



Minutes

Council Meeting

13 March 2019

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**Baw Baw Shire Council
Council Meeting
13 March 2019
Minutes**

Minutes of the Ordinary Meeting of the Baw Baw Shire Council held in the Trafalgar Council Chambers, commencing at 5:31pm on 13 March 2019.

Present

Cr J Gauci, Cr M Leaney, Cr M Power, Cr K Cook, Cr D Wallace, Cr D Goss, Cr T Jones and Cr J O'Donnell.

In Attendance

Ms A Leighton	Chief Executive Officer
Mr M Dupe	Director Corporate and Community Services
Mr C Van der Velde	Director Community Assets
Ms Y Woods	Director Planning and Development
Mr M Hopley	Chief Information Officer
Mr M Kestigian	Manager Communications and Economic Development
Ms A Lisle	Manager Finance
Mr P Harris	Manager Governance
Ms K Baum	Governance Coordinator
Ms D Foenander	Executive Assistant to the Chief Executive Officer

1. OPENING AND RECOGNITION OF TRADITIONAL CUSTODIANS

Cr Power opened the meeting with recognition of the traditional custodians being; I would like to acknowledge the Traditional Owners of the land on which we are meeting, the Gunaikurnai People. I pay my respects to their Elders both past and present, and Elders of other communities who may be here today.

2. READING OF AFFIRMATION AND PRAYER

Cr Power read the Councillors affirmation, being, 'We now pause to reflect upon the solemn responsibilities conferred on us by the Parliament of Victoria through the *Local Government Act (1989)*.

We acknowledge that it is the responsibility of local government to ensure the peace, order and good governance of our Shire.

We are to be responsible and accountable to our community here in Baw Baw Shire through good governance and leadership.

Almighty God,

Give wisdom and understanding to the members of this Baw Baw Shire Council.

In all our deliberations help each of us to listen carefully, perceive the best course of action have courage to pursue it and grace to accomplish it.

Amen

3. APOLOGIES

Cr P Kostos

4. CIVIC CEREMONIES

Cr Power presented Council with a Sponsorship Certificate of Appreciation from Federation Business School for the Gippsland Business Awards.

5. CONFIRMATION OF PREVIOUS MEETING MINUTES

RECOMMENDATION
That the minutes of the Special Council Meeting held on 26 February 2019 and the Ordinary Council Meeting held on 27 February 2019 be confirmed.
COUNCIL MOTION
Moved: Cr J Gauci
Seconded: Cr K Cook
CARRIED

6. COUNCILLORS DECLARATIONS OF INTEREST/CONFLICT OF INTEREST

Cr Goss declared a Conflict of Interest for Item 10.2 and left the chamber at 5:40pm, returning at 5:45pm.

7. MEETING CLOSED TO THE PUBLIC: RELEASE OF INFORMATION TO THE PUBLIC

7.1 RELEASING OF COUNCIL MOTIONS IN CLOSED TO THE PUBLIC SESSION

Council did not hold a confidential meeting and therefore there is no information to be released to the public.

8. COMMUNITY PARTICIPATION TIME

8.1 QUESTIONS ON NOTICE

Nil questions on notice received

8.2 SUBMISSIONS

Nil submitters

9. PETITIONS

Nil petitions received

10. VIBRANT COMMUNITIES

10.1 CONSIDERATION OF SPONSORSHIP - MARCH 2019

*Social Planner , Community Development
Officer*

*Directorate: Planning Development,
Planning Development*

Ward:

Appendix: 7 attachments

PURPOSE

For Council to consider sponsorship applications submitted in accordance with the Community Funding Assistance Program guidelines.

RECOMMENDATION

That Council:

1. Does not support the sponsorship request from L2P Baw Baw.
2. Supports the sponsorship request from Mindfull Aus for the Mental Health & Wellbeing Week at Darnum Primary School and allocates \$500 for practical resources that will remain with the school.
3. Supports the sponsorship request for \$5,850 from Gippsland Pride Initiative for the inaugural Pride Gippsland 2019 event.

Cr Leaney requested an amended recommendation.

AMENDED RECOMMENDATION

That Council:

1. Supports the sponsorship request from Mindfull Aus for the Mental Health & Wellbeing Week at Darnum Primary School and allocates \$500 for practical resources that will remain with the school.
2. Supports the sponsorship request for \$5,850 from Gippsland Pride Initiative for the inaugural Pride Gippsland 2019 event.

COUNCIL MOTION

Moved: Cr M Leaney
Seconded: Cr J O'Donnell

CARRIED

KEY ISSUES

- At its Ordinary 11 May 2016 Council Meeting, Council resolved to endorse the Community Funding Assistance Program document and launch the Program. The Community Funding Assistance Program included an event sponsorship category.
- There is \$33,554 of available funding in the 2018/19 budget allocation (Attachment 1).
- Three applications have been received:

- L2P Baw Baw to support its 10-year celebration (Attachment 2). The application was received on 10 January 2019.
- Mindfull Aus to support the delivery of activities in a mental health week at Darnum Primary 18—22 March 2019. (Attachment 3). The application was received on the 10 January 2019.
- Gippsland Pride Initiative (auspiced by Gippsland Ranges Roller Derby) to support the inaugural Gippsland Pride Initiative activities being delivered exclusively in Baw Baw Shire locations (Attachment 4) The application was received on the 1 February 2019.

L2P Baw Baw

- The L2P Baw Baw application has been assessed by a Council Officer and was deemed ineligible for consideration because it does not meet the guidelines in two ways: 1) the event will have already occurred prior to Council's decision, and 2) the applicant was awarded funds through Council's Community Development Grant program. (Attachment 5)
- The L2P Baw Baw application is seeking an unspecified amount of financial support.

Mindfull Aus

- The Mindfull Aus application has been assessed by a Council Officer and is deemed eligible for consideration (Attachment 6).
- Mindfull Aus will deliver a range of activities that promote good mental health and associated behaviours to the Darnum Primary School community (students, parents and teachers) between 18—22 March 2019.
- The program is being delivered to the school community at no cost to the school.
- 100-150 students are expected to participate.
- The program is being developed with a view to be delivered in other schools in Baw Baw.
- Mindfull Aus has not specified what level of sponsorship they are seeking. Level 1 (\$500) sponsorship is recommended to support the purchase of resources that can remain the property of Darnum Primary School.

Gippsland Pride Initiative

- The Gippsland Pride Initiative application has been assessed by a Council Officer and is deemed eligible for consideration. (Attachment 7)
- The Applicant is requesting Level 3 sponsorship (\$5,850).
- Activities will be delivered on 15 May and 15 June 2019.
- Other confirmed sponsors are Pride Cup Australia, Latrobe Valley Authority, Lardner Park, Department of Premier and Cabinet, and Baw Baw Shire Council through its Events services (in-kind).

- The project is aiming to directly impact 600 participants across the three activities, with a focus on Baw Baw Shire, and Warragul in 2019.

TRIPLEBOTTOMLINE IMPLICATIONS

Financial Impact

- Funding for Sponsorship is included in the \$300,000 Community Development Grant budget allocation for 2018/19.
- Council has allocated \$204,846 through the Community Development Grants program and \$49,100 to Sponsorships.

Environmental Impact

There are no identified environmental impacts.

Community Impact

- The L2P Baw Baw program is not expected to be impacted if the application is not supported.
- Mindfull Aus expects to engage with up to 150 people in a Baw Baw small town. The focus on students, parents and teachers supports stronger and sustained impact for participants and has the potential to positively affect school and community culture.
- The inaugural Gippsland Pride Initiative expects to engage with 600 people from Baw Baw and across Gippsland. The focus on education, engagement and celebration has the potential to positively affect community attitudes and behaviours towards LGBTQI people and allies. The event will attract State interest and is expected to attract National interest.

CONSULTATION

Not required.

LEGAL/COUNCIL PLAN/POLICY IMPACT

COUNCIL PLAN

This Community Funding Assistance Program assists with the achievement of the key strategic objective as set out in the Council Plan 2017 – 2021:

Strategic Objective 1: Vibrant Communities

1.3 A Vibrant, Healthy and Inclusive Community.

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES

This program has been reviewed under the *Charter of Human Rights and Responsibilities* and is considered compatible.

LEGAL

Successful applications for level two, three and four sponsorship are required to enter a sponsorship agreement to ensure funding is appropriately spent.

POLICY IMPACTS

The sponsorship applications have been assessed in accordance with the endorsed Community Financial Assistance Program.

CONFLICT OF INTEREST DECLARATION

No officer involved in the preparation of this report has a disclosable interest.

**10.2 TENDER RECOMMENDATION 21934CT INSTALLATION OF
SOCCER PITCH LIGHTING TO BELLBIRD PARK RECREATION
RESERVE**

Graduate Project Engineer

Directorate: Community Assets

Ward: West

Appendix: 2 attachments

Cr Goss declared a Conflict of Interest and left the chamber at 5:40 pm, returning at 7:45 pm.

PURPOSE

To present a report for Council to award a contract for Tender 21934CT: Installation of Soccer Pitch Lighting to Bellbird Park Recreation Reserve.

RECOMMENDATION

That Council:

1. Accept the conforming tender submitted by Ace Earthmoving Pty Ltd (ABN 30 798 913 221) for Tender No. 21934CT: Installation of Soccer Pitch Lighting to Bellbird Park Recreation Reserve for the total sum of \$255,860.00 (excluding GST), and
2. Delegate authority to the CEO to sign the contract documents and execute the award of the contract.

COUNCIL MOTION

Moved: Cr K Cook
Seconded: Cr J O'Donnell

CARRIED

KEY ISSUES

- This is a lump sum tender which includes the supply of labour, plant and materials for the upgrade and installation of lighting to the Bellbird Park Recreation Reserve (91 Lampard Road, Drouin).
- The works require the installation of four 18m high light towers to the junior soccer pitch and four 22m high light towers to the senior soccer pitch. Works also include footings, luminaires and associated cabling and electrical works to each of the pitches.
- As per Football Federation Victoria 2018 Rules of Competition and Men's Regulations, the minimum width of junior sized pitch must be 50 metres plus 3 metres run off on all sides. Currently, the Bellbird Park Junior pitch has a width of 47.7 metres. As such, additional works are required to ensure that the pitch meets regulation and the new pitch lighting is positioned correctly. These works include:
 - Detailed survey,
 - Removal and trimming of trees,

- Replacing existing coach's boxes,
- Adjusting playground boundary and installing a fence,
- Moving the goal posts, and
- Line marking.
- The budget and funding allocated includes the installation of soccer pitch lighting at the Trafalgar Recreation Reserve and the Bellbird Park Recreation Reserve. This tender only includes the lighting projects at Bellbird Park. Quotations for the lighting at Trafalgar have been sought separately.
- Preliminary works undertaken to date include Bellbird Park title reestablishment, geotechnical investigation and footing designs for Bellbird Park and Trafalgar Recreation Reserve, Bellbird park power upgrade and Bellbird Park service locating.
- Tenders were advertised on Tenderlink and closed Wednesday 6 February 2019. Two tenders were received.
- Tender submissions have been assessed in accordance with the evaluation criteria stated in the tender document (refer to attachment 'Tender Recommendation Report' for details). Ace Earthmoving Pty Ltd is the preferred tenderer for 21934CT: Installation of Soccer Pitch Lighting to Bellbird Park Recreation Reserve.

TRIPLEBOTTOMLINE IMPLICATIONS

Financial Impact

DESCRIPTION	AMOUNT (Excl. GST)
2018/19 Council Budget (100793 – Soccer Pitch Lighting Improvements at Trafalgar & Bellbird Park)	\$250,000.00
Sport and Recreation Victoria The World Game Facilities Fund (Final 10% to be paid in the 19/20 financial year)	\$250,000.00
Total Budget Available	\$500,000.00
Expenditure and Allocations to Date	
Preliminary works undertaken to date	\$40,300.00
Works associated with pitch widening	\$30,000.00
Preferred Quote submitted by GJ & LI Blaby (including \$10,000.00 contingency sum) for Trafalgar Soccer Pitch Lighting	\$57,460.00
Preferred Tender submitted by Ace Earthmoving (including \$25,000.00 contingency sum) for Bellbird Park Soccer Pitch Lighting	\$255,860.00

Total Expected Project Cost	\$383,620.00
Potential Project Savings (Council cash)	\$116,380.00

Council was successful in receiving funding from Sport and Recreation Victoria funding of \$250,000 on a 2:1 basis. Any additional costs over the \$375,000 minimum project expenditure (2:1 funding basis) will be further met by Councils allocation of \$250,000 18/19 Budget allocation.

Any project savings (Council cash) will be recognised as savings upon completion of the works. There is no requirement to return part of the SRV funding.

Environmental Impact

- Contract specifications require the development and implementation of an Environmental Management Plan for the works. The plan includes operational controls and procedures to manage all identified impacts and environmental protection actions to be undertaken.
- At the junior soccer pitch, the light poles must be constructed at the edge of the southern property boundary due to the proximity to existing underground services. As such, some trees must be trimmed around the new light poles.
- In addition to the above, additional tree works may be required to ensure that the junior pitch meets Victorian soccer pitch standards.

Community Impact

- This project will provide Bellbird Park with compliant lighting to allow for soccer matches and training sessions to be undertaken at night. The junior soccer pitch size will also be upgraded to Football Federation Victoria regulations for junior pitches.
- The Drouin Dragons Soccer Club have been consulted and are in favour of the project.

CONSULTATION

Ongoing consultation with the Drouin Dragons Soccer Club has ensured the project will deliver the required outcomes and support future growth.

LEGAL/COUNCIL PLAN/POLICY IMPACT

COUNCIL PLAN

This installation of soccer pitch lighting at the Bellbird Park Recreation Reserve assists with the achievement of the key strategic objective as set out in the Council Plan 2017-2021:

Vibrant Community

Quality community focused services, facilities and infrastructure to support a growing community.

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES

This project has been reviewed under the *Charter of Human Rights and Responsibilities* and is considered compatible.

LEGAL

Council is obligated to comply with Section 186A of the *Local Government Act 1989* by considering and approving tenders where the contract value is in excess of \$250,000 including GST.

POLICY IMPACTS

Baw Baw Shire has a Procurement Policy made in accordance with the requirements of Section 186A of the *Local Government Act 1989*. The tender evaluation was carried out in accordance with this policy.

CONFLICT OF INTEREST DECLARATION

No officer involved in the preparation of this report has a disclosable interest.

11. THRIVING ECONOMY

11.1 BAW BAW BUSINESS ADVISORY BOARD - EXTENSION OF TERMS OF REFERENCE

Senior Economic Development Officer

Directorate: Communications and Economic Development

Ward: All

Appendix: 1 attachment

PURPOSE

For Council to consider extending the term of the current Baw Baw Business Advisory Board members.

RECOMMENDATION

That Council resolves to:

1. Extend the term of the Baw Baw Business Advisory Board members until the Special Statutory Meeting on Wednesday 6 November 2019.
2. Reappoint the members of the Business Advisory Board whose terms have expired.

COUNCIL MOTION

Moved: Cr T Jones

Seconded: Cr J Gauci

CARRIED

KEY POINTS/ISSUES

- The Baw Baw Business Advisory Board (BAB) plays a key role in assisting Council to develop and facilitate growth within Baw Baw Shire.
- At the 11 May 2016 Council meeting, Council endorsed the Baw Baw Business Advisory Board's updated Terms of Reference, following a review process.
- The Terms of Reference state that members are appointed for a period of 24 months.
- The majority of BAB members have reached the end of their term, which came into effect on 11 May 2016.

TRIPLE BOTTOM LINE IMPLICATIONS

Community Impact

The proposed recommendations will provide continuity for the Baw Baw Business Advisory Board to ensure that the needs, aspirations and challenges of the local business community continue to be well-represented.

Environmental Impact

There are no environmental impacts with this report.

Financial Impact

There are no financial impacts.

CONSULTATION

This report was developed in consultation with the Baw Baw Business Advisory Board members, who have unanimously supported the proposal.

LEGAL/COUNCIL PLAN/POLICY IMPACT

COUNCIL PLAN

This recommendation assists with the achievement of the key strategic objectives as set out in the Council Plan 2017-2021:

Strategic Objective 1: *Thriving Economy*

Support business investment and diversification of the Baw Baw Economy

Strategic Objective 3: *Organisational Excellence*

Achieve clear, open and effective two-way communication and engagement between Council and the community.

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES

This report will be considered under the *Charter of Human Rights and Responsibilities*. Amendments will be recommended to ensure compatibility if required.

LEGAL

The proposed recommendations are consistent with the requirements in the *Local Government Act 1989*.

POLICY IMPACTS

There are no policy impacts.

CONFLICT OF INTEREST DECLARATION

No officer involved in the preparation of this report has a disclosable interest.

11.2 DRAFT DISABILITY ACTION PLAN 2018-2022

Manager Community Services

Directorate: Corporate and Community Services

Ward: All

Appendix: 3 attachments

PURPOSE

For Council to adopt the Draft Disability Action Plan 2018-2022 following community feedback.

RECOMMENDATION

That Council adopt the Draft Disability Action Plan 2018 - 2022.

COUNCIL MOTION

Moved: Cr T Jones

Seconded: Cr J O'Donnell

CARRIED

KEY ISSUES

- Council received and acknowledged 4 submissions during the 4 weeks 'Have Your Say' consultation period, Monday 26 November until Friday 21 December 2018.
- Following community feedback Council updated the Draft Disability Action Plan 2018-2022. Action 4.4 updated to 'Ensure Council meetings, website and documents are accessible to all'; and a number of grammatical corrections made.
- Council developed its first Disability Action Plan in 1999 in line with legislative requirements and a responsibility to the community to reduce barriers experienced by people with disabilities.
- The Disability Action Plan is Council's 4-year strategic plan to address the structural, attitudinal and cultural barriers, people with disabilities experience when participating in community life.
- The Draft Disability Action Plan 2018-2022, once adopted, would replace the current Disability Action Plan 2013-2017.
- The Disability Action Plan 2018-2022, once adopted, will be launched at the Baw Baw Disability Expo, Thursday 21 March 2019 at the West Gippsland Arts Centre to celebrate 20 years of having a Disability Action Plan and Disability Advisory Committee.

TRIPLEBOTTOMLINE IMPLICATIONS

Financial Impact

- Capital – Actions to be completed form part of the normal course of business but may influence the priority of works.
- Operating – staffing resources to monitor and implement the Disability Action Plan

Environmental Impact

Not applicable as recommendations to be completed form part of the normal course of business.

Community Impact

- Reducing barriers to persons with a disability accessing goods, services and facilities.
- Reducing barriers to persons with a disability obtaining and maintaining employment;
- Promoting inclusion and participation in the community of persons with a disability; and
- Achieving positive changes in attitudes and practices which discriminate against persons with a disability.

CONSULTATION

- Council's Draft Disability Action Plan 2018-2022 was open for public consultation via the Have Your Say link on the Baw Baw website from Monday 26 November until Friday 21 December 2018.
- The Draft Disability Action Plan has been developed with the contribution and assistance of the Disability Advisory Committee.

LEGAL/COUNCIL PLAN/POLICY IMPACT

COUNCIL PLAN

This Draft Disability Action Plan 2018-2022 assists with the achievement of the key strategic objectives as set out in the Council Plan 2017-2021:

Vibrant Communities

- Transition aged and disability support services in line with Federal policy direction and funding;
- Enhancing how Council works with the community to improve social inclusion, access and equity;
- Improve the condition, safety and accessibility of the shire's footpaths and trails; and
- Effectively plan and manage car parking demands across the Shire.

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES

This Draft Disability Action Plan 2018-2022 has been reviewed under the *Charter of Human Rights and Responsibilities* and is considered compatible.

LEGAL

- Disability Act 2006, Act No. 23/2006, Part 4 – Disability Services, s.38. Disability Action Plans
- A Disability Action Plan is also a requirement of the *Disability Discrimination Act (1992)*.

POLICY IMPACTS

Actions to be completed form part of the normal course of business but may influence the priority of works.

CONFLICT OF INTEREST DECLARATION

No officer involved in the preparation of this report has a disclosable interest.

12. SAFE AND SUSTAINABLE ENVIRONMENTS

Nil Reports

13. ORGANISATIONAL EXCELLENCE

13.1 MID YEAR BUDGET REVIEW 2018-19

Chief Financial Officer

Directorate: Corporate and Community
Services

Ward: All

Appendix: 1 attachment

Cr Power left the chamber at 5:53pm and Cr Goss assumed the role chair.
Cr Power returned at 5:57 pm.

PURPOSE

To present Council with the findings of the Mid-Year Budget Review and the financial position for the six months to 31 December 2018.

RECOMMENDATION

That Council:

- notes the Financial Report for the six months ended 31 December 2018; and
- notes the Mid-Year Budget Review that identifies forecast year end cash savings of \$0.54 million; and
- endorses the following allocations from the accumulated cash result:
 - \$0.41 million to partly fund the Drouin Early Learning Centre Expansion; and
 - \$0.21 million to the renewal/refurbishment of the Smith Street Annexe over the two financials years of 2018/19 and 2019/20.

COUNCIL MOTION

Moved: Cr J O'Donnell

Seconded: Cr D Wallace

CARRIED

KEY POINTS/ISSUES

Mid-Year Budget Review

- The 2018/19 Mid-Year Budget Review provides Council with the opportunity to review its operations since the adoption of the 2018/19 Budget and consider any necessary adjustments to reflect the latest forecast financial position.
- During December 2018 and January 2019 officers were required to review their detailed operating and capital budgets to identify income and expenditure for the 12 months of the financial year.
- The Mid-Year Review has identified forecasted cash savings of \$0.54 million from the 2018/19 operating budget.
- The operating budget savings of \$0.54 million mainly comprises:

- Rates & charges \$0.24 million - Supplementary rates have increased due to rates and waste charges for new properties and/or extensions to dwellings. The increase in supplementary rates (pro rata) is partly reduced by rate savings to some farm properties following the recent review of all farm eligible properties.
- Operating Grants (\$0.03 million) – this minor forecast reduction is mainly due to lower than expected income from the Financial Assistance Grants (FAG) that is offset by additional grant income attributed to the Family & Children’s Services area. While the Financial Report reflects a forecast deficit of \$4.73 million it should be noted that this deficit is not a loss of income but due to 50% FAG grant being received in the prior financial year.
- User Fees & Statutory Fees \$0.00 million – while no net movement to budget it should be noted that user fees are lower than expected mainly due to the later than expected opening of the Arts Centre. The additional income, for offset purposes, is due to additional income from statutory fees & fines mainly for planning related activity.
- Other income \$0.22 million – mainly comprises additional income resulting from investment of Council’s portfolio of statutory and discretionary reserve funds.
- Employee costs \$0.46 million – forecast savings in salaries due to a number of staff vacancies across Council. This forecast savings is offset by higher than expected agency staff costs (refer Materials, services and contracts below) necessary to backfill the vacant staff positions.
- Materials, services and contracts (non-salary expenses) (\$0.63 million) – over expenditure primarily due to agency staff costs, depot operations and IT licence costs that are partly offset by fuel savings from Council’s fleet operations. The overbudget costs for agency staff costs are offset by employee cost savings as identified above.
- Other expenses \$0.28 million – mainly due to IT lease savings.
- The review of the capital budget has not yet identified any material variances to budget resulting in the year-end forecast remaining equal to the allocated budget funding.

Cash Surplus

The enclosed Financial Report identifies a surplus of \$9.08 million that comprises cash and non-cash items. The surplus is based on Accounting Standards and does not reflect the cash available to Council for future purposes.

It should be noted that the accounting surplus (year-end forecast) is now revised up to \$9.57 million. The movement from \$9.08 million to \$9.57 million was a result of recent additional work conducted by the Finance Team to

improve the surplus result. This work to identify an improved surplus was completed after the issue of the enclosed Financial Report.

The accounting surplus of \$9.57 million is then converted to an accumulated cash surplus to reflect the available cash after receipt of all revenue and payment of all expenses.

The following table represents the movement of \$9.57 million Operating Surplus (accounting surplus) that is then converted to an accumulated cash surplus of \$4.03 million after adding back the impact of non-cash items (such as depreciation) and deducting cash items that are not included to the operating surplus (mainly capital expenses).

The table also identifies the cash savings of \$0.54 million that is reflected as an increase in the accumulated cash surplus from \$3.49 million (Budget) to \$4.03 million.

	Budget 2018/19 \$ millions	Forecast 2018/19 \$ millions	Variance \$ millions
Operating Surplus – Financial Report	\$6.08m	\$9.57m	\$3.49m
Add back non-cash items (mainly depreciation & non-cash income)	\$9.65m	\$10.56m	\$0.91m
Less non-operating cash items (mainly capital)	(\$17.06m)	(\$20.92m)	(\$3.86m)
Equals Cash Deficit 2018/19	(\$1.33m)	(0.79m)	\$0.54m
Plus B/forward Surplus	\$4.82m	\$4.82m	-
Equals Accumulated Cash Surplus	\$3.49m	\$4.03m	\$0.54m

Additional Projects for Consideration

Drouin Early Learning Centre (ELC) Expansion

Council at its meeting of 12 December 2018 approved in principle the expansion of of the Drouin ELC pending the availability of savings from the mid-year budget review to fund Council's co-contribution to this project.

- The total project costs are estimated at \$761,620 to be funded by:
 - \$350,000 from the Department of Education and Training and the balance of
 - \$411,620 being Council's co-contribution from the mid-year budget review.

Refurbishment of Smith St Annexe

It is recommended to allocate \$0.21 million for renewal works within the Smith St Annexe to improve the current facilities and make the amenities DDA compliant.

It is proposed that this project will be delivered over the 2018/19 and 2019/20 financial years.

Allocation of funding towards these additional two projects would reduce the available surplus as follows:

- | | |
|---|-----------------------|
| • Accumulated Cash Surplus (per above) | \$4.03 million |
| ○ Less Drouin ELC Expansion | (\$0.41 million) |
| ○ Less Refurbishment of Smith St Annexe | (\$0.21 million) |
| • Equals Revised Cash Surplus | \$3.41 million |

The revised cash surplus \$3.41 million is then carried forward as a potential funding component for the draft 2019/20 budget.

Financial Report for the six months ended 31 December 2018

The following analysis provides a commentary for the enclosed Financial Report and the Operating Surplus (accounting) of \$9.08 million.

It should be noted that the accounting surplus (year-end forecast) is now \$9.57 million as detailed above in the section headed 'Cash Surplus'. The movement from \$9.08 million to \$9.57 million was a result of additional work conducted by the Finance Team to improve the surplus result. This work to identify an improved surplus was completed after the completed and issue of the enclosed Financial Report.

- The enclosed Financial Report – Income Statement for the 6 months ended 31 December 2018 identifies Council's financial position to date. The Income Statement reports a year to date surplus of \$5.11 million that is a \$0.11 million unfavourable variance when compared to the amended budget (adopted budget plus carryover).
- The full year forecast position for the Income Statement reports a surplus of \$9.08 million that represents an unfavorable variance of \$5.12 million when compared to the amended budget (adopted budget plus carryover). The unfavorable variance is mainly due to the Financial Assistance Grants income received in advance in the 2017/18 financial year plus an increase in depreciation charges resulting from prior year asset revaluations.
- The Capital Works Statement reports year to date expenditure of \$9.34 million that is \$5.06 million lower than the budgeted expense of \$14.40 million. The full year forecast position for Capital Works reports expenditure as \$31.17 million that is on line to budget.

- The Cash Flow Statement for Council reports forecast cash at the end of the financial year of \$24.25 million that represents an increase in cash of \$0.49 million. The 'Change in Cash Held' variance of \$4.29 million is mainly due to the impact of Financial Assistance Grants (FAG's) received in the prior financial year. This adjustment to the FAG's is also reflected in the 'Cash at Beginning of Period' favorable variance of \$4.79 million that substantially offsets the Change in Cash Held unfavorable variance. The net increase in cash of \$0.49 million reflects the cash savings, discussed above, of \$0.54 million.

TRIPLE BOTTOM LINE IMPLICATIONS

Community Impact

The Financial Report provides financial information to the community regarding Council's financial position.

Environmental Impact

There is no environmental impact.

Financial Impact

- Council's financial results are reflected in the Financial Report.
- Financial performance ratios are included in the Performance Statement and highlight Council's ongoing financial sustainability

CONSULTATION

There is no consultation required.

LEGAL/COUNCIL PLAN/POLICY IMPACT

COUNCIL PLAN

The Annual Financial Report and Performance Statement assists with the achievement of the key strategic objective as set out in the Council Plan 2017-2021:

Organisational Excellence

"Providing community benefit by effectively managing councils resources and finances" and "Sustainably manage Council's financial position".

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES

This Financial Report has been reviewed under the Charter of Human Rights and Responsibilities and is considered compatible.

LEGAL

The Local Government (Planning and Reporting) Regulations 2014 applies to the preparation of both the Performance Statement and the Financial Report.

POLICY IMPACTS

Nil

CONFLICT OF INTEREST DECLARATION

No officer involved in the preparation of this report has a disclosable interest.

13.2 2019 RURAL OUTREACH PROGRAM

Executive Assistant to the CEO

Directorate: Chief Executive Officer

Ward: All

Appendix: 1 attachment

PURPOSE

To brief Councillors on the proposal for the 2019 Rural Outreach Program.

RECOMMENDATION

That Council run a pilot of the Rural Outreach Program from April 2019 – December 2019.

COUNCIL MOTION

Moved: Cr M Leaney

Seconded: Cr D Wallace

CARRIED

KEY ISSUES

- The program involves setting up Rural Outreach Pop-ups, in local halls and community buildings. A minimum of one member of the Executive Team, and one Councillor, will attend each Pop-up.
- Towns that will feature in the 2019 program include Neerim, Willow Grove, Rawson, Thorpdale and Longwarry.
- The program will be run on a bi-monthly frequency, with Pop-ups running for four hours, between the hours of 10.00am and 2.00pm.
- Initially, a pilot of the program will be run from April 2019 – December 2019 and if deemed successful, the program will be revised to visit new locations during 2020.
- There will be a media strategy in place to promote the program, and advertising will commence a minimum of four weeks prior to the Pop-up in each respective township.

TRIPLEBOTTOMLINE IMPLICATIONS

Financial Impact

There are negligible financial implications associated with the 2019 Rural Outreach Program.

Environmental Impact

There are no environmental implications associated with the 2019 Rural Outreach Program.

Community Impact

This 2019 Rural Outreach Program will strengthen communication with isolated and outlying townships across the municipality.

CONSULTATION

The Community will be invited to provide feedback at the specific pop – up sessions, and any relevant actions arising from the feedback will be carried out as appropriate.

LEGAL/COUNCIL PLAN/POLICY IMPACT

COUNCIL PLAN

This Quarterly Performance Report assists with the achievement of the key strategic objective as set out in the Council Plan 2017-2021: *Vibrant Communities*.

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES

This 2019 Rural Outreach Program Report has been reviewed under the *Charter of Human Rights and Responsibilities* and is considered compatible.

LEGAL

There are no legal implications associated with the 2019 Rural Outreach Program.

POLICY IMPACTS

There are no policy impacts associated with the 2019 Rural Outreach Program.

CONFLICT OF INTEREST DECLARATION

No officer involved in the preparation of this report has a disclosable interest.

14. NOTICES OF MOTION

Nil

15. COMMITTEE AND DELEGATES REPORTS

Nil Reports

16. ASSEMBLY OF COUNCILLORS

16.1 ASSEMBLY OF COUNCILLORS

Governance Officer

*Directorate: Corporate and Community
Services*

Ward: All

Appendix: 7 attachments

Cr Leaney requested the Assembly of Councillors report for 26 February 2019 Special Council Meeting be amended as he was not present for that meeting.

PURPOSE

To present the written records of Assemblies of Councillors that have occurred.

RECOMMENDATION

That Council receives and notes the Assembly of Councillors records tabled for the period from Friday 15 February to Friday 1 March 2019.

COUNCIL MOTION

Moved: Cr M Leaney

Seconded: Cr J Gauci

CARRIED

KEY POINTS/ISSUES

The *Local Government Act 1989* requires that the written record of an Assembly of Councillors be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated into the minutes of that meeting.

17. MAYORAL MINUTE

Nil

18. GENERAL BUSINESS

18.1 I LOVE KINDER CAMPAIGN

(Cr Tricia Jones)

That Council:

1. Join the "I love kinder" advocacy campaign to ensure ongoing and permanent Federal Government funding for 15 hours of 4 year old kindergarten beyond 2019.
2. Writes to our Federal representative, Mr Russell Broadbent MP, requesting that he supports the campaign
3. Sign the petition to the Prime Minister and provide the petition among our local families and kindergarten communities

COUNCIL MOTION

Moved: Cr T Jones
Seconded: Cr D Wallace

CARRIED

Meeting closed at 6:08 pm

Confirmed at this meeting 27 MARCH 2019

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Cr M Power
Mayor