



ORDINARY COUNCIL MEETING

AGENDA

WEDNESDAY 25 OCTOBER 2017

AT 4PM

COPACC

Next Council Meeting: 22 November 2017

COLAC OTWAY SHIRE ORDINARY COUNCIL MEETING

25 OCTOBER 2017

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COLAC OTWAY SHIRE ORDINARY COUNCIL MEETING

NOTICE is hereby given that the next **ORDINARY MEETING OF THE COLAC OTWAY SHIRE COUNCIL** will be held in COPACC on 25 October 2017 at 4pm.

AGENDA

1. THE MEETING IS DECLARED OPEN

OPENING PRAYER

Almighty God, we seek your blessing and guidance in our deliberations on behalf of the people of the Colac Otway Shire. Enable this Council's decisions to be those that contribute to the true welfare and betterment of our community.

AMEN

2. PRESENT

3. APOLOGIES

4. WELCOME & ACKNOWLEDGEMENT OF COUNTRY

Colac Otway Shire acknowledges the original custodians and law makers of this land, their elders past and present and welcomes any descendants here today.

I ask that we all show respect to each other and respect for the office of an elected representative.

All Council and Committee meetings are audio recorded, with the exception of matters identified as confidential items in the Agenda. This includes the public participation sections of the meetings.

Audio recordings of meetings are taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy.

In some circumstances a recording will be disclosed to a third party. Those circumstances include, but are not limited to, circumstances, such as where Council is compelled to disclose an audio recording because it is required by law, such as the Freedom of Information Act 1982, or by court order, warrant, or subpoena or to assist in an investigation undertaken by the Ombudsman or the Independent Broad-based Anti-corruption Commission.

Council will not use or disclose the recordings for any other purpose. It is an offence to make an unauthorised recording of the meeting.

5. QUESTION TIME

A maximum of 30 minutes is allowed for question time. To ensure that each member of the gallery has the opportunity to ask questions, it may be necessary to allow a maximum of two questions from each person in the first instance. Once everyone has had an opportunity to ask their initial questions, and if time permits, the Mayor will invite further questions.

Please remember, you must ask a question. If you do not ask a question you will be asked to sit down and the next person will be invited to ask a question. Question time is not a forum for public debate or statements.

1. Questions received in writing prior to the meeting (subject to attendance and time).
2. Questions from the floor.

6. TABLING OF RESPONSES TO QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETINGS

These responses will not be read out but will be included in the minutes of this meeting.

7. PETITIONS/JOINT LETTERS

Nil

8. DECLARATION OF INTEREST

A Councillor who has declared a conflict of interest, must leave the meeting and remain outside the room while the matter is being considered, or any vote is taken.

Councillors are also encouraged to declare circumstances where there may be a perceived conflict of interest.

9. CONFIRMATION OF MINUTES

- **Ordinary Council Meeting held on 27 September 2017.**

Recommendation

That Council confirm the above minutes.

ORDINARY COUNCIL MEETING
ADOPTION OF THE 2016/2017 ANNUAL REPORT
 OM172510-1

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Errol Lawrence
OFFICER	Margaret Giudice	DEPARTMENT	Corporate Services
TRIM FILE	F17/8199	CONFIDENTIAL	No
ATTACHMENTS	1. Colac Otway Shire 2016-2017 Annual Report 20170929		
PURPOSE	To consider and adopt the 2016/2017 Annual Report		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

The preparation of the Annual Report is a statutory requirement of Council. It is a key performance report to the community against the actions contained in the Council Plan. It includes a report on the financial operations for the period, supported by the audited financial statements and the performance statement. This is the fourth and final year reporting against the 2013-2017 Council Plan.

3. RECOMMENDATION

That Council:

1. *Notes the Annual Report was submitted to the Minister for Local Government by 30 September 2017 as required.*
2. *Considers and receives the 2016/17 Annual Report as presented to this meeting in accordance with Sections 131 and 134 of the Local Government Act 1989 and Part 4 of the Local Government (Planning and Reporting) Regulations 2014.*
3. *Notes the Auditor's unqualified reports on the Financial Statements, and Performance Statement.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Council is required under Section 131 of the *Local Government Act 1989* to annually prepare a report in the prescribed format.

Section 134 of the *Act* requires Council to “consider the annual report at a meeting of the Council”. The meeting must be held as soon as practicable but within the time required by the *Local Government (Planning and Reporting) Regulations 2014*, this being “within one month”, after the Council has sent the annual report to the Minister, or prior to election day in an election year.

The meeting to consider the Annual Report is required to be open to the public and at least 14 days’ notice of the meeting must be advertised. In addition, copies of the report must be made available to the public and must also be available on Council’s website.

KEY INFORMATION

The 2016/2017 Annual Report (attached) was prepared to reflect the governance, operations and achievements of the Colac Otway Shire Council for the reporting period. The report is structured in several sections as follows:

- The report of operations section includes:
 - Council’s vision, mission, values and strategic direction, the Shire profile, the message from the Mayor and Chief Executive Officer, Councillor details, the Chief Financial Officer’s report, major projects report, details of the Executive Management Team, the organisational structure and staff overview.
 - The Performance section reports against the Key Result Activities detailed in the Council Plan 2013-2017 plus additional core activities. It also contains a description of the services to the community and the Local Government Performance Reporting Framework (LGPRF) indicators in the prescribed format. The performance section is structured on the four Pillars of the Council Plan:
 - Good Governance
 - A Planned Future
 - A Place to Live and Grow
 - A Healthy Community and Environment
 - The Democratic and Corporate Governance sections note the separation of roles and reports on Council’s statutory compliance requirements. It also includes the LGPRF Governance and Management Checklist in the prescribed format.
- The Financial Reporting section provides performance details for 2016/17 and comparisons of key indicators over a 5 year period. A guide to understanding the financial statements precedes the audited Financial Statements and Performance Statement.
- The report ends with other information including Acronyms and Definitions, an Index and Council contact details.

The draft Financial Statements and the Performance Statement were considered by the Audit Committee on 6 September 2017 and by Council at the Special Council Meeting held on 20 September 2017.

The Auditor General has issued a clear audit opinion on the Financial Statements and the Performance Statement.

The Annual Report was sent to the Minister on 29 September 2017. As required by the *Act*, the minimum of 14 days' notice of the meeting to consider the report was advertised on Friday, 6 October 2017. The advertisement also noted that copies of the report were available from Customer Service Centres and Libraries in Colac and Apollo Bay, and was also available for viewing on Council's website at www.colacotway.vic.gov.au.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

An advertisement informed the community that copies of the Annual Report were available for viewing from Tuesday, 3 October 2017 on Council's website and from Friday, 6 October 2017 at Council's customer service centres and libraries in Colac and Apollo Bay. It also informed the community that the Annual Report would be discussed in an open Council Meeting commencing at 4.00pm on Wednesday, 25 October 2017.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The Annual Report is a report on the progress of actions and initiatives contained in the Council Plan. The 2016/2017 report completes the final year of reporting against the Council Plan 2013-2017.

ENVIRONMENTAL IMPLICATIONS

In consideration of the environmental and sustainability principles of Council, the Annual Report is available primarily via Council's website. This is to reduce the amount of hard copy prints of the report. Other environmental considerations of Council are documented in the Annual Report.

SOCIAL & CULTURAL IMPLICATIONS

The Annual Report provides the community with information on how Council has delivered on the priorities set in the Council Plan for the 2016/17 financial year. The Council Plan sets the strategic direction for responding to the issues faced by our community.

ECONOMIC IMPLICATIONS

Nil

LEGAL & RISK IMPLICATIONS

In completing the 2016/17 Annual Report in the prescribed format, Council has met the compliance obligations required by the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

The Annual Report will be primarily available in electronic format to reduce the amount of hard copy prints of the report.

7. IMPLEMENTATION STRATEGY

DETAILS

Council officers provided information during the development of the report and Councillors were issued with a draft copy of the governance section for comments prior to finalisation of the report.

COMMUNICATION

Copies of the report were available for viewing by the community and stakeholders from Tuesday, 3 October 2017 on Council's website and from Friday, 6 October 2017 at Council's customer service centres and libraries in Colac and Apollo Bay.

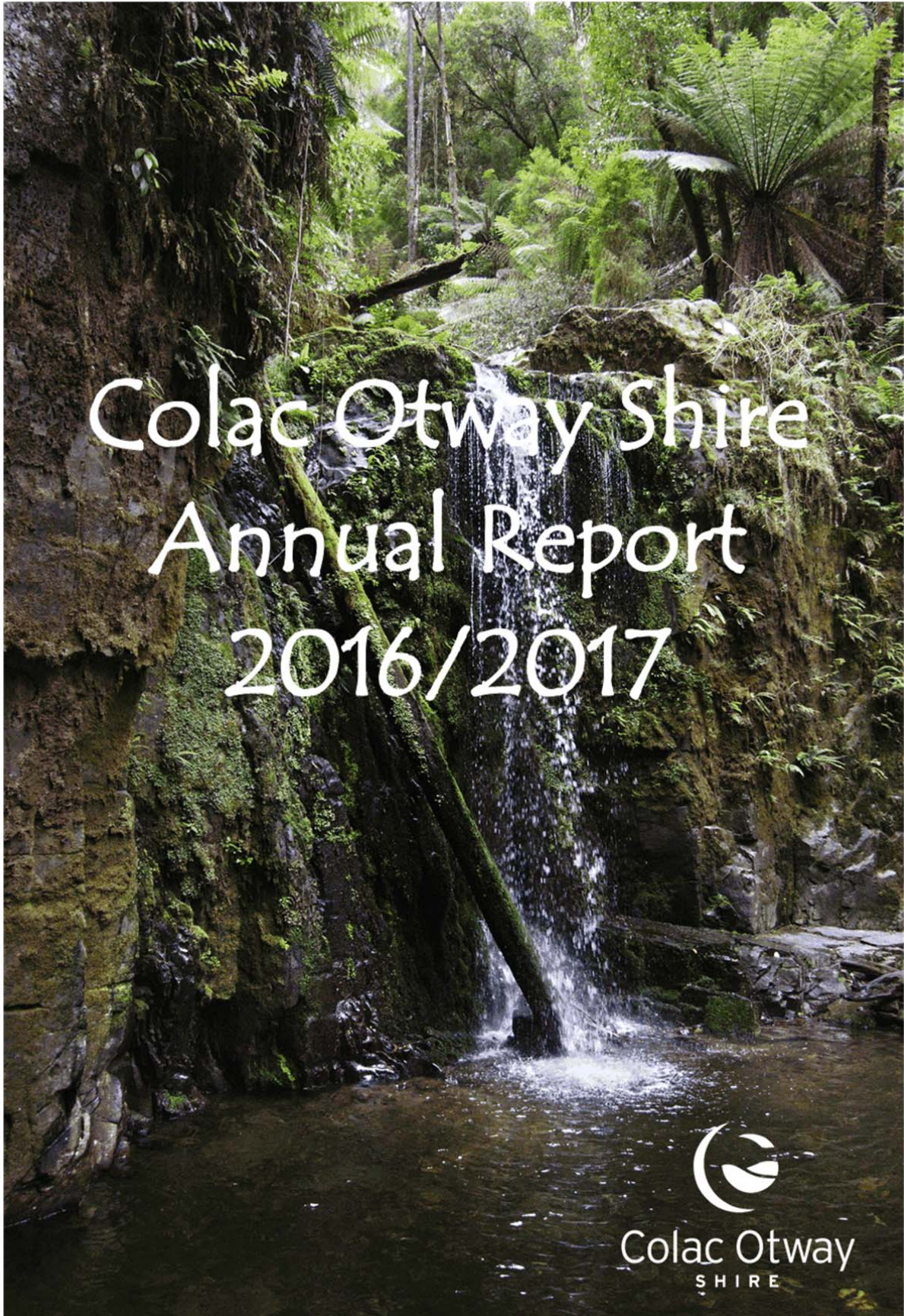
TIMELINE

29 September 2017: 2016/2017 Annual Report submitted to the Minister for Local Government.

25 October 2017: Adoption of the 2016/2017 Annual Report.

8. OFFICER DIRECT OR INDIRECT INTEREST

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



About this Annual Report

Our report documents Colac Otway Shire Council's performance during 2016/17 against the Council Plan and the 2016/17 Budget. This is the fourth and final year of reporting against the 2013-2017 Council Plan. Our Council Plan has four Key Result Areas guiding the growth and development of our municipality:

- Good Governance
- A Planned Future
- A Place to Live and Grow
- A Healthy Community and Environment

Our report highlights achievements and challenges in key operational areas, provides comprehensive corporate governance information as well as detailed audited financial statements.

Transparent reporting and accountability are core values of Colac Otway Shire and a rigorous assessment of Council's performance ensures these values are upheld.

Readership

Our report caters for a wide readership including the general community, ratepayers, local businesses, visitors, investors, government agencies and other interested parties. The report also provides council staff with an overall picture of the way we have performed and how they have contributed to the community during the year.

To obtain a copy of our report, please contact Council's Customer Service Centre on (03) 5232 9400 at 2-6 Rae Street, Colac or view a copy online at: www.colacotway.vic.gov.au

Feedback

The content of the annual report is reviewed each year and is guided by best practice in reporting and local government requirements.

Your feedback is invited via email: inq@colacotway.vic.gov.au or by letter to:

Chief Executive Officer
PO Box 283
Colac Vic 3250

Cover: Barham Rive (photo: Alison Pouliot)

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Our Vision

A sustainable community with a vibrant future

Our Mission

Council will work with our community and partners to provide:

- Innovative leadership, good governance and financial accountability
- Value for money, accessible and appropriately targeted services
- A strong advocacy and engagement approach to achieve a truly liveable community

Our Values

Council will achieve its Vision and Mission by acting with:

- Respect
- Integrity
- Goodwill
- Honesty
- Trust

Our Strategic Direction

The four themes of our Council Plan inform our key strategic direction for 2013-2017. An underlying principle in the development of the Council Plan was to more effectively integrate service delivery.

Pillar 1: Good Governance

Pillar 2: A Planned Future

Pillar 3: A Place to Live and Grow

Pillar 4: A Healthy Community and Environment

Specific objectives and strategies for each of the key directions (Council Plan 'pillars') introduce the relevant sections of the performance section of this report.

About our Shire

Our Location

As the gateway to the Great South Coast region we are situated about 160 kilometers south-west of the Melbourne CBD and approximately an hour to the large regional cities of Geelong to the east and Warrnambool to the west.

Colac Otway Shire has some of the most picturesque scenery in the State. A large proportion is Forest Park and National Park, but it also includes beaches, rugged coastline, rainforests, waterfalls, volcanic lakes and craters.



The shire has two main townships; Colac, the largest and the major service town where most community support and health services, retail trade and manufacturing businesses are located, and Apollo Bay, which serves as the major tourism centre. Dotted throughout the shire are many small and historic towns with active community associations.

In the north of our shire much of the rural area is used for timber and agriculture, with farming, cropping and dairying being the main agricultural activities.

A drive south through Colac leads to the Otway Ranges, one of Australia's most significant cool climate rainforest areas, home to towering trees and lush ferns. The Otways are important to the shire and the wider region for tourism, timber and water harvesting.

The lure of the Great Ocean Road, with its breathtaking scenic views is especially important to tourism, drawing local, interstate and international visitors to view its spectacular beauty.



Our History

European settlement dates from 1837 when pastoralists settled near Lake Colac, with further development occurring over the following years as timber-getting and sawmills were established. The Apollo Bay township was established in the 1860s, with other coastal villages being settled by the 1880s.

Colac Otway Shire has been an unsubdivided municipality (no Wards) since March 2007.

The opening of the Great Ocean Road in 1932 gave greater access to coastal townships, with tourism spurring growth in the 1950s. Since the 1970s rural residential living has steadily increased in popularity.

Our People

We have an Estimated Residential Population of 21,359, as at 30 June 2016. Approximately 87% of the Shire's residents were born in Australia and of those born overseas; only 3% came from non-

English speaking backgrounds. The forecast through to 2036 is for a growth of approximately 14.03 %, at an average annual change of 0.53%; however we expect this to increase once the dual highway to Geelong is completed as it will open up the region, making commuting an attractive option for both the local population and for those seeking a lifestyle change. With the attraction of affordable housing and great lifestyle, we are ideally located for those looking for a rural idyll within a comfortable commuting distance to major centres.

Employment

The five major industry sectors are:

- Manufacturing (1,204 persons or 12.7%)
- Health Care and Social Assistance (1,197 persons or 12.6%)
- Agriculture, Forestry & Fishing (1,134 persons or 12.0%)
- Retail Trade (992 persons or 10.5%)
- Tourism (807 persons or 8.5%)

In combination, these five industries employed a total of 5,334 people or 56% of the employed resident population.

Our Name

Colac Otway Shire came into being in 1994 when the shires of Colac and Otway were amalgamated.

Historically, Colac is thought to be named after the local Coladjin Aboriginal tribe that once lived in the area. The origin of Otway is revealed in the logbooks of The Lady Nelson, 1800, captained by Lieutenant James Grant where he notes on seeing the cape, 'I named it *Cape Albany Otway* (now Cape Otway) in honour of *William Albany Otway, Esquire, Captain in the Royal Navy.*'

Additional shire statistics

Area	3,433 sq kilometres
Length of Local Roads	1,619 kilometres
Sealed	557 km
Unsealed	1,062 km
Estimated Population	20,225
0 – 4 years	6.0%
5 – 19 years	19.4%
20 – 34 years	14.8%
35 – 59 years	34.0%
over 60 years	25.7%
Aboriginal and Torres Strait Islanders	0.9% (184 people)
Population born overseas	7.5%
Population growth rate	-1.21%
Employment rate	97% (full time, 57%)
Rateable properties	15,049
Coastline	95 kilometres
Forest and National Park	110,000 hectares

Sources

Australian Bureau of Statistics Census 2016
 .id Consulting, Melbourne 2017

Mayor and CEO's Message



CEO Sue Wilkinson and Mayor, Cr Chris Potter

Welcome.

It is our pleasure to present the Annual Report for 2016/17, the final year of reporting against the 2013-2017 Council Plan.

The past 12 months have been a challenging period for the Colac Otway Shire Council as we responded to a flood, and the loss of a valued employee that was felt deeply throughout the organisation. Still, it's with a sense of bittersweet pride to report that the organisation continued to deliver a high quality of service to our community throughout these difficulties, demonstrating not just the resilience of our staff but the deep level of commitment that they bring to their work.

Our community elected four new Councillors and returned three existing in the November 2016 Local Government elections, and as a collective our Council has come together with a strong, practical vision for our four-year plan.

Noteworthy outcomes include:

- The adoption of a new Council Plan and budget with a focus on affordable rates and reliable, quality services.
- The opening of the Bluewater stadium in May, in time for the Colac Basketball Association's grand finals.
- Delivery of the Central Reserve off-field facilities redevelopment, on time and on budget.
- A fantastic celebration for the Colac Visitor Information Centre's 30th birthday, which has welcomed more than a million people through its doors.

- Strong advocacy to other levels of government resulting in bipartisan support for a more integrated approach to managing the Great Ocean Road, starting with the formation of a taskforce.

Performance against the Council Plan

We made significant progress on Council Plan key projects, including the reopening of the stadium at the Bluewater Leisure Centre and the completion of the Central Reserve redevelopment.

In partnership with the community reference group at Apollo Bay, we made great advancements towards a market testing exercise for the future development of the town's harbour precinct.

The community embraced opportunities to get involved in the preparation of a draft masterplan for the Memorial Square, demonstrating the strong connection people feel to this important and historical open space.

Meanwhile, as a result of sustained strategic advocacy we were thrilled that V/Line made a commitment to providing five return passenger rail services each weekday between Colac and Geelong – four trains and one bus. Council will continue to lobby for five return train services, which will require rail infrastructure upgrades, but welcomes this important first step towards better public transport connections for our community.

Financial performance

Council's financial position remains sound and that we are expected to achieve a low risk rating on most of the financial sustainability ratios, as measured by the Auditor General. Although some of our indicators are in the medium category for 2015/16, overall we believe we will remain in the low risk category for all councils.

The actual operating surplus was \$12.96 million, which was above the budgeted surplus of \$6.02 million. Primary factors contributing to the increase in the surplus are the receiving of grant funding in advance in 2016/17 (\$3.11 million), \$1.31m of additional disaster recovery grants, \$450,000 less disaster recovery employee costs and \$600,000 less depreciation given the deconsolidation of the Port of Apollo Bay.

Revenue raised was \$59.78 million against a budgeted \$54.08 million. Operating expenditure was \$46.82 million against a budget of \$48.06 million.

We spent \$10.25 million on capital works against an original budget of \$18.30 million. Of this, \$9.58 million was spent on renewing and upgrading our existing asset base. Council's commitment to community asset improvement and upgrades will continue in 2017/18, with the budgeted capital works program of \$21.64 million.

Our total property and infrastructure base expanded to \$281 million, up from \$273 million. We are in a strong cash position and have low borrowings. This outcome is an excellent result and demonstrates one of Council's key strategies to effectively manage financial resources.

Challenges

Our emergency management processes were put to the test twice during 2016 with a train derailment at Pirron Yallock on 13 July, and floods throughout our shire on 14 September. The floods caused approximately \$3.5 million damage to community infrastructure and were particularly damaging in the Otways, where numerous landslips occurred, and along the Barongarook Creek corridor in Colac.

In June 2017 the Minister for Planning handed down a decision to grant a permit for a quarry on Mooleric Road at Ombersley, subject to 87 conditions. Council is responsible for ensuring relevant conditions are complied with before work commences onsite. This continues to be a significant piece of work due to the complexity of the application and permit.

Our workplace grieves

The loss of loader operator Owen James in a tragic workplace accident in September 2016 was devastating for our organisation and our wider community. Owen had worked for Council since 1992 and was highly regarded amongst his colleagues. Owen is dearly missed by his friends and colleagues at the Colac Otway Shire, and his almost 24 years of dedicated service to our organisation is remembered and appreciated.

Looking to the Future

At the time of writing this message our CEO Sue Wilkinson was preparing to leave Colac Otway to take up the CEO post at Darebin City Council in Melbourne. Council had begun the process of recruitment for a new CEO and had committed to a thorough and considered process to ensure the new CEO was the right fit for the organisation and community. As the Mayor, speaking on behalf of our Council and community, I'd like to acknowledge and thank Sue for her dedicated and skilled leadership of the organisation during what has been an extraordinarily challenging three years.

Our staff also deserve thanks for their hard work throughout the year, and also for the way they supported each other through what was a very difficult and emotional period.

The work of our Council is amplified by the endeavours of more than 800 fantastic volunteers, many of whom help us support some of the most vulnerable members of our community through services such as Meals on Wheels and community driving. Thank you to all of those community-minded citizens that work with us for the greater good.

During the next 12 months we look forward to improving the look and feel of our central business district through the CBD Revitalisation Project; progressing our work on the future of the Apollo Bay Harbour precinct through an expression of interest process with the private sector; and furthering our agenda for business and industry growth through the development of an economic development strategy. The Colac 2050 Growth Plan citizens' jury process also starts soon and represents one of the most innovative approaches to community engagement ever attempted by our Council.

Our commitment to financial sustainability, service delivery and ongoing service improvements remains steadfast. In a constantly changing operating environment there are always new challenges to face, but I believe our Council and staff are well positioned to continue to deliver for our community.



Cr Chris Potter
Mayor



Sue Wilkinson
Chief Executive Officer

Our Council

Our Council was democratically elected on 22 October 2016 and derives its role, powers and functions primarily from the *Local Government Act 1989*. Council's role is to ensure '...*the peace, order and good governance...*' (S3A) of our municipality. This broadly covers a range of legislative and functional activities including strategic planning, advocacy, representation, policy development and law making.

Council sets the overall direction for our municipality through long-term planning. Examples include the Council Plan, financial plans, the municipal strategic statement and other strategic plans. Setting the strategic vision and then ensuring it is achieved is one of Council's most important roles. For additional information on the role and powers of Council, please see page 57.

Note: Colac Otway Shire has been an unsubdivided municipality (no Wards) since 2007.



Cr Chris Potter
Mayor

First elected: 2016
Telephone: (03) 5232 9408
Mobile: 0427 821 435
Email: councillor.potter@colactotway.vic.gov.au



Cr Stephen Hart
Deputy Mayor

First elected: 2002
Re-elected: 2008, 2012, 2016
Telephone: 5232 9406
Mobile: 0407 962 412
Email: councillor.hart@colacotway.vic.gov.au



Cr Kate Hanson

First elected: 2016
Telephone: (03) 5232 9410
Mobile: 0409 038 843
Email: councillor.hanson@colacotway.vic.gov.au



Cr Joe McCracken

First elected: 2016
Telephone: (03) 5232 9409
Mobile: 0427 749 918
Email: councillor.mccracken@colacotway.vic.gov.au

Cr Jason Schram

First elected: 2016
 Telephone: (03) 5232 9405
 Mobile: 0428 326 410
 Email: councillor.schram@colacotway.vic.gov.au

**Cr Chris Smith**

First elected: 2004
 Re-elected: 2008, 2012, 2016
 Telephone: 5232 9411
 Mobile: 0400 964 791

**Cr Terry Woodcroft**

First elected: 2012
 Re-elected: 2016
 Telephone: 5232 9407
 Mobile: 0417 559 258
 Email: councillor.woodcroft@colacotway.vic.gov.au

**Councillor Meeting Attendances**

Councillor	Council Meetings Attended	Special Council Meetings Attended	Planning Committee Meetings Attended	Special Committee Meetings Attended	Councillor Briefing Sessions Attended
Chris Potter (Mayor)	7/8	1/1	4/4	2/2	30/31
Stephen Hart (Deputy Mayor)	11/11	4/4	7/7	2/2	43/43
Kate Hanson	8/8	1/1	4/4	2/2	30/31
Joe McCracken	8/8	1/1	4/4	2/2	30/31
Jason Schram	8/8	1/1	4/4	2/2	28/31
Chris Smith	11/11	4/4	7/7	2/2	9/43
Terry Woodcroft	11/11	4/4	7/7	2/2	38/43
Frank Buchanan ¹	2/3	3/3	2/3	0/0	8/12
Brian Crook ¹	3/3	3/3	3/3	0/0	9/12
Michael Delahunty ¹	3/3	3/3	3/3	0/0	0/12
Lyn Russell ¹	3/3	3/3	3/3	0/0	12/12

¹ Outgoing Councillors on 22 October 2016.

Chief Financial Officer's Report

At the end of 2016/17 Council was in a strong financial position given the challenges of rate capping and the continuing impacts of the bushfire and flood disaster events. We delivered our eleventh successive surplus, which is a significant result given the increasing demands on Council services. Although this is a very substantial surplus (\$12.96m), it largely comprises of revenue received in advance and one-off items as illustrated below in the underlying result.

Financial snapshot

- \$59.78 million revenue against a budgeted \$54.08 million.
- \$10.25 million Capital Works program delivered against a budgeted \$18.30 million.
- Rates and Charges comprised \$29.08 million (49%) of the total income.
- Operating surplus of \$12.96 million (budget \$6.02 million).
- Cash holdings increased by \$8.46 million, from \$14.24 million in 2015/16 to \$22.69 million in 2016/17.
- Net debt decreased by \$0.80 million, from \$4.77 million in 2015/16 to \$3.97 million in 2016/17.

Council focuses on three key areas of financial performance as a guide to our overall sustainability. These three areas are:

- Our operating and underlying results
- The renewal or replacement of our existing assets
- Our cash holdings

Operating result

2016/17 Operating Result

	Actual \$ million	Budget \$ million	Variance \$ million
Operating Income	59.78	54.08	5.70
Operating Expenses	46.82	48.06	1.24
Operating Surplus	12.96	6.02	6.94

The \$6.94m budget versus actual variance relates largely to the prepayment of the VGC grants in 2016/17 (of the 2017/18 allocation) of \$3.1m, \$1.3m of additional disaster recovery grants, \$0.3 million of gifted assets, \$0.2 million in private works reimbursement not budgeted for, \$0.5 million in employee cost savings in the disaster recovery area and \$0.6m saving in depreciation due to the deconsolidation of the Port of Apollo Bay.

We achieved a \$12.96 million surplus for the 2016/17 financial year; this represents a significant increase over the \$1.65 million actual surplus achieved for 2015/16. The \$11.3m increase in the actual operating result from last year is largely due to a combination of the following factors: \$3 million prepaid by the Victorian Grants Commission (VGC) in 2016/17, \$3 million due to the partial prepayment of the 2015/16 allocation of VGC grants in 2014/15 and an additional \$5 million of bushfire grant funding for drainage works in the Wye River/Separation Creek area.

97% of our operating costs occurred in the following three categories:

- Employee expenses 40%
- Materials and services 36%
- Depreciation 21%

For more information on the actual variances to budget please refer to the Financial Statements note 2a (97).

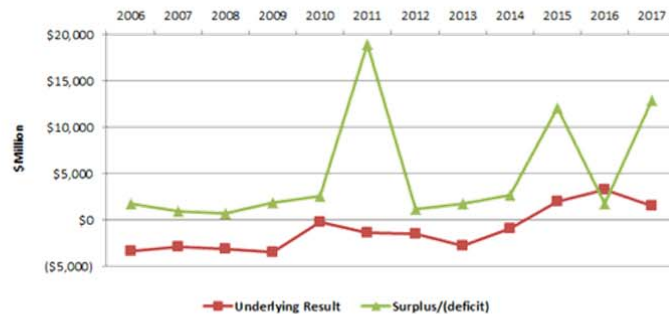
Underlying Result

A key measure of financial sustainability is the Underlying Result. This identifies whether we are generating sufficient revenue to cover operating expenses, including asset replacement.

Council achieved an underlying surplus of \$12.96 million for 2016/17. When adjusting for capital items and various one-off items, such as the prepayment of the Victorian Grants commission, we returned an adjusted underlying result of \$1.59 million compared to \$3.30 million for the previous year, as follows:

Item	2016-2017 \$'000	2015-2016 \$'000	2014-2015 \$'000
Surplus/(deficit) for the year	\$12,958	\$1,761	\$12,140
Non-Recurrent Commonwealth Grants	(\$1,731)	(\$217)	(\$3,200)
Non-Recurrent State Grants	(\$5,901)	(\$689)	(\$2,791)
Revaluation Expense	0	\$0	\$0
Contributions - monetary	(\$320)	(\$545)	(\$624)
Contributions - non-monetary	(\$334)	\$0	(\$519)
Prepaid VGC Grants	(\$3,114)	\$2,996	(\$2,996)
Underlying Surplus/(Deficit)	\$1,558	\$3,306	\$2,010

The following graph provides a comparison of the underlying result against the operating surplus, as can be seen the underlying result is a smoother trend as it eliminates significant one-off amounts. The underlying result has dropped this financial year as the calculation only adjusts for one-off income items (i.e. grants) but not one-off expenses. In this year we had a significant amount of disaster recovery expenditure which is not adjusted for in this calculation however the corresponding grant income is adjusted for.



It is important to note in the graph above that the spike in 2010/11 relates to the inclusion of the Port of Apollo Bay assets. It was determined last year that we do not control these assets and therefore we should no longer recognise them in Council's results. The results prior to 2015 have not been adjusted for that consolidation.

Ideally, the underlying surplus should remain relatively consistent from year to year. It is the best measure we have to represent our ability to remain sustainable in our own right without being dependent upon external funding to maintain operations.

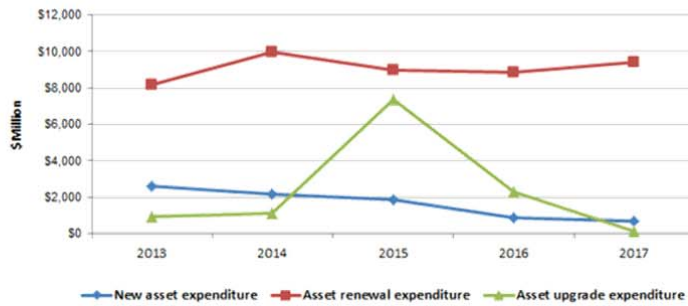
Replacing our assets

A key strategic indicator is the rate of replacement of our assets as they age and deteriorate. During 2016/17, we spent a total of \$10.25 million on capital works (capital expenditure/investment) across the shire, compared with \$12.03 million in 2015/16. This included a total of \$9.41 million (92%) on renewal works/activities and \$0.84 million (8%) on new and upgrade works/activities.

The reduction in upgrade works in the 2016/17 year is due to the effects of the flood event on resourcing, adverse weather conditions during the year and turnover of key, long-term serving staff. It is planned to catch-up these works in 2017/18.

Capital Works

	2016/17 \$ million	2015/16 \$ million	Variance \$ million
Renewal	9.41	8.86	0.55
Upgrade	0.17	2.32	(2.15)
New	0.67	0.85	(0.18)
Total	10.25	12.03	(1.78)

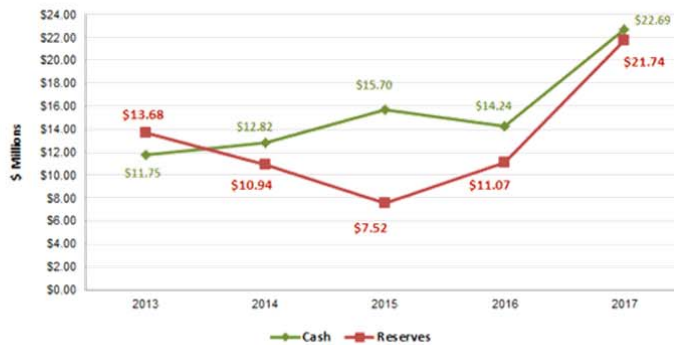


A key capital works indicator is whether the expenditure on renewal/upgrade matches the rate that our assets are deteriorating or depreciating. Council’s strategy is to renew our asset base at a greater rate than it depreciates. Our key strategic indicator for renewal is a minimum of 100%.

The result for 2016/2017 is 99.4%, which means we are renewing/upgrading our assets at 0.99 times the rate we are depreciating them.

Cash Holdings

Cash holdings is about our ability to pay for Council’s activities and obligations and is usually balanced by restricted items such as trust deposits and reserves or funds held for specific purposes (See note 27 in the financial statements for reserved funds).



During 2016/17 Cash holdings increased to \$22.69 million from \$14.24 million in 2015/16. This increase is largely attributed to the prepayment of the Federal Assistance and Victorian Grants

Commission Grants and upfront disaster recovery funding. Cash holdings support Council's strong long term liquidity position, evidenced by the working capital ratio of 348%.

Financial Sustainability

As the economy tightens it becomes increasingly important that our ratepayers receive the maximum return for their rates. This emphasises the importance of strong financial management, efficient long and short term planning and the targeted allocation of resources.

Our response is to identify and analyse trends of significance to provide for sound financial planning and decision-making. This is reflected in our Annual Budget process and Strategic Resource Plan (SRP).

For additional financial performance information, see page 73. The Financial Statements commence on page 83.



Daniel Fogarty B.Com, CA, MAppFin
Manager Financial Services

Major Projects

Delivering capital projects is essential to achieve Council's aims to provide safe, accessible and appropriate infrastructure that meets the needs of our community. Throughout the 2016/17 financial year, Council undertook a wide range of capital projects, including significant infrastructure improvements that directly improved facilities for our community and visitors.

Community infrastructure projects, totalling \$10.014 million dollars were delivered across the shire in 2016/17. Following is a summary of the key projects under each category. See page 44 for a breakdown of capital expenditure within the renewal, upgrade and new programs.

Land and Buildings	\$4,369,723
Central Reserve Redevelopment Project (Pavillion/Clubrooms)	\$2,767,761
Building Renewal Programme	\$1,175,904
Playground Programme	\$107,927
Active Reserves Programme	\$318,131
Footpaths and Cycleways	\$367,818
Footpath Replacement Programme	\$128,281
Footpath Improvement Programme	\$239,537
Road Programmes	\$4,131,357
Sealed Road Pavement Programme	\$1,856,096
Road Resealing Programme	\$1,003,971
Unsealed Road Programme	\$1,271,290
Plant Programmes	\$843,262
Heavy and Fixed Plant	\$481,475
Light Fleet	\$361,787
Bridges Programmes	\$157,732
Barham River Road	\$92,410
Scorcis Access	\$43,749
Sand Road	\$21,573
Drainage Works	\$144,666
Drainage Programme	\$144,666

A snapshot of key community infrastructure projects delivered included:

Central Reserve - \$3.05 million



Central Reserve club rooms under construction

Central Reserve is Colac Otway Shire's premier recreation reserve which caters for a wide variety of sport and recreation activities. The project, assisted by \$2.5 million Federal Government funding,

was delivered on time, under budget and is an example of what Colac Otway Shire's Project Team working closely with a local contractor can achieve.

The resulting facility, which was officially opened on 27 April 2017, provides the opportunity for TAC Cup and AFL Practice matches to be played at the ground, as well as a first class facility that benefits local sporting clubs.

Colac Maternal Child Health Centre - \$70,000

The Maternal Child Health Centre provides an important function in supporting mothers in the Colac community and their children. The ageing facility was in need of refurbishment. A project was devised under Council's Building Renewal Programme and supported by \$18,920 of Federal Government funding to enhance the building. Works included replacing the roof, kitchen, bathroom, carpets and flooring as well as painting throughout, enhanced lighting and two new baby change tables. Council's project team engaged local contractors to provide the necessary trades required to successfully complete the high quality project.



Maternal and Child Health Nurse, Di Earl, with mum, Emilee Bone, her daughter Arley Edney, and little boy Banjo. The refurbished Maternal and Child Health Centre continues its vital role in supporting the delivery of our early years family services.

The Year Ahead

The construction of major community infrastructure will continue into 2017/18, as Council continues to invest in community asset improvement and upgrade. A total of \$21.64 million of capital works is included in the 2017/18 budget with highlights including:

- \$2.10 million for the Colac CBD Revitalisation Project
- \$792,000 for Colac's Queen Street – drainage, footpaths and road improvements
- \$200,000 for Skenes Creek Footpath

Our Organisation

Council is the governing body that appoints the Chief Executive Officer (CEO). Under the *Local Government Act 1989* the CEO is directly accountable to Council. The CEO has responsibility for the day to day management of operations in accordance with the strategic directions of the council plan. The CEO has specific authorities, including the administrative structure of the organisation and managing its day-to-day operations.

The administration is formally accountable to the CEO. Its role is to provide advice and reports to Council to assist decision making, implement council decisions and to oversee the delivery of services. For additional information see the Corporate Governance section on page 64.

Our Executive Management Team



Sue Wilkinson
Chief Executive Officer

Bachelor of Applied Science (Planning); Grad Dip (Urban Planning);
Australian Institute of Company Directors, Company Director
Major Functions: Council Support and Governance; Advocacy; Public
Relations; Business Improvement; Communications.



Gareth Smith
General Manager Development and Community Services

Graduate Diploma of Applied Science; Graduate of Australian Institute of
Company Directors
Major Functions: Statutory Planning and Regulations; Strategic Land Use
Planning; Economic Development; Events; Tourism; Environmental
Management; Building Surveying; Environmental Health; Community
Services; Emergency Management and Fire Prevention; Local Laws; Colac
Regional Saleyards.



Tony McGann
General Manager Infrastructure & Leisure Services
Masters of Business Administration; Bachelor Civil Engineering

Major Functions: Infrastructure and Asset Development; Bluewater
Leisure Centre; Capital Works; Major Projects; Colac Otway Performing
Arts and Cultural Centre; Libraries; Recreation and Open Space Planning;
Project Management; Services & Operations; Port of Apollo Bay; Airfields;
Bushfire and Flood Recovery.



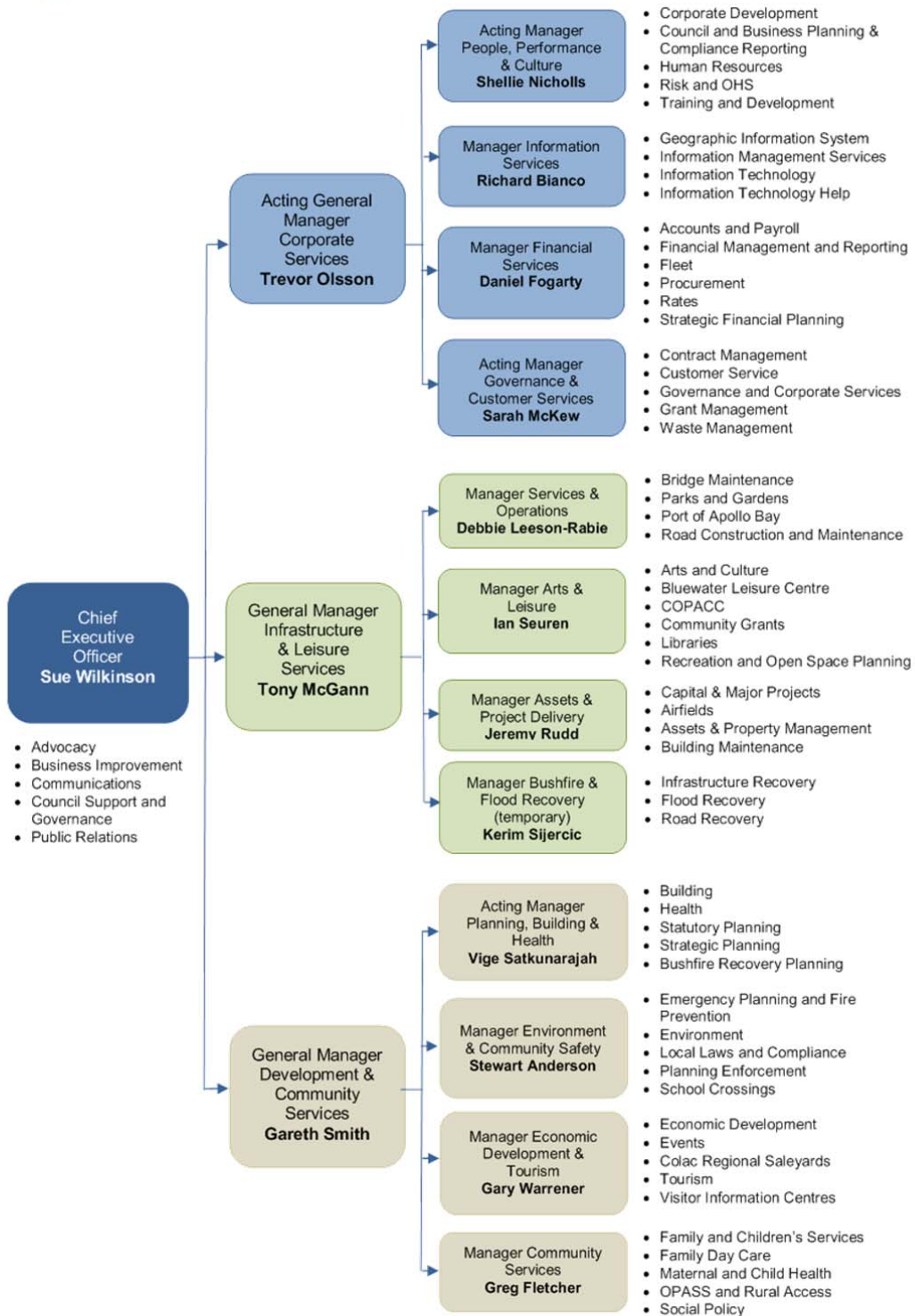
Trevor Olsson
Acting General Manager Corporate Services

Bachelor of Business (Management & Human Resources)
Major Functions: Finance Management; Customer Services; Information
Management Services; Corporate Development; Human Resources;
Learning and Development; Risk Management; Occupational Health and
Safety; Governance; Contract Management; Waste Management.

Mark Lyons resigned as General Manager Corporate Services effective from 12 May 2017.

Ingrid Bishop resigned as General Manager Infrastructure & Leisure Services effective from 24 May 2017.

Our Organisation Structure

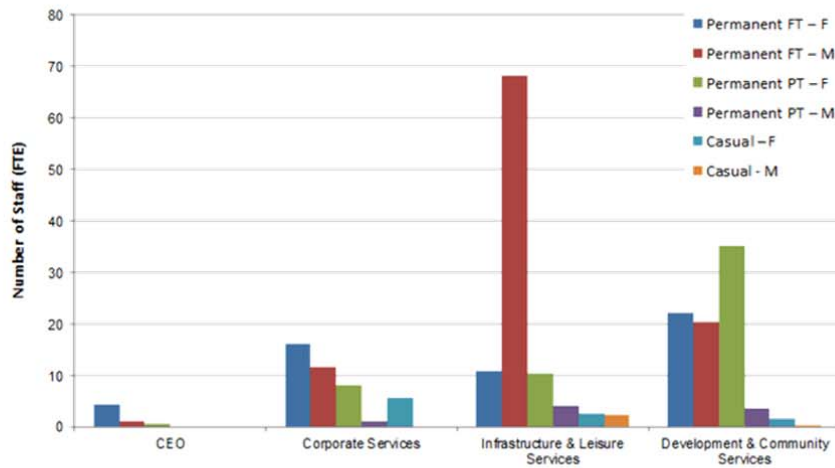


Our People

Our workforce is predominantly permanent full-time at 67% with 27% permanent part-time and 5% casual. Employment type by gender indicates that males constitute 66% of permanent full-time roles whilst females are strongly represented in part-time and casual work at 85% and 79% respectively. The gender profile and composition of the workforce is reflective of the typical contemporary workforce and has remained consistent over the past five years.

A summary of the number of full time equivalent (FTE) council staff by organisational structure, employment type and gender is set out below.

Employee type/gender	CEO	Corporate Services	Infrastructure & Leisure Services	Development & Community Services	Total
	FTE	FTE	FTE	FTE	
Permanent FT – F	4	16	11	22	53
Permanent FT – M	1	12	68	20	101
Permanent PT – F	1	8	10	35	54
Permanent PT – M	0	1	4	4	9
Casual – F	0	6	3	1	10
Casual - M	0	0	2	0	3
Total	6	42	98	83	229

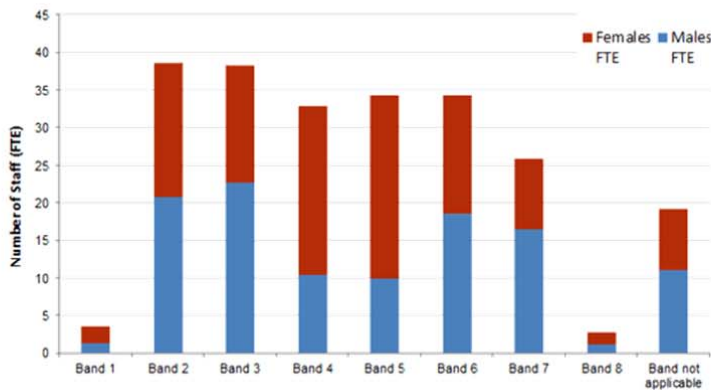


The data has remained consistent over the past five years. Anecdotal evidence supports the findings of formal studies that the main reason for the higher number of women working part-time is that it fits better with balancing work and other responsibilities. Approximately 77% of full-time males work in the outdoor crews (Parks and Gardens, Road Maintenance etc.)

Staff by employment category and gender

A summary of the number of full time equivalent (FTE) staff categorised by employment classification and gender is set out below:

Employment Classification	Males FTE	Females FTE	Total FTE
Band 1	1	2	4
Band 2	21	18	39
Band 3	23	16	38
Band 4	10	22	33
Band 5	10	24	34
Band 6	19	16	34
Band 7	16	9	26
Band 8	1	2	3
Band not applicable	11	8	19
Total	112	117	229



Our banding profile is generally consistent with comparable regional councils. Bands 2 and 3 are predominantly outdoor and community care workers. Bands 4 and 5 are general administrative staff. Bands 6 and 7 consist of technical specialists, team leaders and coordinators. Band 8 consists of highly specialised, technical experts who may also have a supervisory role.

Recruitment

There were 91 positions advertised during this reporting period, compared with 88 for 2015/16. We received 453 applications, including multiple applicants for positions traditionally difficult to fill. Vacancies ranged across Planning and Development, Engineering, Health and Community Services, Environment, Tourism, Governance and Customer Service, Administration, Leisure and Arts.

Student work placements

In 2016/17 we provided work experience placements for secondary school students from Colac and Apollo Bay (up from two the previous year). Students are provided with the opportunity to get practical workplace experience, building skills and knowledge to assist them to their further studies and career choices. Students gain valuable industry experience in a friendly and supportive team environment and learn more about employment opportunities at Council and local government.

We also provided opportunities to four TAFE students to allow them to complete the “hands on” component of their Certificate or Diploma, placing one in Community Services and four with our Bluewater Leisure Centre. These placements allowed the students to gain a practical learning experience in line with their course objectives which are a compulsory component in order for them to receive their qualification.

Equal Employment Opportunity

Our commitment to Equal Opportunity is covered in our Enterprise Agreement and through Council’s Equal Employment Opportunity (EEO), Diversity and Inclusion and Unacceptable Workplace Behaviour Policies. We commit to compliance with EEO and anti-discrimination legislation and to promoting equality of opportunity and the elimination of discrimination in employment policies and practices. We are also committed to ensuring an inclusive workplace culture that values diversity and ensures that the workplace is free from bullying, harassment and other forms of unacceptable workplace behaviour.

We identify ourselves as an ‘Equal Opportunity Employer’ in all external recruitment advertisements and ensure that all new employees are made aware of our EEO, Diversity and Inclusion and Unacceptable Workplace Behaviour Policies as a mandatory component of our induction program. In 2016/17, 100% of new employees participated in the induction process.

All staff are required to attend mandatory Equal Opportunity/anti-discrimination and unacceptable workplace behaviour refresher training every three years, with the next program scheduled for 2017/18. We also have a formal internal grievance process that enables staff to raise complaints. There were no EEO/discrimination related complaints raised during 2016/17. Compliance with EEO requirements is monitored by the People, Performance and Culture Department.

Learning and development

Our people are our greatest asset. The development of our staff and building organisational capability is a corporate priority. We want our employees to have every opportunity to grow their skills and knowledge through access to targeted professional and personal development. Growing individual and corporate capability enables us to improve service delivery to the community, increase organisational efficiency and strategic agility. It also supports internal career progression and the attraction and retention of highly skilled staff.

Learning and Development needs are identified through our performance review framework which includes a six month and end of year review for all staff. Our focus is on supporting the development of employees in their current roles and building their skills to help them achieve their future career aspirations. Our spend on learning and development in 2016/17 (inclusive of on-costs) was \$304,624.

A highlight in this reporting period was the formation of a Leadership Group incorporating the Senior Leadership Team and 56 Coordinators, Team Leaders and other relevant staff. A workshop was held to begin the journey as a united group and explored topics such as workforce culture, unity of purpose, agreed behavioural frameworks, our values and, in the process, develop strong professional working relationships.

Key messages were delivered to the Executive Management Team through a small group of representatives from the group to discuss how to keep the positive momentum going and ensure the leadership of Colac Otway Shire Council is strengthened and united going forward.

Further delivery of Lean Thinking training this year has allowed a broader cross section of staff to be equipped with the skills to review their processes. The Lean Thinking principles, tools and techniques allows staff to see wasted time and effort and other forms of non-value adding activity in daily work processes. This investment will ensure both internal and external customers receive the highest standard of customer service with minimum delay.

Programs delivered during 2016/17 were:

Training	Attendees
First Aid/CPR	41
Warden	1
Mental Health First Aid	14
Report writing training	39
Lean Thinking	12
Leadership Group workshop	63

Professional development

In 2016/17, three staff received tertiary study assistance totalling \$7,756.50 excluding travel and on costs. These funds were paid towards a Certified Practicing Accountant (CPA) Program, and two Managers undertaking their Masters in Business Administration.

Health and wellbeing

Our COShealth (health and wellbeing) program was an outstanding success. We ran 18 programs and registered more than 421 attendances, with many staff participating in multiple events. We had the most diverse range of activities yet on offer and staff provided us with overwhelmingly positive feedback and support for the program.

Occupational Health and Safety

Colac Otway Shire is committed to providing a safe and healthy workplace for our staff, contractors, volunteers and visitors. Our Occupational Health and Safety (OH&S) Consultative Committee meets quarterly, with representation from all areas of our organisation.

Employees are strongly encouraged to complete reports for any incidents (staff, third party and property), near misses or hazards they identify in the workplace through the SafetyMax corporate reporting software. 143 incidents were reported for 2016/17. 19 hazards were also reported during this period, allowing our OHS team to implement proactive safety measures to decrease the potential of future incidents.

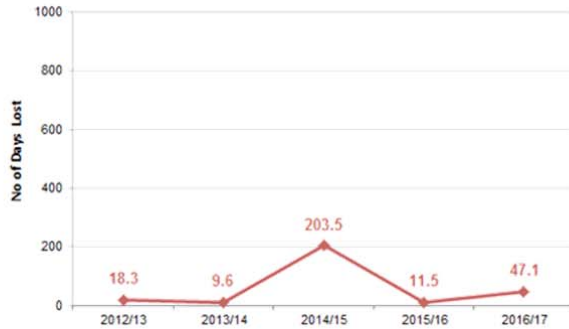
Colac Otway recognises the importance of ongoing OH&S training; a key element in our continuous improvement approach to health and safety performance. Key staff are regularly refreshed with training in First Aid/CPR, Emergency Warden and Health and Safety Representative training.

Understanding the increasing prevalence of mental health issues and the support required, this year Council took a proactive step to train 14 staff members across the organisation in Mental Health First Aid. These staff are now equipped with knowledge and skills to identify the signs and symptoms of mental health problems and assist in providing information on where and how to get help.

SafetyMap surveillance audit

Council verifies compliance of its OH&S systems to the requirements of AS/NZS 4801:2001 through ongoing certification with SafetyMap. Colac Otway was again able to demonstrate its commitment and continual improvement to the health and safety management system across all levels of the organisation. Only one minor non-conformance was identified.

Days lost due to injury



There was an increase in days lost due to injury during this reporting period; a total of 47.1 days in 2016/17 compared with 11.5 days in 2015/16 (see graph below). Two significant injuries were responsible for the majority of these lost days.

Whilst the 2016/17 reporting year has seen an increase in days lost to injury, Colac Otway continues to achieve and maintain overall

positive return-to-work results. This is reflected in Council's "better than average" employer performance rating (Victorian WorkCover Authority calculation of performance against industry peers). A score below one is considered better than industry average, with Council achieving a score of 0.46 in 2015/16 and 0.82 in 2016/17.

Supporting our employees

Employees (and their families) have access to an extensive range of support services through our employee assistance program. Employees can discretely and confidentially access a range of emotional, physical and social support services including:

- 24/7 face-to-face and telephone counselling
- manager hotline
- health and wellbeing services
- extensive online resources
 - mortgage assist
 - health risk assessment
 - finance assist
 - legal assist

Flexible Work Options

Our Flexible Work Options Policy and Toolkit was designed to respond to requests from staff and Managers for more information about flexible work options, how to access them and how to implement them. The policy provides for options including purchased leave, phased/gradual transition to retirement, change of work hours, career break and working from home. The toolkit is a practical workbook designed to help staff and managers identify and work through potential obstacles and options relating to a specific request. It also provides guidance on the application process. During 2016/17, 27 staff negotiated flexible work arrangements.

Appreciating our staff

We continually look for opportunities to recognise, encourage and celebrate the achievements of our employees. We do this across all departments formally and informally as an action outcome of our Employee Survey. We also do this through our quarterly and annual recognition awards and functions. This year 41 employees were recognised for key service milestones at the annual Years of Service awards presentation:

40 Years:
Brian Dyson.

35 Years:
Kevin O’Gorman, Wayne Roberts.

20 Years:
Ann Gray.

15 Years:
Charlie Tucker, Garry O’Connor, Melissa Garner.

10 Years:
Robyn Edwards, Lisa Loughnane, Heidi Robinson, Dora Novak, Sandra Edwards, Susan Austin, Margaret Giudice, John Postma, Elijah Harrowfield.

5 Years:
Anne Zucal, Debra Howlett, Elizabeth Duke, Fiona Fagan, Gavin Furney, Jane Preston-Smith, Kerry Searle, Michele Hagebols, Michelle Caspar, Sharyn Ryan, Simon Vulcz, Susan Kidman, Alana Park, Aprilina Couch, Brenda White, Brienna Butterworth, Daniel McNamara, Hannah Filice, Ian Rowland, Jennifer Ballagh, John Wilson, Leanne Taylor, Raelene Cook, Tracey Bray, Yvette Hill.



Years of Service presentation for 5 years

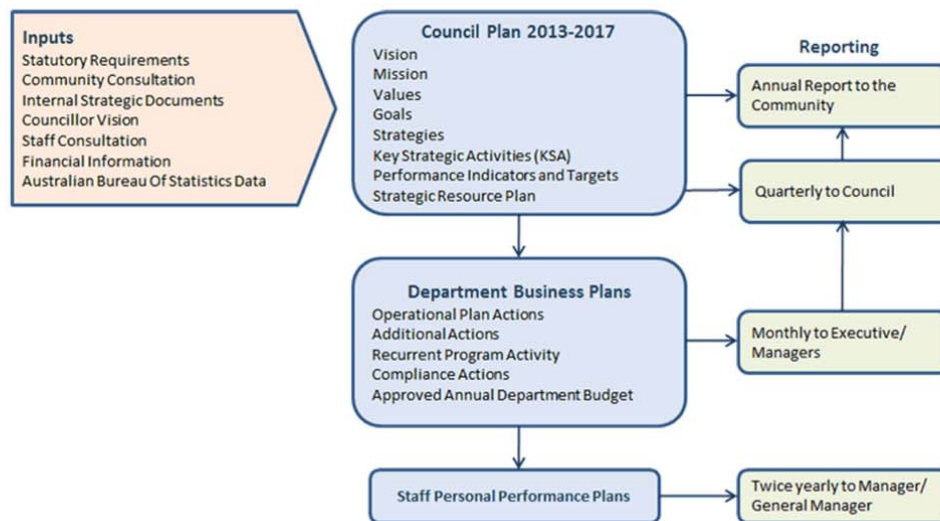
Corporate Planning and Reporting

Planning and accountability framework

The *Local Government Act 1989* requires Council to prepare the following planning and reporting documents:

- A council plan within the six months after each general election or by 30 June, whichever is later
- A strategic resource plan for a period of at least four years and include this in the council plan
- A budget for each financial year
- An annual report in respect of each financial year.

The following diagram shows the relationships between the key planning and reporting that make up the planning and accountability framework. Our integrated business planning generates strong linkages between the Council Plan, annual Department plans and employees' individual plans.



Council plan

The Council Plan is a high level strategic document responding to the issues faced by our community. It sets out our goals, key strategic activities, performance indicators and a strategic resource plan for the four years from 2013 to 2017. This is the final year of reporting against the Council Plan 2013-2017.

The following sections report on our performance under the four Pillars of the Council Plan.

Pillar 1: Good Governance

Our goal for this Pillar of the 2013-2017 Council Plan is to 'ensure transparency of governance practices, the capability of our organisation and effective resource management'.

Four strategies contribute to achieving this goal:

1. Transparent and accountable decision making.
2. Prudent and accountable financial, asset, risk and resource management.
3. Effective community engagement and participation.
4. Embed an organisation culture of high performance, service excellence and safety.

Projects and activities linked to the strategies are a combination of key strategic activities from the Council Plan, supported by other significant projects documented in the annual Operational Plan. Results against targets for these projects in 2016/17 can be viewed on page 30.

Services contributing to this Pillar

The following services/activities were funded in the 2016/17 budget and contributed to achieving the strategies and goal for this Pillar:

Service area	Description of services provided	Net Cost Actual Budget Variance \$000
Councillors and Chief Executive Office	This area of governance includes the Mayor, Councillors, Chief Executive Officer, Business Improvement Officer and Public Relations Team and associated support which cannot be easily attributed to the direct service provision areas.	1,244
		<u>1,331</u> 87
Finance, Property and Rates	Generation of revenue for Council via rate, levies and charges and provision of sustainable and accountable financial management of Council's resources.	1,467
		<u>8,097</u> 6,630
Customer Service	Provides the first point of contact between Council and the public through Council's Customer Service Centres. The service provides overall corporate customer service to the wider community and assists all areas of Council with the provision of corporate responsibility.	666
		<u>654</u> (12)
Corporate Services Management	Maintenance of strong governance and administrative systems and ensuring that these systems are responsive, accountable and transparent to internal users and community needs.	420
		<u>373</u> (47)
Library Service	Provides resources and oversight to the Corangamite Regional Library Corporation for the provision of information, education, recreation and enrichment of the community.	687
		<u>700</u> 13
Contract Management Service	Provides oversight and governance on contractual and procurement services undertaken by Council.	191
		<u>121</u> (70)
Information Services	Management and governance of information flows, storage and retrieval within the organisation in accordance with appropriate legislation and standards.	1,745
		<u>1,799</u> 54
People, Performance & Culture	Develops a culture of high performance, productivity and accountability across the organisation.	791
		<u>749</u> (42)
Risk Management Services	Identifies, records and manages all business risk associated with Council's activities. This service also manages Council's insurance portfolio.	642
		<u>633</u> (9)

27

Highlights

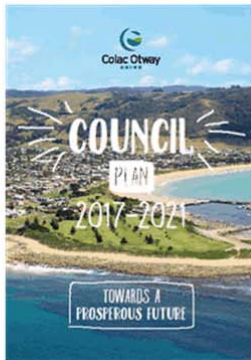
New Council elected and inducted



Back row: Cr Chris Smith, Cr Jason Schram, Cr Chris Potter.
Front: Cr Kate Hanson, Cr Joe McCracken, Cr Stephen Hart, Cr Terry Woodcraft.

Council elections, held on 22 October 2016, returned three members of the previous council and four new Councillors experiencing Local Government for the first time. A comprehensive induction process was conducted and included workshops and presentations with internal and external facilitators. The induction program ran across eight days over a five week period. The CEO and Executive team spent a significant amount of time with our new Councillors, covering key themes and setting a focus for the next four years.

New Council Plan adopted



Our new Council Plan 2017-2021 was directly informed by a significant community engagement program, which sought input from the community about their aspirations for the Shire. This was the most comprehensive consultation program ever conducted in Colac Otway Shire and received a very positive response. To support the consultation process, pop-up listening posts were held in Colac and Apollo Bay. These sessions were well attended and we received invaluable feedback on the draft Council Plan and various other matters of interest to the community. During the development of the new Council Plan, social and cultural implications were carefully considered along with attention to the funding available to carry out the many projects contained in the plan. The Council Plan was adopted on 28 June 2017.

Information management

To enhance council's ability to produce timely and accurate information, a number of software additions and improvements were made during the year.

Health management software implemented

The first stage of health management software implementation has been completed. The compliance management of food businesses, accommodation and septic systems is a legal obligation for Council and vital to ensure public health. The \$22,000 spent has allowed for the management of businesses and septic systems to be managed in a more effective and timely manner, as well as enabling for the collection and reporting of information about these activities. This will allow for evidence-based decisions on where to best spend resources to improve public health.

Geospatial Information Systems (GIS)

An overarching information portal has been created by developing reports to assist the organisation effectively query and report on data held in various software systems. This provides the organisation with an easier way to view and access data, saving time and making available the most up to date

information. Improvements have also been made to processing and uploading data to Councils' web GIS Portal.

Mobile asset data collection implementation

'GBM Konect' software has been implemented in the assets team for mobile asset data collection using iPads. So far GBM Konect has been used for tree assets data capture and was used in capturing data on post-flood damage across the shire.

Building management system implemented

This new software provides for the effective management and reporting of environmental conditions and associated power consumption.

Grants and donations to the community

To assist our community undertake cultural, recreational, environmental and community support projects and activities, Council provides grants and donations to community groups and organisations. In 2017 we gifted a total of \$478,580 to our community; \$147,513 as a result of applications for funding by community groups and organisations for a variety of projects ranging from minor maintenance to sporting clubs and arts and theatre groups, and \$331,067 was allocated to support community events and organisations. Aggregated over the last five years, this is a \$2.25 million investment in the social fabric of our community.

Challenges

- Completing the rebuilding of infrastructure damaged in the December 2015 bushfires. Restoration works include the repair of roadside retaining walls, which will require liaison with private land owners concerning the scope of works where retaining walls support private driveways.
- A review and update of Council's Asset Management strategy is required to support improved asset management practices.

The Year Ahead

- Complete and operationalise the organisational work plan.
- Complete 2017/18 business improvement service reviews.
- Complete the Organisational Development Plan.
- Complete the Rating Strategy.

Fast Facts

95%	Rates collected by year end.
15,166	Property assessments.
1,086	Non-rateable property assessments.
2,282	Pension rebates on property rates.
1,145	Land information certificates issued.
27,431	Debtor invoices issued.
6,697	Supplier payments processed.
73,990	Receipts issued.
103	New properties mapped.
96,077	Inwards and outwards correspondence processed.
1.34m	Emails internal and external received and sent.

Progress against our 2016/17 commitments:

Activity	Progress
Strategy: Transparent and accountable decision making.	
<i>Preparation for 2016 Council elections.</i>	100%
<i>Target: All governance requirements met in accordance with the Local Government Act 1989. Local Government Elections were held on 22 October 2016.</i>	
<i>Post-election induction of Councillors.</i>	100%
<i>Target: Program developed and induction completed. Post-election induction for Councillors was conducted from 4-28 November 2016. The induction program included various workshops and presentations with internal and external facilitators.</i>	
<i>Council Plan 2017-2021 adopted</i>	100%
<i>Target: Background research for the Council Plan completed and Community engagement strategy developed and implemented. Adoption of the Council Plan. Completed. Council Plan 2017-2021 adopted by Council on 28 June 2017.</i>	
Strategy: Prudent and accountable financial, asset, risk and resource management.	
<i>Implement Council's internal audit program.</i>	77%
<i>Target: Complete internal audits as per audit schedule. Respond to all audit recommendations. Meet budget of \$55,000 +/- 5%. All internal audits commenced, with two to be finalised in 2017/18. Responses to all audit recommendations provided to Executive and the Audit Committee. \$44,700 budget expended.</i>	
<i>Review of the Long Term Financial Plan</i>	100%
<i>Target: Review completed. Will be reviewed again in 2017/18 once long term asset plans are completed.</i>	
Strategy: Embed an organisation culture of high performance, service excellence and safety.	
<i>Ongoing review of Council services</i>	50%
<i>Target: Stage 3 of Asset Project completed. Meet budget of \$25,000. A number of recommendations have been implemented including the following:</i>	
<ul style="list-style-type: none"> • 'Fast Track' Customer Service Planner engaged. • Colac Otway Planning Scheme and Cutting Red Tape Project currently underway. • Tasks associated with IT system improvement have commenced. Initially short-term improvements to the current system are considered which will be followed by investigation of appropriate IT system to support planning processes. • Statutory Planning Coordinator regularly meets with the Planners to discuss applications prior to Planners making decisions on applications. • Internal officers meet each week discuss applications (Weekly Surgery meetings). • Improved timelines to the internal referral process. • Planning website has been updated. • A number of staff attended training sessions. • A number of improvements have been identified and implemented within planning admin processes. • Improvements in Customer Service including in respond time. 	
<i>The Planning and Building Administration re-structure is partly aimed at making improvements to the planning permit processes.</i>	

Local Government Performance Reporting Framework

Results for Governance and Libraries are presented below in the prescribed format.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Governance				
Transparency <i>Council decisions made at meetings closed to the public</i> [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100	12.04%	13.85%	16.37%	While the result for 2016/17 has increased, this is due to a lesser number of actual meetings being held, rather than an increase in actual decisions being made closed to the public. The figure for resolutions made in closed meetings has varied only slightly from previous years, due to a similar number of commercial in confidence contracts required to be considered by Council.
Consultation and engagement <i>Satisfaction with community consultation and engagement</i> [Community satisfaction rating out of 100 with how council has performed on community consultation and engagement]	50	48	46	This result is per the Local Government Community Satisfaction Survey 2017. Council has put in place plans to improve low scoring areas.
Attendance <i>Council attendance at Council meetings</i> [The sum of the number of councillors who attended each ordinary and special council meeting / (Number of ordinary and special council meetings) x (Number of councillors elected at the last council general election)] x100	97.28%	97.52%	98.21%	Results indicate a high level of attendance at council meetings.
Service cost <i>Cost of governance</i> [Direct cost of the governance service / Number of councillors elected at the last council general election]	\$39,439.00	\$39,945.14	\$39,185.69	The minor decrease in cost of governance is the result of a minor decrease in Mayor and elected member expenses.
Satisfaction <i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	48	43	45	Results have improved by two points from 2016. Council continues its efforts to steadily improve results.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Libraries Utilisation <i>Library collection usage</i> [Number of library collection item loans / Number of library collection items]	5.81	5.04	4.86	Usage is slightly trending down, reflecting the state-wide trend; however two other factors contributed to the 2016/17 result. The library collection was slightly larger due to reduced clearing of underperforming stock. The other significant factor was the closure of the Library Annexe from 1 July 2016, resulting in 22 fewer hours per week that library services were open to the public from that facility.
Resource standard <i>Standard of library collection</i> [Number of library collection items purchased in the last 5 years / Number of library collection items] x100	82.89%	76.44%	74.50%	The decrease since 2014/15 is due to a decision by the Corangamite Regional Library Board to purchase less new items, as a proportion of the existing collection, and to reallocate funds to programming. The proportion of new items to the existing collection still meets relevant standards.
Service cost <i>Cost of library service</i> [Direct cost of the library service / Number of visits]	\$6.46	\$6.67	\$6.39	The decrease in service cost from 2015/16 is due to a slight reduction in expenditure for library services.
Participation <i>Active library members</i> [Number of active library members / Municipal population] x100	17.61%	17.87%	17.57%	Active membership remains steady. Active members includes borrowers of eResources if borrowed through the library system. It excludes borrowers who access only eResources through other channels, such as the library's public internet, as the current system is not capable of capturing this data.

Pillar 2: A Planned Future

Our goal for this Pillar of the 2013-2017 Council Plan is to 'facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy'.

Five strategies contribute to achieving this goal:

1. Plan for future land use to respond to population growth and changing needs.
2. Develop an integrated response to meet future infrastructure needs.
3. Advocate for improved public transport.
4. Promote local business, services and foster employment opportunities.
5. Grow tourism to support the local economy.

Projects and activities linked to the strategies are a combination of key strategic activities from the Council Plan, supported by other significant projects documented in the annual Operational Plan. Results against targets for these projects in 2015/16 can be viewed on pages 37.

Services contributing to this Pillar

The following services/activities were funded in the 2016/17 budget and contributed to achieving the strategies and goal for this Pillar:

Service area	Description of service	Net Cost Actual Budget Variance \$000
Statutory Planning	Fulfil Council's statutory obligations in being the responsible authority for the management and regulation of land use and development, with the aim of achieving sustainable outcomes in the interests of current and future generations.	691
		<u>798</u>
		107
Strategic Planning	Ensures that land use planning is undertaken to meet the sustainable long term needs of current and future generations.	80
		<u>280</u>
		200
Economic Development	Facilitates a healthy and resilient economy by providing effective leadership, advocacy, and partnership, by working with government business and the community.	366
		<u>475</u>
		109
Tourism	Provides economic benefit by promoting the Shire as a location for visitors to enjoy, explore and return to. Visitor information is provided via Council's two Visitor Information Centres and via media.	616
		<u>611</u>
		(5)
Sustainable Asset Management	Provides for sustainable planning, development and use of Council's assets with the aim to maximise community utility in the present and for future generations.	916
		<u>862</u>
		(54)
Building Control	Ensures planned building developments meet present and future community requirements.	159
		<u>219</u>
		60

Highlights

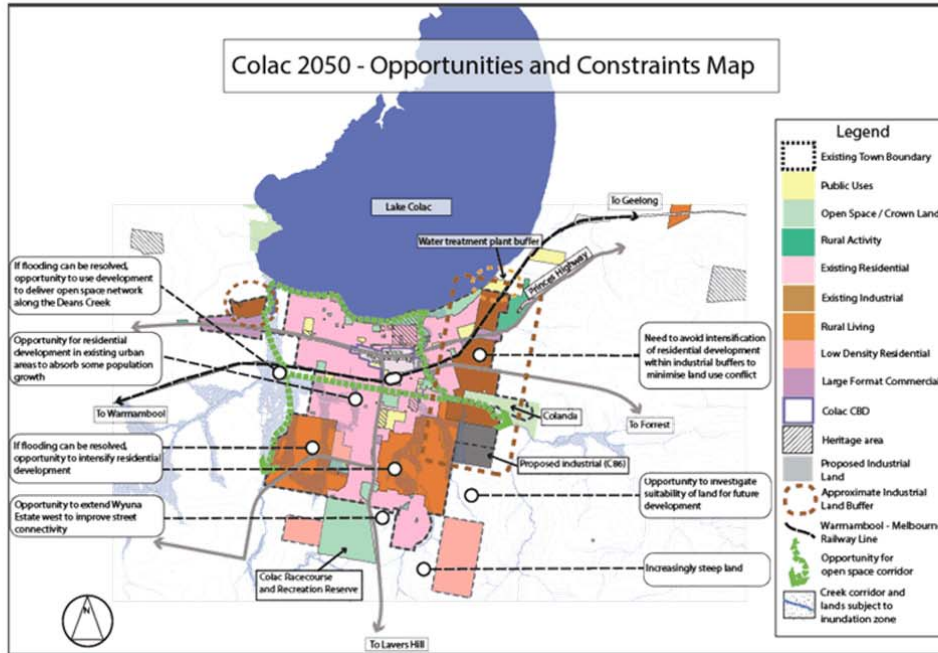
Strategic Planning Highlights

Colac 2050 Growth Plan

Colac Otway Shire Council, in partnership with Regional Development Victoria, is preparing a growth plan to guide the way Colac develops over the next three decades. The plan focusses on the

township of Colac because of its role as a regional centre. It will establish a plan to attract and manage Colac's increasing population, from its current population of approximately 12,000 to reach an aspirational target of 20,000 by 2050. The growth plan builds on previous work that has focussed on economic development, commercial and industrial land uses in Colac. This will ensure that development happens in a positive way, consistent with community aspirations and in line with the Botanic Garden City theme identified for the City through earlier planning.

Background Papers for the Colac 2050 Growth Plan have been completed and extensive community consultation will commence in July/August 2017. The Opportunities and Constraints Map, below, is designed to assist community discussion about how Colac should grow. Council is committed to community consultation to ensure the plan reflects how the community want their town to look and feel in future years.



Apollo Bay Harbour Precinct Development Plan via an Expression of Interest Process

Market Testing has been completed for the Apollo Bay Harbour Precinct Development Plan Project. The testing process was undertaken to better understand the commercial interest in the Apollo Bay Harbour Precinct. The Market Testing report recommended an Expression of Interest (EOI) process be developed to invite private sector interest that can inform the Development Plan. The report also recommended an advocacy plan to obtain funding for public infrastructure improvements identified in Schedule 2, part of rezoning the land within the Precinct to a Special Use Zone in the Colac Otway Planning Scheme.

Future development of the Precinct will enhance the economic and employment opportunities of Apollo Bay. It will also improve amenity, and preserve the character and heritage values of the Precinct.

Amendment C90 – Colac Flood Mapping Changes

The Department of Environment, Land, Water and Planning and Corangamite Catchment Management Authority, in consultation with Colac Otway Shire Council, undertook the Deans Creek

and Barongarook Creek Regional Flood Mapping Study 2017. The Study re-examined the extent of flooding in Colac and revised the flooding maps. Amendment C90 aims to implement findings of the Study by amending Colac flood maps within the Colac Otway Planning Scheme. The amendment will make changes to the Land Subject to Inundation Overlay (LSIO) and Floodway Overlay (FO) and will also make corresponding changes to the Environmental Significance Overlay (ESO). The amendment will also streamline planning permit requirements and referral under LSIO and FO and will make relevant changes to the Municipal Strategic Statement. The amendment is scheduled to be exhibited during November – December 2017.

Statutory Planning highlights

During 2016/2017, we dealt with a number of high profile and significant applications. These included:

- A replacement police station in Queen Street, Colac, for which a permit was issued in April 2017. This is a State Government funded project and will provide for the continued use of the existing police station while the new station is under construction.
- An amendment to the Coles development in Queen Street/Bromfield Street which, as well as allowing some relatively minor changes to the original permit, allowed the provision of eleven retail premises (1,661sqm) in addition to Coles on site, instead of the four shops (1,100sqm) originally proposed.
- A number of permits were also issued for AKD Softwoods, including a permit for a dispatch shed/warehouse, a dry sticker shed/warehouse, an extension to the existing Green Mill, a new additional kiln and an office/amenities building at the timber milling plant at 7-15 Forest Street, Colac.

Significant proposals were also permitted elsewhere in the municipality:

- In June 2017, a planning permit was issued for an Interpretive Native Wildlife Park at 475 Great Ocean Road, Apollo Bay. The native animals at this site will not be caged, but will be free to roam on the property, allowing people to view native wildlife in a natural environment. In terms of buildings and works, the key elements are the proposed construction of a walking track, an 'entry/visitors' building', a car park and predator proof fencing, and the retention of an existing two-storey building on the land as a 'field base'.
- A number of applications associated with the NBN and the Mobile Blackspot Program rollouts across the municipality were also granted planning permits, including a NBN telecommunications facility in Birregurra, and facilities associated with the Mobile Black Spot at Barongarook West, Gellibrand, Kwarren and Yeodene. The replacement of a Telstra facility was also allowed in Ferguson.
- A Development Plan was approved and a planning permit subsequently issued for the subdivision of land at 30 and 40 Marriners Lookout Road, Apollo Bay into more than 130 lots.
- Other applications granted permits included:
 - A tree obstacle course in Yeodene.
 - Road improvements along the Great Ocean Road (including the replacement of Grey River bridge, and road pavement rehabilitation).

In addition to these applications, we also dealt with hundreds of other planning applications, including applications for the subdivision of land, new dwellings, industrial and warehouse buildings, the change of use of land, and various other buildings and works. In addition to dealing with planning applications, the Statutory Planning Unit dealt with issuing Certificates and Statements of Compliance for subdivisions, represented Council at the Victorian Civil and Administrative Tribunal (VCAT), and dealt with legal agreements entered into under section 173 of the *Planning and Environment Act 1987*.

Economic Development and Tourism Highlights

- As part of increasing the visitor experience, our Events staff contributed to the development of key events in the off-season; WinterWild Apollo Bay and Shakespeare in the Otways. Increasing the visitor experience encourages visitors to increase their length of stay. This boosts the local economy, creates employment for locals and attracts new people to the region.
- The following businesses were successful in receiving grant funding, which assists them to expand in the early stages of their development, enabling faster growth of their businesses than would otherwise occur:

Tourism Demand Driver Infrastructure Program

- Platypi Chocolates (Forrest - \$300,000)
- Wildlife Wonders (Marengo- \$577,962)
- Wye Beach Hotel (Wye River -\$450,000)

Regional Tourism Infrastructure Program

- Forrest Brewing received \$1.49 million to enable relocation and expansion of the business.

In addition, Council's involvement in the G21 Economic Recovery Pillar resulted in the successful lobbying for \$495,000 of indirect and direct funding for local communities and business.

- Our Tourism staff built websites and managed destination marketing content for Apollo Bay and the Otways. Approximately 350,000 consumers visited these sites in 2016/17, increasing the potential for more visitors to the region and the subsequent boost to the local economy.

Fast Facts

179	People attended local business development forums.
14,427	Phone calls to Visitor Information Centres.
150,058	Walk-in visitors to Visitor Information Centres.

Disappointments

- Closure of We Ride Bikes, organisers of four mountain bike events in Forrest, which will now not be held.
- Despite the State Government's interest, Councils Regional Tourism Infrastructure application for the Forrest Mountain Trail Bike trails was unsuccessful.

Challenges

- Developing new events with limited funding.
- The southern half of the Shire is prone to a number of environmental risks such as bushfire, flooding, landslip and erosion. Facilitating land use and development activities in these areas and managing environmental risks for people, properties and assets is challenging.
- Council regularly receives requests from landowners, prospective purchasers and real-estate agents seeking advice and or planning permission to use and develop Farming Zoned land for rural living. While some of this land is zoned Farming, the size of the land may not be suitable for productive agricultural activities. The challenge is to investigate appropriate land use and facilitate such use without impacting on the existing agricultural activities of the surrounding land and or compromising their capacity to intensify and expand.

The Year Ahead

- Complete the Colac 2050 Growth Plan and subsequent amendment to the Planning Scheme.
- Undertake amendments to the Colac Otway Planning Scheme to implement the findings of the Colac Otway Planning Scheme Review and Cutting Red Tape Project.
- Continuous process and IT improvements in the Statutory Planning area and permit application assessment process.

- Completion of the Economic Development Strategy.
- Complete the Investment Attraction Business Case for short-term accommodation.

Progress against our 2016/17 commitments:

Activity	Progress
Strategy: Plan for future land use to respond to population growth and changing needs.	
<i>Colac 2050 Plan.</i>	80%
<p><i>Target: Commercial and Industry Land Use Strategy completed. Amendment to implement the Commercial and Industry Land Use Strategy completed. Draft 2050 background report prepared.</i></p> <p><i>Commercial and Industry Land Use Strategy completed. Will be submitted to Council in July 2017 recommending adoption of the Strategy and Amendment C86. The Planning Scheme Amendment is likely to be gazetted to formally change the Planning Scheme by early 2018. The Colac 2050 Background Report has been completed, and community engagement has commenced. The Draft Colac 2050 Growth Plan is likely to be completed by early 2018.</i></p>	
<i>Apollo Bay Harbour Master Plan.</i>	30%
<p><i>Target: Stage 2: Expression of Interest process completed for preparation of a Development Plan.</i></p> <p><i>The Market Testing process has been completed. A report will be submitted to Council with recommendations from Market Testing advising the way forward with the project.</i></p>	
<i>Acquisition of 30% of the former Colac High School site for public open space.</i>	0%
<p><i>Target: Receive a portion of the site for Open Space</i></p> <p><i>The State Government is yet to initiate the Planning Scheme Amendment to rezone the land and transfer part of the site to open space. The State Government has demolished the former school buildings in preparation for rezoning and land sale, and Council has provided support to these processes.</i></p>	
<i>Review mapping of the Heritage Overlay to inform the red tape reduction planning scheme amendment.</i>	35%
<p><i>Target: Red tape reduction planning scheme amendment includes Heritage Overlay changes.</i></p> <p><i>The Review of the Colac Otway Planning Scheme and Cutting Red Tape Project is currently underway. The Review Report with recommendations is expected to be available in September 2017.</i></p>	
Strategy: Develop an integrated response to meet future infrastructure needs.	
<i>Community infrastructure and asset renewal plan.</i>	97%
<p><i>Target: Develop Asset Management Plans for key community infrastructure classifications. Develop an Asset Renewal Plan with forward projections of funding requirements. Identified asset renewal priorities funded.</i></p> <p><i>Asset management plans have been developed for all assets apart from buildings. Asset Renewal Plans have been developed with forward projections of funding requirements for the new financial year. Identified asset renewal priorities funded in the 2017/18 Budget.</i></p>	
<i>Develop a Colac Otway Shire Footpath Strategy.</i>	85%
<p><i>Target: Strategy developed.</i></p> <p><i>Strategies developed for Colac and Apollo Bay, the two main urban areas in the Shire with over 85% of footpath assets. Work on a Shire wide strategy was delayed due to staff shortage.</i></p>	

Activity **Progress**

Strategy: Promote local business, services and foster employment opportunities.

Economic Development Strategy implementation. **30%**

Target: Strategy completed and adopted by Council. Staged implementation of the Economic Development Strategy commenced.

Internal stakeholder engagement completed. New strategy to be developed, adopted and implemented in 2018.

Strategy: Grow tourism to support the local economy.

Staged implementation of the Colac CBD & Entrances Project. **0%**

Target: Stage 1 & 2 of the CBD & Entrances Project completed. Meet budget of \$1.95 million +/-2.5%.

Federal funding, critical to progressing the project, was not received at the time the target was set. Funding was approved in December 2016, with the Tender process for works commencing in January 2017. The project is rescheduled to commence early in 2017/18. Budget carried over to 2017/18.

Great Ocean Road Tourism Destination Master Plan Implementation. **100%**

Target: Stage 1: Master Plan priority projects identified. Stage 2: Implementation strategy developed.

Stages 1 and 2 completed and implemented.

Planning Applications

2016/17 is the first year of separating planning applications into VicSmart and Regular applications, making previous data non-comparable. Successive years of reporting will build comparative data.

VicSmart applications (decisions made within 10 days)

	Number of Applications	Decisions made within 10 days	Median days to process applications
2016/17	12	9	7.6

Regular applications (decisions made within 60 days)

	Number of Applications	Decisions made within 60 days	Median days to process applications	Appeals to VCAT*	Council decisions upheld
2016/17	365	282	43.3	2	2

*Victorian Civil and Administrative Tribunal

Building applications

	Number of Applications	Average Days to Assess Applications	Average Days to Issue Permits
2012/13	54	20	33
2013/14	53	14	24
2014/15	55	7	17
2015/16	63	10	12
2016/17	83	13	17

Local Government Performance Reporting Framework

Results for Statutory Planning are presented below in the prescribed format.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Statutory Planning				
Timeliness				
<i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application]	62.50	70.00	66.50	The result for 2016/17 has improved from the previous year's performance, with an ongoing commitment to refining processes (e.g. on referrals) to minimise the number of days taken to determine applications.
Service standard				
<i>Planning applications decided within required time frames</i> [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100	60.41%	78.10%	73.09%	Performance improved from 2015/16 as Council works to address resourcing issues.
Service cost				
<i>Cost of statutory planning service</i> [Direct cost of statutory planning service / Number of planning applications received]	\$2,341.79	\$2,749.49	\$2,706.06	The decrease in service cost from 2015/16 is due to an increase in the number of planning applications received.
Decision making				
<i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100	100%	100%	100%	The result highlights Council's knowledge and effectiveness in applying the relevant Planning Schemes.

Pillar 3: A Place to Live and Grow

Our goal for this Pillar of the 2013-2017 Council Plan is to 'Improve access to buildings, spaces, services and education to support and enable quality of life.'

Four strategies contribute to achieving this goal:

1. Address the health and wellbeing needs of people of all ages and abilities.
2. Advocate for access to an increased range of education and training opportunities.
3. Increase the diversity of arts, culture and social spaces.
4. Maintain existing infrastructure.

Projects and activities linked to the strategies are a combination of key strategic activities from the Council Plan, supported by other significant projects documented in the annual Operational Plan. Results against targets for these projects in 2015/16 can be viewed on pages 43.

Services contributing to this Pillar

The following services/activities were funded in the 2016/17 budget and contributed to achieving the strategies and goal for this Pillar:

Service area	Description of service	Net Cost Actual Budget Variance \$000
Arts & Culture	Management and provision of arts and cultural services to the community. This service is responsible for the running of the Colac Otway Performing Arts and Cultural Centre.	689 <u>667</u> (22)
Older Persons & Disability Services	Supports older and disabled members of our community to sustain quality of life.	1,081 <u>527</u> (554)
Children and Family Services	Supports our children, families and youth to encourage and nurture their growth and development.	254 <u>290</u> 36
Infrastructure Services	Provides for the physical assets required by the community to maintain a happy, healthy and sustainable lifestyle.	4,920 <u>4,118</u> (802)
Parks, Gardens and Reserves	Maintenance of open space for the enjoyment of all community members.	1,035 <u>1,344</u> 309
Waste Management	Efficient and effective control of waste products produced by our community. It includes the provision of waste collection services as well as for disposal to landfill.	(3) <u>261</u> 264
Apollo Bay Harbour	Management and maintenance of the Apollo Bay Harbour for the enjoyment of the community.	(262) <u>396</u> 658
Colac Regional Saleyards	Provides a vital link in our rural infrastructure by providing a marketplace for buying and selling livestock.	(92) <u>187</u> (95)

Right: Boomerang Bags (photo: Luka Kazlauric)

Highlights

Successful transition to include new aged care and disability programs

The Older Persons and Ability Support Service of Council successfully transitioned its suite of programmes to include the National Disability Insurance Scheme, Commonwealth Home Care Packages, Commonwealth Home Support Program, and Veterans Home Care. These services support the frail, aged, vulnerable and disabled people and their carers.

Dementia friendly expo

A Dementia Expo was held in conjunction with the Colac HACC Alliance to launch the Ageing and Dementia Friendly Communities Project. The Expo provided the opportunity for services to give information to the community and to network with each other. Eighteen organisations and services provided information stalls during the Expo and over 80 members of the community attended.

Refurbishment of Maternal and Child Health Centre

The refurbishment of the 81 year old Queen Street Maternal and Child Health Centre has transformed it into a contemporary and inviting space for parents to visit.

Smarter than your average bin

Our waste management team trialled a Smart City Solutions solar compaction bin from 23 May to 13 June 2016 outside the Apollo Bay Bakery. These dates included the Queen's Birthday holiday long weekend. During this period, the percentage of waste in the solar compaction bin was monitored each day via a mobile phone app by our Waste Management Officer. The solar compaction bin was emptied on Friday 9 June 2016 before the long weekend and was only at 55 per cent capacity when emptied. All other street litter bins were emptied three times per week during this period. There were no reports of rubbish overflowing or bad smells coming from the solar compaction bin. Overall, the solar compaction bin trial was deemed a great success and the team will be looking to install more throughout the shire in the future.



Toward a Plastic Bag Free Apollo Bay

Colac Otway Shire's Environment and Waste Management units sponsored the Otway Conservation Association's (OCA) initiative 'Boomerang Bags' is gaining momentum. The aims of the initiative are to reduce waste to landfill (particularly plastic bags), keep our foreshores and oceans clean and educate our communities on how to live a more sustainable lifestyle.

Boomerang Bags is a community driven initiative tackling plastic pollution at a grassroots level. The initiative works to mobilise community volunteers to make re-useable Boomerang Bags using recycled materials. The bags are made available on a 'borrow and bring back' basis as a sustainable alternative to plastic bags. The initiative involves the implementation of 'bag-share' boxes or stations throughout a



target business district or within select local businesses and farmers markets. Re-useable Boomerang Bags are made available at these locations for customers to borrow if they have forgotten their own, and return on subsequent visits.

The Boomerang Bags campaign's primary objective is to make Apollo Bay plastic bag free. Currently Plastic Free Victoria, Boomerang Bags Torquay and Apollo Bay are working in consultation on how plastic bag free Great Ocean Road and surrounds can be achieved and implemented in the future.

Maintaining and improving our infrastructure

Council continued to demonstrate its ongoing commitment to improving the standards of the community's critical infrastructure assets. A significant investment was again made in 2016/17 to deliver various programmes to renew infrastructure such as roads, footpaths, buildings and bridges.

The 2016/17 Budget and Actuals for these combined programs were:

	Budget (\$ Million)	Revised Budget (\$ Million)	Actual (\$ Million)
Maintenance	\$7.01	\$7.07	\$6.14
Renewal	\$13.14	\$16.45	\$9.41
Total	\$20.14	\$23.52	\$15.55

All routine road and footpath inspections were completed for 2016/17. In total, 141 km of footpath and close to 1,621 km of local roads network were inspected. All routine inspections were conducted in keeping with the schedule documented in Council's Road Management Plan.

Maintaining our major plant

Major plant is routinely replaced, usually on a rolling 10 year program, to ensure safe, reliable and efficient equipment is available to undertake our asset maintenance and reconstruction responsibilities. The following major plant items were purchased during 2016/17:

12M Caterpillar Grader	\$423,000
Case Tractor	\$110,000
3M Isuzu truck	\$101,316
Toro Mower	\$20,000
6FT Howard Slasher	\$15,000
Total	\$669,316

Disappointments

- Limited Perinatal Emotional Health support available for struggling families due to external resource changes.

Challenges

- Engagement and participation of Aboriginal and Torres Strait Island families in the Maternal and Child Health service.
- Meeting the increasing demands created by increasing birth numbers in Colac Otway Shire.
- To align the existing State Government funded Building Inclusive Communities Program and the new commonwealth funded Information Linkages and Capacity Building Program with Council plans and community expectations.
- Continue to maintain the momentum at Council's key regional facilities including Bluewater and COPACC.

The Year Ahead

- Implementation of the new Municipal Public Health and Wellbeing Plan to support the health and wellbeing of our diverse communities.
- Consolidate and improve access to support services for struggling families including support for women and children experiencing family violence.
- Implementing ways to improve our participation rate in key ages and stages visits, especially with older children.
- Complete the development of the Arts and Culture Strategy 2017-2021.

Fast Facts

218	Children registered in Family Day Care.
15,340	Home Care hours.
11,530	Personal Care hours.
4,683	Respite Care hours.
6,196	Community transport hours.
9,092	Meals delivered.
2,491	Maternal and Child Health consultations.
28,225	Animals through the Colac Regional Saleyards.
38km	Sealed roads renewed.
75km	Unsealed roads renewed.
1,546m	Footpath reconstructed
30km	Trees trimmed on rural roads.
1,940	Guideposts replaced on rural roads

Progress against our 2016/17 commitments:

Activity	Progress
Strategy: Address the health and wellbeing needs of people of all ages and abilities.	
<i>Develop and implement the Public Health and Wellbeing Plan.</i>	94%
<i>Target: Implement actions as identified for 2016–2017 of the Plan. Develop the Alcohol and Other Drugs Plan completed. Meet budget of \$29,000 with a tolerance of +/-5%.</i>	
<i>Majority of actions completed. A draft Alcohol and Other Drugs Plan was developed in 2016/17 but the timing wasn't appropriate to present to providers. The draft will be reviewed in 2017/18 to reflect new local data and approaches. \$10,306 expended due to working in partnership with other agencies on specific projects and programs.</i>	
<i>Target: Develop the 2017-2021 Public Health and Wellbeing Plan within the timeframe agreed to by Council. Meet budget of \$29,000 with a tolerance of +/-5%.</i>	
<i>Achieved. \$15,494 expended due to the Plan being developed using internal resources.</i>	
Strategy: Advocate for access to an increased range of education and training opportunities.	
<i>Joint implementation of the Beyond the Bell/GROW projects to increase Year 12 attainment and local opportunities for work.</i>	100%
<i>Target: Key objectives for first 12 months initiated. Meet remaining budget of \$146,000 with a tolerance of +/-5%.</i>	
<i>Achieved. Council provided coordinator support and a management structure to oversee, implement and connect key activities within and between both projects. Multiple agencies and government departments were involved in these projects and work will continue on both projects during 2017/18.</i>	

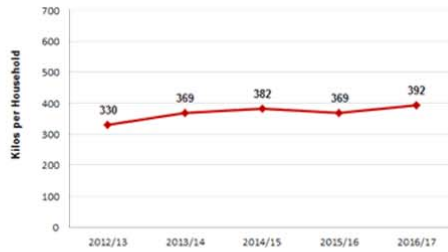
Activity	Progress
Strategy: Increase the diversity of arts, culture and social spaces.	
<i>Staged implementation of the Beechy Precinct development program.</i>	100%
<i>Target: Bluewater leisure centre stadium sports floor completed. Central Reserve Redevelopment – complete construction.</i>	
<i>Stadium floor completed and opened to the community in March 2017.</i>	
<i>Staged implementation of the Open Space Strategy.</i>	85%
<i>Target: Priority actions implemented. Playspace Strategy developed and adopted by Council.</i>	
<i>Draft Playspace Strategy developed. To be adopted by Council.</i>	
<i>Target: Annual open space renewal program completed. Meet budget of \$50,000 with a tolerance of +/-5%.</i>	
<i>Achieved.</i>	
<i>Target: Annual playground renewal program completed. Meet budget of \$60,000 with a tolerance of +/-5%.</i>	
<i>Project deferred to 2017/18 due to State Government grant received.</i>	
Strategy: Maintain existing infrastructure.	
<i>Implement the asset renewal and maintenance program.</i>	99%
<i>Target: Road and Footpath assets inspected in accordance with the Road Management Plan.</i>	
<i>Road and Footpath assets inspected in accordance with the Road Management Plan, with the exception of Wye River as the area was under emergency management post bushfire and access was limited.</i>	
<i>Develop a Property Management Program.</i>	100%
<i>Target: New Property Management Plan and framework developed and implemented.</i>	
<i>Gap analysis completed, lease and licence register established. Condition audit in progress and service manager workshops commenced.</i>	
<i>Annual road resealing program.</i>	70%
<i>Target: 30 kilometres (km). All planned works achieved within allocated budget of \$900,000.</i>	
<i>Achieved 36.6 km. \$929,485 expended. Additional works completed utilising additional funding from the Roads to Recovery allocation.</i>	

Organic waste diverted from landfill (tonnes)



The increase in organic material going to landfill in 2016/17 was a result of the two additional kerbside organics collections that took place in October 2016. Council offered all residents the additional collections to assist them in preparing their properties before the bushfire season commenced.

Household waste to landfill (kilos)

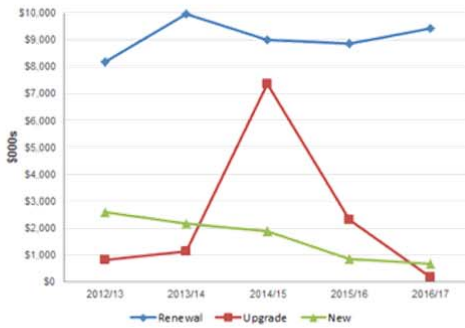


The increase in 2016/17 is due to 131 new kerbside collection services that commenced this year and more waste bins being collected; however the overall trend for the past 5 years has been a minor increase in household waste (non-organics) to landfill. New marketing strategies have been developed to reinvigorate community commitment to recycling.

Capital Works

In '000s

	Renewal	Upgrade	New	Total
2012/13	\$8,168	\$824	\$2,597	\$11,589
2013/14	\$9,965	\$1,116	\$2,151	\$13,232
2014/15	\$8,995	\$7,366	\$1,889	\$18,250
2015/16	\$8,862	\$2,316	\$853	\$12,031
2016/17	\$9,412	\$166	\$670	\$10,248



Council continues its strong commitment to the renewal of our assets. The significant spike in 2014/15 for expenditure on asset upgrades reflects the major redevelopment and upgrade of the Bluewater leisure centre, a more than \$11 million upgrade.

Local Government Performance Reporting Framework

Results for Maternal & Child Health, Roads and Waste Collection are presented below in the prescribed format.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Home and Community Care (HACC) Timeliness <i>Time taken to commence the HACC service</i> [Number of days between the referral of a new client and the commencement of HACC service / Number of new clients who have received a HACC service]	n/a	5.00	N/A	Reporting on Home and Community Care Services (HACC) ceased on 1 July 2016 due to the introduction of the Commonwealth Government's National Disability Insurance Scheme and Commonwealth Home Support Programme.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Service standard <i>Compliance with Community Care Common Standards</i> [Number of Community Care Common Standards expected outcomes met / Number of expected outcomes under the Community Care Common Standards] x100	100%	100%	N/A	As above.
Service cost <i>Cost of domestic care service</i> [Cost of the domestic care service / Hours of domestic care service provided]	n/a	\$41.25	N/A	As above.
Service cost <i>Cost of personal care service</i> [Cost of the personal care service / Hours of personal care service provided]	n/a	\$41.25	N/A	As above.
Service cost <i>Cost of respite care service</i> [Cost of the respite care service / Hours of respite care service provided]	n/a	\$55.27	N/A	As above.
Participation <i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100	24.16%	26.05%	N/A	As above.
<i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	21.50%	15.92%	N/A	As above.
Maternal and Child Health (MCH) Satisfaction <i>Participation in first MCH home visit</i> [Number of first MCH home visits / Number of birth notifications received] x100	99.12%	103.78%	95.51%	The decrease in participation in first home visits is the result of five birth notices received at the end of June 2016 and not yet enrolled, plus four stillbirths.
Service standard <i>Infant enrolments in the MCH service</i> [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100	96.04%	99.16%	100.41%	A small increase noted in birth notices from the previous two years.
Service cost <i>Cost of the MCH service</i> [Cost of the MCH service / Hours worked by MCH nurses]	n/a	\$75.12	\$68.86	The decrease from 2015/16 is a result of an increase in the hourly charge rate for nurses combined with a slight reduction in operating costs for this service.

<i>Service/Indicator/measure</i>	2014/15	2015/16	2016/17	Material Variations and Comments
Participation <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	74.83%	71.90%	69.68%	The small change in participation is part of normal fluctuations.
<i>Participation in the MCH service by Aboriginal children</i> [Number of aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	59.26%	58.33%	60.38%	The small change in participation is part of normal fluctuations.
Roads Satisfaction of use <i>Sealed local road requests</i> [Number of sealed local road requests / Kilometres of sealed local roads] x100	11.29	10.78	12.57	The increase in 2016/17 is the result of a significant increase in requests in October and November 2016 following the September floods.
Condition <i>Sealed local roads maintained to condition standard</i> [Number of kilometres of sealed local roads below the renewal intervention level set by council / Kilometres of sealed local roads] x100	90.14%	94.88%	95.87%	This result indicates that 96% of our road network is at an acceptable standard based on condition and does not need any major reconstruction work.
Service cost <i>Cost of sealed local road reconstruction</i> [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]	\$34.68	\$39.54	\$30.20	The reduction in the 2016/17 figure is due mainly to reduced capital works as a result of the flooding disaster event in the region in late 2016 combined with a higher than usual turnover in staff numbers in this area.
<i>Cost of sealed local road resealing</i> [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]	\$6.09	\$7.03	\$6.19	The reduction in the 2016/17 figure is due mainly to reduced capital works as a result of the flooding disaster event in the region in late 2016 combined with a higher than usual turnover in staff numbers in this area.
Satisfaction <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	44	37	42	Satisfaction with sealed local roads improved in 2017 and is on par with other large rural shires.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Waste Collection				
Satisfaction				
<i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1,000	107.00	168.82	100.05	Prompt and consistent communication with the waste contractor has improved the rate at which requests are being resolved. This has resulted in a reduction in the number of collection requests.
Service standard				
<i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000	6.44	7.82	6.35	The reduction in the 2017 figure is the result of fewer requests for missed bins. The increase in the previous year's result is due to a change in the way missed bins are recorded, giving an artificial increase in the number of missed bins.
Service cost				
<i>Cost of kerbside garbage collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$120.79	\$129.20	\$134.63	The increase in this indicator reflects an increase in the contractor charge rates for garbage collection.
<i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$34.91	\$36.98	\$36.15	The minor reduction in cost for 2016/17 is the result of a reduction in overall recycling volume.
Waste Diversion				
<i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	55.52%	43.32%	47.09%	The increase in 2017 reflects the gradual reinstatement of services to some of our bushfire affected residents.

Pillar 4: A Healthy Community and Environment

Our goal for this Pillar of the 2013-2017 Council Plan is to 'respect cultural differences, support a range of healthy and creative activities, foster community safety and promote environmental sustainability.'

Five strategies contribute to achieving this goal:

1. Encourage active participation in recreation, arts and leisure pursuits.
2. Promote respect and inclusion of social and cultural differences.
3. Increase environmental sustainability through direct initiatives and advocacy.
4. Protect and care for the natural environment.
5. Support community safety initiatives, local law enforcement and emergency management.

Projects and activities linked to the strategies are a combination of key strategic activities from the Council Plan, supported by other significant projects documented in the annual Operational Plan. Results against targets for these projects in 2015/16 can be viewed on page 53.

Services contributing to this Pillar

The following services/activities were funded in the 2016/17 budget and contributed to achieving the strategies and goal for this Pillar:

Service area	Description of service	Net Cost Actual Budget Variance \$000
Local Laws	Contributes to community safety and health by providing a framework for behaviours which affect our community wellbeing.	447
		<u>400</u> (47)
Emergency Management	Provision of necessary support for the community in the case of an emergency event occurring.	245
		<u>241</u> (4)
Events	This service provides for active community involvement in the provisioning of management and support for community entertainment and events.	219
		<u>226</u> 7
Environment	Management of our natural environment for to the betterment and enjoyment of all members of our community.	852
		<u>592</u> (260)
Recreation	Provides for active community involvement and the promotion of healthy lifestyles by providing for suitable sporting and recreational facilities.	383
		<u>377</u> (6)
Bluewater Leisure Centre	Active promotion of a healthy lifestyle for our community by directly providing swimming and gymnasium facilities.	626
		<u>474</u> (152)
Public Health	Encourages a healthy and safe lifestyle by actively promoting and policing public health issues.	274
		<u>307</u> 33
Fire Prevention	Promotion of community safety by aiming to eliminate potential fire risks within our community.	(12)
		<u>19</u> 31
Street Lighting	Active promotion of community safety by providing a clear and safe environment in our towns after dark.	114
		<u>113</u> (1)

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Highlights

Central Reserve Redevelopment completed

The Central Reserve Redevelopment was completed in April 2017, resulting in first class facilities for our local netballers and footballers. The \$3 million project, completed on time and within budget, provides wonderful new netball change rooms and amenities, a new pavilion with change rooms and elevated areas for officials and spectators, and a completely refurbished grandstand.

"The Central Reserve off-field facilities redevelopment is the culmination of almost 15 years of planning, lobbying and collaboration between Council, the state and federal governments and Central Reserve users.

"This redevelopment is yet another great addition to the Beechy education and recreation precinct, which also includes the skate park, the library, the secondary college, an upgraded stadium and pool complex, a new shared-use sports oval and library. As a community we're really fortunate to have all these facilities in the one precinct where people can come together to be social and active and learn."
Mayor Chris Potter

The Federal Government provided \$2.5 million for the project, with the State Government contributing \$300,000, Council contributing \$150,000 and the Colac and District Football Netball League and the Colac Tigers contributing \$100,000.

Bluewater stadium opened



The Bluewater stadium opened to the community on Sunday 26 March 2017, with the Colac Basketball Association playing their grand finals in the redeveloped stadium for the first time. The grand finals attracted a massive crowd which showcased the wonderful new facility.

"The stadium is really something to behold, people will be amazed at

how big it is, how great it looks and how functional all the player, officials, spectator and storage spaces are." Mayor Chris Potter said.

Colac Basketball Association's President Peter Lemke said the completion of the stadium redevelopment was an exciting time for Colac basketball and the community.

"Our recent junior tournament attracted almost 700 players and it will be great to have them all in Colac next year along with our CBL (Country Basketball League) teams competing on our home court in front of a vocal Colac Kookas crowd," Mr Lemke said.

Above: Bluewater Stadium (photo: Luka Kazlauric)

Bringing the ocean to Colac for World Environment Day

More than 300 Colac Otway school children were treated to an aquatic visual feast and educational experience over four days to celebrate World Environment Day 2017.

'Oceanarium' is a multi-artwork installation created especially for children aged 2-12, designed to deepen children's appreciation and understanding of south west Victoria's marine environment, in all its diverse shapes and forms. It is the work of four artists in collaboration with Deakin University, recreating four magical environments for children to explore. The child centred installation allowed children to participate on multiple levels with an inbuilt array of sensory mediums and different modes for exploration. Oceanarium was sponsored by Sealife Melbourne.



Climate Change Adaptation Plans completed

Through the Climate Resilient Communities of the Barwon South West Project, Climate Change Adaptation Plans (CCAP) were developed for eight Councils, including Colac Otway Shire. The completion and endorsement of this document provides a clear process for prioritising climate adaptation actions. Under the CCAP, Council is investigating future flooding risks under various climate change scenarios to ensure we have the most robust urban flood strategy to inform Colac 2050 planning.

Recovery actions associated with the Flood and Landslip events of September 2016

Significant flood events in September 2016 and the subsequent landslip incidents along the Great Ocean Road, along with a number of other locations, tested Councils capability to respond successfully to another large scale emergency event. During this period Council successfully balanced the competing requirements of maintaining core business function, facilitating and coordinating interagency recovery efforts and streamlining recovery works to maximise community benefit.

Coordination of the Wye River Separation Creek Vegetation Restoration Committee

Council has coordinated the Wye River Separation Creek Vegetation Restoration Committee to assist in the recovery of these townships, following the Christmas Day bushfire in 2015. This group delivered: weed control works, ensuring the most invasive species are controlled (target species include Sweet Pittosporum, Asparagus Fern, Banana Passionfruit); a number of community information days (e.g. Backyard Bird Count, weed identification and how to manage coppice regrowth on established trees); and developed the *Landscaping your Coastal Garden for Bushfire Booklet* to assist landholders in their rebuilding process.



Energy Efficient Lighting for Public Open Spaces

During the last three years, Council has been upgrading both internal and external lighting. The largest of these projects was the Great South Coast Smart Street Light Project, which for Colac Otway Shire included the changeover of more than 1,400 street lights to LED, saving Council approximately \$120,000 annually. The following link provides further details about this project.

<https://www.youtube.com/watch?v=MvOpevKWPuo>

To continue this project, Council completed an audit of our own Public Open Space lights (e.g. car parks, playgrounds). This assessment found that Council could save money by upgrading these assets to the more efficient LED alternative. Although some of this work was completed (e.g. Beeac Street decorative lights upgraded to LED) the majority of the upgrades will occur in the 2017/18 financial year.

Biosecurity Assurance Pound Facility Audit 2016

Council's animal pound facility was audited in 2016 by the Biosecurity Assurance Unit of the State Government's Department of Economic Development, Jobs, Transport and Resources. The Audit provided a very positive report of Council's facility noting full compliance with all legislative requirements and animal welfare issues.

Disappointments

- Set-back in rehabilitation of Barongarook Creek due to the flood event in September 2016.
- Increases in the number of Fire Prevention Notices issued in townships compared to the previous financial year; including a 30% increases in Colac and Apollo Bay.

Challenges

- Securing funding support for the implementation of the Lake Colac Foreshore Master Plan priority recommendations.
- Continue to maintain the momentum at Council's key regional facilities including Bluewater leisure centre and COPACC.
- Completion of the Climate Resilient Communities of the Barwon South West Project. Currently the team is partially funded through a grant from the State Government that will finish in December 2017. We will need to secure additional external funding to maintain the current resourcing of the Environment Team.
- Developing and implementing a new Emergency Management Training and Embedding Program (EMTEP) to build capacity within all business units that are involved within the emergency management response, relief and recovery. This ensures that Council builds on the learnings from the emergency events that Council has faced over the last 18 months to ensure our capacity is maintained effectively to manage emergencies effectively in the future.

The Year Ahead

- Complete the Rex Norman Park Playspace Development, \$160,000 project jointly funded by Council and Sport and Recreation Victoria.
- Bluewater and Colac Library Solar Photovoltaic System installation and completion of the Public Open Space lighting upgrade.
- Municipal Emergency Management Plan audit and delivery of the new Fire Prevention and Awareness program.
- Adoption and implementation of the 2017-2021 Domestic Animal Management Plan.
- Lake Colac Master Plan implementation.

Fast Facts

- 64,000 Bluewater leisure centre attendances.
- 4,856 Crèche attendances at Bluewater leisure centre.
- 1,628 New memberships at Bluewater leisure centre.
- 44,093 People attended 1,773 events and performances at COPACC.
- 2,298 Trees, grasses, lilies and shrubs planted.
- 2,068 School children participated in 75 environmental activities.
- 4,619 Dogs and 1,403 Cats registered.
- 1,061 Permits (various) issued.
- 681 Food safety inspections of 402 premises.
- 2,632 Immunisations performed.

Progress against our 2016/17 commitments:

Activity	Progress
Strategy: Protect and care for the natural environment.	
<i>Implement the relevant stages of the Environment Strategy 2010-2018.</i>	100%
<p><i>Target:</i> Stage 2 of the 2013-2015 Environment Action Plan completed. Develop the 2016-2018 Environment Action Plan. Stage 1 of the 2016-2018 implemented. Meet budget of \$115,000 with a tolerance of +/- 5%.</p> <p><i>Achieved.</i> 96% Budget expended.</p>	
Strategy: Support community safety initiatives, local law enforcement and emergency management.	
<i>Implement the Municipal Emergency Management Plan.</i>	100%
<p><i>Target:</i> Municipal Fire Management Plan reviewed and implemented. Meet budget of \$54,000 with a tolerance of +/-5%.</p> <p><i>Plan actions achieved for 2016/17.</i> Plan reviewed in partnership with Surf Coast and Corangamite Shires. New Otway District Strategic Fire Management Plan adopted by Council on 22 March 2017.</p>	
<i>Implement the Bushfire Recovery Plan for the resettlement of Wye River and Separation Creek.</i>	95%
<p><i>Target:</i> Program for restoration of damaged infrastructure implemented.</p> <p><i>Achieved 90%.</i> The outstanding road reinstatement works within Wye River and Separation Creek were delayed due to the weather. The remaining works were delayed due to procurement issues.</p> <p><i>Target:</i> A 'One-Stop-Shop' service provided to residents for rebuilding of houses.</p> <p><i>Achieved.</i></p>	

Total water usage for council facilities (kilolitres)

Water usage decreased by 14% in 2016/17, largely due to a return to 'business as usual'. The increase in 2015/16 was a combination of water testing during the commissioning phase of the Bluewater leisure centre swimming pool, and the post bushfire clean-up and refilling of domestic water tanks.



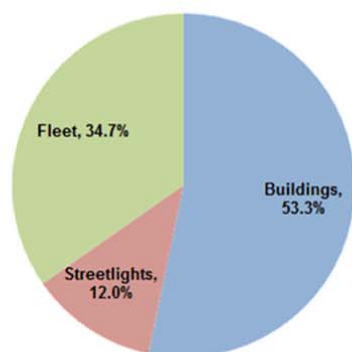
Total greenhouse emissions (CO2-e tonnes)

During the last five years our greenhouse gas emissions have reduced by 19%; however during 2016/17, there was some significant movement in results for Buildings and Fleet:

	Buildings	Street Lights	Fleet	Total
2012/13	1,959	1,048	1,578	4,585
2013/14	1,683	1,011	1,414	4,109
2014/15	1,403	869	1,520	3,792
2015/16	1,924	434	1,253	3,610
2016/17	1,716	368	1,543	3,627

Source: 2017 Planet Footprint Report

Proportion of Greenhouse Emissions (CO2-e tonnes)



Buildings

Building emissions decreased by 6% in 2016/17 due to ongoing energy efficiency improvements such as upgrading the theatre lighting in COPACC during 2015/16, and closing the bushfire recovery portable office.

Fleet

Fleet emissions increased by 8%. This was due to a combination of rehabilitation works after the 2015/16 Wye River bushfires, and the Apollo Bay harbour dredge line returning to full operating capacity post upgrades to the dredge pipe.

Local Government Performance Reporting Framework

Results for Animal Management, Aquatic Facilities and Food Safety are presented below in the prescribed format.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Animal Management				
Timeliness				
<i>Time taken to action animal management request</i> [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	n/a	1.00	1.00	Requests are responded to on the same day, usually within four hours. Urgent requests are responded to immediately.
Service standard				
<i>Animals reclaimed</i> [Number of animals reclaimed / Number of animals collected]	65.91%	84.83%	55.19%	The decrease in the 2016/17 result is due to an abnormally high number of feral and diseased animals collected and euthanased in 2015/16.
Service cost				
<i>Cost of animal management service</i> [Direct cost of the animal management service / Number of registered animals]	\$42.00	\$57.40	\$55.79	The decrease from 2015/16 is due to a minor increase in the number of registered animals.

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Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	27.00	13.00	10.00	Prosecutions commenced in 2015. The reduced number of prosecutions is a direct reflection of public awareness that Council has the capacity and ability to prosecute matters.
Aquatic Facilities Service standard <i>Health inspections of aquatic facilities</i> [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	1	0.50	1	The decrease in the 2015/16 result was due to the diversion of resources to assist with the Wye River and Separation Creek bushfires. The improvement for 2016/17 is due to a return to usual business activities.
<i>Reportable safety incidents at aquatic facilities</i> [Number of WorkSafe reportable aquatic facility safety incidents]	Nil	Nil	1	A chlorine leak from the chemical dosing line in 2017 was reported to WorkSafe. No injuries were sustained.
Service cost <i>Cost of indoor aquatic facilities</i> [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]	n/a	\$3.08	\$1.91	The significant drop in cost per visit in 2016/17 is the effect of economies of scale of having the aquatic facility open for the full year, therefore spreading the costs.
<i>Cost of outdoor aquatic facilities</i> [Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities]	\$35.26	\$43.07	\$24.27	The decrease in the 2016/17 result is due to the abnormally high figure in 2015/16 resulting from the pool being closed due to the impact of the Wye River bushfires. The 2016/17 result more accurately reflects business as usual.
Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	0.09	2.73	6.39	The 2015/16 result reflects the Bluewater leisure centre being closed for two years for redevelopment, reopening in late 2016. The significant increase in usage in 2016/17 is the result of increased memberships and attendances at the remodelled and enlarged facility.

Service/Indicator/measure	2014/15	2015/16	2016/17	Material Variations and Comments
Food Safety Timeliness <i>Time taken to action food complaints</i> [Number of days between receipt and first response action for all food complaints / Number of food complaints]	n/a	1.00	1.30	From 1 July 2016 this measure is being reported by calendar year rather than financial year to better align with the Department of Health and Human Services reporting. The increase in the result for 2016/17 was impacted by the Wye River Bushfire response and recovery and staff vacancies, which generated work in excess of the Business Unit's capacity to undertake. Note, these rates are for the 2016 calendar year and any comparison with 2015/16 is not representative of change in performance.
Service standard <i>Food safety assessments</i> [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100	100%	71.63%	64.26%	The increase in the result for 2016/17 was impacted by the Wye River Bushfire response and recovery and staff vacancies, which generated work in excess of the Business Unit's capacity to undertake.
Service cost <i>Cost of food safety service</i> [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]	\$270.68	\$274.87	\$459.78	The increase in 2016/17 is due to an increase in staffing costs and resources to undertake Food Safety services. Future reporting will provide a better indicator of cost of service.
Health and safety <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about food premises] x100	80.77%	90.91%	80.00%	From 1 July 2016 this measure is being reported by calendar year rather than financial year to better align with the Department of Health and Human Services reporting. The increase in the result for 2016/17 was impacted by the Wye River Bushfire response and recovery and staff vacancies, which generated work in excess of the Business Unit's capacity to undertake. Note, these rates are for the 2016 calendar year and any comparison with 2015/16 is not representative of change in performance.

Democratic Governance

Council elections

Council elections were held on Saturday, 22 October 2016. Four new Councillors were elected:

- Cr Kate Hanson
- Cr Joe McCracken
- Cr Chris Potter
- Cr Jason Schram

Councillors returned for another term were:

- Cr Stephen Hart
- Cr Chris Smith
- Cr Terry Woodcroft

Councillor induction

An intensive induction program and workshop was conducted on 30 and 31 October 2012. The program included a number of topics to provide Councillors with information to assist them in their role:

- The fundamentals of being a Councillor
- Council finances
- Capital Works and Asset Management Process
- Key Strategic Planning
- Overview of each Department and Major Projects
- Legal responsibilities
- Code of Conduct
- Framework for working together

Council's role

Council's main responsibilities are to set the overall directions and goals for the municipality and then monitor their implementation and success. The tools for setting these directions and goals are the major strategic plans. These include the Council plan, the Strategic Resource Plan, the Municipal Strategic Statement and the Municipal Public Health and Wellbeing Plan. Council also has a role in advocating on behalf of their communities to state and federal levels of government, statutory authorities and other sectors.

Council's role, powers and functions are primarily drawn from the *Local Government Act 1989*. Under S. 3D of the Act these are formally set out as follows:

- 1) *A council is elected to provide leadership for the good governance of the municipal district and the local community.*
- 2) *The role of a council includes:*
 - a) *acting as a representative government by taking into account the diverse needs of the local community in decision making;*
 - b) *providing leadership by establishing strategic objectives and monitoring their achievement;*
 - c) *maintaining the viability of the Council by ensuring that resources are managed in a responsible and accountable manner;*
 - d) *advocating the interests of the local community to other communities and governments;*
 - e) *acting as a responsible partner in government by taking into account the needs of other communities; and*

f) *fostering community cohesion and encouraging active participation in civic life.*

Colac Otway Shire has been an unsubdivided municipality (no Wards) since March 2007.

Decision-making process

Council is authorised to make decisions in only one of two ways:

1. By resolution at Council meetings and Special Committees of Council.
2. By Council officers under delegated authority. The Chief Executive Officer (CEO) is authorised under the *Local Government Act 1989* to manage the day-to-day operations of the organisation. The CEO has the power to delegate decisions on operational matters to officers.

There are certain powers that Council cannot delegate. These are the adoption of the Council Plan and Council Budget.

Relationship between Council and the Executive

Council appoints and instructs the CEO. As such, Councillors are accountable for setting the CEO's performance plan and monitoring performance. The CEO, along with the Executive Team, is responsible for implementing resolutions of Council and running the day-to-day affairs of the organisation. Individual Councillors cannot instruct staff to undertake specific duties.

Code of conduct

Council has a Code of Conduct, which was reviewed and adopted by Council on 1 February 2017. The code outlines the principles of good governance, guides Councillors' behaviour, accountability and dispute resolution between Councillors. All Councillors are expected to behave ethically and with integrity. The Code is available on Council's web site at <http://www.colacotway.vic.gov.au/Council-the-shire/Reports-strategies-plans/Policies-procedures-Local-Laws>

Conflict of interest

In matters that come before Council for a decision, a conflict of interest arises when individual Councillors and/or members of staff find that they, or their immediate family, have either a financial or some other advantage that could be interpreted as having undue influence on the outcome.

To ensure transparency in the decision-making processes of Council, Councillors and staff are required to declare and document their interest in a matter. Where Councillors have declared an interest, they must take no part in the decision-making process. Councillors must also declare an interest at Council's Planning Committee. Although no decisions are made in Councillor Workshops and Briefings, Councillors are still required to declare their interest in a matter and leave the room whilst it is being discussed.

During 2016/17, Councillors registered 17 conflicts of interest during Council Meetings and 6 in Council Planning Meetings.

Copies of the following publication, published by the Department of Transport, Planning and Local Infrastructure have been provided to Councillors for information: *Conflict of Interest: A Guide for Councillors*, October 2012.

Council meetings

Council conducts its business in open and publicly advertised meetings. Ordinary Council Meetings are usually held on the fourth Wednesday of each month at Council Chambers in Colac. Reports are prepared independently by staff for both the decision and information of the Council. During the year, Ordinary Council Meetings were also held in Apollo Bay in November 2016 and in March and June 2017.

On occasions, Special Council meetings are called to consider specific matters. Meetings are conducted in accordance with the meetings procedure provisions of Governance Local Law 4. Special Council meetings were held in October and November (x2) 2016 and in February 2017. Special Committee meetings were held in May and June 2017.

Councillor meeting attendance is reported in the Our Council section on page 10.

Minutes of the Council meetings are available on Council's web site at <http://www.colacotway.vic.gov.au/Council-the-shire/Council-meetings>

Question time

Question time is held at the start of each Council meeting. It provides the opportunity for members of the public to ask questions on issues in which Council has a direct interest or responsibility.

Councillor support and remuneration

The Councillor Support Policy provides a broad overview of how the Council provides assistance and support to the Mayor and Councillors in carrying out their roles and official duties. A copy of the policy is available for inspection, as required under section 75B of the *Local Government Act 1989*, and is also available on Council's website at <http://www.colacotway.vic.gov.au/Council-the-shire/Council-policies#Governance-14>

In line with the policy, support is provided to the Mayor in the form of a council vehicle. Information and communication technology is available to all councillors. The following table indicates the equipment currently provided to each Councillor:

Council from 1 July 2016 to 22 October 2016	Mobile Phone	iPad	Next G Internet Connection	Printer	Keyboard case iPad
Cr F Buchanan (Mayor)	✓	✓	✓	✓	
Cr T Woodcroft (Deputy Mayor)		✓	✓		
Cr B Crook	✓	✓	✓	✓	
Cr M Delahunty	✓	✓	✓		
Cr S Hart	✓	✓	✓		
Cr L Russell	✓	✓	✓	✓	
Cr C Smith*					
Council from 24 October 2016 to 30 June 2017					
Cr C Potter (Mayor)	✓	✓			✓
Cr S Hart (Deputy Mayor)	✓	✓			✓
Cr K Hanson	✓	✓			✓
Cr J McCracken	✓	✓			✓
Cr J Schram	✓	✓			✓
Cr C Smith*	Returned 16 November 2016				
Cr T Woodcroft	✓	✓	✓		✓

* Cr Smith does not have a Council provided iPad or iPhone; however his Council advertised mobile phone number is diverted to his personal phone and Council covers this cost.

The *Local Government Act 1989* (section 75) allows for the reimbursement of 'necessary out of pocket expenses' incurred while performing the duties of a Councillor. As a result our Councillor Support Policy contains provisions for reimbursement of expenses for training, registration fees for conferences and functions, travel and child care.

The following table sets out the allowances paid to councillors for the reporting period:

Councillor	Allowance (including superannuation)	Travel	Car Mileage Expenses	Childcare Expenses	Information and Communications Technology Expenses	Conference and Training Expenses	Total
Chris Potter (Mayor) ¹	\$48,072	\$862	-	-	\$902	\$1,232	\$51,068
Stephen Hart (Deputy Mayor)	\$25,531	\$428	\$9,102	-	\$804	-	\$35,865
Kate Hanson	\$15,886	-	\$1,759	-	\$603	-	\$18,248
Joe McCracken	\$15,886	-	-	-	\$611	-	\$16,497
Jason Schram	\$15,886	-	-	-	\$600	\$27	\$16,513
Chris Smith	\$25,531	-	\$2,389	-	-	-	\$27,921
Terry Woodcroft	\$25,531	\$175	\$2,407	-	\$1,156	-	\$29,268
Frank Buchanan ²	\$29,190	\$279	-	-	\$542	-	\$30,011
Brian Crook ²	\$9,645	-	\$427	-	\$611	-	\$10,683
Michael Delahunty ²	\$9,645	-	-	-	\$321	-	\$9,966
Lyn Russell ²	\$9,645	-	-	-	\$257	-	\$9,902
Total	\$230,450	\$1,744	\$16,084	-	\$6,407	\$1,259	\$255,944

Notes:

1. Cr Chris Potter was elected as Mayor on 9 November 2016 taking over from outgoing councillor, Frank Buchanan. A councillor vehicle is provided to the Mayor for business and private use.
2. Outgoing Councillors on 22 October 2016.

Local Laws

The following local laws are in force:

No. 1 Consumption of Liquor in Public Places

Date Adopted by Council: 28 August 2013

Date Operational: 28 August 2013

No. 2 General Local Law

Date Adopted by Council: 25 September 2013

Date Operational: 25 September 2013

No. 3 Livestock Local Law

Date Adopted by Council: 28 August 2013

Date Operational: 28 August 2013

No. 4 Governance

Date Adopted by Council: 26 November 2014

Date Operational: 12 December 2014

Colac Regional Saleyards Conditions of Entry and Operating Policy

Date Adopted by Council: 23 September 2015

Date Operational: 24 September 2015

Committees of Council

The *Local Government Act 1989* acknowledges the need for Advisory and Special Committees of Council. These committees may include Councillors, council staff and other persons as deemed necessary. The Act also allows for Council, by Instrument of Delegation, to delegate any of its functions, duties or powers to a Special Committee. The current Committees of Council are as follows:

Committee	Meeting Frequency	Purpose/Comments
Audit Committee	Quarterly, or more frequently as determined	To review financial and risk management systems and assist Council carry out its corporate governance responsibilities. It has an independent member as the chairperson.
Central Reserve Advisory Committee	Quarterly	To facilitate communication between Council, park users and local residents about matters concerning planning, development, maintenance and operation of the reserve.
Chief Executive Officer Appraisal Committee	Half yearly	To review the performance of the CEO.
Colac Regional Saleyards Advisory Committee	Generally quarterly, or as required	To provide advice on the operations of the centre and make recommendations to Council.
Friends of the Colac Botanic Gardens Advisory Committee	Monthly	To undertake voluntary projects and to act as an advisory committee for Council.
Lake Colac Co-ordinating Committee	Quarterly	To be a forum to assist Council in the implementation of the Lake Colac Management Plan and the Lake Colac Master Plan and to advise Council on the revitalisation and development of Lake Colac.
Planning Committee	Second Wednesday of the month (as required)	To consider and determine all matters referred to it pursuant to the instrument of delegation, matters relating to strategic issues, receiving regular reports on key performance indicators, and other matters referred to the Committee as seen fit.
Special Committee	As required	To consider submissions and other items of business under section 86 of the <i>Local Government Act 1989</i> .

In addition to the previously listed committees, Councillors represented the Council on other committees and groups:

- Apollo Bay Harbour EOI Project Control Group
- Australian Local Government Association
- Barnard Trust Committee
- Barwon South West Waste and Resource Recovery Local Government Forum
- Colac Community Library and Learning Centre Joint Use Committee
- Colac Otway Network of Community Centres
- Colac Road Safety Group
- Community Hub Inc
- COPACC Trust
- Corangamite Regional Library Corp.
- G21 Board
- G21 Pillar Membership
 - Arts and Culture
 - Economic Development
 - Education and Training
 - Environment
 - Health and Well Being
 - Planning and Services
 - Sports and Recreation
 - Transportation
- Lavers Hill & District Emergency Response Planning Committee
- Lavers Hill Swimming Pool Committee of Management

- Mooleric Road Quarry
- Municipal Aerodrome Committee – Colac
- Municipal Association of Victoria
- Municipal Emergency Management Planning Committee
- Municipal Fire Management Planning Committee
- Old Beechy Rail Trail Committee
- Ondit Quarry Consultative Committee
- Otways Tourism Advisory Committee
- Port of Apollo Bay Consultative Group
- Rural Council of Victoria
- Rural Financial Counselling Service Vic – Wimmera Southwest (RFC)
- Tirrengower Drainage Scheme Committee of Management
- Weeds Consultative Committee
- Timber Town Victoria Committee

Policies, Strategies and Plans

The following policies, strategies and key plans were reviewed, endorsed and/or adopted by Council during 2016/17:

Document	Date Endorsed/Adopted
Early Years Plan 2015-2017	19 September 2016
Councillor Code of Conduct	1 February 2017
Otway District Strategic Fire Management Plan 2017-2020	22 March 2017
Road Management Plan Review	24 May 2017
Council Plan 2017-2021	28 June 2017
Wye River and Separation Creek Construction, Traffic and Environmental Management Plan	28 June 2017
Councillor Support Policy	28 June 2017

Audit Committee

The Audit Committee is an advisory committee of the Council and its main purpose is to:

- 1.1 Assist the Council in its oversight responsibilities by monitoring, reviewing and advising on:
 - The truth and fairness of the view given by the annual financial and performance statements of the Council.
 - The Council's accounting policies and practices in accordance with current and emerging, accounting standards.
 - The external auditor's performance.
 - The independence and performance of the internal audit function.
 - Compliance with legal and regulatory requirements and policies.
 - Compliance with Council policy framework.
 - Internal controls, the control environment and the overall efficiency and effectiveness of financial operations.
 - The Council's overall risk management policy and programs.
- 1.2 Provide a forum for communication between the Council, management and the internal and external auditors.

The Audit Committee meets at least quarterly and has consisted of the following members over the financial year:

Audit Committee	<i>Eligible to Attend</i>	Actual Attendance
Mr Mike Said, Independent Member and Chairperson (EMES Consulting)	4	4
Ms Linda MacRae, Independent Member (Local Solutions Pty Ltd)	4	4
Cr Stephen Hart	4	4
Cr Terry Woodcroft	1	1
Cr Jason Schram	3	3

Mr Mike Said was reappointed Chairperson of the committee on 7 July 2016.

Ms Linda MacRae was reappointed to the Committee commencing 14 December 2016.

Cr Stephen Hart and Cr Jason Schram were appointed to the Committee at the Special Council meeting held on 23 November 2016.

The Chief Executive Officer, General Manager Corporate Services, Manager Governance and Customer Service and Governance Officer, Manager Financial Services and the Coordinator Financial Accounting attend meetings to assist with information and support. Other council officers attend as required.

Over the financial year the Audit Committee dealt with issues under the following headings as per the Audit Committee Charter:

- Financial Reporting
- Internal Control
- Risk Management
- Fraud Prevention/Awareness
- Business Continuity
- Internal Audit
- External Audit
- Compliance
- Reporting Responsibilities - Other
- Other Issues

Outcomes 2016/17

- Developed an Audit Committee Plan for the year
- Review and endorsement of the 2015/16 Financial Statements, Standard Statements, Performance Statement and Audit Management Letters
- Review End of Year Financial Management Report 2015/16
- Review of Audit Committee Charter, Internal Audit Policy, Fraud Prevention and Control Policy and Risk Management Policy
- Review of Risk Management Issues and monitoring of the Risk Register developments
- Review Fraud Control Program Report
- Review of Wye River and Separation Creek Bushfire Recovery
- Quarterly reporting of Fraud Control Program
- Monitoring of Excess Annual Leave of staff
- Review of Quarterly Performance Reports to Council
- Reviewed the audit scopes, reports and recommendations of internal audit projects
- Review updated report on IT Security and Control Environment Review
- Review of Waste Management results
- Review of progress of the Local Government Performance Reporting Framework
- Review of Road Management Plan Compliance
- Review the Disaster Recovery Planning Update

Council's External Auditor is the Victorian Auditor General (agent LD Assurance).

Council's Internal Auditor is Crowe Horwarth.

Corporate Governance

We are committed to ensuring that our governance practices are accountable, transparent and fair and that we act with honesty and integrity in all of our operations and decisions.

Our Chief Executive Officer (CEO), Sue Wilkinson, is a direct appointment of Council and has a number of responsibilities that are set out in section 94 A of the *Local Government Act 1989*. These include:

- establishing and maintaining an appropriate organisational structure
- ensuring Council decisions are implemented promptly
- oversight of the day to day management of Council operations
- implementing the Council Plan
- developing a code of conduct for Council staff
- providing timely advice to the Council.

The CEO is also the main person to whom Council delegates powers.

The organisation supports the Council by being responsive to the community, encouraging democratic participation and involving people in decisions that affect them. We strive for excellence in financial management and council services, and always look for better ways to do things. It encompasses:

- making clear the legislation and regulations under which we operate
- Local Laws we are authorised to make
- ethical decision-making processes
- delegations of authority
- effective risk management systems and processes
- establishing frameworks for planning and monitoring operational effectiveness
- performance management.

Council Plan

The Council Plan 2013-2017, developed with extensive community consultation, is a high level strategic document responding to the issues faced by our community and sets out our goals, key strategic activities and performance indicators for the 4-year period. It also contains the Strategic Resource Plan showing the financial and human resources required to give effect to the plan. <http://www.colacotway.vic.gov.au/Council-the-shire/Reports-strategies-plans/Strategies-plans#Council-Plan-1>

Governance and Management Checklist

The checklist forms part of the *Local Government Planning and Reporting Regulations 2014* and is designed to measure whether a Council has strong governance and management frameworks. The presentation of the checklist is in the format prescribed in the regulations.

Governance and Management Items	Assessment	
1. Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Policy Date of operation of current policy: 24 July 2013	✓
2. Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Guidelines Date of operation of current guidelines: 24 July 2013	✓
3. Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next 4 financial years)	Adopted in accordance with section 126 of the Act Date of adoption: 28 June 2017	✓
4. Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Adopted in accordance with section 130 of the Act Date of adoption: 28 June 2017	✓
5. Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Plans Date of operation of current plans: Bridge Asset Management Plan, 4 December 2007; Road Asset Management Plan, 18 December 2007; Building Asset Management Plan, 12 May 2008; Road Management Plan, 24 May 2017.	✓
6. Rating strategy (strategy setting out the rating structure of Council to levy rates and charges)	Strategy Date of operation of current strategy: 26 March 2014	✓
7. Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Policy Date of operation of current policy: 4 February 2016	✓
8. Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud)	Policy Date of operation of current policy: 22 April 2015	✓
9. Municipal emergency management plan (plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the <i>Emergency Management Act 1986</i> Date of preparation: 5 April 2016	✓
10. Procurement policy (policy under section 186A of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the <i>Local Government Act 1989</i> Date of approval: 22 July 2015	✓
11. Business continuity plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)	Plan Date of operation: 1 April 2016	✓

Governance and Management Items	Assessment	
12. Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Plan Date of operation: 5 May 2016	✓
13. Risk management framework (framework outlining Council's approach to managing risks to the Council's operations)	Framework Date of operation of current framework: 4 February 2016	✓
14. Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Established in accordance with section 139 of the Act Date of establishment: 31 December 1995	✓
15. Internal audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Engaged Date of engagement: 31 July 2012	✓
16. Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Framework Date of operation: 28 July 2014	✓
17. Council Plan reporting (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Report Date of reports: 12/10/2016 22/02/2017	✓
18. Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Statements presented to Council in accordance with section 138(1) of the Act Dates statements presented: Q1. 19 /09/ 2016 Q2. 23/11/2016 Q3. 22/02/2017 Q4. 26/04/2017	✓
19. Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports Date of reports: Half Year 7 December 2016 Full Year 14 June 2017	✓
20. Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act)	Reports Date of report: Audit Committee Report Half Year 6 September 2016 Full Year 8 March 2017	✓
21. Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial and performance statements)	Considered at a meeting of council in accordance with section 134 of the Act Date of consideration: 12 October 2016	✓

Governance and Management Items	Assessment	
22. Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Reviewed in accordance with section 76C of the Act Date reviewed: 1 February 2017	✓
23. Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Reviewed in accordance with section 98(6) of the Act Date of review: 24 May 2017	✓
24. Meeting procedures (a local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act Date local law made: 26 November 2014	✓

I certify that this information presents fairly the status of Council's governance and management arrangements.



Sue Wilkinson
Chief Executive Officer
Dated: 1 September 2017



Cr Chris Potter
Mayor
Dated: 1 September 2017

Risk Management

Risk Management has a high organisational profile, reinforced by a Strategic Risk Register which is reviewed and updated bi-annually by staff and monitored by the Risk and Audit Committee. The register guides and supports actions to manage Council's highest perceived risks with risks assessed to a standard consistent with ISO/AS 31000.

Council's Risk Management Policy and Procedure help foster a culture of responsibility across our workforce providing a framework based on International Standard ISO 31000:2009. Both the Policy and Procedure are reviewed every two years ensuring the shared commitment to the management of risk across the organisation remains relevant in our ever-changing environment.

Insuring our risks

Council has placed particular efforts into evaluating its insurance program, working with our insurance broker to ensure that value for money is achieved whilst maintaining appropriate levels of cover relevant to our risk profile. Independent risk profiling is planned for 2017/18 which will identify any opportunities for further cost savings, with no added risk exposure. Asset valuations were also reviewed and updated to further reflect true values in relation to insuring property, including community facilities.

Council continues to maintain low levels of insurance claims, with a small rise this reporting period as a result of the increase in above average rain and storm events.

Contracts

During 2016/17 Council entered into one contract valued in excess of \$150,000 without inviting public tenders. The contract was with AS Miner Geotechnical Pty Ltd for the provision of geotechnical services and was valued at \$193,000. This contract met the requirements for an exemption from the public tender requirement under S186(5)(a) of the *Local Government Act 1989* because it related to an emergency situation, specifically, landslip risk as a result of bushfires.

Continuous Service Improvement

The Best Value provisions outlined in the *Local Government Act 1989* require Council to review its services against the following principles:

- Specific quality and cost standards for every Council service
- Responsiveness to community needs
- Accessibility and appropriately targeted services
- Continuous improvement
- Regular community consultation on all services and activities
- Frequent community reporting

The following service improvements have been implemented during 2015/16:

Emergency Management

Multiple emergency events that have occurred over the last 18 months, testing Council's emergency management capacity and providing numerous learnings. These have been captured in a register that will be updated and maintained over time. One of these emergencies, the 2015 bushfires, has resulted in a significant amount of work being undertaken to ensure the delivery of Council's recently endorsed Municipal Fire Management Plan. The plan has several strategic directions that are focused on delivering significant improvements within fire prevention planning and awareness. Works are now focused on the delivery on these strategic improvements including several aspects of the Fire Prevention Program and the requirements for their delivery, including:

- Community Based Fire Planning
- Neighbourhood Safer Places (Bushfire Places of Last Resort)
- Fire Hazard Inspection Program
- Fire Awareness and Education Program

Information Management

To enhance Council's ability to produce timely and accurate information, a number of software additions and improvements were made during the year.

Health management software implemented

The first stage of health management software implement has been completed. The compliance management of food businesses, accommodation and septic systems is a legal obligation for Council and vital to ensure the public health. The \$22,000 spent has allowed for the management of businesses and septic systems to be managed in a more effective and timely manner, as well as enabling for the collection, and reporting of information about these activities which will allow for evidence based decisions on where to best spend resources to improve public health.

Geospatial Information Systems (GIS)

An overarching information portal has been created by developing reports to assist the organisation effectively query and report on data held in various software systems. This provides the organisation with an easier way to view and access data, saving time and making available the most up to date information. Improvements have also been made to processing and uploading data to Councils' Web GIS Portal.

Mobile asset data collection implementation

'GBM Konect' software has been implemented in the assets team for mobile asset data collection using iPads. So far GBM Konect has been used for tree assets data capture and was used in capturing data post flood damage across the shire.

Building management system implemented

This provides for the effective management and reporting of environmental conditions and associated power consumption.

Information and Communication Technology

- Designed a new corporate standard operating environment based on Windows 10.
- Multiple core software suite upgrades.
- Online ticketing solution implemented in the Colac Otway Performance Arts and Cultural Centre.
- CCTV upgrades to the Rae Street precinct.
- Installation of a backup generator feeding the Rae Street office and primary server room to mitigate gaps in business continuity.

Legislative Compliance

Council has responsibilities under a wide range of Victorian and Commonwealth legislation. Some of the key Acts that affect Council are:

- *Building Act 1993*
- *Carers Recognition Act 2012*
- *Domestic Animals Act 1994*
- *Environment Protection Act 1970*
- *Equal Opportunity Act 2010*
- *Food Act 1984*
- *Freedom of Information Act 1982*
- *Information Privacy Act 2000*
- *Infringements Act 2006*
- *Land Acquisition and Compensation Act 1986*
- *Local Government Act 1989*
- *Occupational Health and Safety Act 2004*
- *Privacy and Data Protection Act 2014*
- *Planning and Environment Act 1987*
- *Protected Disclosure Act 2012*
- *Public Health and Wellbeing Act 2008*
- *Road Management Act 2004*
- *Road Safety Act 1986*
- *Sentencing Act 1991*
- *Subdivision Act 1988*
- *Valuation of Land Act 1960*

A number of these Acts are required to be reported on in Council's Annual Report:

Carers Recognition Act 2012

The *Carers Recognition Act 2012* came into effect on 1 July 2012. The Act was developed to formally recognise, promote and value the role of carers and those in their care. It provides a framework and principles to support care organisations understand their responsibilities and their response to staff and clients in their care.

Defined as public service care agencies under the Act, councils are required to report in their Annual Report on how they are meeting their legislated obligations in ensuring that:

- staff have an awareness and understanding of the care relationship principles.
- those receiving services have an awareness and understanding of the care relationship principles.

- staff reflect the care relationship principles in developing, providing or evaluating support and assistance for those in care relationships.

We have taken all practicable measures to review and modify policies to include recognition of the carer relationship and have provided the following additional resources:

- Information on the *Carers Recognition Act 2012* has been included in the Client Information Handbook, with The Victorian Charter Supporting People in Care Relationships outlined.
- Information on *Carers Recognition Act 2012* has been included in the Staff Handbook.
- Goal Directed Care Plan principles implemented include recognition of the carer's role in service delivery and planning.
- Disability Support – Priority of Access Policy acknowledges priority indicators that include “the need to strengthen or support the role of the family, carer or person's support network”.

Colac Otway Shire is a registered provider to deliver services and support under the National Disability Insurance Scheme (NDIS). Support for eligible people with a disability, which was previously funded through Home and Community Care and/or the Department of Human Services (DHHS), is now funded through the National Disability Insurance Agency (NDIA).

Council's Older Persons and Ability Support Services (OPASS) Unit is continuing to develop and deliver responsive services for people of all abilities and their carers. OPASS is required to follow the Care Plan as agreed to by the recipient, carer and the NDIA. Council currently works closely with 54 people and their carers to deliver the Care Plan.

Domestic Animals Act 1994

Under the *Act* Council is required to evaluate its Domestic Animal Management Plan implementation in the annual report. The plan was prepared in accordance with the requirements and responsibilities under the *Domestic Animals Act 1994*, the *Impounding of Livestock Act 1994*, the Colac Otway Shire Council's General Local Laws and relevant policies. It was endorsed by Council on 24 July 2013. A review of the plan commenced in early 2017, with the revised plan expected to be submitted to Council for endorsement in November 2017.

The Domestic Animal Management Plan addresses topics including Authorised Officer training, promotion of responsible pet ownership including registration, minimisation of dog attacks, operation of the Municipal Pound facility and general service delivery throughout the municipality. All officers are trained to the required standard with Certificate IV in Statutory Compliance and Certificate IV in Animal Management.

As at 30 June 2017 there were 5,572 domestic animals registered; 4,169 dogs and 1,403 cats:

- Of the 223 dogs impounded, 195 were returned to their owner, 25 were rehoused and 3 were euthanised. There has also been a significant decrease in the dog euthanasia rate, which is encouraging (down from 14 in 2015/16).
- Of the 143 cats impounded, 7 were returned to their owner, 62 were rehoused and 74 were euthanised. We continued to receive support through a local vet who is running a cat adoption program and a reduced price de-sexing program.

Overall, of the 366 animals impounded, 79% were returned to their owner or re-housed, a stable result in comparison with 2015/16. These figures only include animals that were physically brought to the pound and not the many animals that were immediately returned to their owners.

Equal Opportunity Act 2010

(See the Our People section on page 22 for a detailed report.)

Food Act 1984

In accordance with section 7E of the *Food Act 1984*, Council is required to publish a summary of any Ministerial Directions received during the financial year in its annual report. No Ministerial Directions were received by council during 2016/17.

Freedom of Information Act 1982

The *Freedom of Information Act 1982* gives the community the right to access certain Council documents. The Act has four basic principles:

1. Local governments are required to publish information about the documents they hold, particularly those which affect members of the public in their dealings with Council.
2. Each person has a legally enforceable right to access information, limited only by exemptions necessary for the protection of the public interest and the private and business affairs of persons from whom information is collected by Council.
3. People may appeal against a decision not to give access to information or not to amend a personal record.
4. People may request inaccurate, incomplete, out of date or misleading information in their personal records be amended.

Freedom of information (FOI) requests must be made in writing and be accompanied by a \$27.90 application fee. Applicants should also indicate how they would like to receive the information. For further information and access to the FOI Access Request Form, see Council's website <http://www.colacotway.vic.gov.au/Council-the-shire/Permits-applications-forms/Freedom-of-Information-Access-Request-Form>. Under the legislation, Council must decide if the information will be provided within 45 days.

Appeals

Applicants may appeal the decision made about their FOI request or the cost charged for access to documents. The letter containing the decision also outlines the appeal process. There were 12 FOI requests received in 2016/17.

Privacy and Data Protection Act 2014

Council has adopted policies on information privacy and health records that meet the requirements of the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. Both Acts include privacy principles about the collection, use and disclosure of information. Council's Information Privacy and Data Protection Policy can be downloaded from our website at <http://www.colacotway.vic.gov.au/Council-the-shire/Council-policies#Governance-14>. The responsible handling of personal information is a key aspect of governance and we are strongly committed to protecting an individual's right to privacy. No complaints were received during 2016/17.

Protected Disclosure Act 2012

Council has established guidelines for responding to protected disclosures, which establishes a process for reporting improper conduct or detrimental action by Colac Otway Shire or its employees. Disclosures can be made to the nominated Council staff or to the Independent Broad-based Anti-corruption Commission (IBAC). Disclosures may be made by any person including a member, officer or employee of Colac Otway Shire. There were no protected disclosures in 2016/17. <http://www.colacotway.vic.gov.au/Council-the-shire/Council-policies#Governance-14>.

Road Management Act 2004

Council, as a road authority, is required under Section 22 of the *Act* to publish a copy or summary of any direction received from the Minister in its annual report. No Ministerial Directions were received during 2016/17.

Public Access to Registers and Documents

In accordance with regulation 12 of the *Local Government (General) Regulations 2015* Council is required to have the following list of documents available for public inspection. These documents can be viewed at the Colac Otway Shire Offices at 2-6 Rae Street, Colac from 8.30am to 5.00pm Monday to Friday.

- A document containing details of overseas or interstate travel (other than interstate travel by land for less than three days) undertaken in an official capacity by Councillor or any member of Council staff in the previous 12 months.
- Agendas and Minutes of ordinary and special meetings held in the previous 12 months which are kept under section 93 of the *Act*, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the *Act* and are confidential information within the meaning of section 77(2) of the *Act*.
- Minutes of meetings of special committees established under section 86 of the *Act* and held in the previous 12 months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the *Act* and are confidential information within the meaning of section 77(2) of the *Act*.
- A register of delegations kept under sections 87(1) and 98(4) of the *Act*, including the date on which the last review took place under sections 86(6) and 98(6), respectively, of the *Act*.
- A document containing details of all leases involving land, which were entered into by the Council as lessor, including the lessee and the terms and the value of the lease.
- A register maintained under section 224(1A) of the *Act* of authorised officers appointed under that section.
- A list of donations and grants made by the Council in the previous 12 months, including the names of persons who, or bodies which, have received a donation or grant and the amount of each donation or grant.

Our Finances

Financial Performance

We are committed to providing accurate, understandable and fair reporting on our financial performance for 2016/17 and our financial position at the end of the period. It enables an assessment of our ability to deliver current services and maintain existing facilities in the longer-term.

In brief

We achieved a \$12.96 million surplus in 2016/17; \$6.94 million above budget expectations. This was mainly due to:

- A 50% prepayment of the 2017/18 VGC grant of \$3.1 million.
- Additional Disaster recovery grants of \$1.3 million.
- Depreciation reduction of \$0.6m due to the deconsolidation of the Port of Apollo Bay.
- Disaster recovery employee costs savings of \$0.5m
- Gifted assets to the value of \$0.3m.
- Private works reimbursement of \$0.2m not budgeted for.

We ended the financial year with a total cash balance of \$22.69 million (including \$3.11 million VGC grant received in advance) compared to \$14.24 million in 2015/16.

Total borrowings decreased moderately over 2016/17, to \$3.97 million from \$4.77 million. Repayments totalled \$0.80 million and there were no new borrowings during the year (see Liabilities on page 74).

Operating Results

We achieved a \$12.96 million surplus for the 2016/17 financial year, compared to \$1.65 million for 2015/16; however this was mostly due to a combination of factors including grant funding received in advance. This is the eleventh successive surplus, which is a significant result given the increasing demands on Council services.

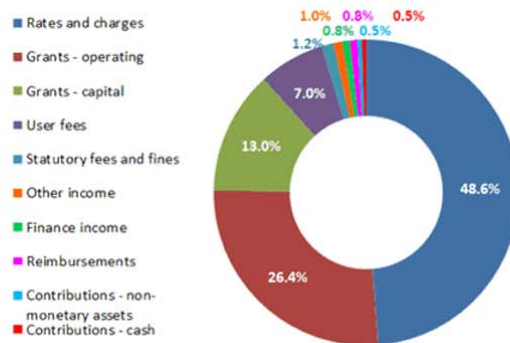
Our major challenge in future years is to continue delivering a surplus to fund infrastructure renewal requirements whilst maintaining service levels.

Revenue

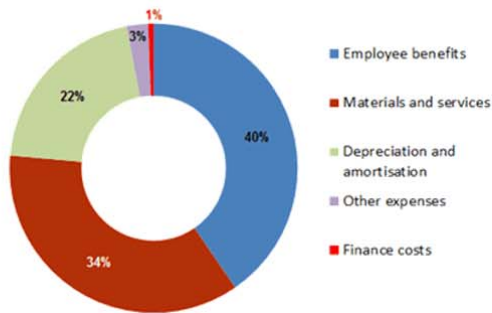
Our total revenue for 2016/17 was \$59.78 million (budgeted \$54.08 million) compared with \$46.07 million for 2015/16. Further detail on our income can be seen in the Comprehensive Income Statement on page 85.

An analysis of Council's revenue sources highlights that 88% of our income is derived from three income categories:

- Rates and charges 49%
- Operating grants 26%
- Capital grants 13%



Expenditure



Our total expenses for 2016/17 were \$46.82 million; \$2.40 million more than the \$44.42 million spent in 2015/16 (detailed in the Comprehensive Income Statement).

An analysis of expenses indicates that 97% were in the following three categories:

- Employee benefits 40%
- Materials and services 36%
- Depreciation and amortisation 21%

Capital Works



In 2016/17 our Capital Works activities reduced by \$1.78 million to a total of \$10.25 million. Renewal and upgrade of our existing assets accounted for \$9.58 million and we spent \$0.67 million on new works (principally the construction of the Cororooke Tennis Court redevelopment, various new footpaths across the shire and gifted assets from subdivisions). The investment in capital works is a strategic approach to maintaining or renewing the

community's existing assets as they age.

Activities included:

- \$4.19 million on road works.
- \$2.77 million on redevelopment of the Central reserve (Buildings in the stat. of capital works).
- \$0.89 million on renewal of Council's plant, machinery and equipment.
- \$0.38 million on footpaths and cycleways works.
- \$0.16 million on bridge works.
- \$0.10 million on drainage works.

Assets

Our total assets are valued at \$308 million; 98% consisting of:

- Property, plant, equipment and infrastructure (land, buildings, roads, bridges etc.)
- Cash assets (mainly short-term investments)

Liabilities

Our total liabilities were \$18.62 million as at 30 June 2017. Liabilities included loans, amounts owed to suppliers, provisions for landfill rehabilitation and amounts owed to employees for leave entitlements. Liabilities reduced by \$2.04 million, in comparison with 2015/16. This was mainly due to a reduction in provisions of \$1.07 million and borrowings of \$0.8 million.

Provisions for employee benefits decreased by \$0.62 million, due predominately to long term employee departures. Council's provision for landfill restoration decreased by \$0.45 million after adjustments being made for the time and effect of changes to applicable discount rates.

[Loan liability](#))

Council's borrowings liability levels reduced from \$4.77 million in 2015/16 to \$3.97 million in 2016/17.

During 2016/17 Council made total loan repayments (principal and interest) of \$1.08 million. This resulted in an overall net reduction in debt of \$0.80 million. Council's current debt is within the prudential ratio limits previously used by the Victorian State Government

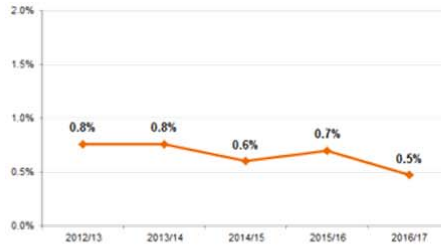


Financial Indicators

The financial indicators included in this report provide information on performance trends over time.

Debt Servicing Ratio

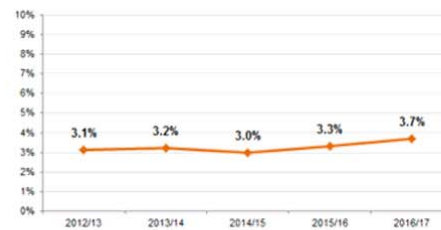
The Debt Servicing Ratio essentially shows how much we spend on maintaining our outstanding debts compared with how much revenue we earn. The lower the ratio, the better Council's performance. These debt-servicing costs refer to the payment of interest on loan borrowings, finance lease interest and bank overdraft. The ratio expresses the amount of interest paid as a percentage of our total revenue.



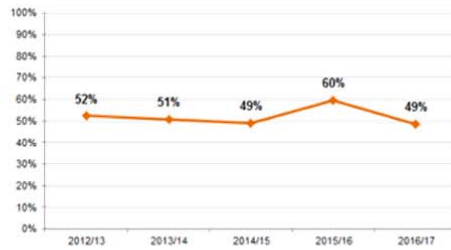
The ratio of 0.5% is very low and indicates that we are comfortably able to service existing debt levels.

Debt Commitment Ratio

The Debt Commitment Ratio is used to illustrate how much of our rate revenue is used to fund our existing debt for the year. This includes the payment of loan principal and interest and finance lease principal and interest. The rate at which the ratio either increases or decreases is a reflection of our debt redemption strategy. The debt commitment ratio expresses the percentage of rate revenue utilised to pay interest and redeem debt principal. Our Debt Commitment Ratio has increased slightly to 3.7% due to the early repayment of a loan in the 2016/17 year, the ratio remains well under the 10% limit previously set by the Victorian State Government.



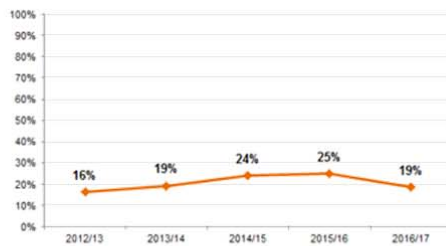
Revenue Ratio



The Revenue Ratio shows the level of our reliance on rate revenue. It is an indication of how much of our total revenue comes from rates and charges. It is influenced by other revenue sources such as government grants, contributions, special charges, user fees and charges. Rate income is a secure and predictable source of revenue. A low ratio can warn of undue reliance on other forms of revenue, which may or may not be sustainable, e.g. government

grants. The preferred position is for a reliance on rates and other commercial revenue, with a low dependency on government grants.

Debt Exposure Ratio



The Debt Exposure Ratio enables an assessment of our solvency and exposure to debt. A low ratio means that our realisable (or saleable) assets, such as land, buildings, plant and equipment exceeds overall liabilities. Total indebtedness refers to the total liabilities of Council compared with total realisable assets.

The ratio remains relatively steady with a decrease in the current year.

Financial Sustainability Indicators

Financial sustainability is defined in a number of different ways. A generally accepted definition is whether local governments have sufficient current and prospective financial capacity (inflows) to meet their current and prospective financial requirements (outflows).

To be sustainable, councils need to have some excess capacity at any point in time to be able to manage future financial risks and shocks without having to radically adjust their current revenue or expenditure policies.

The indicators utilised by the Victorian Auditor General to assess the financial viability of councils are:

- Net Result – whether enough revenue is generated to cover operating costs.
- Liquidity – whether sufficient working capital exists to meet short-term commitments.
- Internal Financing – whether sufficient operating cash flows are generated to invest in asset renewal.
- Indebtedness – whether there is an over reliance on debt to fund capital programmes.
- Capital Replacement – whether assets have been replaced at a rate consistent with the rate of their consumption.
- Renewal Gap – whether existing assets have been maintained at a consistent rate.

In the following graphs, the figures for the financial years 2012/13 to 2016/17 are taken from the Victorian Auditor-General's (VAG) report that can be found at the following link:

<https://www.audit.vic.gov.au/sites/default/files/20161124-LG-2015-16.pdf>

The 2016/17 figures in the graphs are our calculations of the ratios.

Financial Sustainability Risk Matrix

The matrix shows an excellent result for 2016/17, with all indicators at Low risk with the exception of the Capital Replacement Ratio and Renewal Gap Ratio (see page 78).

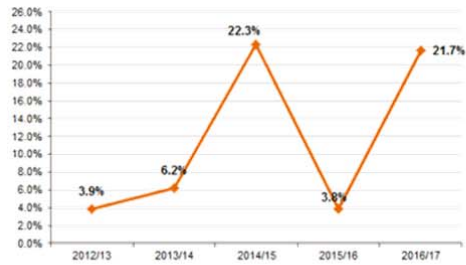
Indicators	Colac Otway Result	Risk Levels		
		High	Medium	Low
Net Result Ratio	21.7%	Negative 10% or less	Between negative 10% and zero	Greater than zero
Liquidity Ratio	348.0%	Equal to or less than 100%	Between 100% and 150%	Greater than 150%
Indebtedness Ratio	30.4%	Greater than 60%	Between 40% and 60%	Less than 40%
Internal Financing Ratio	195.8%	Less than 10%	Between 10% and 20%	Greater than 20%
Capital Replacement	106.3%	Equal to or less than 100%	Between 100% and 150%	Greater than 150%
Renewal Gap	99.4%	Equal to or less than 50%	Between 50% and 100%	Greater than 100%

The following graphs show the trend for each of the categories in the risk matrix above:

Net Result Ratio

This ratio includes capital grants that aid in generating an underlying surplus. This can be utilised for new assets or asset renewal. This result places Council within the 'Low' risk category for financial sustainability.

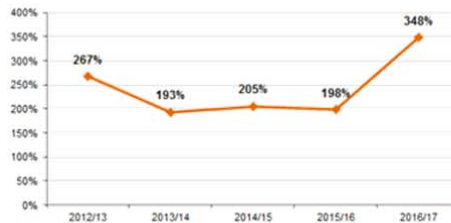
Note: This Ratio was revised by the Victorian Auditor General's Office in 2015/16, with prior year figures updated to reflect the new calculation methodology.



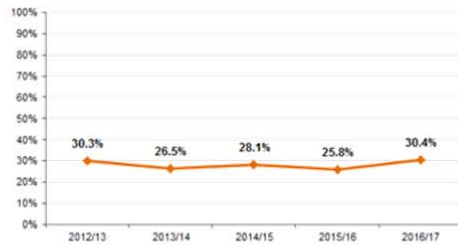
Liquidity Ratio

The Liquidity Ratio expresses the level of current assets, such as cash and investments, that Council has available to meet our current liabilities. This includes outstanding creditors and employee entitlements.

To be considered at Low risk by the Auditor General the ratio must be greater than 150%. This is reflected in Council's Strategic Resource Plan objective to maintain a ratio of at least 150%. Our current ratio of 348% is well over the recommended target for low risk. This is a very positive result. It means that we have no immediate issue with repaying our liabilities when they fall due.

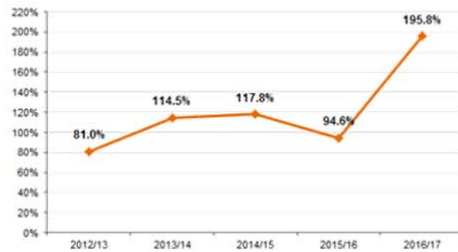


Indebtedness Ratio



This ratio indicates our ability to repay debt from our own sources of revenue, such as rates and charges. The ratio is comfortably in the low risk category, indicating that we are generating sufficient funds to cover debt without requiring outside assistance.

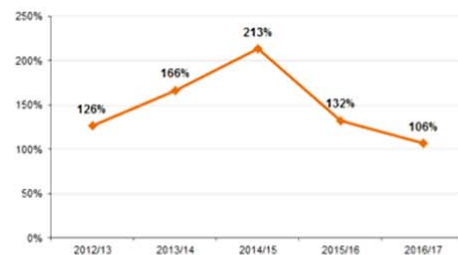
Internal Financing Ratio



Results indicate that we are generating sufficient cash from operations to fund the renewal of existing assets. The increase in this ratio is a direct reflection of the prepayment of the Grants Commission funding and upfront disaster recovery funding in 2016/17. It is expected to normalise in 2017/18.

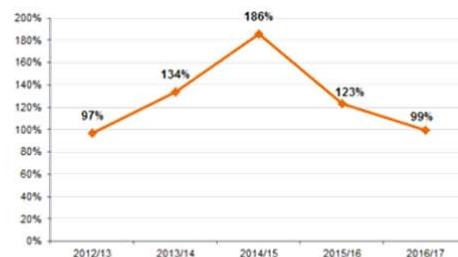
Note: This Ratio was revised by the Victorian Auditor General's Office in 2015/16, with prior year figures updated to reflect the new calculation methodology.

Capital Replacement Ratio



This ratio is about the overall spending on assets, both new and existing. The graph shows a drop in this ratio in 2016/17 predominately due to the redirection of resources to disaster recovery throughout the year, adverse weather conditions and turnover of key, long-term serving staff.

Renewal Gap Ratio



This ratio is about the renewal and upgrade of our existing assets (i.e. replacing one asset with another of the same or better quality). Much like the reduction in the Capital Replacement Ratio, this drop is due to the redirection of resources to disaster recovery throughout the year, adverse weather conditions and turnover of key, long-term serving staff.

Understanding the Financial Statements

Introduction

The financial statements show Council's performance during 2016/17 and our overall financial position as at 30 June 2017.

We present our financial report in accordance with Australian Accounting Standards. Particular terms required by the standards may not be familiar to some readers. Our commitment is to be as transparent as possible. It is in this context that the following explanations have been developed to assist readers understand and analyse the financial report.

The financial report comprises two sets of statements:

- Financial Statements (see page 83)
- Performance Statement (see page 128)

Annual Financial Report

The Annual Financial Report contains the General Purpose Financial Statements. The data throughout this report includes all entities controlled by Council.

Council's financial report has two main sections, the Report and the Notes. There are five Statements and 38 notes. These are prepared by Council staff and reviewed by Council and Council's Audit Committee. They are also audited by the Victorian Auditor-General.

The five statements included in the first few pages of the report are the Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement Cash Flows and Statement of Capital Works.

The Notes detail Council's accounting policies and give further information about the make-up of the values contained in the statements.

Comprehensive Income Statement

This statement includes all sources of income, less all operating expenses incurred in delivering Council services. It also includes depreciation of the value of buildings, roads, footpaths, drains and all other assets used to deliver Council services. These assets are depreciated over their life as they are used. Capital costs or new assets acquired or created during the year are excluded from the statement.

Preparation of the statement is on an 'accrual' basis. This means that all income and costs for the year are recognised even though the income may not have been received (interest on bank deposits), or expenses not paid (invoices not received for goods and services already used).

The key figure to look at is the surplus/(deficit) for the year. A surplus is positive as it means that revenue was greater than expenses. Continual deficits (losses) may raise questions about Council's ability to be financially viable in the longer-term.

Balance Sheet

The Balance Sheet is a one-page summary of our financial position as at 30 June each financial year. It shows what we own (assets) and what we owe (liabilities). The bottom line of this statement is net assets or the 'net worth' of Council.

The assets and liabilities are separated into current and non-current. Current means those assets or liabilities which will fall due or will be used in the next 12 months. The components of the Balance Sheet are described below.

Current and Non-Current Assets

- Cash includes cash and cash equivalents i.e. cash held in the bank, petty cash and term deposits.
- Receivables are monies owed to Council by ratepayers and others.
- Investment in Associate is the investment in the Corangamite Regional Library Corporation.
- Other assets include inventory and accounts which have been prepaid.
- Property, Plant and Equipment, Infrastructure is the largest component of Council's worth and represents the value of all land, buildings, roads, vehicles, equipment, and other items.

Current and Non-Current Liabilities

- Trade and other payables are monies owed by Council as at 30 June each financial year.
- Trust funds and deposits are monies received and held by Council.
- Provisions include landfill rehabilitation works and employee benefits, such as accrued long service and annual leave.
- Interest bearing liabilities includes loans repaid over a set period of time. Lease liabilities are leases of assets where ownership of the asset is transferred to Council.

Net Assets

This term is used to describe the difference between the value of total assets and the value of total liabilities. It represents the net worth of Council as at 30 June each financial year. The net value of Council is also synonymous with total equity.

Total Equity

- Asset revaluation reserve is the difference between the cost of property and infrastructure assets and their current valuations.
- Other reserves are allocations of the accumulated surplus for specific funding purposes. Some are required by legislation, some are mandated under Council policy.
- Accumulated surplus is the value of all net assets accumulated over time.

Statement of Changes in Equity

The value of total equity, as set out in the balance sheet, changes during the year. The statement shows the values of each change along with how and why.

The main reasons for changes in equity are:

- The 'profit and loss' from operations, described in the Comprehensive Income Statement as the surplus/(deficit) for the year.
- The use of monies from Council's reserves and transfers to Council's reserves.
- Revaluation of assets occurs to ensure that assets are correctly valued at current replacement value.

Statement of Capital Works

The Statement of Capital Works summarises Council spending on assets for the year. The Statement of Capital Works breaks all capital expenditure incurred by Council into three broad headings – Property, Plant and Equipment, and Infrastructure, with relevant sub groups below these.

The Statement of Capital Works also shows asset spending by three categories:

- New asset expenditure – spending on assets that Council has not possessed previously.
- Asset renewal expenditure – spending on renewing Council’s existing assets back to their original service provision capacity.
- Asset upgrade expenditure – spending on improving the service capacity of Council’s existing assets.

Statement of Cash Flows

The Statement of Cash Flows summarises Council’s cash payments and cash receipts for the year. This statement is presented according to a very specific Accounting Standard and needs some care in analysis. The values may differ from those shown in the Comprehensive Income Statement because this statement is prepared on an accrual accounting basis.

The amounts disclosed in the Cash Flow Statement are our cash flows generated from, and used in, three main areas:

1. Cash Flow from Operating Activities

Receipts. All cash received into Council’s bank account from ratepayers and other monies owed to Council. Receipts also include the interest assets from Council’s cash investments. It does not include the costs associated with the sale of assets.

Payments. All cash paid from Council’s bank account to staff, creditors and other persons. It does not include the costs associated with the creation of assets.

2. Cash Flow from Investing Activities

The accounting term Investing Activities relates to payments for the acquisition of assets, such as new plant, roads and other long-term revenue producing assets. It also includes the proceeds from the sale of assets, such as plant, and land.

3. Cash Flow from Financing Activities

This is where the receipt and repayment of borrowed funds are recorded, as well as any movement in trust funds and deposits held by Council.

The bottom line of the Statement of Cash Flows is our total cash at the end of the financial year.

The Statement of Cash Flows is important as it shows the source of our funds and details how they are spent.

Notes to the Accounts

The Notes are an important and informative section of the report. The Australian Accounting Standards are not prescriptive on a lot of issues. To understand the basis on which the values shown in the statements are established, it is necessary to provide details of Council’s accounting policies. These are described in Note 1.

Apart from the accounting policies, the Notes also give details behind many of the summary figures contained in the statements. The Note numbers are shown beside the relevant items in the Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity and the Statement of Cash Flows.

Note 2 provides for a comparison between end of year actual results and Council's original budget, highlighting and providing explanations for major variances.

Where Council wishes to disclose other information that cannot be incorporated in the statements, then this is shown in the Notes. Other Notes include:

- The cost of the various functions of Council.
- The breakdown of expenses, revenues, reserves and other assets.
- Transactions with persons related to Council.
- Financial performance indicators.

The Notes should be read in conjunction with the other parts of the Financial Statements to get a clear picture of the accounts.

What is the Performance Statement?

The Performance Statement reports on Council's progress for the financial year against the Local Government Performance Reporting Framework indicators adopted as part of the annual budget. They include financial and non-financial data.

Our external auditors review the evidence and accuracy of the results.

Statements by Principal Accounting Officer and Councillors

The Certification of the Principal Accounting Officer is made by the person responsible for the financial management of Council. It assures that, in her/his opinion, the financial statements have met all the statutory and professional reporting requirements.

The Certification of Councillors is made by two councillors on behalf of Council confirming that in their opinion the financial statements are fair and not misleading. The Chief Executive Officer also endorses and signs the certification.

Auditor General's Report

The Independent Auditor's Report provides an external opinion on the financial statements. The opinion covers statutory and professional requirements as well as addressing the fairness aspects of the financial statements.



Colac Otway SHIRE

**Colac Otway Shire Council
ANNUAL FINANCIAL REPORT**

For the Year Ended 30 June 2017

**Colac Otway Shire Council
Financial Report
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**Comprehensive Income Statement
For the Year Ended 30 June 2017**

	Note	2017 \$'000	2016 \$'000
Income			
Rates and charges	3	29,078	27,613
Statutory fees and fines	4	746	633
User fees	5	4,191	4,096
Grants - operating	6	15,804	6,638
Grants - capital	6	7,761	5,559
Contributions - monetary	7	320	545
Contributions - non-monetary	7	334	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	8	(5)	(32)
Share of net loss/(gain) of associates and joint ventures	16	32	33
Other income	9	1,518	987
Total income		59,779	46,072
Expenses			
Employee costs	10(a)	18,929	18,431
Materials and services	11	16,850	15,422
Bad and doubtful debts	12	4	3
Depreciation and amortisation	13	9,638	9,082
Borrowing costs	14	280	323
Other expenses	15	1,120	1,159
Total expenses		46,821	44,421
Surplus/(deficit) for the year		12,958	1,652
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	27	6,977	7,220
Total comprehensive result		19,935	8,872

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Balance Sheet
As at 30 June 2017

	Note	2017 \$'000	2016 \$'000
Assets			
Current assets			
Cash and cash equivalents	17	22,694	14,238
Current Trade and other receivables	18	4,209	2,550
Inventories	19	183	140
Other assets	20	194	116
Total current assets		27,280	17,044
Non-current assets			
Investment in associates and joint ventures	16(a)	338	307
Property, infrastructure, plant & equipment	21	280,798	273,138
Intangible assets	22	11	46
Total non-current assets		281,148	273,491
Total assets		308,428	290,534
Liabilities			
Current liabilities			
Current Trade and other payables	23	2,824	2,781
Trust funds and deposits	24	463	681
Current Provisions	25	3,947	4,559
Current Interest-bearing loans and borrowings	26	604	636
Total current liabilities		7,839	8,657
Non-current liabilities			
Non-current Provisions	25	7,414	7,871
Non-current Interest-bearing loans and borrowings	26	3,370	4,137
Total non-current liabilities		10,784	12,008
Total liabilities		18,623	20,664
Net assets		289,805	269,870
Equity			
Accumulated surplus/(deficit)		112,153	109,868
Reserves	27	177,652	160,002
Total Equity		289,805	269,870

Statement of Changes in Equity
For the Year Ended 30 June 2017

	Note	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2017					
Balance at beginning of the financial year		269,870	109,868	148,936	11,067
Accumulated surplus/(deficit)		12,958	12,958	-	-
Asset revaluation increment	27(a)	6,977	-	6,977	-
Transfers to other reserves	27(b)	-	(28,601)	-	28,601
Transfers from other reserves	27(b)	-	17,928	-	(17,928)
Balance at end of the financial year		289,805	112,153	155,913	21,740

		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2016					
Balance at beginning of the financial year		264,355	115,117	141,716	7,522
Prior period adjustment	38	(3,916)	(3,916)	-	-
Accumulated surplus/(deficit)		1,762	1,762	-	-
Asset revaluation increment	27(a)	7,841	-	7,841	-
Asset revaluation (decrement)	27(a)	(172)	449	(621)	-
Transfers to other reserves	27(b)	-	(9,005)	-	9,005
Transfers from other reserves	27(b)	-	5,460	-	(5,460)
Balance at end of the financial year		269,870	109,868	148,936	11,067

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows
For the Year Ended 30 June 2017

	Note	2017 Inflows/ (Outflows) \$'000	2016 Inflows/ (Outflows) \$'000
Cash flows from operating activities			
Rates and charges		29,135	27,584
Statutory fees and fines		726	568
User fees		4,238	3,949
Grants - operating		14,011	6,918
Grants - capital		7,761	5,560
Contributions - monetary		320	545
Interest received		455	481
Trust funds and deposits taken/(paid)		(217)	263
Other receipts		639	392
Net GST refund/(payment)		(1)	398
Employee costs		(19,544)	(18,221)
Materials and services		(16,908)	(15,869)
Other payments		(1,120)	(1,186)
Net cash provided by/(used in) operating activities	28	19,493	11,382
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	21	(10,249)	(12,618)
Proceeds from sale of property, infrastructure, plant and equipment		291	693
Net cash provided by/(used in) investing activities		(9,957)	(11,925)
Cash flows from financing activities			
Finance costs		(280)	(323)
Repayment of borrowings		(800)	(592)
Net cash provided by/(used in) financing activities		(1,080)	(915)
Net increase/(decrease) in cash and cash equivalents		8,457	(1,458)
Cash and cash equivalents at the beginning of the financial year		14,238	15,696
Cash and cash equivalents at the end of the financial year		22,694	14,238
Financing arrangements	29		
Restrictions on cash assets	17		

The above statement of cash flow should be read in conjunction with the accompanying notes.

Statement of Capital Works
For the Year Ended 30 June 2017

	2017 \$'000	2016 \$'000
Property		
Buildings	3,882	3,402
Total property	<u>3,882</u>	<u>3,402</u>
Plant and equipment		
Plant, machinery and equipment	894	1,275
Fixtures, fittings and furniture	153	227
Computers and telecommunications	41	53
Total plant and equipment	<u>1,089</u>	<u>1,555</u>
Infrastructure		
Roads	4,193	5,253
Bridges	163	807
Footpaths and cycleways	378	689
Drainage	102	245
Other infrastructure	440	80
Total infrastructure	<u>5,277</u>	<u>7,074</u>
Total capital works expenditure	<u>10,249</u>	<u>12,031</u>
Represented by:		
New asset expenditure	670	853
Asset renewal expenditure	9,412	8,862
Asset upgrade expenditure	166	2,316
Total capital works expenditure	<u>10,249</u>	<u>12,031</u>

The above statement of capital works should be read in conjunction with the accompanying notes.

Introduction

The Colac Otway Shire Council was established by an Order of the Governor in Council on 23 September 1994 and is a body corporate. The Council's main office is located at 2-6 Rae Street Colac Victoria 3250.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

The purpose of the Council is to:

- provide for the peace, order and good government of its municipal district;
- to promote the social, economic and environmental viability and sustainability of the municipal district;
- to ensure that resources are used efficiently and effectively and services are provided in accordance with the Best Value Principles to best meet the needs of the local community;
- to improve the overall quality of life of people in the local community;
- to promote appropriate business and employment opportunities;
- to ensure that services and facilities provided by the Council are accessible and equitable;
- to ensure the equitable imposition of rates and charges; and
- to ensure transparency and accountability in Council decision making.

The following information is provided :

External Auditor : Auditor-General of Victoria

Internal Auditor : Crowe Horwath

Solicitors: Maddocks Lawyers
Harwood Andrews Pty Ltd

Bankers : Commonwealth Bank

Website address : www.colacotway.vic.gov.au

Note 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 1(m))
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 1(n))
- the determination of employee provisions (refer to Note 1(t))
- the determination of landfill provisions (refer to Note 1(u))

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Changes in accounting policies

There have been no changes in accounting policies from the previous period.

(c) Principles of consolidation

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2017, and their income and expenses for that part of the reporting period in which control existed.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

In the process of preparing consolidated financial statements all material transactions and balances between consolidated entities are eliminated.

There are no entities to be consolidated in these statements.

(d) Committees of management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

Note 1 Significant accounting policies (cont.)

(e) Accounting for investments in associates and joint arrangements

Associates

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

Council has one associate entity being Corangamite Regional Library Corporation for which it has a 23.61% share.

Joint arrangements

Investments in joint arrangements are classified as either joint operations or joint ventures depending on the contractual rights and obligations each investor has, rather than the legal structure of the joint arrangement.

(i) Joint operations

Council recognises its direct right to, and its share of jointly held assets, liabilities, revenues and expenses of joint operations. These have been incorporated in the financial statements under the appropriate headings.

(ii) Joint ventures

Interests in joint ventures are accounted for using the equity method. Under this method, the interests are initially recognised in the consolidated balance sheet at cost and adjusted thereafter to recognise Council's share of the post-acquisition profits or losses and movements in other comprehensive income in profit or loss and other comprehensive income respectively.

Council is associated with one Joint venture being the Colac Community Library and Learning Centre with a 50% involvement with the Victorian Department of Education and Early Childhood Development and the Colac Secondary College.

(f) Revenue recognition

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

Rates and Charges

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

Statutory fees and fines

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

User fees

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

Grants

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note 6. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

Contributions

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

Sale of property, infrastructure, plant and equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Interest

Interest is recognised as it is earned.

Other Income

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

Note 1 Significant accounting policies (cont.)

(g) Fair value measurement

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

(h) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

(i) Trade and other receivables

Short term receivables are carried at invoice amount as amortised cost using the effective interest rate method would not impact the carrying value. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(j) Other financial assets

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

(k) Inventories

Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential.

All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.

(l) Non-current assets classified as held for sale

A non-current asset classified as held for sale (including disposal groups) is measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

(m) Recognition and measurement of property, infrastructure, plant and equipment and intangibles

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits detailed in Note 1(n) have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Note 1 Significant accounting policies (cont.)

(m) Recognition and measurement of property, infrastructure, plant and equipment and intangibles (cont.)

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 21 Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 2 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Land under roads

Council recognises all land under roads, acquired after 1 July 2008 which it controls, at fair value.

(n) Depreciation and amortisation of property, infrastructure, plant and equipment and intangibles

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Note 1 Significant accounting policies (cont.)

(n) Depreciation and amortisation of property, infrastructure plant and equipment and intangibles (cont.)

Asset recognition thresholds and depreciation periods

	Depreciation Period	Threshold Limit \$,000
Land and Buildings		
Land		
land	-	-
land under roads	-	-
land improvements	-	5
Buildings		
heritage buildings	90 - 180 years	5
buildings	10 - 120 years	5
shelters	10 - 90 years	5
building improvements	10 - 180 years	5
leasehold improvements	10 - 180 years	5
Plant and Equipment		
Furniture		
art work	0 - 100 years	4
indoor furniture	5 - 30 years	4
playground equipment	10 - 40 years	4
Plant		
heritage plant and equipment	-	10
fixed plant, machinery and equipment	3 - 50 years	10
fleet (vehicles)	3 - 30 years	10
major plant	3 - 50 years	10
minor plant	3 - 10 years	4
Equipment		
appliances	3 - 60 years	4
fixed equipment / fixtures and fittings	5 - 55 years	4
computers and telecommunications	3 - 21 years	4
leased plant and equipment	-	4
Infrastructure		
Roads		
road and tarmac formation and earthworks	-	10
road and tarmac pavements	10 - 80 years	10
road and tarmac substructure	-	10
road and tarmac seals	10 - 60 years	10
road and tarmac kerb, channel and minor culverts	45 - 80 years	2.5
footpaths and cycleways	15 - 50 years	2.5
Bridges		
bridges deck	10 - 70 years	10
bridges substructure	10 - 70 years	10
bridges major culverts	50 - 70 years	10
Drainage		
open drainage network	10 - 100 years	10
pit and pipe network	40 - 100 years	10
water retention structures	80 - 100 years	10
Other Infrastructure		
gardens and landscaping	5 - 25 years	10
playing surfaces	10 - 70 years	10
retaining structures	10 - 45 years	10
off street car parks	25 - 100 years	10
aerodromes	25 - 100 years	10
Intangible assets		
software	5 years	4

Note 1 Significant accounting policies (cont.)

(o) Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

(p) Investment property

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise. Rental income from the leasing of investment properties is recognised in the comprehensive income statement on a straight line basis over the lease term.

(q) Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(r) Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited (refer to Note 24).

(s) Borrowings

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings, and finance lease charges.

(t) Employee costs and benefits

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current liability - unconditional LSL is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at :

- present value - component that is not expected to be wholly settled within 12 months.
- nominal value - component that is expected to be wholly settled within 12 months.

Note 1 Significant accounting policies (cont.)

Classification of employee costs

Non-current liability - conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

(u) Landfill rehabilitation provision

Council is obligated to restore various landfill sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard (including reasonable after-care costs). Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

(v) Leases

Finance leases

Leases of assets where substantially all the risks and rewards incidental to ownership of the asset are transferred to the Council are classified as finance leases. Finance leases are capitalised, recording an asset and a liability at the lower of the fair value of the asset and the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are depreciated on a straight line basis over their estimated useful lives to the Council where it is likely that the Council will obtain ownership of the asset or over the term of the lease, whichever is the shorter. Council does not currently have any finance leases.

Operating leases

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

Leasehold improvements

Leasehold improvements are recognised at cost and are amortised over the unexpired period of the lease or the estimated useful life of the improvement, whichever is the shorter. Council does not currently have any leasehold improvements.

(w) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash Flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(x) Financial guarantees

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet, are disclosed at Note 33 contingent liabilities and contingent assets.

(y) Contingent assets and contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of Note 30 and presented inclusive of the GST payable.

(z) Pending accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2017 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Revenue from contracts with customers (AASB 15) (applies 2019/20)

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

Leases (AASB 16) (applies 2019/20)

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Council has an insignificant number of operating leases that will be impacted as a result of this change.

(aa) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.

Note 2 Budget comparison

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$500,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 22 June 2016. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

(a) Income and Expenditure

	Budget 2017 \$'000	Actual 2017 \$'000	Variance 2017 \$'000	Variance 2017 %	Ref
Income					
Rates and charges	28,744	29,078	334	1%	
Statutory fees and fines	570	746	175	31%	1
User fees	4,588	4,191	(397)	-9%	
Grants - operating	11,064	15,804	4,740	43%	2
Grants - capital	7,858	7,761	(97)	-1%	
Contributions - monetary	371	320	(51)	-14%	3
Contributions - non-monetary	-	334	334	100%	4
Net loss/(gain) on disposal of property, infrastructure, plant and equipment	83	(5)	(88)	-106%	5
Share of net gain/(loss) of associates and joint ventures	-	32	32	100%	6
Other income	799	1,518	719	90%	7
Total income	54,079	59,779	5,701	11%	
Expenses					
Employee costs	19,518	18,929	589	-3%	8
Materials and services	16,825	16,850	(25)	0%	
Bad and doubtful debts	2	4	(2)	115%	
Depreciation and amortisation	10,237	9,638	599	-6%	9
Borrowing costs	289	280	9	-3%	
Other expenses	1,184	1,120	64	-5%	
Total expenses	48,055	46,821	1,234	-3%	
	-	-	-		
Surplus/(deficit) for the year	6,024	12,958	6,934	115%	

Note 2 Budget comparison (cont.)

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Statutory fees and fines	Increase in Statutory fees (\$156,000) mainly due to a mid-year increase in all Statutory Planning fees as set by the State Government. There was also a \$27,000 increase in premises registration fees due to higher than budgeted activity.
2	Grants - operating	\$3.1m of the variance relates to the prepayment of the VGC grants, \$560,000 relates to additional bushfire operational grants received not budgeted for and \$750,000 of flood related grants not budgeted for as the event occurred during the 2017 financial year (after the budgets were devised).
3	Contributions - monetary	Received \$19,000 less in developer contributions than budgeted and \$34,000 less than budget for contributions received for the central reserve redevelopment project expected to be received next year.
4	Contributions - non-monetary	Colac Otway received \$334,000 of gifted assets as part of the bushfire recovery works in the Wye River/Separation Creek area.
5	Net loss/(gain) on disposal of property, infrastructure, plant and equipment	\$10,000 of unbudgeted loss on sale of land, \$23,000 of kerb & channel assets written off not budgeted for and \$53,000 less profit on disposal of heavy plant and light fleet compared to budget.
6	Share of net gain/(loss) of associates and joint ventures	Amount not budgeted for as not ascertainable at time of budget preparation.
7	Other income	Reimbursement of Private works not budgeted for of \$151,000, \$74,000 additional interest on investments due to higher than expected cash balances due to Disaster recovery funding not budgeted for, \$24,000 of election penalties not budgeted for and \$23,000 of insurance reimbursements not budgeted for.
8	Employee costs	\$450,000 of this variance relates solely to the bushfire recovery area. This budget was compiled around the time of the event, subsequently we became aware of the funding rules which requires the use of contractors as opposed to employees accordingly the overall costs were similar, simply the balance between Materials & services and Employee costs differed.
9	Depreciation and amortisation	\$800,000 of the variance relates to the fact that at the time of the budget preparation, the Port of Apollo Bay results were still being included in the Shire's, subsequent to this a determination was made during last years end of financial year process to remove the Port's depreciation and assets from the Shire's results. Offsetting this was approximately \$200,000 of additional Shire depreciation as a result of the additional assets being depreciated from disaster recovery works.

Note 2 Budget comparison (cont.)

(b) Capital Works

	Budget 2017 \$'000	Actual 2017 \$'000	Variance 2017 \$'000	Variance 2017 %	Ref
Property					
Buildings	4,446	3,882	(564)	13%	10
Total Buildings	<u>4,446</u>	<u>3,882</u>	<u>(564)</u>	13%	
Total Property	<u>4,446</u>	<u>3,882</u>	<u>(564)</u>	13%	
Plant and Equipment					
Plant, machinery and equipment	1,183	894	(289)	24%	11
Fixtures, fittings and furniture	428	153	(275)	64%	12
Computers and telecommunications	265	41	(224)	84%	13
Total Plant and Equipment	<u>1,877</u>	<u>1,089</u>	<u>(788)</u>	42%	
Infrastructure					
Roads	9,119	4,193	(4,926)	54%	14
Bridges	250	163	(87)	35%	15
Footpaths and cycleways	1,525	378	(1,147)	75%	16
Drainage	450	102	(348)	77%	17
Other Infrastructure	630	440	(190)	30%	18
Total Infrastructure	<u>11,974</u>	<u>5,277</u>	<u>(6,697)</u>	56%	
Total Capital Works Expenditure	<u>18,297</u>	<u>10,249</u>	<u>(8,048)</u>	44%	
Represented by:					
New asset expenditure	370	670	300	-81%	
Asset renewal expenditure	13,135	9,412	(3,723)	28%	
Asset upgrade expenditure	4,792	166	(4,626)	97%	
Total Capital Works Expenditure	<u>18,297</u>	<u>10,249</u>	<u>(8,048)</u>		

Note 2 Budget comparison (cont.)

(i) Explanation of material variations

Variance Ref	Item	Explanation
10	Buildings	\$126,000 was reallocated during the mid-year review for other priorities, \$58,000 carried forward to finish the memorial square refurbishment project, \$115,000 carried forward for the finalisation of the central reserve project, \$67,000 budget savings on completed projects and \$152,000 has been carried forward for finishing off various smaller projects.
11	Plant, machinery and equipment	Major Plant - The new 3m truck \$74,000 and Tractor \$110,000 are on order and due for delivery early in the 2017/18 year. Light Fleet - Due to the timing of the change over of cars and light commercials this was under spent by \$160,000.
12	Fixtures, fittings and furniture	There are \$229,000 of carried forward works relating to the 2 way radio project and the Home and community care (HACC) minor Equipment Programme with a further \$100,000 being not spent from the Street Furniture programme. \$18,000 was also not spent on the Small Town Entry Signage.
13	Computers and telecommunications	The majority of the Information and communication technology Renewal programme falls under the capitalisation threshold of \$4,000. There were also two items that have been carried forward to the 2017/18 year which are the Customer Service management system upgrade and the records management upgrade at \$30,000 each.
14	Roads	There is a \$2.3m budget which is incorrectly allocated to roads and should be in the Drainage area for the Wye River/Separation Creek Drainage System and carried over to next year. There are carry over of works totalling \$2m which includes the following projects:- Conns Lane, Birregurra; Queen Street, Colac; Apollo Bay parking improvement and the Strategic Road Improvement programme. There is also an amount of \$452,000 which are savings on completed projects.
15	Bridges	\$36,000 was reallocated during the mid-year review and allocated to other priorities. There is also \$40,000 being carried over for prioritised works in the 2017/18 year and the remaining \$14,000 captured as savings across the programme for the 2016/17 year.
16	Footpaths and cycleways	This includes the carry over for the CBD and entrances project which has commenced in the 2017/18 year to the value of \$900,000. There are also works that are carried over for completion in the 2017/18 year to the value of \$182,000 which relate to the Footpath Extension programme, Footpath Renewal programme and the pathway at Marriners Lookout.
17	Drainage	\$255,000 was reallocated to other projects as a part of the mid-year review process. The stormwater asset upgrade programme has a carry over of \$158,000 which will be used for prioritised works in the 2017/18 year.
18	Other Infrastructure	This is the combination from the budget document of works on recreational, leisure and community facilities along with the parks, open space and streetscapes. The breakup of these asset items related to the Fixtures, fittings and furniture category (Playground equipment) of \$60,000.

	2017 \$'000	2016 \$'000
Note 3 Rates and charges		
Council uses Capital Improved Value as the basis of valuation of all properties within the municipal district. The Capital Improved Value of a property is its value of the land plus buildings and other improvements.		
The valuation base used to calculate general rates for 2016/17 was \$5,799 million (2015/16 \$5,386 million).		
Differential rate	2017	2016
Residential Colac	0.004370	0.004513
Residential Balance of Shire	0.003714	0.003836
Rural Farm	0.003452	0.003565
Holiday Rental	0.004370	0.004513
Commercial /Industrial Colac	0.007210	0.007446
Commercial /Industrial Balance of Shire	0.006118	0.006318
General rates residential	14,766	13,694
General rates farm / rural	5,805	5,587
General rates commercial / industrial	3,052	3,095
Municipal charge	2,595	2,488
Garbage charge	2,838	2,726
Special rates and charges	22	22
Total rates and charges	29,078	27,613
The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2016, and the valuation was first applied in the rating year commencing 1 July 2016.		
Note 4 Statutory fees and fines		
Infringements and costs	154	204
Town planning fees	307	170
Health regulations	163	147
Building permits	100	85
Land information certificates	-	23
Engineering fees	22	4
Freedom of information	-	1
Total statutory fees and fines	746	633
Note 5 User fees		
Aged services fees	1,022	1,017
Leisure centre fees	982	774
Colac livestock selling centre fees	509	688
Colac Otway performing arts & cultural centre fees	426	428
Visitor information centre fees	363	389
Parking, animal control and local laws fees	239	216
Waste disposal fees	192	179
Other fees and charges	173	148
Apollo bay harbour fees	112	108
Council properties fees and rental	82	79
Town planning and building services fees	48	42
Child care children's programs	43	27
Total user fees	4,191	4,096
Note 6 Grants		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	13,093	7,810
State funded grants	10,472	4,387
Total grants received	23,565	12,197
Operating Grants		
Recurrent - Commonwealth Government		
Victorain grants commission - untied base grant	5,334	1,744
Victorain grants commission - local roads	3,798	1,239
Aged and disability services	874	75
Family and community services	383	258
Diesel rebate scheme	42	49
Port management	-	186
Environment and protection services	-	25

Note 6 Grants (cont.)	2017 \$'000	2016 \$'000
Recurrent - State Government		
Port management	811	716
Aged and disability services	393	1,366
Maternal and child health	245	215
Recreation and culture	95	290
Environment and protection services	81	46
School crossing supervisors	45	49
Community safety	7	19
Family and community services	1	32
Total recurrent operating grants	12,110	6,309
Non-recurrent - Commonwealth Government		
Recreation and culture	5	-
Non-recurrent - State Government		
Bushfire recovery	2,644	15
Flood recovery	750	-
Business and economic services	188	-
Family and community services	96	-
Port management	10	-
Aged and disability services	3	314
Total non-recurrent operating grants	3,695	329
Total operating grants	15,804	6,638
Capital Grants		
Recurrent - Commonwealth Government		
Bluewater leisure centre building upgrade	-	4,017
Roads to recovery	115	-
Recurrent - State Government		
Aged and disability services	15	-
Bluewater leisure centre building upgrade	-	271
Environment and protection services	-	250
Port management	-	92
Recreation and culture	-	23
Total recurrent capital grants	130	4,653
Non-recurrent - Commonwealth Government		
Central reserve redevelopment	1,712	-
Maternal and child health	19	-
Bluewater leisure centre building upgrade	-	217
Non-recurrent - State Government		
Bushfire recovery	5,430	-
Recreation and culture	276	399
Bluewater leisure centre building upgrade	115	-
Local roads and bridges	40	290
Port management	20	-
Business and economic services	10	-
Central reserve redevelopment	10	-
Total non-recurrent capital grants	7,632	906
Total capital grants	7,761	5,559
Unspent grants received on condition that they be spent in a specific manner		
Balance at start of year	2,347	1,482
Received during the financial year and remained unspent at balance date	380	1,764
Received in prior years and spent during the financial year	(1,809)	(899)
Balance at year end	918	2,347
Note 7 Contributions		
Monetary	320	545
Non-monetary	334	-
Total contributions	654	545
<i>Contributions of non monetary assets were received in relation to the following asset classes.</i>		
Kerb and Channel	116	-
Footpath	61	-
Roads	157	-
Total non-monetary contributions	334	-
Note 8 Net gain/(loss) on disposal of property, infrastructure, plant and equipment		
Proceeds of sale	291	557
Written down value of assets disposed	(297)	(588)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	(5)	(32)
Note 9 Other income		
Interest	336	333
Reimbursements	472	244
Other income	154	158
Interest on rates	119	132
Landfill rehabilitation present value movement	424	116
Private works	-	4
Licensing fees	-	1
State Revenue Office	14	-
Total other income	1,518	987

	2017	2016
	\$'000	\$'000
Note 10 (a) Employee costs		
Wages and salaries	12,889	12,872
Wages and salaries - Bushfire	722	542
Wages and salaries - Flood	112	-
Employee leave	1,555	1,878
Superannuation	1,595	1,543
Casual staff	915	579
Casual staff - Bushfire	-	3
Sick leave	577	409
Other employee benefits	224	249
Other employee benefits - Bushfire	7	9
Other employee benefits - Flood	1	-
Fringe benefits tax	144	200
WorkCover	189	147
Total employee costs	18,929	18,431

Note 10 (b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	159	324
	<u>159</u>	<u>324</u>

Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	920	652
Employer contributions - other funds	516	567
	<u>1,436</u>	<u>1,219</u>
Employer contributions payable at reporting date.	<u>140</u>	<u>158</u>

Refer to note 32 for further information relating to Council's superannuation obligations.

Note 11 Materials and services

Materials	2,577	4,105
Materials - Bushfire	73	112
Materials - Flood	243	-
Contract Payments	4,771	3,292
Contract Payments - Bushfire	1,784	331
Contract Payments - Flood	199	-
Services	1,307	1,522
Services - Bushfire	9	38
Consultants	971	747
Consultants - Bushfire	214	558
Consultants - Flood	29	-
Subscriptions and memberships	1,025	1,214
Utilities	933	992
Plant and equipment maintenance	1,064	878
Insurances	480	540
Agency staff	308	214
Agency staff - Bushfire	-	115
Advertising	236	242
Training costs	165	199
Training costs - Bushfire	2	15
Legal costs	298	189
Hire costs	88	82
Hire costs - Bushfire	65	32
Permits	8	4
Total materials and services	16,850	15,422

Note 12 Bad and doubtful debts

Other debtors	4	3
Total bad and doubtful debts	4	3

Note 13 Depreciation and amortisation

Property	1,231	991
Plant and equipment	1,770	1,827
Infrastructure	6,601	6,178
Total depreciation	9,603	8,996
Intangible assets	35	86
Total depreciation and amortisation	9,638	9,082

Refer to note 21 and 22 for a more detailed breakdown of depreciation and amortisation charges

	2017	2016
	\$'000	\$'000
Note 14 Borrowing costs		
Interest - Borrowings	280	323
Total borrowing costs	280	323
Council does not capitalise borrowing costs.		
Note 15 Other expenses		
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	43	61
Community grants and donations	582	573
Councillors' allowances	242	245
Waste management charge	128	121
Fire services levy	59	59
Animal registration levy	17	20
Royalties and commissions	4	7
Other	44	75
Total other expenses	1,120	1,159
Note 16 Investment in associates and joint ventures		
(a) Investments in associates.		
Investments in associates accounted for by the equity method are:		
- Corangamite Regional Library Corporation		
- Colac Community Library and Learning Centre		
Corangamite Regional Library Corporation		
<i>Background</i>		
The Corangamite Regional Library Corporation is a corporation owned by four (4) councils: Colac Otway Shire, Corangamite Shire, Moyne Shire and Warrambool City. Colac Otway Shire has a 23.61% equity interest in 2016/2017 (2015/2016 23.74%).		
Fair value of Council's investment in Corangamite Regional Library Corporation	338	307
Council's share of accumulated surplus/(deficit)		
Council's share of accumulated surplus/(deficit) at start of year	(190)	(240)
Reported surplus/(deficit) for year	32	33
Transfers (to) from reserves	7	18
Council's share of accumulated surplus/(deficit) at end of year	(151)	(190)
Council's share of reserves		
Council's share of reserves at start of year	496	514
Transfers (to) from reserves	(7)	(18)
Council's share of reserves at end of year (based on population)	490	496
Movement in carrying value of specific investment		
Carrying value of investment at start of year	306	274
Share of surplus/(deficit) for year	32	33
Carrying value of investment at end of year	338	307
Significant restrictions		
The associate is not required to repay dividends, loans or advances to Council.		

Note 16 Investment in associates and joint ventures (cont.)

(b) Investments joint ventures	2017	2016
	\$'000	\$'000

Colac Community Library and Learning Centre

Background

The Colac Community Library and Learning Centre is a joint venture between the Colac Otway Shire and Victorian Department of Education and Early Childhood Development and the Colac Secondary College, which results in Colac Otway Shire legally owning 50% of the assets.

The venture's purpose is to construct and operate a joint use library facility.

Council's commitment to the venture is limited to providing a contribution to the construction and fitout costs. Council's share is 50% of costs.

Council accounts for its interests in the joint venture by applying the proportionate consolidation method and by combining Council's share of each of the assets, liabilities, incomes and expenses of the jointly controlled entity with similar items line by line in council's financial statements.

Council's share of accumulated surplus/(deficit)

Council is not entitled to a share of any accumulated surplus or deficit.

Council's share of reserves

Council is not entitled to a share of any reserves

Movement in carrying value of specific investment

Carrying value of investment at start of year	2,664	2,700
Write back of annual depreciation	(36)	(36)
Carrying value of investment at end of year	<u>2,628</u>	<u>2,664</u>

Council's share of expenditure commitments

Council is not exposed to any further expenditure commitments.

Council's share of contingent liabilities and contingent assets

There are no known contingencies outstanding as at 30 June 2017.

Significant restrictions

The joint venture is not required to repay dividends, loans or advances to Council.

	2017	2016
	\$'000	\$'000
Note 17 Cash and cash equivalents		
Cash on hand	5	6
Cash at bank	1,298	2,986
Term deposits	21,390	11,246
	<u>22,694</u>	<u>14,238</u>
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
- Trust funds and deposits (Note 24)	463	681
- Statutory reserves (Note 27(b) - Recreational Lands and Home Care Packages)	694	801
- Conditional grants unspent (Note 6)	918	2,347
- Port Of Apollo Bay reserve cash held (Note 27(b))	1,611	1,420
- Contingent asset (Note 33)	-	(1,700)
- Disaster recovery reserve (Note 27(b))	3,938	-
Total restricted funds	<u>7,624</u>	<u>3,549</u>
Total unrestricted cash and cash equivalents	<u>15,070</u>	<u>10,690</u>
Intended allocations		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
- Other reserve funds allocated for specific future purposes .	12,421	6,897
- Carried forward capital works committed.	1,720	3,103
Total funds subject to intended allocations	<u>14,141</u>	<u>10,000</u>
Refer to Note 27(b) for details of other reserves.		

Note 18 Trade and other receivables

Current

Rates debtors	1,327	1,381
Net GST receivable	339	338
Government operating grants	1,964	170
Other debtors	443	539
Special rate assesment	43	45
Other infringements	78	57
Parking infringement debtor	26	26
Provision for doubtful debts - other debtors	(10)	(7)
Total trade and other receivables	<u>4,209</u>	<u>2,550</u>

(a) Ageing of Receivables

At balance date other debtors representing financial assets were past due but not impaired. The ageing of the Council's trade & other receivables (excluding statutory receivables) was:

Current (not yet due)	237	366
Past due by up to 30 days	138	108
Past due between 31 and 180 days	3	66
Past due between 181 and 365 days	65	-
Total trade & other receivables	<u>443</u>	<u>539</u>

(b) Movement in provisions for doubtful debts

Balance at the beginning of the year	7	56
New Provisions recognised during the year	5	7
Amounts already provided for and written off as uncollectible	-	(35)
Amounts provided for but recovered during the year	(2)	(21)
Balance at end of year	<u>10</u>	<u>7</u>

	2017 \$'000	2016 \$'000
Note 18 Trade and other receivables (cont.)		
(c) Ageing of individually impaired Receivables		
At balance date, other debtors representing financial assets with a nominal value of \$10,064 (2016: \$6,713) were impaired. The amount of the provision raised against these debtors was \$10,064 (2016: \$6,713). The individual debts have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements.		
The ageing of receivables that have been individually determined as impaired at reporting date was:		
Current (not yet due)	-	-
Past due by up to 30 days	-	-
Past due between 31 and 180 days	-	-
Past due between 181 and 365 days	5	7
Past due by more than 1 year	5	-
Total trade & other receivables	<u>10</u>	<u>7</u>
Note 19 Inventories		
Inventories held for distribution	17	13
Inventories held for sale	167	127
Total inventories	<u>183</u>	<u>140</u>
Note 20 Other assets		
Prepayments	98	75
Accrued income	88	40
Other	7	-
Total other assets	<u>194</u>	<u>116</u>

Note 21 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment

	At Fair Value 30 June 2016	Acquisitions	Contributions	Revaluation	Depreciation	Disposal	Transfers	At Fair Value 30 June 2017
Land	24,590	-	-	-	-	(29)	-	24,561
Buildings	41,767	3,851	-	-	(1,231)	-	213	44,599
Plant and Equipment	8,305	1,067	-	-	(1,770)	(244)	154	7,511
Infrastructure	197,248	4,650	334	6,977	(6,601)	(25)	507	203,089
Work in progress	1,232	681	-	-	-	-	(874)	1,039
	273,141	10,249	334	6,977	(9,602)	(298)	-	280,798

Summary of Work in Progress

	Opening WIP	Additions	Transfers	Write Offs	Closing WIP
Buildings	215	32	(213)	-	34
Plant and Equipment	263	22	(154)	-	131
Infrastructure	754	627	(507)	-	873
Total	1,232	681	(874)	-	1,039

Land and Buildings

Note	Land - specialised	Land - non specialised	Land under roads	Total Land	Buildings - specialised	Buildings - Non specialised	Total Buildings	Work In Progress	Total Property
At fair value 1 July 2016	7,114	17,252	224	24,590	48,025	26,026	74,051	215	98,856
Accumulated depreciation at 1 July 2016	-	-	-	-	(18,571)	(13,712)	(32,284)	-	(32,284)
	7,114	17,252	224	24,590	29,454	12,314	41,767	215	66,572
Movements in fair value									
Acquisition of assets at fair value	-	-	-	-	3,719	131	3,851	32	3,882
Fair value of assets disposed	-	(29)	-	(29)	-	-	-	-	(29)
Transfers	(3,695)	3,695	-	-	11,172	(10,959)	213	(213)	-
	(3,695)	3,666	-	(29)	14,891	(10,828)	4,063	(181)	3,853
Movements in accumulated depreciation									
Depreciation and amortisation	-	-	-	-	(978)	(253)	(1,231)	-	(1,231)
Transfers	-	-	-	-	(8,703)	8,703	-	-	-
	-	-	-	-	(9,681)	8,450	(1,231)	-	(1,231)
At fair value 30 June 2017	3,419	20,918	224	24,561	62,916	15,198	78,114	34	102,709
Accumulated depreciation at 30 June 2017	-	-	-	-	(28,252)	(5,262)	(33,514)	-	(33,514)
	3,419	20,918	224	24,561	34,664	9,937	44,599	34	69,196

Note 21 Property, infrastructure, plant and equipment (cont.)

Plant and Equipment	Note	Plant machinery and equipment	Fixtures fittings and furniture	Computers and telecomms	Work in Progress	Total plant and equipment
At fair value 1 July 2016		9,836	9,405	1,060	263	20,565
Accumulated depreciation at 1 July 2016		(4,264)	(6,439)	(848)	-	(11,551)
		<u>5,572</u>	<u>2,966</u>	<u>213</u>	<u>263</u>	<u>9,014</u>
Prior Period Adjustments Fair Value	38	(448)	-	-	-	(448)
Prior Period Adjustments Accumulated Depreciation	38	2	-	-	-	2
		<u>(446)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(446)</u>
Movements in fair value						
Acquisition of assets at fair value		894	132	41	22	1,089
Fair value of assets disposed		(498)	(5)	-	-	(503)
Transfers		-	154	-	(154)	-
		<u>397</u>	<u>281</u>	<u>41</u>	<u>(132)</u>	<u>586</u>
Depreciation and amortisation		(1,124)	(548)	(99)	-	(1,770)
Accumulated depreciation of disposals		254	4	-	-	258
		<u>(869)</u>	<u>(543)</u>	<u>(99)</u>	<u>-</u>	<u>(1,511)</u>
At fair value 30 June 2017		9,785	9,686	1,101	131	20,703
Accumulated depreciation at 30 June 2017		(5,132)	(6,982)	(946)	-	(13,060)
		<u>4,653</u>	<u>2,704</u>	<u>155</u>	<u>131</u>	<u>7,643</u>

Infrastructure	Note	Roads	Bridges	Footpaths and cycleways	Drainage	Other Infrastructure	Work In Progress	Total Infrastructure
At fair value 1 July 2016		209,390	21,767	19,730	40,683	4,232	754	296,555
Accumulated depreciation at 1 July 2016		(63,803)	(6,966)	(8,827)	(17,609)	(1,349)	-	(98,554)
		<u>145,587</u>	<u>14,801</u>	<u>10,903</u>	<u>23,074</u>	<u>2,883</u>	<u>754</u>	<u>198,001</u>
Movements in fair value								
Acquisition of assets at fair value		3,951	162	321	37	180	627	5,277
Contributed assets		273	-	61	-	-	-	334
Revaluation increments/(decrements)		3,606	-	2,159	-	-	-	5,765
Fair value of assets disposed		-	-	(61)	-	-	-	(61)
Transfers		255	-	2	-	250	(507)	-
		<u>8,086</u>	<u>162</u>	<u>2,481</u>	<u>37</u>	<u>430</u>	<u>120</u>	<u>11,315</u>
Movements in accumulated depreciation								
Depreciation and amortisation		(5,068)	(434)	(399)	(486)	(214)	-	(6,601)
Accumulated depreciation of disposals		-	-	37	-	-	-	37
Revaluation increments/(decrements)		(492)	-	1,703	-	-	-	1,212
		<u>(5,559)</u>	<u>(434)</u>	<u>1,341</u>	<u>(486)</u>	<u>(214)</u>	<u>-</u>	<u>(5,353)</u>
At fair value 30 June 2017		217,476	21,929	22,211	40,719	4,661	873	307,869
Accumulated depreciation at 30 June 2017		(69,363)	(7,400)	(7,486)	(18,095)	(1,563)	-	(103,907)
		<u>148,114</u>	<u>14,528</u>	<u>14,725</u>	<u>22,624</u>	<u>3,098</u>	<u>873</u>	<u>203,962</u>

Note 21 Property, infrastructure, plant and equipment (cont.)

Valuation of land and buildings

Valuation of land and buildings were undertaken 2015-2016 by a qualified independent valuer Mr Les Speed – Certified Practising Valuer – API Member No. 623379 of Preston Paterson Rowe. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1	Level 2	Level 3
Land	-	20,918	-
Specialised land	-	-	3,419
Buildings	-	9,937	34,664
Total	-	30,855	38,083

Valuation of infrastructure

Valuation of infrastructure assets has been determined in accordance with an internal valuation undertaken by Jeremy Rudd (B.Eng).

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2017 are as follows:

	Level 1	Level 2	Level 3
Roads	-	-	148,114
Bridges	-	-	14,528
Footpaths and cycleways	-	-	14,725
Drainage	-	-	22,624
Other infrastructure	-	-	3,098
Total	-	-	203,089

Note 21 Property, infrastructure, plant and equipment (cont.)	2017 \$'000	2016 \$'000
<i>Description of significant unobservable inputs into level 3 valuations</i>		
<p>Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 5% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1 and \$270 per square metre.</p>		
<p>Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$200 to \$2,250 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 40 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.</p>		
<p>Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 5 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.</p>		
Reconciliation of specialised land		
Land under roads	224	224
Parks and reserves	3,195	7,114
Total specialised land	3,419	7,338

	2017 \$'000	2016 \$'000
Note 22 Intangible assets		
Software	11	46
Total intangible assets	11	46
	Software \$'000	Total \$'000
Gross carrying amount		
Balance at 1 July 2016	616	616
Additions from internal developments	-	-
Other Additions	-	-
Balance at 1 July 2017	616	616
Accumulated amortisation and impairment		
Balance at 1 July 2016	571	571
Amortisation expense	35	35
Balance at 1 July 2017	606	606
Net book value at 30 June 2016	46	46
Net book value at 30 June 2017	11	11
	2017 \$'000	2016 \$'000
Note 23 Trade and other payables		
Trade payables	1,662	2,222
Accrued expenses	1,163	559
Total trade and other payables	2,824	2,781
Note 24 Trust funds and deposits		
Refundable deposits	255	220
Fire services levy	133	288
Retention amounts	75	173
Total trust funds and deposits	463	681
<i>Purpose and nature of items</i>		
Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.		
Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.		
Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.		

	2017	2016
	\$'000	\$'000
Note 25 Provisions		
	Employee	Landfill restoration
		Total
	\$ '000	\$ '000
2017		
Balance at beginning of the financial year	4,771	7,659
Additional provisions	1,502	-
Amounts used	(2,094)	(28)
Change in the discounted amount arising because of time and the effect of any change in the inflation and discount rate	(24)	(424)
Balance at the end of the financial year	<u>4,155</u>	<u>7,206</u>
2016		
Balance at beginning of the financial year	4,590	7,802
Additional provisions	1,835	-
Amounts used	(1,667)	(28)
Change in the discounted amount arising because of time and the effect of any change in the inflation and discount rate	13	(116)
Balance at the end of the financial year	<u>4,771</u>	<u>7,659</u>
	2017	2016
	\$'000	\$'000
Current provisions expected to be wholly settled within 12 months		
Annual leave	1,108	1,173
Long service leave	211	159
Time in lieu	83	77
	<u>1,402</u>	<u>1,409</u>
Current provisions expected to be wholly settled after 12 months		
Annual leave	159	206
Long service leave	2,358	2,916
	<u>2,517</u>	<u>3,122</u>
Total current employee provisions	<u>3,919</u>	<u>4,531</u>
Non-current		
Long service leave	236	240
Total non-current employee provisions	<u>236</u>	<u>240</u>
Aggregate carrying amount of employee provisions:		
Current	3,919	4,531
Non-current	236	240
Total aggregate carrying amount of employee provisions	<u>4,155</u>	<u>4,771</u>
Land fill restoration & after-care costs		
Current	28	28
Non-current	7,178	7,630
	<u>7,206</u>	<u>7,659</u>
Total Provisions		
Current	3,947	4,559
Non-current	7,414	7,870
	<u>11,361</u>	<u>12,429</u>

	2017 \$'000	2016 \$'000
Note 26 Interest-bearing loans and borrowings		
Current		
Bank overdraft	-	-
Borrowings - secured	604	636
	<u>604</u>	<u>636</u>
Non-current		
Borrowings - secured	3,370	4,137
Total	<u>3,974</u>	<u>4,773</u>
(a) The maturity profile for Council's borrowings is:		
Not later than one year	604	636
Later than one year and not later than five years	2,774	3,399
Later than five years	596	738
	<u>3,974</u>	<u>4,773</u>
Aggregate carrying amount of interest-bearing loans and borrowings:		
Current	604	636
Non-current	3,370	4,137
	<u>3,974</u>	<u>4,773</u>
Interest bearing loans and borrowing movements		
Opening Interest-bearing loans and borrowings	4,773	5,365
New loans taken up during year	-	-
Repayment of loan principal	(800)	(592)
Closing Interest-bearing loans and borrowings	<u>3,974</u>	<u>4,773</u>

Secured borrowings are secured against the future rate revenue of Council.
All borrowings are made on a commercial basis with Australian financial institutions.

Note 27 Reserves

	Balance at beginning of reporting period	Increment (decrement)	Share of increment (decrement) on revaluation by an associate	Balance at end of reporting period
(a) Asset revaluation reserves	\$'000	\$'000	\$'000	\$'000
2017				
Property				
Land	15,775	-	-	15,775
Buildings	8,783	-	-	8,783
	<u>24,558</u>	<u>-</u>	<u>-</u>	<u>24,558</u>
Plant and Equipment				
Fixed plant, furniture and equipment	293	-	-	293
	<u>293</u>	<u>-</u>	<u>-</u>	<u>293</u>
Infrastructure				
Roads	88,521	-	-	88,521
Bridges	9,270	-	-	9,270
Footpaths and cycleways	3,449	3,863	-	7,312
Kerb and channelling	8,504	3,114	-	11,619
Drainage	14,341	-	-	14,341
	<u>124,084</u>	<u>6,977</u>	<u>-</u>	<u>131,061</u>
Total asset revaluation reserves	148,936	6,977	-	155,913
2016				
Property				
Land	15,776	-	-	15,776
Buildings	8,782	-	-	8,782
Share of CRLC asset revaluation reserve	450	-	(450)	-
	<u>25,008</u>	<u>-</u>	<u>(450)</u>	<u>24,558</u>
Plant and Equipment				
Fixed plant, furniture and equipment	293	-	-	293
	<u>293</u>	<u>-</u>	<u>-</u>	<u>293</u>
Infrastructure				
Roads	88,692	-	(171)	88,521
Bridges	9,270	-	-	9,270
Footpaths and cycleways	3,449	-	-	3,449
Kerb and channelling	8,504	-	-	8,504
Drainage	6,500	7,841	-	14,341
	<u>116,415</u>	<u>7,841</u>	<u>(171)</u>	<u>124,085</u>
Total asset revaluation reserves	141,716	7,841	(621)	148,936

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

Note 27 Reserves (cont.)	Balance at beginning of reporting period \$'000	Transfer from accumulated surplus \$'000	Transfer to accumulated surplus \$'000	Balance at end of reporting period \$'000
(b) Other reserves				
2017				
Carried forward projects	1,949	1,682	(555)	3,076
Port of Apollo Bay	1,420	973	(782)	1,611
Kerbside bin replacement	1,298	2,917	(2,678)	1,538
Long service leave	2,517	5,352	(5,870)	1,999
Landfill rehabilitation (Alvie)	752	57	-	809
Recreational lands	753	16	(75)	694
Colac livestock selling centre	355	509	(618)	246
Rehabilitation	360	143	-	503
Plant replacement	1,591	3,030	(2,221)	2,399
Home care packages	48	-	(48)	-
Tirrengower drainage scheme	23	22	(13)	33
Bond repayment	-	904	-	904
Matching grants	-	177	-	177
Contingent liability	-	500	-	500
Project	-	372	(172)	200
Prepaid grants	-	3,114	-	3,114
Disaster recovery	-	8,834	(4,896)	3,938
Total Other reserves	11,067	28,601	(17,928)	21,740
2016				
Carried forward projects	1,375	1,949	(1,375)	1,949
Port of Apollo Bay	539	1,101	(220)	1,420
Kerbside bin replacement	1,166	136	(3)	1,299
Long service leave	1,865	1,012	(358)	2,519
Landfill rehabilitation (Alvie)	695	57	-	752
Recreational lands	669	84	-	753
Colac livestock selling centre	359	689	(693)	355
Rehabilitation	160	200	-	360
Plant replacement	686	3,707	(2,803)	1,590
Home care packages	-	48	-	48
Tirrengower drainage scheme	7	22	(7)	22
Scholarship	1	-	(1)	-
Total Other reserves	7,522	9,005	(5,460)	11,067

Note 27 Reserves (cont.)

Purposes for Reserves

Carried forward projects reserve

This reserve is to recognise the funds allocated and received in prior financial periods that are committed to unfinished projects. This includes grants received in advance for specific projects and funds allocated from prior financial years for projects that are still incomplete at the end of the current financial year.

Port of Apollo Bay reserve

These funds are bound by an agreement with the Department of Transport concerning the operations of the Port of Apollo Bay and are the value of cash assets owed.

Kerbside bin replacement reserve

This reserve was set up as a source of funding the replacement of kerbside bins. All funds in this reserve are collected from the waste collection service charge and are to be used only in connection with the waste collection service.

Long service leave reserve

The purpose of this reserve is to ensure that the nominal long service leave balances owing to employees are maintained.

Landfill rehabilitation (Alvie) reserve

This reserve relates to the funds required to restore the Alvie Tip. The rehabilitation will continue to grow until the Tip closes, at which time, the funds will be utilised to meet this obligation.

Recreational lands reserve

Statutory reserve to be used for the development of recreational reserves and public open space.

Colac livestock selling centre reserve

This reserve is for the purpose of funding works at the Colac Livestock Selling Centre and all funds are derived from any surplus made from the operations of the Colac Livestock Selling Centre.

Rehabilitation reserve

This reserve is to fund the rehabilitation of the various waste disposal sites across the Colac Otway Shire.

Plant replacement reserve

This reserve is to fund the replacement of council's plant at the end of their useful lives. Inflows to the reserve accrue out of any plant operating surplus with the funds then being used for the changeover of plant.

Home Care Packages

This reserve reflects the balance owed to clients at the end of the financial year for consumer directed care packages received from Federal Government funding.

Tirrengower Drainage Scheme reserve

These funds are collected via a special rate and must be expended against the purpose of the drainage scheme at Tirrengower.

Scholarship reserve

This reserve holds any unspent funds received by Council on behalf of the annual Barnard Trust distribution.

Bond Repayment reserve

This reserve has been set up to reserve monies to fund the balloon payments on future expiring debt.

Matching Grants reserve

The purpose of this reserve is to set aside unallocated surplus for future funding of matching grant opportunities.

Contingent liability reserve

This reserve allows for the payment of a potential obligation that may be incurred depending on the outcome of a future event.

Project reserve

The purpose of this reserve is to set aside unallocated surplus for future projects to be prioritised accordingly.

Prepaid Grants reserve

The purpose of this reserve is to set aside any prepaid grants received for allocation to the next financial year works programme (for example the 50% prepaid Victorian Grants Commission received in June 2017 per the May 2017 Federal Budget).

Disaster Recovery reserve

The purpose of this reserve is to set aside income received in advance or expenditure made in advance of funding for use in the recovery of Disaster events. Over the life of the event the disaster recovery reserve will cancel out to zero, a positive reserve amount represents funding received in advance a negative represents expenditure made in advance.

	2017 \$'000	2016 \$'000
Note 28 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	12,958	1,652
Depreciation/amortisation	9,638	9,082
Net GST receipts and payments from financing and investment activities	0	398
Finance costs	280	323
Share of result of associate	(32)	(33)
Profit/(loss) on disposal of property, infrastructure, plant and equipment	5	32
Contributions - non monetary assets	(333)	-
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(1,659)	14
(Increase)/decrease in prepayments	(30)	(75)
(Increase)/decrease in accrued income	(48)	(22)
(Decrease)/increase in trade and other payables	(560)	(751)
(Decrease)/increase in accrued expenses	603	263
(Increase)/decrease in inventories	(44)	7
(Increase)/decrease in trust funds & deposits	(217)	453
(Decrease)/increase in provisions	(1,068)	39
Net cash provided by/(used in) operating activities	<u>19,493</u>	<u>11,382</u>
Note 29 Financing arrangements		
Bank overdraft	-	1,000
Credit card facilities	50	50
Total facilities	<u>50</u>	<u>1,050</u>
Used facilities	-	-
Unused facilities	<u>50</u>	<u>1,050</u>

Note 30 Commitments

The Council has entered into the following commitments

2017	Not later than 1	Later than 1 year	Later than 2 years	Later than 5	Total
	year	and not later than	and not later than	years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Salaries	1,325	1,110	659	-	3,094
Consultancies	341	38	-	-	379
Garbage collection	2,990	3,073	2,879	-	8,942
Street lighting	67	67	-	-	134
Information technology	31	31	31	-	93
Inspection and maintenance	23	-	-	-	23
Cleaning contracts for council buildings	364	-	-	-	364
Total	5,141	4,319	3,569	-	13,029
Capital					
Plant and equipment	236	-	-	-	236
Civil works	2,397	5	-	-	2,402
Total	2,633	5	-	-	2,638

2016	Not later than 1	Later than 1 year	Later than 2 years	Later than 5	Total
	year	and not later than	and not later than	years	
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Salaries	1,810	1,841	1,874	-	5,525
Consultancies	260	252	38	-	550
Garbage collection	2,351	2,391	4,184	-	8,926
Street lighting	67	67	-	-	134
Information technology	140	108	108	-	356
Inspection and maintenance	55	-	-	-	55
Cleaning contracts for council buildings	363	-	-	-	363
Council election	157	-	-	-	157
Total	5,203	4,659	6,204	-	16,066
Capital					
Buildings	2,719	-	-	-	2,719
Plant and equipment	46	7	-	-	53
Civil works	331	-	-	-	331
Total	3,096	7	-	-	3,103

	2017	2016
	\$'000	\$'000
Note 31 Operating leases		
Operating lease commitments		
At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):		
Not later than one year	93	156
Later than one year and not later than five years	171	162
Later than five years	-	-
	264	318

Note 32 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision My Super/Vision Super Saver, receive both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2017, this was 9.5% as required under Superannuation Guarantee legislation).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2017, the triennial investigation was still underway however at the time of producing this annual report the trustee indicated an expected Vested Benefit Index (VBI) of 103.1%. While the triennial investigation is underway the threshold remains at 100% indicating no remedial action is expected at this time due strong fund returns and a strong net asset position. To determine the VBI, the Fund Actuary used the following long-term assumptions:

Net investment returns 6.5% pa
Salary information 3.5% pa
Price inflation (CPI) 2.5% pa.

Note 32 Superannuation (cont.)

Employer contributions

Regular contributions

On the basis of the results of the 2016 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Funds Defined Benefit category at rates determined by the Funds Trustee. For the year ended 30 June 2017, this rate was 9.5% of members' salaries (9.5% in 2015/2016). This rate will increase in line with any increase to the contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit categories VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Funds participating employers (including Council) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Funds Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

2016 Interim actuarial investigation surplus amounts

The Funds interim actuarial investigation as at 30 June 2016 identified the following in the defined benefit category of which Council is a contributing employer:

A VBI surplus of \$40.3 million; and

A total service liability surplus of \$156 million.

The VBI surplus means that the market value of the funds assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2016. The total service liability surplus means that the current value of the assets in the Funds Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses. Council was notified of the 30 June 2016 VBI during August 2016.

2017 Full triennial actuarial investigation

A full actuarial investigation is being conducted for the Funds position as at 30 June 2017. It is anticipated that this actuarial investigation will be completed in December 2017.

Future superannuation contributions

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2018 are \$135,012.

Note 33 Contingent liabilities and contingent assets

(a) Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined in Note 32. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

(b) Guarantees for loans to other entities

Council has not guaranteed any loans to other entities.

(c) Financial assurances

Council is obligated under Section 194 (2A) and 21 of the *Environment Protection Act 1970* to provide financial assurance for any remedial action, rehabilitation and site aftercare costs in relation to the Alvie tip site. The purpose of this provision is to ensure that Council does not impose any undue burden on Council's ratepayers to address any of these costs during the operation or after the closure of its operating landfill sites. The amount of the financial assurance provided to the Environment Protection Authority (EPA) is \$322,500.

(d) Contingent liability

Council has identified a potential liability (or the probability of a material expense arising) as a result of a workplace death during the course of the financial year. At the time of this report an amount and timing of any potential expense is not known.

Note 34 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes council to fair value interest rate risk. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. To help manage this risk:

- council have a policy for establishing credit limits for the entities Council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 33.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 34, and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 26.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Fair value

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 0.75% and -0.75% in market interest rates (AUD) from year-end rates of 1.95%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact

Note 35 Related party disclosures

(i) Related Parties

Parent entity

Colac Otway Shire is the parent entity.

Subsidiaries and Associates

Interests in subsidiaries and associates are detailed in note 16.

(ii) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors	Councillor Chris Potter (Elected 02/11/16) (Mayor 09/11/17 to current)
	Councillor Frank Buchanan (Mayor - Term ended 22/10/16)
	Councillor Stephen Hart (Re-elected 02/11/16)
	Councillor Chris Smith (Re-elected 02/11/16)
	Councillor Terry Woodcroft (Re-elected 02/11/16)
	Councillor Kate Hanson (Elected 02/11/16)
	Councillor Joe McCracken (Elected 02/11/16)
	Councillor Jason Schram (Elected 02/11/16)
	Councillor Lyn Russell (Term ended 22/10/16)
	Councillor Brian Crook (Term ended 22/10/16)
	Councillor Michael Delahunty (Term ended 22/10/16)

Chief Executive Officer and other Key Management Personnel

Ms Sue Wilkinson (CEO) (Resigned 01/09/17)
Mr Gareth Smith (Commenced 31/10/16)
Mr Anthony McGann (Commenced 06/02/17)
Mr Trevor Olson (Commenced 12/05/17)
Mr Brydon King (Resigned 12/09/2016)
Ms Sandra Wade (Resigned 31/03/17)
Mr Mark Lyons (Resigned 12/05/2017)
Ms Ingrid Bishop (Resigned 24/05/2017)

	2017 No.	2016 No.
Total Number of Councillors	11	7
Chief Executive Officer and other Key Management Personnel	8	6
Total Key Management Personnel	<u>19</u>	<u>13</u>

(iii) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

Short-term benefits	1,116
Post-employment benefits	114
Total	<u>1,230</u>

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

	2017 No.
\$1 - \$9,999	3
\$10,000 - \$19,999	3
\$20,000 - \$29,999	5
\$30,000 - \$39,999	1
\$50,000 - \$59,999	1
\$70,000 - \$79,999	1
\$120,000 - \$129,999	1
\$130,000 - \$139,999	1
\$170,000 - \$179,999	2
\$240,000 - \$249,999	1
	<u>19</u>

(iv) Transactions with related parties

During the period Council entered into the following transactions with related parties.

The following is the aggregate amount of transactions with **Investments in associates**.

Payments made to Corangamite Regional Library Corporation	683
Payments received from Corangamite Regional Library Corporation	<u>(47)</u>

Note 36 Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:
a) has management responsibilities and reports directly to the Chief Executive; or
b) whose total annual remuneration exceeds \$142,000

The number of Senior Officers are shown below in their relevant income bands:

Income Range:	2017 No.	2016 No.
\$142,000 - \$149,999	4	7
\$150,000 - \$159,999	-	1
	<u>4</u>	<u>8</u>
Total Remuneration for the reporting year for Senior Officers included above, amounted to:	<u>585</u>	<u>1,150</u>

Note 37 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Note 38 Adjustments direct to equity

	2016 \$'000
Plant and equipment replacement value - system processing error	(448)
Plant and equipment replacement accumulated depreciation - system processing error	2
Non-current landfill provision - aftercare costs brought to account	(3,470)
Total adjustments direct to equity	<u>(3,916)</u>

Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.



Daniel Fogarty B.Com, MAppFin, CA
Principal Accounting Officer

Date : 20 September 2017
Colac

In our opinion the accompanying financial statements present fairly the financial transactions of the Colac Otway Shire Council for the year ended 30 June 2017 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.



Cr Stephen Hart
Councillor

Date : 20 September 2017
Colac



Cr Jason Schram
Councillor

Date : 20 September 2017
Colac



Robert Dobrzynski
Acting Chief Executive Officer

Date : 20 September 2017
Colac

Independent Auditor's Report

To the Councillors of Colac-Otway Shire Council

Opinion	<p>I have audited the financial report of Colac-Otway Shire Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • balance sheet as at 30 June 2017 • comprehensive income statement for the year then ended • statement of changes in equity for the year then ended • statement of cash flows for the year then ended • statement of capital works for the year then ended • notes to the financial statements, including a summary of significant accounting policies • certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2017 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the <i>Local Government Act 1989</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. My responsibilities under the Act are further described in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Australia. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the financial report	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, and using the going concern basis of accounting unless it is inappropriate to do so.</p>

Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
22 September 2017



Tim Loughnan
as delegate for the Auditor-General of Victoria

Performance Statement

For the year ended 30 June 2017

Description of the municipality

Colac Otway Shire Council is situated about 160 kilometers south-west of the Melbourne CBD. It is approximately an hour to the large regional cities of Geelong to the east and Warrnambool to the west. The Shire covers an area of 3,433 square kilometres and has some of the most picturesque scenery in the State. A large proportion is Forest Park and National Park, but it also includes beaches, rugged coastline, rainforests, waterfalls, volcanic lakes and craters.

The Colac Otway Shire population forecast for 2017 is 21,265 and is forecast to grow to 23,725 by 2036. Approximately 88 % of the Shire's residents were born in Australia and of those born overseas; only 4% come from non-English speaking backgrounds. The forecast through to 2036 is for a growth of approximately 0.53% per annum; however we expect this to increase once the dual highway to Geelong is completed as it will open up the region making commuting an attractive option for both the local population and for those seeking a lifestyle change. Growth over the coming 19 years is also predicted to be steady; however with an increasingly ageing population.

The five major industry sectors are:

- Manufacturing (1,204 persons or 12.7%)
- Health Care and Social Assistance (1,197 persons or 12.6%)
- Agriculture, Forestry & Fishing (1,134 persons or 12.0%)
- Retail Trade (992 persons or 10.5%)
- Accommodation and Food Services (807 persons or 8.5%)

In combination, these five industries employed a total of 5,334 people or 56.3% of the employed resident population.

Colac Otway Shire Council provides more than 90 high quality services and facilities across a range of areas including Community Services, Environmental Services, Customer Services, Health and Wellbeing, Planning and Building, Economic Development and Tourism, Parks and Gardens and more.

Sustainable Capacity Indicators

For the year ended 30 June 2017

Indicator/measure	Results			Material Variations and Comments
	2015	2016	2017	
Population				
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$2,092.24	\$2,197.93	\$2,192.10	A 5% increase in expenses in 2016/17 was due to Disaster Recovery expenditure as a result of the Shire wide flooding event in 2016, which was offset by a 5.2% increase in the Municipal population, causing an overall minor decrease in this indicator.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$12,728.74	\$12,292.96	\$11,996.72	A 2.7% increase in 2016/17 due to ongoing capitalisation of assets as part of Council's works programme was offset by a 5.2% increase in the Municipal population, causing an overall decrease in this indicator.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	12.56	12.51	13.18	The increase in this indicator reflects the increase in the Shire's population.
Own-source revenue				
<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,543.78	\$1,655.79	\$1,664.87	Most of the increase from 2015/16 relates to the annual increase in average rate income generated as per Council's budget process, which was offset by the increase in assessments lower than the increase in population.
Recurrent grants				
<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$697.19	\$541.20	\$573.06	The increase in 2016/17 is due to Victorian Grants Commission funding received in advance.
Disadvantage				
<i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile]	3	3	3	There has been no change to this indicator.

Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"unrestricted cash" means all cash and cash equivalents other than restricted cash

Service Performance Indicators

For the year ended 30 June 2017

Service/indicator/measure	Results			Material Variations and Comments
	2015	2016	2017	
Aquatic facilities				
Utilisation				
<i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	0.09	2.73	6.08	The 2015/16 result reflects the Bluewater leisure centre being closed for two years for redevelopment, reopening in late 2016. The significant increase in usage in 2016/17 is the result of increased memberships and attendances at the remodelled and enlarged facility.
Animal management				
Health and safety				
<i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	27	13	10	Prosecutions commenced in 2015. The reduced number of prosecutions is a direct reflection of public awareness that Council has the capacity and ability to prosecute matters.
Food safety				
Health and safety				
<i>Critical and major non-compliance notifications</i> [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	80.77%	90.91%	81.25%	From 1 July 2016 this measure is being reported by calendar year rather than financial year to better align with the Department of Health and Human Services reporting. The decrease in the result for 2016/17 was impacted by the Wye River Bushfire response and recovery and staff vacancies, which generated work in excess of the Business Unit's capacity to undertake. Note, these rates are for the 2016 calendar year and any comparison with 2015/16 is not representative of change in performance.
Governance				
Satisfaction				
<i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	48	43	45	Results have improved by two points from 2016. Council continues its efforts to steadily improve results.
Libraries				
Participation				
<i>Active library members</i> [Number of active library members / Municipal population] x100	17.61%	17.87%	16.70%	Whilst active library memberships remain steady, the overall reduction in this measure reflects the increase in the Shire's population.
Maternal and child health				
Participation				
<i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) /	74.83%	71.90%	69.68%	The small change in participation is part of normal fluctuations.

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Service/indicator/measure	Results			Material Variations and Comments
	2015	2016	2017	
Number of children enrolled in the MCH service] x100				
Participation				
<i>Participation in the MCH service by Aboriginal children</i>	59.26%	58.33%	60.38%	The small change in participation is part of normal fluctuations.
[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100				
Roads				
Satisfaction				
<i>Satisfaction with sealed local roads</i>	44	37	42	Satisfaction with sealed local roads improved in 2017 and is on par with other large rural Shires.
[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]				
Statutory Planning				
Decision making				
<i>Council planning decisions upheld at VCAT</i>	100%	100%	100%	The result highlights Council's knowledge and effectiveness in applying the relevant Planning Schemes.
[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100				
Waste Collection				
Waste diversion				
<i>Kerbside collection waste diverted from landfill</i>	55.52%	43.32%	47.09%	The increase in 2017 reflects the gradual reinstatement of services to some of our bushfire affected residents.
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100				

Service/indicator/measure	Results			Material Variations and Comments
	2015	2016	2017	
Home and community care				
Participation				
<i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100	24.16%	26.05%	N/A	Reporting on Home and Community Care Services (HACC) ceased on 1 July 2016 due to the introduction of the Commonwealth Government's National Disability Insurance Scheme and Commonwealth Home Support Programme.
Participation				
<i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100	21.50%	15.92%	N/A	Reporting on Home and Community Care Services (HACC) ceased on 1 July 2016 due to the introduction of the Commonwealth Government's National Disability Insurance Scheme and Commonwealth Home Support Programme.

Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006

"active library member" means a member of a library who has borrowed a book from the library

"annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the *Local Government Act 1989*

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

"food premises" has the same meaning as in the *Food Act 1984*

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

"major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

"MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

"population" means the resident population estimated by council

"target population" has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

Financial Performance Indicators

For the year ended 30 June 2017

Dimension/indicator/measure	Results			Forecasts				Material Variations and Comments
	2015	2016	2017	2018	2019	2020	2021	
Efficiency								
Revenue level								
<i>Average residential rate per residential property assessment</i> [Residential rate revenue / Number of residential property assessments]	\$1,461.91	\$1,598.36	\$1,650.83	\$1,734.98	\$1,757.38	\$1,780.07	\$1,803.05	The increase in 2016/17 was due to an average 3.28% rates rise for residential properties, in line with the budgeted increase in residential rates. Also note the forecast amounts continue to increase at this rate with some volatility due to valuation years versus non-valuation years.
Expenditure level								
<i>Expenses per property assessment</i> [Total expenses / Number of property assessments]	\$2,859.53	\$2,967.93	\$3,087.23	\$3,164.94	\$3,184.53	\$3,233.47	\$3,300.67	The increase in 2016/17 is due to Disaster Recovery expenditure as a result of the Shire wide flooding event in 2016.
Workforce turnover								
<i>Resignations and terminations compared to average staff</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	8.50%	11.34%	23.77%	11.61%	11.67%	11.67%	11.67%	The significant increase in the 2016/17 result is due to the large number of staff resignations during the year. This has occurred largely due to (1) Low historical turnover resulting in a significant number of long term staff moving on during 2017 to seek other opportunities, (2) Expected turnover relating to major organisational changes executed during the 2015-2017 period and (3) General cyclical staff changes.
Liquidity								
Working capital								
<i>Current assets compared to current liabilities</i> [Current assets / Current liabilities] x100	226.47%	197.53%	348.05%	156.17%	131.73%	142.81%	131.79%	Movement in the Working Capital Ratio is due to increased cash balances, largely due to Disaster Recovery grants and Victorian Grants Commission funds to be spent in 2017/18.
Unrestricted cash								

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Dimension/indicator/measure	Results			Forecasts				Material Variations and Comments
	2015	2016	2017	2018	2019	2020	2021	
<i>restricted cash compared to current liabilities</i>	70.19%	68.22%	192.27%	91.91%	73.11%	77.73%	67.24%	Movement is due to increased cash balances largely as a result of Disaster Recovery grants and Grants Commission funds to be spent in 2017/18.
[Unrestricted cash / Current liabilities] x100								
Obligations								
Asset renewal								
<i>Asset renewal compared to depreciation</i>	101.51%	97.58%	97.66%	122.76%	148.64%	145.65%	142.82%	During 2016/17 Council's works programme spending was in line with 2015/16, with forecasts showing ongoing commitment to renew major community assets.
[Asset renewal expenses / Asset depreciation] x100								
Loans and borrowings								
<i>Loans and borrowings compared to rates</i>	20.15%	17.29%	13.67%	11.53%	9.12%	5.01%	3.99%	This result reflects Council's prudent debt management and low overall debt levels.
[Interest bearing loans and borrowings / Rate revenue] x100								
<i>Loans and borrowings repayments compared to rates</i>	3.37%	3.31%	3.71%	2.84%	2.78%	4.34%	1.16%	This result reflects Council's prudent debt management and low overall debt levels.
[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100								
Indebtedness								
<i>Non-current liabilities compared to own source revenue</i>	28.23%	25.54%	30.33%	17.85%	12.76%	10.43%	8.64%	The reduction in this indicator from 2015/16 is a result of the early payment of Victorian Grants Commission funding received that caused a decrease in the Shire's Own source revenue calculation. The low estimates in the forecast period reflect continual reduction in debt obligations with no new borrowings anticipated.
[Non-current liabilities / Own source revenue] x100								

Dimension/indicator/measure	Results			Forecasts				Material Variations and Comments
	2015	2016	2017	2018	2019	2020	2021	
Operating position								
Adjusted underlying result								
<i>Adjusted underlying surplus (or deficit)</i> [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	10.34%	1.88%	9.27%	0.26%	3.47%	1.73%	-2.66%	The increase in 2016/17 is due to Disaster Recovery grants and Victorian Grants Commission funding received in advance.
Stability								
Rates concentration								
<i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x100	55.66%	60.86%	56.35%	60.90%	59.45%	60.49%	62.84%	The decrease is a result of an increase in the adjusted underlying revenue due to the prepayment of Victorian Grants Commission (VGC) funding in the 2017 year. When removing the early payment of VGC grant funding, a consistent increase around 3-5% p.a. occurs in this measure.
Rates effort								
<i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.49%	0.48%	0.50%	0.50%	0.50%	0.51%	0.51%	This measure moves consistently around 3-5% as a result of the increase in rates per the cap and the increase in population.

Definitions

"adjusted underlying revenue" means total income other than—

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants

"population "means the resident population estimated by council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant "means a grant other than a non-recurrent grant

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS, that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"unrestricted cash" means all cash and cash equivalents other than restricted cash

Other Information

For the year ended 30 June 2017

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and *Local Government (Planning and Reporting) Regulations 2014*.

Where applicable, the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variations in the results contained in the performance statement. Council has provided comments against each performance indicator and measure to assist readers interpret the results.

The forecast figures included in the performance statement are those adopted by council in its Strategic Resource Plan on 22 June 2016 and which forms part of the council plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting council.

Certification of the performance statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.



Daniel Fogarty B.Com, CA, MAppFin
Principal Accounting Officer
Date: 20 September 2017
Colac

In our opinion, the accompanying performance statement of the Colac Otway Shire Council for the year ended 30 June 2017 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

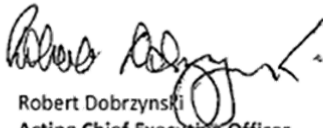
We have been authorised by the council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify this performance statement in its final form.



Cr Stephen Hart
Councillor
Date: 20 September 2017
Colac



Cr Jason Schram
Councillor
Date: 20 September 2017
Colac



Robert Dobrzynski
Acting Chief Executive Officer
Date: 20 September 2017
Colac

Independent Auditor's Report

To the Councillors of Colac-Otway Shire Council

Opinion	<p>I have audited the accompanying performance statement of Colac-Otway Shire Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • description of municipality for the year ended 30 June 2017 • sustainable capacity indicators for the year ended 30 June 2017 • service performance indicators for the year ended 30 June 2017 • financial performance indicators for the year ended 30 June 2017 • other information and • the certification of the performance statement. <p>In my opinion, the performance statement of Colac-Otway Shire Council in respect of the year ended 30 June 2017 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 6 of the <i>Local Government Act 1989</i>.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. My responsibilities under the Act are further described in the <i>Auditor's responsibilities for the audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Australia and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors is responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 1989</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>

Auditor's responsibilities for the audit of the performance statement

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the statement of performance, including the disclosures, and whether the statement of performance represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
22 September 2017



Tim Loughnan
as delegate for the Auditor-General of Victoria

Acronyms and Definitions

AS/NZS	Australian/New Zealand Standards
CBD	Central Business District
CCMA	Corangamite Catchment Management Authority
CCTV	Closed-circuit television
CEO	Chief Executive Officer
CFA	Country Fire Authority
COPACC	Colac Otway Performing Arts and Cultural Centre
COShealth	Colac Otway Shire Health and Wellbeing Program
CPR	Cardiopulmonary Resuscitation
EEO	Equal Employment Opportunity
EMTEP	Emergency Management Training and Embedding Program
EOI	Expression of Interest
ESO	Environmental Significance Overlay
FO	Floodway Overlay
FOI	Freedom of Information
FTE	Full Time Equivalent employees
G21	Geelong Regional Alliance
GIS	Geospatial Information Systems
GROW	Geelong Regional Opportunities for Work
HACC	Home and Community Care
IBAC	Independent Broad-based Anti-corruption Commission
ISO/AS	International/Australian Standards
IT	Information Technology
LED	Light-emitting diode
LGPRF	Victorian Local Government Performance Reporting Framework
LSIO	Land Subject to Inundation Overlay
LTFP	Long Term Financial Plan
MAV	Municipal Association of Victoria
MCH	Maternal and Child Health services
MSS	Municipal Strategic Statement
NSP	Neighbourhood Safer Places
OCA	Otway Conservation Association
OH&S	Occupational Health and Safety
OPASS	Council's Older Persons and Ability Support Services
SafetyMAP	Accreditation through the Victorian WorkCover Authority
SRP	Strategic Resource Plan
VAGO	Victorian Auditor General's Office
VCAT	Victorian Civil and Administrative Tribunal

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Contacting Council

Colac Service Centre

2-6 Rae Street
Colac Vic 3250

Phone: (03) 5232 9400
Fax: (03) 5232 1046

Hours: 8.30am – 5.00pm
Monday to Friday

Apollo Bay Service Centre

69 Nelson Street
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Fax: (03) 5237 6734

Hours: 8.30am – 1.00pm
Monday to Friday

Postal Address

PO Box 283
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Website Address

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ORDINARY COUNCIL MEETING
QUARTERLY PERFORMANCE REPORT
2017-2018
 OM172510-2

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Errol Lawrence
OFFICER	Margaret Giudice	DEPARTMENT	Corporate Services
TRIM FILE	11/95682	CONFIDENTIAL	No
ATTACHMENTS	1. Quarterly Performance Report 2017-2018 - 20171019		
PURPOSE	To endorse the Quarterly Performance Report 2017/2018 for the period 1 July to 30 September 2017		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

This report provides information to Council and the community in the new reporting format, which combines progress on Council Plan actions, Planning activities, Capital Works and Major Projects and the status of Council's finances for the first quarter of the financial year, ending 30 September 2017. As at 30 September 2017, the organisation is on track to achieve the successful delivery of Council services for this financial year.

3. RECOMMENDATION

That Council:

1. *Endorses the Quarterly Performance Report 2017/2018 for the period 1 July to 30 September 2017.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Historically, Council has been provided with separate reports on the progress of Council Plan actions, Planning activities, Capital Works and Major Projects and the status of Council's finances.

Early in 2017 Council expressed a desire for a review of reporting, the result of which would be a combined report of these subjects to be provided quarterly.

The Quarterly Performance Report 2017-2018 for the period 1 July – 30 September 2017 is the first report in the new format.

KEY INFORMATION

The Quarterly Performance Report 2017-2018 (attached) provides Council with a progress report as at 30 September 2017 and is structured in several sections as follows:

- Introduction, Council's strategic direction, Council Plan 2017-2021 themes, source and application of Council funds.
- Overview for the quarter by each Division: Corporate Services, Infrastructure and Leisure Services and Development and Community Services.
- Planning Performance Report
- Capital Works Performance Report
- Major Projects Performance Report
- Council Plan Performance Report
- Financial Performance Report

As at 30 September 2017, the organisation is on track to achieve the successful delivery of Council services for this financial year.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Not applicable

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The Quarterly Performance Report 2017-2018 combines progress on Council Plan 2017-2021 actions, Planning activities, Capital Works and Major Projects and the status of Council's finances.

ENVIRONMENTAL IMPLICATIONS

Not applicable

SOCIAL & CULTURAL IMPLICATIONS

Not applicable

ECONOMIC IMPLICATIONS

Not applicable

LEGAL & RISK IMPLICATIONS

S138 of the *Local Government Act 1989* requires financial reporting to be provided to Council on a quarterly basis. The *Local Government (Planning and Reporting) Regulations 2014* requires a report reviewing performance against Council Plan actions to be provided to Council on at least a six monthly basis.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Not applicable

7. IMPLEMENTATION STRATEGY

DETAILS

Not applicable

COMMUNICATION

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be to inform. This is achieved by including documentation and notification to the public at the Ordinary Council meeting.

TIMELINE

Not applicable

8. OFFICER DIRECT OR INDIRECT INTEREST

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



***QUARTERLY
PERFORMANCE REPORT
2017-2018***

FIRST QUARTER: 1 JULY - 30 SEPTEMBER 2017

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Introduction

How to read this report

This Council Plan Quarterly Performance Report assesses our progress against the *Council Plan 2017-2021*. The activities and initiatives in the Council Plan are Council's strategies for achieving our community outcomes (Themes) and goals as we work toward our strategic vision.

Measuring Our Progress

The *Council Plan 2017-2021* comprises four key areas of focus: Our Prosperity, Our Place, Our Community and Our Leadership & Management. Each area of focus has desired goals, actions and measures that guide what we want to achieve for Colac Otway Shire, all of which require assessment and reporting of progress.

Strategic Vision



'Towards a prosperous future'

The Councillors of Colac Otway Shire commit to plan for growth in business and employment for our towns and settlements; the delivery of high quality services that meet community needs and demonstrate value for money; and to be leaders and work together as a team with the community and the organisation to achieve our goals for the Shire.

Council Direction set in the Council Plan 2017-2021

The Council Plan is Council's overarching strategic document responding to the issues faced by our community. It sets out our goals, key actions and performance measures for the next four years.

The key issues faced by our community have informed the choice of major projects/activities that Council has identified as its highest priority. Council has committed to complete these projects over the life of this plan, supporting the achievement of our stated goals. The Council Plan does not contain the detail of day-to-day operational activities, short term projects or recurrent work programs.

Community Engagement in the Development of the Council Plan

Our Council Plan was directly informed by a significant community engagement program, which sought input from the community about their aspirations for the Shire. This was the most comprehensive consultation program ever conducted in Colac Otway Shire and received a very positive response.

Consultation included letters to more than 900 community groups, businesses and progress associations, an online and paper-based survey, feedback from Community Conversation sessions held around the Shire and pop-up listening posts that were held in Colac and Apollo Bay. These sessions were well attended and we received invaluable feedback on the draft Council Plan and various other matters of interest to the community.

During the development of the new Council Plan, social and cultural implications were carefully considered along with attention to the funding available to carry out the many projects contained in the plan. The Council Plan was adopted on 28 June 2017.

Council Plan Strategic Themes

The Council Plan 2017-2021 includes strategic themes (otherwise known as 'long term community outcomes'), Goals and actions for achieving these for the four year period. The Council Plan also contains strategic indicators for monitoring achievement of the strategic objectives and a strategic resource plan. The following are the four outcomes detailed in the Council Plan.

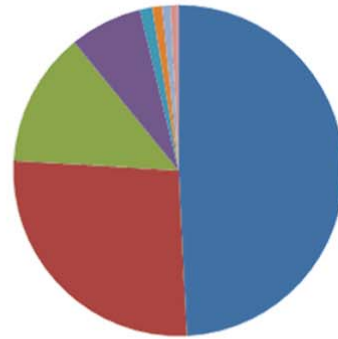
<p><i>Our Prosperity</i></p>	<p>Colac Otway Shire has a diverse economy, much of it built on the natural environmental values of the area. The area has enjoyed successful dairy and food processing industries for many decades; supports the timber industry; has a growing tourism industry built on both a striking coastline and the forests of the Otway's; small, specialist food producers, many forming the Colac Otway food trail; plus, a host of local retail businesses, arts and crafts enterprises; and health and education services.</p> <p>The Shire has two larger towns of Colac and Apollo Bay, and a number of smaller towns. Each of these has unique attractions and supports local cultures and communities. The Shire is strategically placed halfway between Geelong and Warrnambool which provides opportunities for economic development and a growing population supported by access to work.</p>
<p><i>Our Places</i></p>	<p>Infrastructure assets such as roads, drainage and footpaths are important because they help deliver services to the community. Roads and footpaths provide the ability for people to access work, education and recreation. Drainage provides protection to properties and allows for safe transport. It is important for us to manage assets in a rational way so that we can ensure they are sustainable over the long term so that those services are provided to future generations.</p>
<p><i>Our Community</i></p>	<p>Colac Otway Shire sustains a mixed population of tourists, businesses, farmers, retirees and families, some of whom settled in the Shire recently and some who can trace their families' history back to the original settlers. We also have a small population of aboriginal people. The land of the Shire sustains different ways of living, from affordable housing options in the towns, to spectacular properties with views of the forest and the sea. Potential for population growth in the Shire will increase due to highway improvements and proximity to the larger centres of Geelong and Warrnambool. The Shire enjoys good services and infrastructure, supporting families to connect and live well at all life stages. While the Shire is well resourced compared with many other semi-rural shires, with the potential of continued growth there needs to be good planning to have the right infrastructure and services in place.</p>
<p><i>Our Leadership & Management</i></p>	<p>There are many demands on the resources of Colac Otway Shire. The major source of income, ratepayer funds, has been constrained through the introduction of rate capping by the State government and an increasing challenge for the community to continue to afford rate increases. The environment of the shire is attractive and well-recognised. Its' diversity also results in involvement by many authorities and stakeholders, creating the need for partnerships and clarity about the role of the shire. Recently experienced incidents such as bushfire and floods impact on the community and draw a significant amount of organisational resources, both in emergency response but also in longer term planning and support to the community. It is expected that such events will be more common as climate change accelerates.</p>

Source and Application of Council Funds

Where does the money come from?

Colac Otway Shire is heavily dependent upon rate revenue for its income. Rate revenue during the 2016/2017 financial year made up 49 per cent of total income. Council's revenue sources highlights that 88 per cent of our income is derived from three income categories:

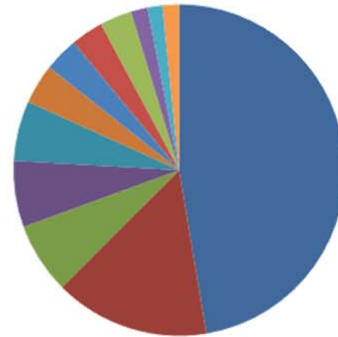
■ Rates and charges	49%
■ Grants - Operating	26%
■ Grants - Capital	13%
■ User fees	7%
■ Statutory fees and fines	1%
■ Other income	1%
■ Finance income	1%
■ Reimbursements	1%



Where does the money go?

Council funds more than 90 community services and programs. The following breakdown of costs per service is generated from all funding sources to Council, not just Rates and charges:

■ Capital works, maintenance of community facilities and assets including parks, gardens and reserves	\$47.38
■ Governance and administration	\$15.13
■ Waste management	\$6.94
■ Aged, disability & community services	\$6.45
■ Environment & emergency management	\$5.87
■ Economic development and tourism	\$3.89
■ Recreation, arts & culture, including COPACC	\$3.35
■ Planning and building services	\$3.16
■ Bluewater fitness and aquatic services	\$3.13
■ Family and children services	\$1.63
■ Library services	\$1.45
■ Local laws	\$1.63



Overview by Division

Welcome to the Quarterly Performance Report. This report provides progress on the key actions in the Council Plan for the period 1 July to 30 September 2017, along with a financial report for the quarter against the 2017/18 Budget. The report also includes an overview from each Division for the quarter, Planning activity statistics and an overview of progress on major projects.

The Council Plan 2017-2021, developed with significant community engagement, is the overarching strategic roadmap of the aspirations of Council and the community and how we are going to get there. In order to prioritise the actions that will be funded from Council's limited resources the Council Plan, supported by the organisation's Corporate Plan and Budget, guides all work the Council undertakes. The Council Plan outlines the community's vision is for the Shire, while the Corporate Plan details how that vision will be achieved.

Corporate Services

A number of key initiatives and improvements within the Corporate Services have been undertaken and can be summarised as follows:

The Chief Executive Officer (CEO) resigned on 16 September 2017 and Mr Robert Dobrzynski was appointed as acting CEO until the recruitment of new CEO is finalised.

A new General Manager of Corporate Services commenced on 28 August, 2017.

Finance

Work on preparing a draft 2018/19 Budget and Rating Strategy has commenced and over the coming months community consultation and engagement will occur.

Governance

- Council adopted a revised Procurement Policy at the September Ordinary Council Meeting.
- A 2017-21 Customer Service Strategy has been adopted by the Executive Management Team.

People, Performance and Culture

- The 2017-21 Corporate Plan is nearing completion.
- Work on preparing a 2018-21 Organisational Development/People Strategy has commenced.
- New legislative requirements regarding Child Safe Standards have been implemented.

Information Services

Several business improvements have been implemented including:

- A backup power generator for the Rae Street Office, which will provide significantly increased operational uptime for the Office and server room in the event of a power outage
- Upgraded audio/visual facilities
- Work is progressing well on the eServices initiative, which will deliver comprehensive web based constituent services to the community.

Infrastructure and Leisure Services

Asset Management

Significant work is required in this area this year. We need to update our Asset Management Strategy. We also need to begin a program of preparation of modern Asset Management Plans for all of the assets classes. These include roads, drains and footpaths as well as open space and recreation assets. Improving our Asset Management Plans will give Council better information about the condition of our assets and help them make decisions about future budgets.

We are also really excited about the strategic work we are doing in partnership with neighbouring Councils, industry and State Government on roads for the Dairy Industry. This work will determine what level of investment in roads and bridges is required to enable the industry to operate at full efficiency and measure the payoff of doing that. The outputs of this work will be used to advocate, on a regional basis for upgrades to the local road system.

Arts and Leisure

This is a busy Department at the moment with strategic work underway to consider the future provision of library services, as well as a Service Review of the Bluewater Leisure Centre. We expect a number of improvements to be recommended by the review but we have already introduced a Youth membership program as well as reduced fees for Health Card holders.

Disaster Recovery

We have a team of project managers funded by State and Federal Governments working on a number of projects designed to help communities recover from the Wye River and Separation creek bushfire, as well as the flood event of 2016. Our part is to rebuild infrastructure that was destroyed, or build new infrastructure to reduce future risks. We have a number of projects poised for construction in 2017/2018 including \$3.5m worth of stormwater construction in Wye River and Separation Creek, a number of major landslip repairs and the rebuilding of the pedestrian bridge over the Barongarook Creek in Colac.

Services and Operations

Work continues in beautifying our streetscapes and small towns, best illustrated by the really creative work our staff have done in building the roundabouts in Apollo Bay and Colac. We are also really positive about work we are doing to review the way we go about maintaining our unsealed road network. We are really keen to learn from other Councils to highlight areas where we can improve our practices.

Development and Community Services

Targa Florio Car Event

Minister for Tourism and Major Events announced Victoria has secured the Targa Florio event which included Apollo Bay as a key destination for the event. The 2017 event will be celebrating 101 years of the Targa Florio, the world's oldest sports car race. This is the first time the event has been ran outside of Italy and will include up to 200 sports cars.

Municipal Health and Wellbeing Plan

Council endorsed the Colac Otway Municipal Health and Wellbeing Plan at its July Ordinary Council meeting. An implementation plan is now being finalised with key stakeholders involved in delivering the plan. This will assist with prioritisation of actions over the four year life of the plan.

Four+ star Hotel Accommodation Opportunities

Two key opportunities have progressed regarding the achievement of the Council Plan action regarding establishing 4+ star accommodation in Colac and Apollo Bay. Investigations have commenced to identify the demand and site opportunities to establish 4 star short term accommodation in Colac. Council has also received a planning permit application for a 4 ½ star accommodation at 285 Barham River Road, Apollo Bay. This proposal has been exhibited for community consideration.

Domestic Animal Management Plan (DAMP)

Council resolved at its August Ordinary Council meeting to release its draft DAMP for public comment. The DAMP is required to be reviewed and exhibited every four years.

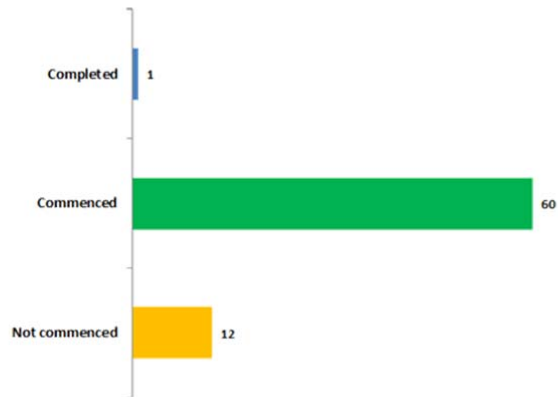
Colac Regional Saleyards Sheep Sales

Council introduced a trial of Monday sheep and lamb sales on a fortnightly basis following the closure of the Geelong Saleyards.

Council Plan Performance Report

The implementation plan for the Council Plan is currently being finalised as part of the Corporate Plan, the organisational work plan. Once completed, the Corporate Plan will provide greater clarity and development of future quarterly performance reports.




As can be seen in the graph below, the majority of actions are underway at the end of the first quarter of the 2017/18 financial year. Of the 12 actions not commenced, a number of these will commence later in 2017/18 year or are not due to commence this financial year. Performance against the actions in the Council Plan commences on the following page.



Status	Our Prosperity	Our Places	Our Community	Our Leadership & Management	Total
Completed	0	0	0	1	1
Commenced	16	24	11	9	60
Not commenced	5	4	2	1	12
Total	21	28	13	11	73

Progress against Council Plan actions as at 30 September 2017

Status measurement

	Completed	Action is fully completed.
	Commenced	Progressing on schedule.
	Not commenced	Activity has not started for this initiative. It is scheduled to commence later in the year or is not due to commence this financial year.

Action	Sub Actions	Department	Status
Council Plan Theme:	1 Our Prosperity		
Council Plan Goal:	1.1 Plan Infrastructure, assets and land use with a long-term vision for economic growth.		
1.1.1 Provide direction on how growth across the Shire should proceed and ensure adequate land is provided for industrial and residential use.	<u>Residential</u> <ul style="list-style-type: none"> Colac 2050 Growth Plan will inform the residential demand and identify appropriate locations for future residential supply. <u>Industrial</u> <ul style="list-style-type: none"> Colac Economic Development, Commercial and Industrial Land Use Strategy, 2017 provides direction for commercial and industrial growth. Amendment C86 – rezones land as identified by the Strategy (completed). 	Planning, Building and Health	Commenced
1.1.2 Develop and implement a Colac Otway Economic Development Strategy.	<ul style="list-style-type: none"> Colac Otway Economic Development Strategy completed. Colac Economic Development, Commercial and Industrial Land Use Strategy, 2017 provides direction for commercial and industrial growth. 	Economic Development and Tourism Planning, Building and Health	Commenced
1.1.3 Conduct a review of the housing stock in Colac and establish a Residential Housing Strategy to ensure current and future stock is suitable to attract new residents.	<ul style="list-style-type: none"> A residential demand and supply analysis was undertaken to inform the Colac 2050 Growth Plan (completed). Housing strategy will identify future housing need types based on the population trends and community patterns in their choice of housing (not commenced). 	Planning, Building and Health	Commenced
1.1.4 Identify and improve tourism assets across the Shire.	<ul style="list-style-type: none"> Audit of existing public and private tourism infrastructure. Linked to 1.2.11 Develop a plan to prioritise improvements and development of public assets and private opportunities. 	Economic Development and Tourism	Not commenced

10

<i>Action</i>	<i>Sub Actions</i>	<i>Department</i>	<i>Status</i>
1.1.5 Prepare an Infrastructure Master Plan for Apollo Bay and Coastal Townships, covering categories including roads, car parking, bus parking, footpaths and storm water drainage.	<ul style="list-style-type: none"> • Links to 1.1.4 above • To be informed by the Great Ocean Road Tourism Traffic and Parking Strategy. 	Assets and Project Delivery	Not commenced
1.1.6 Attract investment to implement key master plans that will drive economic growth such as the Lake Colac Foreshore Master Plan.	<ul style="list-style-type: none"> • Develop economic impact assessments for key masterplans (Lake Colac completed). • Develop clear prospectus' and advocacy strategies. • Apply for investment to implement. 	Arts and Leisure	Commenced
1.1.7 Remove unnecessary planning triggers to streamline planning processes.	<ul style="list-style-type: none"> • Undertake the Colac Otway Planning Scheme Review and Cutting Red Tape Project. • Stage 2 of this project will revise the current controls (as appropriate) to streamline planning requirements and referral process (not commenced). 	Planning, Building and Health	Commenced
1.1.8 Strengthen partnerships with employers in the Shire.	<ul style="list-style-type: none"> • Development of a partnership plan identifying key stakeholders and the commitment Council makes to regular engagement and partnership projects ie: Chambers of Commerce, GORRT, G21, WestVic Diary, Colac Otway Health and other key employers. 	Communications	Not commenced
<i>Action</i>	<i>Comments</i>	<i>Department</i>	<i>Status</i>
Council Plan Goal:	1.2 Support a thriving economy and industries.		
1.2.9 Identify and promote Tourism pathways between attractions across the whole Shire.	<ul style="list-style-type: none"> • Develop the Economic Development and Tourism Strategy. • Implementation of destination marketing plans. • Review and revamp Otway Tourism Advisory Committee (not commenced). 	Economic Development and Tourism	Commenced
1.2.10 Identify and support employment in tourism.	<ul style="list-style-type: none"> • Refer to items 1.1.2, 1.1.5, 1.1.8 and 1.2.9 above 	Economic Development and Tourism	Commenced

<i>Action</i>	<i>Sub Actions</i>	<i>Department</i>	<i>Status</i>
1.2.11 Explore options to facilitate new tourism accommodation.	<ul style="list-style-type: none"> Facilitating the planning permit application for Apollo Bay Tourism Resort. Facilitate investigations into opportunity for four star accommodation in Colac. Investigate opportunities for tourist accommodation along the coastal hinterland followed by amendments to Planning Scheme to rezone land to facilitate tourism based accommodation (not commenced). Linked to 1.1.4 	Planning, Building and Health Economic Development and Tourism Planning, Building and Health	Commenced
1.2.12 Review Planning controls for the coastal hinterland and support establishment of tourist accommodation.	<ul style="list-style-type: none"> Upon completion of the Investigation in 1.2.11 undertake necessary planning scheme amendments to facilitate tourism based accommodation in the coastal hinterland. Linked to 1.1.4 	Planning, Building and Health	Not commenced
1.2.13 Review the Shire Events Strategy and partner with event organisers to assist them preserve the amenity of residents while running successful events.	<ul style="list-style-type: none"> The Events Strategy is to be incorporated into the Economic Development and Tourism Strategy. Linked to 1.1.2 	Economic Development and Tourism	Commenced
1.2.14 Facilitate the attraction of investment in the development of high standard accommodation in Colac and Apollo Bay, complemented by high yielding nature based experiences.	<ul style="list-style-type: none"> Refer to 1.2.11, 1.2.12 and 1.1.4 	Economic Development and Tourism	Commenced
1.2.15 Encourage and support existing owners of accommodation to upgrade, refurbish and develop new infrastructure to meet visitor demand.	<ul style="list-style-type: none"> Refer to 1.1.4, 1.1.8 and 1.1.10 	Economic Development and Tourism	Not commenced

Action	Sub Actions	Department	Status
1.2.16 Review the Great Ocean Road Closure Policy.	<ul style="list-style-type: none"> In partnership with the Interagency Great Ocean Road Closure Events Committee review policy guidelines. 	Economic Development and Tourism	Commenced
Council Plan Goal:	1.3 Strengthen partnerships with key stakeholders to benefit the whole community.		
1.3.17 Seek regional funds from state and Federal Governments.	<ul style="list-style-type: none"> Council to endorse priority projects and develop and implement an advocacy strategy in preparation for State and Federal elections. Undertake a service review of Council's grant programs and systems to ensure strategic and coordinated approach providing affective outcomes. 	Governance Business Improvement	Commenced
1.3.18 Develop and maintain regional partnerships and joint advocacy.	<ul style="list-style-type: none"> Active participation in identified key regional organisations such as G21, Barwon Regional Partnerships, etc. Linked to 1.1.8 	All	Commenced
1.3.19 Seek to influence education providers to match local job opportunities with available skills training.	<ul style="list-style-type: none"> Active participation in GROW, Beyond the Bell and Turning Point. Linked to 1.1.8 	Economic Development and Tourism	Commenced
1.3.20 Support programs to reduce youth unemployment and promote employment for disadvantaged groups in partnership with employers, G21 and the GROW initiative.	<ul style="list-style-type: none"> Linked to 1.3.19 - include the GROW activity in the Economic Development Tourism Strategy 	Economic Development and Tourism	Commenced
Council Plan Goal:	1.4 Improve strategic planning and coordination of the Great Ocean Road		
1.4.21 Advocate for the establishment of a Great Ocean Road Authority.	<ul style="list-style-type: none"> Active participation in the Victorian Government Great Ocean Road Taskforce. 	Chief Executive Office	Commenced
Council Plan Theme:	2 Our Places		
Council Plan Goal:	2.1 Assets and infrastructure meet community needs		
2.1.1 Develop and implement a Property Strategy.	<ul style="list-style-type: none"> Strategic Plan to manage Councils properties covering issues such as valuation, service provision, future investment and disposal of assets. 	Assets and Project Delivery	Not commenced

Action	Sub Actions	Department	Status
2.1.2 Develop and maintain constructive partnerships to access appropriate levels of funding, coordination, infrastructure and services.	<ul style="list-style-type: none"> Maintain relationships with G21, Regional Development Victoria, VicRoads, State and Federal Government Departments. 	Chief Executive Office	Commenced
2.1.3 Conduct an ongoing program of service reviews to guide planning for infrastructure.	<ul style="list-style-type: none"> Port of Apollo Bay service review. 	Business Improvement	Not commenced
2.1.4 Council to work with key stakeholders such as the Otway Coast Committee, the Apollo Bay Chamber of Commerce and Council with the aim of aligning strategic planning and advocacy efforts for Apollo Bay and district.'	<ul style="list-style-type: none"> As per action. 	Chief Executive Office	Commenced
Council Plan Goal:	2.2 Our places are managed for long term sustainability.		
2.2.5 Update the Planning Scheme to reflect changing community needs and priorities.	<ul style="list-style-type: none"> Undertake the Colac Otway Planning Scheme Review and Cutting Red Tape Project. Stage 3 of the project to rewrite the Municipal Strategic Statement (the MSS) and amend respective Framework Plan. New policy directions in the MSS will reflect the changing community needs and other social, economic and environmental aspects influence land use planning at local level. Linked to 1.1.7 	Planning, Building and Health	Commenced
2.2.6 Ensure best practice guides planning and management of the natural environment and associated assets.	<ul style="list-style-type: none"> Implement the Councils Environment Strategy (2010-18) Review and develop Councils new Environment Strategy 2018-26 (not commenced). Implement the Councils Environment Strategy (2018-28) (not commenced). 	Environment and Community Safety	Commenced
Council Plan Goal:	2.3 Towns and places are welcoming and attractive.		
2.3.7 Enhance the attractiveness of towns in the Shire for both residents and tourists/visitors.	<ul style="list-style-type: none"> Implement the Colac Entrances and CBD Plan Linked to 1.1.4, 1.1.5, 1.1.6 and 2.3.9 	Infrastructure and Leisure	Commenced

<i>Action</i>	<i>Sub Actions</i>	<i>Department</i>	<i>Status</i>
2.3.8 Advocate for improvements to public open space where the State Government is the land owner/manager.	<ul style="list-style-type: none"> • Build and improve relationships with State and Federal Government agencies. • Develop Priority Project Register and advocate for funding. 	Arts and Leisure	Commenced
2.3.9 Develop and implement a prioritised program to review and implement master plans, community infrastructure plans and structure plans for small towns across the Shire.	<ul style="list-style-type: none"> • As per action. 	Planning, Building and Health	Commenced
2.3.10 Incorporate treatments into infrastructure standards that enhance community perceptions of safety.	<ul style="list-style-type: none"> • Apply for funding for enhanced street lighting and public security measures. • Ensure that design of public spaces takes account of good design practice in relation to safety. 	Assets and Project Delivery	Commenced
2.3.11 Maintain Parks and gardens, sports reserves and streetscapes.	<ul style="list-style-type: none"> • Prepare operational plan for Colac CBD maintenance and cleaning. • Prepare operational plan for maintenance and cleaning of Apollo Bay CBD. 	Services and Operations	Commenced
2.3.12 Support enjoyment of outdoor experiences through the provision of a network of quality open spaces, including paths and trails.	<ul style="list-style-type: none"> • Linked to 1.1.6 and 2.3.7 • Review, update and implement the Integrated Water Management Plan. 	Infrastructure and Leisure Environment and Community Safety	Commenced
2.3.13 Evaluate the feasibility of a regional wet waste facility to manage waste from road and drainage maintenance.	<ul style="list-style-type: none"> • Prepare a feasibility study for a regional wet waste facility. 	Governance	Not commenced

Action	Sub Actions	Department	Status
2.3.14 Continue to support the Apollo Bay community's advocacy for the development of a public indoor heated swimming pool in Apollo Bay.	<ul style="list-style-type: none"> Assist the Apollo Bay Indoor Pool Group to refine proposal for the provision of an indoor pool. 	Infrastructure and Leisure	Commenced
Council Plan Goal:	2.4 Leadership in natural environment through good management practices.		
2.4.15 Ensure best practice guides planning and management of the natural environment and associated assets, and Council's response to climate change.	<ul style="list-style-type: none"> Deliver the Climate Resilient Communities Project for the Barwon South West Region. Seek funding for the ongoing support of regional collaboration on climate change (not commenced). Linked to 2.2.6 	Environment and Community Safety	Commenced
2.4.16 Minimise coastal erosion in partnership with other stakeholders and implement measures to assist climate adaptation.	<ul style="list-style-type: none"> Deliver the Local Coastal Hazard Assessment Project. Seek funding for treatment of high risk areas (not commenced). 	Environment and Community Safety	Commenced
2.4.17 Improve the health and sustainability of the natural environment through structured planning with our partners.	<ul style="list-style-type: none"> Active participation in regional and local environment forums e.g. G21 Environment Pillar, Lake Colac Committee and Colac Shire Weeds Committee. 	Environment and Community Safety	Commenced
2.4.18 Deliver localised planning to communities to reduce fire risk.	<ul style="list-style-type: none"> Annually review and deliver Council's Fire Prevention and Awareness Raising Program. 	Environment and Community Safety	Commenced
2.4.19 Implement emission reduction programs for Council operations.	<ul style="list-style-type: none"> Implement Council's Carbon Neutral Plan. Seek further funding for emission reduction projects (not commenced). 	Environment and Community Safety	Commenced
2.4.20 Enhance the level of resource recycling and reuse across the Shire.	<ul style="list-style-type: none"> Education campaign occurring in primary schools and via the Community Matters newsletter and Council's Facebook page. 	Governance	Commenced
2.4.21 Enhance and protect biodiversity through weed control and revegetation.	<ul style="list-style-type: none"> Annually review and deliver weed control and revegetation program. Seek external funding for weed control and revegetation projects. 	Environment and Community Safety	Commenced
2.4.22 Implement Council's Climate Adaptation Strategy.	<ul style="list-style-type: none"> As per action. 	Environment and Community Safety	Commenced

Action	Sub Actions	Department	Status
Council Plan Goal:	2.5 Delivery of our capital works program.		
2.5.23 Develop a system of capital allocations based on Asset Management Plans.	<ul style="list-style-type: none"> Not due to commence until 2018/19. 	Assets and Project Delivery	Not commenced
2.5.24 Develop a project management framework, covering proposals, planning and delivery.	<ul style="list-style-type: none"> Project Proposals to measure strategic alignment, asset renewal, service need, number of years to deliver and funds required. Planning to examine environmental impacts, availability of grant funding, required consultation and planning permit requirements. 	Assets and Project Delivery	Commenced
2.5.25 Develop a capital works reporting framework.	<ul style="list-style-type: none"> System to be developed which reports to Council Executive Management team as well as Council on a periodic basis. System is to track progress and forecast end of year results as well as highlight significant variations from the Capital Works Program. 	Assets and Project Delivery	Commenced
2.5.26 Deliver the annual capital works program.	<ul style="list-style-type: none"> 80% of the program is to be delivered, when measured by either number of projects or expenditure. 	Assets and Project Delivery	Commenced
Council Plan Goal:	2.6 Emergency management is coordinated locally and on a regional basis.		
2.6.27 Community based planning to build local understanding and preparedness for emergency events.	<ul style="list-style-type: none"> Deliver community based fire and emergency management planning in high risk townships. 	Environment and Community Safety	Commenced
2.6.28 Education, joint planning and preparations undertaken to prepare for climate related threats and emergencies.	<ul style="list-style-type: none"> Maintain collaboration with neighboring Councils and key emergency management organisations on joint planning and preparation for emergency management. Linked to 2.4.15 and 2.4.16 	Environment and Community Safety	Commenced
Council Plan Theme:	3 Our Community		
Council Plan Goal:	3.1 Increase social connection opportunities and community safety.		
3.1.1 Support community organisations through the community grants program.	<ul style="list-style-type: none"> Conduct a service review and implement findings of Council's community grant programs to ensure align to Council Plan goals. 	Business Improvement	Commenced

<i>Action</i>	<i>Sub Actions</i>	<i>Department</i>	<i>Status</i>
3.1.2 Support community clubs, groups and associations to provide welcoming and inclusive environments for all members of our community within council facilities.	<ul style="list-style-type: none"> Review and implement the Access Equity and Inclusion Plan, 50+ Plan and Municipal Early Years Plan. 	Community Services	Commenced
Council Plan Goal:	3.2 Connect people through events and activities.		
3.2.3 Provide grant programs to involve local people in activities that facilitate their health, wellbeing and enjoyment.	<ul style="list-style-type: none"> Consider opportunities to enhance grant programs as part of Council's service review of its grant programs. Linked 3.1.1 	Business Improvement	Commenced
3.2.4 Supports community activities through information dissemination and planning information.	<ul style="list-style-type: none"> Provide relevant information to community groups on a regular basis. 	Arts and Leisure	Commenced
Council Plan Goal:	3.3 Opportunities for the community to participate in lifelong learning.		
3.3.5 Provide opportunities for lifelong learning and community connections through library programs.	<ul style="list-style-type: none"> Review the provision of library services. 	Arts and Leisure	Commenced
3.3.6 Support for community groups.	<ul style="list-style-type: none"> Continue to resource community services and culture and leisure to support community groups. Linked to 3.1.2 and 3.2.4 	Arts and Leisure Community Services	Commenced
Council Plan Goal:	3.4 Provision of resources to support physical activity by the community.		
3.4.7 Deliver programs through the Bluewater Centre that promote physical activity in the Shire.	<ul style="list-style-type: none"> Enhance to Learn to Swim program. Enhance the offer of programs such as exercise classes. Improve the operation of retail and café services. Investigate the feasibility of extending the hours of operation of the gymnasium. Deliver actions that result from the current Service Review. 	Arts and Leisure	Commenced
3.4.8 Build capacity of local sports groups in promoting healthy eating and physical activity.	<ul style="list-style-type: none"> Actively participate in the development and implementation of the G21 Healthy Eating and Active Living Strategy. 	Community Services	Commenced

Action	Sub Actions	Department	Status
3.4.9 Encourage more people to participate and be inclusive of others.	<ul style="list-style-type: none"> Review and implement the Access Equity and Inclusion Plan, 50+ Plan and Municipal Early Years Plan. 	Community Services	Commenced
3.4.10 Participate in the G21 Healthy Eating and Active Living regional priority project.	<ul style="list-style-type: none"> As per action. 	Community Services	Commenced
3.4.11 Consider health of the community when formulating policy for Council's Property Strategy.	<ul style="list-style-type: none"> As per action. 	Assets and Project Delivery	Not commenced
Council Plan Goal:	3.5 Foster an inclusive community.		
3.5.12 Increase advocacy in partnership with our community to enhance cultural awareness, inclusiveness, safety and health, community, family and education.	<ul style="list-style-type: none"> Review and implement the Access Equity and Inclusion Plan, 50+ Plan and Municipal Early Years Plan. Linked to 3.4.9 	Community Services	Commenced
Council Plan Goal:	3.6 Community planning informs provision of Council services and social infrastructure.		
3.5.13 Update social infrastructure planning on a continuing basis to guide asset planning.	<ul style="list-style-type: none"> Develop and implement a Social Infrastructure Plan. 	Arts and Leisure Community Services	Not commenced
Council Plan Theme:	4 Our Leadership and Management		
Council Plan Goal:	4.1 Effectively manage financial resources.		
4.1.1 Manage the short and long-term financial sustainability of the shire through prudent financial management.	<ul style="list-style-type: none"> Detailed review the General Ledger. Review the Rating Strategy. Establish more timely financial reporting processes. 	Financial Services	Commenced
4.1.2 Maintain the 10 year long term financial plan.	<ul style="list-style-type: none"> Review the Long Term Financial Plan to establish a more robust document. 	Financial Services	Not commenced
4.1.3 Identify new income opportunities.	<ul style="list-style-type: none"> As part of community consultation for the Rating Strategy investigate new income opportunities. 	Business Improvement	Commenced

Action	Sub Actions	Department	Status
4.1.4 Maintain low risk audit rating for financial sustainability.	<ul style="list-style-type: none"> As a result of the Annual Audit process address risks as appropriate. 	Financial Services	Completed
Council Plan Goal:	4.2 Openness and accountability in decision making.		
4.2.5 Ensure where ever possible decisions are debated and made in open Council meetings.	<ul style="list-style-type: none"> Governance continues to monitor and provide improvements toward open and democratic decision-making. The introduction of overhead projectors for Agendas and Minutes at Council Meetings is an example. 	Governance	Commenced
4.2.6 Develop and implement a program of regular reporting on key activities to ensure they are focused on implementing priorities.	<ul style="list-style-type: none"> Implement new reporting framework. 	People, Performance and Culture	Commenced
Council Plan Goal:	4.3 Organisational development and legislative compliance.		
4.3.7 Support organisational development to ensure key organisational capability areas support the organisation to deliver on Council priorities.	<ul style="list-style-type: none"> Organisational Development/People Strategic Plan 2018-2021. 	People, Performance and Culture	Commenced
4.4.8 Manage our risk exposure, including providing a safe working environment where "Work Health and Safety is everyone's business".	<ul style="list-style-type: none"> Occupational Health & Safety Work Plan 2018. 	People, Performance and Culture	Commenced
Council Plan Goal:	4.4 Provide value for money services for our community.		
4.4.9 Implement a program of ongoing service reviews to ensure our services are efficient and effective and are valued by the community.	<ul style="list-style-type: none"> Develop a service review program to implement a rolling program of reviews. Review will be completed and prioritised as part of the budget process (not commenced). 	Business Improvement	Commenced

<i>Action</i>	<i>Sub Actions</i>	<i>Department</i>	<i>Status</i>
4.4.10 Enhance opportunities for increased local spending of Council expenditure.	<ul style="list-style-type: none"> The reviewed purchasing and procurement policy, which included improved local purchasing requirements, was adopted by Council on 27 September 2017. 	Governance	Commenced
4.4.11 Develop partnerships to procure services and materials on a regional basis.	<ul style="list-style-type: none"> Roll out adopted procurement policy. 	Governance and Customer Service	Commenced
Council Plan Goal:	4.5 Communicate regularly with our community and involve them in decision-making.		
4.5.12 Review the Community Engagement Policy to guide council decision making.	<ul style="list-style-type: none"> Review current procedures and develop a new Community Engagement Policy. 	Communications	Not commenced

Planning Performance Report

The bar graph below represents the numbers of planning permit applications lodged with Council (all applications – blue; VicSmart rated applications – dark blue), and the number of permits issued (green) by month. The economic value of lodged planning permit applications is shown in red.



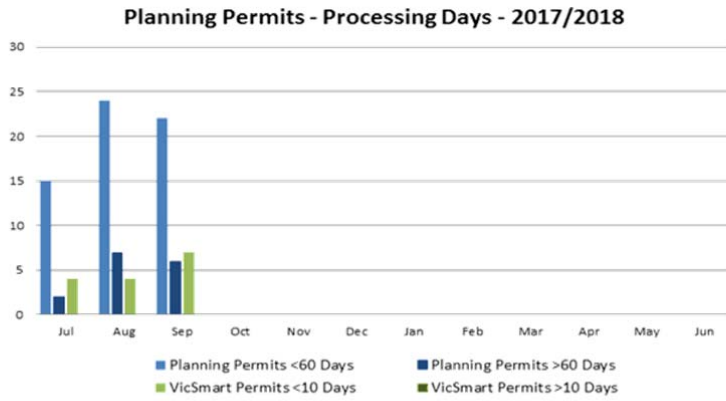
The graph below shows the same information, comparing the number of received planning permit applications and permits issued, across different financial years, as well as value of permits. This indicates a consistent upward trend in building activity year on year.



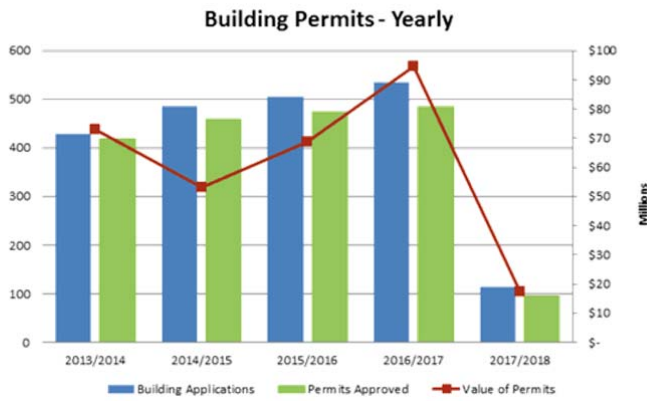
The following graphs indicate the average days taken to determine planning permit applications in the reported quarter, with permits issued under the statutory timeframe in blue and permits issued over the statutory timeframe in red.



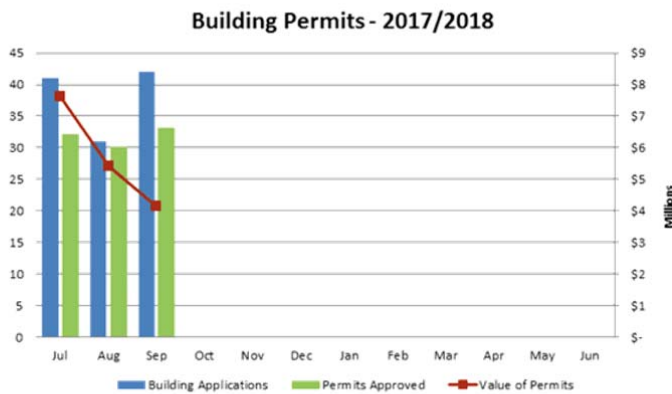
The following graph indicates the average days taken to determine planning permit applications in 2017/18, by month:



The following graph shows the number of building permit applications received (blue) and permits issued (green) by year, as well as the economic value of applications received (red line).



The following graph shows the number of building permit applications received (blue) and permits issued (green) by month, as well as the economic value of applications received (red line).



Planning Permits of Interest

Colac CBD Upgrades – permit issued for Council to undertake these works.

Austral Hotel – permit issued with works including the provision of a smokers' courtyard, an extension of the bottle shop and repainting of the external facades with works estimated to be worth \$1m.

Bulla, Forest Street facility – permit issued following consideration by Planning Committee. Works estimated value of \$2.2m.

111-117 Great Ocean Road, Apollo Bay – an amended permit was issued for a first floor extension to provide a lounge bar/tavern and restaurant estimated to be worth \$3.1m. This was an amendment to a previous permit issued which had included residential accommodation above the tavern/restaurant.

Wye River & Separation Creek - Planning permits were issued for replacement dwellings at 17 and 20 Iluka Avenue, with a permit also issued for a car parking platform at 37 Morley Avenue. There are currently seven applications pending resolution of issues related to land stability, most of which it is hoped will be resolved. There are eight other applications that are currently awaiting submission of further information, or which are on notice and referral.

Mooleric Road Quarry – seven of the 18 permit conditions requiring discharging prior to use and/or development of the quarry have been approved at the time of drafting this report. The permit was issued at the direction of the Minister for Planning, and contains 87 permit conditions.

Princes Highway duplication borrow pits – a Victorian Civil and Administrative Tribunal (VCAT) appeal was lodged by an objector against the borrow pits associated with the highway duplication. A couple of VCAT Practice Day Hearings were held in September. The appeals were withdrawn on Friday 13 October 2017, just before the 3 day Hearing was scheduled to commence on 16 October. Permits have now been issued.

70 Irrewarra Road, Irrewarra - a VCAT appeal has been lodged by an objector against Council's decision to issue a Notice of Decision to Grant a Permit for replacement dwelling at 70 Irrewarra School Road, Irrewarra. Discussions have been taking place about the potential to deal with this case through a Consent Order, subject to all parties agreeing to an alternative position for the dwelling.

1594 Birregurra-Forrest Road, Barwon Downs - an appeal has also been lodged against Council's refusal of an application for a store on vacant land associated with the dwelling on the neighbouring lot. The application was refused due to the prominent location proposed, within 1.5m of the Birregurra-Forrest Road boundary of the lot. Despite discussions during the processing of the application, the owner did not agree to relocate the shed elsewhere on the 1414m² lot.

49 and 53-57 Main Street, Birregurra - VCAT issued its decision on an objector appeal against Council's decision to issue a Notice of Decision to Grant a Permit for a motel at Birregurra. VCAT directed that no permit be issue as, due to errors shown on the plans, it considered that the appropriate process would be the submission of a new planning application to Council. The errors related to the locations of existing trees being incorrectly shown on the application plans, which potentially could have implications for the siting and design of the proposed buildings, car parking areas and accessways.

Building Permits of Interest

The following is a list of non-residential related building permits issued that are high value (>\$1,000,000), of community interest or have been refused:

425 Princes Hwy Colac West	\$1,032,413	Building Permit issued for the construction of a retail outlet (including service and repairs) for farm machinery.
85 Irrewarra School Road Irrewarra	\$1,822,654	Building Permit issued for the construction of a bakery.
40 Queen St Colac	\$10,147,100	Building Permit issued for the construction of a new police station.

Building Enforcement of Interest

The following is a summary of building enforcement undertaken by the Shire's Municipal Building Surveyor over the quarter:

- 13 Building Notices/Orders
- 3 Emergency Building Orders
- 2 Minor Works Orders

Planning Enforcement of Interest

The following is a list of Planning enforcement issues or current actions that are of community interest:

46-48 Great Ocean Road, Lavers Hill	An application for Enforcement Order has been lodged by Council with the Victorian Civil and Administrative Tribunal (VCAT) seeking the removal of the blue portable buildings which have existed at this address without planning permission since late 2016. Previous attempts by Council to have the buildings removed had not been successful.
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Major Projects Performance Report

Apollo Bay Early Years Centre Update

The proposed early years centre will include the relocation of the Apollo Bay Kindergarten to the P-12 school and contain childcare and specialist early years services, plus Council's maternal and child health program. Council, in conjunction with the Apollo Bay P-12 school, Apollo Bay Pre-school and Otway Health, developed a proposal and submitted an application to the Department of Education and Training (DET) for funding available under the shared facility grants for an early years facility, to be located on the Apollo Bay P-12 site. Shared facility grants are to fund community infrastructure on school land.

The application progressed to the second stage but was then unsuccessful in the final stage. The estimated cost of the project is over \$3 million and was included in Council's 2017-18 budget, with Council's cash contribution being \$150,000. Key stakeholders of the project are now assessing alternate funding opportunities and approaches.

Colac 2050 Growth Plan

The first phase of consultation included multiple opportunities for community input. Opportunities included:

- A joint survey with the Council Plan
- Facilitated workshops
- A request for written submissions from anyone in the community
- A community wall in COPACC.

The joint Council Plan/Colac 2050 Survey, conducted in late 2016 and early 2017, included a number of questions in relation to Colac 2050. Council also facilitated several workshops for various stakeholders and the broader community, with 116 people attending the workshops. As part of an exercise to brainstorm growth scenarios or options, participants identified areas where Colac could locate future housing. Finally, Council requested submissions from the public in relation to how and where Colac should grow. 22 Submissions were received, with nine of the 21 from one individual submitter. The results of this phase of consultation are documented in the "What we Heard" Report, which was presented to Council at its September Ordinary Council meeting.

This initial phase also included establishing a 'citizen jury', a first for Colac Otway Shire. The 45 members of the jury were selected independently of Council as a representative sample of the community. Three sessions of the jury are to occur in October and November 2017 at Colac Central Reserve. This will be followed by a recommendation to Council from the jury on the way in which future growth should be directed. The recommendation will influence the preparation of a draft Growth Plan early in 2018. A community survey of various growth scenarios was conducted in September/October 2017, with the outcomes to be considered by the community jury.

Apollo Bay Harbour Redevelopment Expressions of Interest Process

Council considered a report on a market testing process for redevelopment of the harbour at its meeting on 23 August 2017. The market testing had sought to determine the degree of private sector interest in developing the harbour precinct. Council noted the report and the findings confirming there is no commercial interest in developing a pool facility in the harbour precinct. Officers are now working with the Project Control Group, to design a process to formally seek Expressions of Interest for a redevelopment consistent with the current planning controls. Community information sessions were held in Apollo Bay on 5 and 7 October 2017, to engage with the local community on progress with this project. Officers are also separately preparing information to assist in advocacy to State and Federal

Governments for funding to implement public infrastructure improvements at the harbour, in accordance with the Council resolution.

Planning Scheme Review – Cutting Red tape Initiative

Council is required to review its Planning Scheme every four years. Consultants have been engaged to prepare the review and amendment documentation designed to facilitate red tape reduction in planning scheme provisions following the review.

Workshops have been held with Councillors, agencies, staff and community in recent months, and a draft review report is now due. This document will be presented to Councillors in November or December for consideration, depending on the timing of its receipt. A cutting red tape planning scheme amendment will be placed on exhibition following that process, early in 2018.

Capital Works Performance Report

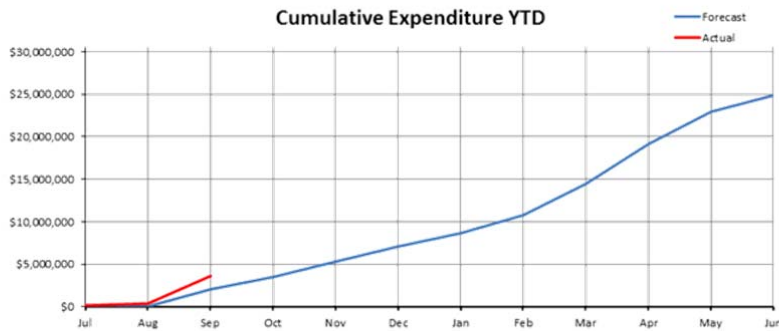
Time Summary

Total number of projects 2017/18	392
Projects started YTD (forecast)	85
Projects started YTD (actual)	71 (84%)

Cost Summary

The graph below shows the planned cumulative expenditure over the course of the year compared to the actual expenditure to date. It can be seen that actual expenditure is higher than the planned expenditure which is reflective of progress on significant projects being ahead of forecast.

Capital Expenditure YTD (Forecast)	\$2,159,653
Capital Expenditure YTD (Actual)	\$3,260,973



Significant Variation from Original Program

There are two significant variations from the adopted Capital Works program:

- Lake Colac Masterplan Implementation: \$500,000. The funding application for this project was unsuccessful. Attempts will be made to source alternative funding opportunities for works to proceed in future budgets. However, Council's contribution of \$250,000 will be put toward a revised scope of works to be carried out this financial year.
- Winifred Nance Kindergarten: \$408,000. The funding application for this project is yet to be announced (expected to occur in December 2017). Due to planning and procurement timeframes this project it is not likely that this work will be completed in 2017/18. If the funding application is successful it is more likely that the works will proceed in 2018/19.

There is one potential significant addition to the program which we will report to Council as soon as possible for a decision.

- Costins Access Road realignment around landslip: Estimated cost \$200,000. A significant landslip has occurred on Costins Access Road. Realignment of the road around the slip has been deemed the most cost effective solution. We anticipate that funding of these works could occur through savings within the existing Capital Works budget. A detailed report will be delivered to Council.

Financial Performance Report

Overview

The revised budget amounts within the operating statement indicate a forecast surplus of \$6.75 million and while there are timing differences affecting year-to-date (YTD) estimates, there are not any significant variances that would affect Councils overall financial position.

2016-2017 Financial Statements Audit

Council's Financial and Performance Statements are audited by the Victorian Auditor General each year, LD Assurance acted as the Auditor General's agent for 2016-2017. The Financial and Performance Statements were forwarded to the Victorian Auditor General's office for final certification on 22 September 2017.

LD Assurance and the Auditor general have reviewed Council's Financial and Performance Statements and have issued Council with an unmodified audit opinion for both the 2016-2017 Financial Statements and the 2016-2017 Performance Statement.

Council's final management letter current year findings included 1 medium risk and 2 low risk issues:

- Medium risk
 - Footpaths valuation method
- Low risk
 - Stocktake procedures
 - Journals

These medium to low risk issues are expected rectified in the current year.

Prior Period Adjustments

In the guidance issued by LGV earlier in 2016-2017 the methodology used to calculate the Landfill Rehabilitation Provision was reviewed and found that a prior year adjustment was necessary. The guidance paper clarified that Council is required to bring to account after care costs in addition to the existing rehabilitation costs; this resulted in a sizable \$3.47m prior period adjustment.

It is notable that the 2016-2017 audit has achieved one of the most positive outcomes for Council in recent years and will assist in achieving high benchmarks in future periods.

Operating Statement

The information in the table below shows income and operating expenditure for the period ending 30 September 2017. The six (6) columns of data provide information on the following:

- YTD actual results to 30 September 2017
- YTD budget to 30 September 2017 (i.e. estimated timing of income and expenditure)
- Original budget as adopted by Council
- Revised Annual Budget which includes carry-over projects
- \$ value variance YTD actuals compared to YTD budget
- % value YTD variance to YTD budget.

**Comprehensive Income Statement
For Period Ended 30 September 2017**

	September YTD Actual 2017-2018	September YTD Budget 2017-2018	Original Annual Budget 2017-2018	YTD Variance (\$)	YTD Variance (%)
Income					
Rates and charges	28,864,326	29,270,074	29,238,198	405,748	1.4%
Statutory fees and fines	169,275	167,433	729,883	(1,842)	(1.1%)
User fees	1,098,971	1,235,607	4,540,249	136,636	11.1%
Grants - operating	1,355,767	1,707,697	6,860,124	351,930	20.6%
Grants - operating - Bushfire	284,147	525,622	2,109,892	241,475	45.9%
Grants - operating - Flood	-	127,083	508,333	127,083	100.0%
Grants - capital	-	4,663,235	7,832,071	4,663,235	100.0%
Grants - capital - Flood	-	572,690	2,352,874	572,690	100.0%
Contributions - monetary	54,102	91,637	485,407	37,535	41.0%
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	20,709	36,750	147,000	16,041	43.6%
Share of net loss/(gain) of associates and joint ventures	-	1,755	7,022	1,755	100.0%
Other income	230,712	131,229	616,356	(99,483)	(75.8%)
Total income	32,078,008	38,530,812	55,427,409	6,452,804	16.7%
Expenses					
Employee costs	4,797,779	4,627,143	18,829,478	(170,636)	(3.7%)
Employee costs - Bushfire	39,475	38,058	152,237	(1,417)	(3.7%)
* Materials and services	5,706,534	5,449,483	15,458,623	(257,051)	(4.7%)
* Materials and services - Flood	107,226	311,787	1,335,270	204,561	65.6%
* Materials and services - Bushfire	170,314	176,455	693,382	6,141	3.5%
Bad and doubtful debts	4,655	487	2,000	(4,168)	(856.0%)
Depreciation and amortisation	2,669,808	2,506,698	10,026,854	(163,110)	(6.5%)
Borrowing costs	21,186	50,063	226,017	28,877	57.7%
* Other expenses	449,259	455,121	1,161,708	5,862	1.3%
Total expenses	13,966,237	13,615,295	47,885,569	(350,942)	(2.6%)
Surplus/(deficit) for the year	18,111,771	24,915,517	7,541,840	6,803,746	27.3%

Please note: The identified lines have been reallocated to reflect the reporting in the Annual Statements.

This report is the first for the 2017-18 reporting period and the year to date budget (YTD) provides a guide to the timing of receipts and payments. Timing differences can occur during the financial year and where variances occur on a YTD basis this does not imply that the annual budget will be affected.

A summary analysis of variances greater than 5% on a YTD basis have been prepared below.

Operating Revenue – Variance Analysis to YTD Budget > 5%

User fees: Decrease in actuals compared to forecast predominately due to misallocation of phasing for animal registrations (\$124k) income is expected to be realised in April – June 2018. Phasing is to be corrected prior to midyear review to represent actual income flows.

Grants - operating: major variances include; \$195k due to unsuccessful Forrest Mountain Bike Trail funding and \$80k VicRoads school crossing funding which is incorrectly phased and expected to be received in full by year end.

Grants operating - Bushfire: This variance relates to timing differences and the payment of the grants is expected to be received by the end of the financial year.

Grants operating - Flood: This variance relates to timing differences and the payment of the grants is expected to be received by the end of the financial year.

Grants capital: This variance relates to timing differences, \$1.9m Roads to recovery funding has been received at the start of October and all budgeted funding is expected to be received by the end of the financial year.

Grants capital - Flood: This variance relates to timing differences and the payment of the grants is expected to be received by the end of the financial year.

Contributions – monetary: This variance relates mainly to the Capital works area and funding is generally received at the completion of projects, phasing currently does not reflect current year project completion estimates accurately, the annual budget is envisaged to be met by year end.

Net gain/loss on disposal of assets: Vehicle sales/changeovers have not occurred as originally predicted but are expected to be realised by the end of the financial year.

Share in joint ventures: Actuals are expected to be recognised at year end, phasing doesn't reflect this, annual budget is anticipated to be met at year end.

Other Income: This line item represents ancillary receipts which occur at varying times throughout the year. Items that are currently contributing to the variance include:

- \$34k phasing inaccuracy for the FSLP administration fee
- \$10k higher than anticipated cash balances resulting in increased interest income
- \$8k higher than anticipated reimbursement from insurers

Where appropriate any recommended changes will be reported as part of the half year budget review.

Operating Expenses – Variance Analysis to YTD Budget >5%

Materials, Services - Flood: This variation is due to works not being completed as expected predominately due to weather delays in construction. It is expected that over the financial year these costs will be in line with Council's budget.

Bad and doubtful debts: This variance is due to some debtors that were part of the provision for doubtful debts at June 30 that have been identified to be bad debts and have been written off accordingly. Reassessment of annual budget is recommended at midyear to reflect anticipated year end result.

Depreciation and amortisation: The variance in this resource group relates substantially to the following items:

- 2016-2017 unbudgeted gifted assets triggering additional depreciation expense
- Finalised revaluations completed in 2016-2017 exceeding anticipated values set whilst compiling 2017-2018 budget
- Additional spending in the buildings category undertaken for rectification works on Bluewater stadium floor

Borrowing costs: The variation relates to a timing difference for a loan repayment and the end of year interest accrual, borrowing costs are expected to be in line with Council's budget at year end.

Borrowings Analysis

The Following is the current schedule of Debt held by Council at 30 September 2017:

Loan Description	Current Year Loan Liability	Non-Current Loan Liability	Meeting Schedule
9203 - Loan 7 - Roads, car parking etc (\$1.65m)	\$99,935	\$295,637	Y
9206 - Loan 10 - AB tfr statn, libra (\$2m)(NAB)	\$198,420	\$531,266	Y
9207 - Loan 11 - Lakeside, AB tfr s(\$1.1m)(NAB)	\$101,055	\$421,789	Y
9208 - Loan 12 - Saleyards roof (\$1.178m)(CBA)	\$53,632	\$892,047	Y
9209 - Loan 13 - Street light PV panels (\$416k)	\$38,040	\$229,034	Y
9210 - Loan 14 - Bluewater redevelop(\$1m)(Bond)	\$0	\$1,000,000	Y
TOTAL	\$491,081	\$3,369,773	

Based on Current Levels of Borrowings the following are our current performance against key ratios:

Measure	Calculation	Explanation	30-Jun-17	30-Sep-17	Current Risk Rating
Indebtedness (%)	Non-current liabilities / own-sourced revenue	Comparison of non-current liabilities (mainly comprising borrowings) to own-sourced revenue. The higher the percentage, the less the entity is able to cover non-current liabilities from the revenues the Own-sourced revenue is used, rather than total revenue, because it does not include grants or contributions.	30%	36%	Low
Borrowings % of rate Revenue (%)	Interest bearing loans and borrowings/rate revenue	Measurement of the proportion of borrowings against rate revenue raised. The higher the % the higher the proportion of available annual rate revenue is being used to back borrowings.	13%	13%	Low

Cash Balance

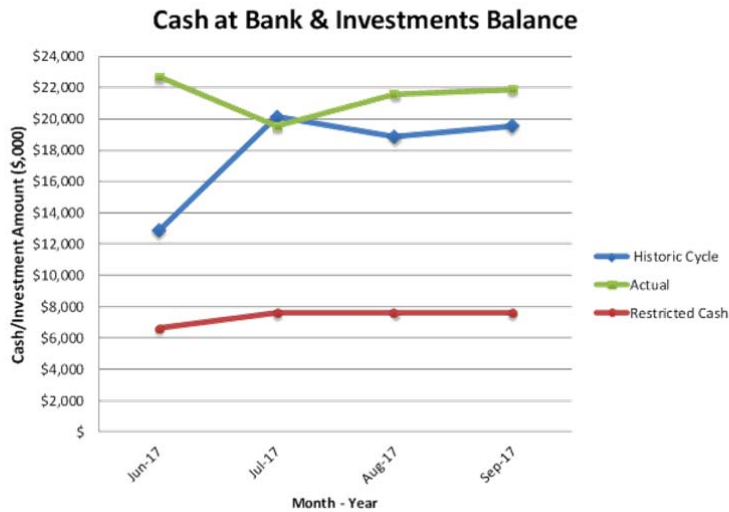
The chart below shows projections of how Council's cash balance is expected to perform over the course of the 2017-18 financial year. The chart portrays:

- The Estimate – which is an estimation of what the cash balance is expected to be at the end of each month based upon historical averages. The estimate will reflect recent years which include one off major projects.
- The Actual – this is the actual balance at the end of each month of the year up to and including September 2017.
- Restricted Cash – this is the value of funds Council has a legal obligation to expend or reimburse and Councils estimated staff liabilities.

Restricted cash includes:

- Conditional grants unspent
- Disaster recovery reserve
- Port of Apollo Bay funds held on behalf of the State government
- Recreational lands contributions held on behalf of developers
- Trust funds held on behalf of others.

The graph below shows Council's cash balance is within expectations and every opportunity is taken to invest surplus cash to maximise investment returns.



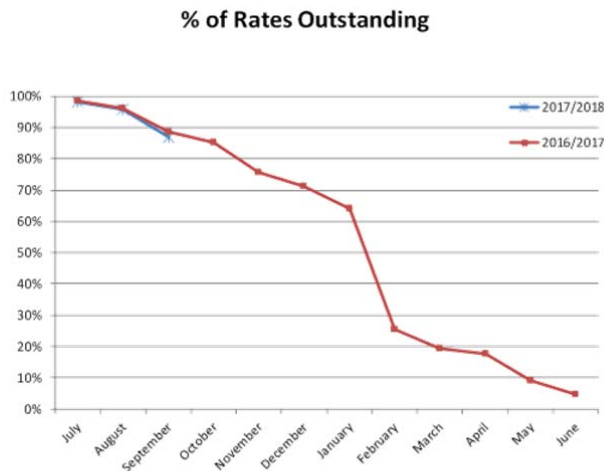
Rate Debtors

In the first quarter, \$28.86million was raised in rates and charges including a batch of supplementary valuations generated by changes to council’s property base. At 30 September, 13.2% of the rates raised have been collected compared to the same period of the 2016-17 financial year of 11.3%.

The due date for ratepayers opting to pay in full is 15 February 2018. For ratepayers opting to pay via instalments the first instalment was due 30 September 2017. The next instalments are due 30 November 2017, 28 February 2018, and 31 May 2018. Any ratepayer who has not opted for instalment payments must make the full payment on 15 February 2018.

The take up of instalments so far in the 2017-18 year indicate that approximately 41% of ratepayers choose the pay by instalments. This remains in line with the previous year.

The following graph shows that current collection trends are closely following the 2016-17 collection trend.



Defined Benefits Call Expense

Council has a potential financial exposure to the Vision Super Defined Benefits superannuation plan. Under the Australian Prudential Regulation Standards (SPS160) defined benefits funds must meet strict funding requirements. This funding requirement is measured by the Vested Benefits Index (VBI), which shows as a percentage the ratio of investments held by the fund compared to the estimated benefits payable by the fund at the same time.

The latest available quarterly Vested Benefits Index for the Vision Super Defined Benefits fund is listed in the table below:

Date	Vested Benefits Index
June 2016	102.0%
September 2016	103.7%
December 2016	105.4%
March 2017	106.6%
June 2017	103.1%

NB* September 2017 figures were unavailable at the time of publishing this report. The fund's quarterly threshold limits are:

Quarter Ending	VBI Threshold
September	97%
December	97%
March	97%
June	100%

If the VBI falls below the nominated amount in any quarter then the Australian Prudential Regulation Authority may require that the fund make a funding call on its members. Any funding call made must return the fund to a VBI position of over the nominated figure within three years.

The gap between index and the VBI threshold had been increasing until the June quarter 2017. The next quarter figures from Vision Super will provide an indication if the gap is likely to change. It is not envisioned that a call will be made in the immediate future. Council officers are monitoring the September quarter's index results.

ORDINARY COUNCIL MEETING
RV FRIENDLY TOWN
 OM172510-3

LOCATION / ADDRESS	Colac	GENERAL MANAGER	Gareth Smith
OFFICER	Gary Warrener	DEPARTMENT	Development & Community Services
TRIM FILE	F17/7550	CONFIDENTIAL	No
ATTACHMENTS	1. RV Friendly survey		
PURPOSE	To inform Council of the community feedback from the consultation process conducted on the RV Friendly Town opportunity and seek Council decision regarding the potential to apply for Colac to be an RV Friendly Town.		

LOCATION PLAN / AERIAL PHOTO



2. EXECUTIVE SUMMARY

Council resolved at its 28 June 2017 Ordinary Council Meeting to invite community feedback regarding the opportunity for Council to potentially apply for Colac to be an RV Friendly Town.

Community feedback was invited for a six week period ending on 21 September 2017. A survey has been made available with structured questions to obtain feedback. The survey has attracted 146 responses and 6 written submissions were received during the feedback period.

Of the total 152 respondents, 35 (23%) were Colac town residents or businesses, and 120 (79%) were owners of a caravan or recreational vehicle (RV). The majority of survey respondents (93.4%) support Council meeting the criteria to become an RV Friendly Town.

The Colac Central Caravan Park provides adequate facilities and services at low costs to RV users, which allows Colac to comply with the RV Friendly Town criteria.

Based on the community feedback and the minimal costs to achieve Campervan and Motorhome Club of Australia (CMCA) it is recommended Council apply to the CMCA for Colac to be an RV Friendly Town.

3. RECOMMENDATION

That Council endorses to:

- 1. Undertake minor works to parking spaces at the Colac VIC to ensure they are the correct sizes required for parking RV vehicles and caravans.*
- 2. Apply for Colac to be recognised as an "RV Friendly Town" with Campervan and Motorhome Club of Australia (CMCA).*
- 3. Discontinue the RV Friendly accreditation should the operators of the Colac Central Caravan Park decide to cease providing low cost RV sites and free waste disposal facilities.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

In 2014 Council investigated the concept of Colac to become an RV Friendly Town, but did not progress the idea primarily due to concerns by some caravan park operators.

Councillors at its Ordinary Council Meeting on 28 June 2017 resolved:

That Council resolves to:

- 1. Note the central Caravan Park in Colac currently provided facilities to recreational vehicles consistent with the Campervan and Motorhome Club of Australia's 'RV Friendly Town' criteria.*
- 2. Undertake a 6 week consultation process to seek the community's feedback regarding Council applying for Colac to become an 'RV Friendly Town'.*
- 3. Consider the community's feedback then Council gives consideration to apply to become an 'RV Friendly Town' at the September 2017 Ordinary meeting.*
- 4. Undertake minor works of car park line marking and car park signage in Colac to meet the Campervan and Motorhome Club of Australia's 'RV Friendly Town' criteria.*

KEY INFORMATION

In response to the Council resolution, Council's Economic Development and Tourism department coordinated a six week consultation process. Community feedback was invited between 10 August and 21 September 2017. In addition to encouraging community submissions a survey was made available including seven questions to encourage structured community feedback. This report considers the data captured in the survey and submissions received during the consultation period.

Response to the consultation has been strong with a total of 152 responses received. The online survey attracted 146 responses and an additional 6 written submissions were received. The responses have been primarily in favour of Colac meeting the official RV Friendly Town criteria. A total of 137 online survey responses were in favour of offering the services with 9 being against the concept. Of the 6 written submissions received 5 were in favour with 1 one against.

It is important to note 81% of respondents owned a caravan or RV and only 35 (23%) were a Colac town resident or business.

The survey included seven questions. A summary of the key themes from each question is provided below.

Question 1 – *Should Council aim to meet the criteria required for Colac to become an RV Friendly Town?*

- Of the total 152 responses to this question 142 (93.4%) respondents said yes
- 109 respondents explained their response with many of these relating to the potential to attract more tourists and provide positive economic outcomes
- Many comments also referred to the large number of travellers on the road
- If facilities were not provided many travellers will just drive through.

Question 2 – *Appropriate long vehicle parking (approx. 12.5m long x 3.5m wide – equating to about 2 parallel parks and 4-5 angle parks) is required. Where do you believe is the best place within the town to provide this type of parking?*

- The most popular locations mentioned were:
 - Near Memorial Square
 - Within walking distance of the main shopping area, and supermarkets
 - Bromfield Street.

Question 3 – *Short term (24-48hr) low costs overnight parking is required close to the CBD. Where could this type of parking be provided in Colac?*

- The most common comment was at the showgrounds (Colac Central Caravan Park)
- Other repeated sites were:
 - The town centre and some just referred to "Colac"
 - Lake Colac.

Please note further comment regarding parking in Question 7.

Question 4 – *The criteria refers to the need for a free dump point. Where could a free waste reception point (dump point) be located in Colac?*

- The most popular dump point location was the showgrounds (Colac Central Caravan Park).
- Other suggestions included:
 - In "town"
 - At a camping site or near public toilets.

Question 5 – *Do you own a caravan or RV?*

- 123 (81%) of the total respondents owned a caravan or RV.

Question 6 – *Are you a Colac town resident or business owner?*

- 35 (23%) responded yes
- 117 (78%) responded no.

Question 7 – *Sought any further comments to be considered by Council?*

- Of the total 146 online responses, 107 made further comments 39 chose not to comment further. Key themes were:
 - Parking provided should be at least 48 -72 hours
 - Adequate signage provided to indicate parking and local attractions
 - Provide the facilities and travellers will come
 - Low cost or free.

As the “no” voters numbers were low the above analysis process does not pick up their comments. Following are the main concerns mentioned by this segment of respondents:

- Ratepayers should not have to pay for facilities for these travellers
- Concern over possible loss of town centre parking spaces
- Cost of ongoing monitoring
- Potential rubbish issues
- Waste reception point should be at the showgrounds

After analysing the names and email addresses provided through the online survey, it appears only one local caravan park operator has responded, and this was with a written submission. It is however difficult to determine accurately as only 88 of the online survey responders provide an email and none match local caravan parks. The one local submission received from a caravan park operator was against the concept.

Officers have liaised with Caravan and Motorhome Club of Australia (CMCA) to confirm the existing facilities would meet their criteria for Colac to be an RV Friendly Town. They have confirmed the Colac Central Caravan Park is located close enough to the CBD and can provide a sufficient number of sites (20) for the low cost overnight stays. Colac Central Caravan Park currently offers the waste reception point free to CMCA members but does ask users to consider a gold coin donation to help cover water costs. CMCA have confirmed this also complies with their criteria.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Council has undertaken a six week consultation process through an online survey and accepted written submissions from interested parties. This data has been analysed to provide the data detailed in this report.

The response to surveys was predominantly by caravan and RV owners from outside of Colac. This segment tends to be active on social media. One written submission from a CMCA member has noted that a facebook post of the survey was shared to over 7,000 RV Friendly members.

Offices have engaged with CMCA to clarify their criteria regarding RV Friendly Towns and the operator of the Colac Central Caravan Park to confirm the current services and future intentions.

CMCA has indicated that Colac appears to be in a position to satisfy all essential criteria to gain accreditation.

Manager of the Colac Central Caravan Park has indicated that the park will continue to provide the services required by CMCA members into the future and there is no intention to change that.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Our Prosperity: Goal 2 Action 10: Support a thriving economy and industries: identify and support employment in tourism.

ENVIRONMENTAL IMPLICATIONS

The proposal is not expected to have any significant impacts on the environment as the Colac Central Caravan Park is within the sewered district. The promotion of the Colac Central Caravan Park service may encourage more visitors to their facility and reduce impacts on Meredith Park and inappropriate disposal of wastewater at other locations.

SOCIAL & CULTURAL IMPLICATIONS

No social or cultural implications are likely from becoming an RV Friendly Town. However some feedback from those against the proposal, suggests that proceeding with the proposal could create social impacts in Colac from RV camping in town resulting in noise and waste issues. CMCA members sign a Code of Conduct, however other travellers do not.

ECONOMIC IMPLICATIONS

Information from CMCA states that their members spend an average of \$770.00 per week when travelling. The CMCA advise that caravan and camping visitors spend approximately \$7 billion when travelling in Australia, creating an economic value of \$17.44 billion to the Australian economy annually, and around 90% of all visitor nights in this sector are spent in regional Australia.

These estimates have been questioned at times by some organisations as they are believed to not be independently established. Proceeding with becoming an RV Friendly Town is unlikely to have negative impact on the Colac economy and is likely to receive some benefit, albeit, small.

LEGAL & RISK IMPLICATIONS

Competitive neutrality is an issue often raised in the debate regarding RV Friendly Towns. In the case of Meredith Park, Council received advice in 2014 which indicated it was not in contravention of competitive neutrality guidelines. With the current option being considered to utilise Colac Central Caravan Park as the promoted site for low cost accommodation and dump point this risk is further reduced.

As noted earlier in this report, if Council was to resolve to apply for Colac to become an RV Friendly Town and Colac Central Caravan Park was to cease its service, Council would need consider withdrawing its accreditation or consider installing its own dump point in order to retain the accreditation.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Should Colac Central Caravan Park provide the dump point and low cost sites, the overall cost to Council to comply with official accreditation is the car park signage and line marking. Council could also consider installing entrance signage provided by CMCA however this is optional and is not recommended by officers. Social media will be the primary means to inform RV users of Colac facilities. If Council was to seek entrance signage the first two signs are free and after that it is \$300 per pair. Amendments to car park line marking and signage are estimated to be approximately \$2,000 to \$3,000.

If Council was to install its own RV waste point previous estimates established in 2014 indicated this would cost approximately \$10,000, depending on the location. There would also be ongoing operating costs which have not been estimated.

7. IMPLEMENTATION STRATEGY

DETAILS

Subject to Council resolution officers would undertake necessary changes to car parking and then complete and submit the CMCA application form for accreditation for Colac to be an RV Friendly Town. Assuming acceptance then appropriate media announcement would be coordinated and entrance signage installed, if supported by Council.

COMMUNICATION

Post Council decision a media release would be produced to inform the community and the Colac Central Caravan Park would again be contacted to inform them of the decision.

The CMCA application would be submitted. Subject to a successful application, officers would then commence a targeted social media campaign to increase awareness of the facilities.

TIMELINE

On grounds works and the application process would be undertaken by the end of December 2017.

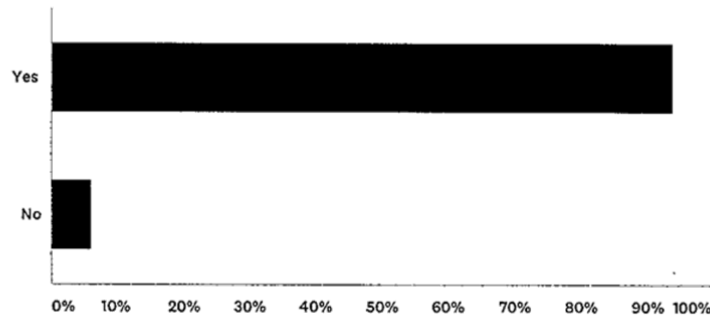
8. OFFICER DIRECT OR INDIRECT INTEREST

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

RV Friendly Towns Community Consultation Survey

Q1 Should Council aim to meet the criteria required for Colac to become an RV Friendly town?

Answered: 146 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	93.84%	137
No	6.16%	9
TOTAL		146

#	PLEASE EXPLAIN YOUR VIEWS ON WHY/WHY NOT.	DATE
1	This will boost tourism and make the town more friendly to a wider variety of travellers.	8/29/2017 12:51 PM
2	Anything that can increase tourism to Colac can help to increase business and employment and might help Colac see itself in a better light if it is a tourist destination.	8/18/2017 2:39 PM
3	To give tourists the reason to stop rather than going straight through Colac.	8/18/2017 1:08 PM
4	Provision of water and dump facilities at the caravan park are no-brainers. However, what RV friendly is actually about is skinflint city holidaymakers wanting to avoid supporting the communities they visit by contributing via campsite fees. If low cost means \$20-30 bucks per night then fine. I think you'll find that what RV friendly means is no cost - thus " would the COS ratepayers like to pay for me to bring my \$100k vehicle to colac and stay for nothing" Well -we wouldn't. Maybe charge \$30 and give them a \$20 credit note to spend in a local business - but I don;t think they will like that. While they swear blind it's not about being tight, in fact they will have bought petrol in Geelong cos it's cheaper and only shop at Coles.	8/15/2017 7:01 PM
5	I have a campervan and I am a member of CMCA. It will bring a lot more tourists to the town and boost our towns economy. When I travel I always try to find RV friendly towns to stay in.	8/13/2017 1:10 PM
6	It is seriously remiss that positioned as Colac is to the Great Ocean Road etc., and with so many RV's travelling through, especially in peak seasons, that we have not up till now provided these services. It is well overdue and makes for a poor comparison with many very small localities and towns which have made this commitment to tourism and bringing in 'visitors'. We regularly travel around Australia which provides for unfavorable comparisons in this respect.	8/13/2017 12:05 PM
7	More RV friendly towns needed. Supports local shops etc. G Ocean Road area very under supplied with good RV sites.	8/13/2017 9:46 AM
8	There would be a cost to setup but the long term benefits would make it a worthwhile investment. Tourism is currently a relatively untapped economic resource in Colac.	8/13/2017 8:36 AM
9	So many travellers on the road today. Can only be beneficial for the town by doing so??	8/13/2017 6:50 AM

RV Friendly Towns Community Consultation Survey

10	Having the town RV friendly will mean more travellers will stop in Colac. This brings more money to the town as we all buy local where we stay.	8/12/2017 10:01 PM
11	keeps the town going, will spend money at a number of business, not just the caravan parks all the time	8/12/2017 8:26 PM
12	RV friendly towns are my preferred destinations. I prefer free and low cost camping as usually vans and motor homes are not squeezed together like a tin of sardines. I like neighbour's but not hearing them snore in the middle of the night. Our usual (she who must be obeyed) is about \$50 - \$100 per town per 2 day visit.	8/12/2017 8:19 PM
13	Colac is positioned in a perfect spot to used as a base to explore the Corangamite area.	8/12/2017 8:13 PM
14	People will boost the local economy. Word of mouth will encourage other to stop and visit.	8/12/2017 8:10 PM
15	More travellers would be inclined to stop at the town. Businesses would benefit	8/12/2017 8:08 PM
16	We have travelled with a caravan recently for five and half weeks up to northern NSW and we appreciate the need for parking suitable for caravans and near to toilet facilities	8/12/2017 4:31 PM
17	It will allow us to come and see, stay and play in the area, something we cannot do now because you do not cater for us (we do not use caravan parks because they cost too much).	8/12/2017 10:02 AM
18	Travellers are more likely to stop and spend money in the town if they feel welcome and have the necessary facilities for them.	8/12/2017 6:06 AM
19	Would attract more tourists to the region especially once dual highway between Melbourne and Colac is completed	8/12/2017 4:31 AM
20	Currently Colac gets lots of through traffic, but a by-pass will occur in the next few years. Colac could easily advertise itself as a jump-off point to all the GOR and Hinterland has to offer since travel from Colac to Lorne/Apollo Bay/Lavers Hill is on par with travel between those points with cost of accommodation and food being waaaaay below what tourists would spend on the GOR. The businesses in town could do with the extra income, and the removal of rv's dumping their shit on sand-dunes would be good.	8/12/2017 12:49 AM
21	yes great for the economy of the town.	8/11/2017 11:06 PM
22	Impact on parking. We already have three caravan parks in Colac. Waste of money to implement. Cost benefits are doubtful considering RV people are self sufficient. Petrol and groceries money mostly goes to corporate entity not small business. Will we allow homeless people sleeping in their cars to use the parking also.	8/11/2017 4:55 PM
23	We NEED to attract people to stop and spend time in our town, not just drive through as so many do, because they can't park.	8/11/2017 4:41 PM
24	It encourages people to stop and see what there is to see and do and they often stay overnight and if they like the area want to spend more time will book into a caravan park.	8/11/2017 3:46 PM
25	Will bring money to Colac Otway Shire Will bring further tourists, who will purchase supplies, as Colac's RV Friendly status is shared.	8/11/2017 2:03 PM
26	Not much point in building parking spots for RVs in Colac if there is no reason for anyone to want to come to Colac in the first place. Is there any reason for any visitor to want to stop in Colac on the first place?	8/11/2017 1:15 PM
27	Will increase tourism traffic to the town and generate a more interesting range of businesses related to art, coffee on the Main Street. Lest face it the shops that serve Colac residents are soon to be centred around the new Coles.	8/11/2017 10:59 AM
28	We travel a lot and Rv friendly town are great ,parking with a carvan is one of the reasons we can't stop at some towns it is difficult to find parking.	8/11/2017 10:42 AM
29	Travellers drive thru Colac - anything to keep people to stop and use the area, spending money in town, is worthwhile. We have travelled around 3 states, and RV friendly towns are terrific. The coast gets very busy over the summer, and if we can attract visitors to our little neck of the woods, it will be a much needed economic boost.	8/11/2017 10:29 AM
30	Would be great for added tourism which should lead to more employment	8/11/2017 9:53 AM
31	Absolutely. It can only be a benefit as it'll allow people to stop off any time (day or night) rest from travels and allow them to shop for groceries or other.	8/11/2017 9:21 AM

RV Friendly Towns Community Consultation Survey

32	We spend each time we stay overnight at free camping in a cbd	8/10/2017 9:44 PM
33	As a caravanner I travel to areas that have low cost camping. We then usuallt stay 3 or 4 days. Lots of money is spent in these towns by caravanners.	8/10/2017 8:39 PM
34	You already have Meridith Park...it needs some money spent out there and continuing grounds maintenance but you would gain more than you have to spend quickly I think....we very often stay at Cobden but the fishing club at the lake there left so much rubbish laying around after an auction they held in the grounds there no one felt comfortable staying out there...there is definitely an opportunity in this area for a town getting behind the RV phenomenon that is happening right under their noses.	8/10/2017 7:37 PM
35	It would bring more people to the town and they would spend money to support local businesses, hotels, restaurants, etc.	8/10/2017 5:57 PM
36	As a traveller we often stop at RV friendly towns and the amount of revenue caravan and motor home enthusiasts pour into these towns is amazing. We here this so often from the business' in these towns it can only be good for Colac.	8/10/2017 4:50 PM
37	By not providing we are missing out on an opportunity for people who will access our retail outlets	8/10/2017 12:37 PM
38	Many transit between destinations and have no need nor desire to use a 'caravan park' while in transit. In attracting commerce to a region, if there are RV friendly stops then as a full time traveller in a self contained caravan we will stop where there are provisions made for self sufficient parking. We prefer independent locations and towns where we are made welcome by the criteria set down for RV friendly towns and will often settle for a few days in such places. The very act of settling for a few days in the often more roomy and congenial low cost or free camps enables us to undertake restocking, maintenance and the pursuit of entertainments. Why would a town choose not to accommodate the touring demographic? In our opinion most caravan parks are geared for holidaymakers, travelling families and commercial travellers... we are none of these.	8/10/2017 11:33 AM
39	The town has everything to gain and nothing to lose. Grey nomads would be happy to stay close to town in a safe environment.	8/10/2017 9:04 AM
40	\$'s for the town	8/10/2017 8:20 AM
41	As a traveller & a C M C A member after being a plumbing contractor for 46 years I can assure your council that the local community will notice the improvement to the towns income if you decide in the affirmative. My C M C A chapter helped the local aboriginal group in Home Hill , Queensland turn the disused showgrounds into a place for short stay travellers. Figures showed that \$250,000.00 was injected into that community in the first nine months. Our chapter helped set up the first C M C A free camp in Ingham, Queensland. This camp is located within 200 meters of the main street of Ingham. The Ingham shopkeepers have really noticed the increase in trade. Travellers who used to drive through these towns are now spending time & money there.	8/9/2017 11:36 PM
42	More visitors, more commerce	8/9/2017 10:56 PM
43	There are thousands of Rv travellers. They use the internet to research & promote Rv locations. It is a no cost way to promote your town & it's attractions giving all businesses the opportunity to increase their income. It's ano brainer	8/9/2017 10:17 PM
44	Every town should. It's only right. In the motor-home Facebook pages I am a member of and this issue comes up about any town not catering to RVs I have advocated a policy of "Drive on thru - Don't spend there." Good to see others are picking up that theme and posting about non-RV friendly towns to leave in their dust.	8/9/2017 10:14 PM
45	It would bring more tourists and more money to the town.. Most RVers are grey nomads who have the time to spend quite a while in our town.	8/9/2017 9:29 PM
46	as a south australian planning to travel(caravan) through Victoria RV friendly towns will attract me to purchase foodstuffs and then maybe stay to check the area out	8/9/2017 9:08 PM
47	Anything that promotes tourism is very important to our town. Visitors equals cash for businesses, these businesses employ locals, who also spend money in town.	8/9/2017 8:45 PM
48	Definitely, there are thousands of people travelling around our great country and all of them need to buy supplies and the more welcoming we can make Colac the more likely they are to stop and spend here.	8/9/2017 8:03 PM
49	This is a new market that if exploited correctly could well be very lucrative.	8/9/2017 7:51 PM
50	If this was provided I would stop and shop but without it I will move on to another town.	8/9/2017 7:49 PM

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51	It gets people to stop in town rather than drive through it.	8/9/2017 7:44 PM
52	We would come and visit the area - especially if there was cheaper self contained area to camp thus spending money in the town as we (and many others) have done in others that have either free or low cost camping	8/9/2017 7:37 PM
53	Need free camping	8/9/2017 7:32 PM
54	Ratepayers are paying for this ie water. Rubbish collection. Dog poo. Toilet dumped. And say they will shop locally but no...because they are too stingy to shop in a small town because prices are normally higher. I used to own a c van park. They rvs want every thing for nothing. What about insurance and public liability. I have herd the rv group almist put a town to ransom if they didnt become rv friendly. Best to stear clear of them. They will come anyway.	8/9/2017 7:25 PM
55	As frequent travellers from WA to the ES we always look for RV friendly towns. Thankfully they are becoming easier to find. We never buy fuel, provision or eat in restaurants of towns that do not participate in the RV friendly scheme if we can find a RV friendly close enough to drive to. Although we are pensioners and fairly frugal, we still think it's important to support local butchers, bakeries and greengrocers. We consider the major supermarkets can survive without our patronage and the little extra locals charge is worthwhile for the sake of employing more people and helping the Australian economy. Our budget only extends to two nights at a restaurant per fortnight, but we look forward to it and find that country pubs, cafe's & restaurants do a splendid job of it. A 48 hour short term parking area within easy walking distance of the outlets above mentioned, means people like us will be buying day to day essentials in your town and the more affluent, and there are plenty of them nowadays will spend more eating out, and if there are points of interest and or cruises or tours they will be participating in these as well. We certainly hope you go ahead with the idea, and I'm sure the town won't regret it.	8/9/2017 7:24 PM
56	It will bring tourists to the area, us included.	8/9/2017 7:09 PM
57	Every town should aim to attract tourists.	8/9/2017 6:57 PM
58	I have stopped in Colac many times and now I have a caravan would definitely use the town if it was RV friendly.	8/9/2017 6:55 PM
59	To get into the nomads market you need all kinds of accommodation	8/9/2017 6:53 PM
60	They bring tourist dollars with them so the local businesses win.	8/9/2017 5:56 PM
61	We're travellers and visit RV Friendly Towns	8/9/2017 5:55 PM
62	Rv campers spend money in the town they stay in. Petrol groceries etc. If no camp place then they drive on	8/9/2017 4:53 PM
63	I think it would encourage travellers to stay in the area and contribute financially to the economy.	8/9/2017 4:52 PM
64	We live in Ballarat and are always looking for a different place to visit for a weekend or a few days. We would spend money on food/ fuel in the town and visit places of interest.	8/9/2017 4:20 PM
65	Not a priority.	8/9/2017 4:14 PM
66	It will encourage more travelers to stay and spend money in colac.	8/9/2017 4:02 PM
67	We already as ratepayers maintain Meredith Park, which is free to caravans etc and well used by the caravan community.	8/9/2017 3:34 PM
68	We have lived in a motor home and travelled Australia for 2 years with our children. What we found is that towns that were Rv friendly were the towns we stayed in longer, spent more money and were treated well by the towns folk. This area would greatly benefit from a free camp being so close to the G.O.R.	8/9/2017 3:24 PM
69	There are two van parks plus a free camp site on the other side of the lake, that enough, the van parks are not booked out and need caravaners to help their business survive. They employ locals and buy locally to, don't take that away from them.	8/9/2017 2:42 PM
70	The travelling community, will stay if you provide, most don't want to stay in caravan parks tho, provide a free camp, close to town, walking distance to shops with a free dump point, also require available parking areas near shopping centres. Shade is always welcome, and travellers like a view.	8/9/2017 2:37 PM
71	As a traveller in a motorhome having access to RV friendly parking near shops means that I will stop and shop. If there is no appropriate parking I travel to the next town.	8/9/2017 1:52 PM

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72	I'm a traveler, I would come and spend my money where I'm welcome	8/9/2017 1:42 PM
73	Colac has many appealing things to us who travel, centrally located to the Otway Ranges, Great Ocean Road or the Lake itself. The Main Street provides numerous choice for shopping, restocking vehicles, great places to dine and essential services such as doctors and vets. From our visits to Colac we have also experienced the town to be dog friendly.	8/9/2017 1:19 PM
74	It attracts more tourists as there are lots of people traveling in RVs	8/9/2017 1:02 PM
75	Has allot to offer and gives the opportunity for business	8/9/2017 12:50 PM
76	To provide a gresater sustainable income source for many local outlets that otherwise would not exist.	8/9/2017 12:27 PM
77	My wife and I are keen caravanners and we support town and their businesses that are rv friendly.	8/9/2017 12:13 PM
78	Being an RV friendly town is a win win for the town and the RV community. Setting the rules by which the town wants to welcome travellers is necessary for the mutual success of the plan. Must travellers are responsible and will abide by reasonable rules such as collecting their gray water and having their own toilet facilities.	8/9/2017 12:09 PM
79	Colac is a beautiful town, and by becoming 'RV friendly' they will receive more of the tourist dollar that currently drives through in the way to GOR. I am agrey Nomad, and have never had trouble . finder parking there. The 'Troc' is a favourite cafe of ours.	8/9/2017 12:02 PM
80	Money for the town	8/9/2017 11:28 AM
81	Caravaners will pause in a town that offers a stop over facilities. If the facilities are available for 48 hrs most will shop for essentials but we always go to club or lunch as a treat. or effort to put back in to towns effort.	8/9/2017 11:22 AM
82	We always restock fuel water and groceries at towns that exhibit RV friendly parking / whilst either passing through or overnight stay on the way to a destination. Preferably no need to unhitch the caravan. Unhitch at caravan park if staying longer than 2 days other wise we will look for lost cost option eg free camp at the next town.	8/9/2017 11:19 AM
83	I know that a lot of RV people will not stop at a place where it is impossible to park especially to shop before they stop for the night. They might want to stop and taste some of the area they are going through, but if there is no parking for them close they will not stop, but go on to the next town. I know, we have done this. If people want to walk around and see the sights and or history of the town they would not stop if the parking may end up costing them a fine because they parked taking up a couple of spaces.	8/9/2017 11:11 AM
84	It brings money to the town and allows small businesses, cottage industry to expand. But more importantly it provides a way of promoting the town and local area to people who would otherwise just pass through and not stop.	8/9/2017 10:56 AM
85	I am a pensioner and enjoy theveling this great country,and it is townl like yours that look after us grey nomads that I will alwayse stop and spend my meager funds on fuel and provisions instead of towns with no facilities for us. Thankyou for thinking of becoming an RV friendley town. Syd Bell sydneybell6@bigpond.com 0428224451	8/9/2017 10:36 AM
86	We are permanent travellers and Colac would the only rv friendly town ,close to coast and Otway's, making it easy to do day trips	8/9/2017 10:11 AM
87	There are thousands of caravanners on the road these days and more and more are looking for free camping options and will base their travel plans on the availability of these sites.	8/9/2017 9:57 AM
88	The benefits of getting people to stop and shop and even stay will mean money into the town and employment oportunities and sustainability for businesses.	8/9/2017 9:53 AM
89	We have trevelled a fair part of Australia over the past 2 years, we preferred most of our stays to be in RV friendly towns, which provided easy parking for caravans close to shopping also have 24 to 48 hr free camping in or close to town centre and free dump point. After seeing the extra revenue this provided for these towns it certainly would be a benefit for the town of Colac. There are a lot of people out there that don't like staying in a caravan park.	8/9/2017 9:41 AM
90	This place looks to be the perfect place to rest and explore for a couple of days..make it a limit of 72hr then they move on..that way they will spend money in your town	8/9/2017 9:21 AM

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91	As grey nomads we are travelling in a self contained Fifth Wheeler. We do not need or want, nor can we afford a caravan park for the privilege of sleeping in our own bed. But we do want to see EVERY part of this beautiful country. We go out of our way to stay & spend money in RV Friendly Towns as they make it so easy & enjoyable to do so. We visit & leave our money in pubs, restaurants, shopping centres, fuel stops and many other businesses where need takes us. But if we are limited to paying caravan park fees we cannot afford the finer things of life so we just don't go there!	8/9/2017 9:03 AM
92	Tourism is a very big part of Australian economy and especially the drive tourism sector. Also at least 70% of RVs can be or are self contained so all they need is a secure site to park for a few days to see the area/town, do a restock of food and fuel, maybe a feed at a pub, club, coffee shop or restaurant, maybe some vehicle and RV servicing, a haircut etc. the economic benefit can be huge if done right. Always should have a means of collecting shopping docket to tally and prove the worth to the town/area.	8/9/2017 8:55 AM
93	I believe any town that provides facilities and welcomes tourists can only gain as tourists pour money into local economy. I personally have stayed at Lake Meredith, the foreshore caravan park and spent money in local supermarkets, mechanics, swimming pool, hotels, restaurants and caravan park. If a free or low cost place was not available I would not have even looked at Colac as a place to stay. I enjoy Colac as a base to explore the great ocean road for day trips. Colac would be one of my go to places for short holiday breaks from Melbourne as low cost camping allows me to spend money on other items. Colac has already won me as a friendly and beautiful part of the world to visit.	8/9/2017 8:38 AM
94	Gives the travellers some low cost place to stay. They will spend more money in your town if they are welcome.	8/9/2017 8:33 AM
95	Increase spending at local businesses. Activate spaces which may be prone to vandalism, anti social behaviour. Increase amenity.	8/9/2017 8:33 AM
96	Being a large caravan owner, we quite often don't stop in towns we'd like to, as there is nowhere near a town centre to park.	8/9/2017 7:51 AM
97	Because this will increase the number of tourist visiting the town who would otherwise just bypass the town because of lack of RV facilities.	8/9/2017 7:43 AM
98	You can pay up to 50 dollars a night at some parks A lot around 28 to 35 dollars with little or poor amenities Woomerlang in the mallee provides hot showers power etc for free locals benefit greatly from this Provide service \$10 a night your tourism will explode with	8/9/2017 7:36 AM
99	Economic benefits	8/9/2017 7:28 AM
100	Beautiful botanical garden & cafe. On the way to the Otways. Great reasons to get people to visit, stay and bring \$\$ to a country town.	8/9/2017 6:57 AM
101	Without dedicated parking, it is very difficult to shop locally supporting local traders. RV users are in many cases older and therefore appreciate being able to access shops more easily.	8/9/2017 6:26 AM
102	It will be good for the town. Travellers like to spend money in the town when being offered with free 24/48 stay.	8/9/2017 12:16 AM
103	Providing RV friendly services and parking is a great thing for the town. Very soon you will find you will attract many who will shop and stay in town. I know, I have a motorhome and travel extensively. People stay, visit attractions, eat in town, shop in town and generally make the most of meeting the locals.	8/9/2017 12:04 AM
104	I would totally ignore Geelong and Warrnabool. Would also spend ?? In Colac, as I've already enjoyed the best fish n chips there. Go for it ?? atm looking at Lake Colac for a 72hr free camp ??	8/8/2017 10:58 PM
105	Rv tourism will bring in extra much needed money into the community	8/8/2017 10:43 PM
106	Because it creates community and supports retirees and others alike.	8/8/2017 10:41 PM
107	Encourage tourism, when they don't pay for accommodation they spend more in town	8/8/2017 10:34 PM
108	As Victorian Motorhome owners we would welcome the chance to stay.	8/8/2017 10:20 PM
109	As active caravan owners when we find it difficult to park means we either don't stop or only purchase what we can carry back to our van. For the vans and motor homes equipped with a bathroom find it invaluable to have a public dump point available.	8/8/2017 10:18 PM

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110	Caravan travellers spend \$180 - \$290 in the rv friendly towns when staying for the night ,this can be a boost to any town	8/8/2017 10:01 PM
111	As a RV owner we love coming across RV friendly towns in our travels and we always tend to support these towns. By purchasing fuel and a meal from the supermarket, all shops in general. Also we stay the night in the free camp. If we need a break from traveling we stay several days in a caravan park. We also have recently been traveling in the outback all the free camps are bringing business to these small towns.	8/8/2017 9:57 PM
112	If you can encourage travelers into the town most service type business benefit , from the supermarket to the cafe's, from Dr's to dentists , servo's to mechanics,	8/8/2017 9:48 PM
113	RV Friendly towns attract the RV tourist. Knowing that all facilities are available. The RV tourist \$\$\$ is invaluable, and when times are tough, their \$\$\$ can't be ignored.	8/8/2017 9:47 PM
114	Yes they should, as a lot of people are traveling around Australia we should make it as safe as we can as a community because these people will then spend their money here on fuel groceries and the like also we are in a good position for them to explore the outback area.	8/8/2017 9:42 PM
115	It the way of the future. The town will either miss out or prosper.	8/8/2017 9:40 PM
116	Loads of caravanners on the road now - if caravans can stop in town driving along = more business. If too hard to stop and shop another town will benefit	8/8/2017 9:39 PM
117	If self contained vehicles have a designated area to stay, obtain water and access to a dump point then they are inclined to stay longer in the region to explore the area and are more inclined to spend money to give back to the local community.	8/8/2017 9:30 PM
118	To me an RV Friendly Town is to meet all requirements for visitors.	8/8/2017 9:24 PM
119	The whole town will benefit as more and more of us hit the roads each year, there's well over 700,000 RVs registered in Australia and more and more shires are seeing the benefits we bring to towns that are RV friendly. Also do a receipt drop box and show how much we spend, 72 hours is a better option as the more time we are there the more we spend.	8/8/2017 9:19 PM
120	It creates business and promotes your town. RV inhabitants are self contained and environmentally conscious. You will need a dump point and fresh water.	8/8/2017 9:14 PM
121	Please also consider self contained camper trailers on this description as we also like to travel.	8/8/2017 9:01 PM
122	As frequent travelers we often stay in towns that are RV friendly. As a lot of folks travel these days , we prefer to stay and spend our money in towns that are RV friendly	8/8/2017 8:25 PM
123	If Colac was RV friendly it would encourage tourists to stay longer in the town this will benefit the traders in town as if they have a place to stop with convenient dump points they will stay suggest 48 hours would be a good time point to give time to explore the area.	8/8/2017 8:25 PM
124	I am a fulltime motorhome, retired and living in my motorhome for 8 years now. There are thousands of caravaners and motorhomers on the road fulltime in Australia - plus the part timers - and we do like to support towns that welcome us. We spend money in cafes and pubs, at the chemist, the bakery, service station, supermarket, vets, hairdressers, maybe mechanics and other repair shops. All businesses benefit from the 'wallets on wheels'.	8/8/2017 8:12 PM
125	Colac already has a public sewerage dump point, long vehicle parking and a potable water supply could be made available very economically. A self contained low cost short stay overnight stop close to town would have very little impact on caravan parks as potential users would not be visiting the caravan parks.	8/8/2017 7:58 PM
126	Mutual benefits for businesses in your town and for travellers to be able to visit at low cost.	8/8/2017 7:50 PM
127	The benefits to the community are huge.	8/8/2017 7:47 PM
128	It will attract more tourist activity	8/8/2017 7:41 PM
129	any effort to attract travellers to town is a positive financially and improves our reputation. I understand motels etc may be upset but it very unlikely these travellers would ever stop here anyway - rv travellers are a breed of their own!!	8/8/2017 7:33 PM
130	I have travelled Australia widely and over 300 towns are now RVFT and I have seen the benefits of attracting the RV tourism. The market is growing exponentially and towns that are not embracing RV Tourism are missing out on a massive market of over \$7 billion a year.	8/8/2017 7:26 PM
131	It will help boost jobs	8/8/2017 12:57 PM

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Q2 The criteria requires appropriate parking within the town centre with access to a general shopping area for groceries and fresh produce. Appropriate long vehicle parking is approximately 12.5m long x 3.5m wide. This equates to approximately 2 parallel parks or 4-5 angled parks. Preliminary assessments have been undertaken by Council officers and found that minor line marking to extend some car parks and signage would be required. Where do you believe is the best place within the town centre to provide for this type of parking?

Answered: 146 Skipped: 0

#	RESPONSES	DATE
1	Near the memorial square park	8/29/2017 12:51 PM
2	The lake/show grounds, supermarkets (after hours), memorial park...	8/26/2017 5:43 PM
3	Around the back of memorial square on Denis Street or along Bromfield Street, near Aldi and Bunnings.	8/18/2017 2:39 PM
4	Bromfield street (Eastern end) near Aldi & soon the new Coles supermarkets. I guess there is the comfort station in Hesse Street nearby also.	8/18/2017 1:08 PM
5	Don;t mind provided overnight parking fee is \$30	8/15/2017 7:01 PM
6	The best place is the back of the memorial square where there are already a few bus and large vehicle parks. We also need to make shopping car parks more van friendly as I can't use some of them because my van scrapes on the ground when I am driving out of them, it always happens in Target carpark.	8/13/2017 1:10 PM
7	Generally where they can access supermarkets and toilets etc. is where RV's can be observed parking currently.	8/13/2017 12:05 PM
8	Somewhere with easy access. Not too far to walk. Give plenty of warning before the parking areas to alert caravan drivers.	8/13/2017 9:46 AM
9	Bromfield St, adjacent to Johnstone Lane and Woolworths carpark or Dennis St, adjacent to Target carpark.	8/13/2017 8:36 AM
10	Out of the way of other traffic a side street perhaps	8/13/2017 6:50 AM
11	Up behind the town park.	8/12/2017 10:01 PM
12	within walking distance, some towns have used lakes, parks and railway stations	8/12/2017 8:26 PM
13	Side street or secondary parallel street with existing businesses including cafe meals etc near centre of town.	8/12/2017 8:19 PM
14	Back streets between railway and Main st.	8/12/2017 8:13 PM
15	Supermarket car parks or side street parking.	8/12/2017 8:10 PM
16	Within 2 blocks of shops	8/12/2017 8:08 PM
17	Along side the Memorial Square	8/12/2017 4:31 PM
18	Somewhere that is easy to get in, around and out of again. May I suggest you drive around towing a caravan or 5th wheeler, or in a motorhome when considering places, and see how easy or hard it is for you to do so bit fore committing. You will understand why I have said this when you do.	8/12/2017 10:02 AM
19	Near a park	8/12/2017 7:58 AM
20	It is not only the size of the parking space that is important. RVs need ease of access as well.	8/12/2017 6:06 AM

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21	Near or around memorial square Supermarkets At least one near hospital or a doctors clinic Botanic gardens	8/12/2017 4:31 AM
22	Out the back of Target/Coles..... that carpark is rarely full. park side of Murray street at Memorial Square. Dennis Street already has long vehicle parking (I use it when taking trailer to Geelong via Colac). I am a local and I tried to get into the information centre in Colac not long after I moved to the area 7 years ago and the signage/parking/etc meant I became a road hazard doing u-turns to try to get back into the parking area only to find it only had a few spots and none that fit my van even if they were vacant, which they weren't. I then had to reverse out of the parking lot onto the main road..... I haven't bothered to go there again. I would hate to send international visitors there..... in fact, I wouldn't. I live in Forrest and I send them to Apollo Bay Info centre	8/12/2017 12:49 AM
23	around the town square so they have to walk around, past the shops and so on	8/11/2017 11:06 PM
24	Oval	8/11/2017 5:19 PM
25	Short term parking is already available. They are allowed to use multiple car parks and they already do at Memorial Square. Can't ever get a park there because of the caravans.	8/11/2017 4:55 PM
26	At the back of the memorial square. It is a very pretty area and they would like it. The shops are very close as well.	8/11/2017 4:41 PM
27	Parking needs to be close to supermarkets and cafes. We don't stop in towns if these aren't easily accessible.	8/11/2017 3:46 PM
28	Behind Memorial Square to continue. As Coles is in development, parking space could be allocated there. This would benefit Coles too, is walking distance to the Visitor Information Centre and other businesses in Broomfield and Murray Streets.	8/11/2017 2:03 PM
29	there isn't one	8/11/2017 1:15 PM
30	Around the Central Park, and some parking with limited hours in the Safeway and new Coles car parks.	8/11/2017 10:59 AM
31	Behind memorial square	8/11/2017 10:42 AM
32	I think the best spots would be the Dennis Street area behind the Memorial Square OR the area around Aldi Carpark.	8/11/2017 10:29 AM
33	over by the train station in the unused building at the bridge.	8/11/2017 9:53 AM
34	Rae St & Gellibrand St. An off-street parking area should be developed opposite the CFA.	8/11/2017 9:36 AM
35	Bromfield St. Make it Central parking from Hart to Queen for cars and some of the parallel on sides for RV's.	8/11/2017 9:21 AM
36	In any open carpark possibly near the information Centre with no more than 10 allocated parks. Check with fraser coast council at maryborough!	8/10/2017 9:44 PM
37	With easy access from the highway and in a parallel street.	8/10/2017 8:39 PM
38	Usually one street back but parallel to main shopping strip....	8/10/2017 7:37 PM
39	Within two blocks of the main shopping strip	8/10/2017 5:57 PM
40	iAs for short term parking i think Bromfield street adjacent to the Aldi carpark is ideal as would Corangamite street opposite Corangamarah and of course Dennis Street behind the memorial square. i think we need all three of these areas as i note caravans actually pull up in these areas now so why not make them Caravan / motor home parks.	8/10/2017 4:50 PM
41	take a bit out of the nature strip on each side of Dennis street at the north side of the Memorial square. use the extra space created to make a double row of parallel parking in the middle of the street. at the same time make some more parks suitable for buses hopefully the memorial square plan includes toilet upgrades so that they are better able to cater for a busload at a time - or several at the same time which is not uncommon the suggestion of adapting parks at the Visitor Information centre should also be done but i don't really think it is enough	8/10/2017 12:37 PM
42	Shopping centres or centralised parks	8/10/2017 11:33 AM
43	Walking distance to shops and eateries.	8/10/2017 9:04 AM
44	Close to shops as vehicles more often than not will not unhitch	8/10/2017 8:20 AM

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45	I am not a local so I can not comment on this question. I have only previously driven through Colac.	8/9/2017 11:36 PM
46	Everywhere, treat it like disabled parking and create one or 2 spots everywhere.	8/9/2017 10:56 PM
47	Walking distance to the shops near the visitor centre & toilets	8/9/2017 10:17 PM
48	Not out in 'the sticks' of a town where someone's home is at threat from vandals, burglars and vehicle thieves when owners are off doing their shopping (as in contributing to the town's commerce.) Placement as handy as possible to the shopping would great.	8/9/2017 10:14 PM
49	At the visitor information centre which will be almost adjacent to the new Coles supermarket complex.	8/9/2017 9:29 PM
50	not knowing the size of your town maybe near a shopping centre not necessarily in the CBD itself	8/9/2017 9:08 PM
51	Tourist info centre. New Coles Carpark. Anywhere within 2 blocks of Murray street.	8/9/2017 8:45 PM
52	Dennis St behind Target and or along the memorial square.	8/9/2017 8:03 PM
53	Somewhere that is Central or walking distance to facilities	8/9/2017 7:51 PM
54	Anywhere within walking distance to the supermarket	8/9/2017 7:49 PM
55	Near ALDI and woolworths	8/9/2017 7:44 PM
56	I don't have any idea as we haven't visited this area at this time	8/9/2017 7:37 PM
57	Near the lake	8/9/2017 7:32 PM
58	Not in town. Like i said they want everything for nothing. What about your own caravan park. What do they have to say. They are paying the free campers with their taxes they pay ????	8/9/2017 7:25 PM
59	We don't believe you need to have parking in the town centre for RV's. This would probably just make locals resent the intrusion. As long as there's adequate parking within a 5 to 10 minutes walk to shopping, eateries, newsagent, chemist, etc. Preferably fairly close to a public toilet or dump point and if potable water is available all the better. Save some money. Tell them to BYO toilet paper. Some of these buggers steal toilet rolls. How anyone can stoop so low as to steal a .50 cent toilet roll beggars belief, obviously they have no self-respect. But it happens. Some even boast about it.	8/9/2017 7:24 PM
60	Near info centre or supermarket is not within walking distance of info centre.	8/9/2017 7:09 PM
61	Near the shopping centres and places of interest.	8/9/2017 6:57 PM
62	Within a few minutes walk of shops, bakeries and cafes. Well signposted.	8/9/2017 6:55 PM
63	As close to the shops as possible as some of the oldies cannot walk far	8/9/2017 6:53 PM
64	One street behind the Main Street is good.	8/9/2017 5:56 PM
65	Near facilities. Needs longer than 12.5m. Our combined length is 16m	8/9/2017 5:55 PM
66	Near information centre and grocery shops	8/9/2017 4:53 PM
67	I think within a street or two of the main shopping area would be fine. Doesn't have to be the MAIN street.	8/9/2017 4:52 PM
68	Always happy to park in side streets and walk to shops.	8/9/2017 4:20 PM
69	Don't think any car parks anywhere should be altered	8/9/2017 4:14 PM
70	Either behind the Woolworths complex or near the ALDI complex.	8/9/2017 4:02 PM
71	Near Memorial Square.	8/9/2017 3:34 PM
72	East side of town next to the creek. Or maybe Showgrounds.	8/9/2017 3:24 PM
73	It cannot, it need to be off the rd.	8/9/2017 2:42 PM
74	Close to shopping complex, make sure it's well sign posted, with signs that advise cars without trailers will be fined	8/9/2017 2:37 PM
75	Within a block of the main shopping area so getting a load back to the motorhome is not too difficult.	8/9/2017 1:52 PM
76	Close to major shopping centre	8/9/2017 1:42 PM

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77	St Vincent de Paul's op shop, side of the park would be best. It provides easy access to the Main Street and most travellers such as us, don't mind walking a short distance, plus it allows for caravans / motor homes not to congest the main areas.	8/9/2017 1:19 PM
78	Somewhere near a park that's not too close to disrupt common vehicles car parking spots	8/9/2017 1:02 PM
79	Close to town	8/9/2017 12:50 PM
80	Near the tourist bureau	8/9/2017 12:27 PM
81	I am a visitor and would abide by councils recommendations.	8/9/2017 12:13 PM
82	In an area where traffic congestion will be limited so as not to disrupt local business etc. But where access to shopping and town facilities such as cafes, visitor information and the like is relatively close. Even a short drive or bike ride away is good.	8/9/2017 12:09 PM
83	We have always been able to find parking in Dennis Street on the other side of the park, near the toilet block. It's central, and easy to re enter the main road.	8/9/2017 12:02 PM
84	Back of memorial square	8/9/2017 11:28 AM
85	At a free or low cost camp site as most vaners will drop off their vans at camp on afternoon of arrival rest then 2nd day shop coffee lunch etc. Socialize in late pm either in camp or at restraurant, hitch up and travel next day. So we usually find caravan parking in town not all that helpfull because usuplly has other vehicles parked in middle of it.	8/9/2017 11:22 AM
86	One block back from Main Street or one block from supermarket	8/9/2017 11:19 AM
87	That would depend on the layout of the town centre. If the streets are wide and long this would not be an issue, the parking area for the shopping centre should be able to be adjusted to meet the requirements. Our own council made the changes to one aspect of the parking area to our shopping area and were able to incorporate six bays that would accommodate not only RVs but those cars with caravans which can often be longer than an RV if you combined the car length and the caravan length.	8/9/2017 11:11 AM
88	Unsure	8/9/2017 11:07 AM
89	Make sure its large enough for a number of overnight stays and accommodated large caravan and motor homes. Have the area designed properly and seek opinions from residence who use this type of facility when they are away travelling.	8/9/2017 10:56 AM
90	As I have never visited your town I am not formula with you area.	8/9/2017 10:36 AM
91	That size parking bay would fit a motorhome, not a caravan and car, parking needs to be as close to supermarket as possible	8/9/2017 10:11 AM
92	Dennis Street at Memorial Square near public toilets, bottom end of Bromfield Street and the parks on Corangamite Street beside Woolworths to allow access to the main shopping precincts.	8/9/2017 9:57 AM
93	Anywhere within short walking distance to the shops. Probably off the main road as merging can be difficult for some and annoying to those already driving.	8/9/2017 9:53 AM
94	Information centre car park, maybe some parks in the new Coles car park, a lot of RV friendly towns have these at the supermarkets.	8/9/2017 9:41 AM
95	Close enough to carry groceries to	8/9/2017 9:21 AM
96	As close as possible to town centre/shopping precinct. Most nomads are older & can't carry heavy grocery bags to far. Also if parking is easy many Nomads not stopping for the night will stop & visit bakeries & cafes for morning/afternoon tea & lunch as well all stocking up on groceries.	8/9/2017 9:03 AM
97	Near a supermarket, near the information centre	8/9/2017 8:55 AM
98	Near the park	8/9/2017 8:49 AM
99	The other side of the park in Dennis street. Use some of the park as a parking area for RVs only.	8/9/2017 8:40 AM
100	Somewhere in the back streets near the supermarkets as often it is difficult to do a big shop and cart it back to where you can find parking. Also the large park in centre of town where tourists will stop use toilet and wander up the street to discover Colac.	8/9/2017 8:38 AM
101	Do not know	8/9/2017 8:33 AM
102	Don't know as I don't live in Colac but have driven through quite a number of times. Would have stopped and looked around if parking for our camper van was available.	8/9/2017 8:33 AM

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103	Anywhere near to the shopping precinct.	8/9/2017 7:51 AM
104	Within walking distance, say 10 minutes to a shopping centre, with park and toilets close by. See Rockhamptons Kershaw gardens RV stop.	8/9/2017 7:43 AM
105	Reasonable distance from shops and public toilets	8/9/2017 7:42 AM
106	Around recreational oval or similar Venue most have good amenities and are quite from traffic	8/9/2017 7:36 AM
107	Adjacent to memorial square	8/9/2017 7:28 AM
108	Near supermarket	8/9/2017 6:57 AM
109	Close to supermarkets in town	8/9/2017 6:26 AM
110	Behind the shopping centre or back streets close to main shopping precinct.	8/9/2017 12:16 AM
111	Near your beautiful park right in the town centre.	8/9/2017 12:04 AM
112	Most towns have a show ground or similar. Upgrade that. Serves two purposes: making the showground more useable for things like horse events as well as making the town more rv friendly.	8/8/2017 11:05 PM
113	Around the city centre park	8/8/2017 10:58 PM
114	Railway street	8/8/2017 10:43 PM
115	Near the lake with some trees.	8/8/2017 10:41 PM
116	The street Near memorial square where buses park Safeway and cokes should provide some parking for longer vehicles as they will benefit	8/8/2017 10:34 PM
117	Don't know area, but walking distance to shops.	8/8/2017 10:20 PM
118	Within walking distance to the shops so we can buy our needs.	8/8/2017 10:18 PM
119	Unknown	8/8/2017 10:01 PM
120	Somewhere safe and lightning	8/8/2017 9:57 PM
121	West side of memorial square	8/8/2017 9:48 PM
122	Not sure	8/8/2017 9:47 PM
123	Colac Lake area	8/8/2017 9:42 PM
124	Within walking distance to a supermarket and takeaways.	8/8/2017 9:40 PM
125	Connor Street or Rae Street - somewhere central to Grocery Stores	8/8/2017 9:39 PM
126	In front of bunnings / aldi. Access to new Coles / bunnings / aldi / comfort station	8/8/2017 9:30 PM
127	In the street, or the showground provided it is not too far away or near Parks.	8/8/2017 9:24 PM
128	Behind main street	8/8/2017 9:23 PM
129	Close as possible to town, ie walking distance.	8/8/2017 9:19 PM
130	As RVers we are happy to be packed a block back, we legs made for walking. How about the golf club.	8/8/2017 9:14 PM
131	In a quiet area that enables you to walk in to the town/shopping precinct.	8/8/2017 9:01 PM
132	I close proximity to the main shopping area	8/8/2017 8:25 PM
133	Need to keep in mind that some of these vehicles are bus size and also tow tandem trailers with a small car on. When Coles moves maybe a couple of spaces in the old carpark.	8/8/2017 8:25 PM
134	Not too far from shopping	8/8/2017 8:12 PM
135	Walking distance from galleries and food/coffee shops.	8/8/2017 8:11 PM
136	Not in touch with plan of Colac but parking should be near super markets and general shopping to make a stop in Colac as easy as possible.	8/8/2017 7:58 PM
137	I am not familiar with Colac. However as a caravanner as distinct from a motorhomer, our rig, like the majority of caravans these days, totals 14 metres overall hitched length.	8/8/2017 7:50 PM
138	Close to grocery shopping	8/8/2017 7:47 PM

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139	1 block back from main town centre road.	8/8/2017 7:43 PM
140	It needs to be within four blocks of your post office	8/8/2017 7:41 PM
141	No idea - develop empty/closed shop areas to improve aesthetics	8/8/2017 7:33 PM
142	Not sure but it needs to be within reasonable walking distance of supermarkets etc so these travellers can shop	8/8/2017 7:26 PM
143	The back of the square.	8/8/2017 7:20 PM
144	near memorial square or the information centre	8/8/2017 12:57 PM
145	Info centre once Coles is established or the Aldi precinct. Possibly Johnson's Lane car park.	8/8/2017 12:29 PM
146	djaksdijk;asdf	8/4/2017 10:31 AM

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Q3 The criteria requires short term (24-48 hour), low cost overnight parking for self-contained RVs be provided as close as possible to the CBD. Where could this type of parking be provided in Colac?

Answered: 146 Skipped: 0

#	RESPONSES	DATE
1	Near the information centre and Barongarook creek	8/29/2017 12:51 PM
2	The lake gets used for nothing else. Why not make use of it.	8/26/2017 5:43 PM
3	Central reserve? Down on the lake front along Fyans street or Queens Ave.	8/18/2017 2:39 PM
4	Meridith Park.	8/18/2017 1:08 PM
5	Don't mind provided that low cost = \$30	8/15/2017 7:01 PM
6	The showgrounds would be a good place as it isn't too far from the main CBD	8/13/2017 1:10 PM
7	Maybe on the lake foreshore as there are public toilets and bins (although it is close to the commercial caravan park). Near the bird sanctuary for self-contained could be feasible or possibly around an oval, or near the golf club / race-course (other than the showgrounds). Near the rifle range or at the end of walking path on the foreshore which is currently under-utilised.	8/13/2017 12:05 PM
8	Near toilets. Quiet spot.	8/13/2017 9:46 AM
9	Showgrounds, old High school site, old tip site	8/13/2017 8:36 AM
10	Im not familiar with Colac but by your playing fields or Showground if you have them	8/13/2017 6:50 AM
11	At the Showground?	8/12/2017 10:01 PM
12	as above	8/12/2017 8:26 PM
13	Follow Maryborough Queensland. Free parking on one back row of council carpark. Free compulsory registration at council office max stay 3 days self contained only. Right in the middle of town. Always well patronised about 20 vehicles per night. Each usually two or three nights.	8/12/2017 8:19 PM
14	Does not need to be CBD. But safe secure and walking distance to CBD Pubs and eateries.	8/12/2017 8:13 PM
15	Showgrounds	8/12/2017 8:10 PM
16	Showgrounds?	8/12/2017 8:08 PM
17	We think it would be best at the Showgrounds	8/12/2017 4:31 PM
18	I do not know the area so cannot comment.	8/12/2017 10:02 AM
19	Town Centre	8/12/2017 7:58 AM
20	I don't know Colac but in our experience the Showground is usually a good spot. Also near a pretty park, by a river ...	8/12/2017 6:06 AM
21	Lakeside caravan park near botanic gardens as it is closer and safer for walking to Cafes or shops and gardens and lake views for visitors	8/12/2017 4:31 AM
22	Memorial Square..... let's be honest..... that is just 'space' that doesn't get used except for a few days a year	8/12/2017 12:49 AM
23	why not upgrade the parking around the back of target and coles and they could park there at night.	8/11/2017 11:06 PM
24	Oval	8/11/2017 5:19 PM
25	I don't believe anywhere in town is the best place for this type of parking. Other than a caravan park. How is Council going to monitor the time people spend parking in these special parks? What is that going to cost Council - more staff? How will it be low cost? Are you going to collect money? How much?	8/11/2017 4:55 PM

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26	At the Lake Caravan park. Or just down from there where the toilet block is. The side closest to the gardens could be utilized.	8/11/2017 4:41 PM
27	Overnight parking doesn't have to be close to shops. Need parking close for shopping but overnight can be further away. Around scout hall, sporting grounds	8/11/2017 3:46 PM
28	Lake foreshore car park below Botanic Gardens. Above lake opposite Catholic Church but I acknowledge this could cause parking difficulties when a funeral is at the Church. Car park on Lake foreshore near Bruce St. Racecourse.	8/11/2017 2:03 PM
29	This pre supposes that this is a good idea. A very biased survey!	8/11/2017 1:15 PM
30	Around Central Park	8/11/2017 10:59 AM
31	Colac show grounds	8/11/2017 10:42 AM
32	1.The grassed verge area in Railway Street - on the corner of Railway Terrace and Corangamite Street. 2. The empty block next to Hip Pocket Workwear could be an alternative place. 3. The grassed verge on bank of the Lake opposite St. Mary's church. 4. The area up around South Colac football ground .	8/11/2017 10:29 AM
33	not sure	8/11/2017 9:53 AM
34	A small number of places could be at the end of Fyans St at the boat ramp parking area. It could then be administered by the Caravan park. Not available during busy periods such as school holidays.	8/11/2017 9:36 AM
35	How close? Central reserve... Below Info centre... Targets 2nd car park	8/11/2017 9:21 AM
36	Don't know colac.	8/10/2017 9:44 PM
37	Any adjacent streets.	8/10/2017 8:39 PM
38	Council should be best to select an area on your lake.... Meridith Park wouldn't suit everyone but I like to be away from the noisy element of a large town.	8/10/2017 7:37 PM
39	Showgrounds or local sporting ovals	8/10/2017 5:57 PM
40	It is hard to know exactly however unless the ground at the tourist information centre is levelled i don't believe this to be ideal however, if it was levelled and there was access made to the Barongarook creek reserve on this side of the highway i think combined it would be perfect for an overnight stay.	8/10/2017 4:50 PM
41	if it is going to be paid for then it needs to be somewhere which already has a management structure in place - at the caravan parks how often is the driver reviver van manned - is parking near that an option? near the Lake Caravan Park - but outside it near the playground - with arrangements with the caravan park to collect any fees	8/10/2017 12:37 PM
42	?	8/10/2017 11:33 AM
43	Walking distance to main street.	8/10/2017 9:04 AM
44	Showground	8/10/2017 8:20 AM
45	I am not a local . I have previously driven through Colac. The decision is yours.	8/9/2017 11:36 PM
46	Lake edge, footy ground, anywhere	8/9/2017 10:56 PM
47	Near a park	8/9/2017 10:17 PM
48	It's so long since I've been to Colac I can't readily recall. A lot of places are making their showgrounds available.	8/9/2017 10:14 PM
49	At the P. & A. Society Caravan Park (Showgrounds).	8/9/2017 9:29 PM
50	on the outskirts would be fine for short term stays	8/9/2017 9:08 PM
51	I think all RV's should be directed to the Showgrounds, where there is access to running water and a dump point. Other options could be near the lake (Angleing club or yacht club.)	8/9/2017 8:45 PM
52	Around Central reserve and City Bowling Club, many would very likely go to the bowling club for a meal.	8/9/2017 8:03 PM
53	Ideally near an open space ie Parkland	8/9/2017 7:51 PM
54	Supermarket, side streets. Vacant blocks	8/9/2017 7:49 PM

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55	Near the lake.	8/9/2017 7:44 PM
56	No idea	8/9/2017 7:37 PM
57	Camping and caravan free camping	8/9/2017 7:32 PM
58	Out of town	8/9/2017 7:25 PM
59	A dump point available in Caravan Parks for paying vehicles. does not work. We have come across this scenario on a few occasions and now we just don't bother with a town that has that option. In our experience, people who haven't stayed at the CP are treated as if they have the plague. everything possible to belittle and make what isn't necessarily the nicest job of the week a bloody sight worse is done and there's always a charge even if the RV info says otherwise. And who wants to stand around arguing the toss about it? A good RV town can turn into a "give it a miss" in our opinion.	8/9/2017 7:24 PM
60	Showgrounds sounds fine	8/9/2017 7:09 PM
61	Near a sports or recreating centre.	8/9/2017 6:57 PM
62	Don't know.	8/9/2017 6:55 PM
63	Some where close also needs to be controlled to stop the overstaying abusers	8/9/2017 6:53 PM
64	Showgrounds or somewhere along a bus route if Colac has a bus service.	8/9/2017 5:56 PM
65	Sports ovals or showground	8/9/2017 5:55 PM
66	Park. Show grounds	8/9/2017 4:53 PM
67	An existing roadside rest area either side of the town??	8/9/2017 4:52 PM
68	Not locals so can't comment.	8/9/2017 4:20 PM
69	Nowhere. Let them pay to stay like everyone else	8/9/2017 4:14 PM
70	Near the park it at the information centre small carpark next to the bridge to the walking trails.	8/9/2017 4:02 PM
71	Colac Showgrounds.	8/9/2017 3:34 PM
72	Anywhere. Don't make us do the work for you.	8/9/2017 3:24 PM
73	It cannot.	8/9/2017 2:42 PM
74	You have a nice spot near the lake, maybe along the creek in town also, could be more than one place set aside	8/9/2017 2:37 PM
75	I don't know Colac but Maryborough, Qld has dedicated a part of one of the carparks as RV friendly.	8/9/2017 1:52 PM
76	Not sure	8/9/2017 1:42 PM
77	In proximity of the botanical gardens / lake area.	8/9/2017 1:19 PM
78	Somewhere near a park	8/9/2017 1:02 PM
79	Close to town	8/9/2017 12:50 PM
80	Bruce Street Reserve	8/9/2017 12:27 PM
81	Not sure	8/9/2017 12:13 PM
82	Not sure I'm not familiar with your town.	8/9/2017 12:09 PM
83	Maybe Queens Ave.	8/9/2017 12:02 PM
84	As above	8/9/2017 11:28 AM
85	Not local cant suggest. But vaners dont mind slightly out of the way a reasonably walking distance is acceptable to all. Most towns its a city block or two if you remain hitched. The very reason to provide a 48 hr stop over. We revert to car only shopping.	8/9/2017 11:22 AM
86	Hugh Murray reserve	8/9/2017 11:19 AM
87	Perhaps the Bruce Street Reserve or similar place.	8/9/2017 11:11 AM
88	Botanical gardens	8/9/2017 11:07 AM

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89	I'm not resident but travel extensively with a large caravan and 4wd. Position it so its and easy walk to the cbd shops. Then make sure the small businesses cater for the visitors. I've stayed in small towns the really cater for RV'ers. Treated well, they will talk up your town while travelling and others will come and stay too.	8/9/2017 10:56 AM
90	I don't mind paying around \$10 a night for the advantage of safe overnight camping	8/9/2017 10:36 AM
91	Showgrounds or race course	8/9/2017 10:11 AM
92	Buy the crappy old service station on the eastern edge of town - get rid of the eye sore and provide a spot to camp on either side of the Princes Highway, or can the old tip site be used for this.	8/9/2017 9:57 AM
93	Showgrounds maybe	8/9/2017 9:53 AM
94	May be the old high school site, access to water would not be a problem, providing toilets would also not be a problem and if done right would be safe place as well,	8/9/2017 9:41 AM
95	Somewhere with good access	8/9/2017 9:21 AM
96	Do not know Colac well enough to answer.	8/9/2017 9:03 AM
97	Somewhere with about 2kms of CBD eg showgrounds make good camp sites, recreation grounds. any park a community group may care to look after eg Lions, Rotary	8/9/2017 8:55 AM
98	unsure	8/9/2017 8:49 AM
99	Near the tourist information if the space could be found.	8/9/2017 8:40 AM
100	Not being a self contained camper I find this a difficult one. Personally I would hate to see large RAS along the foreshore. I think if it must be provided it needs to out of site. I remember there was land in behind the toilets as you come into town and a scout hall I think. There was lots of trees but it was out of site of most people but very close to town. This could be a possibility.	8/9/2017 8:38 AM
101	Do not know	8/9/2017 8:33 AM
102	Same answer as Q2	8/9/2017 8:33 AM
103	We've just travelled through Queensland, and stopped at major supermarkets that provided RV parking spaces (Mossman was a good example). All were within the usual parking lots. The supermarkets in Colac would need to agree to this though. Roma had a designated parking lot in the centre of town. We spent money in 4 shops whilst stopped there as it was an easy walk to local businesses. No time limit or fees. Tiolets also in parking area. We've also been past information centres that have insufficient parking. Info centres are quite often on town fringes so not much use if needing to shop.	8/9/2017 7:51 AM
104	Somewhere around the Hugh Murray reserve.	8/9/2017 7:43 AM
105	Unknown	8/9/2017 7:42 AM
106	Not local just love the area	8/9/2017 7:36 AM
107	Racecourse reserve/sculpture park	8/9/2017 7:28 AM
108	Near lake	8/9/2017 6:57 AM
109	Close to supermarkets	8/9/2017 6:26 AM
110	Can't remember name of street.	8/9/2017 12:16 AM
111	Showgrounds.	8/9/2017 12:04 AM
112	Showgrounds?	8/8/2017 11:05 PM
113	Lake Colac maybe 72hr	8/8/2017 10:58 PM
114	Hugh Murray reserve	8/8/2017 10:43 PM
115	Sorry I don' t know the town well enough to say	8/8/2017 10:41 PM
116	Lake foreshore car park, or plant a screening row of trees at memorial square and put some parks or buy the land at bottom corner or memorial square opposite Barwon water	8/8/2017 10:34 PM
117	Unknown.	8/8/2017 10:20 PM
118	If it is close to Hotels or Restaurants campers will then support these businesses.	8/8/2017 10:18 PM

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119	Unknown	8/8/2017 10:01 PM
120	Near parkland.	8/8/2017 9:57 PM
121	Eastern Oval	8/8/2017 9:48 PM
122	Not sure	8/8/2017 9:47 PM
123	Colac Lake area	8/8/2017 9:42 PM
124	I don't know. I am not familiar with the area.	8/8/2017 9:40 PM
125	Central Reserve together with the dump point or Fyans Street near the Botanical Gardens	8/8/2017 9:39 PM
126	Old civic hardware site	8/8/2017 9:30 PM
127	No cost should be charged.	8/8/2017 9:24 PM
128	Show grounds	8/8/2017 9:23 PM
129	At a reserve or football fields.	8/8/2017 9:19 PM
130	Free parking or we won't be there.	8/8/2017 9:14 PM
131	Best suited for Colac and as per comment above... Please also consider self contained camper trailers on this description as we also like to travel.	8/8/2017 9:01 PM
132	With reasonable access to potable water and the dump point	8/8/2017 8:25 PM
133	Fire brigade running track on the foreshore that is if it is no longer used. Old High School if it is not too far out, town bus could service this area if need be.	8/8/2017 8:25 PM
134	There are a lot of reserves around the town, lots of land along the lakeside too... Being self-contained means no requirement for toilets and showers. And we contain all waste water. Bins are nice, so is access to drinking water. A lot of towns place the short term parking near a Bowling Club or other club that serves meals so they can benefit from the RV campers (who like to eat and drink, same as everyone else). I'd like to point out that a 48 hour stopover means people have more time to explore and spend money in town. One usually arrives mid to late afternoon on Day 1. So two nights is perfect. Then people who decide to stay longer move to the longer term area, which might be that van park 5 minutes out of town.	8/8/2017 8:12 PM
135	?	8/8/2017 8:11 PM
136	The area near the scout hall would be suitable.	8/8/2017 7:58 PM
137	I do not know your town	8/8/2017 7:50 PM
138	Again, close to businesses that could benefit from additional patrons. There is little use having RV's parked away from shops	8/8/2017 7:47 PM
139	On unused sporting fields, reserves.	8/8/2017 7:43 PM
140	Not local so not sure	8/8/2017 7:41 PM
141	As above	8/8/2017 7:33 PM
142	Colac Racecourse and Recreation grounds	8/8/2017 7:26 PM
143	Would be great if an area could be developed. Somewhere like the old tip.	8/8/2017 7:20 PM
144	At the caravan parks	8/8/2017 12:57 PM
145	Caravan parks	8/8/2017 12:29 PM
146	fasdfasdf	8/4/2017 10:31 AM

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Q4 The criteria requires access to a free dump point at an appropriate location. A dump point is available at Colac Caravan Park for paying vehicles. Where could a free dump point be located in Colac?

Answered: 146 Skipped: 0

#	RESPONSES	DATE
1	Allow more access to the Colac Caravan Park and provide subsidies to the park. ALternatively a dump point just out of town near the highway would be accessible.	8/29/2017 12:51 PM
2	tourist info? Show grounds? Caravan park? Side of the highway??	8/26/2017 5:43 PM
3	You, ideally would have it situated somewhere near the overnight parking on Fyans Street, Queens Ave or at Central reserve (see my suggestions for parking above.	8/18/2017 2:39 PM
4	Central reserve.	8/18/2017 1:08 PM
5	Why would the ratepayers want to pay for RV people to dump their poo for nothing?	8/15/2017 7:01 PM
6	You could put one out Colac East near the sewerage place, it isn't too far out or the Colac Caravan Park could do what some other towns are doing with CMCA. If you are a member you only pay \$10 pp each night as long as you use your own gas etc. Some let you use their toilet but most places you have to be self sufficient.	8/13/2017 1:10 PM
7	Could be at the areas mentioned above as there is plenty of space and it is away from other people traffic, services and shops.	8/13/2017 12:05 PM
8	Easily accessible to vans and with prior warning signs	8/13/2017 9:46 AM
9	I'm not sure what infrastructure is required. Need more details to comment	8/13/2017 8:36 AM
10	Interesting question. Since using the caravan park in Yass recently and having to leave the park and travel about 3kl to the dump point was an issue. So the closer you can have it to the parking the better.	8/13/2017 6:50 AM
11	Showgrounds	8/12/2017 10:01 PM
12	same place as the parking, people will not go to the caravan park one	8/12/2017 8:26 PM
13	Either access to Colac caravan park or CMCA with Kia motorhomes may assist with suitable location and shared costs.	8/12/2017 8:19 PM
14	Public toilets, beside river on Geeling side of bridge.	8/12/2017 8:13 PM
15	Showgrounds	8/12/2017 8:10 PM
16	Close to the short term overnight parking	8/12/2017 8:08 PM
17	Also at the Showgrounds	8/12/2017 4:31 PM
18	In th same location as the low cost parking area, or at a sports or showgrounds if the low cost area is too small.	8/12/2017 10:02 AM
19	Camping Area	8/12/2017 7:58 AM
20	Often at a caravan park is a deterrent because of the feeling of needing to stay and pay. Again the showground or a sports field is a good solution.	8/12/2017 6:06 AM
21	Unsure Perhaps near Botanic gardens or sewerage works	8/12/2017 4:31 AM
22	the caravan park	8/12/2017 12:49 AM
23	around coles or target car parks. they could empty it when they pull up for the night?	8/11/2017 11:06 PM
24	Oval	8/11/2017 5:19 PM
25	At Jo Mcracken's house	8/11/2017 4:55 PM
26	You could set up one near the above parking area.	8/11/2017 4:41 PM

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27	Tourist information centre would be good, people would be able to go in and see what's around the area. Down by the lake.	8/11/2017 3:46 PM
28	At the location set aside for the RV vehicles.	8/11/2017 2:03 PM
29	Do you mean a toilet or a rubbish dump?	8/11/2017 1:15 PM
30	Opposite the old High School.	8/11/2017 10:59 AM
31	Colac show grounds ?	8/11/2017 10:42 AM
32	I can't see why the dump point at the Showgrounds couldn't be used as the free one as well.	8/11/2017 10:29 AM
33	down near the scout hall	8/11/2017 9:53 AM
34	Colac Caravan Park. Why should it be free? If we must have a free point, make it well out of town such as at the racecourse.	8/11/2017 9:36 AM
35	Any of the football ovals. Central reserve would probably be the best. Plenty of parking there and could create more customers for Bowls club.	8/11/2017 9:21 AM
36	Dont know	8/10/2017 9:44 PM
37	Showgrounds or football oval.	8/10/2017 8:39 PM
38	Council would place it at a convenient site...usually next to a central toilet stop already there...	8/10/2017 7:37 PM
39	Outskirts roadside stops either side of town	8/10/2017 5:57 PM
40	Many Visitor information centres around Australia have them as well as a tap so they can be hosed down when used and vanners can also fill there tanks	8/10/2017 4:50 PM
41	can something be set up near the sewage treatment plant?	8/10/2017 12:37 PM
42	In the short term 'self contained' Parking site	8/10/2017 11:33 AM
43	Near an information centre.	8/10/2017 9:04 AM
44	On site	8/10/2017 8:20 AM
45	No doubt the C M C A have informed your council about their contribution to public dump points. If you do not have information about funding, please contact them.	8/9/2017 11:36 PM
46	Make the caravan park dump point free, they may it get some extra custom.	8/9/2017 10:56 PM
47	Easy place to locate Some towns have it near the council works depot	8/9/2017 10:17 PM
48	At the showgrounds carpark?	8/9/2017 10:14 PM
49	There is already one at the above site. Otherwise at the Angling Club car park.	8/9/2017 9:29 PM
50	in paying caravan parks , I realise that periodically staying at a commercial park is part of the journey	8/9/2017 9:08 PM
51	Could there be a dump point put near public toilets elsewhere, maybe the garden/lake.	8/9/2017 8:45 PM
52	Probably best where the overnight parking is provided.	8/9/2017 8:03 PM
53	Near the Parking as above	8/9/2017 7:51 PM
54	Near Council, or information centre, at football grounds	8/9/2017 7:49 PM
55	On the outskirts of town.	8/9/2017 7:44 PM
56	Perhaps where you think the camping area would be (or close to it)	8/9/2017 7:37 PM
57	Near the lake	8/9/2017 7:32 PM
58	At local c van park.	8/9/2017 7:25 PM
59	Not knowing Colac, as it's a town we haven't visited. We have no idea. Make it RV friendly and we probably will.	8/9/2017 7:24 PM
60	Showgrounds, it has to be somewhere with easy access is n and out.	8/9/2017 7:09 PM
61	Near a sports or recreation centre.	8/9/2017 6:57 PM
62	Not sure.	8/9/2017 6:55 PM

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63	Near the free camp	8/9/2017 6:53 PM
64	Near water treatment plant if you have one. Or Showgrounds.	8/9/2017 5:56 PM
65	Not sure	8/9/2017 5:55 PM
66	Show grounds	8/9/2017 4:53 PM
67	I would assume if you have roadside rest areas it could go there.	8/9/2017 4:52 PM
68	As above.	8/9/2017 4:20 PM
69	Well let them pay to use the one at the caravan park why should ratepayers have to foot the bill	8/9/2017 4:14 PM
70	Showgrounds	8/9/2017 4:02 PM
71	Colac Showgrounds	8/9/2017 3:34 PM
72	Showground	8/9/2017 3:24 PM
73	Council to compensate the caravan park and use that dump point, walk in canisters only to stop people filly up van water tanks.	8/9/2017 2:42 PM
74	AT the showgrounds, or at a park in town, with potable water also available	8/9/2017 2:37 PM
75	Some towns have them out the front of a caravan park so other people can access it or at the sewerage works.	8/9/2017 1:52 PM
76	At camp site	8/9/2017 1:42 PM
77	A dump point would be terrific and ideally suited in the overnight area or at the entrance of the Showgrounds.	8/9/2017 1:19 PM
78	Showground or sporting ground	8/9/2017 1:02 PM
79	Showgrounds	8/9/2017 12:50 PM
80	Water treatment road	8/9/2017 12:27 PM
81	Not sure	8/9/2017 12:13 PM
82	Free dump points are always going to attract travellers, they are a necessity. I would suggest on the edge of town or where your industrial area is located. Most RV people will visit the dump point either on arrival or departure from the town, it does not have to be at the RV camp site.	8/9/2017 12:09 PM
83	Near the public toilets, behind the park.	8/9/2017 12:02 PM
84	Memorial square	8/9/2017 11:28 AM
85	Where ever the cost is lowest to council. It will find a place on Wickicamp app and vaners will find it.	8/9/2017 11:22 AM
86	Near information center	8/9/2017 11:19 AM
87	Either at the overnight spot or on the entrance of the town or the exit of the town on the A1.	8/9/2017 11:11 AM
88	Botanical gardens area	8/9/2017 11:07 AM
89	Easy access for large vehicles is what it required. I've seen some councils place them outside there council caravan park and promote staying longer in the town. It shows rv'ers a nice park to stay at should they wish to stay longer. Pay 4 nights get one free etc. Funny isn't it. I've stayed in the area but don't remember the Colac Caravan Park. We travelled from Warrnambool through camperdown to Melbourne.	8/9/2017 10:56 AM
90	We need a drive through dump point where you can dump for free as I avoid caravan parks that charge like a wounded bull, who can afford \$35 to \$45 a night, thats 5/6 meals.	8/9/2017 10:36 AM
91	Showgrounds or racecourse	8/9/2017 10:11 AM
92	On the northern side of the overpass via Gallop Street or the old tip site.	8/9/2017 9:57 AM
93	Maybe at either end of the town a safe distance for pulling over	8/9/2017 9:53 AM
94	At the old high school site with the free camp. A free dump point should be provided anyway if not at the above site some where else possibly information car park,	8/9/2017 9:41 AM
95	Within easy access and vicinity of camp	8/9/2017 9:21 AM

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96	As above.	8/9/2017 9:03 AM
97	Showground or recreation ground or a park near toilets if provided	8/9/2017 8:55 AM
98	unsure	8/9/2017 8:49 AM
99	Near the tourist information.	8/9/2017 8:40 AM
100	A dump point could be located near public toilets as coming into town or it would not cause too much inconvenience to have it in large car park near caravan park or rowing club.	8/9/2017 8:38 AM
101	Preferrably at the free/low cost camp	8/9/2017 8:33 AM
102	We don't mind paying a nominal fee to utilise a caravan park dump point.	8/9/2017 8:33 AM
103	It has to be easily accessible and easy to find. Sculpture Park maybe. At Proserpine, there was a dump point on the roadside out the front of the caravan park, as well as the one within the park.	8/9/2017 7:51 AM
104	At the local Showgrounds.	8/9/2017 7:43 AM
105	Near caravan park	8/9/2017 7:42 AM
106	Needs to have easy access	8/9/2017 7:36 AM
107	Racecourse/sculpture park	8/9/2017 7:28 AM
108	Not sure	8/9/2017 6:57 AM
109	Near local sporting oval as long ad access appropriate	8/9/2017 6:26 AM
110	Near the public toilets or council depot.	8/9/2017 12:16 AM
111	Wherever you decide the 24/48hr camp is.	8/9/2017 12:04 AM
112	Showgrounds?	8/8/2017 11:05 PM
113	As close as possible to any free camp	8/8/2017 10:58 PM
114	Railway	8/8/2017 10:43 PM
115	N/A	8/8/2017 10:41 PM
116	Council pay the caravan park for use of theirs	8/8/2017 10:34 PM
117	In an area where there is space for several vehicles. Not uncommon to be lined up in mornings before taking off.	8/8/2017 10:20 PM
118	Having looked at Google maps I would suggest near the treatment works.	8/8/2017 10:18 PM
119	Same place as parking	8/8/2017 10:01 PM
120	Maybe somewhere near a truck stop so there is plenty of room for parking. Some places have them near tourists info	8/8/2017 9:57 PM
121	Eastern Oval	8/8/2017 9:48 PM
122	Not sure	8/8/2017 9:47 PM
123	Maybe at the show grounds	8/8/2017 9:42 PM
124	I don't know. I am not familiar with the area.	8/8/2017 9:40 PM
125	Central Reserve where the Short-Term parking could be as well or Fyans Street near the Botanical Gardens	8/8/2017 9:39 PM
126	I believe most travelers would be happy to pay a fee to access existing dump point	8/8/2017 9:30 PM
127	Showgrounds, free campsites, football grounds, any council grounds.	8/8/2017 9:24 PM
128	Show grounds	8/8/2017 9:23 PM
129	As close as possible to the parking area.	8/8/2017 9:19 PM
130	?	8/8/2017 9:14 PM
131	On the out skirts of town or at the information centre.	8/8/2017 9:01 PM
132	Near the public toilet area with a separate potable water tap	8/8/2017 8:25 PM

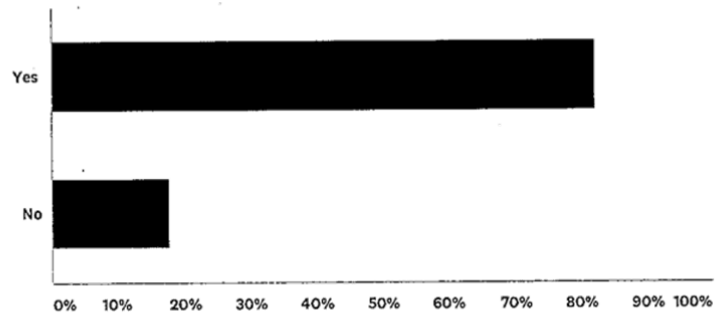
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133	Perhaps there could be a dump point near the information centre. A site at the old High School Re question 5 Do not own either of these but travel with friends that do.	8/8/2017 8:25 PM
134	CMCA would be speaking with you about an appropriate dump point location. There needs to be room for RVs towing cars and also for large caravans to get in front of the dump and then exit easily. Sort of a drive-by. Sometimes older caravan parks cannot cope with this. My 8m motorhome with a car towed behind is 13m in total. The majority of us cannot reverse because of the type of hitches we use, unlike caravans.	8/8/2017 8:12 PM
135	?	8/8/2017 8:11 PM
136	The public Dump Point at Colac caravan park was sponsored by CMCA , the small \$5 charge is a cleaning fee. Another public dump point is not required in Colac.	8/8/2017 7:58 PM
137	Close to the chosen parking, so it can be used without needing to move the rigs.	8/8/2017 7:50 PM
138	At the RV stop	8/8/2017 7:47 PM
139	Within the area designated for camping.	8/8/2017 7:43 PM
140	It's not important as long as its easy to access	8/8/2017 7:41 PM
141	No idea	8/8/2017 7:33 PM
142	It is preferable to be close to the camping area or better still in it but anywhere where there is good access fro both left and right approached for all size vehicles.	8/8/2017 7:26 PM
143	Where ever the site for stayed would be.	8/8/2017 7:20 PM
144	Isn't there one at the caravan park at show grounds?	8/8/2017 12:57 PM
145	Caravan park	8/8/2017 12:29 PM
146	dfasdf	8/4/2017 10:31 AM

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Q5 Do you own a caravan or RV?

Answered: 146 Skipped: 0

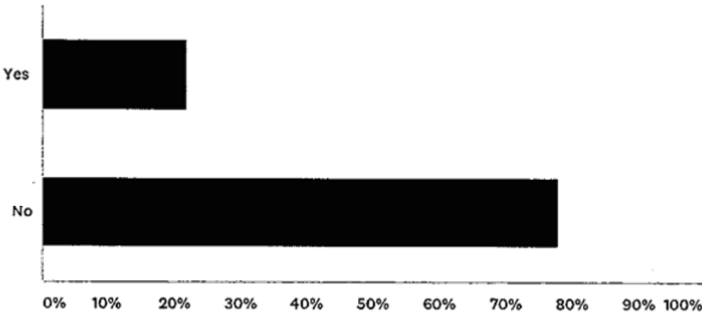


ANSWER CHOICES	RESPONSES	
Yes	82.19%	120
No	17.81%	26
TOTAL		146

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Q6 Are you a Colac town resident or business owner?

Answered: 146 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	21.92%	32
No	78.08%	114
TOTAL		146

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Q7 Is there any else you would like Council to consider regarding the RV Friendly Towns criteria?

Answered: 107 Skipped: 39

#	RESPONSES	DATE
1	If passed, please put signage in the lead up to the town that it is RV-Friendly! :)	8/29/2017 12:51 PM
2	a reason to bring people back to the area. The lake is an untapped insanely MAJOR tourism & community resource that needs huge reburishment works done - you just got a new highway why not make the most of it.	8/26/2017 5:43 PM
3	Not at this point. It seems a great way to get some tourism back from the coast.	8/18/2017 2:39 PM
4	We own a campervan. We free-camp sometimes out in the bush. We are not rich. When we visit a country town we consider it our duty to support the local businesses including the campsite We despise those affluent city dwellers who spend big on a 'rig' in the city, fill it with stores and petrol and then expect the less well-off in the country to subsidise them. It's at an extreme in place like Cooper Pedy - but Colac isn't doing that well. Why would we destroy our caravan parks and businesses for these skinflint freeloaders?	8/15/2017 7:01 PM
5	Maybe they could build an amenities for campers to pay to have a shower etc if they don't have shower / toilet in their campervan.	8/13/2017 1:10 PM
6	Lots of clear signage indicating the facilities along with attractive welcoming town signs which are currently in an appalling state.	8/13/2017 12:05 PM
7	Provide good information centre for district accessible to long vehicles	8/13/2017 9:46 AM
8	Improvements to both entrances of Colac. Let's, visually, tell the traveling public how proud we are of our town and make it more inviting to stop. - first impressions count! Collaborate with Bulla foods to create a tourist attraction around the Bulla foods. Family owned dairy company in the heart of dairy country and it involves ice cream - a perfect draw card. Keep working on expanding the path around the lake. Push bikes are becoming increasingly popular.	8/13/2017 8:36 AM
9	Strict signage should be put up detailing conditions on staying and length of time allowed.	8/13/2017 6:50 AM
10	Great idea, we will use it	8/12/2017 8:26 PM
11	Thank you for considering.	8/12/2017 8:19 PM
12	I am unsure if there is a council run caravan park in Colac. If so maybe look at cheaper rates here and a dump point before providing something else. If rates are kept to \$20 a night people will use these facilities. Remember many travellers are pensioners and on strict budgets.	8/12/2017 8:13 PM
13	Good signage	8/12/2017 8:08 PM
14	More picnic tables in Memorial Square	8/12/2017 4:31 PM
15	Talk to Julia Creek in Qld and see what they do. Absolutely outstanding!	8/12/2017 10:02 AM
16	By being RV friendly you will attract more visitors and this means more money coming into the town. Many RV travellers are self contained and don't need all the 'bells and whistles' supplied at caravan parks. They like space too. For many it is called freedom camping - not necessarily free camping - but the freedom to choose.	8/12/2017 6:06 AM
17	Signage to welcome RVs and where to park or dump is vital Improve other roads in and out of town to tourist locations especially to Gellibrand and Forrest	8/12/2017 4:31 AM
18	No but I frequent colac often for shopping and appointments and feel that it is important they park in an allocated place and it would be great for colac.	8/11/2017 11:06 PM
19	Isn't there better things you could be doing. Fix the roads - maybe that will encourage people to come.	8/11/2017 4:55 PM

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20	Make it friendly and easy to access. We live in the local area but travel as much as we can. We don't stop in towns unless there is somewhere to park within reasonable distance from shops. We free camp often as then we can afford to shop in the local cafes, bakeries etc. if we have to pay caravan park fees all our money goes to them only and not spread around the community. We will stay in parks if we they are reasonably priced and we want to stay for longer in a town.	8/11/2017 3:46 PM
21	Please don't waste my rates on this.	8/11/2017 1:15 PM
22	Birregurra possibly at the football ground.	8/11/2017 10:42 AM
23	It is important that the existing Caravan Parks are not disadvantaged by this - so not setting up a place that is near any of them, is important. The existing parks are run down (this comment is made because of remarks visitors to the town have made to me personally). We have a beautiful lake, that needs to be made more of.	8/11/2017 10:29 AM
24	Have good staff at info centre and an up to date website with events	8/10/2017 9:44 PM
25	Progressive towns have access to thousands of dollars from caravanners every year. Hopefully you go through with this proposal.	8/10/2017 8:39 PM
26	Yes... don't get disgruntled by the free loaders too quickly....set camp grounds up properly and charge for facilities from day one...eg gold coin hot showers ect...not donation tins which don't get used....the Kimba football grounds is great example of a well run camp stopover...hot shower for \$3 lasting a good 5 min...then walk over to their sports clubrooms to a well stocked bar and the locals are pleased to sit and talk....Hopetoun is another good example but they use the donation tins which is not working as no gas was available for hot showers last visit but the locals are friendly as the RV resort are keeping the town alive.	8/10/2017 7:37 PM
27	i'd say bite the bullet and do it we are so close to so many beautiful areas in the district , i believe we would encourage more travellers to stop here if these amenities were provided.	8/10/2017 4:50 PM
28	I live in the shire and use Colac frequently for shopping and sevicees	8/10/2017 12:37 PM
29	Near river or stream... or on flood restricted area for recreational activities to attract those looking for a longer period of stay... i.e. 72 hrs	8/10/2017 11:33 AM
30	Easy parking in town for car with caravan.	8/10/2017 9:04 AM
31	Everywhere, monitored so the ruiners don't wreck it for everyone. Backpackers are notoriously messy, don't spend much and don't care much about anything they can't get for free (not totally inclusive)	8/10/2017 8:20 AM
32	I do not see any negatives in this proposal , however there will always be opposition from caravan park owners frightened of loosing revenue. The people who use these facilities have self contained vehicles and usually do not stay in caravan parks & would most likely pass through your town on the way to the next nights stay. C M C A has a list of friendly caravan parks which provide parking for self contained vehicles at a minimum fee.	8/9/2017 11:36 PM
33	Do not shun the Grey Nomads, they can afford to support you, or ignore you.	8/9/2017 10:56 PM
34	Businesses to welcome & encourage	8/9/2017 10:17 PM
35	If parking is to be 'in the sticks' then maybe a temporary bus stop nearby with at least one morning pick-up and afternoon return for shopping, movie going, etc., for when the season is on.	8/9/2017 10:14 PM
36	Not Really.	8/9/2017 9:29 PM
37	Signage to help caravanners find the parking and dump point overnight camping. We travel a fair bit in a caravan and will always prefer an RV friendly town, if staying one night we use a free camp when possible and a caravan park when staying longer	8/9/2017 8:03 PM
38	It will bring in more tourists and grey nomads. Caravan parks are only one business and are out priced for many tourists and grey nomads	8/9/2017 7:49 PM
39	Being RV Friendly brings tourists like ourselves to the area - especially grey nomads (either part time or full time). Sometimes when going through towns - if we can't find a park big enough for vehicle and caravan - we will just continue on to the next place	8/9/2017 7:37 PM
40	Out of the towns boundary.	8/9/2017 7:25 PM
41	Give it a go, we are sure you won't regret it.	8/9/2017 7:24 PM

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42	Just please consider we would like love to visit your area if there is a low cost place to stay. I would also consider 72hrs to give people time to explore and not just pass through.	8/9/2017 7:09 PM
43	My very first self contained trip in a hired RV was this year to Uluru. There were 5 of us in the RV. We spent \$8000 over two weeks that was pumped into places like Snowtown SA, Burra SA Mildura VIC, etc etc. All small towns. We spent money in the local IGA's, Cinema's, cafe's and even the local NRMA was kept in business at Wagga Wagga when I locked myself out of the RV. We bought aboriginal paintings at Yulara, paid for tours in underground hotels/caves and bought opals in Coober Pedy. We are planning another trip next year and Colac would benefit financially if it was RV friendly. And we would get to see your beautiful town.	8/9/2017 6:57 PM
44	Seems to be covered in article.	8/9/2017 6:55 PM
45	A caretaker	8/9/2017 6:53 PM
46	I guess I would just say that it is very worth the community and council considering this as the tourist dollars that can be generated can be utilised appropriately by council if the facilities are council owned...who can say they don't need money, no of us really.	8/9/2017 5:56 PM
47	Must be at least 48hrs free.	8/9/2017 5:55 PM
48	Shower. Coin in slot is fine. Many information centre's now have them	8/9/2017 4:53 PM
49	I think in general it's good that the town is exploring the option of becoming more friendly. There are more and more people travelling including those with kids and with adequate facilities most seem happy to spend a while in an area and add to the economy. NOT doing it due to a caravan park being there is short sighted in my opinion. What people may save on park fees they generally will spend on groceries, fuel or dining out.	8/9/2017 4:52 PM
50	I wish Ballarat would provide these spaces too. We have travelled around Australia, mostly staying in caravan parks, but have met many people who prefer to free camp, esp overnight. They still spend money in the town they are in.	8/9/2017 4:20 PM
51	Silly idea focus on looking after locals	8/9/2017 4:14 PM
52	As an ex-RV traveler, we spent 2 years freedom camping around Australia. Towns that provided appropriate accommodation saw us able to spend more money in those towns. Towns that required us to spend \$30+ a night to use all of our own amenities anyway, were either bypassed or didn't receive our money. When you travel you have a per day budget. Simple maths explains how colac would benefit. Our daily budget was \$50/day including food, petrol and accommodation. If we needed petrol that day and were forced into a caravan park that night, we simply ate from our supplies and drank instant coffee. If we were able to freedom camp we had more money to play with and would buy coffee and eat out, go shopping and pay for entry into attractions. It's really that simple.	8/9/2017 4:02 PM
53	Re overnight stays - cost to ratepayers ie rubbish etc as we already pay for Meridith Park, who would 'police' the 24/48 hr time line, effect on caravan businesses in the area. Re parking bays - great idea for caravans to stop, take a break and shop.	8/9/2017 3:34 PM
54	Having a large event once a year that involves community clubs and people. Using the them of a local event or tradition. Aiming at travellers or backpackers (like youngs cherry festival)	8/9/2017 3:24 PM
55	It doesn't have to meet 24hr over night staying, Hamilton is rv friendly with no over night stop over except for in caravan park. Just create a place to park while they walk the shops then move on or stop in a caravan park.	8/9/2017 2:42 PM
56	The more inviting the place is the more travellers you will get, which in turn brings in the \$\$ to the town, so much of the western coastal region of Victoria is against having the nomads travelling and being able to spend time in your lovely towns, due to not having a place to stop	8/9/2017 2:37 PM
57	Don't let a small minority eg caravan park owners, prevent this initiative from being followed through. If the town provides what is required and is seen as RV-Friendly the amount of trade and economic benefits will far outweigh the perceived downsides to a few businesses. In fact, they may even find business improves as lots of RV travellers prefer to stay in RV Friendly towns even if they use the caravan parks, we do.	8/9/2017 1:52 PM
58	No	8/9/2017 12:50 PM
59	Free electricity (power point outlets with both 24v and international connections) to charge up devices...Darwin has a facility like this, just one on the foreshore but it is very useful for tourists and travellers.	8/9/2017 12:27 PM

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60	No	8/9/2017 12:13 PM
61	The RV community is always supportive of RV friendly towns. We spend money in these towns where we feel welcome and where there are facilities for us to stay. Good luck with the proposal, we would definitely put Colac on our list to stop if this goes ahead.	8/9/2017 12:09 PM
62	No	8/9/2017 11:28 AM
63	Bins, potable water and a qualified enforced 'must be stopping over in self contained rv unit'. We have noticed the rv stop overs are kept cleanest through the users if you restrict useage to rvs who have grey water storage facilities on board. If this is enforced it prevents people trying to stay for a week. Dont allow grey water into buckets must be retained on board. Stope back packers crapping all over place. No toilets for council to maintain. No toilet block will assist in policing use rules. The entitled personality will not stay.	8/9/2017 11:22 AM
64	No. But thank you for considering the travelers in you deliberations.	8/9/2017 11:19 AM
65	If there is a place that is free or cheap for those passing through, is is more probable that they will choose to stay in your town. We plan our trips, what the towns offer, their history and what they can offer then decide where we will head towards for the night so we can look around the town the next morning before heading off. Most RV and caravan owners don't choose to stay at caravan parks much anymore as they are now tending to charge the price of a motel room just to park overnight. As someone who no longer has an income, and this includes not pension I do not have that much money to pay to park overnight using my own vehicle, facilities, food and water. The overnight stop does not have to be overwhelming outstanding, but at least have a bench or two so people can get out and see what is around. A few bins so that rubbish can be removed from the RVs or caravans and placed into the bins. And perhaps a few trees for the aesthetics of the area.	8/9/2017 11:11 AM
66	I feel this would bring extra business to the town and surrounding areas	8/9/2017 11:07 AM
67	While you need a tap at the dump point for washdown and cleaning spillages your potable water tap should be seperate and not with the dump point. Perhaps 10 metres away or more.	8/9/2017 10:56 AM
68	Suggest a box at rv overnight site so people could leave shopping docketts. Council can then know the financial windfall the travellers bring.	8/9/2017 10:11 AM
69	Encourage your businesses to be creatively welcoming.	8/9/2017 9:53 AM
70	It would be a big boost for Colac	8/9/2017 9:41 AM
71	In our experience, & we have been travelling since 2010, we have found 24/48 hour stops to be to short. Great if your just passing through but to really see a area & not be driving out totally exhausted a minimum 96 hour stay is required. Most nomads will arrive in RV Friendly town mid afternoon. Usually a little weary from a big drive. If its only a 24 hour stopover you immediately have to bolt into town to do your shopping. If your not too tired you MAY go back for dinner but knowing you have to move on in the morning will preclude this. And you've seen nothing except the supermarket! Like most traveller's we love to have the time to savour a new town. Visit it's attractions & sit enjoying a relaxed meal in an aesthetic setting. There are many other everyday things we must do while in a town. Get our vehicle serviced or repaired. Visit a doctor or a dentist. Chase up parts for.....something! This is why RV Friendly Towns are so important to the Nomads. AND why the the Nomads are so important to the town!	8/9/2017 9:03 AM
72	Ensure the Information centre is very informed about the RV Friendly scheme, where camping can be (incl caravan park) found.	8/9/2017 8:55 AM
73	The more the better	8/9/2017 8:49 AM
74	I think you are doing a brilliant job as it is, I think Lake Meridith is a valuable asset to the town. Being named as RV friendly by CMCA in my book will not actually enhance the town but cause division amongst campers. There will need to be monitoring to ensure only self contained stay in town. I personally think providing a dump point and suitable parking is enough. People already have free or low cost options to stay in or near the town. Allowing people to park in town I feel could be a detracting. Even if I was self contained I would rather an environment like lake Meredith or showgrounds over parking in town in full vision of locals and passers by. Colac already has a great reputation as providing a easy and beautiful place to stay at lake Meredith. (dead fish smell free times)	8/9/2017 8:38 AM
75	Does not have to be right in town.	8/9/2017 8:33 AM
76	I believe it can only be a good thing - increase tourism and make the town vibrant and alive.	8/9/2017 8:33 AM

RV Friendly Towns Community Consultation Survey

77	Parking has been our biggest issue.	8/9/2017 7:51 AM
78	Your town would benefit from being RV friendly financially if you provide stop overs up to 72 hours as this encourages people to buy groceries and fuel before they head off to their next stop.	8/9/2017 7:43 AM
79	Signage to local history points and walks	8/9/2017 7:42 AM
80	Signage well outside approach to town	8/9/2017 7:36 AM
81	Great opportunity there are thousands of van owners travelling around Australia	8/9/2017 6:57 AM
82	RV overnight parking area should be pet friendly as many RV owners travel with pets.	8/9/2017 6:26 AM
83	Camperdown for RV friendly.	8/9/2017 12:16 AM
84	Have a low cost, most campers are happy to pay fee, many places have honesty box but there's talk in the RV community that some are not so honest. Seems having a caretaker collecting fees might be the go.	8/9/2017 12:04 AM
85	Safety	8/8/2017 10:58 PM
86	Potable water not in Caravan Park.	8/8/2017 10:20 PM
87	Have a store and attraction directory at the overnight parking area. Finding information of things to see and activities to do is essential to enjoying your time away. We only have a limited budget, when it's spent in the Caravan Park it is then not spent in the shops or service stations. We prefer to restock and fill our fuel in towns that provide short term camps.	8/8/2017 10:18 PM
88	I know you have lovely lakes in Colac not sure if there is also a area for free camps there may be worth considering.	8/8/2017 9:57 PM
89	Just encourage us to spend some time and money in your town by allowing over night stays. We do stay at caravan parks when necessary but don't use their facilities.	8/8/2017 9:40 PM
90	Caravans staying overnight want (1) Water (2) Showers (3) Toilets (4) Food (5) Relaxing Location and (6) Tourist Attractions. So Public Park facilities for (1), (2) and (3). Near town for (4) and maybe opposite Lake Colac or the Botanical Gardens for (5) and (6)	8/8/2017 9:39 PM
91	More free camping grounds, which will bring more visitors to spend money in town.	8/8/2017 9:24 PM
92	Lived in Colac for 17 years still visit family and friends parallel parking is the safest	8/8/2017 9:23 PM
93	The bigger the area the more RVs the more money spent in local shops and attractions.	8/8/2017 9:19 PM
94	Picnic tables and BBQ	8/8/2017 9:14 PM
95	Please also consider self contained camper trailers on this description as we also like to travel. Have full set up for power and water and can collect grey water waste also.	8/8/2017 9:01 PM
96	Just suggesting that council consider that they would be the only RV Friendly Town in the area and travelers would be more willing to spend money if there was a comfortable place to stay overnight or even for two nights and see what Colac has to offer	8/8/2017 8:25 PM
97	No doubt you will hear from the caravan park operators, as per usual. This is not about "competing" against caravan parks, it's about your towns capturing a greater share of the TOTAL MARKET. There are travellers who always stay in a caravan park, those who stay sometimes, and those who choose never to patronise caravan parks. That is THREE MARKETS. Closing your town to free/low cost campsites - ensures that ALL your businesses lose. I hope you choose to welcome us. You might like to speak with Buhladelah NSW. They have totally turned their town around by making it RV Friendly after the M1 freeway bypassed them. If I spend 50% of my weekly budget on a caravan park (with facilities that I do not require, prices that are becoming totally unaffordable and vans packed in like sardines), then I cannot spend that money in a cafe or hairdressers or at the mechanics or anywhere else - so those business-people lose. It is either/or for me and for many others on the road.	8/8/2017 8:12 PM
98	Ideally, council should provide somewhere safe, scenic if possible, with reasonable room so vans are well spaced, away from highway noise and supplying potable water. Most travellers want to stop at and explore townships, and want to spend money on supplies, coffee/meals, other shopping (at least, I do, and I know others I have encountered do also). Unfortunately there are some who will litter or exceed noise restrictions - council should consider how they will address community concerns in these areas. Congratulations, council!	8/8/2017 8:11 PM

RV Friendly Towns Community Consultation Survey

99	It is important that a camp site provides enough room or camping spots to meet normal demand. Say 10 to 20 sites. A small fee or donation would be in order.	8/8/2017 7:58 PM
100	As a caravanner from a rural area in Western Australia, we will go out of our way to support a small town that gives something back to us in the way of free or low cost camping. While CMCA concentrates of self contained motorhomes, they are just a small slice of the travelling market. If you allow access to public toilets and somewhere on hand for waste water, you will widen your market many times over, and this equates to many times more dollar spend in your town. Add a coin operated shower and even more will come. Do allow at least 40 -72 hours time frame, so those staying can patronise businesses in town.	8/8/2017 7:50 PM
101	Yes, 24 hours is useless, visitors need a few days to explore the local area and visit shops, the stop over should be a minimum of 48 hrs, preferably 72 hrs	8/8/2017 7:47 PM
102	A minimum 48hrs to 72hrs to ensure money spent in town. If only 24hrs users may only come late in afternoon and leave early next day not leaving time to spend money.	8/8/2017 7:43 PM
103	Do not make it free but a way of a local service club to raise funds	8/8/2017 7:41 PM
104	If we only want to attract travellers for money we are in the wrong track. We should be encouraging all to visit and improve our attractiveness as a whole - the money will come	8/8/2017 7:33 PM
105	Access to good potable water is essential and the attitude of business people in the town to welcome visitors is essential to success.	8/8/2017 7:26 PM
106	We need it now	8/8/2017 12:57 PM
107	adfadf	8/4/2017 10:31 AM

RV Friendly Town™



What is it?

The RV Friendly Town™ program is a CMCA initiative aimed at assisting recreational vehicle (RV) consumers as they journey throughout this wonderful country. This includes motorhomers, campervaners and caravanners.

An RV Friendly Town™ is one that has met a set of guidelines to ensure they provide a certain amount of amenities, and a certain level of services for these travellers. When they enter a town displaying the RV Friendly Town™ sign, they know they will be welcome, certain services will be provided for them that may not be available in other centres, and they will have access to a safe place to stay overnight and possibly for a longer period.

CMCA will promote the RV Friendly Town™ by dedicating one page to the town on the Club website, publishing a one-off article on the town in its monthly magazine, *The Wanderer* and listing the town in each edition of the magazine.

CMCA will also offer the council 2 x 600 mm x 690 mm roadside 'RV Friendly' signs free of charge. These signs display the 'RV' sign and have the words 'Supported by' underneath, as well as display the CMCA logo.

How does a town qualify?

Before any town can be appointed to the program, there is a set of guidelines that must be met, which includes:

Essential

- Provision of appropriate parking within town centre with access to a general shopping area with groceries or fresh produce.
- Provision of low cost, short term (24/48hour) RV parking for self-contained vehicles as close as possible to the CBD.
- Access to potable water.
- Access to a free dump point at an appropriate location.

Desirable

- Provision of long term parking for self-contained vehicles.
- Access to medical facilities or an applicable evacuation plan.
- Access to a pharmacy or a procedure to obtain pharmaceutical products.
- Visitor Information Centre (VIC) with appropriate parking facilities within a reasonable distance.
- VIC to provide a town map showing essential facilities such as hospital, medical services, fuel, shopping area, dump point, fresh water, etc.
- RV Friendly Town™ signs to be erected within the town precinct

We also look at the general attitude of the council and the business people. After all, it is called the RV 'Friendly' Town™ program. These programs offer town business owners the opportunity to be innovative in meeting the needs of these mobile travellers, while at the same time growing their businesses.



What are the benefits?

There are many economic benefits to the local businesses due to increased dwell time; the RV community spends an average of \$100 per day whilst travelling (Queensland Drive Tourism Strategy 2013 - 2015).

Once mobile travellers enter an RV Friendly Town™ or Destination they know they are going to be welcome.

There is an increased patronage of the tourist attractions in and around the town.

Travellers will be able to park adjacent to the shopping precinct while they top up with supplies. They can do their banking in comfort, post their mail, and check out the restaurants and clubs for food and entertainment.

They will find a dump point in the town.

They may be able to have mechanical work done on their vehicle as well as fill up with fuel and gas.

The visitor information centre should have a map showing them all local attractions, the location of emergency services and their contact numbers, attractions that are RV suitable and where Internet services are available.

They will be able to park in a comfortable layover area, while they sit back and decide which tourist attractions they would like to see during their visit.

There may be toilet and shower facilities at or near the layover area which will encourage dwell times.

They can visit those attractions marked on their map with the RV sign.

At the end of their visit, the RV traveller will be leaving only because they need to – not because they want to.

RV Friendly Town™ Procedures

- Complete assessment form.
- Forward assessment form to CMCA National Headquarters or the local CMCA State Representative.
- When approved, CMCA will prepare the Letter of Understanding and forward it to council for signature.
- Once signed, the Letter of Understanding is returned to CMCA for execution. A copy is then returned to council for their records.
- CMCA then despatches the relevant signage to the council works depot or nominated location.
- CMCA lists the town on its GeoWiki database.
- CMCA posts an article with the relevant details of the town and surrounding region on its website.
- This article will also appear in the Club's monthly magazine, *The Wanderer*.

For more information contact:

National Headquarters

Telephone: 02 4978 8788

Fax: 02 4978 8799

Email: memberbenefits@cmca.net.au

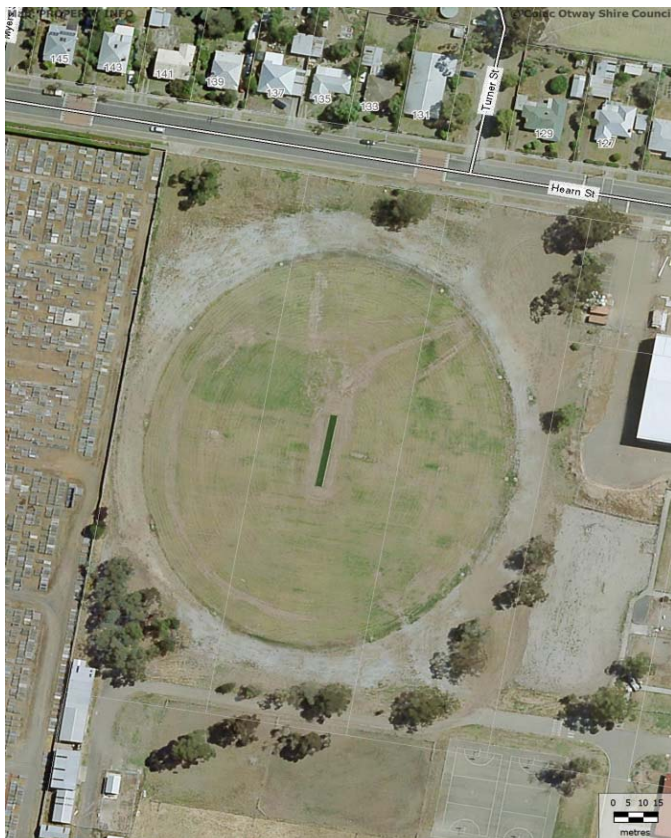
ORDINARY COUNCIL MEETING

IRREWARRA CRICKET CLUB - CLUBROOMS DEVELOPMENT PROJECT

OM172510-4

LOCATION / ADDRESS	Hearn Street, Colac	GENERAL MANAGER	Tony McGann
OFFICER	Ian Seuren	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F16/5142	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To provide Council with the estimated project costs for the Irrewarra Cricket Club Clubroom Development Project.		

1. LOCATION PLAN / AERIAL PHOTO



2. EXECUTIVE SUMMARY

Council in partnership with the Irrewarra Cricket Club received a grant of \$100,000 from Sport and Recreation Victoria to construct clubrooms at the Colac Secondary College sports field. Additional contributions to the project have been committed by Council, the Federal Government, the Irrewarra Cricket Club and the Colac Football Netball Club.

At its September 2017 Ordinary meeting, Council determined to allocate a maximum additional \$20,000 to the project subject as well as requesting further information regarding works and costs applicable to the project. Additional costs can be attributed to an engineered concrete slab, carpentry, metalwork and professional fees.

3. RECOMMENDATION

That Council notes the information relating to estimated project costs for the Irrewarra Cricket Club Clubrooms Development Project.

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Council, in partnership with the Irrewarra Cricket Club, has received funding of \$100,000 from the State Government's 2017/18 Community Sport Infrastructure Fund for the development of new clubrooms and amenities at the Colac Secondary College (CSC) sports field.

The project will deliver a new off-field facility at the Colac Secondary College sports field inclusive of home and away changerooms, showers and toilets, social space, kitchen and storage. The new facilities will cater for a range of sports with the key user groups being the Irrewarra Cricket Club and the Colac Football Netball Club.

Additional funding contributions to the project have been committed by Council, the Federal Government and the Irrewarra Cricket Club and Colac Football Netball Club. Following the detailed design phase of the project, it has been identified that the budget is not sufficient to complete the project to the required scope. The Irrewarra Cricket Club requested that Council contribute an additional amount of \$30,000 to the project to ensure its delivery.

At its September 2017 Ordinary meeting, Council resolved:

That Council:

- 1. Contribute an additional amount of up to \$20,000 to the Irrewarra Cricket Club – Clubrooms Development project, financed by savings from the 2017/18 Capital Works budget.***
- 2. Contribute the additional amount based on a \$2 Council : \$1 Irrewarra Cricket Club funding ratio.***
- 3. Inform the club that any additional budget shortfall would be the responsibility of the club to meet and that there be no further funds from Council for the project.***
- 4. Officers provide a report to the October Council meeting indicating:***
 - a. Details of the works and costs sought to be funded by the Council up to an amount of \$20,000.***
 - b. Details of the works and costs sought to be funded by the Irrewarra Cricket Club.***
- 5. Officers provide a report on the project costs to Council at the completion of the work.***

This report relates specifically to Point 4 of the resolution.

KEY INFORMATION

The total project cost is now estimated to be \$270,000 which includes the following cash and in-kind contributions:

Funding Body	Cash	In-kind	Total
State Government	\$100,000	-	\$100,000
Federal Government	\$20,000	-	\$20,000
Council	\$60,000	\$20,000	\$80,000
Irrewarra Cricket Club	\$32,500	\$20,250	\$52,750
Colac Football Netball Club	\$5,000	\$12,250	\$17,250
TOTAL	\$217,500	\$52,500	\$270,000

The following table details the estimated project costs which have been sourced through formal quotes and estimates from a local construction company. In addition, the table indicates the cash and in-kind requirements for each of the project components.

Task	Cost	Cash	In-kind		
			ICC	CFNC	COS
Legal fees	\$5,000	\$5,000			
Plans/permits	\$7,174	\$7,174			
Site cut and set out	\$2,815	\$2,815			
Shed kit	\$31,182	\$31,182			
Shed erection	\$9,082	\$2,637	\$6,445		
Concrete, footings and floor	\$35,000	\$35,000			
Plumbing	\$29,064	\$29,064			
Carpentry	\$30,000	\$20,445	\$4,055	\$5,500	
Doors	\$12,320	\$12,320			
Joinery	\$8,020	\$8,020			
Metalwork	\$3,000	\$3,000			
Electrical	\$7,750	\$7,750			
Plaster	\$23,480	\$9,980	\$6,750	\$6,750	
Painting	\$6,273	\$6,273			
Floor coverings	\$15,100	\$15,100			
Appliances	\$2,000	\$2,000			
Landscaping/path	\$5,000	\$2,000	\$3,000		
Contingency @ 7.5%	\$17,740	\$17,740			
Project Management	\$20,000	-			\$20,000
TOTAL	\$270,000	\$217,500	\$20,250	\$12,250	\$20,000

For a project such as this, it is not normal practice for cost items to be paid by different funding agencies. The project will be managed with a total budget of \$270,000. Therefore, it is challenging to provide the specific details of what additional works and costs Council will cover and the additional works and costs the Irrewarra Cricket Club will contribute to.

Based on the original cost estimates, however, it is expected that Council and the Irrewarra Cricket Club's additional contributions will cover the cost increases including:

Item	Estimate of additional costs	Council contribution	Club contribution
Concrete slab, footings and floor – additional works due to soil condition	\$18,000	\$12,000	\$6,000
Carpentry	\$9,000	\$6,000	\$3,000
Metalwork	\$3,000	\$2,000	\$1,000
TOTAL	\$30,000	\$20,000	\$10,000

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The development of new clubrooms at the CSC has been driven by the Irrewarra Cricket Club in partnership with other proposed users including the Colac Football Netball Club. The Irrewarra Cricket Club has worked closely with Council, CSC and the Colac Football Netball Club to progress the project.

The development of the concept and detailed designs has included consultation with both Sport and Recreation Victoria and Cricket Victoria to ensure they meet the minimum facility requirements as per Cricket Victoria's Facility Guidelines.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Supporting community groups to develop projects for consideration under the Community Sport Infrastructure Fund is supported broadly by the Council Plan 2017-2021. More specifically, this project aligns to *Theme 3: Our Community* through the following goals:

1. Increase social connection opportunities and community safety.
2. Connect people through events and activities.
3. Provision of resources to support physical activity by the community.
4. Community planning informs provision of Council services and social infrastructure.

ENVIRONMENTAL IMPLICATIONS

Sport and Recreation Victoria requires projects to demonstrate Environmentally Sustainable Design principles where applicable.

SOCIAL & CULTURAL IMPLICATIONS

The physical benefits of sport and physical activity are well documented and it is an important factor in maintaining good overall health and wellbeing, both physically and mentally. Physical inactivity is estimated to be responsible for 16,178 premature deaths per year in Australia, with participation in physical activity providing clear benefits in the five Australian national health priorities:

- Cardiovascular disease prevention.
- Diabetes prevention and control.
- Primary prevention of some cancer.
- Injury prevention.
- Promoting mental health.

Sport also plays a vital role on the psychological and social well-being of our community, as well as teaching valuable life skills.

Communities that participate in sport and recreation develop strong social bonds, are safer places and the people who live in them are generally healthier and happier than places where physical activity isn't a priority.

Through social inclusion and a sense of connection, communities are strengthened. Families become closer through shared experiences and achievements. When at-risk people participate, sport negates anti-social behaviour and can support positive education outcomes.

The Irrewarra Cricket Club is a long-established and well organised local sporting club. It has three senior teams and two junior sides participating in the Colac and District Cricket Association, with more than 80 members. The new facilities will assist the Irrewarra Cricket Club in increasing participation as well as building social capital through club activities.

ECONOMIC IMPLICATIONS

Recreation facilities contribute greatly to the liveability of a town and assist with population attraction. It is anticipated that the majority of the project expenditure will be to local businesses, providing economic benefits to the local business community.

LEGAL & RISK IMPLICATIONS

A risk management plan has been prepared as part of the Project Management methodology.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

As per information detailed in the 'Key Information' section of this report.

7. IMPLEMENTATION STRATEGY

DETAILS

The project will be delivered by Council's Capital and Major Projects team, in partnership with the Irrewarra Cricket Club. A project plan has been prepared and project commencement will now commence having secured the required budget.

COMMUNICATION

Council will communicate regularly with the Irrewarra Cricket Club and Colac Football Netball Club through the established Project Reference Group.

TIMELINE

It is expected that the project will be delivered by 30 June 2018.

8. OFFICER DIRECT OR INDIRECT INTEREST

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

ORDINARY COUNCIL MEETING

DECLARE SPECIAL CHARGE SCHEME - HEARN AND ARMSTRONG STREETS, COLAC - DRAINAGE

OM172510-5

LOCATION / ADDRESS	Armstrong and Hearn Streets Colac	GENERAL MANAGER	Tony McGann
OFFICER	Stephen Wright	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F17/8260	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none"> 1. Drainage Works Layout 2. Special Charge Scheme Drainage Works Estimation Worksheet 		
PURPOSE	<p>To declare a Special Charge Scheme for the purpose of drainage construction following the consideration of submissions received. The project is a drainage line from the corner of Hearn Street and Armstrong Street to the north boundary of 142 Armstrong Street to the north west corner of the Trinity College property.</p>		

1. LOCATION PLAN / AERIAL PHOTO



2. EXECUTIVE SUMMARY

The council at its meeting in August 2017 resolved to give notice of its intention to declare a special charge scheme for the construction of a stormwater drainage system to manage storm water at the rear of properties in Armstrong Street and Hearn St. and 119-243 Hart Street Colac.

A notice was published and letters sent to affected property owners in accordance with the provisions of the local Government Act and affected property owners were notified of their right to make submissions to Council and to have their submissions heard.

Council established a committee for the sole purpose of hearing any submissions where the submitter has requested to be heard. Five submissions were received but none sought to be heard.

The written submissions have been provided to all Councillors and the grounds of objection described in the submissions have been considered.

The purpose of this report is to enable Council to declare the scheme having considered submissions made.

3. RECOMMENDATION

That Council, having considered submissions received and determined that the apportionment and the special benefit applied to all proposed contributors to the scheme have been done fairly and reasonably:

1. *Resolves to Declare a Special Charge Scheme for the construction of a common drainage line along the easement on the north boundary of 142 Armstrong Street and associated works in Armstrong Street and in the Trinity College such that:*
 - a. *The construction of a common underground drainage pipe and associated works will be of special benefit to properties described in paragraph (5) and shown on the attached plan by way of:*
 - *Controlled stormwater discharge*
 - b. *The stormwater system is constructed using the lowest cost construction method through the easement of 142 Armstrong Street.*
 - c. *A special charge is declared for the period commencing on 25 October 2017 and concluding on 25 October 2022.*
 - d. *A Special Charge Scheme is declared for defraying any expenses in relation to the installation of an underground stormwater pipe system comprising of a 250mm stormwater pipe in the easement along the northern boundary of 142 Armstrong Street, Colac.*
2. *The following be described as the area for which the special charge is declared:*
 - *The partial area within Trinity College that can directly connect to the underground drainage line located in the easement along the northern boundary of 142 Armstrong Street, Colac and the areas north and west of this area located in Hearn Street and Armstrong Creek which will be protected by this drainage line and applying to properties described in paragraph 3.*
3. *The following be declared as the land in relation to which the special charge is so declared:*
 - *119-243 Hart Street, Colac Lot 14 LP 58025*
 - *206 Hearn Street, Colac Lot 5 LP 58025*
 - *208 Hearn Street, Colac Lot 6 LP 58025*
 - *210 Hearn Street, Colac Lot 7 LP 58025*
 - *212 Hearn Street, Colac Lot 8 LP 58025*
 - *214 Hearn Street, Colac Lot 9 LP 58025*
 - *216 Hearn Street, Colac Lot 10 LP 58025*
 - *142 Armstrong Creek, Colac Lot 11 LP 58025*
 - *144 Armstrong Creek, Colac Lot 12 LP 58025*
 - *146 Armstrong Creek, Colac Lot 13 LP 58025*

4. *The following be specified as the criteria which forms the basis of the special charge so declared:*

- *Ownership of the land described in paragraph 3 of the recommendation.*

5. *The following be specified as the manner in which the special charge so declared be assessed and levied;*

- *The unit of assessment is via a property area system where the special charge to each property is directly proportional to the total property area and is calculated as follows:*

<i>119-243 Hart ST</i>	<i>LOT 14 LP58025</i>	<i>10,000.00 m²</i>	<i>\$ 12,912.23</i>
<i>206 Hearn ST</i>	<i>LOT 5 LP58025</i>	<i>659.10 m²</i>	<i>\$ 851.05</i>
<i>208 Hearn ST</i>	<i>LOT 6 LP58025</i>	<i>644.70 m²</i>	<i>\$ 832.45</i>
<i>210 Hearn ST</i>	<i>LOT 7 LP58025</i>	<i>644.70 m²</i>	<i>\$ 832.45</i>
<i>212 Hearn ST</i>	<i>LOT 8 LP58025</i>	<i>644.70 m²</i>	<i>\$ 832.45</i>
<i>214 Hearn ST</i>	<i>LOT 9 LP58025</i>	<i>644.70 m²</i>	<i>\$ 832.45</i>
<i>216 Hearn ST</i>	<i>LOT 10 LP58025</i>	<i>640.70 m²</i>	<i>\$ 827.29</i>
<i>142 Armstrong ST</i>	<i>LOT 11 LP58025</i>	<i>627.60 m²</i>	<i>\$ 810.37</i>
<i>144 Armstrong ST</i>	<i>LOT 12 LP58025</i>	<i>627.60 m²</i>	<i>\$ 810.37</i>
<i>146 Armstrong ST</i>	<i>LOT 13 LP58025</i>	<i>628.00 m²</i>	<i>\$ 810.89</i>

6. *Having regard to the proceeding paragraphs but subject to Section 166(1)(b) of the Local Government Act 1989:*

- it can be confirmed that the owner of each rateable land described in paragraph 3 above will therefore be liable for the respective amounts set out in paragraph 5 above; and*
- be recorded that each owner may, subject to Section 167(4) of the Local Government Act 1989 and any further Resolution of Council pay the special charge in the following manner;*
 - payment of quarterly instalments (commencing within one calendar month of the issue of the notice requesting payment) over 4 years with interest paid on the remaining principal at the Council overdraft rate and that a penalty interest rate be applied to late instalment repayments only; or*
 - Payment by lump sum to be paid within one calendar month of the issue of notice requesting payment.*

7. *The Chief Executive Officer is authorised to give public notice of Council's declaration of a special charge scheme in accordance with Section 163(1) of the Local Government Act 1989, and notify persons in writing who have made submissions of Councils decision and the reasons for that decision.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

The properties on the corner of Hearn Street and Armstrong Street were developed many years ago. The area at the rear of these properties was retained as farming. Due to this area being undeveloped there was little runoff during heavy rain periods. As time went on and the area slowly became developed by Trinity College the runoff increased.

The area behind the properties on the corner of Hearn Street and Armstrong Street was developed as a football/cricket oval which means the area is now more defined and has a constant slope. Because of this the runoff flowing towards these properties has increased and has caused flooding.

KEY INFORMATION

For the water to be captured prior to it entering into the properties on the corner of Hearn Street and Armstrong Street an open drain needs to be constructed along the back of these properties. The water would then flow into a pit at the rear of 142 Hearn Street. From there the water will need to be conveyed through pipes until it discharges to the main drain in Hearn Street.

Due to there being no discharge point currently in Armstrong Street a pipe will be installed in the nature strip along Armstrong Street from the pit on the corner of Hearn Street and Armstrong Street up to the north boundary of 142 Armstrong Street. This pipe will be a 375 diameter pipe and will function as the discharge point for the proposed 250 diameter uPVC pipe and also capture some road water. It is proposed that Council will pay for the cost of installing this pipe along Armstrong Street.

Council resolved that the drainage works required would best be delivered by preparing a Special Charge Drainage Scheme with a proportion of the cost to be recovered from property owners considered to derive benefit from the works. The scheme was considered at the August meeting of Council and property owners proposed to be included in the scheme were notified of Councils intention to declare the scheme and invited to make submissions.

Five submissions have been received and considered by Councillors.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The provisions of the local government Act set out the steps required to consult and engage with the contributors to the scheme.

Five submissions were received. Two submissions (from Trinity College and 142 Armstrong Street) are in favour of the scheme progressing with Trinity College requesting some further information regarding the calculation of the special charge, and the owners of 142 Armstrong Street requesting that the pipe be bored through their property. The additional information requested by Trinity College regarding the basis of the calculation of the special charge has been provided to them.

The other three submissions objected to the scheme on the basis of the apportionment and the special benefit being unfair.

The apportionment has been done on the basis of land area. The contributing area of land (Trinity College) is 10,000 m² and the area of protected land is 5,761.80 m². Residential properties contribute on the basis of areas of 628 m² to 659 m² each. Trinity College is contributing 63.4% of the area and cost. This is considered to be a fair and reasonable apportionment.

The special benefit has been allocated equally to all land in accordance with Council's adopted policy. This is also considered to be fair and reasonable.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The proposal has been implemented consistent with Council's Special Charge Scheme Policy.

ENVIRONMENTAL IMPLICATIONS

It is considered the works will reduce environmental issues and impacts by reducing uncontrolled stormwater discharge.

SOCIAL & CULTURAL IMPLICATIONS

The proposed works will benefit the residents on the corner of Hearn Street and Armstrong Street and Trinity College. There are no other direct social or cultural implications for Council

ECONOMIC IMPLICATIONS

There are no direct economic implications for Council.

LEGAL & RISK IMPLICATIONS

The proposal will be implemented consistent with council's Special Charge policy and the relative requirements of the *Local Government Act 1989*

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Administrative costs associated with the preparation of the Special Charge Scheme are being borne by Council. Council is also making a financial contribution to the scheme by providing a point of discharge for the proposed easement drain and for the collection of road water. The estimated cost for Council's share of the project is \$9,372 and this will be funded from the Drainage Renewal budget.

7. IMPLEMENTATION STRATEGY

DETAILS

The scheme if approved will be implemented utilising contractors to perform the works. There will be a range of conditions required of the contractor to ensure the works are implemented efficiently and safely.

COMMUNICATION

Submitters will be informed of the committee's recommendation. All contributors to the scheme will be notified of the outcome of the Council consideration of the committee's recommendation.

TIMELINE

Following the resolution of council to declare the scheme unaltered as recommended, a person may apply to VCAT for a review of the decision within 30 days after a notice advising of the Council declaration. Following that period, if no appeals are lodged, Council can proceed to engage contractors to carry out the works.

8. OFFICER DIRECT OR INDIRECT INTEREST

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

Colac Otway Shire Estimation Worksheet

Site Location:	Hearne / Armstrong				
Description of Works:	Drainage Works				
Estimate Completed By:	John Furleo	Checked By:		Date:	28/07/17

Item No	Description of Work	Rate Type	Unit Rate	Quantity	Total Item Cost
	Works within Road Reserve in Armstrong Street (Council)				
	Drainage				
3.1	Supply & install 375 dia Class 2 RCP RRJ	Linear m	\$130	37	\$4,810.00
3.2	Supply & install 900x600 SE pits	No.	\$1,500	1	\$1,500.00
	Break into existing pit	No.	\$500	1	\$500.00
	Locate existing services	Item	\$500	1.00	\$500.00
3	Site Clean Up & landscaping	Square meters	\$10	50.00	\$500.00
<i>Total direct works cost</i>					\$7,810
<i>20% Contingencies</i>					\$1,562
Total works cost					\$9,372

Item No	Description of Work	Rate Type	Unit Rate	Quantity	Total Item Cost
	Drainage line in easement on the north boundary of 142 Hearn St				
	Drainage				
3.1	Directional drill and bore through easement				
3.2	Supply & install 250 dia pvc pipe through bore hole				
	Supply & install 900x900 grate pit				
	Construct swale drain				
	Site clean up and Landscaping				
3	Lump Sum Cost (as per quote)		\$16,000	1.00	\$16,000.00
<i>6% Scheme admin costs(3%) & Contract admin costs(3%)</i>					\$960
<i>Total direct works cost</i>					\$16,960
<i>20% Contingencies</i>					\$3,392
Total works cost					\$20,352

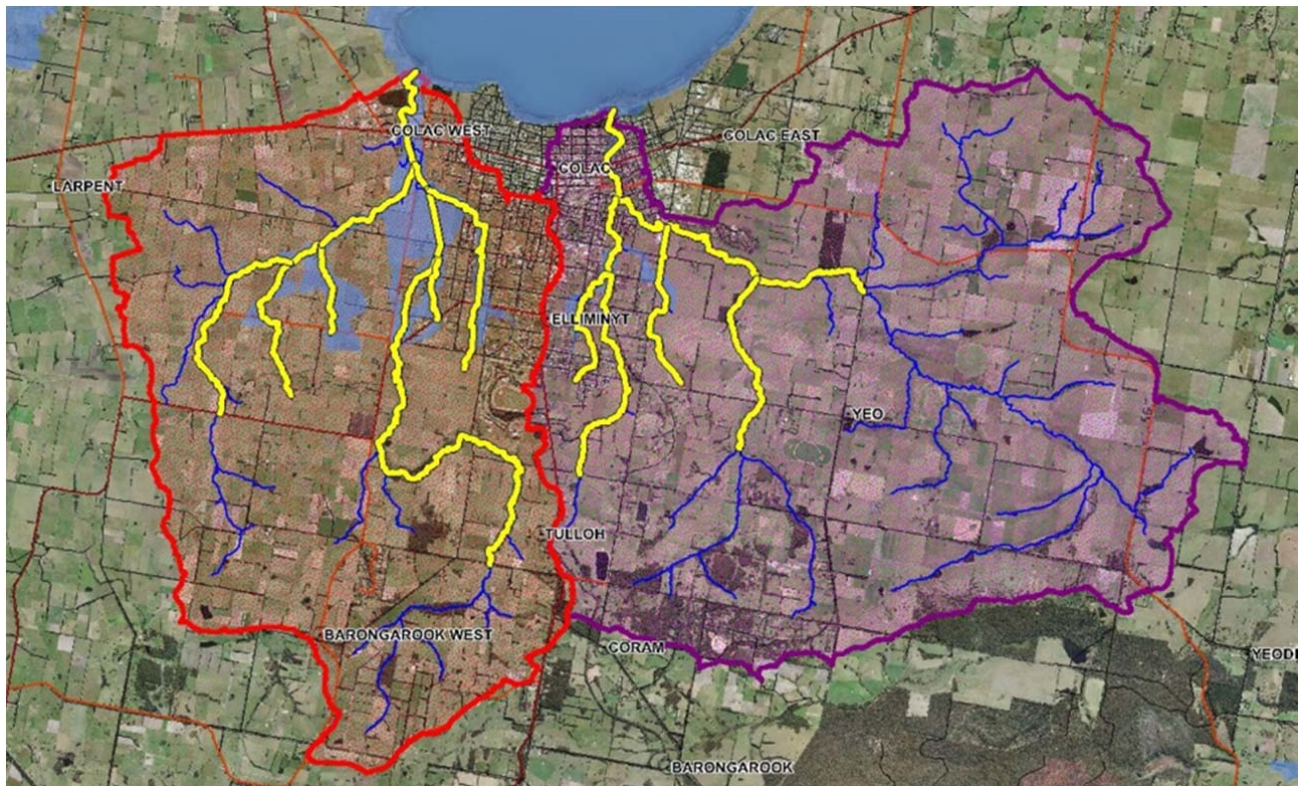
ORDINARY COUNCIL MEETING

AMENDMENT C90 - UPDATE TO FLOOD CONTROLS IN THE TOWNSHIP OF COLAC

OM172510-6

LOCATION / ADDRESS	Colac township and surrounds	GENERAL MANAGER	Gareth Smith
OFFICER	Sean O’Keeffe	DEPARTMENT	Development & Community Services
TRIM FILE	F16/1104	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none"> 1. Amendment C90 - Planning Scheme Changes 2. Amendment C90 - Mapping Changes 		
PURPOSE	To consider Amendment C90 which seeks to revise flood controls in Colac		

1. LOCATION PLAN / AERIAL PHOTO



2. EXECUTIVE SUMMARY

This report seeks Council endorsement to commence Planning Scheme Amendment C90 to the Colac Otway Planning Scheme. This proposed Amendment seeks to amend the Scheme to incorporate the recommendations of the *Deans Creek and Barongarook Creek Flood Study (August 2017)*.

The Study has been prepared by the Department of Land, Water and Planning (DELWP) and Corangamite Catchment Management Authority (CCMA) over several years. It seeks to more accurately quantify flood areas in Colac and surrounds. As a result of this Study, Council is now in a position to update the Land Subject to Inundation Overlay (LSIO) and Floodway Overlay (FO) mapping in the Scheme. This will ensure that any new development is appropriate in the context of flood risk. Changes are also proposed for the Municipal Strategic Statement and Schedules to the Overlays.

In terms of total numbers, 439 properties are impacted by the current flood controls (as well as significant areas of Council and Crown land). This amendment will result in a total of 741 properties being impacted in the revised LSIO and the FO. With regards of total area, currently 617ha of land is included in the current flood controls. Amendment C90 will result in 841ha of land being included in the LSIO and FO in the Colac township and immediate surrounds. Whilst these figures indicate a considerable expansion on the current flooding controls, it is noted that the application of the controls over the tributaries and upper reaches of the Deans and Barongarook catchments, within Farm Zone land, will contribute much of this expansion.

Specific changes proposed to the existing planning controls in the Colac Otway Planning Scheme, besides the mapping changes, include the exemption of certain buildings and works from requiring a planning permit and improvements to the decision making process. These changes will assist in streamlining town planning decision making in Colac, thus positively responding to Council's 'Cutting the Red Tape' initiatives.

3. RECOMMENDATION

That Council:

- 1. Pursuant to section 8A of the Planning and Environment Act 1987, requests the Minister for Planning to authorise the preparation and exhibition of Amendment C90 to the Colac Otway Planning Scheme***
- 2. Pursuant to section 19 of the Planning and Environment Act 1987, place Amendment C90 on public exhibition for a period of 6 weeks and notify the owners and occupiers of the land forming part of the amendment***
- 3. Authorises officers to make any necessary minor formatting and administrative corrections to Amendment C90 documents prior to sending to the Minister for Planning for authorisation.***

4. BACKGROUND / KEY INFORMATION

BACKGROUND

In May 2015, the Department of Environment, Land, Water and Planning (DELWP) commissioned consultants BMT WBM to undertake a study to provide new flood mapping for the Deans Creek and Barongarook Creek drainage catchments in Colac. The consultants worked with the Corangamite Catchment Management Authority (CCMA) and Council staff to prepare the study. The draft Study was completed in early 2016 and further refined in early 2017.

The Study is one of a number of flood studies commissioned by the State Government in response to flood events which occurred across Victoria in 2010. The purpose of the Study is to update the flood mapping so that it more accurately reflects the geographical extent and depth of flood waters within and around Colac associated with riverine flooding.

The Deans Creek and Barongarook Creek catchments encompass most of the Colac township, as well as surrounding rural living and agricultural areas. It is noted that the Study does not assess flood impacts on the existing drainage network of urban Colac, but rather riverine flooding only.

The flood mapping tool in the Planning Scheme that Council currently relies upon in order to ensure that development proposals are considered against known flooding risks is known as the Land Subject to Inundation Overlay (LSIO). This Overlay applies to land that would be flooded in a 1 in 100 year flood event. Development on land covered by the LSIO triggers the need for a planning permit application in the vast majority of cases (with some minor development and works exempted). In some cases, development proposed under the LSIO is permitted to occur with or without conditions depending on the proposal and the flood risks applicable to the particular land. In other cases, development is not permitted to occur at all as the risks to life and property are deemed too great. Applications are referred to the CCMA, who are a Recommending Authority. This means that Council must consider the recommending referral authority's advice but is not obliged to approve or refuse the application on the CCMA advice, or to include any recommended conditions put forward by the CCMA.

A Flood Overlay (FO) is normally applied in planning schemes to areas of flooding with greatest depth and velocity of flood waters, however this overlay only applies to land adjoining Lake Colac at present.

Since 2015, 74 planning permit applications triggered by the LSIO have been considered by Colac Otway Shire. Of these, 32 were for new dwellings or extensions to dwellings, 8 for farming sheds, 8 for other sheds and 5 associated with works to industrial sites. In the majority of cases these applications have been supported through the issue of planning permits.

To change the existing flood mapping in the Scheme (and other related provisions) requires a planning scheme amendment.

The Colac 2050 Growth Plan project will establish a plan for the expansion of Colac's residential housing footprint, business and industry sectors. Colac 2050 also proposes to examine social and recreational infrastructure, traffic and pedestrian needs. Updated flood mapping in Colac is therefore an important input to that project. Council has separately engaged consultants to prepare a Stormwater Strategy for Colac which considers urban drainage requirements.

That work is based on the flood mapping arising from the DELWP Flood Study, and includes modelling of potential drainage outcomes relating to future growth scenarios. The Drainage Strategy will be separately reported to Council at the appropriate time.

KEY INFORMATION

Changes to Mapping

The *Deans Creek and Barongarook Creek Flood Study* seeks to re-examine the extent of flooding in Colac. The Study noted that there is little recorded information regarding flooding from Deans Creek and Barongarook Creek, resulting in an incomplete understanding of flooding within the study area. The Study examined mapping, rainfall information, historic flood records, aerial photography and topographic information and infrastructure to produce complex hydrologic and hydraulic modelling of the catchments. The local community was consulted during the process and encouraged to provide their input and personal experiences. The flood information was also re-checked against more recent flood events in Colac.

The flood modelling produced detailed flood mapping based on projected water depth and velocity across a range of scenarios from 20% AEP (Annual Exceedance Probability) (1 in 5 year flood event) to PMP (Probable

Maximum Precipitation) or Peak Flood Depth (worst case scenario). The 1% AEP (1 in 100 year flood event) is used as the standard predictor for flood mapping and will form the mapping base of the amendment.

Results from the Study

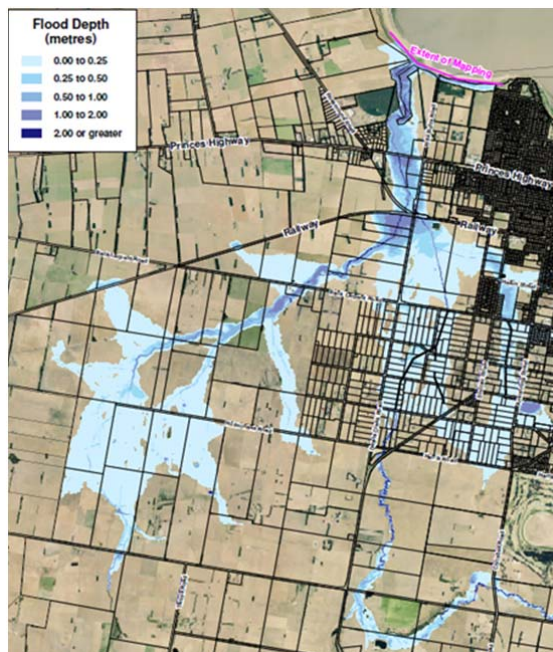


Fig 1 Dean Creek Catchment 1% AEP depth mapping

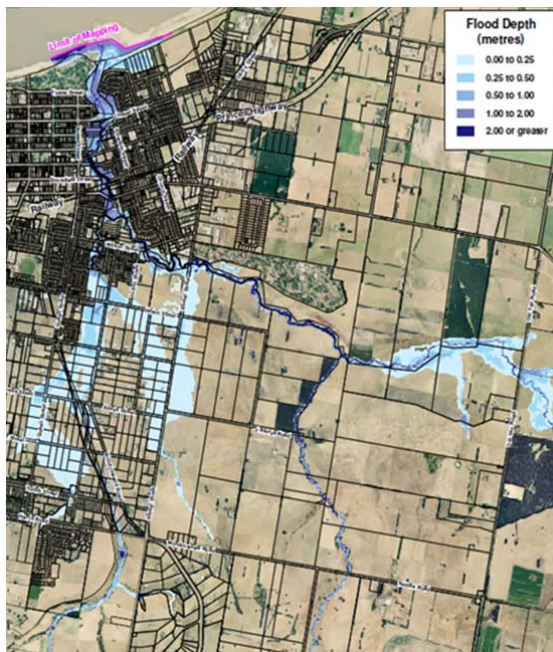


Fig 2 Barongarook Catchment 1% AEP depth mapping

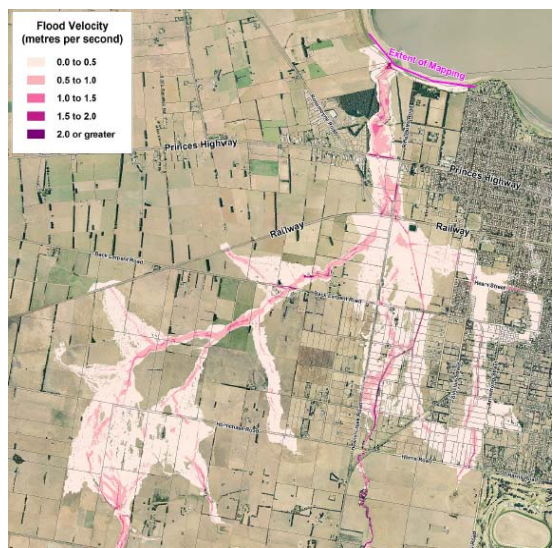


Fig 3 Deans Creek Catchment 1% AEP

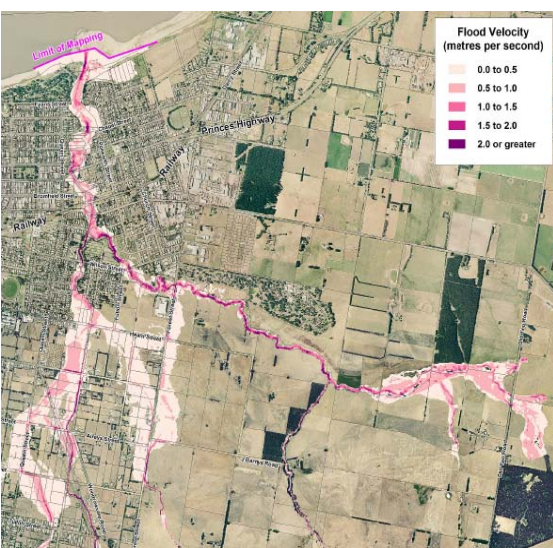


Fig 4 Barongarook Catchment 1% AEP

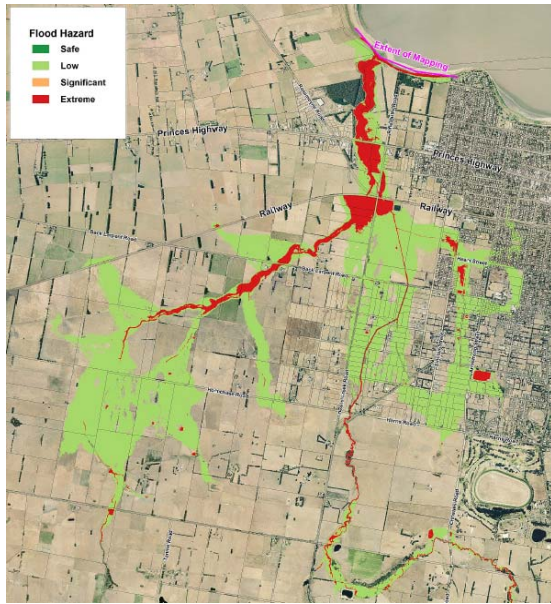


Fig. 5 Deans Creek Catchment 1% AEP

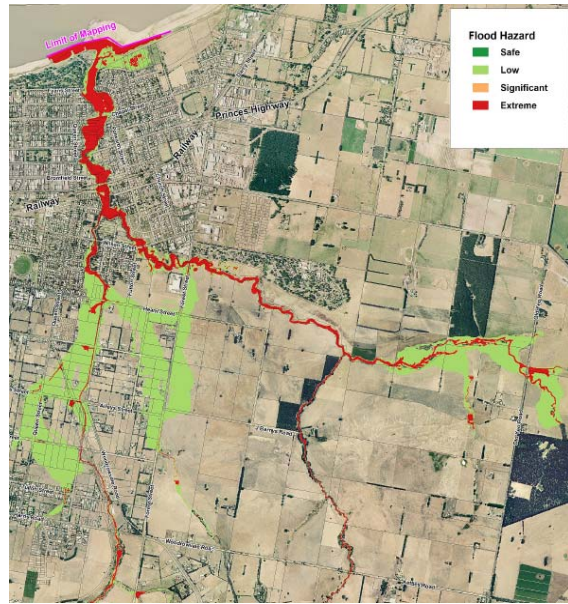


Fig. 6 Barongarook Catchment 1% AEP

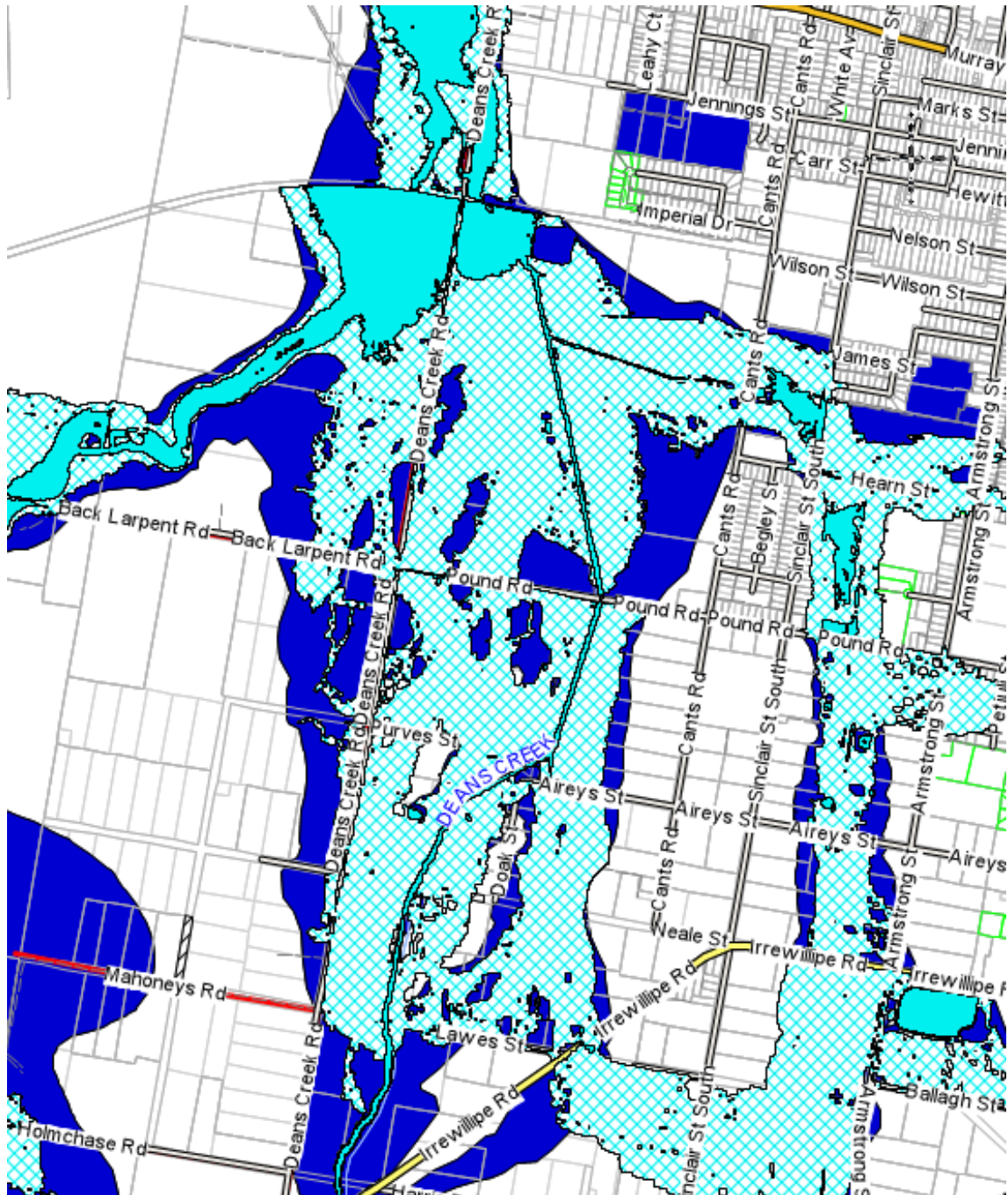


Figure 7 Partial snapshot of Deans Creek catchment existing flood overlay (dark blue) overlaid with proposed updated LSIO (light blue cross hatched) and FO (blue) at 1% AEP

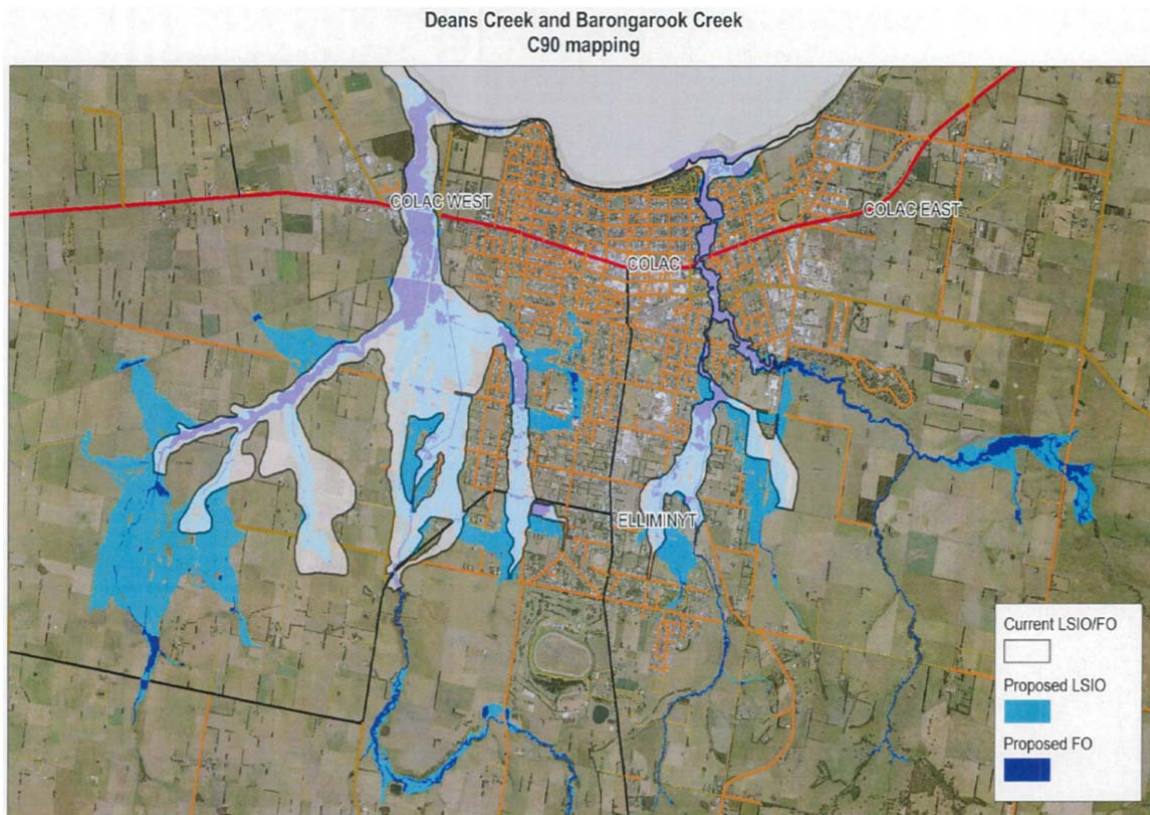


Figure 8. Entire catchment mapping

The proposed mapping changes reflect the more precise methodology employed by the consultants as part of this project as well as the catchment wide assessment. The hazard mapping (extract at Figs. 5 & 6) reveals that the risk of flooding in the Deans Creek and Barongarook Creek catchments is not as severe as current flood mapping in the Colac Otway Planning Scheme indicates. Whilst flooding remains a significant risk which must be managed through the application of planning controls, there are significant areas where the flood mapping can be reduced or removed altogether. However, the Study identified other areas where the flood mapping should be extended (an extract of final proposed overlay maps can be compared with the current flood overlay mapping at Fig 8).

In terms of total numbers, 439 properties are covered by the current flood controls (as well as significant areas of Council and Crown land). This amendment will result in a total of 741 properties being included in the LSIO and FO. With regards of total area, currently 617ha of land is included in the current flood controls. Amendment C90 will result in 841ha of land being included in the LSIO and FO in Colac township. Whilst these figures, on the surface, indicate a considerable expansion on the current flooding controls, it is noted that the application of the controls over the tributaries and upper reaches of the Deans and Barongarook Catchments, within Farm Zone land, will contribute much of this expansion.

The updated flood modelling also indicates that the overall depth of the flood waters is significantly shallower in many locations across the catchments than previously anticipated. This may, in some instances, allow the option for flood mitigation measures to occur as part of development proposals, subject to support from the CCMA. As the mapping currently stands, many development proposals in the areas covered by the flood mapping are refused on the basis of risk to life and property as a consequence of the mapped depth of the flood waters.

Once the flood mapping is updated via this planning scheme amendment process, it will be possible to view many development proposals in a different planning context and offer support or, in many instances, remove the need for a planning permit. Flood mitigation measures may also occur as an outcome of Council's Drainage Strategy (to be considered by Council in the near future).

The estimated depth of the floodwaters at the 1% AEP is indicated in Figures 1 & 2. AEP is defined as the probability that a given rainfall total accumulated over a given duration will be exceeded in any one year. As can be seen in Figures 3 & 4, the majority of flood prone land in Colac will be inundated to a depth of 0 - 0.25m at the 1% AEP.

The Flood Overlay will be applied to some areas currently covered by the LSIO that demonstrate higher risk to life and property. The technical parameters for applying the FO, as opposed to the LSIO, are;

- The 1 % AEP flood depth is likely to reach or exceed 0.5 m; or
- The estimated 1 % AEP flood hazard factor (velocity x depth) can be expected to reach or exceed 0.4 m²/s.

The Environmental Significant Overlay Schedule 2 (ESO2) (Lakes, Wetlands and Watercourses) seeks to protect lakes and waterways by managing the quality of water entering the system. It currently applies to the exact same locations as the LSIO. Updating the ESO2 is a significant undertaking. It is proposed that the ESO2 will not replicate the proposed LSIO/FO, but rather be more targeted to meet identified environmental objectives. The ESO2 will be reviewed as part of the *Cutting Red Tape* amendments which is aimed to commence in late 2017 to be completed in 2018.

Changes to the Municipal Strategic Statement (MSS) and Schedules

Besides mapping updates, Amendment C90 also makes other changes to the Colac Otway Planning Scheme. The Schedule to the LSIO is proposed to be substantially modified and a new Schedule is proposed for the FO.

The Schedules allow Council to tailor the requirements of the generic state wide overlays to individual requirements that meet local needs. At present, the Overlay triggers the need for a planning permit for virtually all development and works. The new Schedules establish (FO) or extend (LSIO) the broad range of works that do not require a planning permit in the Overlays, including some forms of replacement buildings, minor extensions or external alterations to buildings, some forms of fencing and open sided agricultural sheds.

Several Clauses of the MSS will be updated to reference and incorporate the finding of the Study. Other administrative changes to the Scheme are also proposed to support the Amendment.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The local community has been consulted in the preparation of the *Deans Creek and Barongarook Creek Flood Study* and their comments were incorporated into the Study.

The planning scheme amendment process mandates the formal exhibition of the Amendment. The Amendment will be advertised in a local newspaper and on Council's website. All affected landowners will be directly notified in writing. Any affected parties will have the opportunity to raise their concerns through a formal submission, which must be considered by Council. Any submissions that cannot be resolved by Council will be referred to a Planning Panel for independent consideration. The submitter has the opportunity to speak to their submission at any Panel Hearing.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The C90 Amendment will contribute to the Council Plan *Our Prosperity – Goal 1 Plan infrastructure, assets and land use with a long-term vision for economic growth* and Action 7 – *Remove unnecessary planning triggers to streamline planning processes*.

ENVIRONMENTAL IMPLICATIONS

By accurately reflecting the flood risk areas in the Planning Scheme, the amendment protects designated flood paths and the riverine areas from development and encroachment from other activities. It also contributes to minimising flood risks to people, assets and properties.

SOCIAL AND CULTURAL IMPLICATIONS

While there are no direct social and cultural implications of the proposed amendment, it will have indirect implications to Colac community by protecting communities, public and private assets from flood risks/damage.

ECONOMIC IMPLICATIONS

While there are no direct economic implications of the amendment, the updated flood controls in Colac will have indirect economic benefits to the local economy. The revised flood mapping combined with proposed streamlined changes to the planning controls will reduce permit triggers within the LSIO and FO. This will facilitate minor developments without needing to go through planning permit processes, which saves money and time for developers. Further the removal of the LSIO and FO from areas that are no longer affected by flooding will allow those areas to be developed to their capacity as allowed by respective zones and overlays.

LEGAL AND RISK IMPLICATIONS

Council has an obligation to the community to ensure that its planning controls accurately reflect risk. If Council does not pursue the mapping update, it could result in risks for Council and the community. For instance:

- People could buy land that they later learn has limited development potential
- People could sell land, believing that the development potential is limited, when it later becomes apparent that the development potential was far greater than they had known at the time of sale
- People could unknowingly develop their land which is subject to flooding.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Council has received \$30,000 of financial assistance from the DELWP to progress this Amendment. The CCMA will also continue to work with Council in preparing the Amendment. It is noted that the State government has born the substantial costs of the work to date.

If the amendment receives objections that cannot be resolved, Council would be obligated to organise for an independent Planning Panel to hear from submitters to the Amendment.

Costs incurred by Council in the amendment process will be substantially offset (if not completely) by the DELWP funds. Any additional funds required will be funded through the 2017/18 budget allocated for strategic planning.

7. IMPLEMENTATION STRATEGY

DETAILS

Planning Scheme Amendment C90 has been prepared. The Amendment must go through the process prescribed by the *Planning and Environment Act 1987* before it has legal effect. This process includes a public exhibition process, resolution of submissions by an independent panel (if applicable), adoption by Council and approval by the Minister for Planning. Should Council support progression of the amendment, officers will seek Ministerial authorisation for the exhibition process.

COMMUNICATION

The Amendment will be advertised in accordance with the provisions of the *Planning and Environment Act 1987*. Officers will also design a community engagement process that maximises community understanding of the changes being proposed, and their implications. This could include drop-in information sessions and the like.

TIMELINE

Proposed key milestones on the premise that a Panel Hearing is required:

- November 2017 – Seek Ministerial Authorisation for Amendment C90
- February 2018 – Public Exhibition of Amendment
- March – April 2018 – Consider submissions received and make changes if required
- May 2018 – Refer outstanding submissions to Council and request the Minister to appoint an independent Planning Panel to hear the submitters
- July 2018 – Planning Panel Hearing
- September 2018 – Receive Panel Report
- October 2018 – Council considers Panel Report and Amendment C90 for decision
- November 2018 – If Council adopted the amendment, submit the adopted amendment to the Minister for approval

8. OFFICER DIRECT OR INDIRECT INTEREST

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

21.03 SETTLEMENT

--/20
Proposed C90

21.03-1 General

--/20
Proposed C90

Overview

- Colac is the major regional centre in the Shire for residential, service and manufacturing industry, retail, office services, recreation and education facilities.
- Apollo Bay is the major coastal urban centre in the Shire. It is experiencing high rates of development for both permanent and short-term (tourist) accommodation. It also provides a range of entertainment and recreational related facilities, including swimming, fishing, golf, cafes and restaurants.
- Colac and the coastal townships are experiencing increased rates of development.
- The management of residential, tourism and infrastructure development pressures is required, particularly in coastal areas.
- The development of the major towns in the Shire should take place in accordance with the recently completed Structure Plans for Colac and Apollo Bay.
- Smaller coastal settlements occur at Kennett River, Marengo, Separation Creek, Skenes Creek and Wye River, where development is expected to occur within current settlement boundaries due to various environmental constraints to growth.
- Other townships are located at Alvie, Barwon Downs, Beac, Beech Forest, Birregurra, Carlisle River, Coragulac, Cororooke, Cressy, Forrest, Gellibrand, Lavers Hill, Pirron Yallock, Swan Marsh and Warrion.
- The future development of other townships in the Shire should proceed in a manner that contributes to the economic development of these townships, acknowledges and responds to environmental constraints and protects the broader landscapes within which these townships are located.
- Colac is susceptible to flooding, via the flooding of waterways and stormwater runoff, which have the potential to result in significant adverse economic, social and environmental impacts.
- Effluent disposal is a major problem in the smaller settlements, particularly in the peak periods with high tourist numbers.
- Rural residential living provides a desirable lifestyle for a number of residents and if appropriately located can reduce land use conflict in farming areas and contribute toward the economic development of small townships.
- The Rural Living Strategy 2011 has identified and designated suitable locations for rural living areas which do not take up high quality agricultural land and where an adequate level of services can be provided.
- The Rural Living Strategy highlights the role of small townships in accessing rural living land.
- A number of settlements have been identified with potentially suitable locations for additional rural living and township development subject to further investigation including Beech Forest, Gellibrand, Forrest, Alvie, Cororooke and Beac.
- A number of de facto rural living areas have developed over a number of years on old subdivisions within the localities of Barongarook – Bushby’s Road, Barongarook – Robinson Road, Barongarook – Everett Crescent, Barramunga, Bungador, Cororooke –

Langdons Lane, Grey River, Irrewarra – Pyles Road, Johanna, Kawarren, Marengo – Alice Court, Petticoat Creek, Warncoort and Weeaproinah.

- A number of largely undeveloped, old and inappropriate subdivisions unsuitable for development are found within the Shire abutting the township boundaries of Cressy and Pirron Yallock and in the localities of Gerangamete and Irrewillipe – Swan Marsh-Irrewillipe Road.
- There is a need to encourage excellence in the design of new development, including the layout of subdivisions and the recognition of cultural heritage.
- New urban development should be supported by the provision of or upgrade of public open space to meet the needs of the community it is to serve.

Objectives

- To facilitate the development of the various settlements in the Shire in accordance with the needs of each local community.
- To facilitate a range of developments in an environmentally sensitive way to provide greater residential choice.
- To direct rural residential and small town development to preferred locations.
- To provide limited opportunities for rural living development where these do not detract from the key environmental qualities of the region and do not cause land use conflict in farming areas.
- To minimise ad hoc development of unserviced old and inappropriate subdivision in the Farming Zone.
- To provide for and improve public open space to meet the needs of the community.
- To protect new development in Colac from inundation associated with the flooding of the Deans Creek and Barongarook Creek catchments.
- To minimise the potential for damage and risks to public safety and property from flooding in Colac.

Strategies

- Ensure that there is sufficient fully serviced residential land to meet the needs of the existing and future population.
- Encourage future residential development into existing zoned and serviced areas to avoid an oversupply of residential zoned land and to make the most effective use of infrastructure services.
- Provide opportunities for the provision of a wide range of housing choices for residents, short-term holiday residents and tourists.
- Development within rural living areas should be contained within the existing Rural Living Zone land and further subdivision, other than in Elliminyt, should be discouraged.
- Restructure existing lots in old and inappropriate subdivisions in Cressy, Gerangamete, Pirron Yallock and Irrewillipe in order to minimise development, retain the land in agriculture, prevent further servicing problems and avoid ad hoc development outside designated settlement boundaries.
- Ensure that development incorporates Environmentally Sustainable Development (ESD) practises.

- Promote a pattern of settlements in the coastal strip that balances between opportunity for growth and retention of environmental and cultural qualities.
- Restrict the expansion of other coastal settlements in accordance with environmental constraints.
- Ensure that development of the Colac and Apollo Bay airfields is not prejudiced by encroaching urban development.
- Ensure the provision of public open space meets the needs of the communities it is to serve by improving access, facilities and presentation.
- Ensure that land use and development is compatible with flood prone land in Colac.
- Discourage land use and development in floodplains where flood function may be impaired.
- Recognise flood hazards associated with the Deans Creek and Barongarook Creek catchments and ensure the free passage of water whilst protecting development from flooding impacts.

21.03-2

28/07/2016
C78

Colac

Overview

A Structure Plan for Colac was adopted by Council (February 2007) and articulates the preferred development future for this key centre of the municipality and broader region. Key issues to emerge from the Structure Plan include the need for:

- A township boundary to clearly identify the extent of future development and enable the protection of valuable farming land that surrounds the township.
- Consolidation around the town centre and activity nodes taking into account heritage constraints.
- Provision of a secondary commercial node to cater for the growing area of Elliminyt.
- Retention and enhancement of Colac's heritage assets.
- Protection of Lake Colac from inappropriate industrial development.
- Provision of an adequate supply of industrial land consolidated in east Colac.
- An increase in the amount of public open space (both linear and non-linear) and development of policy direction supporting future open space provision for residential development.
- Better integration between Colac and Lake Colac through design features and foreshore development.
- Increased opportunity for recreational linkages between key activity areas including Lake Colac.
- Urban design improvements for the enhancement of the Colac Town Centre and main street.
- Improved traffic management in Colac.
- Strategies to create a precinct to focus community learning through a multi-purpose education, recreation and community precinct.
- There is a need to identify a heavy vehicle by-pass of the Murray Street retail centre.

The *Colac CBD and Entrances Project (2012)* outlines proposals for the enhancement of Colac's CBD and its eastern and western entrances which focus on the design of buildings and spaces.

The Plan's key recommendations are to:

- Develop Colac as a 'Botanic Garden City' with thematic tree planting throughout the CBD, linking the Botanic Gardens, Beechy Precinct and Barongarook Creek corridor.
- Improve the eastern entrance to the CBD with enhanced landscaping and views to heritage buildings, widened pedestrian pathways over the Barongarook Creek bridge and improved visibility to the Visitor Information Centre.
- Enhance priority streetscapes: Improve Murray Street West's streetscape with tree planting and other works, continuing the design theme of the central part of Murray Street. Improve Bromfield Street's streetscape with new tree planting, improved pedestrian access, bicycle lanes and the redevelopment of underused land at the rear of Murray Street shops with improved pedestrian links through to Murray Street. Upgrade Memorial Square's western edge with refurbished amenities and a shared space where pedestrians have priority which could ultimately be extended around the park and south along Gellibrand Street to the Station. Improve Murray Street East's streetscape with road side tree planting, upgraded footpath pavement, pedestrian crossings and street furniture, and infill planting where gaps exist.
- Improve the outer approaches to Colac with new landscaping, framing views to the Lake and emphasis on reducing the visual clutter of advertising signage.
- Improve the laneway network.
- Provide new and improved bicycle lanes.
- Apply built form guidelines to the CBD with emphasis on the inner retail areas to maintain the 'fine grain' character of these areas and to ensure a high quality of new architecture and the protection of heritage buildings.

Objectives

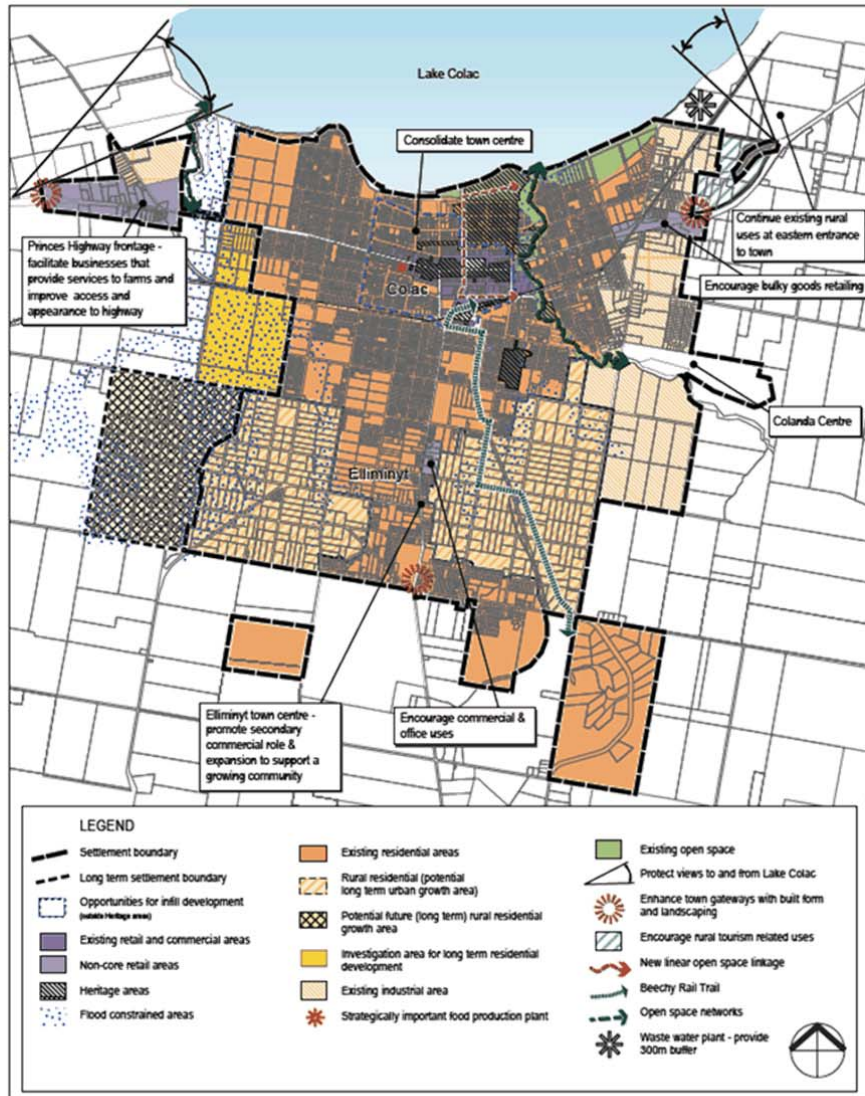
- To manage the growth of Colac consistent with its role as the major urban centre of the Shire.
- To enhance the built and natural environment of Colac.
- To develop a unifying design theme for Colac – 'Colac Botanic Garden City' – as a memorable and identifying feature of the town.
- To create landscape links between the main activity areas of the CBD and its principal open spaces.
- To improve the amenity and appearance of Colac's main pedestrian streets and town entrances.
- To create a pedestrian-focussed, accessible and well-connected public realm, particularly for those with limited mobility.
- To promote sustainable methods of transport, supporting walking and cycling as viable alternatives to car travel.
- To manage the road network to optimise its safety, efficiency and amenity for all road users.

Strategies

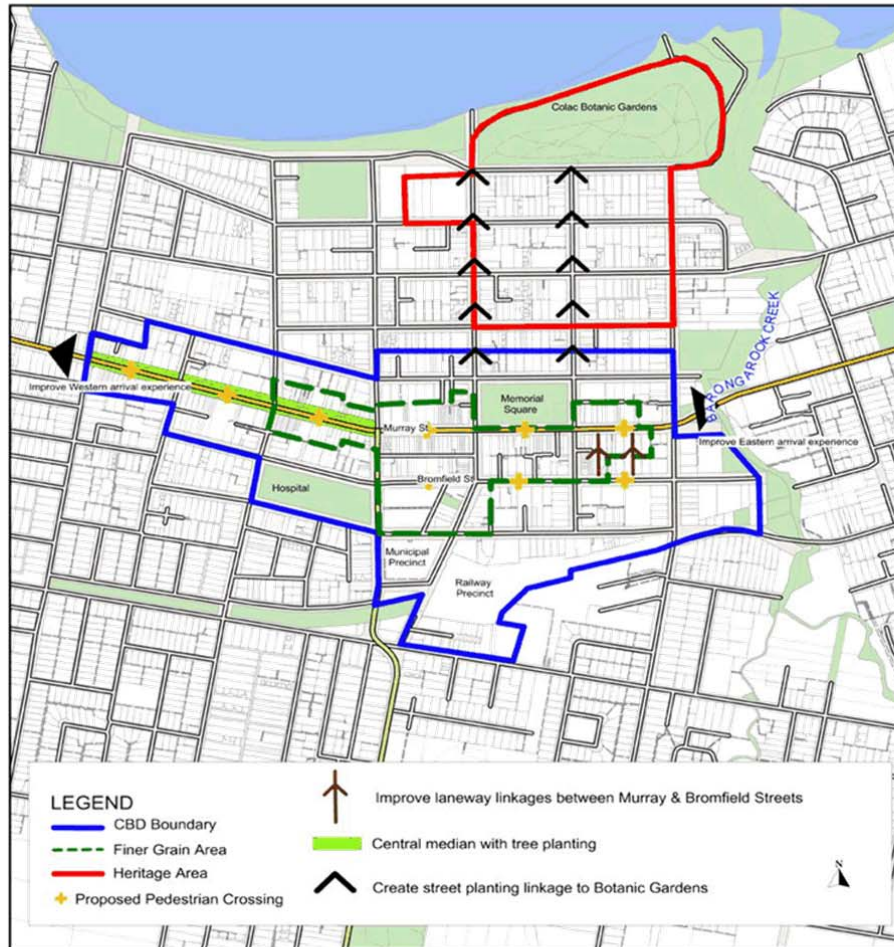
- Ensure that the development of Colac occurs generally in accordance with the strategic directions outlined in the Colac Framework Plan and the Colac CBD Framework Plan attached to this Clause.
- Encourage medium density development in the existing Colac town centre and ensure that infill housing proposals demonstrate that they are designed in a manner that is compatible and appropriate for the prevailing character and heritage values of the precinct.
- Create additional residential opportunities close to the Colac town centre.
- Provide adequate car parking to cater for commercial development consistent with the Colac Commercial Centre Parking Precinct Plan 2011, recognising that opportunity exists to take advantage of underutilised street parking and shared off street parking.
- Ensure new development in the hospital precinct of the CBD provides on site parking to meet projected demand and does not contribute further to on street parking pressures.
- Retain heritage places and areas as significant components of Colac's character and attractiveness and encourage their adaptive re-use and restoration including by supporting innovative uses that attract visitors and customers into disused retail areas.
- Designate areas of rural land between Elliminyt and Colac (east and west of Colac - Lavers Hill Road) as rural lifestyle opportunities.
- Support an increase in the amount of usable public open space (both linear and non-linear) to support recreational land uses and linkages between activities.
- Discourage any additional or new industrial development adjacent to Lake Colac.
- Encourage the relocation of existing 'inappropriate' industrial uses out of the town centre.
- Identify new industrial opportunities in Colac East which provide areas suited to a diverse range of light to general industrial activities.
- Improve the appearance of existing industrial development in Colac to provide more attractive and inviting entrances to the town.
- Designate land in Elliminyt for a community / commercial node.
- Provide for commercial type uses on Colac-Lavers Hill Road.
- Provide opportunities for expansion of the east Colac Highway Commercial area.
- Ensure major retail and commercial developments locate within the Colac CBD (Commercial 1 Zoned land only) rather than outside the town centre
- Minimise the impact of the Colac Water Reclamation Plant on development on nearby land.
- Ensure that future use and development of the Colac Water Reclamation Plant is not detrimentally affected by allowing inconsistent and potentially conflicting development to occur within its buffer area.
- Create a multi-purpose education, recreation and community precinct to focus community learning.
- Investigate options for a heavy vehicle by-pass of the Murray Street retail centre.
- Encourage redevelopment of underused or vacant sites (e.g. surface car parks, vacant land at the rear of buildings, upper levels of single storey buildings) in the CBD.

- Encourage the upgrading of shopfronts and building facades in the CBD, particularly on Murray Street and around Memorial Square.
- Support innovative uses that attract visitors and customers in disused areas in the Colac CBD.
- Encourage the removal of excessive roof top, above verandah and free standing signs, and other visually dominant signs, as sites are redeveloped.
- Develop a permeable network of active laneways and arcades in the CBD, including
- improved pedestrian thoroughfares between Murray and Bromfield Streets.
- Encourage and facilitate a high quality of architecture within the CBD through the implementation of building design guidelines.
- Encourage new development to provide an active frontage to the streetscapes and car parks, including the provision of active frontages to Bromfield Street for buildings fronting Murray Street.
- Encourage the reinstatement of verandahs on older buildings and encourage verandahs on new buildings for weather protection.
- Encourage planting on properties along the eastern and western entrances to Colac, particularly where it has potential to screen industrial activities.
- Undertake and implement a strategy for the co-ordination and design of all signage along the eastern and western entrance corridors to Colac.
- Encourage new development within the CBD to incorporate Environmentally Sustainable Design (ESD) initiatives.
- Maintain the ‘fine grain’ character of inner retail areas.
- Explore the potential of developing a neighbourhood park on the Irrewillipe Road Basin Reserve.
- Improve and enhance the pathways along Barongarook Creek.
- Improve and expand organised sports facilities at the Golf Club/Turf Club site.
- Investigate opportunities for open space at the former High School site.

Colac Framework Plan



Colac CBD Framework Plan



21.03-3 Apollo Bay and Marengo19/02/2015
C74**Overview**

A Structure Plan for Apollo Bay (including Marengo and Skenes Creek) was adopted by Council (April 2007) and articulates the preferred development future for this key coastal centre. Key issues to emerge from the Structure Plan were that:

- Apollo Bay, Marengo and Skenes Creek are to remain as distinct coastal settlements with development to be contained within coastal settlement boundaries.
- Each settlement has a separate identity and local character;
- A key role of Apollo Bay is to provide a diversity of housing opportunities consistent with its identity and local character;
- The natural beauty of the area, with its unspoilt beaches set against a dramatic backdrop of rolling hills, providing the overarching character which unites the settlements, to be reflected in new development;
- The seaside fishing village character of Apollo Bay, focused around a robust working harbour, is highly valued and this character should be preserved and strengthened by new development;
- Change in Apollo Bay, Marengo and Skenes Creek should take place with a demonstrated commitment to healthy lifestyles and ecological sustainability, and be responsive to the natural environment;
- The settlements should continue to provide for high quality living, offering improved community facilities and services, as well as economic development opportunities, for a self sustaining lifestyle.
- Water supply is a potential constraint to the future growth of Apollo Bay which can only proceed subject to the demonstrated availability of an adequate water supply.
- A settlement boundary and urban design review was completed in 2012. This reviewed a number of urban investigation areas. The settlement boundary now allows for sufficient urban development to cater for growth to 2030.

Objectives

- To develop Apollo Bay as an attractive residential community which provides a high quality environment as a significant tourist centre.
- To retain Apollo Bay, Marengo and Skenes Creek as distinct coastal settlements with their own local character.
- To ensure that the natural beauty of the area is reflected in new development.
- To preserve the seaside village character of Apollo Bay.
- To ensure that change demonstrates a commitment to sustainability and is responsive to the natural environment.

Strategies

- Ensure that the development of Apollo Bay and Marengo occurs generally in accordance with the strategic directions outlined in the Apollo Bay Framework Plan attached to this Clause.

Settlement Character and Form

- Consolidate the town centre of Apollo Bay, limit building heights and provide a greater diversity of accommodation at higher densities within and in close proximity to the commercial area.
- Improve pedestrian linkages in the town centre with new mid-block links between the Great Ocean Road and Pascoe Street.
- In the residential areas outside the town centre of Apollo Bay, limit building heights and ensure upper levels are well articulated to respect the character of the area and provide for a more traditional dwelling density to contribute to a diversity of housing choice.
- Require new development and streetscape works in the Apollo Bay town centre to build on and reinforce the fishing village coastal character of the township, and contribute to the creation of a vibrant public realm.
- Reinforce and improve the informal character, accessibility and amenity of streetscapes in the residential areas of Apollo Bay, Marengo and Skenes Creek, reflecting the distinct existing and preferred future character of each settlement in new improvements.
- Achieve excellent architectural quality in new development or improvements to existing buildings in the town centre, drawing on the existing valued qualities of the centre and setting a new direction in the use of innovative, high quality design.
- Promote Apollo Bay and Marengo as leaders in environmental sustainability within the Great Ocean Road Region and improve the ecological integrity of environmental features within and around settlements.
- Conserve and enhance heritage places as a significant factor in developing tourism.
- Upgrade Pascoe Street in the town centre to improve pedestrian and visual amenity and function.

The Size of Settlements

- Utilise natural boundaries, where appropriate, to define settlement edges and set limits to urban expansion.
- Define and maintain a hard edge to the urban area of each of these settlements, particularly when viewed from the Great Ocean Road.
- Ensure that urban development results in the efficient utilisation of existing infrastructure and minimises the requirements for new infrastructure.
- Encourage infill development of medium density housing and accommodation within walking distance of the commercial area of Apollo Bay, to reduce the pressure to expand the urban area, and provide alternative housing choice.

Activities: Business, Tourism, Community and Recreation

- Intensify commercial and business land uses within the commercial area of Apollo Bay and ensure a future supply of Business Zoned land to meet demand.
- Develop the Apollo Bay Harbour Precinct with a tourism, fishing, boating, commercial and recreational focus strengthening links to the town centre of Apollo Bay and providing net community benefits.
- Encourage future recreation facilities to be located together with other community facilities in a central and accessible location.

- Ensure that community, health, education and recreation facilities are provided to meet the needs of current and projected future residents and visitors to the area.
- Support the growth of tourism as a major employer for the region.
- Provide for future industrial development while minimising offsite impacts on surrounding residential uses, the environment (particularly local waterways) and views from residential areas and the Great Ocean Road.
- Improve the provision and quality of neighbourhood parks in the urban residential areas.
- Establish a future use for the Heathland Estate Reserve.

Landscape Setting and Environment

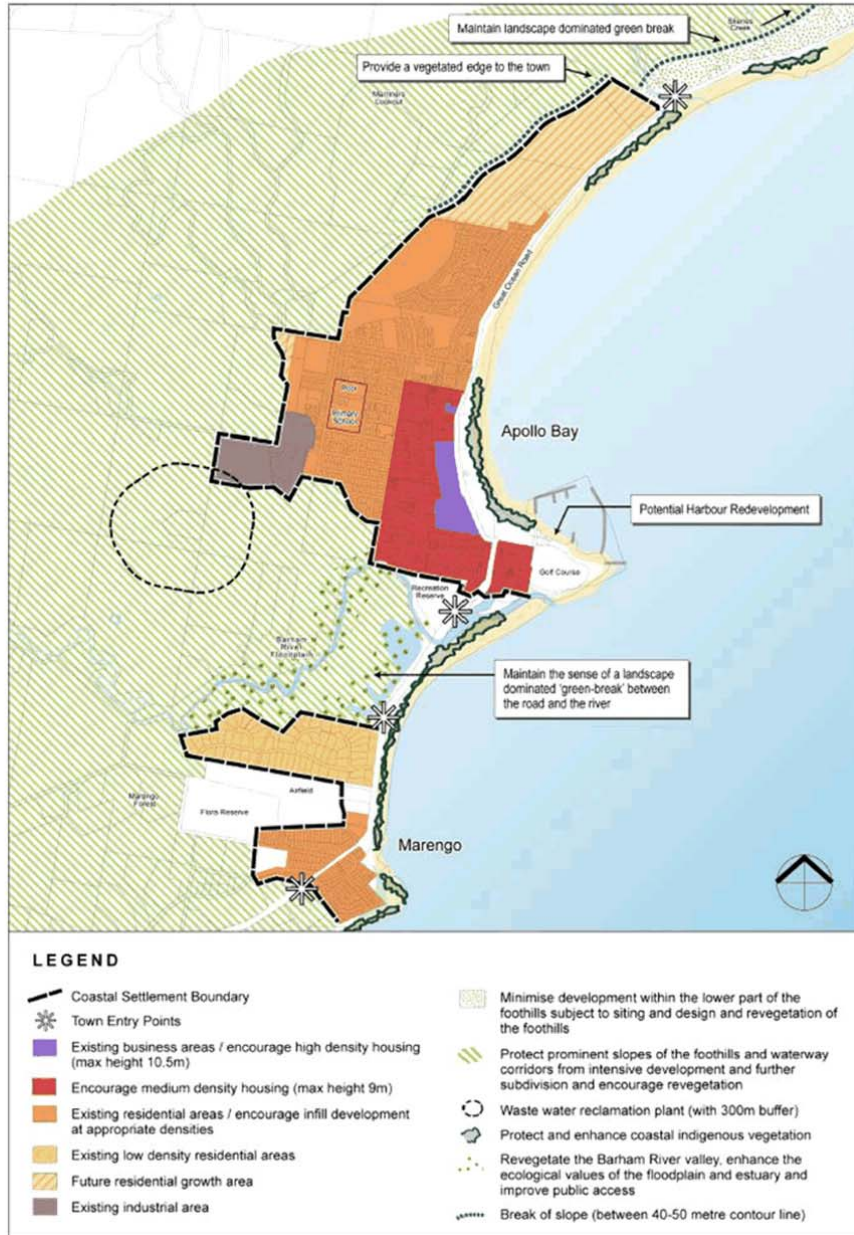
- Maintain the 'green-breaks' and landscape dominance between the settlements to ensure that each settlement remains distinct.
- Protect the Otway foothills as a scenic, undeveloped backdrop to Apollo Bay and Marengo.
- Recognise and protect ecological values and avoid development in areas at risk from the effects of flooding, wildfire, acid sulphate soil disturbance, erosion, landslip and salinity.
- Reinforce and enhance the identity and the sense of arrival and departure at the entrances to Apollo Bay and Marengo.
- Improve the appearance and amenity of the foreshore reserve in Apollo Bay and reduce the impact of the existing and future structures on the naturalness of the setting.
- Achieve improved visual and physical links between the Apollo Bay town centre and the beach.
- Protect and enhance the significant views and vistas available from the settlements, the beach and the harbour, as well as views available from key vantage points in the hills.

Access and Parking

- Strengthen the pedestrian and cyclist connections between Marengo, Apollo Bay and Skenes Creek.
- Create a highly walkable town centre in Apollo Bay with safe and convenient access to shops, community facilities and recreational activities.
- Manage the orderly flow of traffic at all times of the year and enhance pedestrian safety and movement.
- Ensure the future parking needs of Apollo Bay are met and parking congestion in the Great Ocean Road is minimised, with car parking for commercial development in the CBD to comply with the Apollo Bay Parking Precinct Plan (2011).
- Upgrade and provide new mid-block pedestrian linkages in the town centre to improve the utilisation of parking to the rear of shops.
- Consolidate and formalise car parking areas to the rear of the main shops in the town centre.
- Encourage greater use of car parks by improved signage.
- Improve the safety of pedestrian access across the Great Ocean Road to the foreshore reserve at key locations.

- Support, promote and improve public transport.
- Ensure continued and improved air access to the Apollo Bay region.

Apollo Bay, Marengo and Skenes Creek Framework Plan



21.03-425/09/2014
C76**Birregurra****Overview**

The township of Birregurra is located approximately 20 kilometres east of Colac and approximately 6 kilometres to the south of the Princes Highway. Birregurra is a small town offering a village lifestyle in an attractive rural setting to its diverse and active community. The town has a relatively compact urban form based on an attractive and connected network of grid streets and open space links, and sits discretely within its rural surrounds.

Development pressures, high costs of accommodation for tourists and workers and an increase in tourist numbers in Lorne and other coastal communities has seen more people exploring Birregurra for permanent living, holiday accommodation and recreation.

Birregurra is an attractive town for many reasons including for:

- The built form of the town and the many heritage buildings throughout the town and in particular along the south side of Main Street with attractive shop fronts many with verandahs.
- The consolidated commercial town core and community node that provides retail, community and health services that cater for resident's local needs and provides support for surrounding farming areas. The Church precinct located on the elevated land to the south of the town.
- The extent and variety of exotic and native vegetation existing throughout the town. The extent of the vegetation is clearly seen due to the elevated nature of the land, particularly on the southern side of the town.
- The topography of the land surrounding the town including the Barwon River valley and associated tributaries and undulating farming land.

The Birregurra Structure Plan 2013 and Birregurra Neighbourhood Character Study 2012 identify urban design and built form opportunities to improve the presentation of this important centre in the municipality. The Birregurra Structure Plan 2013 encourages infill development to accommodate growth within Birregurra without the need to expand the existing defined township boundary.

Settlement and Housing**Objectives**

- To manage modest growth and development in Birregurra in a coordinated and sustainable manner that ensures Birregurra retains its rural township character.
- To retain and protect the township's significant and contributory heritage places and articulate Birregurra's history in the public realm.
- To encourage consolidation of commercial uses in the core town centre of Birregurra on Main Street and broaden the commercial, retail and tourism opportunities in the township.

Strategies

- Contain urban development within the existing defined township boundary.
- Encourage sensitive infill development on vacant lots and support further subdivision of larger developed lots within the existing township boundary.

- Control the density of development and apply development standards as recommended by the Neighbourhood Character Study 2012 to preserve character.
- To encourage a mix of housing types and styles that provide diversity, affordability and respond to the community's life cycle needs.
- Support new commercial uses and re-development of existing premises on both sides of Main Street between Roadknight Street / Austin Street to the west and the unnamed watercourse / Strachan Street to the east and encourage active street frontages.
- Ensure any new commercial development to the rear of properties on Main Street has regard to sensitive residential interfaces.
- Support an increase and diversification of tourist based activities and accommodation in Birregurra.
- Encourage adaption and re-use of heritage buildings, especially in Main Street, and ensure new development provides a sympathetic design response to existing heritage buildings.
- Retain low building heights throughout the township and the single storey built form of Main Street.
- Consolidate civic, community and health facilities in a community node on the north-east edge of the town centre.
- Support retirement/aged care living in proximity to the community and health node, and Main Street.
- Direct any potential petrol station to locate in or close to the town centre, away from the heritage core and identified township gateways.
- Protect the ongoing integrity of industrial activities in the Industrial 1 zoned land and encourage consolidation of industrial uses in this area.
- Ensure any new development in the Industrial 1 Zone reflects the rural township character of Birregurra and has regard to visual amenity.
- New subdivisions should include a grid-based road network that easily integrates with the existing surrounding road network. Avoid cul-de-sacs and battleaxe driveways as a means of providing access to new residential lots.
- Ensure roads provide safe access for all users and that road upgrades retain and enhance the character of Birregurra and the informal nature of road reserves.
- Ensure an efficient and cost effective provision of physical infrastructure that addresses the ongoing needs of the community, whilst protecting the landscape and township character values of Birregurra

Landscape, Environment and Open Space

Objectives

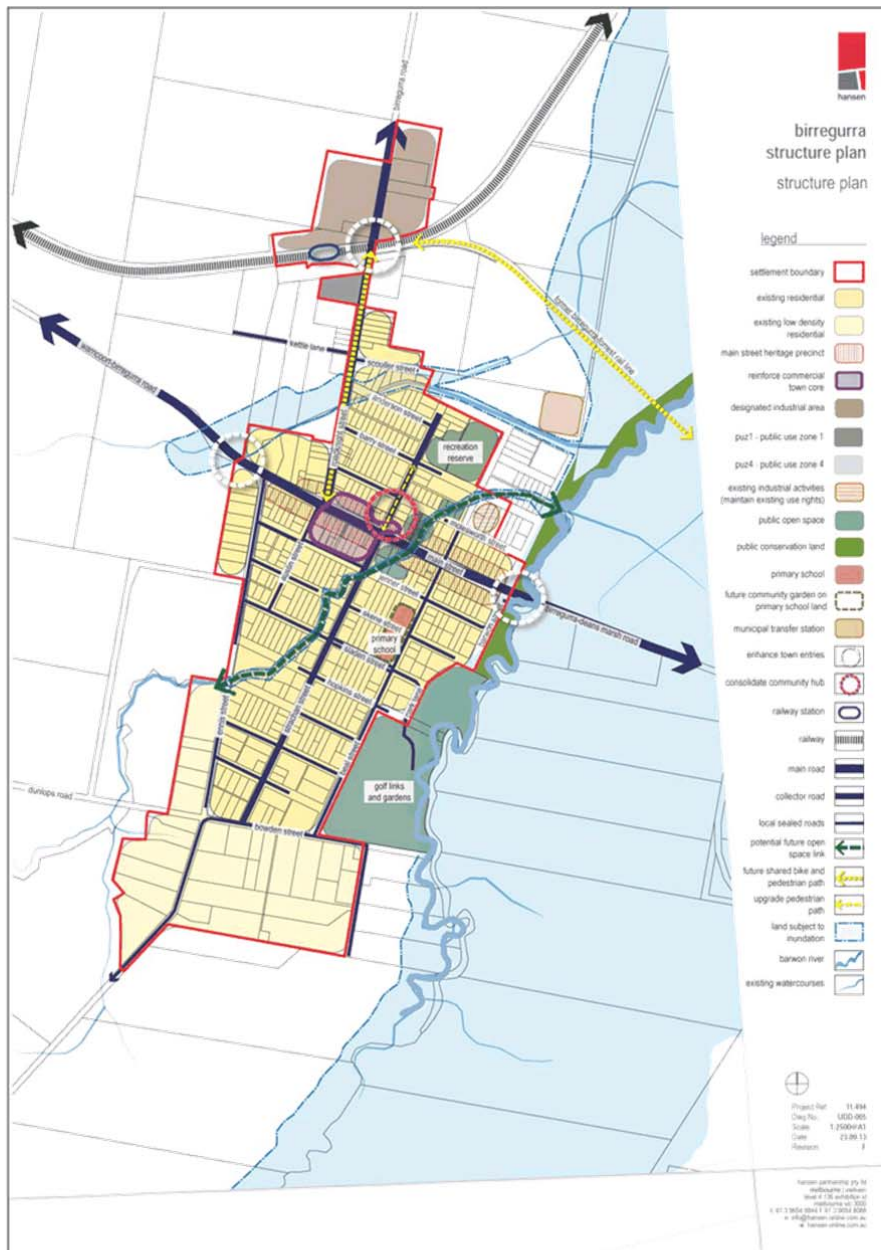
- Protect and extend areas of native vegetation, including endangered EVCs along waterways.
- Protect and enhance the landscape character and view lines of township entrances as defining elements of the north, east and west gateways.
- To preserve and enhance the Barwon River corridor and connected waterways.
- To establish a connected network of accessible public open space and recreation facilities that provide a range of passive and active recreation opportunities.

- To provide safe and improved opportunities for walking and cycling throughout the town and encourage walkable neighbourhood design in new developments.

Strategies

- Investigate the potential public open space corridor along the unnamed waterway running south-west to north-east through the middle of the town and the development of a linear shared pedestrian /cycle path connecting to parkland adjoining the Barwon River.
- Encourage built form along this open space corridor to:
 - Be appropriately set back from the waterway in accordance with Corangamite CMA requirements.
 - Provide an active interface through the avoidance of solid fencing to this boundary.
 - Provide pedestrian access to the corridor where possible.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation.
- Require the use of building envelopes or tree protection zones to protect vegetation on lots that contain significant trees.
- Encourage the dominance of landscape over built form in residential areas.
- Improve open space provision as the community expands and improve linkages between key destinations.
- Investigate development of the Tiger Rail Trail from Birregurra to Barwon Downs and Forrest.

Birregurra Framework Plan



21.03-5 Skenes Creek18/07/2013
C69**Overview**

Skenes Creek is a coastal hamlet set on rolling topography at the base of the Otway Ranges. There is a sense of openness to the town created by the spacious siting of buildings and expansive views to the coast and hillsides. A green wedge corridor through the centre of the township links the town with a vegetated hillside backdrop and is enhanced by regeneration of indigenous and appropriate coastal shrubs around dwellings and public areas.

Objective

- To protect the nationally significant Great Ocean Road Region landscape and the distinctive landscape qualities and coastal setting of Skenes Creek township.

Strategies

- Ensure new development responds to the above key issues and achieves the following Preferred Character Statement for the Character Areas identified at Schedule 4 to Clause 43.02.

Skenes Creek Precinct 1 – Preferred Character Statement

This precinct provides a native ‘green wedge’ for the whole township, extending from the hill slopes behind the town to the Great Ocean Road. The character of the precinct will be strengthened by the planting and regeneration of indigenous and native vegetation. Dwellings will be set far enough apart to accommodate substantial native bush areas including canopy trees, and will be set substantially below the vegetation canopy. The semi-rural feel of the area will be retained by the lack of fencing and frequent unmade roads. Views to the dwellings will be softened by native vegetation in frontages to major roads and in the public domain along road verges.

Skenes Creek Precinct 2 – Preferred Character Statement

This precinct will continue to be characterised by diverse coastal dwellings set amongst established coastal gardens. The sense of openness will be maintained by setting the buildings apart, minimising intrusive front fencing, and encouraging building forms that respect views to the surrounding hills and coast. The precinct will be united by consistent mature plantings of native and exotic coastal species in the public and private domains.

21.03-6 Kennett River, Wye River and Separation Creek18/07/2013
C69**Overview**

The structure plan for Kennett River, Wye River and Separation Creek articulates the preferred development future for these coastal townships. Key issues to emerge from the structure plan were that:

- Kennett River, Wye River and Separation Creek will remain as distinct coastal townships nestled in the foothills of the Otway Ranges.

- The primary roles of the townships will be to provide housing for permanent and part time residents and to provide a diverse range of holiday accommodation.
- The existing and preferred character of the townships is characterised by low scale buildings which respond to the constraints of the topography in their coastal location and generally sit below the predominant tree canopy height.
- The informal, open and spacious character of the townships is highly valued and should be preserved and strengthened by new development.
- The impact of the townships on the natural environment will be as minimal as possible with water and wastewater being sustainably managed and vegetation acknowledged and valued.
- Future development within the townships should respond appropriately to a range of acknowledged environmental constraints including land slip, wildfire threat, coastal inundation and erosion, storm water management, water supply and effluent disposal.
- The townships have a low growth capacity and all future growth will be contained within existing urban or appropriately zoned land.

Objectives

- To protect and maintain the nationally significant Great Ocean Road Region landscape and the distinctive landscape qualities and coastal setting of Kennett River, Wye River and Separation Creek.
- To support limited tourist, commercial and retail services to the townships.
- To limit the growth of the coastal townships and discourage development outside of existing settlement boundaries.
- To preserve and enhance the environmental qualities of the townships and ensure development responds to the preferred neighbourhood character.
- To ensure that waste water from existing and proposed development is managed in a way that minimises its impact on the environment.
- To ensure that stormwater drainage systems respond to the constraints posed by the townships unique climatic, geological and environmental setting.
- To improve pedestrian access between the hamlets and the foreshores.
- To plan for the impacts of future climate change.

Strategies

- Maintain the existing settlement boundaries as identified on the framework plans forming part of this clause.
- Ensure that future growth of the townships is limited to infill development and renewal contained within existing settlement boundaries.
- Encourage any infill development within the townships, particularly tourist accommodation, to locate in the flatter, less vegetated areas near the centre of the townships (as identified on the framework plans forming part of this clause) but taking into account the need to respond to climate change induced coastal hazards.
- Ensure that any development outside the settlement boundaries is low scale and sensitively sited with minimal impact on the landscape and meets the criteria of the Great Ocean Road Region Landscape Assessment Study.

- Restrict commercial and retail development to small, incremental changes to existing facilities.
- Maintain and preserve the natural setting of the foreshores by minimising new structures in these areas.
- Create or enhance safe pedestrian access from all parts of the townships to the foreshores.
- Encourage opportunities to improve the general store and cafe of Kennett River, including incorporating an outdoor dining area and improved car parking areas to be more landscaped and pedestrian friendly.
- Encourage more diverse accommodation in Separation Creek with small scale projects.
- Collaborate with State Government in developing and implementing new initiatives to manage the impacts of climate change in the future.
- Ensure all new development achieves the following Preferred Character Statement for the Character Precincts identified at Schedule 4 to Clause 43.02:

Kennett River Precinct 1 – Preferred Character Statement

This precinct will be dominated by continuous native bush, with dwellings set below and amongst remnant canopy trees. Frontages will be open and consist of diverse native understorey that screens views of buildings from roads. The low scale dwellings will avoid prominent locations and ridgelines, and will be sited to provide for the reasonable sharing of views to the coast where available. Vegetation will be retained or replaced with any new developments to screen buildings when viewed from the Great Ocean Road. Innovative house styles will be encouraged of a scale, materials and colours that blend with the bush character and follow the topography. The informal bush character of the precinct will be assisted by the streetscape planting and lack of formal kerbing.

Kennett River Precinct 2 – Preferred Character Statement

This precinct will consist of coastal style dwellings set amongst gardens of native species. A spacious garden character will be maintained by setting buildings apart and encouraging landscaping between dwellings. Dwellings will be carefully designed, sited and landscaped to be unobtrusive when viewed from roads and to provide for a sharing of views to the coast where available. Trees in both public and private domains will provide a sense of continuity through the precinct and visually link with the adjacent bushland areas.

Wye River Precinct 1 – Preferred Character Statement

This precinct will continue to be characterised by dominant native bush that forms a consistent canopy, linking to the adjacent bushland. Dwelling scale, bulk and siting will respond to the site and topography, allowing space and setbacks to maintain native bush, both as canopy and understorey. Buildings will be set beneath the canopy, and appropriately sited and designed so as to allow for the sharing of views to the coast where available, and to be hidden from view from the Great Ocean Road. The informality of the streetscapes will be retained by the lack of front fencing, frequent unmade roads and remnant vegetation.

Wye River Precinct 2 – Preferred Character Statement

This precinct will achieve a more consistent native vegetation coverage to provide a unifying feature throughout. Space around dwellings will be sufficient to maintain trees and understorey, and minimises the appearance of building bulk and density. On hill slopes, buildings will relate to topography and be set amongst and beneath a dominant,

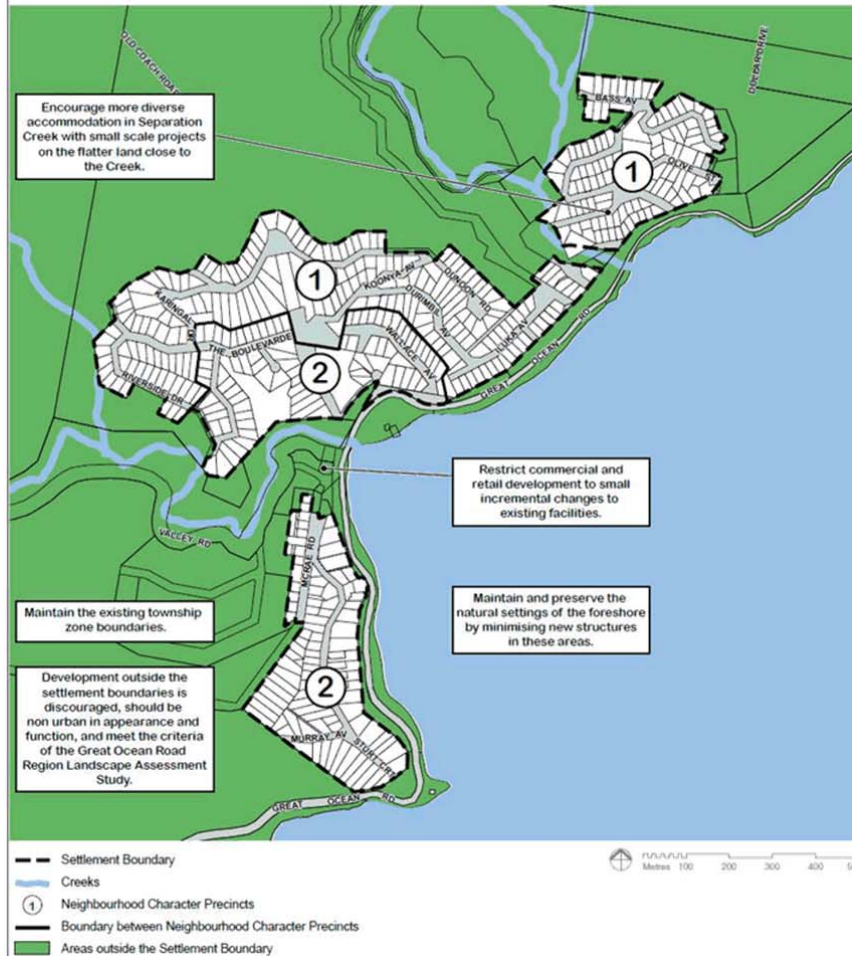
native tree canopy. Buildings and structures in prominent locations when viewed from the Great Ocean Road will be designed to reduce their visual intrusion. Retention and planting of canopy trees in the public domain and around dwellings will be encouraged to establish a consistent tree canopy.

Separation Creek Precinct 1 – Preferred Character Statement

This precinct will consist of a mix of low, coastal style dwellings and newer coastal styles, in established gardens and amongst native canopy trees in the vegetated hillfaces. Dwellings will be of materials and colours that reflect the coastal setting, and be designed and sited so as to minimise intrusion into views from roads, public spaces and adjacent dwellings and impact on the topography. Establishment of native and coastal trees in public and private gardens will unite the precinct and provide visual links to the surrounding bushland and creek environs.



Wye River & Separation Creek Framework Plan



21.03-7 Forrest

18/07/2013
C69

Overview

Forrest is located 32.6 kilometres from Colac and is placed at the foothills of the Otways approximately 161 kilometres from Melbourne and 76 kilometres from Geelong.

A Structure Plan for Forrest was adopted by Council (August 2011) and articulates the preferred development future for Forrest. Key issues to emerge from the Structure Plan were that:

- The role of Forrest as an outdoor recreation and tourism destination has been well established over recent years along with an emerging trend for rural lifestyle residential development.

- Forrest’s tourism functions will continue to play a primary role in the town’s growth and development into the future.
- There are significant environmental constraints within Forrest including bushfire, flooding and landslip risks that impact on future potential for expansion of the town.

Objectives

- To support Forrest’s role within the Otways as a key destination for tourism and recreational pursuits and as a small town with limited potential for residential growth.

To limit residential development to the existing urban area contained within Forrest’s settlement boundary, subject to the outcome of further investigation into the viability of development adjoining the north west edge of the town in accordance with the Forrest Framework Plan attached to this Clause.

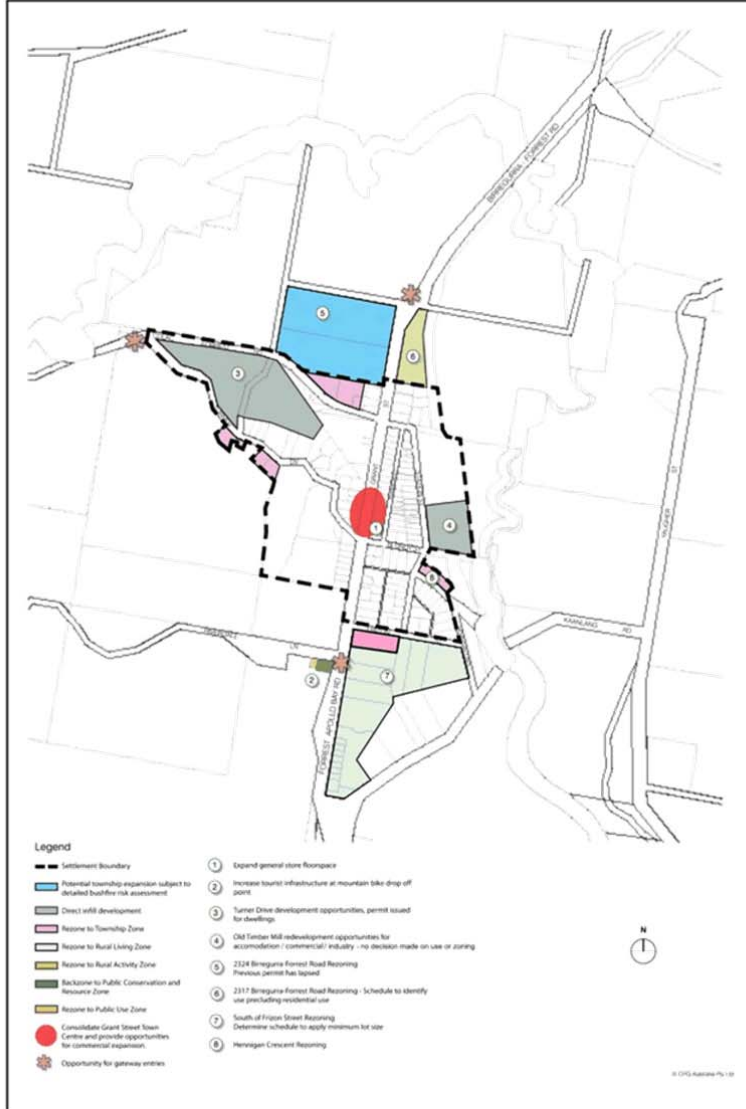
- To encourage the development of accommodation facilities which contribute to the viability of tourism and recreation-based activities.
- To promote Grant Street as the primary location for future commercial activities within Forrest.
- To encourage development and activities which add commercial and recreational diversity to the Forrest Township.
- To ensure that the various cultural and environmental heritage assets of the township are protected, maintained and continue to be articulated within Forrest’s private and public realm.
- To ensure new residential and commercial development is responsive to the environmental, biodiversity, conservation and landscape values of the local region.
- To ensure that development within Forrest responds to and mitigates any identified bushfire risks.
- To improve pedestrian access and movement along Grant Street.
- To facilitate the provision of community services and social infrastructure within Forrest which promote the town’s liveability and increase social equity.

Strategies

- Maintain settlement boundaries shown on the Framework Plan in this Clause pending detailed strategic assessment of bushfire risks and potential measures to manage bushfire risk for the town and broader area.
- Ensure that future growth of the township maximises infill development.
- Concentrate small scale businesses and commercial uses (such as retail premises, shop, restaurant, industry and accommodation) along Grant Street between the Community Hall and Turner Drive/Blundy Street.
- Encourage some commercial development, particularly accommodation, to locate on Rural Activity Zoned land taking into account the need to respond to bushfire risks and the environmental values of the surrounding landscape.
- Encourage the re-development of the existing general store to provide additional floor space, an active street front and expanded provision of commercial services.
- Encourage and consolidate street based retailing in the form of cafes and outdoor seating on the eastern side of Grant Street.

- Upgrade existing pedestrian infrastructure including new footpaths along the eastern side of Grant Street to accommodate pedestrian access, seating and bicycle parking and ensure any new development is designed to activate the streetscape.
- Ensure land use and development does not detrimentally impact upon identified significant flora and fauna habitats, including areas of roadside vegetation.
- Support tourism related use and development within the town boundary taking into account the need to respond to bushfire risks and environmental values and to protect the amenity of nearby residential uses.

Forrest Framework Plan



21.03-8
18/07/2013
C69

Smaller Townships

Overview

It is important to protect the character of the smaller townships within the Shire, particularly those located along the spectacular Great Ocean Road and nestled within the majestic and beautiful Otway Ranges.

Township Master Plans (focussing on public infrastructure improvements) have been prepared for Carlisle River, Gellibrand, Forrest, Barwon Downs and Beech Forest. Urban Design Frameworks have been prepared for Beeac, Cressy, Lavers Hill and Swan Marsh. The Master Plans and Urban Design Frameworks identify urban design and built form opportunities to improve the presentation of these important centres in the municipality.

So as to improve the viability of small townships it is acknowledged that future planning needs to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, community facilities and related infrastructure.

The Rural Living Strategy 2011 highlights the role of small towns and settlements in supporting tourism and rural lifestyle demand.

The Rural Living Strategy 2011 also provides a strategic basis for future land use studies to investigate opportunities for small scale expansion within some of the Shire's small towns, including Alvie, Beeac, Cororooke, Gellibrand and Beech Forest. Gellibrand and Beech Forest's growth potential will be subject to an investigation into fire risk and effluent management issues.

Objectives

- To provide an attractive and safe residential environment within the smaller communities of the Shire.
- To encourage development of smaller townships in the Shire that contributes to their economic development, acknowledges and responds to environmental constraints and protects the broader landscapes within which these townships are located.
- To facilitate the ongoing economic future of small communities.
- To recognise the different roles of smaller townships and centres containing a range of community and other facilities.
- To maintain and enhance the environmental quality of small communities.

Strategies

- Ensure that development of the Shire's small communities occurs generally in accordance with relevant township masterplans, structure plans and other strategies.
- Encourage the development of small-scale economic activity which complements the resources and industries of the region.
- Encourage the location of tourist accommodation facilities within small communities in the region.
- Retain heritage places as significant components of the character and attractiveness of smaller townships.
- Encourage high quality design input to development in small communities.

- Maintain existing township zonings in Alvie, Cororooke and Beeac pending the preparation of town plans.
- Maintain existing township zonings in Gellibrand and Beech Forest pending further strategic assessment of the potential for expansion having regard to bushfire risk and effluent management.
- Otherwise generally restrict the expansion of communities in potable water supply areas and areas subject to or at risk of landslip, high fire risk and flooding.
- Encourage the implementation of landscape features that recognise indigenous flora and fauna.

Specific Implementation

Policy guidance

Assess proposals in townships (other than Colac, Apollo Bay and Marengo) against the following criteria:

- Development should not exceed 8 metres in height, unless special characteristics of the site justify a higher structure and no off-site detriment is caused.
- Building site coverage should not exceed 50 per cent, except on business zoned land.
- The slope of the roof should relate to the topography of the surrounding landform. Dominant or multiple angular roof slopes and designs should be avoided.
- External building material colours should be of muted toning and roofing material should be non-reflective.
- External materials should be in harmony with the surrounding landscape of the settlement.
- Landscaping should enable development to blend into the surrounding area. This may be achieved by:
 - Using a mixture of low, medium and high growing native trees and shrubs, including some species of trees with a growing height above the roof level of the proposed building.
 - Providing replacement planting for vegetation that is removed.

When deciding on the design, siting, mass and scale of new development in townships (other than Colac, Apollo Bay and Marengo) consider, as appropriate:

- Whether it is a major development node or a settlement with limited development potential and only serving the immediate community.
- The visual character of the particular settlement and the likely impact of the development on that visual character.
- The view of the site from the Great Ocean Road and major viewing points in the Otway Ranges and the likely impact of the development on these views.

21.03-9

18/07/2013
C69

Rural Living

Overview

Council prepared and adopted a Rural Land Strategy (September 2007) which identified a range of issues affecting rural land use in the Shire, and has since adopted the Rural Living

Strategy 2011. The Rural Living Strategy provides the basis for policy on the use and development of land for dwellings and subdivisions in rural areas. It identified the following in regards to rural living development within the Shire:

- Rural land traditionally used for farming is being used for lifestyle purposes in the absence of land which can accommodate rural lifestyle demand. This is causing problems associated with increasing property values inhibiting farm growth, servicing, provision of infrastructure and conflict with adjoining land uses which has the potential to undermine the objective of protecting the agricultural base of the Shire.
- The greatest opportunities to accommodate rural living development are around Colac where there is greatest supply and fewest constraints for development.
- There are sufficient levels of services and infrastructure to accommodate demand for rural lifestyle development in Coragulac.
- There is scope to conduct investigations into the potential development of some smaller towns in the Shire to accommodate some moderate township expansion, which may contribute to the overall supply of land desirable for rural living purposes.

Objectives – Rural living

- To provide opportunities for rural residential style development in appropriate locations that do not negatively impact on the ability to farm.
- To recognise the function of already-developed old and inappropriate rural subdivisions as ‘de facto’ rural living developments;
- To restrict the intensification of existing old and inappropriate subdivisions and prevent the further encroachment of rural living development on surrounding farming land.

Strategies – Rural living

- Direct future rural living development to nominated areas where there are fewer economic, environmental, social, land use and servicing constraints for settlement.
- Recognise the function of already-developed old and inappropriate rural subdivisions as ‘de facto’ rural living developments.
- Restrict the development of existing old and inappropriate subdivisions through the implementation of lot sizes which limit further subdivision and prevent the further encroachment of rural living development on surrounding farming land.

21.04 ENVIRONMENT18/06/2009
C55**21.04-1 Catchment Management**18/06/2009
C55**Overview**

Colac Otway has a great diversity of ecosystems in the region which provides a base for an equally diverse and rich flora and fauna. The deeply dissected ridges and valleys of the Otways contrasts strongly with the open northern plains studded with crater lakes.

The Corangamite Regional Catchment Strategy describes the land, water and biodiversity assets of the region and provides a planning framework for the protection and restoration of these assets.

Integration of Shire policies and actions with those of its partners, specifically those related to catchment management, coastal action and forest management is an important component of sustainable natural resource management in the Shire.

Objectives

- To promote a co-operative regional approach to natural resource management

Strategies

- Adopt an integrated catchment management approach to the assessment and development of the Shire's natural resources.
- Consider land capability in the assessment of use and development proposals.
- Encourage land management practices and land use activities that are sustainable and can protect the environment.
- Promote the integrated management of public and private land with particular attention to the interface between the two.
- Protect the lakes from environmental degradation by limiting adjacent development and maintaining high quality wastewater treatment in Colac.

21.04-2 Water18/06/2009
C55**Overview**

- The Draft Corangamite River Health Strategy identifies waterways of national, state and regional importance. The Colac Otway Planning Scheme currently recognises the significance of these assets with the Environmental Significance Overlay applying to lakes, wetlands and streams across the municipality.
- The saline lakes of the Volcanic Plain north of Colac are a significant feature of the region. These lakes are of international significance because of the number of threatened species and migratory species which depend on the sites.
- Lake Colac is a freshwater lake and is the most prominent environmental feature in the locality being formed through volcanic activity. Water quality in Lake Colac has been identified as a major issue for a number of years, and this has been evident through indicators such as blue-green algal blooms and sediment build up. Some of the main causes of poor water quality in the lake have been associated with development, particularly industry, close to the lake, transport of nutrients and pollutants to the lake from creeks and through runoff and through leachate from the former tip site.
- Barwon Water and Wannon Water are responsible for managing the six declared water supply catchments in the Colac Otway Shire. The declaration recognises the importance of these catchments for domestic water supply and the need to protect the water quality from inappropriate land use and development such as timber harvesting and road and building construction.

- Southern Rural Water is the responsible authority for management of groundwater diversion. Three groundwater management areas have been declared in the Colac Otway Shire: the Warrion, Paaratte and Gerangamete. Groundwater Management Plans describe the nature of these groundwater areas and outline their management to ensure long-term sustainability.
- Water quality of rivers and streams north of the Otway Ranges is generally poor due to the impacts of land clearing and development.

Objectives - Water

- To protect water catchments.
- To retain and improve water quality and water yield.

Strategies - Water

- Ensure water quality standards and impact on water yields are considered in the assessment of planning permit applications.
- Ensure that the maintenance in natural condition of watercourses is considered in the assessment of use and development proposals.
- Promote the establishment of reticulated sewerage systems in townships where appropriate.
- Promote the introduction of improved septic tank systems and alternative waste treatment systems in areas where sewerage systems are not available.
- Encourage the use of "constructed wetlands" as a means of storing floodwater, improving water quality and adding to natural habitats.

21.04-3
18/06/2009
CSS

Vegetation

Overview

- The Corangamite Native Vegetation Plan (2003 – 2008) provides a strategic plan for protection, enhancement and restoration of native vegetation across the Region.
- The majority of native vegetation is found on public land within the Colac Otway Shire with small remnants on private land. An estimated 78 per cent of the region's original native vegetation is now cleared. Of the 22 per cent remaining vegetation, about half of this is found on private land or on linear strips such as roadsides and disused railway lines and much of this is considered threatened.
- Remnant vegetation on private land is generally small in size and often isolated and therefore particularly vulnerable to degradation from pests, disease or disturbance.

Objectives

- To protect and manage remnant native vegetation communities.

Strategies

- Maintain bio-diversity through the protection of significant habitats including remnant vegetation.
- Protect native vegetation and other significant stands of vegetation in order to prevent land degradation, maintain water quality and protect the bio-diversity of flora and fauna species.

21.04-4
18/06/2009
CSS

Salinity

Overview

- At present over 20,000 hectares of salinity are mapped in the Corangamite CMA region including both primary and secondary salting. Water quality in rivers and streams as well as lakes and wetlands has declined since European settlement due to increasing salinity and reduced flow regimes.
- The Draft Corangamite Salinity Action Plan (2003 – 2008) identifies salinity as a significant threat to agricultural production and biodiversity, especially in the lakes and plains area north of Colac.
- Salinity is a significant threat, particularly in the northern half of the Shire, to water quality and urban infrastructure.

Objectives

- To minimise the impact of salinity on agricultural land, water quality and urban infrastructure.

Strategies

- Adopt an integrated catchment management approach to the assessment and development of the Shire's natural resources.
- Promote land management practices that protect soil resources from degradation.
- Encourage land management practices that seek to improve areas of soil degradation.

21.04-5

18/06/2009
C55

Erosion

Overview

- Landslides are a significant hazard in the southern half of the Shire associated with steep slopes and high rainfall including the Otway Ranges from Marengo to Wye River; the slopes of the Barham River and Gellibrand River valleys; the Hordern Vale – Glenaire area; the Lavers Hill – Johanna River area; the Kawarren – Yeodene area; and the Irrewillipe area.
- Landslides are triggered by prolonged and/or intense rainfall, man-made changes to the landscape primarily through clearance of native vegetation and rare earthquake events.

Objectives

- To ensure that use and development has regard to the potential for landslip.
- To ensure that in areas where a risk of landslip is identified, all new buildings and works do not increase the possibility of landslip on the land or surrounding land.
- To manage landslip risk especially along the coastal areas.

Strategies

- Ensure that in areas where a risk of landslip is identified, all new buildings and works do not increase the possibility of landslip on the land or surrounding land.
- Avoid vegetation removal in areas susceptible to landslip.
- Reduce and stabilise movement and disturbance in landslip areas by replanting vegetation and by good site drainage including limited on-site disposal of treated wastewater effluent and stormwater, where appropriate.
- Ensure new development demonstrates tolerable risk to property and loss of life.
- Consider land capability in the assessment of use and development proposals.
- Promote land management practices that protect soil resources from landslip, contamination, compaction and other forms of degradation.

21.04-6

18/06/2009
C55

Floodplain Management

Overview

- The Colac Otway Planning Scheme currently has a Floodway and Land Subject to Inundation Overlay that reflects the floodways in the Shire.
- Flooding is a significant threat north of the Otway Ranges particularly associated with the Barwon River and the lakes system of the Volcanic Plains.
- The Corangamite Catchment Management Authority has prepared the Deans Creek and Barongarook Creek Flood Study 2017. This Study has helped inform changes to the flood mapping and associated controls in Colac.

Objectives

- To minimise environmental hazards.

Strategies

- Promote floodplain management policies, which minimise loss and damage, maintain the function of the floodway to convey and store floodwater and protect areas of environmental significance.
- Encourage the use of "constructed wetlands" as a means of storing floodwater, improving water quality and adding to natural habitats.
- Ensure that all new development maintains the free passage and temporary storage of floodwater, minimises flood damage, is compatible with flood hazard and local drainage conditions, and minimises soil erosion, sedimentation and silting.
- Ensure that development and subdivision demonstrates how the risks associated with flooding and inundation are met.

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21.04-7

18/06/2009
CS5

Climate Change

Overview

- The impact of climate change on land within Colac Otway Shire has been considered in a recent report (Climate Change in the Corangamite Region – DSE 2004) that addresses temperature, rainfall, drought, water resources, fire, winds, storms and sea level rise.
- It is appropriate to apply the precautionary principle by ensuring that the land use and development considers the future impacts of climate change

Objectives

- To ensure that the future use of land for agriculture is adaptable enough to respond to the impacts of climate change.
- To ensure that coastal planning considers and responds to the forecast impacts of climate change.

Strategies

- Adopt an integrated catchment management approach to the assessment and development of the Shire's natural resources.
- Ensure highly capable land is protected for agriculture into the future by discouraging dwellings and subdivision in areas of high agricultural capability and high rainfall.
- Ensure use and development proposals take into account and respond adequately to future sea level rise and storm surge related to climate change.

21.04-8 Landscape Character18/06/2009
C55**Overview**

The Great Ocean Road Coastline is recognised as one of the most spectacular in Australia and requires sensitive attention to maintain its visual qualities and physical features, biological features and cultural attachments.

The Shire contains various landscapes which have been recognised as being important to protect for their environmental, cultural, social and economic significance. The landscape character types within the Shire, as identified in the Great Ocean Road Region Landscape Assessment Study (GORRLAS) include parts of the Western Plains, Cones and Lakes; the Otway Foothills, Valleys and Uplands; the Otway Forests and Coast; and localised flatlands. Some of the key issues associated with the landscape of the Shire include:

- The importance of landscape character to the economy of the Shire and wider region.
- The need to relate new development to the landscape character types and precincts defined by the GORRLAS.
- The importance of containing township development within defined boundaries, and of managing development on the fringes of townships so that it enhances the character of the town's landscape setting.
- The need to retain the dominance of the landscape between townships and avoid ribbon development.
- The importance of views of the landscape from road corridors, and the need to control and manage development and land use that is highly visible from main road corridors and principal tourist routes.
- The need to retain the dominance of the landscape from key viewing locations throughout the Shire.
- The clear felling of plantation trees adjacent to main road corridors and tourist routes leaving large and often highly visible areas of the landscape scarred, detracting from the landscape character of the Region.
- The need to protect the scenic landscape values of ridgelines and landforms from inappropriate built form and removal of vegetation.

Objectives

- To retain the open and rural character of views and outlooks, particularly from main road corridors.
- To maintain the dominance of the natural landscape when viewed from main road corridors and tourist routes outside townships.
- To protect the variety of landscape features and landmarks of the precincts identified in the GORRLAS.
- To increase indigenous planting in the Landscape precincts to further emphasise natural features such as creeks.
- To protect ridgelines from inappropriate development and vegetation removal.

Strategies

- Retain existing indigenous and native trees and understorey wherever practical.
- Discourage the loss of indigenous vegetation particularly in or adjacent to landform features such as rocks.
- Locate development sparsely in the hinterland landscape, maximising space available between buildings and structures for vegetation.
- Utilise finishes and colours that complement those found naturally in the hinterland landscape, with consideration as to how the material will weather over time.

- Between townships, site development a substantial distance from main roads wherever possible.
- Discourage the loss of rural outlook and openness from main road corridors.
- Ensure townships have a definite visual edge, delineating the boundary between urban development and the natural landscape beyond.
- Locate and screen large buildings and structures to minimise their visibility from main roads and key viewing locations.
- Discourage ribbon development between townships.
- Discourage signage clutter at entrances and exits to townships.
- Site buildings and structures away from geological features such as volcanic cones, craters and lakes, wherever possible.
- Retain views of geological features such as volcanic cones, craters and lakes from the Princess Highway and other main roads.
- Discourage quarrying or excavation on geological features.
- Utilise vegetation to screen land use and development, including timber production, which has the potential to impact upon the natural landscape when viewed from main road corridors and tourist routes.
- Discourage new development and removal of vegetation on ridgelines and hill tops where it is of a significant scale that is likely to impact the landscape character of the area.

21.04-9

18/06/2009
CS5

Cultural Heritage

Overview

Colac Otway Shire has a rich and diverse history that is a microcosm of much of Victoria's history from the days of earliest permanent settlement in the 1830s. The Shire has played an important role in Victoria's growth through pastoral activity; through the dairy industry and farming; through the forest industry, as well through the tourist industry.

Physical evidence of this history is discernible in buildings, archaeological sites and landscapes. It is identified in the homesteads built by squatters and pastoralists, as well as those constructed by later settlers. The history of the Shire's economic development is demonstrated by its main industries – dairying, crops, timber, wool and tourism and is apparent in the surviving woolsheds, dairies, onion factories, sawdust burners and in the variety of different forms of accommodation offered to its visitors since the mid-nineteenth century.

The Shire's ethnic composition and distribution, and the importance of religion in nineteenth and early twentieth century society, is gauged by the distribution of churches and denominational institutions. Local government influences are demonstrated in the shire's buildings and numerous maternal child health centres while State government influence are demonstrated in the hospitals and police facilities as well as in public housing, rail links, roads and bridges.

The history is evident in the commercial areas of Colac in the public, civic, religious and residential buildings, infrastructure, cemeteries, monuments, archaeological sites and landscapes. A large proportion of the Shire's cultural heritage also remains within the smaller townships and centres of the Shire and in outlying rural areas.

Many of the Shire's heritage buildings and sites have been identified and their significance described in the Colac Otway Heritage Study 2003, however the study is not a complete listing of the Shire's cultural heritage resources and other places will also need to be identified as time and resources permit. For example further work is required to identify and conserve the Shire's many fine dry stone walls.

Objectives – Cultural Heritage

- To protect places and areas of cultural heritage significance and encourage development and adaptation where appropriate that does not detract from their significance.
- To enhance and conserve the Shire's cultural heritage resources while facilitating adaptation and development which does not detract from their significance.

Strategies – Cultural Heritage

- Support the retention of the cultural heritage significance of the Shire's heritage places and areas by:
 - Encouraging works to individual places in the Heritage Overlay which contribute to their conservation and enhances their significance.
 - Discouraging demolition of places of heritage significance while encouraging the removal of alterations that do not contribute to their significance.
 - Retaining all places in heritage precincts that contribute to the significance of the precinct.
 - Encouraging new development in precincts that responds to the historic character, form and context of the precinct and makes a positive contribution through innovative design.
 - Applying the local policy (at Clause 22.01) on 'Heritage Places and Areas'.

--/20--
Proposed C90

SCHEDULE TO CLAUSE 44.03 FLOODWAY OVERLAY

Shown on the planning scheme map as **FO**.

1.0 Permit requirement

--/20--
Proposed C90

A permit is not required for the following:

Replacement buildings

- If the footprint of the replacement building(s) is the same or less than the original building(s), and
- If the floor level of the building is finished at least 300 mm above the 100 year ARI flood level, and
- If the replacement building is constructed on stumps (or piers) and bearers, and
- Cladding to the subfloor structure of the extension has openings or is of an open style (such as spaced timber boards) to allow automatic entry and exit of flood water for all floods up to the 1 per cent AEP event.

External alterations to existing buildings

- If the original building footprint remains the same

Ground level extensions to existing buildings

- If the floor level of the extension is at least 300mm above the applicable 100 year ARI flood level, and
- The extension of the building is constructed on stumps (or piers) and bearers, and
- Cladding to the subfloor structure of the extension has openings or is of an open style (such as spaced timber boards) to allow automatic entry and exit of flood water for all floods up to the 1 per cent AEP event.
- If the floor level of the extension is not lower than the existing floor level and the combined ground floor area of extensions since 31 December 2018 is no greater than 20sqm.

Upper level extensions to existing buildings

- If there is no increase in the ground floor building footprint other than the floor area exempted above and except for any additions or alterations to the footings to support the extensions to the upper level.

Repairs and routine maintenance of existing fences

- If the fence design and material remains the same.

New or replacement fence

- A post and wire fence with:
 - Post spacing no less than three metres apart
 - Single wires spaced no more than one horizontal strand per 200mm.
- A post and rail fence with:
 - Post spacing no less than three metres apart
 - Rails no more than 150mm wide
 - Rails spaced no less than 200mm apart
 - Bottom rail no less than 150mm off the ground.
- Tubular steel/pool fencing.

Other buildings and works

- A building which is open on all sides including a pergola, carport, domestic shed, animal enclosure outbuildings, stockyard or agricultural sheds with unenclosed foundations.
- A ramp, verandah or decking and similar structures with a floor raised on stumps or piers and with unenclosed foundations
- Road works or works including footpath/shared paths, bicycle path, car parks, access ways or driveways (public or private) that do not change the natural ground level
- A mast, antenna, satellite dish, power pole, light pole, or telecommunication tower
- An outdoor advertising sign/structure provided it does not alter flood flows or floodplain storage capacity
- Repairs and routine maintenance that do not affect the height, length, width or location of a levee or embankment
- A rainwater tank with a capacity of not more than 5000 litres
- A shed of 20sqm or less gross floor area
- An in-ground domestic swimming pool or spa, and associated mechanical and safety equipment, providing that:
 - The excavated spoil is removed from within the 100 year ARI floodplain; and
 - The perimeter edging of the pool is finished at natural ground level; and
 - Security pool fencing is of an open style.
- A sportsground, racecourse or recreation area, pathways and trails constructed at general natural surface elevation, playground, open picnic shelter, picnic table, drinking tap, rubbish bin, barbecue and or similar works associated with a park, recreation area and or public places.

Referral of applications

An application does not have to be referred to the relevant flood plain management authority under section 55 of the Act providing it is:

- Accompanied by the relevant floodplain management authority's written approval. The written approval must:
 - Be granted not more than three months prior to lodging with the Responsible Authority
 - Quote the reference number, revision number and date of the approved plans
 - State the applicable flood level and required floor levels
 - Include any conditions to be included in any planning permit.

--/20--
Proposed C90

SCHEDULE TO CLAUSE 44.04 LAND SUBJECT OF INUNDATION OVERLAY

Shown on the planning scheme map as **LSIO**.

1.0 Permit requirement

--/20--
Proposed C90

A permit is not required for the following:

Replacement buildings

- If the footprint of the replacement building(s) is the same or less than the original building(s), and
- If the floor level of the building is finished at least 300 mm above the 100 year ARI flood level, and
- If the replacement building is constructed on stumps (or piers) and bearers, and
- Cladding to the subfloor structure of the extension has openings or is of an open style (such as spaced timber boards) to allow automatic entry and exit of flood water for all floods up to the 1 per cent AEP event.

External alterations to existing buildings

- If the original building footprint remains the same

Ground level extensions to existing buildings

- If the floor level of the extension is at least 300mm above the applicable 100 year ARI flood level, and
- The extension of the building is constructed on stumps (or piers) and bearers, and
- Cladding to the subfloor structure of the extension has openings or is of an open style (such as spaced timber boards) to allow automatic entry and exit of flood water for all floods up to the 1 per cent AEP event.
- If the floor level of the extension is not lower than the existing floor level and the combined ground floor area of extensions since 31 December 2018 is no greater than 20sqm.

Upper level extensions to existing buildings

- If there is no increase in the ground floor building footprint other than the floor area exempted above and except for any additions or alterations to the footings to support the extensions to the upper level.

Repairs and routine maintenance of existing fences

- If the fence design and material remains the same

New or replacement fence

- A post and wire fence with:
 - Post spacing no less than three metres apart
 - Single wires spaced no more than one horizontal strand per 200mm.
- A post and rail fence with:
 - Post spacing no less than three metres apart
 - Rails no more than 150mm wide
 - Rails spaced no less than 200mm apart
 - Bottom rail no less than 150mm off the ground.
- Tubular steel/pool fencing

Other buildings and works

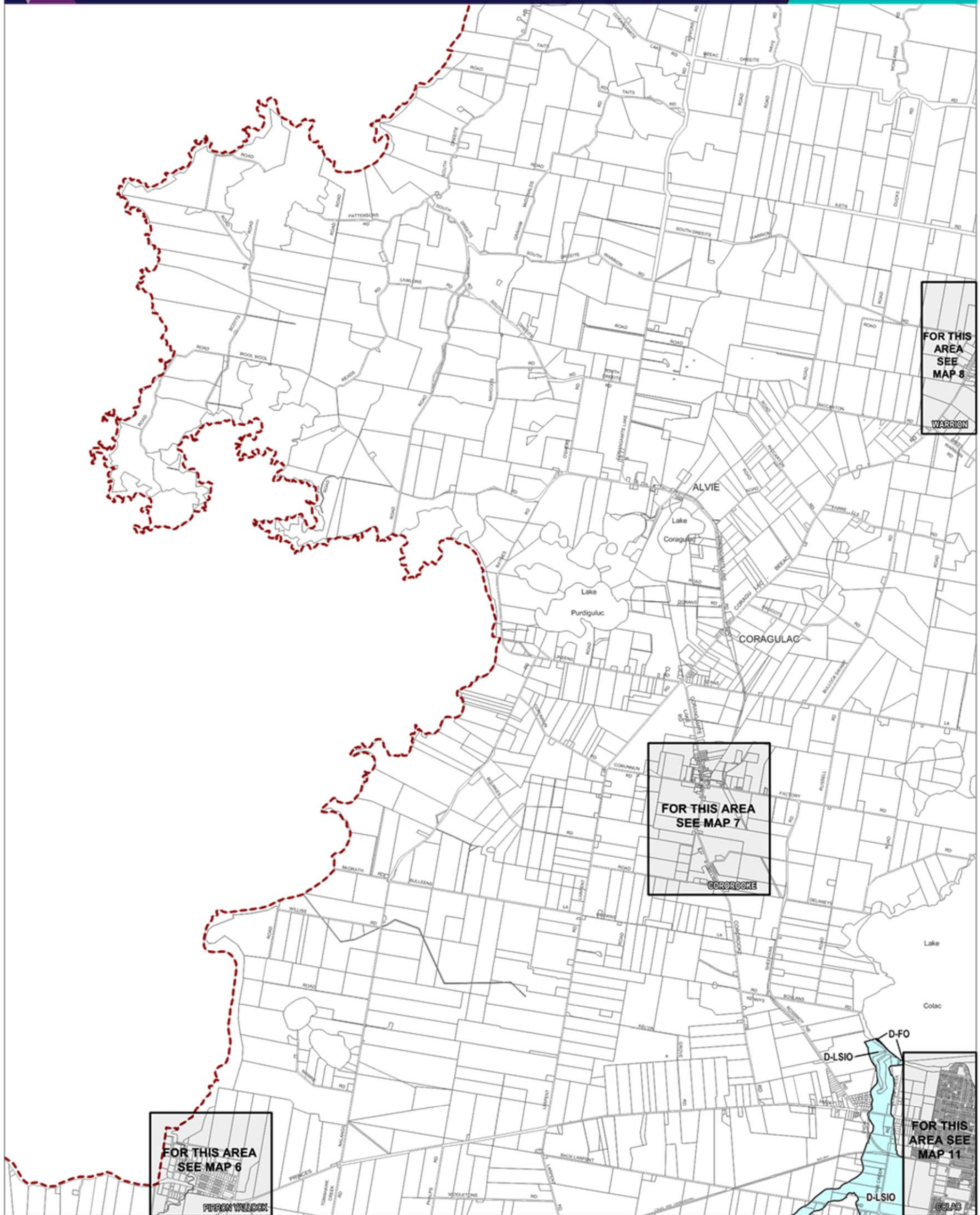
- A building which is open on all sides including a pergola, carport, domestic shed, animal enclosure outbuildings, stockyard or agricultural sheds with unenclosed foundations.
- A ramp, verandah or decking and similar structures with a floor raised on stumps or piers and with unenclosed foundations
- Road works or works including footpath/shared paths, bicycle path, car parks, access ways or driveways (public or private) that do not change the natural ground level.
- A mast, antenna, satellite dish, power pole, light pole, or telecommunication tower
- An outdoor advertising sign/structure provided it does not alter flood flows or floodplain storage capacity
- Repairs and routine maintenance that do not affect the height, length, width or location of a levee or embankment
- A rainwater tank with a capacity of not more than 5000 litres
- A shed of 20sqm or less gross floor area
- An in-ground domestic swimming pool or spa, and associated mechanical and safety equipment, providing that:
 - The excavated spoil is removed from within the 100 year ARI floodplain; and
 - The perimeter edging of the pool is finished at natural ground level; and
 - Security pool fencing is of an open style.
- A sportsground, racecourse or recreation area, pathways and trails constructed at general natural surface elevation, playground, open picnic shelter, picnic table, drinking tap, rubbish bin, barbecue and or similar works associated with a park, recreation area and or public places.

Referral of applications

An application does not have to be referred to the relevant flood plain management authority under section 55 of the Act providing it is:

- Accompanied by the relevant floodplain management authority's written approval. The written approval must:
 - Be granted not more than three months prior to lodging with the Responsible Authority
 - Quote the reference number, revision number and date of the approved plans
 - State the applicable flood level and required floor levels
 - Include any conditions to be included in any planning permit.

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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Overlays

- D-LSIO** Area To Be Deleted From A Floodway Overlay
- D-LSIO** Area To Be Deleted From A Land Subject To Inundation Overlay

Municipal Boundary (if shown)

AUSTRALIAN MAP GRID ZONE 54
 PREPARED BY: Planning Mapping Services

Printed: 31/5/2017
AMENDMENT C90

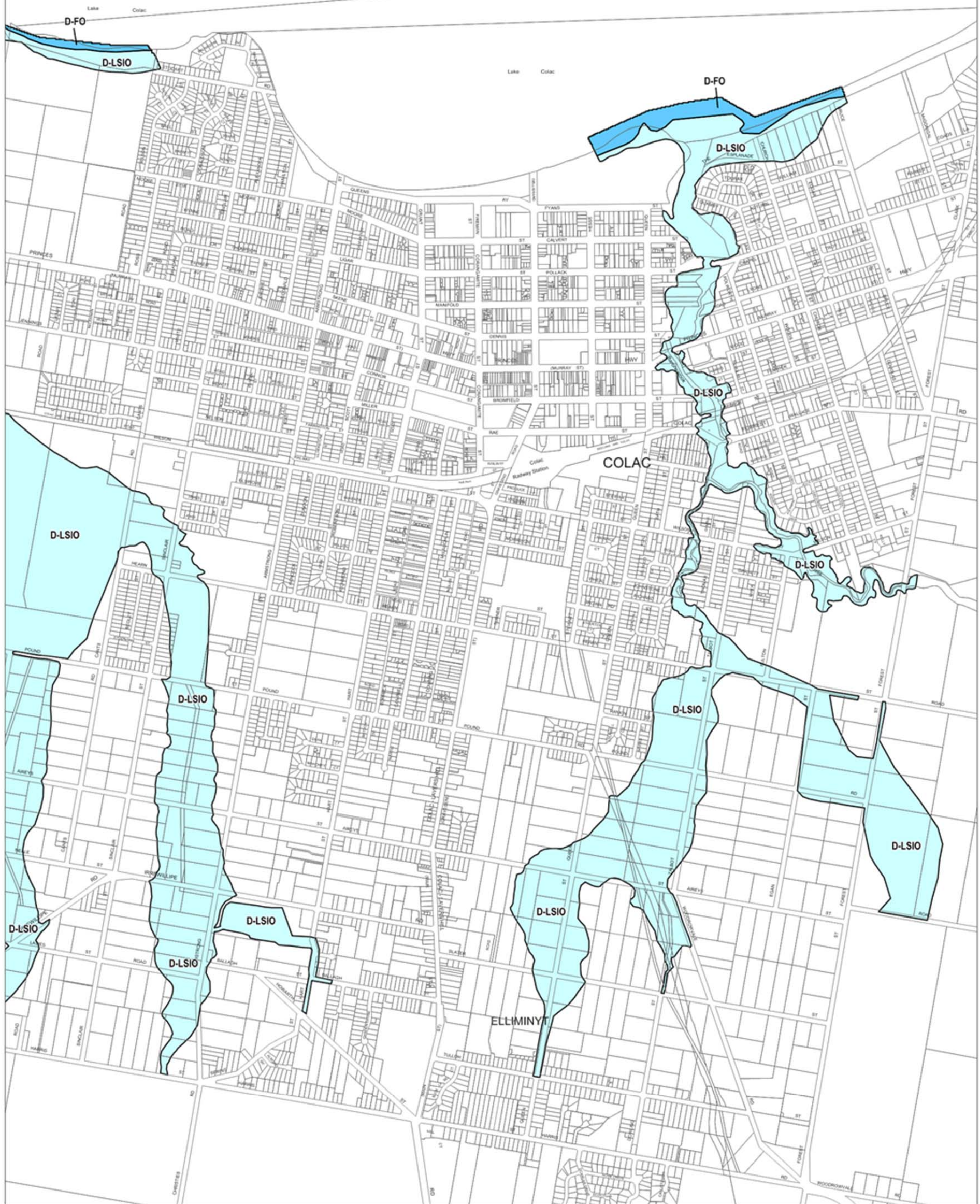
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 Environment, Land, Water and Planning

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AREA TO BE DELETED FROM A LAND SUBJECT TO INUNDATION & FLOODWAY **MAP No 5LSIO-FO**

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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- Overlays**
- Area To Be Deleted From A Floodway Overlay
 - Area To Be Deleted From A Land Subject To Inundation Overlay

Municipal Boundary (if shown)



AUSTRALIAN MAP GRID ZONE 54

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AREA TO BE DELETED FROM A LAND SUBJECT TO INUNDATION & FLOODWAY OVERLAY **MAP No 11LSIO-FO**

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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Overlays
 CLASD Area To Be Deleted From A Land Subject To Inundation Overlay

Municipal Boundary (if shown)

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AMENDMENT C90

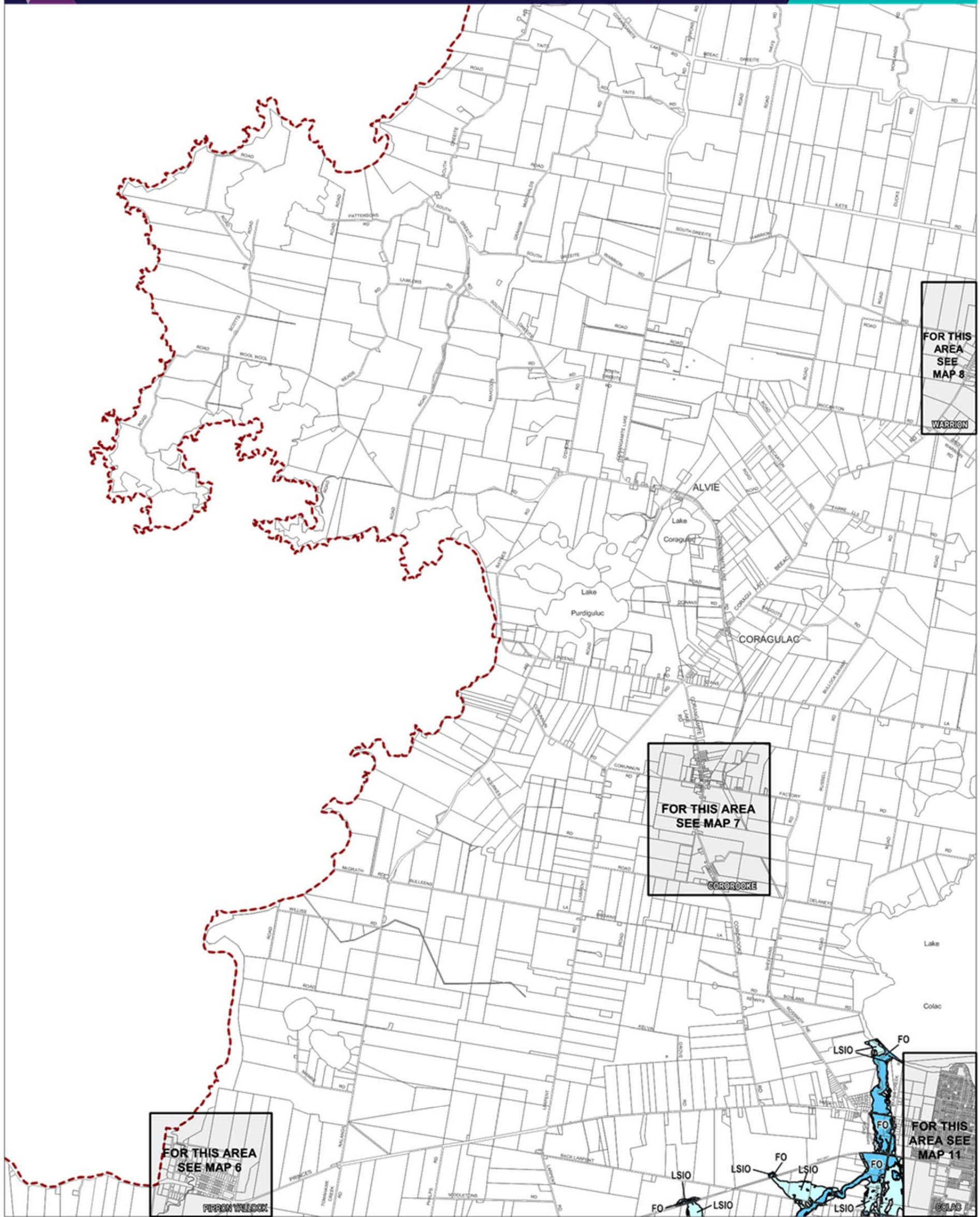
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AREA TO BE DELETED FROM A LAND SUBJECT TO INUNDATION & FLOODWATER OVERLAY **MAP No 15LSIO-FO**

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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- Overlays**
- Floodway Overlay
 - Land Subject To Inundation Overlay

- - - - Municipal Boundary (if shown)

AUSTRALIAN MAP GRID ZONE 54
 PREPARED BY: Planning Mapping Services



Printed: 21/5/2017
AMENDMENT C90

VICTORIA
 State Government
 Environment, Land, Water and Planning

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LAND SUBJECT TO INUNDATION & FLOODWAY OVERLAY

MAP No 5LSIO-FO

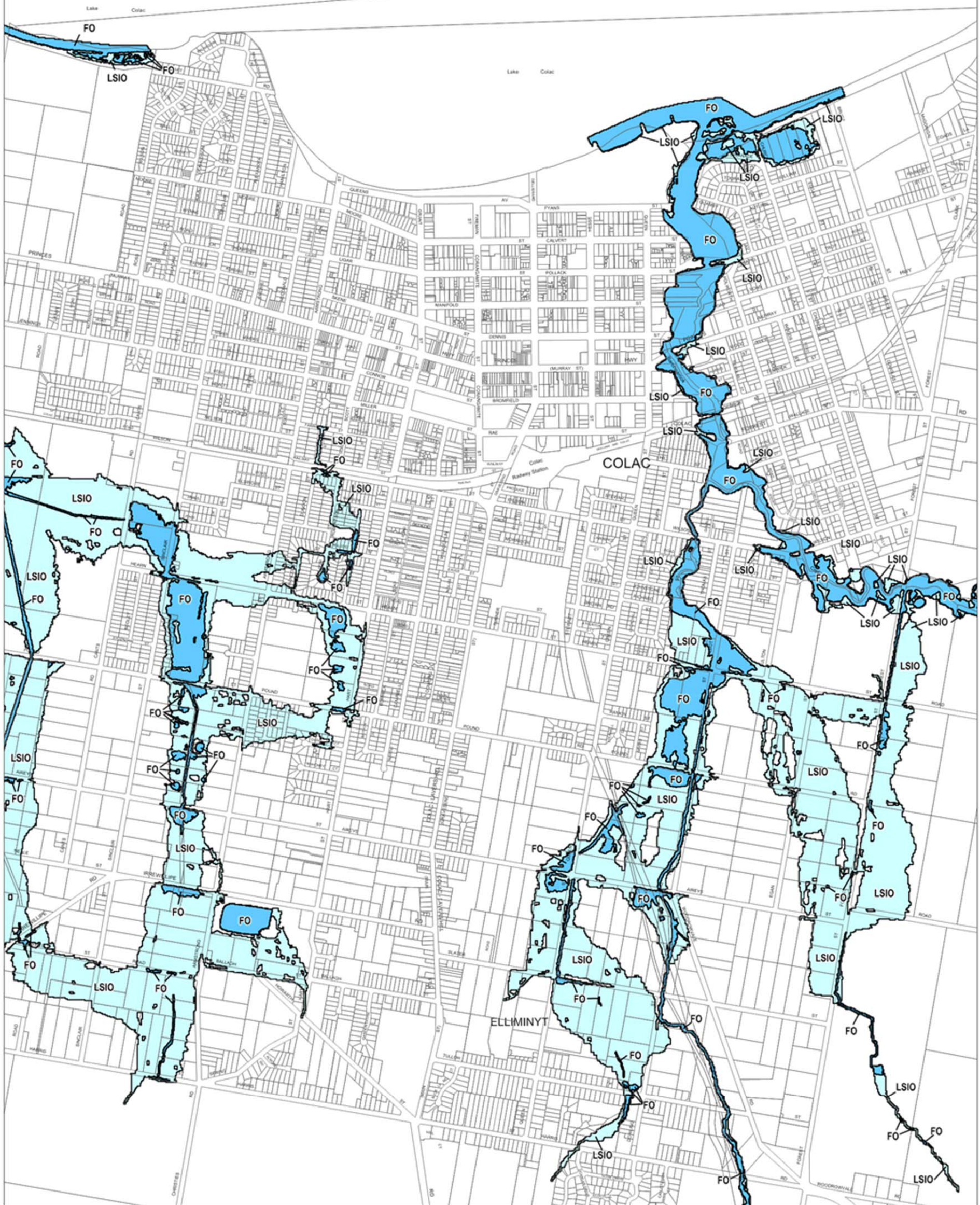
COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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<p>Overlays</p> <ul style="list-style-type: none"> Floodway Overlay Land Subject to Inundation Overlay 	<p> Municipal Boundary (if shown)</p>	<p>1000 2000 3000 m</p>	<p>INDEX TO ADJOINING SCHEME MAPS</p>																												
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<p>LAND SUBJECT TO INUNDATION & FLOODWAY OVERLAY</p>		<p>MAP No 9LSIO-FO</p>																													

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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Overlays
 FO Floodway Overlay
 LSIO Land Subject to Inundation Overlay

Municipal Boundary (if shown)

Australian Map Grid Zone 54
 PREPARED BY: Planning Mapping Services

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VICTORIA
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Environment,
 Land, Water
 and Planning

LAND SUBJECT TO INUNDATION & FLOODWAY OVERLAY

MAP No 11LSIO-FO

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION

FOR THIS AREA
SEE MAP 6
PERONVILLE

FOR THIS AREA
SEE MAP 11
COLAC



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- Overlays**
- Floodway Overlay
 - Land Subject To Inundation Overlay

Municipal Boundary (if shown)



AUSTRALIAN MAP GRID ZONE 54

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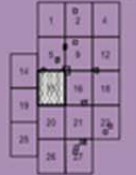


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VICTORIA
State Government

Environment,
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LAND SUBJECT TO INUNDATION & FLOODWAY OVERLAY

MAP No 15LSIO-FO

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



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- Overlays**
- Floodway Overlay
 - Land Subject to Inundation Overlay

Municipal Boundary (if shown)

AUSTRALIAN MAP GRID ZONE 54
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LAND SUBJECT TO INUNDATION & FLOODWAY OVERLAY

MAP No 16LSIO-FO

ORDINARY COUNCIL MEETING

AUTHORISATION OF OFFICERS UNDER THE PLANNING AND ENVIRONMENT ACT

OM172510-7

LOCATION / ADDRESS	2-6 Rae Street	GENERAL MANAGER	Errol Lawrence
OFFICER	Errol Lawrence	DEPARTMENT	Corporate Services
TRIM FILE	F17/9071	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none"> 1. Delegation to compliance officer under the Planning and Environment Act 1987 2. Delegation to statutory planning officer under the Planning and Environment Act 1987 		
PURPOSE	To appoint a new officers under the Planning and Environment Act 1987.		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

The purpose of the report is for Council to appoint Sandra Dalton, Compliance Officer and Peter Dreimanis Statutory Planner as authorised officers under section 147(4) of the *Planning and Environment Act 1987*.

3. RECOMMENDATION

That Council:

1. *Appoints Sandra Dalton Compliance Officer and Peter Dreimanis Statutory Planner as authorised officers pursuant to section 147(4) of the Planning and Environment Act 1987.*
2. *Notes that the Instrument of Appointment and Authorisation comes into force immediately the common seal of Council is affixed to the Instrument and remains in force until Council determines to vary or revoke it.*
3. *Delegates to the Chief Executive Officer authority to sign and place under Council Seal the Instrument of Appointment and Authorisation.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

The *Planning and Environment Act 1987* (the Act) establishes a framework for planning the use, development and protection of land in Victoria in the present and long-term interests of all Victorians.

Various staff members within the Council's Planning, Environment and Community Safety Departments are required to undertake assessments, give advice or investigate various issues in relation to the Act. In order to undertake these assessments legally, particularly during issues of non-compliance, authorisation under the Act is required.

KEY INFORMATION

It is required that Council appoint newly appointed officers Sandra Dalton as Compliance Officer and Peter Dreimanis as Statutory Planner, under the Act due to the following:

- The *Planning and Environment Act 1987* regulates enforcement and is reliant on authorised officers acting on behalf of the Responsible Authority.
- Legal advice recommends that authorised officers be appointed by Council using an instrument to address specific authorisation provisions of section 147(4) of the *Planning and Environment Act 1987* versus the broader authorisations of section 224 of the *Local Government Act 1989*.

It is important to note that the broader Instrument of Appointment and Authorisation by the Chief Executive Officer pursuant to section 224 of the *Local Government Act 1989* must also be retained as it appoints the officer's position as an authorised officer for the administration and enforcement of other acts.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Not applicable

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The authorisation is required for officers to investigate and enforce planning and land use issues as outlined in this report and directly address the themes of the Council Plan: Our Prosperity, Our Places, Our Community and Our Leadership and Management.

ENVIRONMENTAL IMPLICATIONS

Authorisation is required for officers to investigate and enforce planning and land use issues as outlined in this report serve to protect the wider environment in line with the requirements of the planning scheme and *Planning and Environment Act 1987*.

SOCIAL & CULTURAL IMPLICATIONS

The required authorisation for the officers to investigate and enforce planning and land use issues as outlined in this report serve to protect places of noted social and cultural significance in line with the requirements of the planning scheme and *Planning and Environment Act 1987*.

ECONOMIC IMPLICATIONS

Not applicable

LEGAL & RISK IMPLICATIONS

The *Planning and Environment Act 1987* regulates enforcement and is reliant on authorised officers acting on behalf of the responsible authority.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Not applicable

7. IMPLEMENTATION STRATEGY

DETAILS

The attached Instruments of Appointment and Authorisation (*Planning and Environment Act 1987*) come into force immediately upon execution.

COMMUNICATION

Not applicable

TIMELINE

The attached Instruments of Appointment and Authorisation (*Planning and Environment Act 1987*) come into force immediately after the common seal of Council is affixed to the Instruments by the Acting Chief Executive Officer.

8. OFFICER DIRECT OR INDIRECT INTEREST

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



INSTRUMENT OF APPOINTMENT AND AUTHORISATION

(Planning and Environment Act 1987)

In this Instrument “**officer**” means –

SANDRA DALTON

By this Instrument of Appointment and Authorisation Colac Otway Shire Council –

1. Under section 147(4) of the *Planning and Environment Act 1987* appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument –

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked

This Instrument is authorised by a resolution of the Colac Otway Shire Council on 25 October 2017.

THE COMMON SEAL of Colac Otway Shire
Council was hereunto affixed in accordance
with Local Law No 4

.....
Chief Executive Officer

Dated



INSTRUMENT OF APPOINTMENT AND AUTHORISATION

(Planning and Environment Act 1987)

In this Instrument “**officer**” means –

PETER DREIMANIS

By this Instrument of Appointment and Authorisation Colac Otway Shire Council –

1. Under section 147(4) of the *Planning and Environment Act 1987* appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

It is declared that this Instrument –

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked

This Instrument is authorised by a resolution of the Colac Otway Shire Council on 25 October 2017.

THE COMMON SEAL of Colac Otway Shire
Council was hereunto affixed in accordance
with Local Law No 4

.....
Chief Executive Officer

Dated

ORDINARY COUNCIL MEETING
**INSTRUMENTS OF DELEGATION -
 COMMITTEES**
 OM172510-8

LOCATION / ADDRESS	Whole of Municipality	GENERAL MANAGER	Errol Lawrence
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F17/6554	CONFIDENTIAL	No
ATTACHMENTS	1. S86 Committee Instrument of Delegation Template - revised October 2017		
PURPOSE	To endorse the Instruments of Delegation for various committees		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

Council is required under the *Local Government Act 1989* to review delegations to Special Committees within the period of 12 months after a general election.

Council is also required to review any exemptions in place regarding the submission of a primary or an ordinary return.

Council's Committees that manage various facilities on Council's behalf provide a valuable service for the community and assist Council in managing and monitoring community assets.

It is proposed that Council resolves to sign and seal the revised Instruments of Delegation for the various Committees and that Council confirms the exceptions provided to members of Committees that they are not required to submit a primary or ordinary return.

3. RECOMMENDATION

That Council:

1. Signs and seals Instruments of Delegation for the following Committees:

- *Alvie Recreation Reserve*
- *Barongarook Public Hall and Tennis Reserve*
- *Barwon Downs Hall*
- *Beech Forest Hall*
- *Beech Forest Recreation Reserve*
- *Birregurra Public Hall*
- *Carlisle River Recreation Reserve*
- *Chapple Vale Public Hall*
- *Colac Municipal Aerodrome*
- *Cororooke Hall*
- *Cressy Hall*
- *Eurack Hall*
- *Irrewillipe Hall and Reserve*
- *Kennett River Tennis Reserve*
- *Larpent Hall*
- *Lavers Hill Hall*
- *Lavers Hill Waterhole Reserve*
- *Pennyroyal Hall*
- *Pirron Yallock Recreation Reserve*
- *Stoneyford Hall*
- *Swan Marsh Hall and Tennis Reserve*
- *Warncoort Tennis Reserve*
- *Warrion Hall*
- *Yeo Recreation Reserve*
- *Old Beechy Rail Trail*
- *Road Naming Projects Advisory Committee*
- *Tirrengower Drainage System*

2. In accordance with section 81(2A) of the Local Government Act 1989, resolves to exempt members of the committees from being required to submit a Primary or Ordinary Return "Register of Interest" Return.

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Council has in place a number of section 86 and other committees. The following are the list of committees that have been previously established to manage a Council facility or have been established for a specific purpose.

Under section 86(7) of the *Local Government Act* (the Act) these committees are classed as Special Committees.

"A committee that exercises a power, or performs a duty or function, of the Council that has been delegated to that committee under any Act is a special committee for the purposes of this Act."

- Alvie Recreation Reserve
- Barongarook Public Hall and Tennis Reserve
- Barwon Downs Hall
- Beech Forest Hall
- Beech Forest Recreation Reserve
- Birregurra Public Hall
- Carlisle River Recreation Reserve
- Chapple Vale Public Hall
- Colac Municipal Aerodrome
- Cororooke Hall
- Cressy Hall
- Eurack Hall
- Irrewillipe Hall and Reserve
- Kennett River Tennis Reserve
- Larpent Hall
- Lavers Hill Hall
- Lavers Hill Waterhole Reserve
- Pennyroyal Hall
- Pirron Yallock Recreation Reserve
- Stoneyford Hall
- Swan Marsh Hall and Tennis Reserve
- Warncoort Tennis Reserve
- Warrion Hall
- Yeo Recreation Reserve
- Old Beechy Rail Trail
- Road Naming Projects Advisory Committee
- Tirrengower Drainage System

Each of the committees has an Instrument of Delegation which sets out the functions, duties or powers of the committee.

Under section 86(6) of the Act, Council is required to *“review delegations to a Special Committee in force under this section within the period of 12 months after a general election.”*

KEY INFORMATION

Review of Instrument of Delegation

As per the Act, delegations to a Special Committee need to be reviewed within the period of 12 months after a general election.

All of the current Instruments of Delegation to the various Committees have been reviewed.

Along with some minor changes to the format of the Instrument of Delegation, the primary change is with respect to the setting of hiring fees or charges for the use of the facility. As a Council cannot delegate to a Committee the power to declare a rate or charge, the following clause has replaced such references:

1. The role of the Committee shall generally be to manage the operation of the [insert Committee name] on behalf of Council in the best interests of the residents of the Colac Otway Shire Council. Therefore the Committee is required to:
 - c) impose and collect hiring fees and charges of use of the facility in accordance with the facility’s last published rates, until otherwise fixed by Council from time to time;

Membership of Committees

Section 86 of the *Local Government Act 1989* provides for the establishment of special committees of:

- (a) Councillors;
- (b) Council Staff;
- (c) other person; and
- (d) any combination of (1), (b) and (c) which may be the subject of delegations.

Other Instruments of Delegation

This report only considers the Instruments of Delegation to the various Special Committees that manage Council facilities or have been set up for a particular purpose.

Council has previously considered:

- “Instrument of Delegation to the Chief Executive Officer”
- “Instrument of Delegation to Members of Council Staff”

Conflict of Interest

Under section 78 B (3)(b) of the Act, a person does not have an indirect interest because of a conflicting duty if –

- (b) *the person only holds a position in a not-for-profit organisation for which the person receives no remuneration and the person was appointed to the relevant special committee of the Council to be a representative of the non-for-profit organisation.*

Submission of a Primary Return or an Ordinary Return

Under section 81(2A) of the Act:

- “A Council may exempt a member of a special committee who is not a Councillor from being required to submit a primary return or an ordinary return.”*

Under section 81(2B) of the Act:

- “The Council must review any exemptions in force under subsection (2A) within the period of 12 months after a general election.”*

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

A copy of the revised Instrument of Delegation will be forwarded to the various Committees.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Council will fulfil its leadership, statutory and legal obligations to its community and staff in a way that is: fair, ethical, inclusive, sustainable, financially responsible and meets the needs and practical aspirations of current and future generations.

Council has a policy “Section 86 Committees” in place. The policy provides guidance to the various Special Committees.

ENVIRONMENTAL IMPLICATIONS

There are no environmental considerations applicable.

SOCIAL & CULTURAL IMPLICATIONS

Section 86 Committees play a vital role within the Colac Otway Shire community. Regular reviews and those stipulated by the Local Government Act 1989

ECONOMIC IMPLICATIONS

As part of an upcoming review of Section 86 Committees, Council intends to set the fees and charges in line with the Act. This will be done following consultation with the various Committees of Management.

LEGAL & RISK IMPLICATIONS

Risk Management documentation is provided to each of the committees to assist them in the management of the facility.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

There are no additional costs relating to this item.

7. IMPLEMENTATION STRATEGY

DETAILS

Once the Instruments of Delegation have been signed and sealed, updated copies will be included in the register that is required to be kept.

COMMUNICATION

It is intended that updated copies of the Instruments of Delegation will be provided to all Section 86 Committees following the October Ordinary Council meeting.

TIMELINE

Not applicable

8. OFFICER DIRECT OR INDIRECT INTEREST

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



INSTRUMENT OF DELEGATION
<<INSERT HALL/RESERVE NAME>>
SPECIAL COMMITTEE

Colac Otway Shire Council (**Council**) delegates to the special committee established by resolution of Council passed on <<insert date>> and known as the "<<insert name>>" (**the Committee**), the powers and functions set out in the Schedule, and declares that:

1. this Instrument of Delegation is authorised by a resolution of Council passed on <<insert date>>.

the delegation:

- 1.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
- 1.2 remains in force until Council resolves to vary or revoke it; and
- 1.3 is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and

all members of the Committee will have voting rights on the committee.

THE COMMON SEAL of the)
COLAC OTWAY SHIRE COUNCIL)
was hereto affixed in accordance)
with its Local Law No. 4)

..... Chief Executive Officer

SCHEDULE
<<INSERT HALL/RESERVE NAME>>
SPECIAL COMMITTEE

Colac Otway Shire Council has by resolution appointed a Special Committee to manage the <<insert name>>. That Committee shall be known as the <<insert name>>, herein referred to as the Committee. The powers, functions, exceptions, conditions and limitations of the Committee are set out in this schedule.

1. Powers and functions

To exercise Council's functions and powers to perform Council's duties in relation to the management of the <<insert name>> (**Facility**) in the best interests of the residents of the Colac Otway Shire Council, and for those purposes to:

- a) oversee the day to day operation of the Facility;
 - b) approve expenditure within the Budget set by Council from time to time;
 - c) impose and collect hiring fees or charges for use of the Facility in accordance with the Facility's last published rates, until otherwise fixed by Council from time to time;
 - d) employ such persons or engage such contractors as it considers necessary for the maintenance and upkeep of the Facility;
 - e) promote and facilitate recreational, cultural, community and educational pursuits at the Facility; and
 - f) support the Facility's development as a community asset which includes fundraising activities; where all monies raised must be used by the Committee on the facility/asset; with the exception that a maximum of 20% of net funds raised may be donated to a not-for-profit organisation/charity.
2. The Committee shall hold an Annual General Meeting to elect from amongst its members persons to act as Chairperson, Secretary and Treasurer. Membership of the Committee, including any additions, deletions or replacements, shall be subject to approval by Council.
3. The Committee shall keep books of accounts and such records will form part of the accounts of Council and therefore be subject to audit by the Municipal Auditor. The Committee shall prepare an annual financial statement as part of the audit process.
4. The Committee shall submit any policy developed regarding use of the reserve to Council for approval.
5. Council shall provide assistance to the Committee of:
- a) administration and technical advice where appropriate; and
 - b) allocation of annual funding for undertaking high priority items of cyclical maintenance and minor capital improvements to the Facility through grant programs.

6. Exceptions, conditions and limitations

The Committee is not authorised by this Instrument to:

- a) do anything that authorises, or involves, the use of Council's common seal;

- b) do anything that is a breach or contravention of the Act or any other law;
 - c) do anything that is a breach or contravention of an adopted Council policy or written direction or resolution of Council that has been notified to the Committee;
 - d) direct Council employees in performance of their powers, functions and duties;
 - e) acquire or disposal of land or an interest in land;
 - f) enter into contracts or incur any expenditure exceeding \$6,000 or borrow money without the approval of Council; or
 - g) delegate any of the powers delegated in this Schedule.
7. Council is permitted to access the building and or grounds in an emergency without notifying the Committee.
8. Council will provide reasonable notice to the Committee if it or a representative requires access to the Facility.

DRAFT

ORDINARY COUNCIL MEETING
AUDIT COMMITTEE MINUTES - 14 JUNE 2017
OM172510-9

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Errol Lawrence
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F17/6554	CONFIDENTIAL	No
ATTACHMENTS	1. Audit Committee Meeting Minutes - Signed - 14 June 2017		
PURPOSE	To receive the Colac Otway Shire Audit Committee Minutes dated 14 June 2017		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. RECOMMENDATION

That Council receive for information the Colac Otway Shire Audit Committee Minutes dated 14 June 2017.

3. OFFICER DIRECT OR INDIRECT INTEREST

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



AUDIT COMMITTEE MEETING

MINUTES

WEDNESDAY 14 JUNE 2017

AT 8.30AM

COPACC



COLAC OTWAY SHIRE AUDIT COMMITTEE MEETING

14 JUNE 2017

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COLAC OTWAY SHIRE AUDIT COMMITTEE MEETING

MINUTES of the *AUDIT COMMITTEE MEETING OF THE COLAC OTWAY SHIRE*
held at COPACC on 14 June 2017 at 8.30AM.

1. PRESENT

Mr Mike Said (Chair)
Ms Linda MacRae
Cr Jason Schram
Cr Stephen Hart

Sue Wilkinson, Chief Executive Officer
Trevor Olsson, Acting General Manager, Corporate Services
Gareth Smith, General Manager, Development & Community Services
Tony McGann, General Manager, Infrastructure & Leisure Services
Daniel Fogarty, Manager, Financial Services
David Testa, Financial Accounting Coordinator
Sarah McKew, Acting Manager, Governance & Customer Service
Lyndal McLean, Acting Governance Officer
Andrew Zavitsanos, Crowe Horwath
Richard Bianco, Manager, Information Services
Marni Young, Risk & OHS Coordinator

2. APOLOGIES

Stephen O’Kane

3. DECLARATION OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

- Audit Committee Meeting held on 8 March 2017.

RESOLUTION

MOVED Cr Jason Schram seconded Ms Linda MacRae

That the Audit Committee confirm the above minutes.

CARRIED 4 : 0

5. BUSINESS ARISING FROM THE PREVIOUS MEETING

RESOLUTION

MOVED Cr Stephen Hart seconded Cr Jason Schram

That the Audit Committee:

- 1. Incorporate into its 2017/2018 work plan a detailed waste management report in relation to the Alvie landfill to be presented at the December Audit Committee meeting.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**APPROVE NEW INTERNAL AUDIT
CONTRACT**

AC171406-1

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Trevor Olsson
OFFICER	Andrew Kavanagh	DEPARTMENT	Corporate Services
TRIM FILE	F17/4169	CONFIDENTIAL	No
ATTACHMENTS	1. Con 1713 Evaluation Panel Report 20170607		
PURPOSE	To consider the tender evaluation panel recommendation regarding the contract for Internal Audit Services		

ORIGINAL RECOMMENDATION

That the Audit Committee:

1. *supports the tender evaluation panel recommendation to Council to award the contract for Internal Audit Services to Crowe Horwath (Aust) Pty Ltd for the term 1 August 2017 to 31 July 2019, with three, one-year options to extend the contract.*

ALTERNATIVE MOTION

MOVED Ms Linda MacRae seconded Cr Stephen Hart

That the Audit Committee:

1. *Notes Recommendations 1 and 2 of the Tender Evaluation Panel report on Page 10 of the Audit Committee agenda.*
2. *Notes that the Audit Committee does not support recommendation 3 of the Tender Evaluation Panel report on Page 10 as it relates to the exercising of the one year options.*
3. *Recommends the awarding of the contract for Internal Audit Services to Crowe Horwath (Aust) Pty Ltd for the term 1 August 2017 to 31 July 2019 with three, one year options to extend the contract to be subject to the recommendation of the Audit Committee at that time.*
4. *Requires that this decision of the Audit Committee is provided on the file for Contract 1713.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
CEO STATEMENT OF COMPLIANCE

AC171406-2

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Sue Wilkinson
OFFICER	Sue Wilkinson	DEPARTMENT	Executive
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	1. 20170419_Budget Model 2017-18_v0.6		
PURPOSE	To inform Audit Committee of issues of significance or non-compliance		

RESOLUTION

MOVED Ms Linda MacRae seconded Cr Stephen Hart

That the Audit Committee:

- 1. Notes the CEO Statement of Compliance.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**UPDATE ON WYE RIVER & SEPARATION
CREEK BUSHFIRE RECOVERY**

AC171406-3

LOCATION / ADDRESS	Wye River/Separation Creek	GENERAL MANAGER	Gareth Smith
OFFICER	Clare Malone	DEPARTMENT	Development & Community Services
TRIM FILE	F16/6023	CONFIDENTIAL	No
ATTACHMENTS	1. Wye River Renewal Plan March 2017 FINAL 2. Planning & Building Permits 2017-05-24		
PURPOSE	To update the Audit Committee on the Wye River and Separation Creek bushfire recovery.		

RESOLUTION

MOVED Cr Jason Schram seconded Ms Linda MacRae

That the Audit Committee:

- 1. notes the update provided by officers on the Wye River and Separation Creek Bushfire Recovery.*

CARRIED 4: 0

Richard Bianco left the meeting at 9.50am

AUDIT COMMITTEE MEETING
**8.8 (I) - REVIEW ADHERENCE TO ASSET
MANAGEMENT POLICY**

AC171406-4

LOCATION / ADDRESS	Whole of Municipality	GENERAL MANAGER	Trevor Olsson
OFFICER	Daniel Fogarty	DEPARTMENT	Corporate Services
TRIM FILE	F16/5850	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To provide an update of our adherence to the underlying policies governing our assets.		

RESOLUTION

MOVED Cr Stephen Hart seconded Cr Jason Schram

That the Audit Committee:

- 1. receives the report on adherence to the Asset Management Policy.*

Gareth Smith left the meeting at 10.03am

Sarah McKew left the meeting at 10.04am; returned at 10.05am

Marni Young attended the meeting at 10.09am

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.1 A & 8.1 E - THIRD QUARTER COUNCIL
FINANCIAL REPORT - 2016/17**

AC171406-5

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Trevor Olsson
OFFICER	Daniel Fogarty	DEPARTMENT	Corporate Services
TRIM FILE	F16/5850	CONFIDENTIAL	No
ATTACHMENTS	1. Third Quarter Financial Performance Report - 2016/17		
PURPOSE	To provide the Audit Committee an overview of the Third Quarter Financial report presented to Council in April 2017		

RESOLUTION

MOVED Cr Stephen Hart seconded Cr Jason Schram

That the Audit Committee:

- 1. Receives the report on the Third Quarter Financial Performance Report for 2016/2017 for information.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.3 (A), (D) & 8.5 (A) - RISK
MANAGEMENT - RISK MANAGEMENT
ADHERENCE REPORT**

AC171406-6

LOCATION / ADDRESS	Whole of Municipality	GENERAL MANAGER	Trevor Olsson
OFFICER	Marni Young	DEPARTMENT	Corporate Services
TRIM FILE	F15/4519	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	This report provides summary information on the key and pending risk activities for the organisation as at May 2017.		

RESOLUTION

MOVED Ms Linda MacRae seconded Cr Stephen Hart

That the Audit Committee:

- 1. receives the Risk Management Adherence Report as at May 2017.*

CARRIED 4 : 0

Marni Young left the meeting at 10.33am

AUDIT COMMITTEE MEETING
**8.4 (B) & (C) - FRAUD
PREVENTION/AWARENESS - FRAUD
CONTROL PROGRAM**

AC171406-7

LOCATION / ADDRESS	Whole of Municipality	GENERAL MANAGER	Trevor Olsson
OFFICER	Daniel Fogarty	DEPARTMENT	Corporate Services
TRIM FILE	F16/5850	CONFIDENTIAL	No
ATTACHMENTS	1. Fraud Control report Feb 17 to May 17		
PURPOSE	To provide the committee with an update on the findings of Council's ongoing fraud control program		

RESOLUTION

MOVED Cr Jason Schram seconded Ms Linda MacRae

That the Audit Committee:

- 1. receives the Fraud Control Program Report for the period 1 February 2017 to 31 May 2017.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
8.6 (A) 8.6 (B) 8.6 (F) 8.7 (B) (C) 8.10 (B)
INTERNAL AUDIT

AC171406-8

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Trevor Olsson
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To review the Internal Audit Charter and Policy. To review the Internal Audit Plan and to review high and medium risk rating recommendations from previous internal audits.		

RESOLUTION

Not applicable

Tony McGann left the meeting at 10.34am; returned at 10.36am.

AUDIT COMMITTEE MEETING
**8.6 (C) (D) INTERNAL AUDIT PROGRESS
REPORT**
AC171406-9

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Trevor Olsson
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	1. Colac Otway Shire progress report as at 18 May 2017_AZ		
PURPOSE	To provide the Audit Committee with the Internal Audit Progress Report as at June 2017		

RECOMMENDATION

That the Audit Committee:

1. *notes the Internal Audit Progress Report as at May 2017.*

ALTERNATIVE MOTION

MOVED Cr Stephen Hart seconded Cr Jason Schram

That the Audit Committee:

1. *notes the Internal Audit Progress Report as at May 2017 and the Audit Committee findings are incorporated into outstanding audit findings.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.6 (E) INTERNAL AUDIT - INTERNAL
AUDIT REPORTS - MANAGING
CONFIDENTIAL INFORMATION**

AC171406-10

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Trevor Olsson
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	1. COSC Management of Confidential Information v_FINAL		
PURPOSE	For the Audit Committee to consider the Internal Audit Reports		

RESOLUTION

MOVED Ms Linda MacRae seconded Cr Stephen Hart

That the Audit Committee:

- 1. receives the Internal Audit Report on Managing Confidential Information noting management comments.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.8 (A) 8.9 (D) COMPLIANCE AND
REPORTING RESPONSIBILITIES**

AC171406-11

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Trevor Olsson
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To review findings of relevant regulatory agencies and to consider findings and recommendations of relevant Performance Audits undertaken.		

RESOLUTION

Not applicable

AUDIT COMMITTEE MEETING
**8.8 (B) ROAD MANAGEMENT PLAN
COMPLIANCE**

AC171406-12

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Tony McGann
OFFICER	Jeremy Rudd	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F12/249	CONFIDENTIAL	No
ATTACHMENTS	1. Road Management Plan Compliance Report - 1 May 2016 to 31 May 2017		
PURPOSE	To demonstrate Council's compliance with its Road Management Plan obligations		

RESOLUTION

MOVED Cr Jason Schram seconded Ms Linda MacRae

That the Audit Committee:

- 1. Receives the report for information.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.8 (H) REVIEW ASSET MANAGEMENT
POLICY**
AC171406-13

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Tony McGann
OFFICER	Jeremy Rudd	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	11/96037	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To inform the Audit Committee about the Review of the Asset Management Policy		

RESOLUTION

MOVED Cr Stephen Hart seconded Cr Jason Schram

That the Audit Committee:

- 1. Receives the Review Asset Management Policy Report.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.10 (A) OTHER - AUDIT COMMITTEE
PLAN**

AC171406-14

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Trevor Olsson
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	1. Audit Committee Plan 2017 - 14 June 2017		
PURPOSE	To note the progress of the Audit Committee Plan for 2017		

RESOLUTION

MOVED Ms Linda MacRae seconded Cr Stephen Hart

That the Audit Committee:

- 1. notes the updated Audit Committee Plan for 2017.*

CARRIED 4 : 0

AUDIT COMMITTEE MEETING
**8.10 (D) OTHER - OVERSEE ANY
INVESTIGATION REQUESTED BY COUNCIL**

AC171406-15

LOCATION / ADDRESS	Not applicable	GENERAL MANAGER	Trevor Olsson
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F16/5852	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To report on any investigation requested by Council		

RESOLUTION

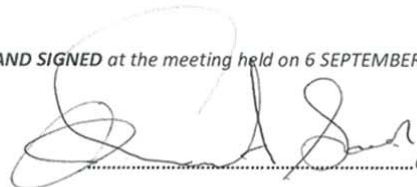
MOVED Cr Jason Schram seconded Ms Linda MacRae

That the audit committee notes that there is nothing to report this quarter.

CARRIED 4 : 0

The Meeting Was Declared Closed at 11.08 am

CONFIRMED AND SIGNED at the meeting held on 6 SEPTEMBER 2017



.....CHAIR

6 September 2017

ORDINARY COUNCIL MEETING

NOTICE OF MOTION - HARD WASTE COLLECTION

OM172510-10

COUNCILLOR	Joe McCracken
ATTACHMENTS	1. NOTICE OF MOTION No. 264 - Cr Joe McCracken - Signed - Hard Waste Collection

1. COUNCILLOR COMMENT

Waste collection is one of the fundamental services council provides. But as an organisation who represents the community, we also need to be responsive to the community we serve. Considering that our waste management contract is close to renewal, its a good time to consider other services that the community want us to explore - these explorations may help us determine the scope of our waste management services going forward.

I ask for a report be presented at a briefing so councillors have the time to consider the many aspects of the idea of having an annual hard waste collection service.

2. OFFICER COMMENT

Errol Lawrence – General Manager, Corporate Services

Council would be pleased to brief Councillors about the potential for annual hard waste collections. The last hard waste collection in Colac Otway Shire took place in 2012. Council officers agree that it is timely to investigate the provision of hard waste services and will endeavour to provide a comprehensive briefing as soon as possible.

3. RECOMMENDATION

That Council consider the contents of this Notice of Motion.

TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on **25 October 2017**

That Council Officers provide a report to Council Briefing investigating the costs and processes required to institute an annual hard waste collection service for residences within the defined waste collection districts established by the Colac Otway Shire.

NOTICE OF MOTION

BY

COUNCILLOR Joe McCracken

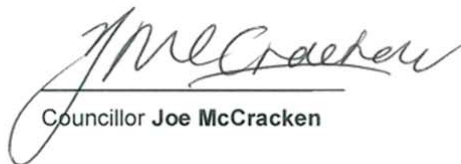
TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on 25 October 2017:

That Council Officers provide a report to Council Briefing investigating the costs and processes required to institute an annual hard waste collection service for residences within the defined waste collection districts established by the Colac Otway Shire.

Councillor Comment (optional)

Waste collection is one of the fundamental services council provides. But as an organisation who represents the community, we also need to be responsive to the community we serve. Considering that our waste management contract is close to renewal, its a good time to consider other services that the community want us to explore - these explorations may help us determine the scope of our waste management services going forward.

I ask for a report be presented at a briefing so councillors have the time to consider the many aspects of the idea of having an annual hard waste collection service.



Councillor Joe McCracken

DATED: 11/10/17

Ref: D17/79651

ORDINARY COUNCIL MEETING
**NOTICE OF MOTION - BARWON
REGIONAL PARTNERSHIP**
OM172510-11

COUNCILLOR	Joe McCracken
ATTACHMENTS	1. NOTICE OF MOTION No. 265 - Cr Joe McCracken - Signed - Barwon Regional Partnership

1. COUNCILLOR COMMENT

The “Barwon Region Partnership” is an unelected body within Rural Development Victoria (RDV), who are supposed to lobby for and support Local Government Areas (LGA’s) including Colac Otway Shire. In reality, Barwon Region Partnership is an extension of state government that is not needed - local government, elected by the people, for the people, should be able to lobby on its own two feet. We are the representatives of our shire, and we are in a far better position to lobby as opposed to unelected board members.

We already engage with the G21 partnership (which included Golden Plains Shire - Barwon Region Partnership does not), who have shown interest in improving life in Colac Otway Shire. We have a duplication of lobbying efforts that are totally unnecessary, which are ultimately paid for by the taxpayer. Colac Otway Shire’s participation in the Barwon Region Partnership legitimises this waste of taxpayer money and encourages an already bloated state bureaucracy. We must end this.

2. OFFICER COMMENT

Gareth Smith – General Manager, Development & Community Services

Through Victoria’s Regional Statement: Your Voice, Your Region, Your State (2015), the Victorian Government introduced a new way for regional communities to engage with government, centred around nine Regional Partnerships. The model responded directly to recommendations from the Regional Economic Development and Services Review (2015) to build on and strengthen existing regional governance arrangements and their connections into State government.

Community and business needs and aspirations vary widely across rural and regional Victoria. Government budget and policy decisions need to reflect the diversity of regional Victoria and respond to each region’s distinct priorities. Replacing Regional Management Forums, the establishment of Regional Partnerships recognises that effective regional and community development is best achieved through locally driven, place-based approaches which include economic, social and environmental sectors working with government in partnership for the betterment of the whole region

A strength of the Regional Partnerships model is the engagement of all three tiers of government in an ongoing dialogue on regional community priorities.

The members of the partnerships are:

- Local business and community leaders;
- The Chief Executive Officers (CEOs) of each local government area located within the Regional Partnership region;
- A Regional Development Australia Committee member to act as a link to the Commonwealth Government; and
- A Deputy Secretary from the Victorian Government to act as the conduit between government departments and agencies.

There are a variety of ways for councils and the broader community to be involved (in addition to CEO attendance), in particular at annual Regional Assemblies. As Regional Partnerships develop their priorities they may form working groups on select topics and regional priorities, which will also draw on a wider range of individuals and organisations. The most recent Assembly for the Barwon region was held in October 2017 in Geelong and had over 300 community members in attendance. A similar number of attendees are expected at the Great South Coast Assembly which is to also be held in October. The findings of the Assemblies are conveyed to the Victorian Government.

Regional Partnerships advice to government about regional priorities can be incorporated into government policies, programs, planning and budget processes. They also oversee the implementation of some local priorities. A recent example of this practice was Council's CEO advocating Councils' policy position regarding the establishment of the Great Ocean Road Authority. The Partnership supported this priority and conveyed that message to Government. Funding has since been allocated for the Great Ocean Road Taskforce to investigate the opportunity.

Regional Partnerships work across all government portfolios together with the three levels of government to address complex issues facing rural and regional communities. Partnerships build on and complement existing regional leadership groups (such as G21), working groups and strategic planning processes, and form relationships with these groups to suit local needs and arrangements.

Information obtained through the Regional Partnerships engagement framework can be utilised by Councils to inform Council planning processes.

3. RECOMMENDATION

That Council consider the contents of this Notice of Motion.

TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on **25 October 2017**

That council formally withdraw from and cease to be a member of the 'Barwon Region Partnership' of Rural Development Victoria.

NOTICE OF MOTION No. 265 – 17/18
Notion of Motion – Barwon Regional Partnership

NOTICE OF MOTION

BY

COUNCILLOR Joe McCracken

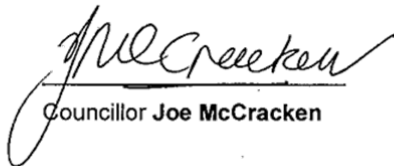
TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on 25 October 2017:

That council formally withdraw from and cease to be a member of the 'Barwon Region Partnership' of Rural Development Victoria.

Councillor Comment (optional)

The "Barwon Region Partnership" is an unelected body within Rural Development Victoria (RDV), who are supposed to lobby for and support Local Government Areas (LGA's) including Colac Otway Shire. In reality, Barwon Region Partnership is an extension of state government that is not needed - local government, elected by the people, for the people, should be able to lobby on its own two feet. We are the representatives of our shire, and we are in a far better position to lobby as opposed to unelected board members.

We already engage with the G21 partnership (which included Golden Plains Shire - Barwon Region Partnership does not), who have shown interest in improving life in Colac Otway Shire. We have a duplication of lobbying efforts that are totally unnecessary, which are ultimately paid for by the taxpayer. Colac Otway Shire's participation in the Barwon Region Partnership legitimises this waste of taxpayer money and encourages an already bloated state bureaucracy. We must end this.


Councillor Joe McCracken

DATED: 13/10/17

Ref: D17/82781

ORDINARY COUNCIL MEETING
ASSEMBLY OF COUNCILLORS

OM172510-12

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Errol Lawrence
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F17/6554	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none"> 1. Assembly of Councillors - Councillor Briefing - 13 September 2017 2. Assembly of Councillors - Councillor Briefing - 20 September 2017 3. Assembly of Councillors - Councillor Briefing - 27 September 2017 4. Assembly of Councillors - Councillor Briefing - 11 October 2017 5. Assembly of Councillors - Friends of the Colac Botanic Gardens - 12 October 2017 		
PURPOSE	To report the Assemblies of Councillors.		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

The *Local Government Act 1989* requires that records of meetings which constitute an Assembly of Councillors be reported at the next practicable meeting of Council and incorporated in the minutes of the Council meeting. All relevant meetings have been recorded, documented and will be kept by Council for 4 years. The attached documents provide details of those meetings held that are defined as an Assembly of Councillors.

3. REPORTING

1. *The Assemblies of Councillors are reported herewith.*
2. *The Local Government Act 1989 does not require a Council decision.*

DETAILS

The following assemblies of Councillors have been held and are attached to this report for noting:

- Councillor Briefing 13 September 2017
- Councillor Briefing 20 September 2017
- Councillor Briefing 27 September 2017
- Councillor Briefing 11 October 2017
- Friends of the Colac Botanic Gardens 12 October 2017

3. OFFICER DIRECT OR INDIRECT INTEREST

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

Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith			
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith, Gary Warrener, Daniel Fogarty, David Testa, Nicole Frampton			
EXTERNAL ATTENDEES: Nil			
APOLOGIES: Cr Potter			
ABSENT: Cr Smith			
Meeting commenced at 1.34pm			
	Declaration of Interest	Item	Reason
Having declared a conflict of interest, Cr McCracken left the meeting at 4.33pm and did not return.	Cr Joe McCracken	General Business - Special Charges Scheme – Hearn and Armstrong Streets, Colac – Drainage	Indirect Interest – I am an employee of Trinity College Colac, who have a financial interest in the matter. 78B – Conflicting duties
Having declared a conflict of interest, Cr Woodcroft left the meeting at 4.33pm and did not return.	Cr Terry Woodcroft	General Business - Special Charges Scheme – Hearn and Armstrong Streets, Colac – Drainage	Direct Interest – I have a direct interest and would be directly effected by the decision.
Councillor Briefing			
Time	Item	Attendees	
1.34pm – 2.02pm	Great Ocean Road Funding Model	Gary Warrener	
2.02pm – 2.46pm	Annual Financial and Performance Statements 2016/17	Daniel Fogarty David Testa	
2.46pm – 2.52pm	Break		
2.52pm – 2.54pm	Tirrengower Drainage Special Charges Scheme		



Time	Item	Attendees
2.54pm – 3.15pm	Community Sport Infrastructure Fund Cr Hanson left the meeting at 3.01pm and did not return.	Nicole Frampton
3.15pm – 3.44pm	Irrewarra Cricket Club project	Nicole Frampton
3.44pm – 3.51pm	Review of the Birregurra Hall Instrument of Delegation for the Committee of Management	
3.51pm – 4.37pm	<p>General Business</p> <ul style="list-style-type: none"> • Bluewater • Saleyards • Apollo Bay Resort • 2050 Project - Citizens' Jury • CBD Project • Former Colac High School site • Meeting agendas and set-up • Planning application • Special Charges Scheme <p>Having declared a conflict of interest regarding the Special Charges Scheme, Cr McCracken left the meeting at 4.33pm and did not return. Having declared a conflict of interest regarding the Special Charges Scheme, Cr Woodcroft left the meeting at 4.33pm and did not return.</p>	
4.37pm	Meeting closed	



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith		
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Hege Eier, Gary Warrener, Stewart Anderson, Ian Seuren, Sarah McKew		
EXTERNAL ATTENDEES: Stephen Cooper (Civic Mind)		
APOLOGIES: Cr Potter, Gareth Smith		
ABSENT: Cr Smith		
Meeting commenced at 1.12pm		
Declaration of Interest	Item	Reason
Nil		
Councillor Briefing		
Time	Item	Attendees
1.12pm – 1.40pm	Priorities for Acting CEO	Robert Dobrzynski
1.40pm – 2.02pm	2018 Australia Day Celebrations – Update Cr Woodcroft left the meeting at 1.54pm.	Hege Eier Gary Warrener
2.02pm – 2.06pm	Colac Otway Shire Australia Day Awards 2018 Cr Woodcroft returned to the meeting at 2.03pm.	Hege Eier
2.06pm – 2.18pm	Barwon River Health	Stewart Anderson
2.18pm – 2.26pm	Municipal Emergency Management Plan Cr Woodcroft left the meeting at 2.21pm; returned at 2.22pm	Stewart Anderson
2.26pm – 2.33pm	Break	



Time	Item	Attendees
2.33pm – 2.48pm	Irrewarra Cricket Club – New Change Rooms & Amenities	Ian Seuren
2.48pm – 3.08pm	General Business 1 <ul style="list-style-type: none"> • Services and Operations works depot resource availability • Planning application • Commencement time for 27 September Councillor Briefing 	
3.08pm – 3.11pm	Break	
3.11pm – 4.28pm	Governance Local Law 4 Review Cr Schram left the meeting at 3.41pm; returned at 3.48pm Cr McCracken left the meeting at 3.43pm; returned at 3.45pm Cr Woodcroft left the meeting at 3.55pm; returned at 3.57pm Cr Schram left the meeting at 4.17pm and did not return.	Sarah McKew Stephen Cooper
4.28pm – 4.40pm	Special Council meeting preparation	Sarah McKew
4.40pm	Meeting closed	



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith			
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith, Sarah McKew, Lyndal McLean, Stephen Wright, Jade Thomas			
EXTERNAL ATTENDEES: Jenny Todorivch (U3A), Michael Allison (U3A), Cathy Donovan (U3A)			
APOLOGIES: Cr Potter			
ABSENT: Cr Smith			
	Declaration of Interest	Item	Reason
Having declared a conflict of interest, Cr Schram left the meeting at 2.47pm; returned at 2.49pm.	Cr Schram	Pre-Council meeting preparation Item 8 (OM172709-8) – Procurement Policy Review	Indirect interest. My company at times tenders for work with the Colac Otway Shire. Company: Jarooke Enterprises.
Having declared a conflict of interest, Cr Woodcroft left the meeting at 2.35pm; returned at 2.39pm.	Cr Woodcroft	Pre-Council meeting preparation Item 5 (OM172709-5) – Petition to reduce the speed limit on Birregurra-Yeodene Road.	Indirect Interest. My primary employer will be responsible for enforcement regarding this agenda item. The outcome will indirectly effect me and my obligations under the RSA. (Road Safety Act 1986. Specifically, RSRR 2009 Part 3 – Road Rules 20, 21, 22. I am an authorised enforcement officer of those rules.)



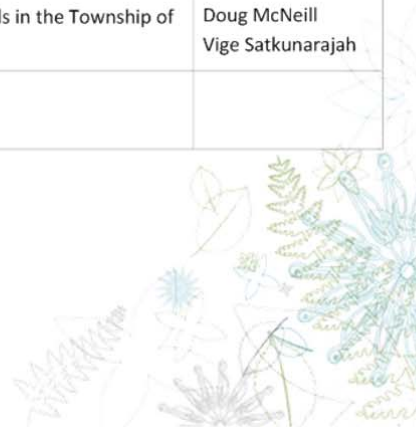
Councillor Briefing		
Time	Item	Attendees
11.45am – 1.29pm	Priorities for Acting CEO	Robert Dobrzynski
1.29pm – 1.52pm	U3A presentation	Jenny Todorivch Michael Allison Cathy Donovan
1.52pm – 2.09pm	Road Management Plan Review Consultation Timetable	Stephen Wright
2.09pm – 2.52pm	Pre-Council meeting preparation Having declared a conflict of interest regarding Item 5 of the Ordinary Council meeting agenda, Cr Woodcroft left the meeting at 2.35pm; returned at 2.39pm. Having declared a conflict of interest regarding Item 8 of the Ordinary Council meeting agenda, Cr Schram left the meeting at 2.47pm; returned at 2.49pm.	Sarah McKew Lyndal McLean Jade Thomas
2.52pm	Meeting closed	

Councillor Briefing – 27 September 2017



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr McCracken, Cr Potter, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith		
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Schram, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith, Daniel Fogarty, Gary Warrener, Michael Swanson, Vige Satkunarajah, Doug McNeill, Jen Featherstone, Bláithin Butler		
EXTERNAL ATTENDEES: Graham Costin (Otway Forum), John Gorman (Apollo Bay Chamber of Commerce)		
APOLOGIES: Cr Hart, Cr Potter		
ABSENT: Cr Smith		
Meeting commenced at 11.45am		
Declaration of Interest	Item	Reason
Nil		
Councillor Briefing		
Time	Item	Attendees
11.45am – 12.06pm	Budget Process for 2018/19 Overview Cr Woodcroft left the meeting at 11.58am; returned at 12.05pm	Daniel Fogarty
12.06pm – 12.36pm	Colac Otway Shire Australia Day Awards 2018 Cr Hanson left the meeting at 12.33pm; returned at 12.35pm	Gary Warrener Michael Swanson
12.36pm – 12.49pm	Planning Scheme Amendment C90 - Update to Flood Controls in the Township of Colac	Doug McNeill Vige Satkunarajah
12.49pm – 1.32pm	Break	



Councillor Briefing (continued)		
Time	Item	Attendees
1.32pm – 3.08pm	Rating Strategy Community Consultation Workshop #1	Daniel Fogarty Jen Featherstone Graham Costin John Gorman
3.08pm – 3.20pm	Break	
3.20pm – 3.56pm	RV Friendly submissions	Gary Warrener
3.56pm – 4.05pm	Essential Services Commission - Measuring Productivity in LG Sector	
4.05pm – 4.26pm	31 – 33 Murray Street gymnasium proposal	Doug McNeill Bláithín Butler
4.26pm – 4.52pm	General Business <ul style="list-style-type: none"> • Christmas decorations • 2030 Greater Victorian Commonwealth Games Bid Project prefeasibility study contribution • Apex shed Cr Woodcroft left the meeting at 4.36pm; returned at 4.40pm	Michael Swanson
4.52pm	Meeting closed	



Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting. {See over for Explanation/Guide Notes}

Assembly Details: Colac Friends of Botanic Gardens Oct 2017 meeting

Date: 12 / 10 / 17

Time: 7.30 PM

Assembly Location: Colac Botanic Gardens Tearooms.

(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices - Nelson Street, Apollo Bay)

In Attendance:

Councillors: Joe McCracken / /

Officer/s: MARK ROBINSON / /

LAUREL TOWERS / /

Matter/s Discussed:

(some e.g's. Discussions with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors: Joe McCracken - Nil, / /

Officer/s: MARK ROBINSON - Nil, / /

LAUREL TOWERS - Nil, / /

Left meeting at: 9.00 PM

Completed by: MARK ROBINSON



CLOSED SESSION

Recommendation

That pursuant to the provisions of Section 89(2) of the Local Government Act, the meeting be closed to the public and Council move into "Closed Session" in order to deal with:

SUBJECT	REASON	SECTION OF ACT
<i>Minutes of In-Committee Council Meeting held on 23 August 2017</i>	this item deals with contractual matters; AND this matter may prejudice the Council or any person	Section 89 (2) (d) & (h)
<i>2018 Australia Day Awards</i>	this item may prejudice the Council or any person	Section 89 (2) (h)
<i>Tender Process Contract 1720 Geotechnical Services</i>	this item deals with contractual matters	Section 89 (2) (d)