Documents	<i>Per tender</i>	55.00	55.00
Freedom of Information Application Fee.	<i>Set by Freedom of Information (Access Charges) Regulations 2004</i>	* As per regulations	* As per regulations
Freedom of Information access Charges	<i>Set by Freedom of Information (Access Charges) Regulations 2004</i>	As per regulations	* As per regulations

<b>OFFICE OF THE CHIEF EXECUTIVE</b>			
<i>Property &amp; Legal</i>			
<b>SERVICE TYPE</b> PROPERTY AND LEGAL	<b>BASIS</b>	<b>2014/2015</b> \$ (GST Inc)	<b>2015/16</b> \$ (GST Inc)
<b>Property and Legal</b>			
Sale of Land Application Fee.	<i>Per application</i>	143.50	147.10
Road Discontinuance/Closure Application Fee.	<i>Per application</i>	143.50	147.10
Annual Lease/License Charge Non Commercial or Community & Non Profit Organisation.	<i>Per lease or licence per annum</i>	70.70	72.50
<b>Off Street Car Parks</b>			
<b>Seymour Street Car Park (Traralgon)</b>			
Car park space leases	<i>Per space per annum</i>	1,230.00	1,260.80
After Hours Call out Fee – Seymour Street Car Park	<i>Per callout</i>	54.30	55.70
Reissue of Permit Sticker Permit	<i>Per replacement permit sticker</i>	20.50	21.00
<b>Commercial Road Car Park (Morwell)</b>			
Car park space leases	<i>Per space per annum</i>	808.70	828.90
Reissue of Permit Sticker Permit	<i>Per replacement permit sticker</i>	20.50	21.00

\* New fee is set in accordance with the regulations and incorporates a CPI based escalation which is not available until June.



## 2015/2016 Budget Appendices

### Appendix E

#### Strategies and Plans

The following appendix includes a list of all Council adopted strategies and plans which outline a range of opportunities, initiatives and actions to be delivered for the Latrobe City community. Many of these strategies and plans outline Council's vision for improved services to the community and require investment in infrastructure and/ or additional resources.

It is noted that the capacity of Council to achieve many of the initiatives identified within strategies and plans will be influenced by the following:

- Council's endorsement of future Annual Budget allocations;
- the future availability and outcomes of external funding submissions;
- financial sustainability as identified through the long term financial plan .

## 2015/2016 Budget Appendices

### 1. JOB CREATION AND ECONOMIC SUSTAINABILITY

Economic Sustainability Strategy 2011-2015  
Gippsland Logistics Precinct Project Plan  
Latrobe Regional Airport Master Plan  
Logistics Precinct Master Plan

### 2. APPROPRIATE, AFFORDABLE & SUSTAINABLE FACILITIES, SERVICES & RECREATION

Gaskin Park Master Plan  
Latrobe City Arts Strategy & Action Plan  
Latrobe City Bicycle Plan  
Latrobe City Children's Services Plan 2013-2017  
Latrobe City Council Waste Management Strategy 2010-2017  
Latrobe City Events Strategy & Action Plan 2013-2017  
Latrobe Performing Arts Centre Feasibility Study  
LCC Playground Improvement Implementation Plan 2011-2016  
Library Plan 2011-2017  
Mathison Park Management Plan  
Moe/Newborough Outdoor Recreation Plan  
Morwell Outdoor Recreation Plan  
Morwell Recreation Reserve Precinct Master Plan  
Morwell Town Common Development Plan  
Municipal Early Years Plan 2011-2015  
Newman Park Development Plan  
Northern Towns Outdoor Recreation Plan  
Older Persons Strategy 2007-2021  
Playground Strategy 2005-2021  
Public Open Space Strategy  
Recreation and Leisure Strategy  
Skate and BMX Plan  
Soccer Facilities Plan  
Southern Towns Outdoor Recreation Plan  
Ted Summerton Reserve Moe Master Plan  
Tennis Facilities Plan  
Traralgon Indoor Aquatics and Leisure Facility Feasibility Study  
Traralgon Outdoor Recreation Plan  
Traralgon South Recreation Reserve Master Plan  
Warren Terrace Reserve Master Plan

## 2015/2016 Budget Appendices

### 3. EFFICIENT, EFFECTIVE AND ACCOUNTABLE GOVERNANCE

Asset Management Strategy 2014-2018  
Bridge & Major Culvert Asset Management Plan 2009-2013  
Building Asset Management Plan 2010-2014  
Carpark Asset Management Plan  
Drainage Asset Management Plan  
Footpath Asset Management Plan 2008-2012  
Latrobe City Council Domestic Animal Management Plan 2013-2017  
Local Law No.1  
Local Law No.2  
Local Law No.3  
Road Management Plan 2013-2017  
Sign Asset Management Plan 2007-2011  
Ten Year Financial & Resources Plan

### 4. ADVOCACY FOR AND CONSULTATION WITH OUR COMMUNITY

Disability Action Plan  
Gippsland Regional Plan 2010  
Gippsland Youth Commitment 2011-2015  
International Relations Plan 2011-2014  
Latrobe Heritage Strategy  
Municipal Public Health and Wellbeing Plan  
Positioning Latrobe for a Low Carbon Emissions Future  
Securing our Future  
Statement of Commitment to Reconciliation

### 5. PLANNING FOR THE FUTURE

Churchill Town Centre Plan  
Latrobe Structure Plans (for Churchill, Moe/Newborough, Morwell and Traralgon)  
Moe Rail Precinct Revitalisation Project: Master Plan  
Natural Environment Sustainability Strategy 2014-2019  
Small Town Structure Plans (for Boolarra, Glengarry and Tyers)  
Traralgon Activity Centre Plan  
Traralgon Growth Areas Review

# LATROBE CITY COUNCIL DRAFT STRATEGIC RESOURCE PLAN

2015 - 2019

The Strategic Resource Plan identifies the resources that will be required by Latrobe City Council over the next four years for the implementation of the Council Plan 2013-2017.

## Comprehensive Income Statement

For the four years ending 30 June 2019

	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
<b>Income</b>				
Rates and charges	71,900	74,198	76,567	79,007
Grants - Operating (recurrent)	23,304	23,482	23,663	23,846
Grants - Operating (non-recurrent)	580	416	322	329
Grants - Capital (recurrent)	2,384	1,192	1,192	1,192
Grants - Capital (non-recurrent)	8,237	6,550	4,100	765
User fees and charges	16,065	16,466	16,878	17,300
Developer contributions	41	42	43	44
Developer contributed assets	2,000	2,000	2,000	2,000
Other Income	3,382	3,477	3,586	3,699
<b>Total income</b>	<b>127,892</b>	<b>127,823</b>	<b>128,351</b>	<b>128,182</b>
<b>Expenses</b>				
Employee costs	53,373	55,241	57,174	59,175
Materials and services	33,682	31,357	30,670	31,546
Bad and doubtful debts	16	16	16	16
Depreciation and amortisation	22,946	23,641	24,260	24,871
Finance costs	1,076	927	893	869
Other Expenditure	4,837	4,949	5,064	5,181
<b>Total expenses</b>	<b>115,930</b>	<b>116,131</b>	<b>118,077</b>	<b>121,658</b>
<b>Surplus / (deficit) for the year</b>	<b>11,962</b>	<b>11,692</b>	<b>10,274</b>	<b>6,524</b>
<b>Other comprehensive income</b>				
Net Asset Revaluation movement	21,474	22,168	22,826	23,379
<b>Total comprehensive result</b>	<b>33,436</b>	<b>33,860</b>	<b>33,100</b>	<b>29,903</b>

The Standard Income Statement shows what is expected to happen over the next four years in terms of revenues, expenses and other gains/losses.

The 'bottom line' shows the movement in Council's financial position during the next four years which is reflected in the movement in net assets/total equity in the Standard Balance Sheet.

## Key Assumptions

- Wage rate rise agreements of 3.00% p.a. included in the current Enterprise Bargaining Agreement which is due to be renewed during 2015/16 with a 3.00% increase assumed from 2016/17 onwards inline with CPI forecasts.
- General rates & charges income is projected to increase by 3.0% (excluding growth) in 2015/16. This includes a 3.3% increase (excluding growth) on revenue generated from general rates, municipal charge and rating agreements and a \$9 or 0.77% increase in the garbage charge plus a .04% increase in the State Government Landfill Levy on municipal waste. Overall projected increases in the following three years (excluding growth) of 2.6% per annum will enable Council to achieve waste full cost recovery in accordance with the Waste Management Strategy 2010 -17 and places Council in a sound financial position for the long term.
- User charges, fees & fines will increase by 3.0 percent annually in accordance with CPI.
- Recurrent operating grants and contributions are increased by 2.0 percent annually (CPI less 1%) except where actual funding is already known.
- Materials and consumables will increase by 3.0 percent annually excluding utilities which has an assumed increase of 5.0 percent per annum.
- Finance costs vary according to Council's loan repayment schedules and for new borrowings, an interest rate of 5.0 percent is assumed.
- Projected increases in net surplus from operations will primarily be used to meet the requirements in capital renewal to address the projected infrastructure gap.

## Balance Sheet

For the four years ending 30 June 2019

	2015/16	2016/17	2017/18	2018/19
	\$'000	\$'000	\$'000	\$'000
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	27,235	27,254	32,370	37,689
Trade and other receivables	9,672	9,641	9,703	9,696
Prepayments	375	384	394	403
Financial Assets	4,000	4,000	4,000	4,000
<b>Total current assets</b>	<b>41,282</b>	<b>41,280</b>	<b>46,467</b>	<b>51,789</b>
<b>Non-current assets</b>				
Trade and other receivables	0	0	0	0
Property, infrastructure, plant and equipment	1,108,740	1,140,846	1,167,946	1,192,454
Financial Assets	2	2	2	2
<b>Total non-current assets</b>	<b>1,108,742</b>	<b>1,140,848</b>	<b>1,167,948</b>	<b>1,192,456</b>
<b>Total assets</b>	<b>1,150,024</b>	<b>1,182,128</b>	<b>1,214,415</b>	<b>1,244,245</b>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Trade and other payables	8,106	7,756	7,802	8,032
Provisions	14,072	13,824	14,217	14,662
Interest bearing loans and borrowings	1,887	1,869	1,371	12,382
Trust funds & deposits	2,255	2,312	2,370	2,429
<b>Total current liabilities</b>	<b>26,320</b>	<b>25,761</b>	<b>25,760</b>	<b>37,505</b>
<b>Non-current liabilities</b>				
Provisions	9,709	8,230	6,790	5,353
Interest bearing loans and borrowings	16,143	16,424	17,053	6,671
<b>Total non-current liabilities</b>	<b>25,852</b>	<b>24,654</b>	<b>23,843</b>	<b>12,024</b>
<b>Total liabilities</b>	<b>52,172</b>	<b>50,415</b>	<b>49,603</b>	<b>49,529</b>
<b>Net Assets</b>	<b>1,097,852</b>	<b>1,131,713</b>	<b>1,164,813</b>	<b>1,194,717</b>
<b>Equity</b>				
Accumulated surplus	653,161	664,812	675,042	681,520
Asset revaluation reserve	442,746	464,915	487,740	511,122
Other Reserves	1,944	1,986	2,030	2,075
<b>Total equity</b>	<b>1,097,852</b>	<b>1,131,712</b>	<b>1,164,812</b>	<b>1,194,717</b>

The Standard Balance Sheet provides a snapshot of the Council's expected financial position at the end of each of the next four years. The 'bottom line' of this statement is net assets/total equity which is the net worth of Council.

The change in net assets/total equity is the result of the total comprehensive result shown in the Standard Income Statement.

## Statement of Changes in Equity

For the four years ending 30 June 2019

	Total \$'000	Accumulate d Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
<b>2015/16</b>				
Balance at beginning of the financial year	1,064,416	641,112	421,272	2,032
Surplus for the year	11,962	11,962	0	0
Net asset revaluation increment	21,474	0	21,474	0
Transfer to reserves	0	(41)	0	41
Transfer from reserves	0	129	0	(129)
<b>Balance at end of the financial year</b>	<b>1,097,852</b>	<b>653,162</b>	<b>442,746</b>	<b>1,944</b>
<b>2016/17</b>				
Balance at beginning of the financial year	1,097,852	653,162	442,746	1,944
Surplus for the year	11,692	11,692	0	0
Net asset revaluation increment	22,168	0	22,168	0
Transfer to reserves	0	(42)	0	42
Transfer from reserves	0	0	0	0
<b>Balance at end of the financial year</b>	<b>1,131,712</b>	<b>664,812</b>	<b>464,915</b>	<b>1,986</b>
<b>2017/18</b>				
Balance at beginning of the financial year	1,131,712	664,812	464,915	1,986
Surplus for the year	10,274	10,274	0	0
Net asset revaluation increment	22,826	0	22,826	0
Transfer to reserves	0	(44)	0	44
Transfer from reserves	0	0	0	0
<b>Balance at end of the financial year</b>	<b>1,164,812</b>	<b>675,042</b>	<b>487,740</b>	<b>2,030</b>
<b>2018/19</b>				
Balance at beginning of the financial year	1,164,812	675,042	487,740	2,030
Surplus for the year	6,524	6,524	0	0
Net asset revaluation increment	23,379	0	23,379	0
Transfer to reserves	0	(45)	0	45
Transfer from reserves	0	0	0	0
<b>Balance at end of the financial year</b>	<b>1,194,715</b>	<b>681,521</b>	<b>511,119</b>	<b>2,075</b>

## Statement of Cash Flows

For the four years ending 30 June 2019

	2015/16	2016/17	2017/18	2018/19
	\$'000	\$'000	\$'000	\$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
<b>Cash flows from operating activities</b>				
Rates and charges	71,892	74,207	76,520	79,002
Grants - operating	23,652	23,842	24,013	24,217
Grants - capital	10,619	7,743	5,289	1,957
User fees and fines	16,063	16,468	16,868	17,299
Interest	1,382	1,428	1,484	1,546
Developer Contributions	41	42	43	44
Other Receipts	2,229	2,108	2,056	2,109
Employee costs	(54,854)	(55,072)	(57,219)	(58,994)
Materials and services	(34,917)	(31,532)	(30,960)	(31,722)
Trust Funds and Deposits	55	56	58	59
Other Payments	(7,809)	(7,028)	(5,740)	(5,960)
<b>Net cash provided by (used in) operating activities</b>	<b>28,353</b>	<b>32,262</b>	<b>32,412</b>	<b>29,557</b>
<b>Cash flows from investing activities</b>				
Proceeds from property, plant and equipment	719	600	600	600
Proceeds from sale of investments	(690)	0	0	0
Payments for property, plant and equipment	(35,226)	(32,179)	(27,134)	(24,597)
<b>Net cash provided by (used in) investing activities</b>	<b>(35,197)</b>	<b>(31,579)</b>	<b>(26,534)</b>	<b>(23,997)</b>
<b>Cash flows from financing activities</b>				
Finance costs	(1,076)	(927)	(893)	(869)
Proceeds from borrowings	0	2,150	2,000	2,000
Repayment of borrowings	(2,360)	(1,887)	(1,869)	(1,371)
<b>Net cash provided by (used in) financing activities</b>	<b>(3,436)</b>	<b>(664)</b>	<b>(762)</b>	<b>(240)</b>
<b>Net increase/(decrease) in cash &amp; cash equivalents</b>	<b>(10,280)</b>	<b>19</b>	<b>5,116</b>	<b>5,320</b>
Cash & cash equivalents at beginning of year	37,515	27,235	27,254	32,370
<b>Cash &amp; cash equivalents at end of year</b>	<b>27,235</b>	<b>27,254</b>	<b>32,370</b>	<b>37,690</b>

The Standard Cash Flow Statement shows the expected movement in cash over the next four years.

- The net cash flows from operating activities shows the expected cash available after providing services to the community. Surplus funds have been allocated to fund ongoing capital requirements.
- The decrease in the 'cash held' forecast in 2015/16 is principally a result of grant funding received in one financial year to be spent in the following year, together with capital projects commenced in one year and completed the next.



## Statement of Capital Works

For the four years ending 30 June 2019

	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
<b>Property</b>				
Land	0			
Buildings	10,016	9,000	2,175	148
Building Improvements	750	750	750	750
Heritage Buildings	270			
<b>Total Property</b>	<b>11,036</b>	<b>9,750</b>	<b>2,925</b>	<b>898</b>
<b>Plant and Equipment</b>				
Plant, Machinery & Equipment	2,869	2,120	2,120	2,120
Fixtures, Fittings & Furniture	135	35	35	35
Computers & Telecommunications	645	404	473	1,213
<b>Total Plant and Equipment</b>	<b>3,649</b>	<b>2,559</b>	<b>2,628</b>	<b>3,368</b>
<b>Infrastructure</b>				
Roads	14,841	11,092	11,092	11,092
Footpaths & Cycleways	1,200	1,250	1,450	1,750
Bridges & Culverts	450	1,050	450	2,050
Off Street Carparks	193	100	100	100
Drainage	1,621	1,738	8,350	2,200
Recreational, Leisure & Community Facilities	1,300	0	0	3,000
Parks, Open Space & Streetscapes	136	140	140	140
Landfill Cell Construction	800	4,500	0	0
<b>Total Infrastructure</b>	<b>20,541</b>	<b>19,870</b>	<b>21,582</b>	<b>20,332</b>
<b>Total capital works expenditure</b>	<b>35,226</b>	<b>32,179</b>	<b>27,134</b>	<b>24,597</b>
<b>Represented by:</b>				
New asset expenditure	11,771	13,415	6,015	4,015
Asset renewal expenditure	19,224	16,364	17,319	18,432
Asset expansion expenditure	2,121	1,900	1,900	1,750
Asset upgrade expenditure	2,110	500	1,900	400
<b>Total capital works expenditure</b>	<b>35,226</b>	<b>32,179</b>	<b>27,134</b>	<b>24,597</b>

## Statement of Human Resources

For the four years ending 30 June 2019

	2015/16	2016/17	2017/18	2018/19
	\$'000	\$'000	\$'000	\$'000
<b>Staff expenditure</b>				
Employee costs - operating	53,373	55,241	57,174	59,175
Employee costs - capital	48	0	0	0
<b>Total staff expenditure</b>	<b>53,420</b>	<b>55,241</b>	<b>57,174</b>	<b>59,175</b>
	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>	<b>FTE</b>
<b>Staff numbers</b>				
Employees	590.7	590.7	590.7	590.7
<b>Total staff numbers</b>	<b>590.7</b>	<b>590.7</b>	<b>590.7</b>	<b>590.7</b>

**Other Information**

For the four years ended 30 June 2019

**1. Summary of planned capital works expenditure**

	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>2015/16</b>										
<b>Property</b>										
Land	0									
Buildings	11,036	9,526	790	270	450	11,036	4,785	20	6,231	
Building Improvements	0					0				
Heritage Buildings	0					0				
<b>Total Property</b>	<b>11,036</b>	<b>9,526</b>	<b>790</b>	<b>270</b>	<b>450</b>	<b>11,036</b>	<b>4,785</b>	<b>20</b>	<b>6,231</b>	<b>0</b>
<b>Plant and Equipment</b>										
Plant, Machinery & Equipment	2,869		2,869			2,869			2,869	
Fixtures, Fittings & Furniture	135	15	120			135			135	
Computers & Telecommunications	645		645			645			645	
<b>Total Plant and Equipment</b>	<b>3,649</b>	<b>15</b>	<b>3,634</b>	<b>0</b>	<b>0</b>	<b>3,649</b>	<b>0</b>	<b>0</b>	<b>3,649</b>	<b>0</b>
<b>Infrastructure</b>										
Roads	14,841		13,141	1,700		14,841	4,884	79	9,878	
Footpaths & Cycleways	1,200		1,000		200	1,200			1,200	
Bridges & Culverts	450		450			450			450	
Off Street Carparks	193		73	40	80	193	53		140	
Drainage	1,621	130		100	1,391	1,621	50		1,571	
Recreational, Leisure & Community Facilities	1,300	1,300				1,300	750		550	
Parks, Open Space & Streetscapes	136		136			136			136	
Waste Management	800	800				800			800	
<b>Total Infrastructure</b>	<b>20,541</b>	<b>2,230</b>	<b>14,800</b>	<b>1,840</b>	<b>1,671</b>	<b>20,541</b>	<b>5,737</b>	<b>79</b>	<b>14,725</b>	<b>0</b>
<b>Total capital works expenditure</b>	<b>35,226</b>	<b>11,771</b>	<b>19,224</b>	<b>2,110</b>	<b>2,121</b>	<b>35,226</b>	<b>10,522</b>	<b>99</b>	<b>24,605</b>	<b>0</b>

## 1. Summary of planned capital works expenditure (continued)

	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>2016/17</b>										
<b>Property</b>										
Land, Buildings & Improvements	0									
Buildings	8,900	8,900				8,900	6,550		200	2,150
Building Improvements	850		750	100		850			850	
Heritage Buildings	0									
<b>Total Property</b>	<b>9,750</b>	<b>8,900</b>	<b>750</b>	<b>100</b>	<b>0</b>	<b>9,750</b>	<b>6,550</b>	<b>0</b>	<b>1,050</b>	<b>2,150</b>
<b>Plant and Equipment</b>										
Plant, Machinery & Equipment	2,120		2,120			2,120			2,120	
Fixtures, Fittings & Furniture	35	15	20			35			35	
Computers & Telecommunications	404		404			404			404	
<b>Total Plant and Equipment</b>	<b>2,559</b>	<b>15</b>	<b>2,544</b>	<b>0</b>	<b>0</b>	<b>2,559</b>	<b>0</b>	<b>0</b>	<b>2,559</b>	<b>0</b>
<b>Infrastructure</b>										
Roads	11,092		10,692	400		11,092	1,192		9,900	
Footpaths & Cycleways	1,250		1,000		250	1,250			1,250	
Bridges & Culverts	1,050		1,050			1,050			1,050	
Off Street Carparks	100		100			100			100	
Drainage	1,738		88		1,650	1,738			1,738	
Recreational, Leisure & Community Facilities	0					0				
Parks, Open Space & Streetscapes	140		140			140			140	
Waste Management	4,500	4,500				4,500			4,500	
<b>Total Infrastructure</b>	<b>19,870</b>	<b>4,500</b>	<b>13,070</b>	<b>400</b>	<b>1,900</b>	<b>19,870</b>	<b>1,192</b>	<b>0</b>	<b>18,678</b>	<b>0</b>
<b>Total capital works expenditure</b>	<b>32,179</b>	<b>13,415</b>	<b>16,364</b>	<b>500</b>	<b>1,900</b>	<b>32,179</b>	<b>7,742</b>	<b>0</b>	<b>22,287</b>	<b>2,150</b>

## 1. Summary of planned capital works expenditure (continued)

	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>2017/18</b>										
<b>Property</b>										
Land, Buildings & Improvements	0					0				
Buildings	2,175		675	1,500		2,175	100		2,075	
Building Improvements	750		750			750			750	
Heritage Buildings	0					0				
<b>Total Property</b>	<b>2,925</b>	<b>0</b>	<b>1,425</b>	<b>1,500</b>	<b>0</b>	<b>2,925</b>	<b>100</b>	<b>0</b>	<b>2,825</b>	<b>0</b>
<b>Plant and Equipment</b>										
Plant, Machinery & Equipment	2,120		2,120			2,120			2,120	
Fixtures, Fittings & Furniture	35	15	20			35			35	
Computers & Telecommunications	473		473			473			473	
<b>Total Plant and Equipment</b>	<b>2,628</b>	<b>15</b>	<b>2,613</b>	<b>0</b>	<b>0</b>	<b>2,628</b>	<b>0</b>	<b>0</b>	<b>2,628</b>	<b>0</b>
<b>Infrastructure</b>										
Roads	11,092		10,692	400		11,092	1,192		9,900	
Footpaths & Cycleways	1,450		1,200		250	1,450			1,450	
Bridges & Culverts	450		450			450			450	
Off Street Carparks	100		100			100			100	
Drainage	8,350	6,000	700		1,650	8,350		4,000	2,350	2,000
Recreational, Leisure & Community Facilities	0					0				
Parks, Open Space & Streetscapes	140		140			140			140	
Waste Management	0					0			0	
<b>Total Infrastructure</b>	<b>21,582</b>	<b>6,000</b>	<b>13,282</b>	<b>400</b>	<b>1,900</b>	<b>21,582</b>	<b>1,192</b>	<b>4,000</b>	<b>14,390</b>	<b>2,000</b>
<b>Total capital works expenditure</b>	<b>27,135</b>	<b>6,015</b>	<b>17,320</b>	<b>1,900</b>	<b>1,900</b>	<b>27,135</b>	<b>1,292</b>	<b>4,000</b>	<b>19,843</b>	<b>2,000</b>

## 1. Summary of planned capital works expenditure (continued)

	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
<b>2018/19</b>										
<b>Property</b>										
Land, Buildings & Improvements	0					0				
Buildings	148		148			148			148	
Building Improvements	750		750			750			750	
Heritage Buildings	0					0				
<b>Total Property</b>	<b>898</b>	<b>0</b>	<b>898</b>	<b>0</b>	<b>0</b>	<b>898</b>	<b>0</b>	<b>0</b>	<b>898</b>	<b>0</b>
<b>Plant and Equipment</b>										
Plant, Machinery & Equipment	2,120		2,120			2,120			2,120	
Fixtures, Fittings & Furniture	35	15	20			35			35	
Computers & Telecommunications	1,213		1,213			1,213			1,213	
<b>Total Plant and Equipment</b>	<b>3,368</b>	<b>15</b>	<b>3,353</b>	<b>0</b>	<b>0</b>	<b>3,368</b>	<b>0</b>	<b>0</b>	<b>3,368</b>	<b>0</b>
<b>Infrastructure</b>										
Roads	11,092		10,692	400		11,092	1,192		9,900	
Footpaths & Cycleways	1,750		1,500		250	1,750			1,750	
Bridges & Culverts	2,050	1,000	1,050			2,050	765		1,285	
Off Street Carparks	100		100			100			100	
Drainage	2,200		700		1,500	2,200			2,200	
Recreational, Leisure & Community Facilities	3,000	3,000				3,000			1,000	2,000
Parks, Open Space & Streetscapes	140		140			140			140	
Waste Management	0					0			0	
<b>Total Infrastructure</b>	<b>20,332</b>	<b>4,000</b>	<b>14,182</b>	<b>400</b>	<b>1,750</b>	<b>20,332</b>	<b>1,957</b>	<b>0</b>	<b>16,375</b>	<b>2,000</b>
<b>Total capital works expenditure</b>	<b>24,597</b>	<b>4,015</b>	<b>18,432</b>	<b>400</b>	<b>1,750</b>	<b>24,597</b>	<b>1,957</b>	<b>0</b>	<b>20,641</b>	<b>2,000</b>

2. Summary of planned human resources expenditure

	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000	2018/19 \$'000
<b>Office of the Chief Executive</b>				
- Permanent full time	2,105	2,179	2,255	2,334
- Permanent part time	223	231	239	247
<b>Total Office of the Chief Executive</b>	<b>2,328</b>	<b>2,410</b>	<b>2,494</b>	<b>2,581</b>
<b>Planning &amp; Economic Sustainability</b>				
- Permanent full time	5,214	5,396	5,585	5,780
- Permanent part time	484	501	518	536
<b>Total Planning &amp; Economic Sustainability</b>	<b>5,697</b>	<b>5,897</b>	<b>6,103</b>	<b>6,317</b>
<b>Corporate Services</b>				
- Permanent full time	5,286	5,471	5,662	5,861
- Permanent part time	521	539	558	577
<b>Total Corporate Services</b>	<b>5,806</b>	<b>6,010</b>	<b>6,220</b>	<b>6,438</b>
<b>Community Infrastructure &amp; Recreation</b>				
- Permanent full time	12,490	12,927	13,380	13,848
- Permanent part time	1,839	1,903	1,969	2,038
<b>Total Community Infrastructure &amp; Recreation</b>	<b>14,329</b>	<b>14,830</b>	<b>15,349</b>	<b>15,886</b>
<b>Community Liveability</b>				
- Permanent full time	9,441	9,771	10,113	10,467
- Permanent part time	10,793	11,171	11,562	11,967
<b>Total Community Liveability</b>	<b>20,234</b>	<b>20,942</b>	<b>21,675</b>	<b>22,433</b>
Total casuals and other	4,978	5,153	5,333	5,520
<b>Total staff expenditure</b>	<b>53,373</b>	<b>55,241</b>	<b>57,174</b>	<b>59,175</b>
	FTE	FTE	FTE	FTE
<b>Office of the Chief Executive</b>				
- Permanent full time	17.0	17.0	17.0	17.0
- Permanent part time	2.3	2.3	2.3	2.3
<b>Total Office of the Chief Executive</b>	<b>19.3</b>	<b>19.3</b>	<b>19.3</b>	<b>19.3</b>
<b>Planning &amp; Economic Sustainability</b>				
- Permanent full time	50.0	50.0	50.0	50.0
- Permanent part time	5.8	5.8	5.8	5.8
<b>Total Planning &amp; Economic Sustainability</b>	<b>55.8</b>	<b>55.8</b>	<b>55.8</b>	<b>55.8</b>
<b>Corporate Services</b>				
- Permanent full time	49.0	49.0	49.0	49.0
- Permanent part time	5.8	5.8	5.8	5.8
<b>Total Corporate Services</b>	<b>54.8</b>	<b>54.8</b>	<b>54.8</b>	<b>54.8</b>
<b>Community Infrastructure &amp; Recreation</b>				
- Permanent full time	138.0	138.0	138.0	138.0
- Permanent part time	26.0	26.0	26.0	26.0
<b>Total Community Infrastructure &amp; Recreation</b>	<b>164.0</b>	<b>164.0</b>	<b>164.0</b>	<b>164.0</b>
<b>Community Liveability</b>				
- Permanent full time	94.0	94.0	94.0	94.0
- Permanent part time	144.6	144.6	144.6	144.6
<b>Total Community Liveability</b>	<b>238.6</b>	<b>238.6</b>	<b>238.6</b>	<b>238.6</b>
Total casuals and other	58.2	58.2	58.2	58.2
<b>Total staff expenditure</b>	<b>590.7</b>	<b>590.7</b>	<b>590.7</b>	<b>590.7</b>

## Financial Performance Indicators

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

Indicator	Measure	Budget 2015/16	Strategic Resource Plan Projections			Trend +/-
			2016/17	2017/18	2018/19	
<b>Operating Position</b>						
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1.4%	2.6%	3.4%	3.0%	+
<b>Liquidity</b>						
Working Capital	Current assets / current liabilities	156.8%	160.2%	180.4%	138.1%	-
Unrestricted Cash	Unrestricted cash / current liabilities	87.5%	89.1%	108.6%	88.5%	+
<b>Obligations</b>						
Loans & Borrowings	Interest bearing loans and borrowings / rate revenue	25.1%	24.7%	24.1%	24.1%	+
Loans & Borrowings	Interest and principal repayments / rate revenue	4.8%	3.8%	3.6%	2.8%	+
Indebtedness	Non-current liabilities / own source revenue	28.3%	26.2%	24.6%	12.0%	+
Asset renewal	Asset renewal expenditure / depreciation	83.8%	69.2%	71.4%	74.1%	-
<b>Stability</b>						
Rates concentration	Rate revenue / adjusted underlying revenue	61.1%	62.2%	62.7%	63.0%	-
Rates effort	Rate revenue / property values (CIV)	0.7%	0.7%	0.7%	0.8%	-
<b>Efficiency</b>						
Expenditure level	Total expenditure / no. of assessments	\$3,088	\$3,094	\$3,145	\$3,241	+
Revenue level	Residential rate revenue / No. of residential assessments	\$1,535	\$1,576	\$1,619	\$1,662	+
Workforce turnover	No. of resignations & terminations / average no. of staff	11.5%	11.5%	11.5%	11.5%	o

Key to Forecast Trend:

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





## LATROBE CITY COUNCIL

*Information within this document was correct at time of print and is subject to change without prior notice.*

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# MEETING CLOSED TO THE PUBLIC

## 17. MEETING CLOSED TO THE PUBLIC

Section 89(2) of the Local Government Act 1989 enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

### RECOMMENDATION

**That the Ordinary Meeting of Council closes this meeting to the public to consider the following items which are of a confidential nature, pursuant to section 89(2) of the Local Government Act (LGA) 1989 for the reasons indicated:**

#### 17.1 ADOPTION OF MINUTES

**Agenda item 17.6 *Adoption of Minutes* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)**

#### 17.2 CONFIDENTIAL ITEMS

**Agenda item 17.7 *Confidential Items* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)**

#### 17.3 ASSEMBLY OF COUNCILLORS

**Agenda item 17.8 *Assembly of Councillors* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)**

#### 17.4 LCC-256 CULVERT EXTENSION AT REDHILL ROAD, TRARALGON SOUTH

**Agenda item 17.1 *LCC-256 CULVERT EXTENSION AT REDHILL ROAD, TRARALGON SOUTH* is designated as confidential as it relates to contractual matters (s89 2d)**

**ORDINARY COUNCIL MEETING AGENDA  
23 MARCH 2015 (CM458)**

- 17.5 LCC-263 CONSTRUCTION OF CONCRETE TAXIWAYS AT LATROBE REGIONAL AIRPORT, MORWELL**  
Agenda item 17.2 *LCC-263 CONSTRUCTION OF CONCRETE TAXIWAYS AT LATROBE REGIONAL AIRPORT, MORWELL* is designated as confidential as it relates to contractual matters (s89 2d)
- 17.6 PROVISION OF ENERGY EFFICIENT STREET LIGHTING HARDWARE**  
Agenda item 17.3 *PROVISION OF ENERGY EFFICIENT STREET LIGHTING HARDWARE* is designated as confidential as it relates to contractual matters (s89 2d)
- 17.7 UPDATE - SALE OF COUNCIL LAND**  
Agenda item 17.4 *UPDATE - SALE OF COUNCIL LAND* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)
- 17.8 REQUEST FOR VARIATION DELEGATION EXEMPTION**  
Agenda item 17.5 *REQUEST FOR VARIATION DELEGATION EXEMPTION* is designated as confidential as it relates to contractual matters (s89 2d)