



Colac Otway

SHIRE

COLAC OTWAY SHIRE BUDGET 2018/19

This Budget Report has been prepared with reference to Chartered Accountants ANZ “Victorian City Council Model Budget 2018/19” a best practice guide for reporting local government budgets in Victoria.



CHARTERED ACCOUNTANTS
AUSTRALIA + NEW ZEALAND

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Disclaimer

The information contained in this document is for general guidance only. It is not professional advice and should not be used, relied upon or treated as a substitute for specific professional advice. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in this document.

The model budget, including financial statements, has been prepared in accordance with the requirements of the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014. While we have made every effort to ensure that the information contained in this document has been accurate and complies with relevant Victorian legislation, each Council remains responsible to ensure that the budget they prepare is compliant with all statutory requirements.

Mayor's Summary

As a Council, we are charged with balancing the needs and expectations of our communities with our projected revenue – derived both within the Council and from other levels of Government.

I am very pleased that we have been able to prepare a budget that once again proposes a rate rise under the State Government's rate cap.

In 2018-19, property owners in Colac Otway Shire will, on average, see a rate rise of 2.00 per cent - which is below the vast majority of Shires.

Our officers have worked hard to keep the rate rise to a minimum, while still preparing a budget that reflects being financially responsible remaining mindful of the impact rates are on ratepayers. With far less necessity to focus on capital works associated with bush fire and flood recovery, the capital works budget has almost halved to \$11 million. Council has taken the decision to focus these works on renewal of assets as opposed to building new assets. This decision will still see more than \$6 million spent on roads, bridges and drainage.

This budget means we can maintain a low-risk position, while still progressing with over \$1.1 million of priority projects that you, the community, want.

Key budget highlights include:

- \$275,000 to address the infrastructure gap through our Strategic Local Roads Renewal;
- \$257,000 for Council's joint Energy Efficient Lighting project with G21;
- \$250,000 for Stage 1 of the Lake Colac Foreshore Master Plan;
- \$200,000 for Stage 1 of the Apollo Bay Harbour Precinct Development;
- \$100,000 for toilet design as part of the implementation of the Memorial Square Masterplan;
- and
- \$100,000 for Stage 1 design of the Forrest Mountain Bike Strategy.

As we continue to move forward with this budget and subsequent budgets, our focus will continue to maintain services, facilities and important community infrastructure so that our Shire continues to be a wonderful place to call home, to conduct business and to visit.

We started the 2018-19 budget process earlier than in previous years to provide more opportunity for community input. Our focus remains on the community and the ratepayers who continue to make a significant contribution. We will work diligently to ensure that rate revenue is spent wisely on your behalf.

Cr Joe McCracken
Mayor

Executive Summary

Colac Otway Shires Budget for 2018/19 seeks to maintain our services and infrastructure as well as deliver key projects and services that are valued by our community and aligned to outcomes set out in the Council Plan 2017 to 2021.

This Budget projects a deficit of \$1.94m for 2018/19, however after allocating to the relevant reserves (See section 4.3.1) and providing for principal repayment of borrowings and the capital works program it is a balanced budget.

Note the Operating Deficit reflects a financial year without disaster recovery funding as at the time of this budget preparation there was no further disaster recovery works forecast.

1. Key things we are funding

- a. Ongoing delivery of services to the Colac Otway Shire community funded by a budget of \$47.4m. These services are summarised in Section 2;
- b. Continued investment in capital assets (\$11.10m) primarily for renewal works (8.5m) & Upgrade works (\$1.8m). The Statement of Capital Works can be found in Section 3.5 and further details on the capital works budget can be found in Section 4.5;
- c. The 2018/19 Budget also allocates funding to major projects and initiatives as set out in Section 4.5. However this year Council undertook to create a priority projects list established by Councillors to reflect those projects of highest priority to the community, that list is made up of:
 - i. Strategic Local Roads Renewal
 - ii. Lake Colac Foreshore Master plan implementation – Stage 1
 - iii. Memorial Square Masterplan Implementation – Stage 1
 - iv. Apollo Bay Harbour Precinct Development Plan – Stage 1
 - v. Memorial Square Toilets Design
 - vi. Forrest Mountain Bike Strategy Implementation – Stage 1 design
 - vii. Stronger Communities Program (# of smaller projects)
 - viii. Relocation of Apollo Bay Kindergarten to the P12 College site
 - ix. G.R.O.W.
 - x. Colac Integration Water Cycle Management Plan

2. The Rate Rise

- a. The average rate will rise by 2.00% which is 0.25% below the maximum level set by the Minister for Local Government 19 December 2017 under the Fair Go Rates System of 2.25%;
- b. Key Drivers
 - i. To fund ongoing service delivery – business as usual (balanced with greater service demands from residents);
 - ii. To fund renewal of infrastructure and community assets;
 - iii. To cope with growth in the population of Colac Otway Shire residents;
 - iv. To cope with cost shifting from the State Government;
 - v. To operate within the boundaries set under the Fair Go rates System (Rate Capping).
- c. This is a revaluation year, the majority of the movement in property values relates to revaluations (no impact on revenue) as opposed to growth in properties in the shire (increases rate revenue);
- d. The Fortnightly kerbside bin charge increases to \$215.00 and the weekly kerbside bin charge increases to \$315.00. A review is currently underway to determine cost recovery however this increase in charge still does not result in cost recovery.
- e. Refer to Section 4 for further information on rates.

3. Key Statistics

- Total Revenue: \$45.42M (2017/18 - \$55.43M)
- Total Expenditure: \$47.36M (2017/18 - \$47.89M)
- Accounting Result: \$1.94M Deficit (2017/18 - \$7.54M Surplus) (Refer Income Statement in Section 3.1)
- Total Capital Works Program of \$11.10M (2017/18 - \$21.64M)
 - \$6.92M from Council Cash
 - \$0.00M from borrowings
 - \$0.00M from asset sales
 - \$1.84M from external grants
 - \$2.34M from reserves

4. Budget Influences

External Influences

The preparation of the budget is influenced by the following external factors:

- The Victorian State Government introduced a cap on rate increases from 2016/17. The cap for 2018/19 has been set at 2.25% (2017/18 - 2.0%);
- Consumer Price Index (CPI) increases on goods and services of 1.9% through the year to December quarter 2017 (ABS release 31 January 2018). Still below the Reserve Bank of Australia's target CPI of 2-3%;
- Changes to the cost of disposing of recycling. Note at the time of preparation of the budget not all impacts have been included as additional costs are not yet known;
- Cost Shifting occurs where Local Government provides a service to the community on behalf of the State and Federal Government. Over time the funds received by local governments do not increase in line with real cost increases. Examples of services that are subject to Cost Shifting include school crossing supervisors, library services and home and community care for aged residents. In all these services the level of payment received by Council from the State Government does not reflect the real cost of providing the service to the community;
- Councils across Australia raise approximately 2% to 5% of the total taxation collected by all levels of Government in Australia. In addition Councils are entrusted with the maintenance of more than 30% of all Australian public assets including roads, bridges, parks, footpaths and public buildings. This means that a large proportion of Council's income must be allocated to the maintenance and replacement of these valuable public assets in order to ensure the quality of public infrastructure is maintained at satisfactory levels;
- The Fire Services Property Levy will continue to be collected by Council on behalf of the State Government with the introduction of the Fire Services Property Levy Act 2012; and
- Transitioning to the National Disability Insurance Scheme (NDIS) impacting the resources required in the Council's Older Persons/Health and Community Care Services.

Internal Influences

As well as external influences, there are also a number of internal influences which have a significant impact on the preparation of the 2018/19 Budget. These matters and their financial impact are set out below:

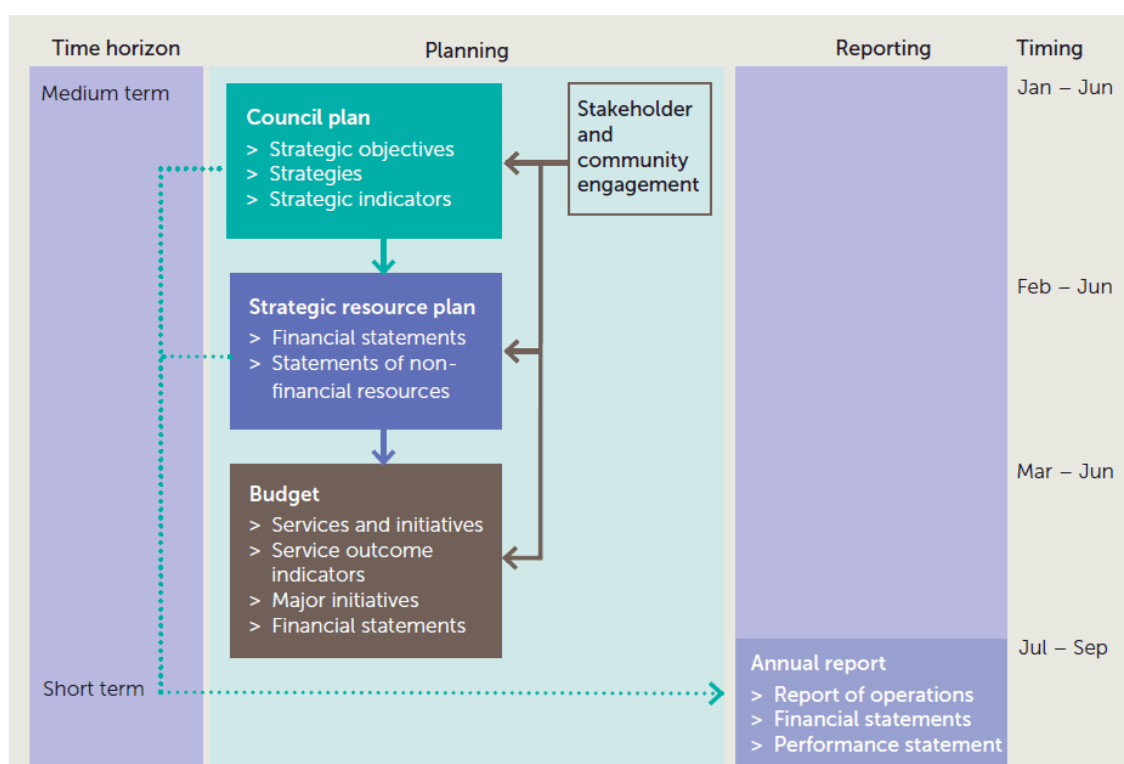
- Council's Enterprise Bargaining Agreement covering the Strategic Resource Plan period;
- Outcomes of Service reviews;
- The cyclical nature of plant renewal and varying financial resources for maintaining the currency of Council's plant;
- The impact of core knowledge lost due to high turnover over the previous 3 years; and
- Outdated IT systems and environment.

1. Link to the Council Plan

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

1.1 Planning and accountability framework

The Strategic Resource Plan, part of and prepared in conjunction with the Council Plan, is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The Annual Budget is framed within the Strategic Resource Plan, considering the services and initiatives which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes.

1.2 Our purpose

Our Vision “Towards a prosperous future”

The Councillors at Colac Otway Shire commit to plan for growth in business and employment for our town 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.

Our Values

- Respect – Be open and consistent in our dealings with people and respect their views.
- Integrity – We will work in an open and transparent way, ensuring our processes, decisions and actions are ethical, responsible and honest.
- Goodwill – We will have an attitude of kindness and friendliness and build a good relationship with our customers and community.
- Honesty – We will be consistent, keep our promises, admit our mistakes and clearly communicate our decisions.
- Trust – We will act honestly, openly and fairly to build levels of trust.

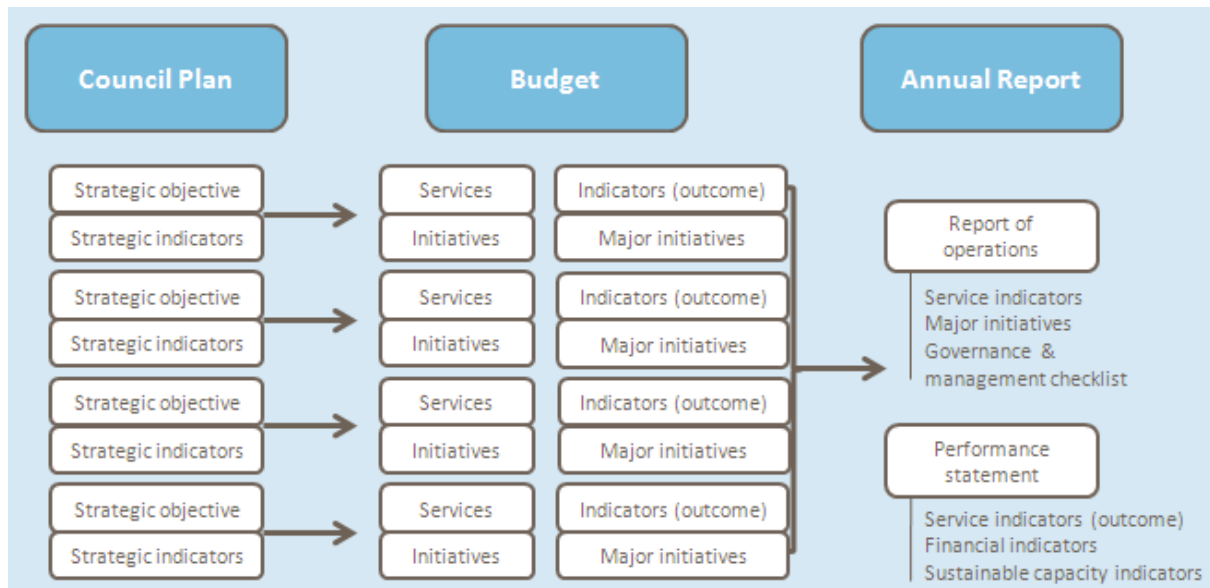
1.3 Strategic objectives

Council delivers activities and initiatives under major service categories. Each contributes to the achievement of one of the four Strategic Objectives as set out in the 2017-2021 Council Plan. The following table lists the four Strategic Objectives as described in the Council Plan.

Strategic Theme	Description
1. <i>Our Prosperity</i>	We work together to improve the prosperity of our people, businesses and community partners by working to promote our beautiful shire as an attractive place to invest, live and work.
2. <i>Our Places</i>	Our places are well-planned. We work with local and government partners to plan healthy, safe environments which promote community life and enhance well-being. Our infrastructure assets are managed so that they are sustainable for the long term.
3. <i>Our Community</i>	We work to know our community and to understand their needs and aspirations. We plan our assets and services to meet community need and to foster a culture of good service and partnership with others.
4. <i>Our Leadership & Management</i>	We will work together with our community to create a sustainable future. We will deliver value for money for ratepayers in everything we do and we will achieve long term sustainability and transparent community leadership.

2. Services and initiatives and service performance outcome indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2018/19 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Environment, Land, Water and Planning

2.1 Strategic Theme 1: Our Prosperity

We work together to improve the prosperity of our people, businesses and community partners by working to promote our beautiful shire as an attractive place to invest, live and work.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Building Control	This service provides for planned building developments to meet present and future community requirements.	334 (145) 189
Events	This service provides for active community involvement in the provisioning of management and support for community entertainment and events, including funding for Festival and Events grants.	237 (3) 234
Economic Development	This service facilitates a healthy and resilient economy by providing effective leadership, advocacy, and partnership, by working with government business and the community. The service also facilitates Councils community grant program.	658 (3) 655
Tourism	This service 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.	954 (369) 585
Apollo Bay Harbour	This service manages and maintains the Apollo Bay Harbour for the enjoyment of the community.	1,110 (1,033) 78
Colac Livestock Selling Centre	This service provides a vital link in our rural infrastructure by providing a marketplace for buying and selling livestock.	394 (566) (172)
Statutory Planning	This service fulfils 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.	1,063 (309) 754
Strategic Planning	This service ensures that land use planning is undertaken to meet the sustainable long term needs of current and future generations.	665 (103) 562

Major Initiatives

Major Initiatives	Expenditure \$'000
Forrest Mountain Bike Strategy Implementation - Stage 1 Design	100
Colac 2050 Growth Plan - Planning Scheme Amendment	75
Implementing the Planning Scheme Review to cut red tape	105
Commencement of the Apollo Bay Harbour Precinct Development Plan	200

Service Performance Outcome Indicators

LGPRF Service Performance Outcome Indicators

The following indicators outlines how we intend to measure achievement of service objectives.

Service	Indicator	Performance Measure	Computation
Statutory planning	Decision making	Council planning decisions upheld at VCAT(Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[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

NB: Indicators shown above are based on the 2016-17 reporting period these may be subject to change.

*refer to table at end of section 2.2 for information on the calculation of Service Performance Outcome Indicators.

2.2 Strategic Theme 2: Our Places

Our places are well-planned. We work with local and government partners to plan healthy, safe environments which promote community life and enhance well-being. Our infrastructure assets are managed so that they are sustainable for the long term.

Services

Service area	Description of services provided	Expenditure (Revenue)
Sustainable Asset Management	This service 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.	0 0
Emergency Management	This service provides for Council's preparedness to support agencies and the community in the event of an emergency.	220 (70) 150
Environment	This service provides for management of our natural environment to the betterment and enjoyment of all members of our community.	917 (111) 806
Fire Prevention	This service promotes community safety by aiming to eliminate potential fire risks within our community.	17 (18) (2)
Infrastructure Services	This service provides for the physical assets required by the community to maintain a happy, healthy and sustainable lifestyle.	6,460 (479) 5,980
Parks, Gardens and Reserves	This service provides for the maintenance of open space for the enjoyment of all community members.	1,491 0 1,491
Street Lighting	This service actively promotes community safety by providing a clear and safe environment in our towns after dark.	111 0 111
Waste Management	This service provides for the 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.	3,803 (3,345) 458

Major Initiatives

Major Initiatives	\$'000
Sealed Road Reconstruction Programme	1,476
Unsealed Road Resheet Programme	1,476
Development of Neighbourhood Safer Places at Barwon Downs and Beech Forest	83

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads
Environment	Greenhouse Emission Target	Reduction in the proportion of greenhouse gas emissions for the Colac Otway Shire Council.	[Sum of emissions for council buildings, street lights and council fleet / total council greenhouse gas emissions] x100
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100

2.3 Strategic Theme 3: Our Community

We work to know our community and to understand their needs and aspirations. We plan our assets and services to meet community need and to foster a culture of good service and partnership with others.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Arts & Culture	This service is responsible for the management and provision of arts and cultural services to the community. This service is responsible for the running of the Colac Otway Performing Arts & Cultural Centre.	1,176 (577) 599
Recreation	This service provides for active community involvement and the promotion of healthy lifestyles by providing for suitable sporting and recreational facilities.	351 0 351
Bluewater Leisure Centre	This service actively promotes a healthy lifestyle for our community by directly providing swimming and gymnasium facilities.	1,844 (1,243) 601
Local Laws	This service provides for community safety and health by providing for a framework for behaviours which affect our community well-being.	861 (518) 344
Public Health	This service promotes a healthy and safe lifestyle by actively promoting and policing public health issues.	453 (185) 268
Older Persons & Disability Services	This service provides support to older and disabled members of our community in order to sustain quality of life for all our residents.	3,324 (2,724) 599
Children and Family Services	This service provides support to our children, families and youth to encourage and nurture their growth and development.	941 (715) 226
Library Service	The library service provides resources and oversight to the Corangamite Regional Library Corporation for the provision of information, education, recreation and enrichment for the community.	799 (54) 745

Major Initiatives

Major Initiatives	Expenditure \$'000
Regional Assessment Service Coordinator	174
Memorial Square Masterplan Implementation	130
Concept design and quantity surveying for relocating Apollo Bay Kindergarten to the P12 School	100
Enhanced capacity to undertake essential safety measures under the Building Act	80
Enhanced capacity to implement Domestic Wastewater Management Plan	80

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population]
Maternal and Child Health	Participation	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100
		Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[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
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population

2.4 Strategic Theme 4: Our Leadership & Management

We will work together with our community to create a sustainable future. We will deliver value for money for ratepayers in everything we do and we will achieve long term sustainability and transparent community leadership.

Services

Service area	Description of services provided	Expenditure (Revenue) Net Cost \$'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.	1,211 0 1,211
Finance, Property and Rates	This service has the responsibility to generate revenue for Council via rate, levies and charges and to provide sustainable and accountable financial management of Council's resources.	2,165 (3,915) (1,750)
Customer Service	This service has the responsibility to provide 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.	828 (1) 827
Corporate Services Management	This service has the responsibility to maintain strong governance and administrative systems and to ensure that these systems are responsive, accountable and transparent to internal users and community needs.	409 (22) 387
Contract Management Service	This service provides oversight and governance on contractual and procurement services undertaken by Council	242 0 242
Information Services	This service provides management and governance of information flows, storage and retrieval within the organisation in accordance with appropriate legislation and standards.	2,789 (2) 2,788
People, Performance & Culture	This service provides and develops a culture of high performance, productivity and accountability across the organisation.	744 0 744
Risk Management Services	This service has the responsibility to identify, record and manage all business risk associated with Council's activities. This service manages Council's insurance portfolio.	442 (0) 442

Major Initiatives

Major Initiatives	Expenditure \$'000
Information Technology Infrastructure Upgrades	365
Enhanced Financial & Statutory Reporting Capability project	127

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with the performance of Council in making decisions in the interest of the community

2.5 Reconciliation with budgeted operating result

	Total \$'000	Net Cost	
		Expenditure \$'000	(Revenue) \$'000
Our Prosperity	2,886	5,416	(2,530)
Our Places	8,994	13,018	(4,023)
Our Community	3,733	9,749	(6,016)
Our Leadership & Management	4,891	8,831	(3,940)
Total services and initiatives	20,503	37,013	(16,510)
Depreciation & Finance Costs	10,350		
Deficit before funding sources	30,853		
Funding sources:			
Rates & charges (excluding Waste)	(27,076)		
Capital grants	(1,835)		
Total funding sources	(28,911)		
(Surplus)/Deficit for the year	1,942		
Less			
Capital Grants	1,835		
Capital Contribution	0		
Underlying (Surplus)/Deficit	3,777		
Less			
Additional rates funded CAPEX beyond Depreciation	(1,084)		
Transfers to Reserves from Operating Budget	7,397		
Transfers from Reserves to Operating Budget	(10,774)		
Loan Principal Repayments	649		
Increase/(Decrease) in Investment in Associate	35		
(Surplus)/Deficit Funds	0		

3. Financial statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2018/19 has been supplemented with projections to 2021/22 extracted from the Strategic Resource Plan.

This section includes the following financial statements prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Comprehensive Income Statement
Balance Sheet
Statement of Changes in Equity
Statement of Cash Flows
Statement of Capital Works
Statement of Human Resources

3.1 Comprehensive Income Statement

For the four years ending 30 June 2022

	Notes	Budget	Budget	Strategic Resource Plan Projections		
		2017/18 \$'000	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000
Income						
Rates and charges	4.1.1	29,238	30,204	30,808	31,425	32,053
Statutory fees and charges	4.1.2	730	796	817	838	860
User fees and charges	4.1.3	4,540	4,654	4,742	4,866	4,992
Grants - Operating	4.1.4	9,478	7,101	10,773	11,564	12,426
Grants - Capital	4.1.4	10,185	1,835	1,872	1,910	1,949
Contributions - monetary	4.1.5	485	57	57	57	57
Contributions - non-monetary	4.1.5	-	-	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		147	147	147	147	147
Fair value adjustments for investment property		-	-	-	-	-
Share of net profits/(losses) of associates and joint ventures		7	35	35	35	35
Other income	4.1.6	616	593	594	596	597
Total income		55,427	45,421	49,845	51,436	53,116
Expenses						
Employee costs	4.1.7	18,982	19,217	19,695	20,187	20,692
Materials and services	4.1.8	16,450	15,596	15,986	16,386	16,796
Bad and doubtful debts		2	2	2	2	2
Depreciation and amortisation	4.1.9	10,027	10,350	10,764	11,195	11,642
Borrowing costs		226	181	112	53	39
Other expenses	4.1.10	2,199	2,017	2,067	2,118	2,170
Total expenses		47,886	47,363	48,626	49,940	51,341
Surplus/(deficit) for the year		7,542	(1,942)	1,219	1,496	1,775
Other comprehensive income						
Items that will not be reclassified to surplus/(deficit) in future periods						
Net asset revaluation increment/(decrement)		-	-	-	-	-
Share of other comprehensive income of associates and joint ventures		-	-	-	-	-
Items that may be reclassified to surplus or deficit in future periods						
		-	-	-	-	-
Total comprehensive result		7,542	(1,942)	1,219	1,496	1,775

3.2 Balance Sheet

For the four years ending 30 June 2022

	Notes	Budget	Budget	Strategic Resource Plan Projections		
		2017/18 \$'000	2018/19 \$'000	2019/20 \$'000	2020/21 \$'000	2021/22 \$'000
Assets						
Current assets						
Cash and cash equivalents	4.4	10,857	12,217	8,001	5,293	2,809
Trade and other receivables		1,873	3,885	3,962	4,042	4,122
Inventories		50	169	169	169	169
Total current assets		12,781	16,271	12,132	9,504	7,101
Non-current assets						
Trade and other receivables		-	-	-	-	-
Investments in associates and joint ventures		311	346	380	415	450
Property, infrastructure, plant & equipment	4.5	296,735	296,437	297,199	297,815	298,275
Intangible assets		46	-	-	-	-
Total non-current assets		297,092	296,783	297,579	298,230	298,725
Total assets		309,873	313,054	309,711	307,734	305,825
Liabilities						
Current liabilities						
Trade and other payables	4.2.1	2,377	2,245	2,301	2,359	2,418
Trust funds and deposits		671	468	468	468	468
Provisions		4,487	4,310	4,417	4,527	4,639
Interest-bearing loans and borrowings	4.2.2	649	1,697	286	142	596
Total current liabilities		8,184	8,720	7,473	7,496	8,121
Non-current liabilities						
Provisions		3,576	7,542	7,731	7,924	8,122
Interest-bearing loans and borrowings	4.2.2	2,721	1,024	738	596	(0)
Total non-current liabilities		6,297	8,566	8,469	8,520	8,122
Total liabilities		14,481	17,286	15,941	16,015	16,243
Net assets		295,392	295,767	293,770	291,719	289,583
Equity						
Accumulated surplus		135,666	132,242	129,553	126,374	123,083
Reserves	4.3	159,726	163,525	164,217	165,345	166,500
Total equity		295,392	295,767	293,770	291,719	289,583

3.3 Statement of Changes in equity

For the four years ending 30 June 2022

	Accumulated	Revaluation	Other	
	Total	Surplus	Reserve	Reserves
	\$'000	\$'000	\$'000	\$'000
2017/18 Budget				
Balance at beginning of the financial year	287,850	123,041	148,936	15,873
Surplus/(deficit) for the year	7,542	7,542	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfer to other reserves	-	(8,847)	-	8,847
Transfer from other reserves	-	13,931	-	(13,931)
Balance at end of the financial year	295,392	135,666	148,936	10,790
2018/19 Budget				
Balance at beginning of the financial year	295,392	135,666	148,936	10,790
Surplus/(deficit) for the year	(1,942)	(1,942)	-	-
Net asset revaluation increment/(decrement)	2,318	-	2,318	-
Transfer to other reserves	-	(11,847)	-	11,847
Transfer from other reserves	-	10,774	-	(10,774)
Balance at end of the financial year	295,767	132,650	151,254	11,864
2019/20 Strategic Resource Plan				
Balance at beginning of the financial year	295,767	132,650	151,254	11,864
Surplus/(deficit) for the year	(1,997)	(1,997)	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfer to other reserves	-	(12,143)	-	12,143
Transfer from other reserves	-	11,043	-	(11,043)
Balance at end of the financial year	293,770	129,553	151,254	12,964
2020/21 Strategic Resource Plan				
Balance at beginning of the financial year	293,770	129,553	151,254	12,964
Surplus/(deficit) for the year	(2,051)	(2,051)	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfer to other reserves	-	(12,447)	-	12,447
Transfer from other reserves	-	11,319	-	(11,319)
Balance at end of the financial year	291,719	126,374	151,254	14,091
2021/22 Strategic Resource Plan				
Balance at beginning of the financial year	291,719	126,374	151,254	14,091
Surplus/(deficit) for the year	(2,136)	(2,136)	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfer to other reserves	-	(12,758)	-	12,758
Transfer from other reserves	-	11,602	-	(11,602)
Balance at end of the financial year	289,583	123,083	151,254	15,247

3.4 Statement of Cash Flows

For the four years ending 30 June 2022

	Budget	Budget	Strategic Resource Plan Projections		
	2017/18	2018/19	2019/20	2020/21	2021/22
Notes	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	29,245	29,929	30,800	31,416	32,045
Statutory fees and fines	730	796	817	838	860
User fees	4,540	4,654	4,742	4,866	4,992
Grants - capital	9,668	930	1,835	1,872	1,910
Grants - operating	8,961	6,196	10,736	11,526	12,387
Contributions - monetary	485	57	57	57	57
Other receipts	616	593	594	596	597
Employee costs	(19,128)	(19,394)	(19,400)	(19,884)	(20,381)
Materials and services	(18,308)	(14,106)	(15,932)	(16,330)	(16,739)
Trust funds and deposits repaid	-	(203)	-	-	-
Other payments	(2,199)	(2,017)	(2,067)	(2,118)	(2,170)
Net cash provided by/(used in) operating activities	4.4.1 14,818	7,436	12,182	12,838	13,559
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment	(26,296)	(5,736)	(11,869)	(12,154)	(12,445)
Proceeds from sale of property, infrastructure, plant and equipment	490	490	490	490	490
Net cash provided by/ (used in) investing activities	4.4.2 (25,806)	(5,246)	(11,379)	(11,664)	(11,955)
Cash flows from financing activities					
Finance costs	(226)	(181)	(112)	(53)	(39)
Repayment of borrowings	(604)	(649)	(1,697)	(286)	(142)
Net cash provided by/(used in) financing activities	4.4.3 (830)	(830)	(1,809)	(339)	(182)
Net increase/(decrease) in cash & cash equivalents	(11,817)	1,360	(1,006)	835	1,422
Cash and cash equivalents at the beginning of the financial year	22,675	10,857	12,217	11,212	12,047
Cash and cash equivalents at the end of the financial year	10,857	12,217	11,212	12,047	13,469

3.5 Statement of Capital Works

For the four years ending 30 June 2022

	Budget	Budget	Strategic Resource Plan		
	2017/18	2018/19	Projections		
	\$'000	\$'000	2019/20	2020/21	2021/22
	\$'000	\$'000	\$'000	\$'000	\$'000
Property					
Land	500	-	-	-	-
Buildings	4,419	765	1,475	1,511	1,549
Total land & Buildings	4,919	765	1,475	1,511	1,549
Total property	4,919	765	1,475	1,511	1,549
Plant and equipment					
Plant, machinery and equipment	1,683	1,865	1,399	1,434	1,470
Fixtures, fittings and furniture	237	160	534	547	561
Computers and telecommunications	527	585	216	221	227
Total plant and equipment	2,447	2,610	2,148	2,202	2,257
Infrastructure					
Roads	7,311	5,556	5,939	6,087	6,239
Bridges	650	650	501	514	527
Footpaths and cycleways	525	375	471	483	495
Drainage	3,445	400	451	462	473
Other infrastructure	2,340	746	394	404	414
Total infrastructure	14,271	7,727	7,756	7,950	8,149
Total capital works expenditure	21,637	11,102	11,379	11,664	11,955
Represented by:					
New asset expenditure	7,755	767	786	805	826
Asset renewal expenditure	12,309	8,530	8,743	8,962	9,186
Asset upgrade expenditure	1,572	1,805	1,850	1,896	1,944
Total capital works expenditure	21,637	11,102	11,379	11,664	11,955
Funding Sources represented by:					
Grants	9,909	1,835	1,872	1,909	1,948
Contributions	259	-	-	-	-
Council Cash	11,468	9,266	9,507	9,754	10,008
Borrowings	-	-	-	-	-
Total capital works expenditure	21,637	11,102	11,379	11,664	11,955

3.6 Statement of Human Resources

For the four years ending 30 June 2022

	Budget	Budget	Strategic Resource Plan Projections		
	2017/18	2018/19	2019/20	2020/21	2021/22
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	18,982	19,217	19,695	20,187	20,692
Employee costs - capital	700	700	700	700	700
Total staff expenditure	19,682	19,917	20,395	20,887	21,392
	EFT	EFT	EFT	EFT	EFT
Staff numbers					
Employees	223.8	223.1	223.1	223.1	223.1
Total staff numbers	223.8	223.1	223.1	223.1	223.1

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

Department	Budget	Permanent		Casual	Temporary
	2018/19	Full Time	Part Time		
	\$'000	\$'000	\$'000	\$'000	\$'000
Chief Executive Office	592	533	44	15	-
Corporate Services	4,136	3,229	789	118	-
Development and Community Services	7,233	3,942	3,188	88	15
Infrastructure and Leisure Services	7,255	5,924	760	572	-
Disaster Recovery	-	-	-	-	-
Total staff expenditure	19,217	13,628	4,781	793	15
Casual and temporary staff	808				
Capitalised labour costs	700				

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

Department	Budget	Permanent		Casual	Temporary
	FTE	Full Time	Part Time		
Chief Executive Office	4.5	4.0	0.3	0.2	-
Corporate Services	41.4	33.0	7.8	0.7	-
Development and Community Services	80.1	44.6	34.9	0.5	0.2
Infrastructure and Leisure Services	97.0	81.2	9.5	6.3	-
Disaster Recovery	-	-	-	-	-
Total Staff	223.1	162.8	52.5	7.6	0.2
Casual and temporary staff (inclusive in the above EFT numbers)	7.8				
Capitalised labour costs	8.9				

Note the additional FTE in 2018/19 relates to fully funded Home care resources.

4. Notes to the financial statements

This section presents detailed information on material components of the financial statements. Council needs to assess which components are material, considering the dollar amounts and nature of these components.

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's annual budget.

In developing the Strategic Resource Plan, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2018/19 the FGRS cap has been set at 2.25%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 2.00% which is within the rate cap.

This will raise total rates and charges for 2018/19 as shown below.

4.1.1(a) The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2017/18 Budget cents/\$CIV	2018/19 Budget cents/\$CIV	Change %
Commercial/Industrial - BOS	0.006191	0.005980	(3.4%)
Commercial/Industrial - Colac	0.007297	0.007048	(3.4%)
Holiday Rental	0.004422	0.004271	(3.4%)
Residential - BOS	0.003759	0.003631	(3.4%)
Residential - Colac	0.004422	0.004271	(3.4%)
Rural Farm	0.003405	0.003204	(5.9%)

NB* The above decrease is a direct result of this being a revaluation year and the reduction of the Rural Farm Rate Differential.

4.1.1(b) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2017/18 Budget \$'000	2018/19 Budget \$'000	Change %
Commercial/Industrial - BOS	1,054	1,047	(0.7%)
Commercial/Industrial - Colac	2,081	2,165	4.0%
Holiday Rental	1,069	1,013	(5.2%)
Residential - BOS	7,468	7,729	3.5%
Residential - Colac	6,328	6,844	8.2%
Rural Farm	5,715	5,588	(2.2%)
Total amount to be raised by general rates	23,714	24,387	2.8%

4.1.1(c) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year.

Type or class of land	2017/18 Budget Number	2018/19 Budget Number	Change %
Commercial/Industrial - BOS	343	340	(0.9%)
Commercial/Industrial - Colac	631	649	2.9%
Holiday Rental	454	426	(6.2%)
Residential - BOS	5,369	5,378	0.2%
Residential - Colac	5,562	5,667	1.9%
Rural Farm	2,771	2,809	1.4%
Total number of assessments	15,130	15,269	0.9%

4.1.1(d) The basis of valuation to be used is the Capital Improved Value (CIV)

4.1.1(e) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2017/18 Budget \$'000	2018/19 Budget \$'000	Change %
Commercial/Industrial - BOS	170,283	175,117	2.8%
Commercial/Industrial - Colac	285,203	307,143	7.7%
Holiday Rental	241,748	237,266	(1.9%)
Residential - BOS	1,986,838	2,128,657	7.1%
Residential - Colac	1,430,792	1,602,346	12.0%
Rural Farm	1,678,289	1,744,422	3.9%
Total value of land	5,793,154	6,194,951	6.9%

NB* The above increase is a direct result of this being a revaluation year in addition to property growth per section 4.1.1(c)

4.1.1(f) The municipal charge under Section 159 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property Budget 2017/18 \$	Per Rateable Property Budget 2018/19 \$	Change %
Municipal Charge	184.64	188.35	2.0%

4.1.1(g) The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge	2017/18 Budget \$'000	2018/19 Budget \$'000	Change %
Municipal Charge	2,633	2,710	2.9%

4.1.1(h) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property Budget 2017/18 \$	Per Rateable Property Budget 2018/19 \$	Change %
Weekly Kerbside collection	298	315	5.7%
Fortnightly Kerbside collection	198	215	8.6%

4.1.1(i) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2017/18 Budget \$'000	2018/19 Budget \$'000	Change %
Kerbside collection	2,870	3,127	9.0%

4.1.1(j) The estimated total amount to be raised by all rates and charges compared with the previous financial year

Type of Charge	2017/18 Budget \$'000	2018/19 Budget \$'000	Change %
General rates	23,714	24,387	2.8%
Municipal charge	2,633	2,710	2.9%
Kerbside collection and recycling	2,870	3,127	9.0%
Tirrengower Drainage Scheme	21	21	-
Rates and charges	29,238	30,245	3.4%

NB The above increase is a direct result of this (a) being a revaluation year, (b) growth in properties per section 4.1.1(b) and the 2.00% average rate increase per the rate capping calculation.*

4.1.1(k) Other Charges

Type of Charge	2017/18 Budget \$ per hectare	2018/19 Budget \$ per hectare	Change %
Tirrengower Drainage Scheme	0.00	2.50	-

4.1.1(l) Fair go rates Compliance.

Colac Otway Shire is fully compliant with the State Government's Fair Go Rates System.

Type of Charge	2017/18 Budget \$'000	2018/19 Budget \$'000
Total Rates (including supplementary assessments forecast)	\$26,347	\$27,096
Number of rateable properties (including supplementary assessments forecast)	15,130	15,269
Base average rate	\$1,741	\$1,775
Maximum rate increase (set by the State Government)	2.00%	2.25%
Capped Average Rate	\$1,776	\$1,815
Maximum General Rates and Municipal Charges Revenue	\$26,705	\$27,163
Budgeted General Rates and Municipal Charges Revenue	\$26,347	\$27,096

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations;
- The variation of returned levels of value (i.e. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa; and
- Changes of use of land such that residential land becomes business land and vice versa.

4.1.1(n) Differential rates

The rate and amount of rates payable in relation to land in each category of differential are listed above in item 4.1.1(a).

Each differential rate will be determined by multiplying the Capital Improved Value of rateable land (categorised by the characteristics described below) by the relevant rate in the dollar listed above.

Council believes each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land which are subject to each differential rate and the uses of each differential rate are set out below.

General Rates Charges

Please note, the following categories and differentials are subject to finalisation of the Rating Strategy 2017 to 2021.

Residential Land – Colac

Any land, whether vacant or built upon, which is located in Colac, Colac East, Colac West and Elliminyt that is not zoned for commercial or industrial use and which does not have the characteristics of:

- a) Rural Farm Land;
- b) Holiday Rental Land; or
- c) Commercial/Industrial Land – Colac, Colac East, Colac West or Elliminyt.

Residential Land – Balance of Shire

Any land, whether vacant or built upon or which is not located in Colac, Colac East, Colac West or Elliminyt that does not have the characteristics of:

- a) Rural Farm Land;
- b) Holiday Rental Land; or
- c) Commercial/Industrial Land – Colac, Colac East, Colac West or Elliminyt; or
- d) Commercial/Industrial Land – Balance of Shire.

Rural Farm Land

Any land located within the shire which is “Farm Land” within the meaning of section 2 of the Valuation of Land Act 1960 and is zoned to allow land to be used for rural and/or farming purposes.

Typically, these properties may contain buildings used as a residence and for farm purposes and will also contain land with no buildings located upon it.

A Rural – Farm property may also be any land located within the shire which:

- a) Is greater than 5 hectares in area;
- b) Is zoned to allow the land to be used for rural and/or farming purposes;
- c) Has been deemed unviable for the purposes of carrying on a business of primary production by Council; and
- d) Has been deemed unsuitable to allow the construction of a dwelling.

Holiday Rental Land

Any land that contains a dwelling, cabin or house or part of a house that:

- a) Is used for the provision of holiday accommodation for the purpose of generating income; or
- b) Is made generally available for holiday accommodation and is a secondary or supplemental source of income for the owner.

Note: Typically, the category will include absentee owned holiday houses, owner occupied “Bed and Breakfast” establishments, farm properties with accommodation cabins, holiday farms and the like.

The category will not include land used to provide tourist/holiday accommodation on an overtly commercial scale and basis where the provision of accommodation is an integral part of the use of the property. The types of properties excluded from this category would include motels, resorts, hotels with accommodation, caravan parks, centrally managed and promoted multi-unit developments and the like.

Commercial/Industrial Land – Colac, Colac East, Colac West, Elliminyt

Any land which is located in Colac, Colac East, Colac West or Elliminyt which does not have the characteristics of:

- a) Rural Farm Land;
- b) Residential Land – Colac, Colac East, Colac West or Elliminyt; or
- c) Holiday Rental Land;

And;

- d) Is used primarily for:
 - a. The sale of goods or services;
 - b. Other commercial purposes; or
 - c. Industrial purposes or which is vacant but zoned for commercial or industrial use.

Commercial/Industrial Land - Balance of Shire

Any land which is not located in Colac, Colac East, Colac West or Elliminyt which does not have the characteristics of:

- a) Rural Farm Land;
- b) Residential Land – Balance of Shire; or
- c) Holiday Rental Land;

And;

- d) Is used primarily for:
 - a. The sale of goods or services;
 - b. Other commercial purposes; or
 - c. Industrial purposes or which is vacant but zoned for commercial or industrial use.

Other Charges

Municipal Charge

A Municipal Charge be declared for the budgeted period pertaining to this budget document to cover some of the administrative costs of the Council.

The Municipal Charge to be as stated in item 4.1.1(f) per annum for each rateable property in respect of which a municipal charge can be levied.

Annual Service (Waste Management) Charges

An annual service (waste management) charge per 4.1.1(h) for the weekly service provided be declared for:

- a) All land used primarily for residential or commercial purposes; or
- b) Other land in respect of which a weekly waste collection and disposal service is provided, for the budgeted period pertaining to this budget document.

An annual service (waste management) charge per 4.1.1(h) for the fortnightly service provided be declared for:

- a) All land used primarily for residential or commercial purposes; or
- b) Other land in respect of which a weekly waste collection and disposal service is provided, for the budgeted period pertaining to this budget document.

Commercial properties can have a maximum of one (1) 240 Litre or two (2) 120 litre bins.

Tirrengower Special (Drainage) Scheme

The special charge for the Tirrengower drainage works previously declared by Council to be fixed at \$2.50 per hectare for the period 1 July 2018 to 30 June 2019.

4.1.2 Statutory fees and fines

	2017/18	2018/19	Change	
	Budget \$'000	Budget \$'000	\$'000	%
Infringements & Costs	187	216	29	15.5%
Town Planning Fees	279	307	28	10.2%
Health Regulations	160	170	11	6.8%
Building Permits	101	103	2	2.0%
Engineering Fees	4	-	(4)	(100.0%)
Total Statutory fees and fines	730	796	66	9.0%

There are a number of increases in the infringement and town planning fees which are out of councils control as they are set by other agencies.

4.1.3 User fees

	2017/18	2018/19	Change	
	Budget \$'000	Budget \$'000	\$'000	%
Aged services fees	1,037	1,293	255	24.6%
Leisure centre fees	1,189	1,142	(46)	(3.9%)
Colac livestock selling centre fees	600	566	(34)	(5.7%)
Colac Otway Performing Arts & Cultural Centre fees	437	446	9	2.2%
Visitor information centre fees	368	369	1	0.2%
Parking, animal control & local laws fees	258	243	(16)	(6.0%)
Waste disposal fees	173	185	12	6.9%
Other fees and charges	74	23	(51)	(69.0%)
Apollo Bay harbour fees	113	120	7	6.5%
Council properties fees and rental	199	142	(57)	(28.8%)
Town planning and building services fees	41	44	4	9.4%
Child care children's programs	53	82	29	55.5%
Total User fees	4,540	4,654	114	2.5%

In the Aged services area there is an increase of fees due to increased numbers using the Home Care Services that council provides to the community. There is also a forecasted decrease in the income for the Livestock Selling Centre as throughput is expected to be down.

4.1.4 Grants

Grants are required by the Act and the Regulations to be disclosed in Council's annual budget.

	Budget 2017/18 \$'000	Budget 2018/19 \$'000	Variance \$'000
a) Operating Grants			
Recurrent - Commonwealth Government			
Victorian Grants Commission	2,904	3,324	420
Family day care	377	371	(6)
General home care	69	40	(29)
Diesel Fuel Rebate	50	50	-
Health & Community Services	2	2	-
Other	20	-	(20)
Recurrent - State Government			
Aged and disability services	1,062	1,079	18
Port management	805	913	108
Environment and protection services	355	127	(228)
Arts and Leisure	114	115	1
Planning, Building & Health	9	105	96
Health & Community Services	355	583	228
Other	608	264	(345)
Total recurrent grants	6,728	6,971	242
Non-recurrent - State Government			
Environment and protection services	-	60	60
Economic development and events	800	-	(800)
Planning, Building & Health	90	-	(90)
Environment and protection services	1,860	-	(1,860)
Disaster Recovery	-	70	70
Total non-recurrent grants	2,750	130	(2,620)
Total operating grants	9,478	7,101	(2,378)
b) Capital Grants			
Recurrent - Commonwealth Government			
Roads to Recovery	2,491	1,476	(1,015)
Recurrent - State Government			
Apollo Bay	276	-	(276)
Total recurrent grants	2,767	1,476	(1,291)
Non-recurrent - Commonwealth Government			
Recreational, Leisure and Community Facilities	1,225	250	(975)
Non-recurrent - State Government			
Buildings	3,840	109	(3,731)
Disaster Recovery	2,353	-	(2,353)
Total non-recurrent grants	7,418	359	(7,059)
Total capital grants	10,185	1,835	(8,350)

The Capital grants have had a significant reduction this budget due to the expected completion of the works that relate to the Wye River Separation Creek Fires. There was also an allocation of the Roads to Recovery Grant that had a year of double funds which is not in this year's budget.

4.1.5 Contributions

4.1.5 Contributions				
	2017/18 Budget \$'000	2018/19 Budget \$'000	Change	
			\$'000	%
Monetary	485	57	(428)	(88.3%)

The monetary contributions are down as in the previous year there was a large number of contributions that were related to community projects like the Birregurra Netball Court Upgrades.

4.1.6 Other income

4.1.6 Other Income				
	2017/18 Budget \$'000	2018/19 Budget \$'000	Change	
			\$'000	%
Interest	236	201	(35)	(14.8%)
Reimbursements	151	133	(18)	(11.7%)
Other Income	90	119	29	32.2%
Interest on Rates	139	139	-	-

The reduction in Other Income is related to the interest the council receives from investments. This reduction is due to council not holding as much cash as in previous years.

4.1.7 Employee costs

4.1.7 Employee costs				
	2017/18 Budget \$'000	2018/19 Budget \$'000	Change	
			\$'000	%
Wages & Salaries	13,778	14,347	570	4.1%
Wages & Salaries - Bushfire	152	-	(152)	(100.0%)
Wages & Salaries - Flood	40	-	(40)	(100.0%)
Employee Leave	1,676	1,542	(134)	(8.0%)
Superannuation	1,563	1,568	4	0.3%
Casual Staff	697	794	97	13.9%
Sick Leave	443	386	(57)	(12.9%)
Other Employee Benefits	237	222	(15)	(6.4%)
Fringe Benefits Tax	210	203	(7)	(3.5%)
WorkCover	185	155	(30)	(16.1%)
Total Employee Costs	18,982	19,217	235	1.2%

There has been an increase in staff related to the Community Services area which is fully funded. There has also been a Council decision to employ an additional Governance Officer to assist with Councils compliance with the Local Government Act. Overall Employee Costs is significantly less than the current Enterprise Bargaining Agreement mandatory increases.

4.1.8 Materials and services

	2017/18	2018/19	Change	
	Budget	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Materials	2,148	2,002	(147)	(6.8%)
Materials - Bushfire	25	-	(25)	(100.0%)
Contract Payments	6,787	7,654	866	12.8%
Contract Payments - Bushfire	668	-	(668)	(100.0%)
Contract Payments - Flood	210	-	(210)	(100.0%)
Services	1,413	946	(467)	(33.1%)
Consultants	1,259	905	(354)	(28.1%)
Subscriptions & Memberships	1,051	1,157	106	10.0%
Utilities	1,106	1,151	44	4.0%
Plant and Equipment maintenance	1,308	1,089	(218)	(16.7%)
Agency Staff	60	193	133	222.3%
Training Costs	330	364	34	10.3%
Legal Costs	54	106	53	98.1%
Hire Costs	25	25	0	0.8%
Permits	4	4	(0)	(6.5%)
Total Materials and Services	16,450	15,596	(853)	(5.2%)

This overall has a small increase of around CPI once all non-core business has been removed. The non-core items include disaster recovery works in 2017/18 and one-off operational projects not undertaken in 2018/19.

4.1.9 Depreciation and amortisation

	2017/18	2018/19	Change	
	Budget	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Buildings	1,288	1,296	8	0.7%
Plant and Equipment	2,060	2,197	137	6.7%
Infrastructure	6,680	6,857	177	2.7%
Total Depreciation and Amortisation	10,027	10,350	323	3.2%

4.1.10 Other Expenses

	2017/18	2018/19	Change	
	Budget	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Auditors Remuneration	76	157	82	108.0%
Community grants and donations	494	535	41	8.3%
Councillor's allowance	271	262	(9)	(3.4%)
Waste Management charge	155	160	5	3.2%
Fire services levy	64	67	3	4.7%
Animal registration levy	20	25	5	25.0%
Royalties and commissions	7	6	(1)	(7.7%)
Other	1,113	805	(308)	(27.7%)
Total Other Expenses	2,199	2,017	(182)	(8.3%)

This movement predominantly relates to savings in Public Liability Insurance.

4.2 Balance Sheet

4.2.1 Liabilities

There has been a large increase in the Non-current landfill provision. This is due to a change in methodology used to calculate this during the last year end process. The format provided has been given to council by the EPA. There is also an increase in the Current Interest Bearing Loans reflecting the large repayment falling due 2019/20 financial year.

4.2.2 Borrowings

The table below shows information on borrowings specifically required by the Regulations.

	2017/18 Budget	2018/19 Budget	Change	
	\$'000	\$'000	\$'000	%
Outstanding borrowings at year end	3,974	3,370	(604)	(15.2%)
Redeemed Borrowings	(604)	(649)	(45)	7.4%
Closing Borrowings	3,370	2,721	(649)	(19.2%)

4.3 Statement of changes in Equity

4.3.1 Reserves

Reserve Name	Contractual/ Discretionary/ Statutory	Reserve Description	2017/18 Budget \$'000	2018/19 Budget \$'000
Asset Revaluation Reserve	Discretionary	Shown as the current and probable value of assets that have been revalued	148,936	151,254
Landfill Rehabilitation (Alvie)	Discretionary	Funds allocated by Council for future rehabilitation of Alvie Landfill site	866	923
Plant Renewal	Discretionary	Funds allocated from sale of plant and from operational usage of plant for plant renewal	1,561	562
Home Care Packages Reserve	Discretionary	Retained funds for future uses for home care clients	162	-
Colac Livestock Selling Centre	Discretionary	Funds set aside from the saleyards net surplus for future reinvestment into the Saleyards	254	206
Open Space Reserve	Statutory	Funds collected via developer contributions set aside by region for open space development	739	638
Port of Apollo Bay	Contractual	Unspent port funding required to be set aside under the management agreement with the State Government	1,763	1,643
Land Rehabilitation Reserve	Discretionary	Funds allocated by Council for future rehabilitation of Landfill sites (excluding Alvie)	646	789
Kerbside Bin Replacement	Discretionary	Surplus funds collected from waste charges and transfer station fees to cover future waste management requirements	1,636	1,856
Tirrengower Drainage Scheme	Contractual	Excess funds collected under the Tirrengower drainage scheme to be spent on Tirrengower drainage works in the future	23	33
Bond Repayment Reserve	Discretionary	Funds set aside for annual surplus to cover future bond repayments (Balloon payments)	404	1,104
Long Service Leave	Discretionary	Setting aside of funds to cover future Long Service Leave provision	2,013	2,874
Matching Grants Reserve	Discretionary	Funds set aside to match any unforeseen grant opportunities that arise post the setting of the budget	274	-
Contingent Liability Reserve	Discretionary	Funds set aside by Council to cover future liabilities contingent upon a future event/decision	250	500
Project Reserve	Discretionary	Funds set aside for Council projects as prioritised by Council	200	1,073
Prepaid Grants reserve	Discretionary	Setting aside funds from grants that have been paid in advance (i.e. VGC grants)	-	-
Disaster Recovery Reserve	Contractual	Net collected/spent disaster recovery funding relating to specific events	-	70
Total Equity Reserves			159,726	163,525

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by/(used in) operating activities

There is a decrease in cash provided mainly due to the finalisation of the Disaster Recovery works which have been taking place over the past 2 years. These levels are more indicative of business as usual.

4.4.2 Net cash flows provided by/(used in) investing activities

A smaller capital programme has been produced for the current year; this is highlighted by the decrease in payments for Property, Plant and Infrastructure. It is worth noting that the figure in the 2017/18 comparatives representing the original budget is expected to be overstated by approximately \$5m based on forecasts, this adjustment is processed in 2018/19 budget resulting in the \$5m lower than expected "Payments for property, infrastructure, plant and equipment" in 2018/19.

4.4.3 Net cash flows provided by/(used in) financing activities

This area has remained relatively consistent over the past two budgets.

4.5 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2018/19 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

4.5.1 Summary

Capital Works Area	2017/18 Budget	2018/19 Budget	Change					
	\$'000	\$'000	\$'000	%				
4.5.1a Summary								
PROPERTY	4,919	765	(4,154)	(84.448%)				
PLANT AND EQUIPMENT	2,447	2,610	163	6.641%				
INFRASTRUCTURE	14,271	7,727	(6,544)	(45.855%)				
TOTAL CAPITAL WORKS EXPENDITURE	21,637	11,102	(10,535)	(48.692%)				
Capital Works Area	Project cost	Asset expenditure type			Summary of funding sources			
		New	Renewal	Upgrade	Grants	Contrib.	Council cash	Borrowing
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
4.5.1b Summary								
PROPERTY	765	83	682	-	-	-	765	-
PLANT AND EQUIPMENT	2,610	55	1,110	1,445	-	-	2,610	-
INFRASTRUCTURE	7,727	629	6,738	360	1,835	-	5,892	-
TOTAL CAPITAL WORKS EXPENDITURE	11,102	767	8,530	1,805	1,835	-	9,266	-

The reduction in spend in the property area is due to the failure to secure funding for the Apollo Bay Kindergarten relocation project of \$3.09M other than that expense the programme is back to normal levels. Plant and equipment has remained at a constant level for the past two years which is consistent with previous trends. The infrastructure area is down predominantly due to the expected finalisation of the Wye River Separation Creek Reticulated Drainage System. The programme has moved back to more normal and achievable levels for the 2018-19 year.

4.5.2 Current Budget

Capital Works Area	Project cost	Asset expenditure type			Summary of funding sources			
		New	Renewal	Upgrade	Grants	Contrib.	Council cash	Borrowing
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
4.5.2 Current Budget								
Property								
Land								
Buildings								
Auditorium Stage Replacement	22	-	22	-	-	-	22	-
Building Renewal Programme	660	-	660	-	-	-	660	-
Barwon Downs Neighbourhood Safer Place	45	45	-	-	-	-	45	-
Beech Forest Neighbourhood Safer Place	38	38	-	-	-	-	38	-
Total property	765	83	682	-	-	-	765	-
Plant and equipment								
Plant, machinery and equipment								
Heavy Plant Replacement Programme	1,335	-	-	1,335	-	-	1,335	-
Light Fleet Vehicles Replacement Programme	530	-	530	-	-	-	530	-
Fixtures, fittings and furniture								
Gym Equipment Renewal Programme	60	-	60	-	-	-	60	-
Colac Regional Saleyards weighing equipment	30	-	-	30	-	-	30	-
Operations Staff Mobile Amenity Trailer	55	55	-	-	-	-	55	-
Township Christmas Decorations	15	-	-	15	-	-	15	-
Computers and telecommunications								
Civica Suite - Major Upgrade	250	-	250	-	-	-	250	-
GIS Aerial Imagery renewal	50	-	50	-	-	-	50	-
Wide Area Network (WAN) Upgrade and Expansion	220	-	220	-	-	-	220	-
ICT Disaster Recovery capability improvements	65	-	-	65	-	-	65	-
Total plant and equipment	2,610	55	1,110	1,445	-	-	2,610	-

Capital Works Area	Project cost	Asset expenditure type			Summary of funding sources			
		New	Renewal	Upgrade	Grants	Contrib.	Council cash	Borrowing
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
4.5.2 Current Budget (cont.)								
Infrastructure								
Roads								
Landslip Programme	360	-	-	360	-	-	360	-
Road Crack Sealing Programme	25	-	25	-	-	-	25	-
Kerb & Channel Renewal Programme	75	-	75	-	-	-	75	-
Local Roads Reseal & Major Patch Programme	1,200	-	1,200	-	-	-	1,200	-
Road Furniture Programme	190	-	190	-	-	-	190	-
Sealed Road Reconstruction Programme	1,476	-	1,476	-	1,476	-	-	-
Unsealed Road Re-Sheet Programme	1,400	-	1,400	-	-	-	1,400	-
Road Improvement Programme	555	-	555	-	-	-	555	-
Strategic Local Roads Renewal Programme	275	-	275	-	-	-	275	-
Bridges								
Bridge Rehabilitation Programme	650	-	650	-	-	-	650	-
Footpaths and cycleways								
Footpath Renewal Programme	375	-	375	-	-	-	375	-
Drainage								
Urban Drainage Renewal Programme	300	-	300	-	-	-	300	-
Forrest Caravan Park Waste Water Upgrade	100	-	100	-	-	-	100	-
Other infrastructure								
Active Reserves Renewal Programme	67	-	67	-	-	-	67	-
Open Space Renewal Programme	50	-	50	-	-	-	50	-
Lake Colac Foreshore Master Plan Implementation - Stage 1	500	500	-	-	250	-	250	-
Memorial Square Masterplan Implementation - Stage 1	129	129	-	-	109	-	20	-
Total infrastructure	7,727	629	6,738	360	1,835	-	5,892	-
Total capital works expenditure	11,102	767	8,530	1,805	1,835	-	9,266	-

5. Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

Indicator	Measure	Notes	Actual 2016/17	Budget 2017/18	Budget 2018/19	Strategic Resource Plan Projections			Trend +/-
						2019/20	2020/21	2021/22	
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	9.3%	0.3%	-5.1%	1.7%	2.1%	2.5%	+
Liquidity									
Working Capital	Current assets / current liabilities	2	348.1%	156.2%	186.6%	162.4%	126.8%	87.4%	+
Unrestricted cash	Unrestricted cash / current liabilities		192.3%	91.9%	108.9%	150.0%	160.7%	165.9%	+
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	3	13.7%	11.5%	9.0%	3.3%	2.3%	1.9%	+
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		3.7%	2.8%	2.7%	5.9%	1.1%	0.6%	+
Indebtedness	Non-current liabilities / own source revenue		30.3%	17.8%	23.5%	22.8%	22.5%	21.0%	+
Asset renewal	Asset renewal expenditure / depreciation	4	97.7%	122.8%	82.4%	81.2%	80.1%	78.9%	-
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	5	56.4%	60.9%	67.0%	62.3%	61.6%	60.9%	-
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	○
Efficiency									
Expenditure level	Total expenditure / no. of property assessments		\$3,087	\$3,165	\$3,102	\$3,185	\$3,233	\$3,301	-
Revenue level	Residential rate revenue / No. of residential property assessments		\$1,651	\$1,262	\$1,319	\$1,379	\$1,441	\$1,506	+

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to indicators

1. Adjusted underlying result

This indicator shows a minor increase over the SRP forecast period. There is a drop during 2017/2018 financial year however post that it remains on an upward trajectory.

2. Working Capital

This indicator decreases over the SRP period due to the forecasted impacts of rate capping.

3. Unrestricted Cash

This shows an increase in the available unrestricted cash for the council. This is due to the reduction in the borrowings over the period.

4. Asset renewal

This shows a decrease in the amount of funds that are being spent on asset renewal in comparison to Depreciation. The consumption of council's assets (as measured by Depreciation) is higher than the renewal dollars spent for the SRP period.

5. Rates concentration

This period shows a relatively consistent trend for the SRP period reflecting Colac Otway Shire's high dependency on Rates. This number will fluctuate depending on the level of Non-recurrent grant funding obtained.

6. Fees & Charges Schedule

See separate schedule attached.



Fees & Charges

Colac Otway Shire Council

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6 to 10 persons	40
11 to 20 persons	40
20+ persons	40
Caravan Parks per site	40
Public Health – Septic Tanks	40
Additional inspections	40
Septic tank alterations	40
Septic tanks system	40

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
Colac Otway Shire				
Corporate Services				
Financial Services				
Council Properties (per annum)				
Apollo Bay Newsheet				
Fee	C	\$885.00	\$910.00	2.82%
Land Information Certificate				
Fee	S	\$25.40	\$25.40	0.00%
Replacement Rate Notice				
Fee	C	\$25.00	\$25.00	0.00%
Payment Dishonour Fee (All Other)				
Admin Fee	C	\$26.00	\$26.00	0.00%
Payment Dishonour Fee (Direct Debit)				
Admin Fee	C	\$10.49	\$10.60	1.05%
Governance				
Freedom of Information				
Per application	S	\$27.90	\$28.40	1.79%
Printing and Photocopying				
A3 sheet	C	\$0.40	\$0.40	0.00%
A4 sheet	C	\$0.20	\$0.20	0.00%
Coloured copy – A3 sheet	C	\$2.00	\$2.00	0.00%
Coloured copy – A4 sheet	C	\$1.00	\$1.00	0.00%
Record Search Fee				
Discovery Fee – Per Hour	C	\$65.00	\$65.00	0.00%
Annual Report				
Cost per copy	C	\$20.00	\$20.00	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Waste Management

Waste Management Additional Service Charge/Bin

240 litre garbage additional service charge/bin	C	\$271.00	\$271.00	0.00%
240 litre organic additional service charge/bin	C	\$130.50	\$130.50	0.00%
240 litre recycle additional service charge/bin	C	\$78.50	\$78.50	0.00%
Upgrade to 240 litre Garbage Bin	C	\$209.00	\$209.00	0.00%
Upgrade to 360 litre Recycling bin	C	\$39.25	\$39.25	0.00%

All waste receival sites

Car bodies	C	\$68.00	\$68.00	0.00%
Chemical drums (each)	C	\$1.10	\$1.10	0.00%
Commercial fully co-mingled recyclables (per m3)	C	\$14.50	\$15.00	3.45%
Commercial fully co-mingled recyclables (per tonne)	C	\$61.00	\$61.00	0.00%
Mattresses each	C	\$24.50	\$25.00	2.04%
Putrescibles (incl mixed rubbish) per m3	C	\$61.00	\$62.00	1.64%
Putrescibles (incl mixed rubbish) 1st 240 litre bin or less	C	\$10.20	\$11.00	7.84%
Putrescibles (incl mixed rubbish) 2nd 240 litre bin	C	\$15.50	\$16.00	3.23%
Putrescibles (incl mixed rubbish) per tonne	C	\$285.00	\$285.00	0.00%
Steel scrap (per m3)	C	\$11.50	\$12.00	4.35%
Steel scrap (per tonne)	C	\$41.50	\$42.00	1.20%
Tree pruning's (per m3)	C	\$38.50	\$40.00	3.90%
Tree pruning's (per tonne)	C	\$134.50	\$135.00	0.37%
TV & Monitors	C	\$10.49	\$11.00	4.86%
Car	C	\$8.00	\$9.00	12.50%
Car on rim	C	\$14.50	\$15.00	3.45%
Commercial batteries each (more than 2)	C	\$6.50	\$7.00	7.69%
Light truck	C	\$16.50	\$17.00	3.03%
Tractor 1 – 2m	C	\$215.00	\$215.00	0.00%
Tractor up to 1m	C	\$102.00	\$102.00	0.00%
Truck	C	\$46.00	\$46.00	0.00%
10 tickets (up to 240 litre bin)	C	\$70.00	\$70.00	0.00%
25 tickets (up to 240 litre bin)	C	\$150.00	\$150.00	0.00%

Kerbside Bin Fees

120 litre garbage (bin only)	C	\$75.50	\$75.50	0.00%
120 litre organic (bin only)	C	\$75.50	\$75.50	0.00%
120 litre recycle (bin only)	C	\$75.50	\$75.50	0.00%
240 litre garbage (bin only)	C	\$80.00	\$80.00	0.00%
240 litre organic (bin only)	C	\$80.00	\$80.00	0.00%
240 litre recycle (bin only)	C	\$80.00	\$80.00	0.00%
Bin change over fee (all bins)	C	\$32.00	\$32.00	0.00%
Lost or stolen bins – 120/240 litre	C	\$55.00	\$55.00	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Other

Safe waste bin locks	C	\$6.50	\$6.50	0.00%
Tourist Bags (red and yellow) per pair	C	\$10.00	\$10.00	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Infrastructure & Leisure Services

Aerodrome Landing Fees

Apollo Bay

Per landing	C	\$11.00	\$11.00	0.00%
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Colac

Per landing	C	\$11.00	\$11.00	0.00%
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Apollo Bay Harbour

Marina Fees

Dinghy Mooring Permit	C	\$0.00	\$75.00	-
Waiting List Application Fee	C	\$0.00	\$250.00	-
Marina Berth – Annual	C	\$1,916.00	\$2,555.00	33.35%
Short Term Berth (Per Day) – <15	C	\$27.00	\$35.00	29.63%
Short Term Berth (Per Day) – 15 to 20m	C	\$32.00	\$41.00	28.13%
Short Term Berth (Per Day) – 20 to 25m	C	\$39.00	\$48.50	24.36%
Short Term Berth (Per Day) – 25 to 30m	C	\$64.00	\$75.00	17.19%
Short Term Berth (Per Day) – >30m	C	\$128.00	\$143.00	11.72%
Marina Key Replacement	C	\$27.00	\$51.00	88.89%
Swing Mooring – Annual Fee	C	\$127.00	\$505.00	297.64%
Swing Mooring – Establishment	C	\$205.00	\$351.00	71.22%

Slipway Fees

Slipping Fees

Slipping Fee – 15.1 to 20m	C	\$0.00	\$585.00	-
Slipping Fee <10m	C	\$0.00	\$200.00	-
Slipping Fee >20m	C	\$0.00	\$1,000.00	-
Slipping Fee 10.1 to 15m	C	\$0.00	\$285.00	-
Slipping Fee 15.1 to 20m	C	\$0.00	\$585.00	-

Slip Yard Occupancy (Per Day)

Slip Yard Occupancy (Per Day) – <10m		\$0.00	\$50.00	-
Slip Yard Occupancy (Per Day) – 10.1 to 15m	C	\$0.00	\$95.00	-
Slip Yard Occupancy (Per Day) – 15.1 to 20m	C	\$0.00	\$220.00	-
Slipyard Occupancy (Day Rate) >20m	C	\$0.00	\$265.00	-

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Ancillary Services

Business Hours

Crane Truck with Operator and Dogman per hour	C	\$0.00	\$200.00	-
Crew (Additional, Attend V/L or Mooring) per hour		\$0.00	\$60.00	-
Hire "Barrum" Inc Coxswain per hour		\$0.00	\$200.00	-
Hire "Urchin" inc. Master and Deckhand per hour	C	\$0.00	\$499.00	-
Pressure Cleaner Hire per hour		\$0.00	\$35.00	-

After Hours (3hr Min)

Crane Truck with Operator and Dogman per hour	C	\$0.00	\$450.00	-
Crew (Additional, Attend V/L or Mooring) per hour	C	\$0.00	\$120.00	-
Hire "Barrum" inc Coxswain per hour	C	\$0.00	\$450.00	-
Hire "Urchin" Inc Master and Deckhand per hour	C	\$0.00	\$750.00	-

Permits

Equipment Storage Licence – Annual per Bay	C	\$0.00	\$500.00	-
Wharf Parking Permit – Annual	C	\$0.00	\$500.00	-

Asset Management

Asset Protection Permit Fee

Permit Fee	C	\$145.00	\$150.00	3.45%
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Checking of Engineering Plans

Fee	S			0.75%
				Fee 0.75%

Design Fee

In house	C			10.00%
				Fee 10.00%
External design – Supervision fee	C			20.00%
				Fee 20.00%
External design work	C			At Cost
				Fee At Cost

Fee for Legal Point of Discharge Report

As per Section 312(3) Building Regulations 2006

Fee	S	\$65.40	\$65.40	0.00%
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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Special Charge Scheme

Contract administration	C			2.50%
				Fee 2.50%
Scheme administration	C			3.00%
				Fee 3.00%

Supervision of Sub-division Works

% of estimated cost of constructing works proposed	S			2.50%
				Fee 2.50%

Local Road (speed at any time is greater than 50 kph)

Minor Works

Cost per fee unit

Conducted on any part of the roadway, shoulder or pathway (11.5 units)	S	\$163.53	\$163.53	0.00%
Not conducted on any part of the roadway, shoulder or pathway (5 units)	S	\$71.10	\$71.10	0.00%

Works on Roads (works other than minor works)

Cost per fee unit

Conducted on any part of the roadway, shoulder or pathway (25 units)	S	\$355.50	\$355.50	0.00%
Not conducted on any part of the roadway, shoulder or pathway (25 units)	S	\$355.50	\$355.50	0.00%

Local Road (speed at any time is not more than 50kph)

Minor Works

Cost per fee unit

Conducted on any part of the roadway, shoulder or pathway (11.5 units)	S	\$163.53	\$163.53	0.00%
Not conducted on any part of the roadway, shoulder or pathway (5 units)	S	\$71.10	\$71.10	0.00%

Works on Roads (works other than minor works)

Cost per fee unit

Conducted on any part of the roadway, shoulder or pathway (20 units)	S	\$284.40	\$284.40	0.00%
Not conducted on any part of the roadway, should or pathway (5 units)	S	\$71.10	\$71.10	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Bluewater Fitness Centre

Aquatic – Daily Charges

Combo Swim Spa Sauna Stadium (SSSS)

Adult	C	\$11.50	\$12.10	5.22%
Concession	C	\$9.50	\$10.00	5.26%

Pool or spa or steam room or stadium

Adult	C	\$6.50	\$6.80	4.62%
Child	C	\$4.50	\$4.65	3.33%
Competitor Entry Adult	C	\$3.00	\$3.15	5.00%
Competitor Entry Child	C	\$2.00	\$2.10	5.00%
Concession	C	\$5.30	\$5.50	3.77%
Family	C	\$19.50	\$20.50	5.13%
Parent/Toddler	C	\$5.30	\$5.50	3.77%
School Group	C	\$4.50	\$4.65	3.33%

Aqua Membership (Aquatics Only)

Adult

12 months	C	\$555.00	\$575.00	3.60%
Direct Debit	C	\$21.50	\$22.50	4.65%

Child

12 months	C	\$390.00	\$404.00	3.59%
Direct Debit	C	\$15.00	\$15.60	4.00%

Concession

12 months	C	\$455.00	\$471.00	3.52%
Direct Debit	C	\$17.60	\$18.30	3.98%

Family

12 months	C	\$825.00	\$855.00	3.64%
Direct Debit	C	\$32.00	\$33.50	4.69%

Crèche

Member – BWFC

Creche Direct Debit	C	\$30.91	\$31.00	0.29%
Child 1 hr (per hour)	C	\$5.50	\$5.70	3.64%
Family 1 hr (per hour)	C	\$10.00	\$10.40	4.00%
10 Multi Visit Pass (Visit per Hour)	C	\$50.00	\$55.00	10.00%
30 Multi Visit Pass (Visit per Hour)	C	\$140.00	\$154.00	10.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
Non-member – BWFC				
Child 1 hr	C	\$10.00	\$11.00	10.00%
Family 1 hr	C	\$18.00	\$19.80	10.00%
Health Club & Group Fitness				
Casual				
Fitness Assessment (45 min)	C	\$55.00	\$57.00	3.64%
Casual Entry				
Adult	C	\$12.80	\$14.80	15.63%
Concession	C	\$10.49	\$12.20	16.30%
Group entry (schools)	C	\$7.00	\$7.40	5.71%
Senior Programs	C	\$7.00	\$7.30	4.29%
Personal Training				
1 session group training	C	\$75.00	\$75.00	0.00%
1 session personal training (45 min)	C	\$55.00	\$55.00	0.00%
10 ticket group training	C	\$635.00	\$635.00	0.00%
10 ticket personal training	C	\$470.00	\$470.00	0.00%
5 ticket group training	C	\$340.00	\$340.00	0.00%
5 ticket personal training	C	\$250.00	\$250.00	0.00%
Platinum Membership (Full Centre)				
Youth and Student Membership (14-21 or Student card holder)				
12 months	C	\$515.00	\$515.00	0.00%
Direct Debit (Fortnightly)		\$19.90	\$19.90	0.00%
Off-Peak Full Facility Access				
12 months		\$515.00	\$515.00	0.00%
Direct Debit		\$19.90	\$19.90	0.00%
Adult				
12 months	C	\$820.00	\$865.00	5.49%
Direct Debit	C	\$31.50	\$33.00	4.76%
Concession				
12 months	C	\$680.00	\$715.00	5.15%
Direct Debit	C	\$26.20	\$27.50	4.96%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Family

12 months	C	\$1,240.00	\$1,300.00	4.84%
Direct Debit	C	\$48.00	\$50.00	4.17%

Gold Membership (Gym Only)

Adult

12 months	C	\$730.00	\$770.00	5.48%
Direct Debit	C	\$28.30	\$30.00	6.01%

Concession

12 months	C	\$605.00	\$640.00	5.79%
Direct Debit	C	\$23.10	\$24.50	6.06%

Family

12 months	C	\$1,100.00	\$1,155.00	5.00%
Direct Debit	C	\$42.50	\$44.50	4.71%

Membership Fee

Direct Debit Joining Fee

Adult	C	\$48.00	\$49.50	3.13%
Concession	C	\$40.00	\$41.50	3.75%
Family	C	\$72.00	\$75.00	4.17%
Swim School	C	\$15.00	\$20.00	33.33%

Multipass

Adult

10 ticket platinum	C	\$115.00	\$141.00	22.61%
10 ticket aqua	C	\$58.00	\$65.00	12.07%
30 ticket platinum	C	\$325.00	\$399.00	22.77%
30 ticket aqua	C	\$165.00	\$183.00	10.91%

Concession

10 ticket aqua	C	\$48.00	\$53.00	10.42%
10 ticket platinum	C	\$95.00	\$116.00	22.11%
30 ticket platinum	C	\$270.00	\$328.00	21.48%
30 ticket aqua	C	\$135.00	\$149.00	10.37%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Other Charges

Casual Inflatable

Family Pass	C	\$22.00	\$23.50	6.82%
Single Pass	C	\$6.80	\$7.10	4.41%
Upgrade from Swim	C	\$3.10	\$2.35	-24.19%

Inflatable Hire

Hire Fee	C	\$95.00	\$100.00	5.26%
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Instructor hire/hr aquatic or dry

Instructor Hire	C	\$60.00	\$63.00	5.00%
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Pool party

Per Child	C	\$12.50	\$13.00	4.00%
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Swim School

30 min 1 on 1

Swim School	C	\$43.00	\$47.50	10.47%
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30 min group lesson

Swim School – Concession		\$12.00	\$12.00	0.00%
Swim School – Concession Express Program	C	\$24.00	\$24.00	0.00%
Swim School – Express Program	C	\$28.50	\$28.50	0.00%
Swim School	C	\$12.80	\$14.80	15.63%

Family Discount

Discount for 3 or more children enrolled	C	\$18.00	\$36.00	100.00%
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Membership

Direct Debit dishonour	C	\$21.50	\$21.50	0.00%
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Schools Instructor Charge

Instructor Charge	C	\$60.00	\$66.00	10.00%
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Schools Swim & Survive Program Entry

Program Entry	C	\$3.40	\$4.00	17.65%
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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Venue Hire

Pool Hire

Lane hire/hr (during normal operating hrs)	C	\$23.50	\$24.50	4.26%
Whole pool ½ day < 4 hrs (during normal operating hours)	C	\$350.00	\$363.00	3.71%
Whole pool full day 4+ hrs (during normal operating hours)	C	\$525.00	\$545.00	3.81%
Program Pool Hire – half pool per hr	C	\$34.00	\$35.50	4.41%
Program Pool Hire – full pool per hr	C	\$57.00	\$59.00	3.51%
Additional Lifeguard Hire (per hour)	C	\$42.00	\$46.50	10.71%

Commercial Room Hire

Program Room Single	C	\$38.00	\$38.50	1.32%
Program Room Double	C	\$57.00	\$57.00	0.00%
Meeting Room	C	\$38.00	\$38.50	1.32%

Community Room Hire

Program Room Single	C	\$26.50	\$26.50	0.00%
Program Room Double	C	\$40.00	\$40.00	0.00%
Meeting Room	C	\$26.50	\$26.50	0.00%

Stadium Hire

All day hire	C	\$600.00	\$660.00	10.00%
Off Peak court hire/hr	C	\$38.00	\$39.50	3.95%
Peak court hire/hr	C	\$45.00	\$47.00	4.44%

Apollo Bay Leisure Centre Charges

Pool or spa or steam room or stadium

Adult	C	\$6.00	\$6.20	3.33%
Concession	C	\$5.10	\$5.30	3.92%
Child	C	\$4.30	\$4.50	4.65%
Family	C	\$18.90	\$19.40	2.65%
Season Pass Adult	C	\$169.99	\$176.00	3.54%
Season Pass Concession	C	\$128.00	\$133.00	3.91%
Season Pass Family	C	\$275.00	\$285.00	3.64%
Stadium Casual Entry	C	\$5.10	\$5.30	3.92%
Stadium Hire	C	\$36.80	\$38.50	4.62%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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COPACC

Marketing

A1 Poster print & display	C	\$0.00	\$30.00	-
A4 Poster Distribution around town/surrounding towns	C	\$0.00	\$30.00	-
DL Flyer Distribution to Database as part of Newsletter		\$0.00	\$100.00	-
Facebook Banner for 10 days prior to show/event		\$0.00	\$30.00	-
Facebook Post (with boost)	C		\$5 plus boosted amount	
			Fee	-
Facebook Post (without boost)	C	\$0.00	\$10.00	-
Listing on Arts Atlas Geelong & Southwest	C		\$15 each or both for \$25	
			Fee	-
Metal Sign	C	\$0.00	\$100.00	-
Newspaper ad	C	\$0.00	\$160.00	-
Standalone EDM	C	\$0.00	\$50.00	-

Auditorium 1 – 4 Hour Minimum Hire

Commercial Hire

4 Hour Hire	C	\$1,000.00	\$1,020.00	2.00%
8 Hour Hire	C	\$1,480.00	\$1,510.00	2.03%
Additional Hour	C	\$132.00	\$135.00	2.27%
Hourly penalty	C	\$200.00	\$205.00	2.50%

Community From Colac Otway

4 Hour Hire	C	\$740.00	\$755.00	2.03%
8 Hour Hire	C	\$1,100.00	\$1,125.00	2.27%
Additional Hour	C	\$107.00	\$110.00	2.80%
Hourly penalty	C	\$150.00	\$153.00	2.00%

Catering

Tablecloth Hire – COPACC Black – per cloth	C	\$11.00	\$11.30	2.73%
Tea, Coffee & Mints – All Day – per head	C	\$3.50	\$3.60	2.86%
Juice – Apple/Orange per Jug	C	\$6.50	\$6.70	3.08%

Civic Hall

Commercial Hire

4 Hour Hire	C	\$480.00	\$490.00	2.08%
8 Hour Hire	C	\$740.00	\$755.00	2.03%
Additional Hour	C	\$87.00	\$89.00	2.30%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Community From Colac Otway

4 Hour Hire	C	\$405.00	\$414.00	2.22%
8 Hour Hire	C	\$630.00	\$645.00	2.38%
Additional Hour	C	\$77.00	\$79.00	2.60%

Equipment Hire

Projector Hire Epson 7.5K – per week	C	\$0.00	\$250.00	-
Projector Hire Epson 7.5K– per day		\$0.00	\$110.00	-
Projector Hire – Epson 11K (per day)	C	\$200.00	\$205.00	2.50%
Projector Hire – Epson 11K (per week)	C	\$500.00	\$510.00	2.00%
Projector Hire – NEC 4.5K (per day)	C	\$85.00	\$87.00	2.35%
Projector Hire – Meeting Rooms per unit (per day)	C	\$27.00	\$28.00	3.70%
Haze Machine – Daily	C	\$40.00	\$41.00	2.50%
Haze Machine – Weekly	C	\$100.00	\$102.00	2.00%
Mirror Ball	C	\$80.00	\$82.00	2.50%
PA System – Advanced	C	\$255.00	\$261.00	2.35%
PA System – Basic	C	\$105.00	\$108.00	2.86%
PA System – Meeting Room (Fixed)	C	\$26.00	\$27.00	3.85%
Portable Stage – Flat Stage	C	\$210.00	\$215.00	2.38%
Portable Stage – Large Tiered Seating	C	\$1,200.00	\$1,225.00	2.08%
Portable Stage – Small Tiered Seating	C	\$800.00	\$820.00	2.50%
Wireless Microphone – per additional day	C	\$26.00	\$27.00	3.85%
Wireless Microphone – per day	C	\$51.00	\$53.00	3.92%

Green Room

Commercial Hire

After Hours	C	\$68.00	\$70.00	2.94%
Hourly Rate	C	\$42.00	\$43.00	2.38%

Community From Colac Otway

After Hours	C	\$58.00	\$60.00	3.45%
Hourly Rate	C	\$29.00	\$30.00	3.45%

Kitchen Hourly Rate

Commercial Hire

After Hours & Weekends	C	\$68.00	\$70.00	2.94%
Between 8:30 & 5pm (Mon-Fri)	C	\$53.00	\$55.00	3.77%

Community From Colac Otway

After Hours & Weekends	C	\$60.00	\$62.00	3.33%
Between 8:30 & 5pm (Mon-Fri)	C	\$29.00	\$30.00	3.45%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Labour Charges

Hourly Rate

Public Holiday Surcharge (Staffing)	C	Additional 25% on standard rates		
			Fee	-
Event staff – First 8 Hours (per hour)	C	\$63.50	\$65.00	2.36%
Event staff – Additional Hour (per hour)	C	\$85.00	\$87.00	2.35%
Technical staff – First 8 Hours (per hour)	C	\$63.50	\$65.00	2.36%
Technical staff – Additional Hour (per hour)	C	\$85.00	\$87.00	2.35%

Meeting Room/s Hourly Rate

Commercial Hire

Double Room (After Hours)	C	\$90.00	\$92.00	2.22%
Double Room (Between 8:30 & 5pm)	C	\$68.00	\$70.00	2.94%
Single Room (After Hours)	C	\$68.00	\$70.00	2.94%
Single Room (Between 8:30 & 5pm)	C	\$47.00	\$48.00	2.13%

Community From Colac Otway

Double Room (After Hours)	C	\$80.00	\$82.00	2.50%
Double Room (Between 8:30 & 5pm)	C	\$58.00	\$60.00	3.45%
Single Room (After Hours)	C	\$58.00	\$60.00	3.45%
Single Room (Between 8:30 & 5pm)	C	\$37.00	\$38.00	2.70%

Other Charges

Commercial Hire

Admin Fee	C	\$180.00	\$184.00	2.22%
Grand Piano	C	\$102.00	\$105.00	2.94%
Major Cleaning	C	\$215.00	\$220.00	2.33%
Minor Cleaning	C	\$160.00	\$164.00	2.50%
Piano Tuning	C	\$260.00	\$266.00	2.31%
Test & Tag Services – per item	C	\$10.00	\$10.20	2.00%

Community From Colac Otway

Admin Fee	C	\$180.00	\$184.00	2.22%
Major Cleaning	C	\$215.00	\$220.00	2.33%
Minor Cleaning	C	\$160.00	\$164.00	2.50%
Piano Tuning	C	\$260.00	\$266.00	2.31%
Test & Tag Services – per item	C	\$10.00	\$10.20	2.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Public Gallery Exhibition & Display Hire Charges

Exhibition

Exhibition – % Commission	C			10.00%
				Fee 10.00%

Public Gallery Hourly Rate For Meeting & Convention

Commercial Hire

After Hours	C	\$68.00	\$70.00	2.94%
Between 8:30 & 5pm	C	\$47.00	\$48.00	2.13%

Community From Colac Otway

After Hours	C	\$58.00	\$60.00	3.45%
Between 8:30 & 5pm	C	\$37.00	\$38.00	2.70%

Rehearsal Room Hourly Rate

Commercial Hire

After Hours	C	\$68.00	\$70.00	2.94%
Between 8.30 & 5pm	C	\$47.00	\$48.00	2.13%

Community From Colac Otway

After Hours	C	\$58.00	\$60.00	3.45%
Between 8.30 & 5pm	C	\$37.00	\$38.00	2.70%

Roll Over (pre event set up)

Commercial Hire

All Day Prior	C	\$169.99	\$174.00	2.36%
Evening Prior	C	\$110.00	\$113.00	2.73%

Community From Colac Otway

All Day Prior	C	\$140.00	\$143.00	2.14%
Evening Prior	C	\$85.00	\$87.00	2.35%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Development & Community Services

Economic Development & Events

Colac Livestock Selling Centre

Agents (with leased office space) special sale

Fee	C	\$200.00	\$200.00	0.00%
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Agents (with leased office space) weekly fee

Fee	C	\$200.00	\$200.00	0.00%
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Agents (without office space) per sale fee

Fee	C	\$500.00	\$500.00	0.00%
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All horses

Fee	C	\$17.60	\$17.60	0.00%
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All other cattle

Fee	C	\$13.50	\$13.50	0.00%
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Annual licence and rental

Fee	C	\$2,377.60	\$2,377.60	0.00%
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Bobby calves

Fee	C	\$5.90	\$5.90	0.00%
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Bulls flat rate

Fee	C	\$18.60	\$18.60	0.00%
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Cows and calves weigh fee

More than 5 animals	C	\$3.50	\$3.50	0.00%
1 animal	C	\$4.80	\$4.80	0.00%
2 – 4 animals	C	\$4.10	\$4.10	0.00%

Dairy cattle

Fee	C	\$13.50	\$13.50	0.00%
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Pigs

Fee	C	\$3.50	\$3.50	0.00%
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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Private weigh

Fee	C	\$5.90	\$5.90	0.00%
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Sheep and lambs

Fee	C	\$2.20	\$2.20	0.00%
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Stud cattle

Fee	C	\$18.60	\$18.60	0.00%
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Weighed cattle

Fee	C	\$13.50	\$13.50	0.00%
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Other miscellaneous fees

Truck wash per minute	C	\$1.10	\$1.10	0.00%
Small bale of Hay	C	\$10.00	\$10.00	0.00%
Office rental	C	\$385.00	\$385.00	0.00%
Adjustment for cattle per day per beast	C	\$4.00	\$4.00	0.00%

Environment & Community Safety

Animal Control – Effective from 10 April 2015

Registration

All other (refer Sch 2 of Domestic Animal Act 1994)	C	\$40.00	\$42.00	5.00%
Cat registration – full	C	\$110.00	\$115.00	4.55%
Cat registration – micro chipped and de-sexed	C	\$20.00	\$20.00	0.00%
Cat registration – micro chipped only	C	\$35.00	\$36.00	2.86%
Reduced fee for microchipping only applies to cats registered prior to 2014				
Dog registration – full	C	\$125.00	\$130.00	4.00%
Dog registration – micro chipped and de-sexed	C	\$25.00	\$25.00	0.00%
Dog registration – micro chipped only	C	\$40.00	\$41.00	2.50%
Reduced fee for microchipping only applies to dogs registered prior to 2014				
Pensioner discount of registration fee	C			50.00%
				Fee 50.00%
Working farm dog	C	\$25.00	\$25.00	0.00%
Declared Dangerous & Menacing Dogs	C	\$125.00	\$130.00	4.00%
Pet Shop – Breeding/Boarding Facility Audit Fee	C	\$200.00	\$220.00	10.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Pound Release Fees

Cats – Initial impoundment plus	C	\$40.00	\$42.00	5.00%
Cats – per head per day	C	\$5.00	\$7.00	40.00%
Cattle/horses – Initial impoundment plus	C	\$80.00	\$85.00	6.25%
Cattle/horses – per head per day	C	\$15.00	\$15.00	0.00%
Dogs – Initial impoundment plus	C	\$60.00	\$65.00	8.33%
Dogs – per head per day	C	\$15.00	\$17.00	13.33%
Sheep/pigs – Initial impoundment plus	C	\$41.00	\$43.00	4.88%
Sheep/pigs – per head per day	C	\$10.00	\$10.00	0.00%
All other – Initial impoundment plus	C	\$30.00	\$30.00	0.00%
All other – per head per day	C	\$10.00	\$10.00	0.00%

Events

Other

Wedding on Council controlled/managed land	C	\$80.00	\$85.00	6.25%
Other activity per event	C	\$200.00	\$200.00	0.00%

Fire Prevention

Administrative fee block slashing

Fee (plus cost of slashing)	C	\$175.00	\$175.00	0.00%
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Local Law Infringement fee – burning of offensive material (2 penalty units)

Infringement fee – burning of offensive material (2 penalty units)	S	\$200.00	\$200.00	0.00%
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Statutory Penalty fee – Failing to comply with fire prevention notice (10 penalty units)

Infringement fee – failing to comply with fire prevention notice (10 penalty units)	S	\$1,585.70	\$1,585.70	0.00%
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Standpipe water fee

Per kilolitre	C	\$4.70	\$5.50	17.02%
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Local Laws

Local Law No 1

Alcohol permit	C	\$150.00	\$160.00	6.67%
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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Local Law No 2

Alcohol infringement fee (2 penalty unit)	S	\$200.00	\$200.00	0.00%
Goods for sale per m2	C	\$65.00	\$67.00	3.08%
Signs (A frame) – Charitable Organisations	C	\$65.00	\$65.00	0.00%
Signs (A frame) – Other	C	\$125.00	\$128.00	2.40%
Street party/festival per event	C	\$200.00	\$210.00	5.00%
Tables and chairs – 1st table and 4 chairs	C	\$120.00	\$125.00	4.17%
Tables and chairs – then per seat thereafter	C	\$35.00	\$37.00	5.71%
Using Council land – Permit /admin fee	C	\$60.00	\$62.00	3.33%
Plus Cost Per Week				
Using Council land – Cost per week	C	\$30.00	\$32.00	6.67%
Vegetation	C	\$100.00	\$105.00	5.00%

Other

Abandoned or derelict vehicles

Pickup fee	C	\$250.00	\$275.00	10.00%
Plus Transport and Storage Costs				
Transport and storage costs	C			At Cost
				Fee At Cost

All other permits

Spruiking & Busking, Weddings, Door Knocks and Temporary Dwellings Permit	C	\$85.00	\$90.00	5.88%
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Circus

Fee	C	\$160.00	\$165.00	3.13%
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Impoundment Fee

Fee	C	\$150.00	\$160.00	6.67%
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Public protection (hording permit)

Application fee	C	\$35.00	\$35.00	0.00%
Plus Per m2 fee				
Per m2 fee	C	\$15.00	\$16.00	6.67%
Work Zone Parking Permit (per bay per week)	C	\$40.00	\$43.00	7.50%

Sport Event

Fee	C	\$70.00	\$75.00	7.14%
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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Parking

All day parking permit (Payable in 6 monthly blocks – Johnstone's Carpark only)

Per week	C	\$22.00	\$24.00	9.09%
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Building site on street

Parking space charge/permit – per bay per week or part there of	C	\$40.00	\$43.00	7.50%
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Car parking fines

Fine	C	\$78.00	\$78.00	0.00%
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Statutory Car parking fines

Car parking fines (.6 Statutory penalty Unit)	S	\$95.00	\$96.00	1.05%
Car parking fines (1 Statutory penalty Unit)	S	\$158.57	\$160.00	0.90%

Disabled parking

These fees are set under the provisions of the Road Safety (General) Regulations 2009 – Schedule 6. The fees will be reset by the Victorian Treasurer and announced in April 2017 for the 2017-2018 financial year.

Disabled Persons Permit Issue Fee	C	\$10.00	\$12.00	20.00%
Permit replacement fee	C	\$5.00	\$7.00	40.00%

Planning & Building

Bonds

Bond for Demolition or Removal of Building (Reg 323)

Bond for Demolition or Removal of Building (Reg 323) – per sqm of floor area; OR – cost of works, whichever is the lesser	S	\$100.00	\$100.00	0.00%
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Bond for Re-erection of Building (Reg 323)

Bond for Re-erection of Building (Reg 323) – Fee; OR – cost of works	S	\$5,000.00	\$5,000.00	0.00%
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Building Control Charges

Application for Place of Public Entertainment (PoPE) Permit or Temporary Structure

Application for Place of Public Entertainment (PoPE) Permit; plus	C	\$600.00	\$855.00	42.50%
Application for Place of Public Entertainment (PoPE) Permit – per year for multiple year permits	C	\$40.00	\$250.00	525.00%
Application for Temporary Structure Siting Permit; plus	C	\$480.00	\$500.00	4.17%
Application for Temporary Structure Siting Permit – per year for multiple year permits	C	\$35.00	\$251.00	617.14%
Application for Place of Public Entertainment (PoPE) Permit & Temporary Structure Siting Permit; plus	C	\$840.00	\$865.00	2.98%
Application for Place of Public Entertainment (PoPE) Permit & Temporary Structure Siting Permit – per year for multiple year permits	C	\$40.00	\$249.00	522.50%
Application for Place of Public Entertainment Permit or Temporary Structure Siting Permit Priority Fee (in addition to application fee)	C	\$245.00	\$500.00	104.08%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
Information charges				
Building plans, plan search	C	\$100.00	\$110.00	10.00%
Building plans/plan search (archival search)	C	\$200.00	\$220.00	10.00%
Property Information Certificate				
Property information Application	S	\$52.20	\$52.20	0.00%
Lodgement fees				
Class 1 & 10	S	\$39.10	\$39.10	0.00%
Building Enforcement				
Administration of Building Notice	C	\$950.00	\$969.00	2.00%
Administration of Building Order	C	\$600.00	\$612.00	2.00%
Building Permit Amendments				
Permit Amendments	C	\$195.00	\$199.00	2.05%
Extensions of Time	C	\$195.00	\$199.00	2.05%
Building Permit Application Fee				
All other classes of Occupancy 2-9 inclusive (construction and/or demolition)				
Does not exceed \$5,000	C	\$450.00	\$459.00	2.00%
Does not exceed \$10,000	C	\$630.00	\$645.00	2.38%
Does not exceed \$20,000	C	\$960.00	\$980.00	2.08%
Does not exceed \$50,000	C	\$1,380.00	\$1,410.00	2.17%
Does not exceed \$100,000	C	\$2,149.99	\$2,195.00	2.09%
Does not exceed \$200,000	C	\$2,750.00	\$2,805.00	2.00%
Does not exceed \$500,000	C	\$3,410.00	\$3,480.00	2.05%
Does not exceed \$600,000	C	\$4,092.00	\$4,175.00	2.03%
2016/17: 0.62%				
Does not exceed \$700,000	C	\$4,774.00	\$4,870.00	2.01%
2016/17: 0.62%				
Does not exceed \$800,000	C	\$4,760.00	\$4,860.00	2.10%
2016/17: 0.62%				
Does not exceed \$900,000	C	\$6,138.00	\$6,270.00	2.15%
2016/17: 0.62%				
Does not exceed \$1,000,000	C	\$6,270.00	\$6,400.00	2.07%
2016/17: 0.57%				
Does not exceed \$1,500,000	C	\$9,350.00	\$9,540.00	2.03%
2016/17: 0.52%				

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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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All other classes of Occupancy 2-9 inclusive (construction and/or demolition) [continued]

Does not exceed \$2,000,000 2016/17: 0.52%	C	\$11,440.00	\$11,670.00	2.01%
Does exceed \$2,000,000 2016/17: 0.41%	C	\$13,860.00	\$14,140.00	2.02%

Domestic – class 1a Dwellings (construction and demolition), where the value of building work:

Does not exceed \$5,000	C	\$350.00	\$357.00	2.00%
Does not exceed \$10,000	C	\$475.00	\$485.00	2.11%
Does not exceed \$15,000	C	\$650.00	\$665.00	2.31%
Does not exceed \$25,000	C	\$800.00	\$820.00	2.50%
Does not exceed \$50,000	C	\$1,262.00	\$1,290.00	2.22%
Does not exceed \$75,000	C	\$1,462.00	\$1,495.00	2.26%
Does not exceed \$100,000	C	\$1,768.00	\$1,805.00	2.09%
Does not exceed \$150,000	C	\$1,890.00	\$1,930.00	2.12%
Does not exceed \$200,000	C	\$2,318.00	\$2,365.00	2.03%
Does not exceed \$250,000	C	\$2,500.00	\$2,550.00	2.00%
Does not exceed \$300,000	C	\$2,750.00	\$2,805.00	2.00%
Does exceed \$300,000	C	\$3,249.99	\$3,315.00	2.00%

Minor Works – Class 10a, 10b & 1ai: Garages, carports, pool/spas & fence where value of work:

Less than \$5000	C	\$350.00	\$357.00	2.00%
Between \$5,000 to \$10,000	C	\$475.00	\$485.00	2.11%
Between \$10,001 to \$20,000	C	\$780.00	\$800.00	2.56%
More than \$20,000	C	\$900.00	\$920.00	2.22%
Minor works – Class 10b: Safety Barrier (without pool/spa) & Alterations to Safety Barrier.	C	\$250.00	\$255.00	2.00%

Statutory charge on building permits

Building permit levy (cost of building over \$10,000)	S			0.128%
				Fee 0.128%

Inspections

Additional Inspection (charged where additional inspections are required)

Additional Inspection (Domestic) – within 20km radius of Colac	C	\$224.99	\$230.00	2.23%
Additional Inspection (Commercial)	C	\$280.00	\$286.00	2.14%
Additional Travel per km (in addition to additional inspection fee) – more than 20km from Colac	C	\$1.00	\$1.10	10.00%

Essential Safety Measures Assessments

Essential Safety Measures Determination

Fee	C	\$650.00	\$663.00	2.00%
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Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Report and Consent Fees

Demolition fee (s. 29A)

Fee	S	\$65.40	\$65.40	0.00%
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Report & Consent Application

Report & Consent Application	S	\$262.10	\$262.10	0.00%
Report & Consent Application – Charge per notice sent to adjoining properties	C	\$25.00	\$25.00	0.00%

Planning Fees & Charges – Other

Advertising

Advertising notice sent to individual property owners per letter	C	\$7.00	\$7.50	7.14%
Advertising sign erected on site	C	\$300.00	\$330.00	10.00%

Application for approval of amended plans under secondary consent

Fee	C	\$175.00	\$179.00	2.29%
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Application for Certification of subdivision under Subdivision Act

Application for Certification of subdivision under Subdivision Act; plus	S	\$167.80	\$167.80	0.00%
Application for Certification of subdivision under Subdivision Act – cost per lot	S	\$20.00	\$20.00	0.00%
Required alteration of plan	S	\$106.65	\$106.65	0.00%

Application for Plan of Consolidation

Fee	S	\$167.80	\$167.80	0.00%
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Application for Recertification of Plan of Subdivision

Fee	S	\$135.09	\$135.09	0.00%
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Check Engineering Plans

Fee	S			0.75%
				Fee 0.75%

Engineering Plan prepared by Council

Fee	S			3.50%
				Fee 3.50%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Extension of time to planning permits

1st Extension of time to planning permits	C	\$100.00	\$102.00	2.00%
2nd Extension of time to planning permits	C	\$150.00	\$153.00	2.00%
Each additional extension of time to planning permits	C	\$200.00	\$204.00	2.00%

Property Enquiry

Does not require extensive research	C	\$50.00	\$110.00	120.00%
Extensive research	C	\$160.00	\$220.00	37.50%

Satisfaction Matters

Satisfaction matters as specified by planning scheme	S	\$312.84	\$312.84	0.00%
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Supervision of Works

Fee	S			2.50%
				Fee 2.50%

Section 173 Agreements

Amendment to an existing agreement	S	\$632.79	\$632.79	0.00%
Removal of an existing agreement	S	\$632.79	\$632.79	0.00%
Written consent to vary something registered on title.	C	\$620.30	\$620.30	0.00%

Certificates of compliance

Fee	S	\$312.84	\$312.84	0.00%
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Permit for use of land

Application where only the land use is changed.	S	\$1,265.58	\$1,265.58	0.00%
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To develop land or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of the land for a single dwelling per lot if the estimated cost of development included in the application is:

Excluding VicSmart applications

\$100,000 to \$500,000	S	\$0.00	\$1,237.10	-
\$10,000 or less	S	\$191.97	\$191.97	0.00%
\$10,000 – \$100,000	S	\$1,237.14	\$604.40	-51.15%
\$500,000 – \$1,000,000	S	\$1,336.68	\$1,336.68	0.00%
\$1,000,000 – \$2,000,000	S	\$1,436.22	\$1,436.22	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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NEW FEE Vic smart applications

Single dwelling

\$10,000 or less	S	\$191.97	\$191.97	0.00%
More than \$10,000	S	\$412.38	\$412.38	0.00%
Subdivision or consolidation	S	\$191.97	\$191.97	0.00%

To develop land (other than for a single dwelling per lot) if the estimated cost of development included in the application is:

Less than \$100,000	S	\$1,102.05	\$1,102.05	0.00%
\$100,000 – \$1,000,000	S	\$1,485.99	\$1,485.99	0.00%
\$1,000,000 – \$5,000,000	S	\$3,277.71	\$3,277.71	0.00%
\$5,000,000 – \$15,000,000	S	\$8,354.25	\$8,354.25	0.00%
\$10,000,001 – \$50,000,000	S	\$24,636.15	\$24,636.15	0.00%
More than \$50,000,000	S	\$55,372.68	\$55,372.68	0.00%
To subdivide an existing building	S	\$1,265.58	\$1,265.58	0.00%
To subdivide land into two lots	S	\$1,265.58	\$1,265.58	0.00%
To effect a realignment of a common boundary between lots or to consolidate two or more lots	S	\$1,265.58	\$1,265.58	0.00%
All other subdivisions per 100 lots created	S	\$1,265.58	\$1,265.58	0.00%
An application to remove a restriction (within the meaning of the Subdivision Act 1988) in the circumstances described in Section 47(2) of the Planning and Environment Act 1987	S	\$1,265.58	\$1,265.58	0.00%
An application to create, vary or remove a restriction within the meaning of the Subdivision Act 1988 or to create or remove a right-of-way.	S	\$1,265.58	\$1,265.58	0.00%
To create, vary or remove an easement other than a right of way, or to vary or remove a condition in the nature of an easement other than a right of way in a Crown.	S	\$1,265.58	\$1,265.58	0.00%
A permit not otherwise provided for in the Fee regulations	S	\$1,265.58	\$1,265.58	0.00%

(b) Amendments to Permits – Set by Statute

1

Change of use only	S	\$1,265.58	\$1,265.58	0.00%
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2

To amend a permit other than a single dwelling to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit	S	\$1,265.58	\$1,265.58	0.00%
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3

Single dwelling (\$10,000 or less) Changed from \$10,00-\$100,000	S	\$191.97	\$191.97	0.00%
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4

Single dwelling (\$10,000 – \$100,000)	S	\$604.35	\$604.35	0.00%
Single dwelling (\$100,000 – \$500,000)	S	\$1,237.14	\$1,237.14	0.00%
Single dwelling (\$500,000 – \$2,000,000)	S	\$1,336.68	\$1,336.68	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
5				
VicSmart – \$10,000 or less	S	\$191.97	\$191.97	0.00%
VicSmart – development more than \$10,000	S	\$412.38	\$412.38	0.00%
VicSmart – subdivision or consolidation	S	\$191.97	\$191.97	0.00%

6				
Other developments (less than \$100,000)	S	\$1,102.05	\$1,102.05	0.00%

8				
Other developments (\$100,00 – \$1,000,000)	S			\$1,485.99
				Fee \$1,485.99
Other developments (\$1,000,000 – \$50,000,000)	S	\$3,273.10	\$3,273.10	0.00%

9				
Amendment to a permit not otherwise provided for in the fee regulation	S	\$1,265.58	\$1,265.58	0.00%
Subdivision – common boundary realignment, consolidation of two or more lots, existing buildings and two lot subdivisions (other than VicSmart)	S	\$1,265.58	\$1,265.58	0.00%
Subdivision (other than VicSmart, two lot subdivisions and boundary realignments)	S	\$1,265.58	\$1,265.58	0.00%
Creation, variation and removal of restrictions, easements and rights of way	S	\$1,265.58	\$1,265.58	0.00%

(c) Planning Scheme Amendment Fees – Set by Statute

i.				
Considering a request for an Amendment	S	\$2,929.32	\$2,929.32	0.00%

ii.				
For considering up to 10 submissions	S	\$14,518.62	\$14,518.62	0.00%
For considering 11-20 submissions	S	\$29,008.80	\$29,008.80	0.00%
For considering in excess of 20 submissions	S	\$38,777.94	\$38,777.94	0.00%

iii.				
Adoption of Amendment by Responsible Authority	S	\$462.15	\$462.15	0.00%

iv.				
Consideration of a request to approve an Amendment (by the Minister for Planning)	S	\$462.15	\$462.15	0.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Community Services – Family Day Care & Maternal & Child Health

Family Day Care Administration Levy

Carers Levy

Carers Levy per week	C	\$11.80	\$12.00	1.69%
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Per family per week

Child's hourly rate for a family per week	C	\$0.55	\$1.10	100.00%
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Family Day Care Charges

8am to 6pm Monday to Friday

Per hour per child	C		\$8.10 to \$8.60	
			Fee \$7.60 to \$8.10	

Before 8 am and after 6 pm

Mon – Fri (per hour per child)	C		\$9.10 to \$9.60	
			Fee \$8.60 to \$9.10	

Meals (per meal)

Breakfast	C	\$3.65	\$3.80	4.11%
Evening Meal	C	\$6.25	\$6.40	2.40%
Lunch	C	\$4.70	\$4.85	3.19%
Snack	C	\$1.65	\$1.70	3.03%

Saturday, Sunday and Public Holidays

Per hour per child	C		\$9.10 to \$9.60	
			Fee \$8.60 to \$9.10	

Trips

Fee	C	\$4.90	\$5.05	3.06%
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Community Services – Older Persons Ability Support Service (OPASS)

OPASS

Domestic Assistance

Per Hour	C		\$4.70 to \$48.00	
			Fee \$4.60 to \$46.00	

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
Overnight Respite (per night)				
Respite Care	C	\$37.00	\$40.00	8.11%
Personal Care				
Per Hour	C		\$4.70 to \$48.00 Fee \$4.60 to \$46.00	
Property Maintenance				
Per hr plus cost of materials	C		\$15.00 to \$60.00 Min. Fee: \$15.00 Fee \$12.50 to \$49.00	
Respite Care				
Per Hour	C		\$4.70 to \$48.00 Fee \$4.60 to \$46.00	
Veterans Home Care (1st hr)				
Minimum service fee	S	\$5.50	\$5.50	0.00%
Community Transport				
Birregurra/Forrest/Beac/Warrion				
One way	C	\$8.20	\$8.20	0.00%
Return	C	\$16.50	\$16.60	0.61%
Colac				
Return	C	\$9.20	\$9.30	1.09%
Colac Otway Shire – Apollo Bay, Lavers Hill				
Return	C	\$31.00	\$32.00	3.23%
Colac to Geelong or Ballarat				
One way – single passenger	C	\$20.50	\$21.50	4.88%
One way – two or more passengers	C	\$15.50	\$16.50	6.45%
Return	C	\$31.00	\$32.00	3.23%
Colac to Melbourne				
Return	C	\$56.00	\$57.00	1.79%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
Colac to Warrnambool				
Return	C	\$36.00	\$37.00	2.78%
Community Bus Transport for Group Activities				
Community Bus Transport for Group Activities	C	\$5.80	\$6.00	3.45%
Full Cost Service				
Per km	C	\$1.20	\$1.30	8.33%
Contracted Services				
Case Management				
Assessments, reassessments, reviews, set up arrangements.	C	\$92.00	\$92.00	0.00%
Contracted Services				
Rate	C	\$1.18	\$1.20	1.69%
Food Services				
Per hour				
Meal	C	\$15.99	\$23.00	43.84%
Domestic Assistance				
Per kilometre				
7:30am to 7:30pm – Sat./Sun./Public Holiday	C	\$87.00	\$90.00	3.45%
7:30am to 7:30pm Mon. to Fri.	C	\$47.00	\$49.50	5.32%
Personal Care				
Per meal				
7:30am to 7:30pm – Sat./Sun./Public Holiday	C	\$87.00	\$90.00	3.45%
7:30am to 7:30pm Mon. to Fri.	C	\$48.00	\$51.00	6.25%
7:30pm to 7:30am Mon. to Fri.	C	\$87.00	\$90.00	3.45%
Property Maintenance				
Per hour				
7:30am to 7:30pm Sat./Sun./Public Holiday	C	\$97.00	\$108.00	11.34%
7:30am to 7:30pm Mon. to Fri.	C	\$54.00	\$61.00	12.96%
7:30pm to 7:30am Mon. to Fri.	C	\$97.00	\$108.00	11.34%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Respite Care

Per hour

7:30am to 7:30pm Sat./Sun./Public Holiday	C	\$87.00	\$90.00	3.45%
7:30am to 7:30pm Mon. to Fri.	C	\$48.00	\$51.00	6.25%
7:30pm to 7:30am Mon. to Fri.	C	\$87.00	\$90.00	3.45%

Meals to Agency clients

Per hour plus cost of materials

All meals

Per meal	C	\$10.60 to \$22.00		
		Fee \$10.50 to \$16.00		

Delivered meals

Per meal	C	\$10.60 to \$22.00		
		Fee \$10.50 to \$16.00		

Public Health

Health Protection Administration (Registration Fees)

CLASS 1 Food Premises

New	C	\$580.00	\$595.00	2.59%
Renewal	C	\$450.00	\$462.00	2.67%
Transfer of Registration	C	\$225.00	\$231.00	2.67%
Large / Complex Site New	C	\$870.00	\$895.00	2.87%
Large / Complex Site Renewal	C	\$675.00	\$695.00	2.96%
Large / Complex Site Transfer	C	\$435.00	\$446.00	2.53%

CLASS 2 Major Food Premises

New	C	\$480.00	\$492.00	2.50%
Renewal	C	\$330.00	\$339.00	2.73%
Transfer of Registration	C	\$165.00	\$170.00	3.03%
Large / Complex Site New	C	\$720.00	\$740.00	2.78%
Large / Complex Site Renewal	C	\$495.00	\$510.00	3.03%
Large / Complex Site Transfer	C	\$360.00	\$369.00	2.50%

CLASS 2 Minor Food Premises

New	C	\$285.00	\$293.00	2.81%
Renewal	C	\$200.00	\$205.00	2.50%
Transfer of Registration	C	\$100.00	\$103.00	3.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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CLASS 3 Major Food Premises

New	C	\$285.00	\$293.00	2.81%
Renewal	C	\$165.00	\$170.00	3.03%
Large / Complex Site New	C	\$430.00	\$441.00	2.56%
Large / Complex Site Renewal	C	\$250.00	\$257.00	2.80%
Large / Complex Site Transfer	C	\$215.00	\$221.00	2.79%
Transfer of Registration	C	\$82.50	\$85.00	3.03%

CLASS 3 Minor Food Premises

New	C	\$210.00	\$216.00	2.86%
Renewal	C	\$110.00	\$113.00	2.73%
Transfer of Registration	C	\$55.00	\$57.00	3.64%

Additional Temporary/Mobile Food Registration

Class 2	C	\$120.00	\$123.00	2.50%
Class 3	C	\$65.00	\$67.00	3.08%

Community Group Support

Class 2	C	\$70.00	\$72.00	2.86%
Class 3	C	\$40.00	\$41.00	2.50%

Personal Appearance Services

Beauty Therapies

New premises registration fee + pro-rata annual registration fee	C	\$150.00	\$154.00	2.67%
Pro-rata new premises registration fee – per month	C	\$12.50	\$12.90	3.20%
Registration/renewal	C	\$150.00	\$154.00	2.67%
Transfer of registration	C	\$75.00	\$77.00	2.67%

Hairdressers

New premises registration fee	C	\$200.00	\$205.00	2.50%
Transfer of registration	C	\$100.00	\$103.00	3.00%

Skin Penetration (acupuncture, ear piercing)

New premises registration fee + pro-rata annual registration fee	C	\$150.00	\$154.00	2.67%
Pro-rata new premises registration fee – per month	C	\$11.70	\$12.00	2.56%
Registration/renewal	C	\$140.00	\$144.00	2.86%
Transfer of registration	C	\$70.00	\$72.00	2.86%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Skin Penetration (Tattooists, body piercing)

New premises registration fee + pro-rata annual registration fee	C	\$150.00	\$154.00	2.67%
Pro-rata new premises registration fee – per month	C	\$16.70	\$17.20	2.99%
Registration/renewal	C	\$200.00	\$205.00	2.50%
Transfer of registration	C	\$100.00	\$103.00	3.00%

Miscellaneous

Conveyance Enquiries for regulated businesses

Enquiry Fee	C	\$220.00	\$226.00	2.73%
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Street Traders (Food, Ice-cream and Coffee Vans) Under the Victorian Food Act term "Streatrader"

Administration Assistance	C	\$40.00	\$41.00	2.50%
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Water Sampling

Professional service fee	C	\$140.00	\$144.00	2.86%
Actual testing fee	C			Actual cost
				Fee
				Actual cost

Immunisation

Fee	C	\$23.00	\$24.00	4.35%
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Late Renewal Penalty Fee per Month

Fee	C	\$140.00	\$144.00	2.86%
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Replacement Certificate

Fee	C	\$40.00	\$41.00	2.50%
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Express Service

Within 5 days	C	\$200.00	\$205.00	2.50%
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Professional Service

Additional compliance inspection	C	\$0.00	\$144.00	-
Food Safety Program Template	C	\$0.00	\$80.00	-
Historic document Search fee	C	\$0.00	\$220.00	-
Historic Document Search Fee (Basic)	C	\$140.00	\$110.00	-21.43%
Additional hour	C	\$50.00	\$52.00	4.00%

Name	Council / Statutory	Year 17/18 Fee (incl. GST)	Year 18/19 Fee (incl. GST)	Increase %
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Prescribed Accommodation

up to 6 persons

New premises design fee	C	\$150.00	\$154.00	2.67%
New premises pro rata registration	C	\$12.50	\$12.90	3.20%
Registration/renewal	C	\$160.00	\$164.00	2.50%
Transfer of Registration	C	\$80.00	\$82.00	2.50%

6 to 10 persons

New premises design fee	C	\$150.00	\$154.00	2.67%
New premises pro rata registration	C	\$12.50	\$12.90	3.20%
Registration/renewal	C	\$200.00	\$205.00	2.50%
Transfer of Registration	C	\$100.00	\$103.00	3.00%

11 to 20 persons

New premises design fee	C	\$150.00	\$154.00	2.67%
New premises pro rata registration	C	\$12.50	\$12.90	3.20%
Registration/renewal	C	\$240.00	\$246.00	2.50%
Transfer of Registration	C	\$120.00	\$123.00	2.50%

20+ persons

New premises design fee	C	\$150.00	\$154.00	2.67%
New premises pro rata registration	C	\$12.50	\$12.90	3.20%
Registration/renewal	C	\$290.00	\$298.00	2.76%
Transfer of Registration	C	\$145.00	\$149.00	2.76%

Caravan Parks per site

Fee	S	\$14.22	\$14.22	0.00%
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Public Health – Septic Tanks

Additional inspections

Fee	C	\$140.00	\$144.00	2.86%
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Septic tank alterations

Fee	C	\$300.00	\$308.00	2.67%
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Septic tanks system

Fee	C	\$750.00	\$770.00	2.67%
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