

**Colac Otway  
SHIRE**

**MINUTES**

**SPECIAL COUNCIL MEETING**

**OF THE**

**COLAC-OTWAY SHIRE**

**COUNCIL**

**3 JUNE 2009**

**at 4.00 pm**

**COPACC Meeting Room  
Rae Street, Colac**

An audio recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the meeting. In some circumstances the recording may be disclosed, such as where Council is compelled to do so by court order, warrant, subpoena or by any other law, such as the Freedom of Information Act 1982.'

**COLAC-OTWAY SHIRE COUNCIL MEETING**

**3 JUNE 2009**

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**OFFICERS' REPORTS**

**CHIEF EXECUTIVE OFFICER**

**SC090306-1 CONSIDERATION OF THE 2009/10 BUDGET .....6**

**Please note:**

***That Public Notice of this Addendum Agenda Item was not given seven days prior to the meeting, as the item was added 4pm Friday 29 May 2009.  
This Item was advertised in the Colac Herald on Wednesday, 3 June 2009.***

**ADDENDUM AGENDA ITEM**

**CHIEF EXECUTIVE OFFICER**

**SC090306-2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER.....15**

**MINUTES** of the **SPECIAL COUNCIL MEETING OF THE COLAC-OTWAY SHIRE COUNCIL** held in the COPACC Meeting Room, Rae Street, Colac on Wednesday 3 June 2009 at 4.00 pm.

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**1. PRAYER**

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

**AMEN**

**2. PRESENT**

Cr Brian Crook (Mayor)  
Cr Frank Buchanan  
Cr Stephen Hart  
Cr Stuart Hart  
Cr Geoff Higgins  
Cr Lyn Russell  
Cr Chris Smith

Rob Small, Chief Executive Officer

Colin Hayman, General Manager, Corporate and Community Services  
Neil Allen, General Manager, Infrastructure and Services  
Mike Barrow, Acting General Manager, Sustainable Planning & Development  
Brett Exelby, Manager Finance and Customer Service

Suzanne White, Executive Officer

**3. APOLOGIES**

Nil

**4. MAYORAL STATEMENT**

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

Colac Otway Shire encourages active community input and participation in Council decisions. Council meetings provide one of these opportunities as members of the community may ask questions relating to matters being considered by Council at the current meeting. Questions not related to current agenda items can be made in writing and will be addressed if received within two days of the Council meeting. Council meetings also enable Councillors to debate matters prior to decisions being taken.

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

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Thank you, now question time. 30 minutes is allowed for question time.

1. Questions from the floor

## 5. QUESTION TIME

### Questions Received Verbally at the Meeting:

#### Alan Billing Colac

##### Question 1

**Item 2.1 external influences – other levels of Govt not contributing in line with cost increases. What action is Council planning either along or (with VLGA or MAV) to reverse this process?**

*Mayor, Brian Crook advised that Council are looking at this through G21 and Great South Coast Municipality Group (GSCMG) who possibly have most influence re: contacting Ministers etc. Council will be looking into maximising all grant possibilities and advocating to Ministers having already had contact with 5 Ministers this year. Council acknowledges that we are coming into an era where less grant monies become available and Council will endeavour to maximise opportunities.*

##### Question 2

**Is this problem recognised by Council?**

*Mayor, Brian Crook advised that as a sector it is recognised. Rural Councils across Victoria have made representation relating to funding arrangements re: infra, roads etc. Council are aware of this issue and through that forum (MAV and GSCMG) we are hoping to press this argument.*

*Cr Stephen Hart advised that Council have requested a meeting with MAV to address cost shifting and other issues. Council will be inviting members of GSCMG to attend.*

*CEO Rob Small advised that this is currently in process via GSCMG who will approach MAV. This meeting with MAV is going to occur.*

## 6. DECLARATION OF INTEREST

Nil

**SC090406-1 CONSIDERATION OF THE 2009/10 BUDGET**

AUTHOR:	Colin Hayman	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	GEN00392

**Purpose**

In accordance with Section 127 of the Local Government Act 1989 (the Act) and Regulation 8 of the Local Government (Finance and Reporting) Regulations 2004 (the Regulations), Council is required to conduct a statutory process to adopt the Proposed Annual Budget for 2009/10.

The Budget document attached is based on the best practice guide for reporting in Local Government. This document provides a range of financial information and recognises the differing levels of stakeholder interest in local government finances.

This report recommends that Council resolve to prepare the proposed Budget for 2009/10 in accordance with Section 127 of the Act and give the required public notice pursuant to Section 129 of the Act.

The proposed Budget is a critical planning and resource tool of Council and is vital to the ongoing operational and financial viability of Council. It sets out the expected income and expenditure both operational and capital for the coming year and also incorporates Council's rating detail.

The 2009/10 budget has been developed through a comprehensive review process. The Councillors together with staff have analysed available information and financial data to ensure that the budget delivers Council's objectives and financial plans.

The annual budget process has involved:

- Development of Project Briefs;
- Analysis of funding options;
- Review of fees and charges;
- Review of business plans;
- Review of services; and
- Review of Capital and Project Works.

The exhaustive analysis of the information provided and the review process undertaken to establish the budget for 2009/10 have produced a financially responsible budget.

Financial challenges facing the Council are included in the draft Strategic Resource Plan for the period 2009 – 2013.

- Ageing infrastructure and a backlog of asset renewal.
- Extensive local roads system.
- Funding of capital expenditure investment.
- Environmental obligations including climate change.
- Maintaining operating surpluses.
- Maintenance of existing liquidity levels.
- Managing financial risks prudently in regard to debts, assets and liabilities.
- Development of rating policies that provide reasonable stability and equity in the level of the rate distribution.
- Financial capacity to fund major infrastructure projects.

Targets to be achieved to address the challenges are also detailed in the Strategic Resource Plan:

- Ensure asset renewal gap capital commitments are met in real terms for each year of the Strategic Resource Plan.
- Achieve consistent operating surpluses.
- Achieve strong working capital and liquidity positions.
- Ensure cash balances are equal or above statutory and reserve levels.
- Ensure funding is available to meet the Shire's current and future environmental obligations.
- Ensure funding is available to meet the Shire's current and future accommodation obligations.
- Review fees and charges on an annual basis for equity and fairness.

These targets will:

- Meet the strategic objectives proposed in the Council Plan.
- Continue to address the infrastructure funding gap issues of Council.
- Provide a reasonable degree of consistency and stability in the level of rates burden.
- Enhance the longer term financial sustainability of Council.

The 2009/10 Budget aims to ensure that the improvements in Council's financial position continue and meet the targets as set out in the Strategic Resource Plan.

The 2009/10 Budget will enable Council to deliver on key community priorities. These include the Alvie Recreation Reserve redevelopment, the Beechy Precinct – Global Connector (Joint Use Library) implementation of the Apollo Bay Transfer Station and a commitment to high quality service delivery in all service areas.

This budget maintains the focus on the elimination of the Infrastructure Renewal Gap. The Infrastructure Renewal Gap is the difference between what we should spend on renewal of roads and other assets as they reach the end of their useful lives and what we did spend. In 2004/05 the infrastructure renewal was almost \$5.0m. Through Council's financial discipline and responsible decision making, Council will continue to allocate 100% of the funds needed to meet our infrastructure renewal target, providing a more sustainable base for Council long-term operations.

The growth in services and facilities over the past decade is positive for the growth and development of Colac Otway Shire. Council has prepared a Budget for the 2009/2010 financial year which seeks to balance the demand for services and infrastructure with the community's capacity to pay. The budget provides information about rates, cash and investments, operating result, borrowing level, financial position, capital works and financial sustainability of the Council.

The budget document appended to this report provides detailed information with regard to the major impacts for 2009/10. It also provides details with regard to Council's financial management principles to ensure a financially sustainable future.

The budget proposal is for an increase of 5.95% in the average rates and charges per assessment. This increase will enable Council to deliver a number of key initiatives and projects highlighted in the body of the report. The proposed budget is designed to deliver an operating surplus to fund capital works. The basis of sound financial management includes

the principles for achieving operating surpluses, ensuring liquidity and maintaining long-term solvency.

The budget provides for an operating surplus of \$2.7m and provides capital works expenditure of \$15.67m in 2009/10.

The key direction to staff in the preparation of the 2009/10 Proposed Budget has been to maintain and enhance service standards within the community and meeting the direction of the Council Plan.

### **Operating Result**

The Draft Budget proposes a forecast operating surplus of \$2.7m, yet the overall cash position is expected to decrease by \$0.56m over the course of the financial year. This is of concern and needs to be addressed over the next four years.

The operating surplus is due to increases in Council's rates and charges revenue, and ongoing review of operating expenditure including the level of depreciation.

Council's underlying result illustrates our long term reliance on capital related grant revenue; however the draft Strategic Resource Plan for the years 2009/10 to 2012/13 assists Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan.

The underlying result is really about whether Council's "own source revenue" matches or exceeds Council's operational expenditure. In other words, can we fund all of what we do, with the revenue we make from rates, fees, charges and other ongoing income streams? This underlying result excludes any capital income or expenditure and only deals with the day to day services we deliver to the community and the maintenance of our assets.

### **Service Delivery**

Two of the largest areas of Council operational expenditure are in Asset Maintenance (Cosworks) and Waste Management.

- **Asset Maintenance (\$3.29m)**

The Cosworks maintenance budget is proposed to increase from \$3.15m to \$3.29m or by 4.6% to assist in meeting Council standards, community expectations and in turn increasing the useful life of assets.

The major components include:

• Unsealed Roads Maintenance	\$494,120
• Sealed Roads Maintenance	\$299,100
• Vegetation Control	\$413,600
• Street Beautification	\$343,440
• Road Signs and Marking	\$351,100
• Drainage Maintenance	\$309,700

- **Waste Management (\$3.18m)**

This budget includes \$3.18m of operational funding for Waste Disposal and Waste Collection.

Council will also continue to provide core service delivery in many other areas including:

**Rates and Charges**

The budget proposal is for an increase in the average rates and charges (excluding supplementary rates) of 5.95% for the 2009/10 financial year.

The combined 2008/09 Rates and Charges bill per assessment was \$1,237. The average for 2009/10 is forecast to be \$1,310, being a \$73 or 5.95% increase on 2008/09.

The budget proposes that the rates in the dollar for each type of rate to be levied (expressed in "cents in the dollar") for the period commencing 1 July 2009 and concluding on 30 June 2010 are:

Residential – Colac/Elliminyt	\$0.3231
Residential – Balance Shire	\$0.2746
Rural Farm	\$0.2552
Holiday Rental	\$0.3231
Commercial/Industrial – Colac/Elliminyt	\$0.5331
Commercial/Industrial – Balance Shire	\$0.4523

**Other Charges:**

Aire River Drainage Scheme	\$0.20 per hectare
Tirrengower Drainage Scheme	\$2.50 per hectare

The budget proposes that the Municipal Charge stays at the same level of \$150.00 per each rateable property in respect to which a municipal charge can be levied for the period commencing 1 July 2009 and concluding on 30 June 2010.

The budget proposes that a Waste Management Charge of \$240.00 be levied for the period commencing 1 July 2009 and concluding on 30 June 2010 for properties in areas receiving a weekly garbage collection service.

The budget proposes that a Waste Management Charge of \$156.00 be levied for the period commencing 1 July 2009 and concluding on 30 June 2010 for properties in areas receiving a fortnightly or monthly garbage collection service respectively.

During the year there will be additional properties and developments completed. An additional amount of \$100,000 in rates and charges has been budgeted as being received over the year.

**Borrowings**

The Draft Budget includes new borrowings of \$3.35m for the following projects.

- Council's contribution to the Global Connector	\$1.3m
- Apollo Bay Transfer Station	\$1.5m
- Purchase of Land	\$0.55m

Total Loan Liability will increase from a forecast of \$2.46m as at 30 June, 2009 to a budgeted figure of \$5.44m as at 30 June 2010.

The use of loan funds has been identified as an integral part in the delivery of intergenerational infrastructure for the community. This essentially recognises that assets built today, such as a transfer station which is for the present and future generations of ratepayers, should be paid for by more than just the present generation, hence the term



"intergenerational projects". It is "unfair" to burden today's ratepayers with all of the costs that will benefit future ratepayers.

Council's debt level will still meet the State Government's prudential ratio limits and there is still capacity for additional borrowings if needed for future projects. The Strategic Resource Plan indicates further borrowings of \$500,000 in 2010/11.

### **Risk Management and Compliance Issues**

Local Government Act 1989:

- Section 127 – "Council must prepare a Budget"
- Section 129 – "Public Notice"
- Section 130 – "Adoption of Budget or Revised Budget"
- Section 223 – "Right to make submission"

Local Government (Finance & Reporting) Regulations 2004:

- Regulation 8
- Regulation 9

### **Consultation**

In releasing the budget for public consideration, Council encourages comments and submissions on the financial strategies contained within the Budget document.

A consultation period of 4 weeks is proposed to enable the community opportunity to comment on Budget proposals. Section 223 submissions have been extended in the Act from 14 days to 28 days. Councils across Victoria are now advertising their budgets for a 4 week period.

It is important that the budget is adopted near the commencement of the financial year. Ideally the budget should be adopted prior to the commencement of the year to which it relates. This ensures that that the Council is operating within proper budget constraints.

The timelines proposed for approval 'in principle' of the 2009/10 Annual Budget, public consultation, consideration of submissions and adoption of the 2009/10 Annual Budget at the Council Meeting on 22 July 2009 will be later than most councils.

Advertisements will be placed in the local papers advising the community that documents are available for viewing on Council's website, and will also be available from Council's Service Centres on Friday 5 June 2009.

Submissions can be made in writing by Friday 3 July 2009 and Council will consider any submissions received at a Special Council Meeting on Wednesday 8 July 2009 prior to the final Budget being adopted on Tuesday 22 July 2009.

Anyone wishing to be heard in support of their submission needs to advise in their submission that they wish to do so.

### **Summary**

The Draft budget has been prepared over a considerable period of time, with significant commitment from Councillors and staff. The draft budget is a fiscally responsible document based on maintaining service delivery within the Shire and an increase in the average rates and charges of 5.95% per assessment.

The outcomes from the Proposed 2009/10 Budget are:

- Achieving the objectives of the Council Plan;

- Home and Community Care
- Maternal and Child Health
- Health Administration
- Local Laws

To assist with service delivery additional resources have been provided for in the Infrastructure area to address current deficiencies which had potential to cause unforeseen liabilities.

### Capital Works

The total value of the proposed Capital Works Program is \$15.67m of which \$7.74m relates directly to renewal, and \$1.72m for upgrades. A detailed list of projects is included in Appendix C of the Draft Budget document.

The most significant projects, excluding Plant replacement purchases, and showing total project costs include:

• <u>Corporate and Administrative</u>	
IT Upgrades and software	\$125,000
• <u>Infrastructure</u>	
Roads to Recovery	\$1,584,500
Local Roads Unsealed Roads	\$1,400,000
Local Roads Resealing Program	\$830,000
Timber Road Program	\$654,150
Dairy Industry Road Program	\$550,000
Drainage Works	\$350,000
Sealed Roads Rehabilitation	\$300,000
Building Renewal Program	\$200,000
• <u>Recreation, Arts &amp; Culture</u>	
Alvie Recreation Reserve (Balance of expenditure)	\$109,728
Eastern Reserve Netball Facilities (subject to funding)	\$200,000
Central Reserve Developments	\$333,000
• <u>Other</u>	
Apollo Bay Transfer Station	\$1,729,013
Small Town Improvement Program	\$80,000

### Education Recreation Community Precinct

Council funding has been provided for the construction of the Global Connector (Joint Use Library).

Council's maximum contribution of \$1.3 m has been included.

### Fees and Charges

A detailed list of fees and charges is included in the Budget document. All charges have been reviewed. Some fees are fixed by legislation while others are set on a user pays basis.

The schedule outlines the proposed fees and charges for 2009/10 and provides a comparison to 2008/09 levels. The impact of GST on the fees and charges has also been included.

- Aiming to meet the targets in the Strategic Resource Plan;
- Maintenance of a strong financial position with a budgeted working capital ratio of 1.81:1 at 30 June 2010;
- Operating expenditure of \$32.61m;
- Operating Revenue of \$35.26m;
- Maintenance of the range and level of services in the operating budget;
- Capital Works Program of \$15.67m including \$9.5m on renewal and upgrade expenditure;
- Rates and charges of \$18.74m, including an average increase of 5.95%;
- New borrowings of \$3.35m; and
- Debt will increase by \$2.98m from \$2.46m to \$5.44m at 30 June 2010.

It is appropriate that Council proceeds to adopt the draft budget for presentation to the community, seeking submissions on its contents.

#### **Attachments**

Annual Budget for the year ended 30 June 2010.

#### **Recommendation(s)**

1. ***That the 2009/10 Draft Budget annexed to this resolution be the Budget prepared by Council pursuant to Section 127 of the Local Government Act 1989.***
2. ***That the Chief Executive Officer be authorised to:***
  - i) ***give public notice of the proposed Budget in accordance with Section 129(1) of the Local Government Act 1989; and***
  - ii) ***make available for public inspection a copy of the proposed budget in accordance with Section 129(3) of the Local Government Act 1989.***
3. ***That Council:***
  - i) ***calls for written submissions in accordance with section 223 of the Local Government Act 1989 on the proposals contained in the 2009/10 budget. Written public submissions will be accepted until 5.00 pm Friday 3rd July, 2009; and***
  - ii) ***hears any person who wishes to be heard (either personally or by a person acting on their behalf) in support of a submission received in relation to the proposed budget at a Special Council Meeting on Wednesday July 8th 2009 at 1 pm.***
4. ***That Council:***
  - (i) ***Proposes that the rates in the dollar for each type of rate to be levied (expressed in "cents in the dollar") for the period commencing 1 July 2009 and concluding on 30 June 2010 are:***

<b><i>Residential – Colac, Colac East, Colac West, Elliminyt</i></b>	<b><i>\$0.3231</i></b>
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**Other Charges:**

<i>Aire River Drainage Scheme</i>	<b>\$0.20 per hectare</b>
<i>Tirrengower Drainage Scheme</i>	<b>\$2.50 per hectare</b>

- ii) Proposes that a Municipal Charge of \$150.00 per each rateable property in respect to which a municipal charge can be levied for the period commencing 1 July 2009 and concluding on 30 June 2010.**
- iii) Proposes that a Waste Management Charge of \$240.00 be levied for the period commencing 1 July 2009 and concluding on 30 June 2010 for properties in areas receiving a weekly garbage collection service.**
- iv) Proposes that a Waste Management Charge of \$156.00 be levied for the period commencing 1 July 2009 and concluding on 30 June 2010 for properties in areas receiving a fortnightly or monthly garbage collection service respectively.**

**MOVED Cr Buchanan seconded Cr Russell:**

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**CARRIED 4 : 3**





Colac Otway  
SHIRE

*Naturally Progressive*

**COLAC OTWAY SHIRE  
DRAFT ANNUAL BUDGET**

**2009/2010**

**For the year ended**

**30 June 2010**

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## OVERVIEW

### ***Executive Summary***

The proposed Budget is a critical planning and resource tool of Council and is vital to the ongoing operational and financial viability of Council. It sets out the expected income and expenditure both operational and capital for the coming year and also incorporates Council's rating detail.

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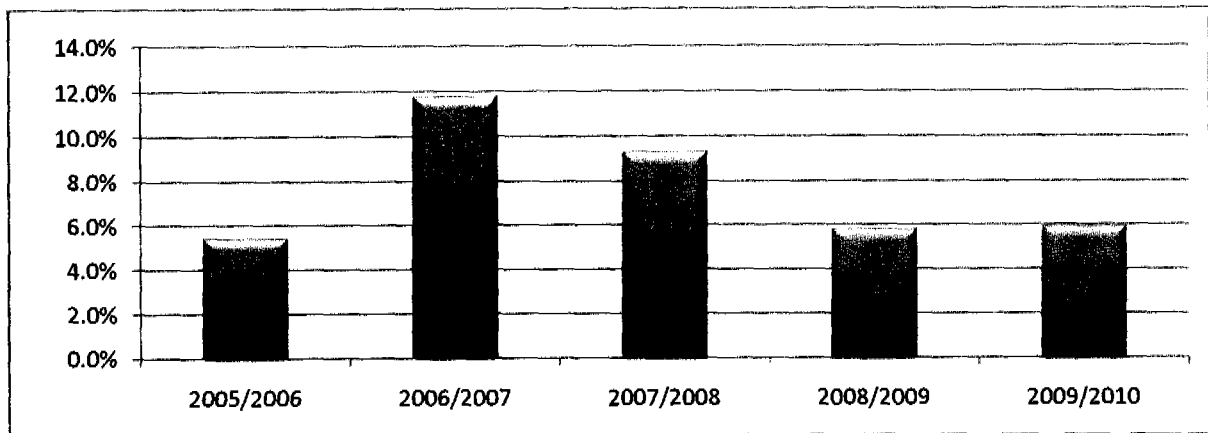
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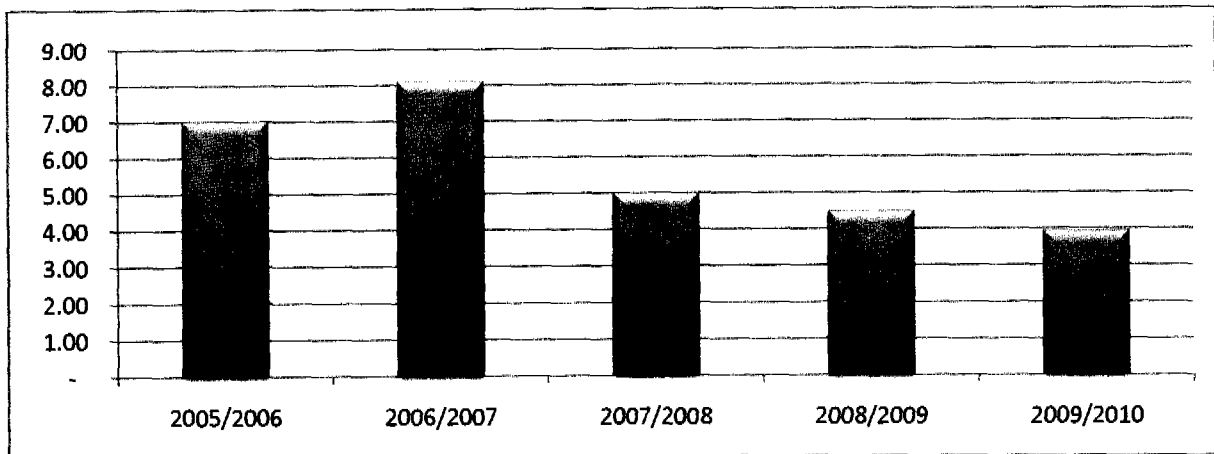
### 1. Rates



It is proposed that general rates and charges increase by an average of 5.95% for the 2009/2010 year. This equates to about \$18.79 million in both rates and charges, such as the waste management charge, and is in line with Council's rating strategy. Council's rates and charges are directed towards the maintenance of existing services and infrastructure and are the largest component of Council's revenue.

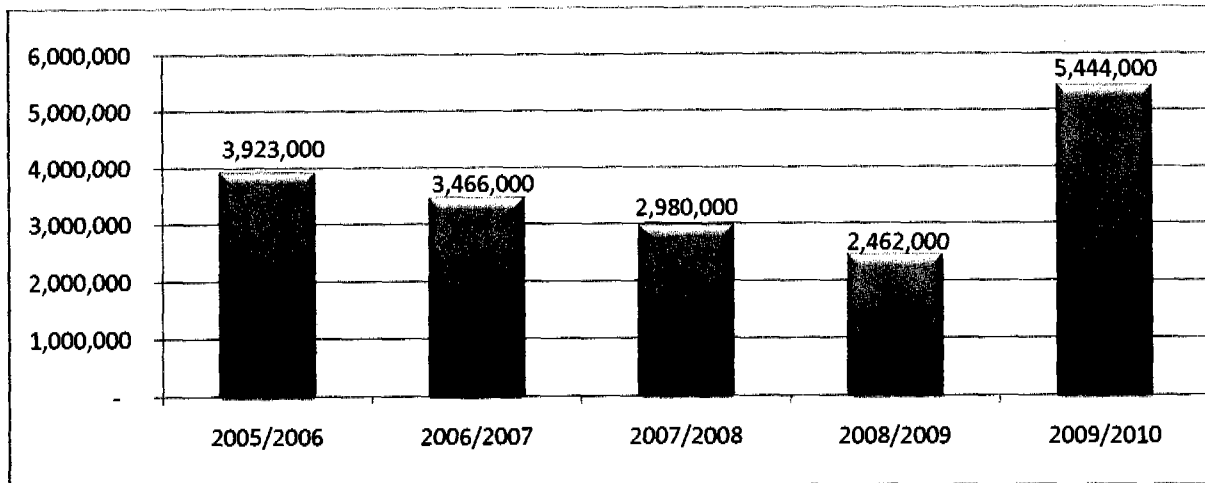
The impact on the average assessment for 2009/2010 is expected to be an increase of \$73, bringing the total average rates and charges per assessment to \$1,310.

## 2. Cash and investments



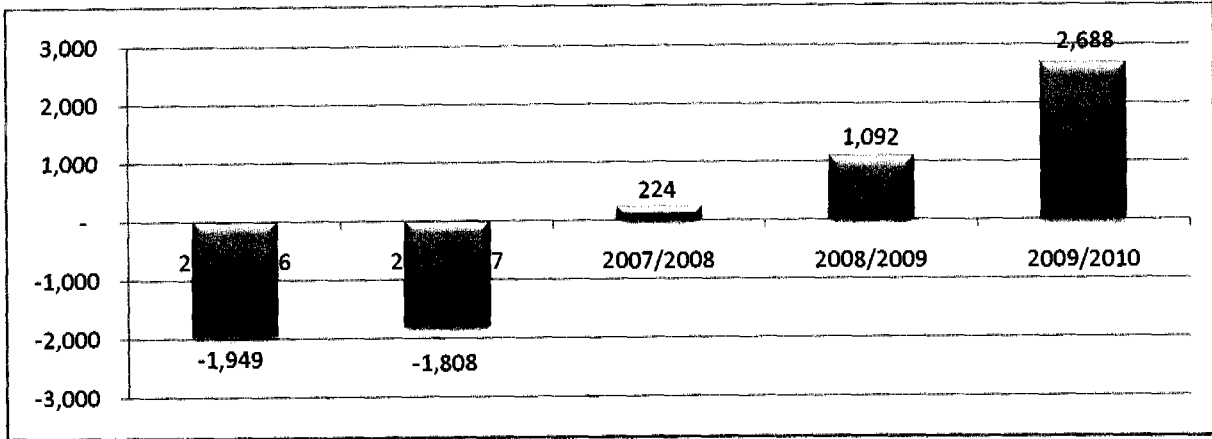
As Council moves forward and completes outstanding capital works from the previous year and carries out the capital works programme carefully planned for the 2009/2010 year, cash and investments are expected to decrease by \$0.56 million during the year to \$3.95 million. This result is a short term deterioration of cash balances and future years will see the position improved.

## 3. Borrowing Level



The 2009/2010 Budget includes borrowings for the year of \$3.35 million. Council will see the level of debt rise as at 30<sup>th</sup> June 2010 to a figure of \$5.44 million. The use of borrowings is an essential tool in funding projects that affect more than the current generation of ratepayers. When borrowings are being considered it is important that they are used only to acquire assets: that provide a return to the community, whether this is of a financial or community service nature; and are intergenerational.

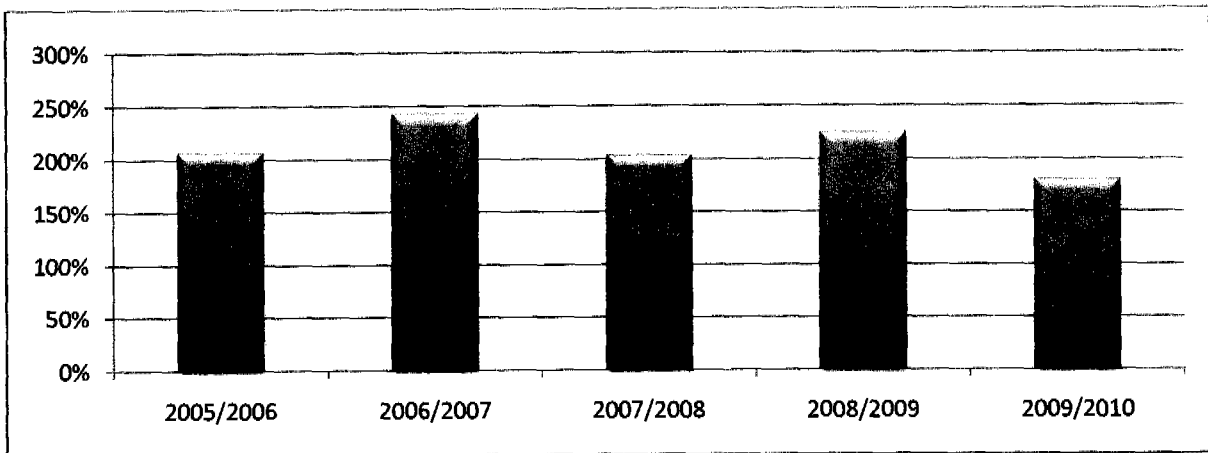
## 4. Operating result



The expected operating result for the 2009/10 year is a surplus of \$2.7 million, which in Council's view is a tremendous result in light of a considerable reduction in grant funding being offered from state and federal governments. It is important to note that an operating result is not the same as a cash result, but it reflects the accounting concept of a surplus or deficit.

Council has in recent times made a concerted effort to improve the long term viability of Colac Otway Shire and to achieve an operating surplus in three consecutive years illustrates the commitment of Council to redress the dependence on grant funding. The focus has been to rely more heavily upon "own source revenue", which means revenue that Council can obtain from rates, fees, charges, income from Council facilities and business units and other ongoing grant revenues. In the current environment, Council can ill afford to rely on both State and Federal government capital grants to fund Council's operations. This budget maintains the drive to reduce that reliance and to move forward towards a truly sustainable future for Council operations. Council will continue to vigorously seek grant opportunities however these opportunities should not fund core operating costs.

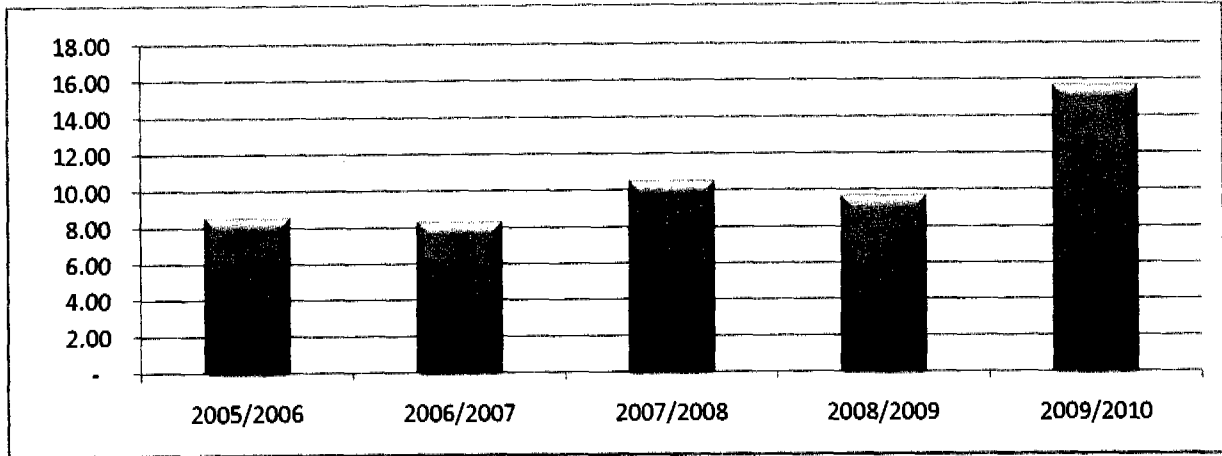
**5. Financial position**



The financial position is measured by Council's working capital ratio (i.e. Current Assets over Current Liabilities) and refers to Council's ability to cover its immediate liabilities as they fall due. The Victorian Auditor General uses this ratio as one of the indicators of financial strength and uses a threshold of 150% and above as an indicator of very low risk. Council has maintained a consistently high ratio over the years and it is expected that this will continue into the future. This ratio is affected by increases and decreases in both current assets, such as cash and investments and current liabilities, such as interest bearing liabilities (loans).

Current Assets in 2009/2010 are anticipated to move by some \$1.2 million over the year, so reducing the ratio. These movements over the 2008/2009 financial year will see Council's working capital ratio move from 225% to 181%.

**6. Capital works**

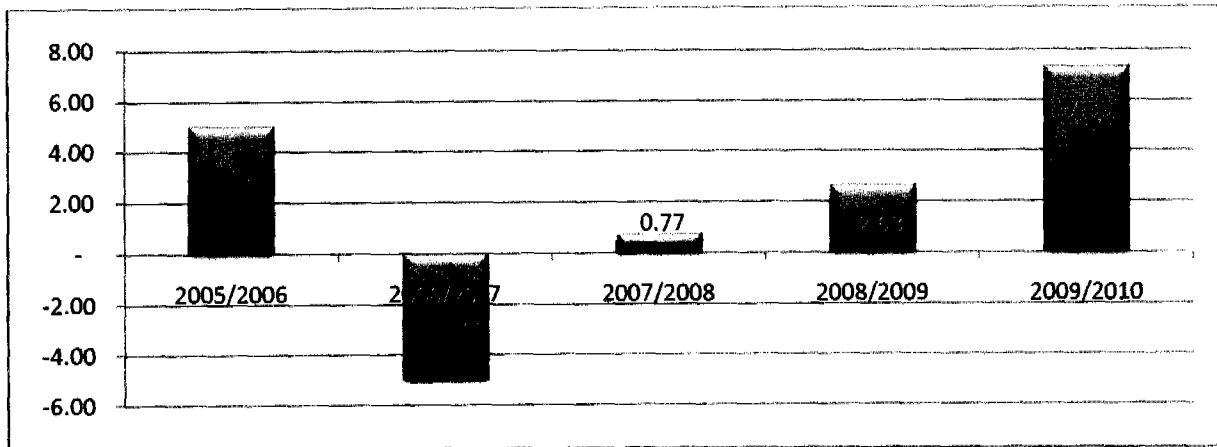


The capital works programme is driven by the condition of Council's various assets, such as roads and streets, bridges, drainage, parks and gardens, buildings, footpaths and machinery and plant. As the condition of these assets varies and in recognition of their useful life the capital works programme needs to continue to be responsive. This may mean that in some years, the capital works program expands and in others it may contract, always keeping in mind Council's commitment to the elimination of the infrastructure renewal gap.

The capital expenditure program in 2009/2010 has been set and prioritised based on a rigorous process of consultation and condition assessments that has enabled Council to assess needs and develop sound business cases for each project. This year's program includes a number of major projects including the construction of the Apollo Bay Waste Transfer Station, Alvie Recreation Reserve Redevelopment and the new Joint Use Library in Colac.

The capital works programme for the 2009/10 year is expected to be \$15.7 million.

**7. Financial sustainability**



Council's underlying result, in percentage terms, illustrates our long term reliance on capital related grant revenue; however a high level Strategic Resource Plan for the years 2009/10 to

2012/13 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan. The Plan projects that Council's operating result will continue to be in surplus by the 2012/13 year.

The above percentage of 7.35% incorporates capital related grant funding. If capital grants were to be excluded from the calculation, the result would show a deficit. Council's long term aim should be to achieve an operating surplus without the reliance on capital grants.

The underlying result mentioned is really about whether Council's "own source revenue" matches or exceeds Council's operational expenditure. In other words, can we fund all of what we do, with the revenue we make from rates, fees, charges and other ongoing income streams? This underlying result excludes any capital income or expenditure and only deals with the day to day services we deliver to the community and the maintenance of our assets. The result for 2009/2010 is seen as a positive step towards the longer term goal of achieving a consistent underlying surplus.

In line with the Strategic Resource Plan, the 2009/2010 Budget sees improvement in the Victorian Auditor General financial viability indices as a result of a continued operating surplus and the level of capital works. The table below gives an indication of how the 2009/2010 results may stack up against the financial viability indicators of the Victorian Auditor General. If these indicators are the long term average then Council would be considered to be in a strong financial position

<b>Victorian Auditor General – Indicators of financial viability</b>	
<b>Indicator</b>	<b>Risk Level</b>
Underlying Result Ratio	Low
Liquidity ratio	Low
Self-financing Ratio	Low
Indebtedness Ratio	Low
Investment Gap Ratio	Low

Note that the VAG published results are based upon a five year rolling average whereas the above results reflect the current year budget only.

## 8. Service Delivery

Two of the largest areas of Council operational expenditure is in Asset Maintenance (Cosworks) and Waste Management.

- Asset Maintenance (\$3.29m)

The Cosworks maintenance budget is proposed to increase from \$3.15m to \$3.29m or 4.6% to assist in meeting Council standards, community expectations and in turn increasing the useful life of assets.

The major components include:

• Unsealed Roads Maintenance	\$494,120
• Sealed Roads Maintenance	\$299,100
• Vegetation Control	\$413,600
• Street Beautification	\$343,440
• Road Signs and Marking	\$351,100
• Drainage Maintenance	\$309,700

- Waste Management (\$3.18m)

This budget includes \$3.18m of operational funding for Waste Disposal and Waste Collection.

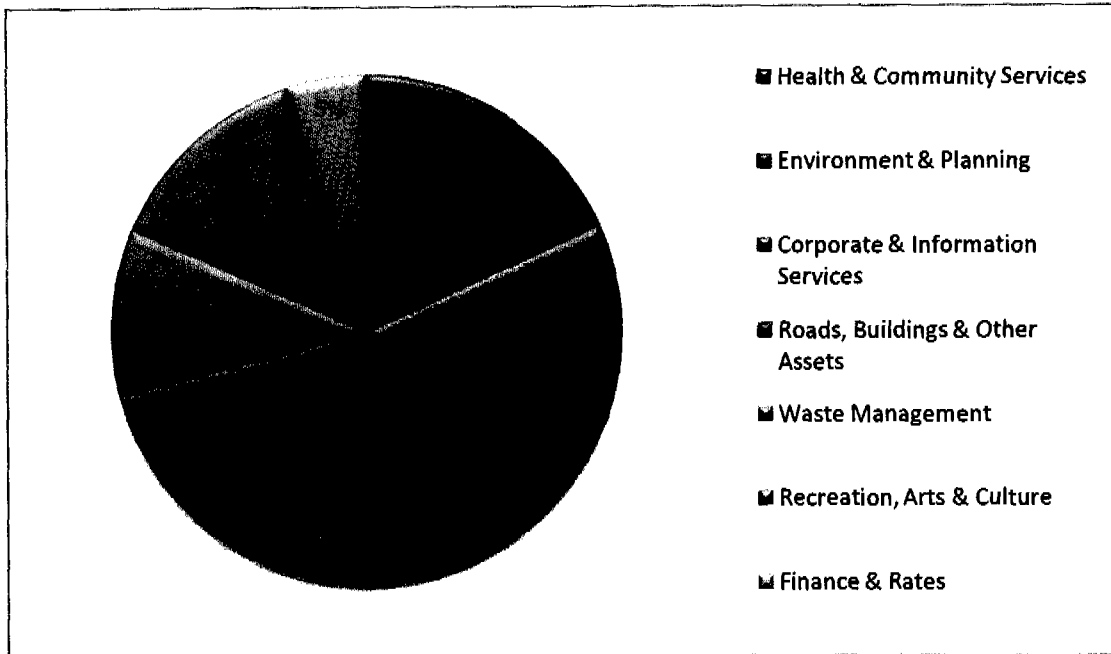
Council will also continue to provide core service delivery in many other areas including:

- Home and Community Care
- Maternal and Child Health
- Health Administration
- Local Laws

To assist with service delivery additional resources have been provided for in the Infrastructure area to address current deficiencies which had potential to cause unforeseen liabilities.

This budget has been developed for a delivery of services and maintenance of a community infrastructure approach, whilst being mindful of doing so within a fiscally responsible and sustainable framework. There has been rigorous and lengthy development and discussion in the building of the 2009/2010 Budget between all levels of Council and the positive steps taken move us forward towards a more sustainable future.

The chart following illustrates how the Council utilises the income it receives. The chart includes both operating and capital funding.



More detailed budget information is available throughout this document.

### Budget processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the Act and Regulations.

The preparation of the budget begins with Officers preparing the annual budget in accordance with the Act and submitting the 'proposed' budget to Council for approval 'in principle'. Council is then required to give 'public notice' that it intends to 'adopt' the budget. It must give 28 days notice of its intention to adopt the proposed budget and make the budget available for inspection at its offices. A person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council. The final step is for Council to adopt the budget after receiving and considering any submissions from interested parties. The budget is required to be adopted and a copy submitted to the Minister by 31 August each year. The key dates for the budget process are summarised below:

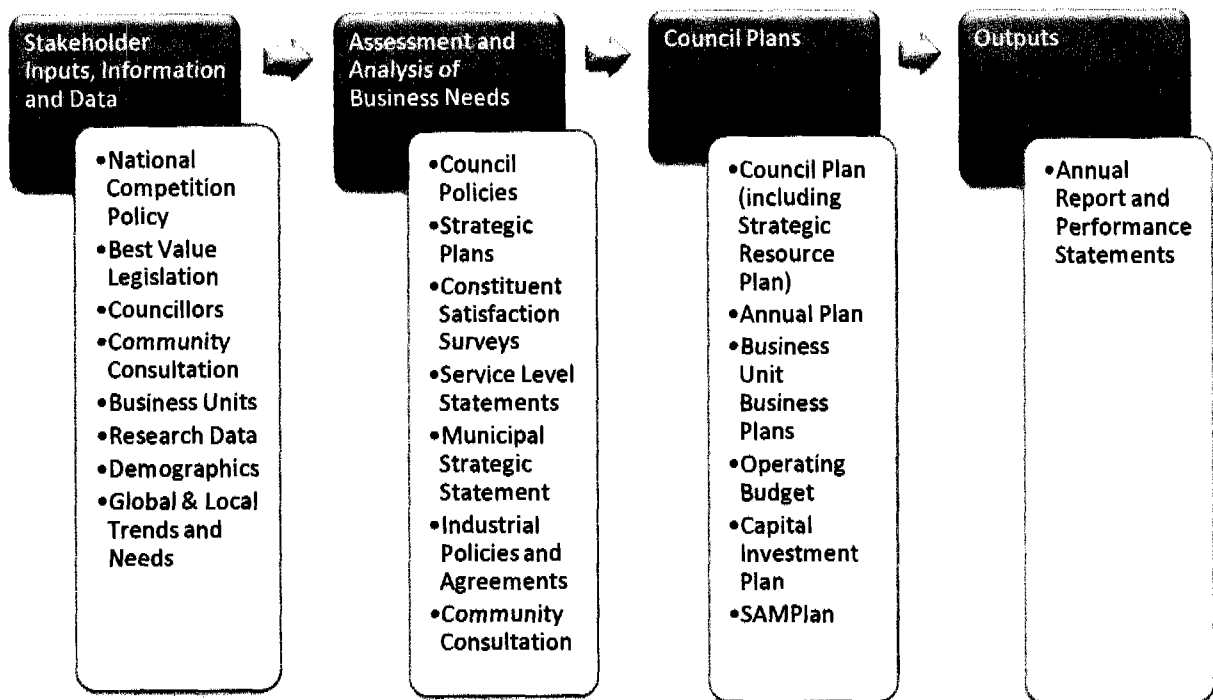
Process Stages	Date
1. Budget Submitted to Council for approval "in principle"	3 <sup>rd</sup> June 2009
2. Public notice advising intention to adopt budget	5 <sup>th</sup> June 2009
3. Budget available for public inspection and comment	5 <sup>th</sup> June 2009
6. Public submissions period closes	3 <sup>rd</sup> July 2009
7. Submissions considered by Council	8 <sup>th</sup> July 2009
8. Budget presented to Council for adoption	22 <sup>nd</sup> July 2009
9. Copy of adopted budget submitted to the Minister	1 <sup>st</sup> August 2009

## 1. Linkage to the Council Plan

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

### 1.1 Strategic planning framework

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





## **2. Budget Influences**

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

### **2.1 External influences**

In preparing the 2009/10 budget, a number of external influences have been taken into consideration, because they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- Grants Commission funding of \$5.11m an increase of \$0.12 million (+2.4%) on 2008/2009 forecast;
- Recognition of the growth in costs both in current and future years of many of the Shire's contractual obligations through the impact of rising inflation and fuel costs;
- Government grants providing less than the full cost increases in services provided by Council under agreement with those governments. The formula used by government to index grants falls short of the actual cost increases for services such as library services, school crossing supervisors, home and community care and like services;
- Prevailing economic conditions which are expected to remain difficult during the budget period impacting on investment and growth; and
- Increasing legislative obligations imposed by State Government.

### **2.2 Internal influences**

As well as external influences, there are also a number of internal influences which are expected to have a significant impact on the preparation of the 2009/10 Budget. These matters and their financial impact are set out below:

- Enterprise Bargaining Agreement (EBA) increase of 4.1%;
- Increased contribution to the Corangamite Regional Library Corporation;
- Increasing demand on Services;
- Increasing requirement to fund Council's environmental obligations
- Increasing requirements for waste management compliance;
- The resourcing of both Bluewater Fitness Centre and COPACC at realistic levels; and
- Increase in Workcover premiums.

### **2.3 Budget principles**

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

- Savings and re-prioritisation of funds to be redirected to the development of sustainable working capital reserves;
- Manage debt and maintain levels below prudential guidelines;
- Funding of known outstanding liabilities;
- Increase funding for infrastructure renewal in line with infrastructure renewal plan requirements;
- Review of fees and charges for equity and fairness; and
- Ensure no decrease in operational service levels.

## **2.4 Legislative requirements**

Under the Local Government Act 1989 (the Act), Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Local Government (Finance and Reporting) Regulations 2004 (the Regulations) which support the Act.

The 2009/10 budget, which is included in this report, is for the year 1<sup>st</sup> July 2009 to 30<sup>th</sup> June 2010 and is prepared in accordance with the Act and Regulations. The budget includes standard statements being a budgeted Income Statement, Balance Sheet, Cash Flows and Capital Works. These statements have been prepared for the year ended 30<sup>th</sup> June 2010 in accordance with Accounting Standards and other mandatory professional reporting requirements and in accordance with the Act and Regulations. It also includes detailed information about the rates and charges to be levied, the capital works programme to be undertaken and other financial information, which Council requires in order to make an informed decision about the adoption of the budget.

The budget includes consideration of a number of long term strategies to assist Council in considering the Budget in a proper financial management context. These include a Strategic Resource Plan for the years 2009/10 to 2012/13 (section 8.), Rating Strategy (section 9.) and the Long Term Strategies (section 10.) including borrowings and Asset Management (section 11).

### 3. Highlights

This section of the report provides a summary of the budget financial highlights, comparing the forecast actual and budgeted results for the 2008/2009 and 2009/2010 years for operating, cash, capital works and the financial position.

#### 3.1 Operating Budget

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
Operating Revenue	\$35,156	\$35,263	\$107
Operating Expenditure	\$34,077	\$32,613	\$1,464
Non Operating items - net	\$2	(\$112)	\$114
<b>Net Surplus/(Deficit)</b>	<b>\$1,092</b>	<b>\$2,688</b>	<b>\$1,596</b>

The Budgeted Income Statement forecasts an operating surplus of \$2.7 million for the year ending 30 June 2010, against a forecast surplus of \$1.1 million for the 2008/2009 year. This consistent result illustrates Council's commitment to the delivery of fiscally responsible infrastructure and services to the community.

This has been achieved within the parameters of:

- Reduction in the level of grant funding;
- Increase in the level of overall rate income;
- Careful monitoring of operating costs of service delivery; and
- Increased demands and expectations by the community and other levels of government.

Refer to Section 4 "Analysis of Operating Budget" for further details.

#### 3.2 Budgeted Cash Position

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>Cash Flows</b>			
Operating	\$7,925	\$10,829	\$2,904
Investing	(\$9,292)	(\$14,366)	(\$5,074)
Financing	(\$544)	\$2,982	\$3,526
<b>Net Increase/(Decrease) in cash held</b>	<b>(\$1,911)</b>	<b>(\$555)</b>	<b>\$1,356</b>
Cash at beginning of year	\$6,412	\$4,501	(\$1,911)
<b>Cash at end of year</b>	<b>\$4,501</b>	<b>\$3,946</b>	<b>(\$555)</b>

The Budgeted cash flow statement predicts a net decrease in cash resources of \$0.56 million for the year ending 30<sup>th</sup> June 2010.

Overall Council's total cash position is expected to be \$3.9 million at 30<sup>th</sup> June 2010.

Refer to Section 5 "Analysis of Budgeted Cash Position" for further details.

### 3.3 Capital Works Program Budget

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
Externally Funded	\$6,211	\$6,094	(\$117)
Internally Funded	\$3,453	\$9,572	\$6,119
<b>Total Capital Works</b>	<b>\$9,664</b>	<b>\$15,666</b>	<b>\$6,002</b>

The Budgeted Capital Works Programme forecasts total capital works of \$15.7 million to be undertaken during the 2009/2010 financial year. This represents a \$6.0 million increase on the previous year. The funding sources for capital works program include \$6.1 million from external sources such as Capital Grants and proceeds from Sale of Plant and Equipment and \$9.6 million from internal sources being Operations, borrowings, Unrestricted Cash and investments and Discretionary Reserves.

Refer to Section 6 "Analysis of Capital Budget" for further details.

### 3.4 Budgeted Financial Position

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>Assets</b>			
Current Assets	\$7,323	\$6,153	(\$1,170)
Non-current Assets	\$229,991	\$236,188	\$6,197
<b>Total Assets</b>	<b>\$237,314</b>	<b>\$242,341</b>	<b>\$5,027</b>
<b>Liabilities</b>			
Current Liabilities	\$3,252	\$3,396	(\$144)
Non-current liabilities	\$4,467	\$7,218	(\$2,751)
<b>Total Liabilities</b>	<b>\$7,719</b>	<b>\$10,614</b>	<b>(\$2,895)</b>
<b>Net Assets</b>	<b>\$229,595</b>	<b>\$231,727</b>	<b>\$2,132</b>
<b>Equity</b>			
Accumulated Funds	\$92,988	\$95,676	\$2,688
Asset Revaluation Reserves	\$133,730	\$133,730	\$0
Other Reserves	\$2,877	\$2,321	(\$556)
<b>Total Equity</b>	<b>\$229,595</b>	<b>\$231,727</b>	<b>\$2,132</b>

The Budgeted balance sheet shows net assets of \$231.7 million as at 30<sup>th</sup> June 2010. This represents a \$2.1 million increase over 2008/2009. This is mainly comprised of large intergenerational projects such as the Apollo Bay Waste Transfer Station and the Joint Use Library.

Refer to Section 7 "Analysis of Budgeted Financial Position" for further details.

## 3.5 Budget Performance Indicators

INDICATOR	Forecast 2008/2009 '000 / %	Budget 2009/2010 '000 / %	Variance '000 / %
<b>General</b>			
Rates	\$17,592	\$18,736	\$1,144
Loan Liability	\$2,462	\$5,444	(\$2,982)
Working Capital	225%	181%	-44%
Capital Expenditure	\$9,855	\$15,666	(\$5,811)
Operating Surplus/(Deficit)	\$1,092	\$2,688	\$1,596
Depreciation	\$7,685	\$8,029	(\$344)
Equity	\$229,595	\$231,727	\$2,132
Cash Balance	\$4,501	\$3,946	(\$555)
Cash Increase/(Decrease)	(\$1,911)	(\$555)	\$1,356
<b>Financial Performance</b>			
Total Expenses / Rateable Properties/Assessments	\$2,402	\$2,286	(\$115)
Rate Revenue / Adj Operating Total Revenue	58.2%	61.2%	3.0%
Grants / Total Revenue	35.3%	34.4%	-0.9%
Fees & Charges / Total Revenue	11.1%	10.5%	-0.5%
Debt Servicing Costs / Total Revenue	0.5%	0.9%	0.4%
<b>Financial Position</b>			
Total Indebtedness / Rate Revenue	14.0%	29.1%	15.1%
Total Assets per Assessment	\$16,725	\$18,508	\$1,783
Total Liabilities per Assessment	\$544	\$811	\$267
<b>Capital Expenditure</b>			
Total Capital expenditure per Assessment	\$695	\$1,196	\$502
Total Capex / Total Depreciation	128.2%	195.1%	66.9%
Capex / Rate Revenue	56.0%	83.6%	27.6%
Capex Outlays / Cash Operating Activities	124.4%	144.7%	20.3%

The general performance indicators show an increasingly positive operating result, increased loan liability, increased level of own source funding and a decrease in the average expenditure per assessment.

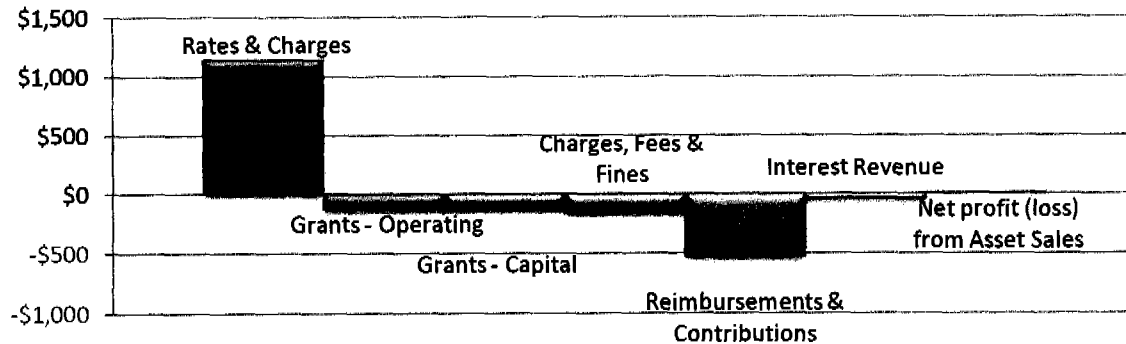
**BUDGET ANALYSIS****4. Analysis of Operating Budget**

This section of the report analyses the expected revenues and expenses of the Council for the 2009/2010 year. It also includes analysis of the financial performance of strategic objectives as set out in the Council Plan.

**4.1 Operating Revenue**

Revenue Type	Ref	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
Rates & Charges	4.1.1	\$17,592	\$18,736	\$1,144
Grants - Operating	4.1.2	\$7,603	\$7,467	(\$136)
Grants - Capital	4.1.3	\$4,803	\$4,666	(\$137)
Charges, Fees & Fines	4.1.4	\$3,889	\$3,720	(\$169)
Reimbursements & Contributions	4.1.5	\$889	\$349	(\$540)
Interest Revenue	4.1.6	\$380	\$325	(\$55)
<b>Total Operating Revenue</b>		<b>\$35,156</b>	<b>\$35,263</b>	<b>\$107</b>
Net profit (loss) from Asset Sales	4.1.7	\$13	\$38	\$25
<b>Total Revenue</b>		<b>\$35,169</b>	<b>\$35,301</b>	<b>\$132</b>

Figure 1: Variance from 2008/2009 Forecast

**4.1.1 Rates & Charges**

Rates & Charges are budgeted to increase by \$1.14 million over 2008/2009 to a total of \$18.7 million for 2009/2010 comprising,

- Rates \$14.5 million
- Waste management charge \$2.2 million
- Municipal charge \$2.0 million

A more detailed analysis of the rates and charges to be levied for 2009/2010 can be found in Section 9.2 "Rating Strategy" and Appendix B – "Statutory Disclosures".

#### **4.1.2 Grants - Operating**

Operating grants include all monies received from State, Federal and community sources for the intent of funding the delivery of Council services to ratepayers. Overall the level of recurrent grants is expected to be steady over the forecast and budget periods. Generally, government grants are not increasing in line with the costs of delivering the services, which places additional pressure on Council's own sources of funding, such as rates.

#### **4.1.3 Grants – Capital**

Capital grants include all monies received from State, Federal and community sources with the purpose of funding Council's capital works programme. The level of capital grants & subsidies is expected to slightly decrease by \$0.14 million over 2009/2010 as compared to the previous year. The major components of capital grant funding relate to the Joint Use library and the Roads to Recovery programme.

A more detailed analysis of capital grants and contributions can be found in Section 6 "Analysis of Capital Budget".

#### **4.1.4 Charges, Fees & Fines**

Charges, fees & fines relate mainly to fees & fines levied in accordance with legislation and include such items as Health Act registrations, animal registrations and parking fines. Charges, fees & fines collections are expected to decrease over the forecast and budget periods.

#### **4.1.5 Reimbursements & Contributions**

Reimbursements and contributions relate to funds raised from various sources as reimbursements for expenses incurred by Council (such as Committee of Management charges) or contributions from interested parties for Council provided services (i.e. contributions to kerb & channel /road construction work).

Reimbursements and contributions are budgeted to decrease by \$0.5 million over 2009/2010 to a total of \$0.35 million. This is due primarily to the lower value of private schemes contributions.

#### **4.1.6 Interest Revenue**

Interest revenue includes interest on investments and rates. Interest revenue is budgeted to decrease in 2009/2010 as increased capital spending 'draws down' the existing cash balances and lower returns are likely on available investment funds.

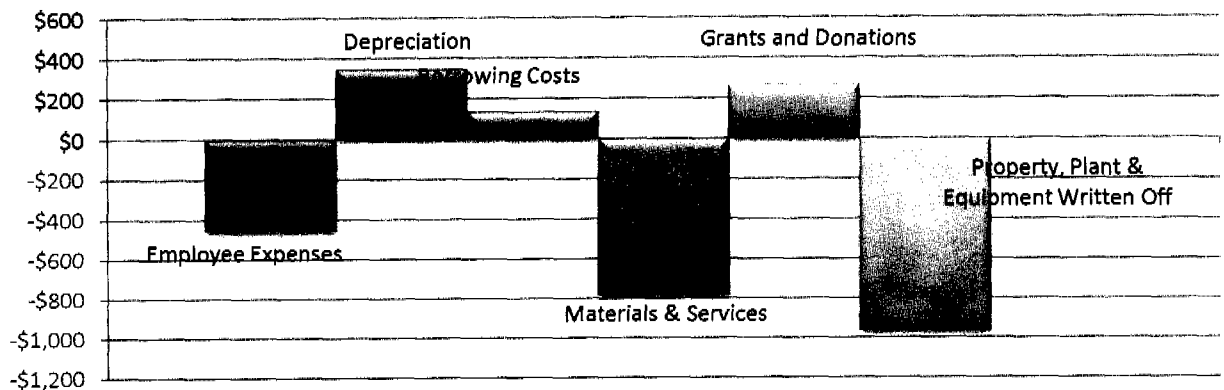
#### **4.1.7 Net Profit (Loss) from Sale of Assets**

Net profit (loss) from sale of Council plant and equipment is predicted to remain relatively steady over the forecast and budget period.

## 4.2 Operating Expenditure

Expenditure Type	Ref	Forecast	Budget	Variance
		2008/2009 '000	2009/2010 '000	'000
Employee Expenses	4.2.1	\$10,728	\$10,273	(\$455)
Depreciation	4.2.2	\$7,685	\$8,029	\$344
Borrowing Costs	4.2.3	\$191	\$323	\$132
Materials & Services	4.2.4	\$14,208	\$13,423	(\$785)
Grants and Donations	4.2.5	\$149	\$415	\$266
Other	4.2.6	\$966	\$	(\$966)
<b>Total Operating Expenditure</b>		<b>\$33,927</b>	<b>\$32,463</b>	<b>(\$1,464)</b>
Property, Plant & Equipment Written Off	4.2.7	\$150	\$150	\$0
<b>Total Expenditure</b>		<b>\$34,077</b>	<b>\$32,613</b>	<b>(\$1,464)</b>

Figure 2: Variance from 2008/2009 Forecast



### 4.2.1 Employee Expenses

Employee costs include all labour related expenditure incurred by Council, including salaries and wages and related on-costs, such as leave entitlements, employer superannuation payments, Workcover, etc. The reduced costs for the coming year reflect changes in the cost recovery methodology.

### 4.2.2 Depreciation

Depreciation relates to the reduction, or consumption, of an asset's value through usage, and applies to assets such as property, plant & equipment, as well as infrastructure assets such as roads, drains, footpaths, etc. The increase in depreciation costs of \$0.3m for 2009/2010 is mainly due to the completion of the 2009/2010 capital works programme and the full year effect of depreciation on the 2008/2009 capital works programme.

### 4.2.3 Borrowing Costs

Borrowing costs relate to interest charged by financial institutions on Council's borrowings. The increase of \$132,000 in borrowing costs results from the planned use



of borrowings to fund intergenerational projects such as the Joint Use Library and the Apollo Bay Waste Transfer Station.

#### **4.2.4 Materials & Services**

Materials and services include the purchase of consumables, payments to contractors for the provision of services and utilities costs and are expected to reduce during the period at \$13.4 million for the 2009/2010 period. This level has reduced due to an expectation that the current economic environment will see minimal increases in costs and an increased commitment to performing activities in-house (for example, utilising existing staff instead of hiring contractors), the aim of which is to reduce the cost of Council's activities. The forecast position for 2008/2009 also includes the completion of projects carried forward from the 2007/2008 financial year.

#### **4.2.5 Grants & Donations**

Grants & Donations include all donations and grants made by Council to community organisations. For the 2009/2010 period the grants and donations also includes contributions paid by Council.

Grants and Donations are expected to increase during the period as Council recognises the need to additionally support the community in the current economic environment.

#### **4.2.6 Other Expenses**

Other expenses include all miscellaneous unclassified expenses incurred in the day to day operation of Council. These expenses have been classified in the 2009/2010 budget as materials and services. As such, other expenses are expected to reduce to zero during the period.

#### **4.2.7 Property, Plant & Equipment Write Off**

This item refers to the costs of writing off the value of any Council owned or controlled property, plant & equipment that is deemed to no longer be owned or controlled by Council or obsolete.

It is budgeted the write offs of property plant and equipment over the 2009/2010 financial year will be \$0.15 million, in line with the previous financial year.

## **5. Analysis of Budgeted Cash Position**

This section of the report analyses the expected cash flows from operating, investing and financing activities of Council for the 2009/2010 financial year.

The significance of budgeting cash flows for Council is that it is a key factor in setting the level of rates and providing a guide to the level of capital expenditure the Council can sustain with or without using existing cash reserves.

- **Operating activities** – Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.
- **Investing activities** – Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.
- **Financing activities** – Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year.

### **5.1 Budgeted Cash Flows Statement (see next page)**

#### **5.1.1 Operating Activities**

Cash flows from operating activities refers to the cash generated or used in the normal service delivery functions of Council. The increase in cash inflows from operating activities of \$2.9 million from 2008/2009 is due to rate increases and a reduction in outgoings.

#### **5.1.2 Investing Activities**

Cash flows from investing activities refers to cash generated or used in the enhancement or creation of infrastructure and other assets. Items such as cash flows for road construction and proceeds from sale of assets are included here. In line with the Council's commitment to eliminating the infrastructure renewal gap and higher proceeds from plant & equipment sales, cash outflows from investing activities are budgeted to show a substantial increase of \$5.1 million over the 2008/2009 financial year due to Council's contribution to the Joint Use Library and the construction of the Apollo Bay Waste Transfer Station.

#### **5.1.3 Financing Activities**

Cash flows from financing activities refers to cash generated or used in the financing of Council functions and includes borrowings from financial institutions. This is budgeted to have a net inflow of \$3.5 million for 2009/2010, consistent with the new borrowings for the Joint Use Library and the Apollo Bay Waste Transfer Station.

#### **5.1.4 Cash at End of Year**

Overall, cash at the end of the 2009/2010 financial year is budgeted to decrease by \$0.55 million to a total of \$3.9 million.

**Budgeted Cash Flows Statement**

	Ref	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>Cash flows from operating activities</b>	5.1.1			
<b>Receipts</b>				
Rates and Charges		\$17,549	\$18,736	\$1,187
Grants - Operating		\$7,603	\$7,467	(\$136)
Grants - Capital		\$4,803	\$4,666	(\$137)
Council User charges & reimbursements		\$3,295	\$4,069	\$774
Contributions and donations received		\$750	\$	(\$750)
Interest received		\$380	\$325	(\$55)
		<b>\$34,380</b>	<b>\$35,263</b>	<b>\$883</b>
<b>Payments</b>				
Employees costs		(\$10,650)	(\$10,273)	\$377
Materials and consumables		(\$14,519)	(\$12,116)	\$2,403
Finance costs		(\$191)	(\$323)	(\$132)
Council Grants and Donations paid		(\$149)	(\$415)	(\$266)
Other Expenses		(\$946)	(\$1,307)	(\$361)
		<b>(\$26,455)</b>	<b>(\$24,434)</b>	<b>\$2,021</b>
<b>Cash inflows from operating activities</b>		<b>\$7,925</b>	<b>\$10,829</b>	<b>\$2,904</b>
<b>Cash flows from investing activities</b>	5.1.2			
Payments for asset acquisition		(\$9,855)	(\$15,666)	(\$5,811)
Proceeds from disposal of assets		\$563	\$1,300	\$737
<b>Cash outflows from investing activities</b>		<b>(\$9,292)</b>	<b>(\$14,366)</b>	<b>(\$5,074)</b>
<b>Cash flows from financing activities</b>	5.1.3			
Repayment of borrowings		(\$518)	(\$368)	\$150
Proceeds from borrowings		\$	\$3,350	\$3,350
Lease Payments		(\$26)	\$0	\$26
<b>Cash outflows from financing activities</b>		<b>(\$544)</b>	<b>\$2,982</b>	<b>\$3,526</b>
<b>Net increase/(decrease) in cash &amp; equivalents</b>		<b>(\$1,911)</b>	<b>(\$555)</b>	<b>\$1,356</b>
Cash & equivalents - beginning of the financial year		\$6,412	\$4,501	(\$1,911)
<b>Cash at end of financial year</b>	5.1.4	<b>\$4,501</b>	<b>\$3,946</b>	<b>(\$555)</b>
<b>Represented by:</b>				
Restricted cash and investments				
- Statutory Reserves		\$604	\$494	(\$110)
- Trust Deposits		\$316	\$316	\$
- Restricted Reserves		\$2,273	\$1,827	(\$446)
- Long Service Leave		\$1,237	\$1,295	\$58
- Working Capital		\$71	\$14	(\$57)
<b>Total Reserves cash &amp; working capital</b>	5.2	<b>\$4,501</b>	<b>\$3,946</b>	<b>(\$555)</b>

## 5.2 Restricted and unrestricted cash and investments

The cash flow statement indicates that Council is estimating that at 30<sup>th</sup> June 2010 it will have cash of \$3.9 million which has been restricted as follows:

- **Statutory Reserves \$0.5 million** - These funds are Car Parking and Recreational Reserves and the funds must be applied for specified statutory purposes in accordance with various legislation and contractual requirements.
- **Refundable Trust Deposits of \$0.3 million** – These funds are deposits held for specific purposes and are available only as deposits and bonds held in trust.
- **Restricted Reserves \$1.8 million** - These funds are restricted for the purpose the reserve was established for. These reserves are often established by Council resolution or as part of the budget process, and would then require a further resolution of Council to change the manner in which the funds may be utilised. Refer to Appendix A for further details of these funds.
- **Long Service Leave \$1.3 million** - These funds are separately identified as restricted to ensure there is sufficient funds to meet Council's long service leave obligations as set out in the Local Government (Long Service Leave) Regulations 2002.
- **Working Capital of \$0.01 million** – Working capital funds are free from any legislative restriction and are used to support the day to day cash flow operational requirements of Council. This reflects a critical short term deterioration in the working capital positions of Council. The medium to long term financial plan needs to address the level of working capital and needs to show considerable increase over the next four years.

## 6. Analysis of Capital Budget

This section of the report analyses the planned capital expenditure budget for the 2009/2010 financial year, and the sources of funding for that budget.

Refer to Appendix C for a detailed listing of budgeted capital works.

### 6.1 Funding Sources

Sources of funding	Ref	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>External</b>				
Grants - Capital	6.1.1	\$4,803	\$4,666	(\$137)
Reimbursements & Contributions	6.1.2	\$845	\$128	(\$717)
Proceeds on sale of assets	6.1.3	\$563	\$1,300	\$737
		<b>\$6,211</b>	<b>\$6,094</b>	<b>(\$117)</b>
<b>Internal</b>				
Transfers from Reserves for Capital Works	6.1.4	\$600	\$1,085	\$485
Operations	6.1.5	\$3,239	\$9,042	\$5,803
Unrestricted cash and investments	6.1.6	(\$386)	(\$555)	(\$169)
		<b>\$3,453</b>	<b>\$9,572</b>	<b>\$6,119</b>
<b>Total funding sources</b>		<b>\$9,664</b>	<b>\$15,666</b>	<b>\$6,002</b>

#### 6.1.1 Grants

The grants and contributions include all monies received from State and Federal Government, as well as other community sources, for the purpose of funding Council's capital works program.

Significant grants & contributions are budgeted for receipt in 2009/2010 including additional Roads, Small Towns, Joint Use Library and sporting facilities improvement Grants.

#### 6.1.2 Reimbursements & Contributions

The 2008/2009 Forecast is for the Marks and Slater Special Charge Schemes allowing for sealing of these previously unmade roads in Elliminyt. The 2009/2010 budget includes the Pound Road Special Charge Scheme, which is sealing of Pound road between Main Street and Queen Street.

#### 6.1.3 Proceeds from Sale of Assets

The proceeds from sale of assets includes all monies received from the sale and trade in of Council's motor vehicles and plant, in accordance with Council's fleet replacement and renewal policy. Additionally included is the sale of land and buildings surplus to Council's operating requirements.

**6.1.4 Reserves**

Reserve funding consists of all funds Council has specifically set aside in reserves for capital works projects. During the 2009/2010 financial year, it is expected that \$1.1 million will be transferred from the reserves for capital works projects.

**6.1.5 Operations**

Funding from operations refers to the amount of funds which are generated from the course of Council's normal business over the year, which will be used to fund the capital works programme. This includes borrowings sourced from financial institutions, which for the 2009/2010 year is expected to be \$3.35 million. It is estimated that over the 2009/2010 year, approximately \$9.0 million will be allocated for this purpose.

**6.1.6 Unrestricted Cash and Investments**

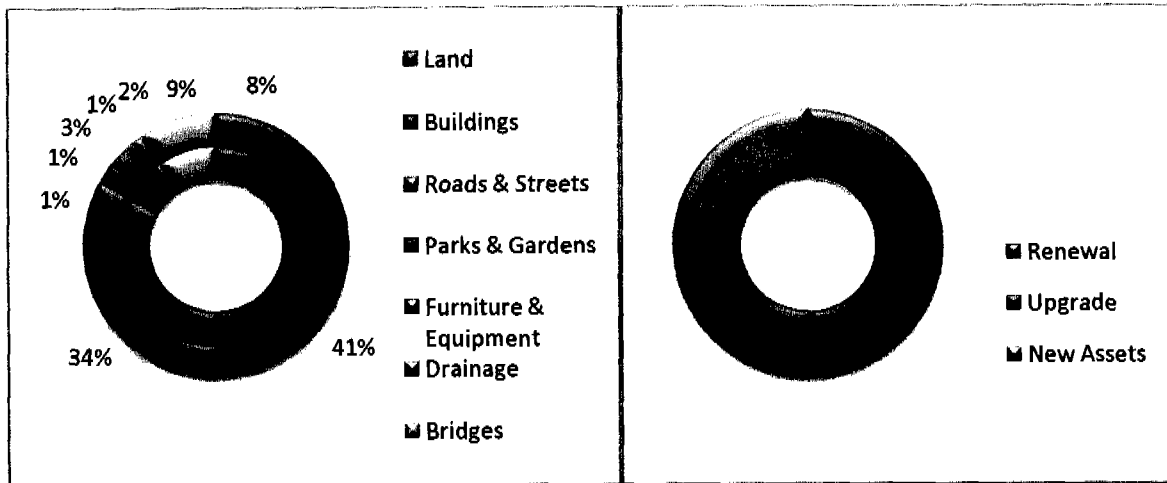
Cash funds from unrestricted cash and investments being utilised for capital activities will result in a negative variance of \$0.56 million.

**6.2 Capital Works**

<b>Capital Works Areas</b>	<b>Ref</b>	<b>Forecast 2008/2009 '000</b>	<b>Budget 2009/2010 '000</b>	<b>Variance '000</b>
Land	6.2.1	\$1,000	\$1,300	\$300
Buildings	6.2.2	\$623	\$6,449	\$5,826
Roads & Streets	6.2.3	\$4,803	\$5,319	\$516
Parks & Gardens	6.2.4	\$531	\$215	(\$316)
Furniture & Equipment	6.2.5	\$302	\$136	(\$166)
Drainage	6.2.6	\$390	\$441	\$51
Bridges	6.2.7	\$565	\$120	(\$445)
Footpaths, Kerb & Channelling	6.2.8	\$250	\$237	(\$13)
Plant & Machinery	6.2.9	\$1,200	\$1,450	\$250
<b>Total Capital Works</b>		<b>\$9,664</b>	<b>\$15,666</b>	<b>\$6,002</b>
<b>Represented by:</b>				
Renewal		\$6,135	\$7,742	\$1,607
Upgrade		\$3,521	\$1,718	(\$1,803)
New Assets		\$8	\$6,207	\$6,199
<b>Total Capital Works</b>		<b>\$9,664</b>	<b>\$15,666</b>	<b>\$6,002</b>

**Budgeted new capital works 2009/2010**

**Budgeted total capital works 2009/2010**



**6.2.1 Land**

Land acquisitions across the shire, including associated costs, is expected to be in the order of \$1.3 million.

**6.2.2 Buildings**

Capital expenditure on buildings is budgeted to be \$6.4 million over 2009/2010. Buildings include community facilities, Joint Use Library, Apollo Bay Waste Transfer Station, municipal offices and sports facilities.

**6.2.3 Roads & Streets**

Capital expenditure on roads & streets is budgeted to increase by \$0.5 million over 2009/2010, reflecting the council's commitments to bridging the infrastructure renewal gap and appropriation of the "Road to Recovery" Grants.

**6.2.4 Parks and Gardens**

Parks and Gardens includes parks, playing surfaces, streetscapes, playground equipment, irrigation systems, trees and public art. For the 2009/2010 year, \$0.2 million will be spent on parks and gardens.

**6.2.5 Furniture & Equipment**

Capital expenditure on furniture and equipment for the 2009/2010 year is approximately \$0.14 million and is less than the previous year.

**6.2.6 Drainage**

Capital expenditure on drainage is expected to remain relatively constant over 2009/2010.

**6.2.7 Bridges**

Capital expenditure on bridges is expected to decrease by \$0.4 million over 2009/2010.

**6.2.8 Footpaths, Kerb & Channelling**

Capital expenditure on footpaths, kerb & channelling is expected to remain relatively constant over 2009/2010.

**6.2.9 Plant & Machinery**

Capital expenditure on plant & machinery is expected to increase by \$0.2 million over 2009/2010. This figure includes renewal and replacement of Council's light vehicle fleet, as well as heavy plant and other miscellaneous plant and machinery.



## 7. Analysis of Budgeted Financial Position

This section of the report analyses the movements in assets, liabilities and equity between 2008/2009 and 2009/2010.

### 7.1 Budgeted Balance Sheet

	Ref	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>Current Assets</b>	7.1.1			
Cash		\$4,501	\$3,946	(\$555)
Receivables		\$2,650	\$2,031	(\$619)
Inventories		\$91	\$92	\$1
Prepayments		\$81	\$84	\$3
<b>Total Current Assets</b>		<b>\$7,323</b>	<b>\$6,153</b>	<b>(\$1,170)</b>
<b>Non Current Assets</b>	7.1.2			
Property, Infrastructure, Plant & Equipment		\$229,544	\$235,756	\$6,212
Investment in Associates		\$448	\$433	(\$15)
Receivables		(\$1)	(\$1)	\$0
<b>Total Non Current Assets</b>		<b>\$229,991</b>	<b>\$236,188</b>	<b>\$6,197</b>
<b>Current Liabilities</b>	7.1.3			
Payables		\$693	\$690	\$3
Employee Entitlements		\$2,020	\$2,102	(\$82)
Provision for Landfill Rehabilitation		\$171	\$235	(\$64)
Interest Bearing Liabilities		\$368	\$369	(\$1)
<b>Total Current Liabilities</b>		<b>\$3,252</b>	<b>\$3,396</b>	<b>(\$144)</b>
<b>Non Current Liabilities</b>	7.1.4			
Employee Entitlements		\$112	\$117	(\$5)
Provision for Landfill Rehabilitation		\$2,261	\$2,026	\$235
Interest Bearing Liabilities		\$2,094	\$5,075	(\$2,981)
<b>Total Non Current Liabilities</b>		<b>\$4,467</b>	<b>\$7,218</b>	<b>(\$2,751)</b>
<b>Net Assets</b>		<b>\$229,595</b>	<b>\$231,727</b>	<b>\$2,132</b>
<b>Equity</b>	7.1.5			
Accumulated Funds		\$92,988	\$95,676	\$2,688
Asset Revaluation Reserves		\$133,730	\$133,730	\$0
Other Reserves		\$2,877	\$2,321	(\$556)
<b>Total Equity</b>		<b>\$229,595</b>	<b>\$231,727</b>	<b>\$2,132</b>

#### 7.1.1 Current Assets

Cash includes cash and investments such as cash held in the bank and in petty cash and the value of investments in deposits or other highly liquid investments with short term maturities of three months or less. This balance is projected to decrease by \$1.2 million during the year mainly to fund the large capital works programme scheduled for the 2009/2010 year.

Trade and other receivables are monies owed to Council by ratepayers and others. Short term debtors are expected to shrink as the Eliminyt Gas Scheme is finalised.

#### **7.1.2 Non Current Assets**

Non Current Assets are budgeted to increase over 2009/2010 by \$6.2 million to \$236.2 million. This is due to an expansionary capital expenditure programme.

#### **7.1.3 Current Liabilities**

Current Liabilities are budgeted to increase by \$0.1 million over the 2009/2010 financial year.

Provisions include accrued long service leave and annual leave. These employee entitlements are only expected to increase marginally due to more active management of entitlements despite factoring in an increase for Collective Agreement outcomes.

#### **7.1.4 Non Current Liabilities**

Non Current Liabilities are budgeted to increase by \$2.7 million over the 2009/2010 year to \$7.2 million. This is due to an increase in Council's level of borrowings to fund intergenerational projects such as the Joint Use Library and the Apollo Bay Waste Transfer Station.

#### **7.1.5 Equity**

Equity is budgeted to increase over 2009/2010 by \$2.1 million.

### **7.2 Key Assumptions**

Key assumptions used in the development of the 2009/2010 Budgeted Statement of Financial Position include:

- Total capital expenditure is budgeted to be \$15.7 million.
- Loan liability will increase in line with the borrowing programme.
- Employee provisions to increase marginally in 2009/2010. Long Service Leave and Annual Leave are projected to increase in line with projected increases to salaries.
- Changes in Reserves from Asset Revaluations have not been taken into account due to the uncertainty of revaluations.
- Payables are based on past trends. They are projected to remain relatively constant as it is difficult to predict what invoices and accounts will be outstanding as of 30<sup>th</sup> of June each financial year.

## **LONG TERM STRATEGIES**

### **8. Strategic Resource Plan**

Council will adopt its Strategic Resource Plan in June 2009 for the period 2009/10 to 2012/13.

#### **8.1 Plan Development**

The Colac Otway Shire Strategic Resource Plan (SRP) is a plan of resources required over a four year period to achieve the strategic objectives detailed in the Council Plan.

The current SRP was prepared in conjunction with the Council Plan and the 2009/2010 budgetary process. The SRP will be reviewed annually, in unison with the annual budget process to ensure that the SRP continues to provide guidance and remains relevant.

The current SRP reflects the more rigorous approach taken by the Council to:

- reducing the Infrastructure Renewal Gap;
- developing sustainable working capital reserves;
- funding of intergenerational projects; and
- funding of current and future environmental obligations including the remediation of landfill sites.

The key objective, which underlined the development of the Plan, was financial sustainability in the medium to long term, whilst still achieving Council's strategic objectives as specified in the Council Plan. The key financial targets, which underpin the Strategic Resource Plan are:

- Ensure asset renewal gap capital commitments are met in real terms for each year of the SRP;
- Achieve consistent operating surpluses;
- Achieve strong working capital and liquidity positions;
- Ensure cash balances are equal or above statutory; restricted and working capital reserve levels;
- Ensure funding is available to meet the Shire's current and future environmental obligations;
- Ensure funding is available to meet the Shire's current and future accommodation obligations; and
- Review user fees and charges on an annual basis for equity and fairness.

In preparing the SRP, Council was mindful of the need to comply with the following Principles of Sound Financial Management as contained in the Local Government Act:

- Prudently manage financial risks relating to debt, assets and liabilities;
- Provide reasonable stability in the level of rate burden;
- Consider the financial effects of Council decisions on future generations; and
- Provide full, accurate and timely disclosure of financial information.

## 8.2 Financial Resources

The following table summarises the key financial results for the period 2009/2010 to 2012/2013. It is intended to revise the draft SRP in line with the current budget to ensure consistency between the documents.

BUDGET / SRP FINANCIAL RESOURCES				
Indicator	SRP 2009/2010 '000	SRP 2010/2011 '000	SRP 2011/2012 '000	SRP 2012/2013 '000
Net Surplus/(Deficit)	\$2,688	\$3,116	\$3,599	\$4,284
Rates & Charges Revenue	\$18,736	\$19,860	\$21,051	\$22,314
Cash Balance	\$3,946	\$5,405	\$7,851	\$10,970
Capital Works	\$15,666	\$10,585	\$10,532	\$10,945

The key outcomes of the Plan are as follows:

- **Financial sustainability** - Cash and investments are forecast to increase over the four year period from a forecast of \$3.9 million to \$10.9 million, which indicates a fiscally prudent expenditure approach over the period whilst attempting to build capacity in the organisation to deal with external shocks, such as that dealt by economic conditions or natural disasters.
- **Rating strategy** - Rate increases are forecast to average 5.5% plus 1.5% for supplementary rates for the 2009/2010 up to and including the 2012/2013 financial years.
- **Infrastructure strategy** - Capital expenditure over the four year period will total \$48 million at an average of \$12 million.

## **9. Rating Strategy**

This section considers the Council's rating strategy including strategy development and assumptions underlying the current year rate increase and rating structure.

### **9.1 Current Rate Structure**

Council has established a structure for property rating that comprises three key elements.

These are:

- Property values, which are considered to reflect capacity to pay; (State Government legislation)
- Municipal charges being a flat charge applied equally to all properties; and
- User pays component to reflect usage of services provided by Council.

Striking a proper balance between these elements provides equity in the distribution of the rate burden across property types.

Having reviewed the various valuation bases for determining the property value component of rates, Council made a decision some years ago to apply a Capital Improved Value (CIV) basis of rating on the grounds that it provides the most equitable distribution of rates across the municipality. There are no plans to change that basis.

Council makes a further distinction within the property value component of rates based on the purpose for which the property is used, that is, whether the property is used for residential, farming or commercial/industrial purposes. In regard to the commercial/industrial properties this distinction is based on the concept that these properties should pay a fair and equitable contribution to rates taking into account the benefits that these businesses derive from the local community.

The existing rating structure comprises differential rates for residential, farming and commercial/industrial properties. These rates are structured in accordance with the requirements of Section 161 "Differential Rates" of the Local Government Act.

### **9.2 2009/2010 Rating Structure**

The budget document details the 2009/10 operating position. It has been impacted by the deteriorating economic conditions and reductions in government funding.

In the determination of the annual rate increase, Colac Otway's Rating Strategy recognises:

- Council's obligations under the Act to prudently manage financial risks and to provide reasonable stability in the level of rate burden;
- Responsible financial management objectives which include the achievement of operating surpluses, a balanced cash budget and a sound liquidity position;
- The importance Council places on responsibly maintaining, developing and enhancing its assets through a significant annual Capital Works Programme; and
- Community demand and Council commitment to maintaining Council's services and facilities.

To achieve the management and delivery of these objectives in 2009/10 the budget recommends an increase of 5.95% in the average rates and charges per assessment. It is forecast that a total of \$18.36m in rates and charges will be raised including \$100,000 from supplementary rates.

The average rates and charges per assessment for 2009/10 are forecast to be \$1,310. This is a \$73 or 5.95% increase on the average rates and charges per assessment for 2008/09 of \$1,237.

The following table summarises the rates and charges to be made for 2009/10 year.

A more detailed analysis of the rates and charges to be raised is contained in Appendix B "Statutory Disclosures".

Rate or Charge Type	How Applied	2008/2009	2009/2010
Residential – Colac (Base Rate)	Cents in \$of CIV	0.3015	0.3231
Residential – Balance of Shire	Cents in \$of CIV	0.2563	0.2746
Rural - Farm	Cents in \$of CIV	0.2382	0.2552
Holiday Rental	Cents in \$of CIV	0.3015	0.3231
Commercial/Industrial - Colac	Cents in \$of CIV	0.4975	0.5331
Commercial/Industrial - Other	Cents in \$of CIV	0.4221	0.4523
Municipal Charge	\$ per property	\$150	\$150
Waste Management Charge - Weekly	\$ per property	\$235	\$240
Waste Management Charge - Fortnightly	\$ per property	\$152	\$156
Aire River (Special Charge) Drainage Scheme	\$ per hectare	\$0.20	\$0.20
Tirrengower (Special Charge) Drainage Scheme	\$ per hectare	\$2.50	\$2.50

The existing rating relativities between property types are as follows:

Rate Category	Relativity
Residential – Colac	Base rate
Residential – Balance of Shire	85% of Colac Residential
Rural - Farm	79% of Colac Residential
Holiday Rental	100% of Colac Residential
Commercial/Industrial - Colac	165% of Colac Residential
Commercial/Industrial - Other	140% of Colac Residential

## 10. Borrowing Strategy

Council's borrowing strategy aims to provide a framework for Council to work within when sourcing funds for various projects by borrowings. Part of Council's medium to long term financial strategy is to provide adequate and appropriate levels of service to the community, whilst maintaining a prudent financial position. In the light of this requirement, it can be seen that the borrowing strategy is an integral part of Council's long term financial plan.

Borrowings are identified as an important funding source for capital works programmes. In the past, Council has borrowed strongly to finance large infrastructure projects and intends to do so again in the 2009/2010 financial year.

The following table provides a history of Council borrowings for the last five years and the prudential ratios applicable.

Year	Total Borrowings 30-Jun '000	Working Capital Ratio %	Debt Mgt Loan Debt / Rates %	Debt Mgt Service Cost / Revenue %
2005/06	\$3,923	243%	29.72%	0.87%
2006/07	\$3,466	267%	23.50%	0.78%
2007/08	\$2,980	226%	18.19%	0.65%
2008/09	\$2,462	232%	13.99%	0.54%
2009/10	\$5,444	205%	29.05%	0.88%

The above table indicates that Council's borrowing level at 30<sup>th</sup> June 2010 is forecast to be \$5.44 million. This level is well within the Victorian State Government's prudential ratio limits.

The Strategic Resource Plan which has been prepared for the period 2009/10 to 2012/13 includes funding options for a number of significant projects. These include for example:

- Joint Use Library (Colac Library);
- Apollo Bay Community Library and Facility Development; and
- Apollo Bay Waste Transfer Station.

The use of loan funds has been identified as an integral part in the delivery of intergenerational infrastructure for the community. This essentially recognises that assets built today, such as a transfer station, which is for the present and future generations of ratepayers should be paid for by more than just the present generation, hence the term of "intergenerational projects". It is "unfair" to burden today's ratepayer with all of the costs of an asset that will benefit future ratepayers.

The following table sets out the future debt servicing performance with the expected new borrowings taken up. The figures are based on the forecast financial position of Council as at 30<sup>th</sup> June 2009.

### Borrowing Position 2009/10 to 2011/12

Year	New Borrowings '000	Principal Paid '000	Interest Paid '000	Balance 30-Jun '000	Debt / Rate Revenue
2009/10	\$3,350,000	\$368	\$323	\$5,444	29.06%
2010/11	\$500,000	\$369	\$369	\$5,575	28.07%
2011/12	\$0	\$347	\$362	\$5,228	24.83%

## **11. Asset Management Strategy**

As a result of Council's medium to long term aim to provide an appropriate level of community service, Council has developed a capital and major works strategy, which sets out Council's capital expenditure requirements for the next four years.

The Council has developed an Asset Management Strategy which sets out the capital expenditure requirements of the Council for the next four years. It predicts infrastructure consumption, renewal needs and additional infrastructure requirements to meet future community service expectations. The key aspects in developing the Asset Management Strategy are:

- Long term capital planning process which integrates with the Council Plan (Strategic Resource Plan), Long Term Financial Plan and the Annual Budget Processes;
- Listing of all known capital projects in the five year capital works program;
- Transparent process for evaluating and prioritising capital projects.

The capital works planning process is undertaken annually, thereby ensuring that the current capital expenditure commitments made by the Council are consistent with the Strategy and reflect current priorities.

A key objective of this Strategy is to maintain or preserve Council's existing assets at desired condition levels. In order to ensure sustainability of the asset portfolio, Council's focus needs to be more on renewal than expansion or upgrade. Renewal works maintain the stability of the portfolio, whereas upgrade and expansion works increase the value of the asset portfolio. An increased asset portfolio value requires a greater annual contribution to sustain the condition of the expanded asset base. This approach is caused by financial constraints.



## **APPENDICES**

### **Overview to Appendices**

The following appendices include voluntary and statutory disclosures of information which provide support for the analysis contained in this report.

The information contained in the appendices has not been included in the main body of the report due to the interests of clarity and conciseness. However, Council has decided that whilst the budget report needs to focus on the important elements of the budget and provide appropriate analysis thereof, the detail upon which the annual budget is based should be provided in the interests of open and transparent local government.

The contents of the appendices are summarised below:

#### **Appendix A – Budgeted Standard Statements**

This appendix presents information in regard to the Budgeted Standard Statements.

The appendix includes the following budgeted information:

- Budgeted Standard Income Statement
- Budgeted Standard Balance Sheet
- Budgeted Standard Cash Flow Statement
- Budgeted Standard Capital Works Statement
- Budgeted Statement of Investment Reserves

#### **Appendix B – Statutory Disclosures in the Annual Budget**

This appendix presents information required pursuant to the Act and the Regulations to be disclosed in the Council's annual budget.

The appendix includes the Council's 2009/10 Rates and Charges.

#### **Appendix C – Capital Works Programme**

This appendix presents a listing of the capital works projects that will be undertaken for the 2009/10 year.

The capital works projects are grouped by class and include new works for 2009/10.

#### **Appendix D – Key Strategic Activities**

Pursuant to Section 127 of the *Local Government Act* 1989, this appendix presents a number of strategic activities to be undertaken during the 2009/10 year and performance targets and measures in relation to these.

#### **Appendix E – User Pay Charges**

This appendix presents a list of user pay charges that are both Council and Statutory Fees that list the current fee and the recommended fee for 2009/10.

**Appendix A - Budget Standard Statements**

This appendix presents information in regard to the Budgeted Standard Statements.

This appendix includes the following budgeted information:

- Budgeted Standard Income Statement
- Budgeted Standard Balance Sheet
- Budgeted Standard Cash Flow Statement
- Budgeted Standard Capital Works Statement
- Budgeted Statement of Investment Reserves

**Budgeted Standard Income Statement**

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>OPERATING REVENUE</b>			
Rates - General	\$17,592	\$18,736	\$1,144
<b>Rates &amp; Charges</b>	<b>\$17,592</b>	<b>\$18,736</b>	<b>\$1,144</b>
Grants - Operating	\$7,603	\$7,467	(\$136)
Grants - Capital	\$4,803	\$4,666	(\$137)
Charges, Fees & Fines	\$3,889	\$3,720	(\$169)
Reimbursements & Contributions	\$750	\$349	(\$401)
Interest Revenue	\$380	\$325	(\$55)
<b>TOTAL OPERATING REVENUE</b>	<b>\$35,017</b>	<b>\$35,263</b>	<b>\$246</b>
<b>OPERATING EXPENSES</b>			
Employee Expenses	\$10,728	\$10,273	\$455
Depreciation	\$7,685	\$8,029	(\$344)
Borrowing Costs	\$191	\$323	(\$132)
Materials & Services	\$13,897	\$12,116	\$1,781
Grants and Donations	\$149	\$415	(\$266)
Plant Expenses	\$311	\$1,307	(\$996)
Other	\$966	\$0	\$966
<b>TOTAL OPERATING EXPENSES</b>	<b>\$33,927</b>	<b>\$32,463</b>	<b>\$1,464</b>
Net profit (loss) from Asset Sales	\$13	\$38	(\$25)
Donated Assets	\$139	\$0	\$139
LESS Property, Plant & Equipment Written Off	\$150	\$150	\$0
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$1,092</b>	<b>\$2,688</b>	<b>\$1,596</b>

**Budgeted Standard Balance Sheet**

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>CURRENT ASSETS</b>			
Cash	\$4,501	\$3,946	(\$555)
Receivables	\$2,650	\$2,031	(\$619)
Inventories	\$91	\$92	\$1,000
Prepayments	\$81	\$84	\$3,000
<b>TOTAL CURRENT ASSETS</b>	<b>\$7,323</b>	<b>\$6,153</b>	<b>(\$1,170)</b>
<b>NON-CURRENT ASSETS</b>			
Property, Infrastructure, Plant & Equipment	\$229,544	\$235,756	\$6,212
Investment in Associates	\$448	\$433	(\$15)
Receivables	(\$1)	(\$1)	\$
<b>TOTAL NON-CURRENT ASSETS</b>	<b>\$229,991</b>	<b>\$236,188</b>	<b>\$6,197</b>
<b>TOTAL ASSETS</b>	<b>\$237,314</b>	<b>\$242,341</b>	<b>\$5,027</b>
<b>CURRENT LIABILITIES</b>			
Payables	\$693	\$690	\$3
Employee Entitlements	\$2,020	\$2,102	(\$82)
Provision for Landfill Rehabilitation	\$171	\$235	(\$64)
Lease Liability	\$	\$	\$
Interest Bearing Liabilities	\$368	\$369	(\$1)
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$3,252</b>	<b>\$3,396</b>	<b>(\$144)</b>
<b>NON-CURRENT LIABILITIES</b>			
Employee Entitlements	\$112	\$117	(\$5)
Provision for Landfill Rehabilitation	\$2,261	\$2,026	\$235
Lease Liability	\$	\$	\$
Interest Bearing Liabilities	\$2,094	\$5,075	(\$2,981)
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>\$4,467</b>	<b>\$7,218</b>	<b>(\$2,751)</b>
<b>TOTAL LIABILITIES</b>	<b>\$7,719</b>	<b>\$10,614</b>	<b>(\$2,895)</b>
<b>NET ASSETS</b>	<b>\$229,595</b>	<b>\$231,727</b>	<b>\$2,132</b>
<b>EQUITY</b>			
Accumulated Funds	\$92,988	\$95,676	\$2,688
Asset Revaluation Reserves	\$133,730	\$133,730	\$0
Other Reserves	\$2,877	\$2,321	(\$556)
<b>TOTAL EQUITY</b>	<b>\$229,595</b>	<b>\$231,727</b>	<b>\$2,132</b>

**Budgeted Standard Cash Flow Statement**

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Rates and Charges	\$17,549	\$18,736	\$1,187
Grants - Operating	\$7,603	\$7,467	(\$136)
Grants - Capital	\$4,803	\$4,666	(\$137)
Council User charges & reimbursements	\$3,295	\$4,069	\$774
Contributions and donations received	\$750	\$	(\$750)
Interest received	\$380	\$325	(\$55)
	<b>\$34,380</b>	<b>\$35,263</b>	<b>\$883</b>
<b>Payments</b>			
Employees costs	(\$10,650)	(\$10,273)	\$377
Materials and consumables	(\$14,519)	(\$12,116)	\$2,403
Finance costs	(\$191)	(\$323)	(\$132)
Council Grants and Donations paid	(\$149)	(\$415)	(\$266)
Other Expenses	(\$946)	(\$1,307)	(\$361)
	<b>(\$26,455)</b>	<b>(\$24,434)</b>	<b>\$2,021</b>
<b>Net cash provided by operating activities</b>	<b>\$7,925</b>	<b>\$10,829</b>	<b>\$2,904</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for asset acquisition	(\$9,855)	(\$15,666)	(\$5,811)
Proceeds from disposal of assets	\$563	\$1,300	\$737
<b>Net cash used in investing activities</b>	<b>(\$9,292)</b>	<b>(\$14,366)</b>	<b>(\$5,074)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Repayment of borrowings	(\$518)	(\$368)	\$150
Proceeds from borrowings	\$0	\$3,350	\$3,350
Lease Payments	(\$26)	\$	\$26
<b>Net cash used in financing activities</b>	<b>(\$544)</b>	<b>\$2,982</b>	<b>\$3,526</b>
<b>Net increase/(decrease) in cash held</b>	<b>(\$1,911)</b>	<b>(\$555)</b>	<b>\$1,356</b>
Cash at the beginning of the financial year	\$6,412	\$4,501	(\$1,911)
<b>CASH AT THE END OF THE FINANCIAL YEAR</b>	<b>\$4,501</b>	<b>\$3,946</b>	<b>(\$555)</b>

**Budgeted Standard Statement of Capital Works**

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>Projects</b>			
Land	\$1,000	\$1,300	(\$300)
Buildings	\$623	\$6,449	(\$5,826)
Roads & Streets	\$4,803	\$5,319	(\$516)
Parks & Gardens	\$531	\$215	\$316
Furniture & Equipment	\$302	\$136	\$166
Drainage	\$390	\$441	(\$51)
Bridges	\$565	\$120	\$445
Footpaths, Kerb and Channelling	\$250	\$237	\$13
Plant & Machinery	\$1,200	\$1,450	(\$250)
<b>Total Capital Works</b>	<b>\$9,664</b>	<b>\$15,666</b>	<b>(\$6,002)</b>
<b>Represented by:</b>			
Renewal	\$6,135	\$7,742	(\$1,607)
Upgrade	\$3,521	\$1,718	\$1,803
New	\$8	\$6,207	(\$6,199)
<b>Total Capital Works</b>	<b>\$9,664</b>	<b>\$15,666</b>	<b>(\$6,002)</b>

**Reconciliation of net movement in property, plant and equipment**

	Forecast 2008/2009 '000	Budget 2009/2010 '000
<b>Total Capital Works</b>	<b>\$9,664</b>	<b>\$15,666</b>
Asset Revaluation increment/decrement	\$0	\$0
Depreciation	(\$7,685)	(\$8,029)
Written value of assets sold	(\$550)	(\$1,262)
Donated assets	\$139	\$
Property, Plant & Equipment Written Off	(\$150)	(\$150)
<b>Net movement property, plant and equipment</b>	<b>\$1,418</b>	<b>\$6,225</b>

**Budgeted Statement of Reserves**

	Forecast 2008/2009 '000	Budget 2009/2010 '000	Variance '000
<b>Statutory</b>			
Car Parking	\$246	\$136	(\$110)
Recreational Lands	\$358	\$358	\$
<b>Total Statutory Reserves</b>	<b>\$604</b>	<b>\$494</b>	<b>(\$110)</b>
<b>Discretionary</b>			
Plant Replacement	\$504	\$604	\$100
Landfill Rehabilitation	\$300	\$380	\$80
Marengo Transfer Station	\$225	\$0	(\$225)
Lakeside Estate Sale Proceeds	\$750	\$0	(\$750)
Waste Management	\$408	\$665	\$257
Colac Livestock Selling Centre	\$86	\$178	\$92
<b>Total Discretionary Reserves</b>	<b>\$2,273</b>	<b>\$1,827</b>	<b>(\$446)</b>
<b>Total Reserves</b>	<b>\$2,877</b>	<b>\$2,321</b>	<b>(\$556)</b>

Reserve Funds consists of all funds Council has specifically set aside in reserves for capital works and other projects. During the 2009/2010 financial year, it is expected that \$0.2 million from the Landfill Rehabilitation Reserve will be utilised for the Apollo Bay Waste Transfer Station and Council will continue to increase the funds in the Waste Management reserve to accommodate future waste management projects and issues associated with the review of contracts.

**Appendix B - Statutory Disclosures****Statutory disclosures required for Public Display of the Prepared 2009/10 Annual Budget.**

This Schedule presents information required pursuant to the Act and the Regulations to be disclosed in the Council's Annual Budget. The disclosures include details on:

- Borrowings
- Rates and Charges
- Differential Rates

**1. Borrowings**

	2008/09 \$	2009/10 \$
New borrowings (other than refinancing)	Nil	3,350,000
Debt redemption	518,000	368,000

**2. Rates and charges****2.1 The proposed rate in the dollar for each type of rate to be levied**

Type of Property	2008/09 Cents/\$CIV	2009/10 Cents/\$CIV
Residential – Colac, Colac East, Colac West, Elliminyt	0.3015	0.3231
Residential – Balance Shire	0.2563	0.2746
Rural - Farm	0.2382	0.2552
Holiday Rental	0.3015	0.3231
Commercial/Industrial – Colac, Colac East, Colac West, Elliminyt	0.4975	0.5331
Commercial/Industrial – Balance of Shire	0.4221	0.4523

**2.2 The estimated amount to be raised by each type of rate to be levied**

Type of Property	2008/09 \$	2009/10 \$
Residential – Colac, Colac East, Colac West, Elliminyt	2,820,546	3,074,771
Residential – Balance Shire	4,485,317	4,729,331
Rural - Farm	3,934,137	4,188,132
Holiday Rental	496,804	662,357
Commercial/Industrial – Colac, Colac East, Colac West, Elliminyt	989,204	1,097,400
Commercial/Industrial – Balance of Shire	688,082	722,092

**2.3 The estimated total amount to be raised by rates**

	2008/09	2009/10
	\$	\$
Total rates to be raised	13,414,090	14,474,082

**2.4 The proposed percentage change in the rate in the dollar for each type of rate to be levied, compared to that of the previous financial year**

Type of Property	2008/09 Change %	2009/10 Change %
Residential – Colac, Colac East, Colac West, Elliminyt	(3.05)	7.2
Residential – Balance Shire	(2.92)	7.1
Rural - Farm	(3.17)	7.1
Holiday Rental	(3.05)	7.2
Commercial/Industrial – Colac, Colac East, Colac West, Elliminyt	(3.96)	7.2
Commercial/Industrial – Balance of Shire	(3.19)	7.2

**2.5 The number of assessments for each type of rate to be levied, compared to the previous year**

Type of Property	2008/09 No.	2009/10 No.
Residential – Colac, Colac East, Colac West, Elliminyt	4,850	4,884
Residential – Balance Shire	5,495	5,428
Rural - Farm	2,600	2,599
Holiday Rental	329	426
Commercial/Industrial – Colac, Colac East, Colac West, Elliminyt	596	602
Commercial/Industrial – Balance of Shire	319	325
<b>Total number of assessments</b>	<b>14,189</b>	<b>14,264</b>

**2.6 The basis of valuation to be used is the Capital Improved Value (CIV)**



**2.7 The estimated total value of land in respect of which each type of rate is to be levied, compared with the previous year**

Type of Property	2008/09 \$	2009/10 \$
Residential – Colac, Colac East, Colac West, Elliminyt	935,504,600	951,646,900
Residential – Balance Shire	1,750,026,200	1,722,261,700
Rural - Farm	1,651,610,900	1,641,117,500
Holiday Rental	164,777,500	205,000,500
Commercial/Industrial – Colac, Colac East, Colac West, Elliminyt	198,835,038	205,852,538
Commercial/Industrial – Balance of Shire	163,013,800	159,648,800
<b>Total</b>	<b>4,863,768,038</b>	<b>\$4,885,527,938</b>

**2.8 The proposed unit amount to be levied for each type of charge under section 162 of the Act**

Type of Charge	Per Rateable Property 2008/09 \$	Per Rateable Property 2009/10 \$
Municipal Charge	150	150
Waste Management Charge - Weekly	235	240
Waste Management Charge - Fortnightly	152	156

**2.9 The estimated amounts to be raised for each type of charge to be levied, compared to the previous year**

Type of Charge	2008/09 \$	2009/10 \$
Municipal Charge	2,003,850	2,016,600
Waste Management Charge - Weekly	2,106,775	2,175,120
Waste Management Charge - Fortnightly	20,824	21,684
<b>Total</b>	<b>4,131,449</b>	<b>4,213,404</b>

**2.10 The estimated total amount to be raised by rates and charges**

	2008/09 \$	2009/10 \$
Rates and charges	17,545,539	18,687,486
Supplementary rates	100,000	100,000
<b>Total</b>	<b>17,645,539</b>	<b>18,787,486</b>

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

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

**2.12 Other Charges**

Type of Charge	Per Hectare 2008/09 \$	Per Hectare 2009/10 \$
Aire River (Special Charge) Drainage Scheme	\$0.20	\$0.20
Tirrenpower (Special Charge) Drainage Scheme	\$2.50	\$2.50

**3. Differential rates**

**3.1 Rates to be levied**

The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 0.3231% (0.3231 cents in the dollar of CIV) for all rateable residential properties in Colac, Colac East, Colac West and Elliminyt less than 1.0 hectares.
- A general rate of 0.2746% (0.2746 cents in the dollar of CIV) for any land which is 1.0 hectare or more in area or which is not located in Colac, Colac East, Colac West or Elliminyt (balance of Shire).
- A general rate of 0.2552% (0.2552 cents in the dollar of CIV) for all rateable farm land.
- A general rate of 0.3231% (0.3231 cents in the dollar of CIV) for all rateable holiday rental properties.
- A general rate of 0.5331% (0.5331 cents in the dollar of CIV) for all rateable commercial and industrial properties in Colac, Colac East, Colac West and Elliminyt.
- A general rate of 0.4523% (0.4523 cents in the dollar of CIV) for all other rateable commercial and industrial properties not located in Colac, Colac East, Colac West and Elliminyt (balance of Shire).

Each differential rate will be determined by multiplying the Capital Improved Value of rateable land (categorised by the characteristics described below) by the relevant percentages indicated 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.

**3.2. Residential Land – Colac, Colac East, Colac West, Elliminyt**

Any land which is located in Colac, Colac East, Colac West or Elliminyt that is not zoned for commercial or industrial use and which:

- 3.2.1 is vacant or used primarily for residential purposes and is less than 1.0 hectare in area; and
- 3.2.2 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.

**3.3. Residential Land – Balance of Shire**

Any land which is 1.0 hectare or more in area or which is not located in Colac, Colac East, Colac West or Elliminyt that:

- 3.3.1 is vacant or used primarily for residential purposes; and
- 3.3.2 does not have the characteristics of:
  - a) Rural Farm Land;
  - b) Holiday Rental Land;
  - c) Commercial/Industrial Land – Colac, Colac East, Colac West or Elliminyt; or
  - d) Commercial/Industrial Land – Balance of Shire

**3.4 Rural Farm Land**

Any land which is "Farm Land" within the meaning of section 2 of the *Valuation of Land Act 1960*.

**3.5 Holiday Rental Land**

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

- 3.5.1 is used for the provision of holiday accommodation for the purpose of generating income; or
- 3.5.2 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.

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

Any land which is located in Colac, Colac East, Colac West or Elliminyt which:

3.6.1 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

3.6.2 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.

**3.7. Commercial/Industrial Land - Balance of Shire**

Any land which is not located in Colac, Colac East, Colac West or Elliminyt which:

3.7.1 does not have the characteristics of:

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

3.7.2 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****4. Municipal Charge**

4.1 A Municipal Charge be declared for the period commencing 1 July 2009 to 30 June 2010 to cover some of the administrative costs of the Council.

4.2 The municipal charge be the sum of \$150 per annum for each rateable property in respect of which a municipal charge can be levied.

**5. Annual Service (Waste Management) Charges**

5.1 An annual service (waste management) charge of \$240.00 per annum be declared for:

5.1.1 all land used primarily for residential or commercial purposes; or

5.1.2 other land

in respect of which a weekly waste collection and disposal service is provided, for the period 1 July 2009 to 30 June 2010.

5.2 An annual service (waste management) charge of \$156.00 per annum be declared for:

5.2.1 all land used primarily for residential or commercial purposes; or

5.2.2 other land

in respect of which a fortnightly waste collection and disposal service is provided, for the period 1 July 2009 to 30 June 2010.

- 5.3 Commercial properties can have a maximum of two (2) 240 litre or four (4) 120 litre bins.

**6. Aire River Special (Drainage) Charge**

A special charge of \$0.20 per hectare will be declared on those properties located within the Aire River Drainage Scheme for the period 1 July 2009 to 30 June 2010.

**7. Tirrengower Special (Drainage) Scheme**

The special charge for the Tirrengower drainage works previously declared by Council be fixed at \$2.50 per hectare for the period 1 July 2009 to 30 June 2010.

**8. Rating Objectives**

**RESIDENTIAL LAND – COLAC, COLAC EAST, COLAC WEST OR ELLIMINYT**

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Land located in Colac, Colac East, Colac West and Elliminyt.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

Any buildings which are now constructed on the land or which are constructed prior to 30 June 2010.

**RESIDENTIAL LAND – BALANCE OF SHIRE****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Land which is not located in Colac, Colac East, Colac West or Elliminyt.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

Any buildings which are now constructed on the land or which are constructed prior to 30 June 2010.

**RURAL FARM LAND****Objective:**

To maintain and encourage the development of land for farming purposes and ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

Any buildings which are now constructed on the land or which are constructed prior to 30 June 2010.

**HOLIDAY RENTAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services; and
4. Contribution towards tourism and economic development.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

Any buildings which are now constructed on the land or which are constructed prior to 30 June 2010.

**COMMERCIAL/INDUSTRIAL LAND – COLAC, COLAC EAST, COLAC WEST OR ELLIMINYT****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services; and
4. Contribution towards economic development and tourism.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**



Land located in Colac, Colac East, Colac West and Elliminyt.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

Any buildings which are now constructed on the land or which are constructed prior to 30 June 2010.

**COMMERCIAL/INDUSTRIAL LAND – BALANCE OF SHIRE**

**Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure; and
2. Development and provision of health and community services; and
3. Provision of general support services; and
4. Contribution towards economic development and tourism.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Land which is not located in Colac, Colac East, Colac West or Elliminyt.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

**Appendix C - Capital Works Programme**For the year ending 30<sup>th</sup> June 2010

Capital Works Programme Area	Value \$
<b>Bridge</b>	<b>120,000</b>
Renewal	120,000
Bridge Rehabilitation Programme	120,000
<b>Building</b>	<b>6,448,741</b>
Renewal	878,000
Beechy Precinct - Central Reserve Developments (Federal Funding)	333,000
Bluewater Fitness Centre - Aquatic change rooms	50,000
Bluewater Fitness Centre - Electrical Switchboard	25,000
Building Renewal Programme - Capex	200,000
Refurbishment of Shire Office	270,000
Upgrade	689,728
Birregurra Toilet replacement	130,000
Building works on old Colac Library	450,000
Alvie Rec Reserve Redevelopment	109,728
New/Expansion	4,881,013
Beechy Precinct - Joint Use Library	3,072,000
Apollo Bay Transfer Station	1,729,013
Small Town Improvement Programme	80,000
<b>Drainage</b>	<b>440,650</b>
Renewal	349,650
Local Roads - Cosworks Drainage Works (Capital)	349,650
Upgrade	91,000
Coastal Towns Stormwater Management Implementation	91,000
<b>Footpath</b>	<b>179,700</b>
Renewal	179,700
Local Roads - Cosworks Footpaths (Capital)	179,700
<b>Land</b>	<b>1,300,000</b>
New/Expansion	1,300,000
Purchase of Land	1,300,000
<b>Plant</b>	<b>1,450,000</b>
Renewal	1,450,000
PLANT Replacement Purchases - Light Fleet	650,000
PLANT Cosworks Heavy Plant Purchases	800,000
<b>Roads</b>	<b>4,988,750</b>
Renewal	4,509,150
Asphalt Renewal	55,000
Binns Road (Stage 2) - Timber Roads	337,150
Cawood Street Rehabilitation	96,000
Colac-Lorne Road Rehabilitation	100,000
Cressy Shelford Road Rehabilitation 3 to 6 - Final Seal	108,000
Deans Creek Road	75,000
Irrewillipie Road - Forans Road Rehabilitation	70,000
Land Slip Renewals (Coast)	115,000

Larpen Road Final Seal	90,000
Old Beech Forrest Road - Timber Roads	317,000
Richmond Street Rehabilitation	80,500
Road Design	40,000
Swan Marsh - Irrewillipie Road Final Seal	69,000
Swan Marsh Road - Pavement Rehabilitation	300,000
Local Roads - Cosworks Unsealed Roads (Capital)	1,397,900
Local Roads - Cosworks Sealed Rds Rehab Prog (Cap)	299,450
Local Roads - Cosworks Supply/Cart Aggregate (Cap)	129,900
Local Roads - Resealing Program (Capital)	829,250
<b>Upgrade</b>	<b>459,600</b>
Irrewillipie Road Widening Project	375,000
Pound Road Final Seal - Special Charge Scheme	36,600
Rail Crossing Upgrade Programme	23,000
Road Furniture Upgrades	25,000
<b>New/Expansion</b>	<b>20,000</b>
School Bus Route Safety Improvments	20,000
<b>Furniture &amp; Equipment</b>	<b>176,000</b>
<b>Renewal</b>	<b>165,000</b>
Renewal of Computer Equipment	80,000
IT Server Infrastructure Renewal	45,000
<b>New/Expansion</b>	<b>11,000</b>
Projector - Theatre and Civic Hall	11,000
<b>Kerb &amp; Channelling</b>	<b>57,750</b>
<b>Upgrade</b>	<b>57,750</b>
Morley Avenue (Wye River) Kerb and Channel Construction	57,750
<b>Car Parks</b>	<b>329,840</b>
<b>New/Expansion</b>	<b>329,840</b>
Pascoe Street Car Park Construction	329,840
<b>Parks &amp; Reserves</b>	<b>215,000</b>
<b>Renewal</b>	<b>15,000</b>
Playground Developments	15,000
<b>Upgrade</b>	<b>200,000</b>
Eastern Reserve Netball Facilities Redevelopment	200,000
<b>Grand Total</b>	<b>15,666,431</b>

**Appendix D – Key Strategic Activities**

The following details the Measures (or means) and Milestones of monitoring achievement against each Strategic Objectives

- Milestones: specific projects or activities being completed by a set time
- Measures: Council's success in this Plan will be measured numerically against the following targets

Objectives	Strategic Indicators	Target 2009/10	Source
<p><b>Leadership and Governance</b></p> <p>Council will fulfil its statutory and legal obligations to its community and staff in a way that is: fair, ethical, inclusive, sustainable, financially responsible and meets the needs and practical aspirations of current and future generations</p>	Achievement of Council Commitments and Key Actions	100%	Council Plan Progress Report
	Community satisfaction with the Overall Performance of Council	62%	DPCD Community Satisfaction Survey
	Community satisfaction with Council's Advocacy role	63%	DPCD Community Satisfaction Survey
	Community satisfaction with Council's Community Engagement	62%	DPCD Community Satisfaction Survey
	Community satisfaction with Council's Customer Contact	73%	DPCD Community Satisfaction Survey
	Risk Liability Assessment	87%	CMP Risk Management Audit
	Liquidity Ratio	1.50:1(Est AIFRS Adj)	Audited Financial Statements
	Audit Opinion issued on Financial Statements	Compliance with all statutory requirements	Audited Financial Statements

Objectives	Strategic Indicators	Target 2009/10	Source
<p><b>Physical Infrastructure and Assets</b></p> <p>Council will provide and maintain Council infrastructure and assets that meet community needs now and in the future</p>	<p>Achievement of Council Commitments and Key Actions</p> <p>Percentage of Capital Works expenditure projects completed</p> <p>Capital Works expenditure actual compared to budgeted expenditure</p> <p>Asset renewal sustainability index</p>	<p>100%</p> <p>85%</p> <p>85%</p> <p>80%</p>	<p>Council Plan Progress Report</p> <p>Capital Works Progress Report</p> <p>Capital Works Progress Report</p> <p>Audited Financial Statements</p>
<p><b>Land Use and Development</b></p> <p>Council will engage, plan and make decisions about land use and development that takes into account the regulatory role of Council, its diverse geography, social, community, economic and environmental impacts for current and future generations.</p>	<p>Achievement of Council Commitments and Key Actions</p> <p>Building permits processed within statutory timeframes</p> <p>Planning permits processed within statutory timeframes</p>	<p>100%</p> <p>70%</p> <p>70%</p>	<p>Council Plan Progress Report</p> <p>Council Plan Progress Report</p> <p>Council Plan Progress Report</p>
<p><b>Environmental Management</b></p> <p>Council will protect and enhance the environment entrusted to us, demonstrate efficient use of natural resources and minimise climate change impacts.</p>	<p>Achievement of Council Commitments and Key Actions</p> <p>Increased Environmental Sustainability</p>	<p>100%</p> <ul style="list-style-type: none"> <li>• Milestone 5 (Cities for Climate Protection Program)</li> <li>• Eco Buy Accreditation</li> </ul>	<p>Council Plan Progress Report</p> <p>ICLEI Report</p> <p>Eco Buy Report</p>
<p><b>Economic Development</b></p> <p>Council is committed to facilitating a healthy and resilient economy through effective leadership, advocacy, and partnership.</p>	<p>Achievement of Council Commitments and Key Actions</p> <p>Completion of Master Plan priorities for all small towns</p>	<p>100%</p> <p>80%</p>	<p>Council Plan Progress Report</p> <p>Council Report</p>

Objectives	Strategic Indicators	Target 2009/10	Source
<b>Community Health and Wellbeing</b>  Council will promote community health and wellbeing in partnership with other health services. Through a partnership approach, Council will provide a broad range of customer focused health, recreational, cultural and community amenities, services and facilities	Achievement of Council Commitments and Key Actions	100%	Council Plan Progress Report
	Community satisfaction with Health and Human Services	77%	DPCD Community Satisfaction Survey
	Community satisfaction with Recreational Facilities	66%	DPCD Community Satisfaction Survey

**Appendix E - User Fees & Charges Schedule**



**COLAC OTWAY SHIRE**

**FEES & CHARGES SCHEDULE**

**2009/2010**

**For the year ended**

**30-June-2010**

## Appendix E – User Pay Charges

### 2009/2010 User Fees and Charges

#### Penalty Unit

As at 1 July 2009 the value of a penalty unit is \$116.90 per unit. The value of a monetary unit also increases from 1 July 2009 to \$11.69 per unit.

Some fees are still to be adjusted subject to changes in legislation.

#### Schedule of Fees and Charges

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Corporate and Community Services</b>				
<b>Corporate Services</b>				
Community Bus Hire per km	C	10%	\$0.60	\$0.70
<b>Council Properties</b>				
Bartlett Street Kindergarten (Wydinia)	C	10%	\$220	\$220
Apollo Bay Newsheet	C	10%	\$645	\$665
<b>Aerodrome Landing Fees</b>				
Apollo Bay	C	10%	\$5.50	\$5.50
Colac	C	10%	\$3.00	\$3.00
Freedom of Information	S	0	\$22.70	\$23.40
Land Information Certificate	S	0	\$20	\$20
Replacement Rate Notice	C	10%	\$20	\$20
<b>Printing and Photocopying</b>				
A4 sheet	C	10%	\$0.30	\$0.30
A3 sheet	C	10%	\$0.60	\$0.60
A1 sheet	C	10%	\$6.00	\$6.00
B2 sheet	C	10%	\$4.00	\$4.00
Per metre length coloured photocopying	C	10%	\$7.00	\$7.00
Coloured copy - A4 sheet	C	10%	\$0.50	\$0.60
Coloured copy - A3 sheet	C	10%	\$1.00	\$1.20



Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Community Services</b>				
<b>Aged and Disability Services</b>				
Home Care (per hr)	C	0	\$3.50 to 16.00	\$3.50 to \$16.00
Personal Care (per hr)	C	0	\$3.50 to 16.00	\$3.50 to \$16.00
Respite Care (per hr)	C	0	\$3.50 to 16.00	\$3.50 to \$16.00
Veterans Home Care (1st hour) no further fee	C	0	\$3.50 to 16.00	\$5
Overnight Respite (per night)	C	0	\$30.00	\$30.00
Property Maintenance (per hour plus materials)	C	0	\$9.60 to 14.40	\$9.60 to \$14.40
(Full cost recovery is charged for services provided on behalf of the agencies (GST applies).)				
<b>Meeting Place</b>				
In House Activities	C	10%	\$5.00	\$5.00
Swimming Activities	C	10%	\$4.00+ BWFC Charge	\$4.00+ BWFC Charge
<b>Community Transport</b>				
<b>Colac</b>				
return	C	10%	\$7.00	\$7.00
one way	C	10%	\$3.50	\$3.50
<b>Colac District</b>				
Birregurra/Forrest & Beeac/Warrion				
return	C	10%	\$9.00	\$10.00
one way	C	10%	\$4.50	\$5.00
<b>Colac Otway Shire</b>				
Apollo Bay, Lavers Hill				
return	C	10%	\$16.00	\$20.00
one way	C	10%	\$8.00	\$10.00
<b>Colac to Geelong or Ballarat</b>				
return	C	10%	\$16.00	\$20.00
one way	C	10%	\$8.00	\$10.00

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Colac to Warrnambool</b>				
return	C	10%	\$24.00	\$24.00
one way	C	10%	\$12.00	\$12.00
<b>Colac to Melbourne</b>				
return	C	10%	\$36.00	\$40.00
one way	C	10%	\$18.00	\$20.00
Full Cost Service	C	10%	\$0.65 per km + 10% admin	\$0.70 per km + 10% admin
<b>Delivered Meals</b>				
Delivered meals (per meal)	C	0	\$5.75	\$7.60
All meals (per meal)	C	0	\$6.50	\$7.60
(Full cost recovery GST applies)				
<b>Family Day Care</b>				
Per hour	C	0	\$5.00	\$5.20
Non-core hours	C	0	\$5.75	\$6.00
Administration levy				
less than 10 hrs per fortnight	C	0	\$5.25 per wk per family	\$5.50 per wk per family
greater than 10 hrs per fortnight	C	0	\$6.25 per wk per family	\$6.50 per wk per family
Carers levy	C	10%	0.10c per hr	0.10c per hr
<b>Public Health</b>				
<b>Septic Tanks</b>				
Septic tank systems	C	0	\$270	\$300
Septic tank alterations	C	0	\$140	\$150
Additional inspections	C	0	\$70	\$75
Assessment of land capability reports	C	0	\$70	\$75

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Health Administration (Reg fees)</b>				
<b>Health Registration Fees</b>				
<b>Food Premises</b>				
New	C	0	\$345	\$360
Renewal	C	0	\$240	\$250
<b>Pre-Sealed Long life Food</b>				
New	C	0	\$125	\$130
Renewal	C	0	\$78	\$80
<b>Fruit and Vegetables</b>				
New	C	0	\$205	\$215
Renewal	C	0	\$130	\$135
<b>Charitable Groups/Schools</b>				
New	C	0	\$170	\$175
Renewal	C	0	\$120	\$125
<b>Hospitals, Nursing Homes, Child Minding etc.</b>				
New	C	0	\$415	\$440
Renewal	C	0	\$330	\$340
<b>Caterers</b>				
New	C	0	\$265	\$275
Renewal	C	0	\$215	\$220
<b>Bed and Breakfast</b>				
New	C	0	\$170	\$175
Renewal	C	0	\$120	\$125
<b>Food Vehicles</b>				
New	C	0	\$205	\$210
Renewal	C	0	\$140	\$145
<b>Hairdressers/Beauty Parlours</b>				
New premises design fee	C	0	\$70	\$75
Registration/renewal	C	0	\$100	\$105

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Skin Penetration</b>				
New premises design fee	C	0	\$70	\$75
Registration/renewal	C	0	\$100	\$105
<b>Combo Beauty</b>				
New premises design fee	C	0	\$80	\$85
Registration/renewal	C	0	\$110	\$115
<b>Other Charges</b>				
<b>Prescribed Accommodation</b>				
<b>6 to 10 persons</b>				
New premises design fee	C	0	\$80	\$85
Registration/renewal	C	0	\$135	\$140
<b>11 to 20 persons</b>				
New premises design fee	C	0	\$90	\$95
Registration/renewal	C	0	\$170	\$175
<b>20+ persons</b>				
New premises design fee	C	0	\$100	\$105
Registration/renewal	C	0	\$210	\$220
Combo Food Premises / Accommodation	C	0	\$125	\$130
Caravan Parks per Site	S	0	\$2.50	\$2.50
<b>Miscellaneous</b>				
Transfer of Registration	C	0	50% of reg fee	50% of reg fee
Late Renewal Penalty Fee per Month	C	0	\$20	\$20
Conveyance Enquiries	C	0	\$95	\$100
Replacement Certificate	C	0	\$30	\$30

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Bluewater Fitness Centre</b>				
<b>Aquatic Programs</b>				
<b>Daily Charges</b>				
<b>Pool</b>				
Adult	C	10%	\$4.60	\$4.60
Student	C	10%	\$4.40	\$4.40
Pensioner	C	10%	\$4.10	\$4.10
Child	C	10%	\$3.60	\$3.60
Family	C	10%	\$14.00	\$14.00
Competitor Entry	C	10%	-	\$3.10
School Group	C	10%	\$3.10	\$3.10
Parent / Toddler	C	10%	\$4.20	\$4.20
<b>Spa</b>				
Adult	C	10%	\$4.60	\$4.60
Student	C	10%	\$4.40	\$4.40
Pensioner	C	10%	\$4.10	\$4.10
<b>Sauna</b>				
Adult	C	10%	\$4.60	\$4.60
Student	C	10%	\$4.40	\$4.40
Pensioner	C	10%	\$4.10	\$4.10
<b>Swim Spa Sauna (SSS)</b>				
Adult	C	10%	\$9.00	\$10.00
Student	C	10%	\$8.00	\$9.00
Pensioner		10%	\$7.00	\$8.00
<b>Aqua</b>				
Adult	C	10%	\$10.00	\$10.00
Student	C	10%	\$9.00	\$9.00
Pensioner	C	10%	\$8.00	\$8.00
School Group	C	10%	\$6.50	\$6.50
<b>Dry Programs</b>				
<b>Gym</b>				
Adult	C	10%	\$9.00	\$9.00
Student	C	10%	\$8.00	\$8.00
Pensioner	C	10%	\$7.00	\$7.00
Senior Special	C	10%	\$4.50	\$4.50
1hr fitness assessment	C	10%	\$45.00	\$55.00
1hr Personal training	C	10%	\$45.00	\$55.00
5 Ticket personal training	C	10%	\$200.00	\$240.00
10 Ticket personal training	C	10%	\$350.00	\$460.00
<b>Aerobic</b>				
Adult	C	10%	\$10.00	\$10.00
Student	C	10%	\$9.00	\$9.00
Pensioner	C	10%	\$8.00	\$8.00
School Group	C	10%	\$6.50	\$6.50

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Creche</b>				
<b>Members</b>				
1st Child 1hr	C	10%	\$3.70	\$3.70
1st Child 1.5hrs	C	10%	\$5.50	\$5.50
1st Child 2hrs	C	10%	\$7.40	\$7.40
Additional child(ren)	C	10%	\$3.00	\$3.00
<b>Non Memebrs</b>				
1st Child 1hr	C	10%	N/A	\$4.50
1st Child 1.5hrs	C	10%	N/A	\$6.00
1st Child 2hrs	C	10%	N/A	\$8.00
<b>Memberships</b>				
<b>Gold (Aquatic and Dry)</b>				
<b>Adult</b>				
12 months	C	10%	\$640.00	\$675.00
6 months	C	10%	\$440.00	\$465.00
3 months	C	10%	\$300.00	\$315.00
<b>Student</b>				
12 months	C	10%	\$580.00	\$610.00
6 months	C	10%	\$400.00	\$420.00
3 months	C	10%	\$280.00	\$295.00
<b>Pensioner</b>				
12 months	C	10%	\$530.00	\$560.00
6 months	C	10%	\$355.00	\$380.00
3 months	C	10%	\$235.00	\$250.00
<b>Family</b>				
12 months	C	10%	\$945.00	\$1,039.00
6 months	C	10%	\$620.00	\$682.00
3 months	C	10%	\$410.00	\$451.00
<b>Silver (Dry)</b>				
<b>Adult</b>				
12 months	C	10%	\$500.00	\$525.00
6 months	C	10%	\$345.00	\$365.00
3 months	C	10%	\$225.00	\$240.00
20 Ticket Gym	C	10%	\$160.00	\$160.00
20 Ticket Aerobic	C	10%	\$180.00	\$180.00
20 Ticket Aqua	C	10%	\$180.00	\$180.00
10 Ticket Aqua	C	10%	\$90.00	\$90.00
<b>Student</b>				
12 months	C	10%	\$460.00	\$485.00
6 months	C	10%	\$310.00	\$330.00
3 months	C	10%	\$200.00	\$215.00
20 Ticket Gym	C	10%	\$140.00	\$140.00
20 Ticket Aerobics	C	10%	\$160.00	\$160.00
20 Ticket Aqua	C	10%	\$160.00	\$160.00
10 Ticket Aqua	C	10%	\$100.00	\$100.00

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Pensioner</b>				
12 months	C	10%	\$420.00	\$445.00
6 months	C	10%	\$285.00	\$300.00
3 months	C	10%	\$185.00	\$200.00
20 Ticket Gym	C	10%	\$120.00	\$120.00
20 Ticket Aerobic	C	10%	\$140.00	\$140.00
20 Ticket Aqua	C	10%	\$140.00	\$140.00
10 Ticket Aqua	C	10%	\$80.00	\$80.00
<b>Bronze (Aquatic)</b>				
<b>Adult</b>				
12 months	C	10%	\$420.00	\$420.00
6 months	C	10%	\$280.00	\$280.00
3 months	C	10%	\$200.00	\$200.00
20 Ticket Swim	C	10%	\$80.00	\$80.00
<b>Student</b>				
12 months	C	10%	\$320.00	\$320.00
6 months	C	10%	\$240.00	\$240.00
3 months	C	10%	\$180.00	\$180.00
20 Ticket Swim	C	10%	\$76.00	\$76.00
<b>Child</b>				
12 months	C	10%	\$285.00	\$285.00
6 months	C	10%	\$200.00	\$200.00
3 months	C	10%	\$140.00	\$140.00
20 Ticket Swim	C	10%	\$60.00	\$60.00
<b>Pensioner</b>				
12 months	C	10%	\$360.00	\$360.00
6 months	C	10%	\$245.00	\$245.00
3 months	C	10%	\$160.00	\$160.00
20 Ticket Swim	C	10%	\$70.00	\$70.00
<b>Family</b>				
6 months	C	10%	\$405.00	\$430.00
3 months	C	10%	\$275.00	\$275.00
<b>Learn to Swim</b>				
30 min group lesson	C	0%	\$10.00	\$10.00
15 min 1 on 1 lesson	C	0%	\$15.00	\$15.00
Discount for 2 of more children enrolled	C	0%	\$9.00	\$9.00
Adult Squad Member	C	0%	-	\$7.00
Adult Squad Non Member	C	0%	-	\$10.00
Adult Squad Term Member	C	0%	-	\$120.00
Adult Squad Term Non Member	C	0%	-	\$180.00

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Squad</b>				
1 per week	C	10%	\$10.00	\$10.00
2-3 per week	C	10%	\$11.00	\$11.00
4-6 per week	C	10%	\$12.00	\$12.00
7-11 per week	C	10%	\$13.00	\$13.00
<b>Pool Hire</b>				
Lane Hire/hr (during normal operating hours)	C	10%	\$17.00	\$18.00
Whole Pool 1/2 day < 4hrs (during normal operating hours)	C	10%	\$230.00	\$300.00
Whole Pool full day 4+hrs (during normal operating hours)	C	10%	\$330.00	\$400.00
Lifeguard Hire (outside normal operating hours)	C	10%	-	\$30.00
<b>Stadium Hire</b>				
All day 8hr max (during normal operating hours).	C	10%	\$380.00	\$380.00
After hours hourly rate	C	10%		\$40.00
Senior Court Hire/hr (Associations only)	C	10%	\$63.00	\$63.00
Junior Court Hire/hr (Associations only)	C	10%	\$32.00	\$32.00
Squash Court 1hr hour	C	10%	\$17.00	\$17.00
Squash court 30min	C	10%	\$8.50	\$8.50
Basketball casual entry	C	10%	\$4.00	\$4.50
<b>Minor hall hire</b>				
commercial	C	10%	\$35.00	\$38.00
community	C	10%	\$22.00	\$25.00
Room Hire/hr	C	10%	-	\$25.00
<b>Others</b>				
Pool party per child	C	10%	\$15.00	\$15.00
Instructor Hire/hr Aquatic or Dry	C	10%	-	\$50.00
Membership cancellation fee	C	10%	N/A	\$30.00



Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Direct Debit Memberships (per month)</b>				
<b>Gold</b>				
Adult	C	10%	\$52.00	\$62.00
Student	C	10%	N/A	\$56.00
Pensioner	C	10%	\$43.00	\$46.00
Family	C	10%	\$77.00	\$96.00
<b>Silver</b>				
Adult	C	10%	\$41.00	\$56.00
Student	C	10%	N/A	\$42.00
Pensioner	C	10%	\$33.00	\$38.00
Family	C	10%	N/A	\$84.00
<b>Bronze</b>				
Adult	C	10%	\$33.00	\$42.00
Student	C	10%	N/A	\$38.00
Pensioner	C	10%	\$29.00	\$34.00
Child	C	10%	\$22.00	\$30.00
Family	C	10%	\$49.00	\$60.00
<b>Corporate</b>				
Family Gold	C	10%	\$66.00	\$82.00
Adult Gold	C	10%	\$44.00	\$52.00
<b>Infrastructure and Services</b>				
<b>Asset Management</b>				
<b>Special Charge Scheme</b>				
Contract Administration	C	0	2.50%	2.50%
Scheme Administration	C	0	3.00%	3.00%
<b>Design Fee</b>				
In House	C	0	10%	10%
Other	C	0	At cost	At cost
<b>Supervision of Sub-Division Works</b>				
(% of estimated cost of constructing works proposed)	S	0	2.50%	2.50%
Checking of Engineering Plans	S	0	0.75%	0.75%
<b>Works on Roads (based on Fee Units)</b>				

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Local Road (speed at any time is greater than 50kph)</b>				
<i>Works on Roads (works other than minor works)</i>				
Conducted on any part of the roadway, shoulder or pathway (45 units)	S	0	\$510.75	\$526.05
Not conducted on any part of the roadway, shoulder or pathway (25 units)	S	0	\$283.75	\$292.25
<i>Minor Works</i>				
Conducted on any part of the roadway, shoulder or pathway (11.5 units)	S	0	\$130.50	\$134.45
Not conducted on any part of the roadway, shoulder or pathway (5 units)	S	0	\$56.75	\$58.45
<b>Local Road (speed at any time is not more than 50 kph)</b>				
<i>Works on Roads (works other than minor works)</i>				
Conducted on any part of the roadway, shoulder or pathway (20 units)	S	0	\$227.00	\$233.80
Not conducted on any part of the roadway, shoulder or pathway (5 units)	S	0	\$56.75	\$58.45
<i>Minor Works</i>				
Conducted on any part of the roadway, shoulder or pathway (11.5 units)	S	0	\$130.50	\$134.45
Not conducted on any part of the roadway, shoulder or pathway (5 units)	S	0	\$56.75	\$58.45

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Other Permit Fees (GST Exempt)</b>				
Interfering with a drain under Council control	S	0	\$55-\$210	\$55-\$210
Conducting works which may damage road or drain	S	0	\$55-\$210	\$55-\$210
Occupying Council road	S	0	\$55-\$210	\$55-\$210
Erecting a hoarding over Council road	S	0	\$55-\$105	\$55-\$105
Using crane or travel tower on or over Council road	S	0	\$55	\$55
Operating bulldozer or like on Council road	S	0	\$105	\$105
Excavating Council road	S	0	\$30	\$30
Vehicle damaging road	S	0	\$55 plus actual damage	\$55 plus actual damage
<b>Recreation Reserve Maintenance</b>				
<b>Central Reserve</b>				
Youth & Recreation Centre	C	10%	\$537	\$553
Colac Cricket Association	C	10%	\$2,042	\$2,103
Colac Football Club	C	10%	\$6,069	\$6,251
Colac Little Athletics	C	10%	\$525	\$541
<b>Eastern Reserve</b>				
Colac Cricket Club	C	10%	\$1,097	\$1,130
Colac Netball Association	C	10%	\$618	\$637
Colac Baseball League	C	10%	\$1,097	\$1,130
<b>Western Reserve</b>				
Colac Cricket Association	C	10%	\$1,191	\$1,227
Imperials Football Club	C	10%	\$4,959	\$5,108
<b>Cricket Ground</b>				
Colac Cricket Association	C	10%	\$490	\$505
Colac Umpires Association	C	10%	\$630	\$649
<b>Elliminyt Recreation Reserve</b>				
South Colac Sports Club	C	10%	\$2,976	\$6,035
Elliminyt Tennis Club	C	10%	\$409	\$421
All rentals subject to change as per terms and conditions of the relevant rental agreement.				
All rentals subject to insurance surcharge calculated on advice from Council's insurer.				

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Saleyards</b>				
Weighed cattle	C	10%	\$8.80	\$8.80
Stud cattle	C	10%	\$14.30	\$14.30
All other cattle	C	10%	\$8.80	\$8.80
Dairy cattle	C	10%	\$8.80	\$8.80
Bulls flat rate	C	10%	\$14.30	\$14.30
Bobby calves	C	10%	\$3.30	\$3.30
All horses	C	10%	\$13.20	\$13.20
Sheep and lambs	C	10%	\$0.55	\$0.55
Pigs	C	10%	\$1.10	\$1.10
Private weigh	C	10%	\$4.40	\$4.40
Annual licence and rental	C	10%	\$1,100	\$1,100.00
Agents weekly fee	C	10%	\$154	\$154.00
Agents special sale	C	10%	\$154	\$154.00
Cows and calves weigh fee				
>5 animals	C	10%	\$2.25	\$2.25
2-4 animals	C	10%	\$2.75	\$2.75
1 animal	C	10%	\$3.30	\$3.30
<b>Waste Management</b>				
All Waste Receival Sites				
Putrescibles (inc mixed rubbish)	C	10%	\$40 per m <sup>3</sup> min \$6.00	\$42 per m <sup>3</sup> min \$6.50
Inert waste only (municipal)	C	10%	\$25 per m <sup>3</sup> min \$5.30	\$26 per m <sup>3</sup> min \$5.50
Inert waste (commercial)	C	10%	\$34 per tonne	\$36 per tonne
Tree pruning's	C	10%	\$13.50 per m <sup>3</sup>	\$14.20 per m <sup>3</sup>
Steel scrap	C	10%	\$15.60 per m <sup>3</sup>	\$16.50 per m <sup>3</sup>
Car bodies	C	10%	\$42	\$43.70
Waste oil	C	10%	\$0.75 per litre	\$0.50 per litre
Chemical drums	C	10%	\$0.75 each	\$0.80 each

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Tyres</b>				
car	C	10%	\$4	\$4.40
car on rim	C	10%	\$5	\$5.20
dirty tyre	C	10%	-	\$6.30
truck	C	10%	\$16	\$15.60
tractor up to 1m	C	10%	-	\$70.00
tractor 1 - 2m	C	10%	-	\$125.00
dirty tractor up to 1m	C	10%	-	\$90.00
dirty tractor 1 - 2m	C	10%	-	\$190.00
batteries	C	10%	\$4	\$4.20
<b>Waste disposal tickets</b>				
25 tickets	C	10%	\$63	\$65.00
10 tickets	C	10%	\$30	\$32
Fully co-mingled recyclables	C	10%	\$19.70 per m <sup>3</sup>	\$10.00 per m <sup>3</sup>
COS compost	C	10%	\$15.60 per m <sup>3</sup>	\$16.40 per m <sup>3</sup>
Silage Wrap – Loose	C	10%	\$0.40 per kg	\$0.40 per kg
Silage Wrap – In Poly Bags	C	10%	\$0.15 per kg	\$0.15 per kg
Silage Wrap – Pressed Bales	C	10%	\$0.10 per kg	\$0.10 per kg
Mattresses	C	10%	\$19.00 each	\$20.00 each

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Sustainable Planning and Development</b>				
<b>Animal Control</b>				
<b>Registration</b>				
Dog registration – Full	C	0	\$90	\$90
Dog registration - Microchipped or Desexed	C	0	\$30	\$30
Dog registration – Microchipped and Desexed	C	0	\$15	\$15
Cat registration – Full	C	0	\$75	\$75
Cat registration - Microchipped or Desexed	C	0	\$25	\$25
Cat registration – Microchipped and Desexed	C	0	\$15	\$15
All other (refer Schedule 2 of Domestic, Feral & Nuisance Animal Act 1994)	C	0	\$30	\$30
Pensioner Discount	C	0	50%	50%
<b>Animal registration charges subject to Council Review</b>				
<b>Livestock</b>				
<b>Pound Release Fees</b>				
Dogs/Cats	C	0	\$50 per animal plus \$10 per head per day	\$50 per animal plus \$10 per head per day
Cattle/Horses	C	0	\$60 plus \$10 per head per day	\$60 plus \$10 per head per day
Sheep/Pigs	C	0	\$30 plus \$6 per head per day	\$30 plus \$6 per head per day
All other	C	0	\$20 plus \$5 per head per day	\$20 plus \$5 per head per day
<b>Plus cartage and labour where applicable.</b>				

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Building Control</b>				
<b>Building Control Charges</b>				
<b>Lodgement Fees</b>				
Class 1 & 10	S	0	\$30	\$30.75
Other classes	S	0	\$30	\$30.75
<b>Information Charges</b>				
Property information	S	0	\$41	\$41
Building plans, plan search	S	10%	\$35	\$35
Plan copying A4 sheet	C	10%	\$0.30	\$0.30
Plan copying A3 sheet	C	10%	\$0.60	\$0.60
Other size sheets	C	10%	\$3.50	\$3.50
<b>Report and Consent Fees</b>				
Projections over street alignments (reg 513)	S	0	\$205	\$205
Building over easement (Reg 310)	S	0	\$205	\$205
Building over public facilities (Reg 515)	S	0	\$205	\$205
Siting variations/building regulations rescode items (regs 408, 421)	S	0	\$205	\$205
Other siting matters/rescode outbuilding items (Regs 4.2-4.30)	S	0	\$205	\$205
Precautions over the street/public protection (Reg 604(4))	S	0	\$205	\$205
Land liable to flooding (Reg 802(3))	S	0	\$205	\$205
Overland flood/flooding (Reg 806(1))	S	0	\$205	\$205
Stormwater discharge (Reg 610(2))	S	0	\$205	\$205
Demolition fee (S. 29A)	S	0	\$51.25	\$51.25



Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Building Permit Fees</b>				
Domestic – Class 1a Dwellings and 10 Outbuildings (construction and demolition)				
A recommended fee shall apply where the value of building work:				
	does not exceed		\$330	\$330
	does not exceed		\$440	\$462
	does not exceed		\$550	\$576
	does not exceed		\$660	\$693
	does not exceed		\$825	\$858
	does not exceed		\$990	\$1,034
	does not exceed		\$1,100	\$1,155
	does not exceed		\$1,375	\$1,430
	does not exceed		\$1,650	\$1,727
	does not exceed		\$1,980	\$2,079
	does not exceed		\$2,200	\$2,310
	does exceed \$300,000		\$2,750 +	\$2,915 +
	(additional fees charged where			
All other Classes of Occupancy 2-9 inclusive (Construction and/or Demolition)				
A recommended fee shall apply where the value of building work:				
	does not exceed		\$330*	\$330*
	does not exceed		\$495*	\$495*
	does not exceed		\$735*	\$735*
	does not exceed		\$990*	\$990*
	does not exceed		\$1,540*	\$1,650*
	does not exceed		\$2,200*	\$2,310*
	does not exceed		\$3,300*	\$3,520*
	does not exceed		0.60%	0.60%
	does not exceed		0.60%	0.60%
	does not exceed		0.60%	0.60%
	does not exceed		0.55%	0.60%
	does not exceed		0.50%	0.55%
	does not exceed		0.50%	0.50%
	does not exceed		0.50%	0.50%
	does exceed		0.40%	0.40%
Statutory Charge on Building Permits				
Building permit levy (cost of building over \$10,000)			Cost x 0.128% of works	Cost x 0.128% of works
Statutory Charge on Domestic Building Permits				
Domestic Building Levy (HIH) (Cost of domestic works only over \$10,000)			Cost x 0.032% of works	Cost x 0.032% of works
* Council fees nominated apply except for exceptional cases where the fee will be negotiated with the Building Surveyor.				

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Fire Prevention</b>				
Infringement Fee – Burning of Offensive Material (2 penalty units)	S	0	\$225	\$233.80
Standpipe Water fee - per kilolitre	C	10%	\$1.50	\$3.00
<b>Local Laws</b>				
Local Law No 1				
Alcohol permit	C	0	\$50	\$50
Alcohol Infringement Fee (1 penalty unit)	S	0	\$113.40	\$116.90
Local Law No 2				
Vegetation	C	0	\$50	\$50
Signs (A Frame)	C	0	\$80	-
Charitable Organisations			-	\$40
Other	C	0	-	\$80
Goods for Sale	C	0	\$45 for 1 <sup>st</sup> m <sup>2</sup> then \$30 per m <sup>2</sup> thereafter	\$40 per m <sup>2</sup>
Tables and Chairs	C	0	\$55 for 1 <sup>st</sup> table and 4 chairs – then \$40 per unit thereafter	\$60 for 1 <sup>st</sup> table and 4 chairs – then \$15 per seat thereafter
Using Council Land	C	0	\$30 plus \$10 per week	\$30 plus \$10 per week
Street Party/Festival	C	0	\$100	\$100 per event

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
Event	C	0	\$100	-
Charitable Organisations	C	0	-	\$50 per event
Other	C	0	-	\$100 per event
Circus	C	0	\$50	\$100
Camping	C	0	\$50	\$50
Sport Event	C	0	\$50	\$50
Impoundment Fee	C	0	\$100	\$100
Abandoned or derelict vehicles	C	0	\$200 plus transport & storage	\$200 plus transport & storage
Public Protection (Hoarding Permit)	C	0	\$15 application fee plus \$5 per m <sup>2</sup>	\$15 application fee plus \$5 per m <sup>2</sup>
All Other Permits	C	0	\$60	\$60
<u>Note: All fees subject to Council Review</u>				
<b>Parking</b>				
<b>Disabled Parking</b>				
replacement fee	C	0	\$5.00	\$5.00
All Day Parking Permit	C	0	\$12 per week	\$12 per week
<b>Building Site on Street</b>				
parking space charge/permit	C	0	\$20 per week	\$30 per bay per week
Car Parking Fines	C	0	\$50	\$50
Car Parking Fines	S	0	\$42 to \$107	\$68 to \$113

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Planning Fees &amp; Charges</b>				
<b>(d) Other</b>				
Planning Certificates	S	0	\$16.80	\$17.20
Planning Certificates – Urgent	C	0	\$50	\$50
Certificate of Compliance	S	0	\$136	\$139
Satisfaction Matters	S	0	\$94	\$96
Property Enquiry	C	10	\$110	\$115
<b>Advertising</b>				
advertising sign erected on site	C	10%	-	\$50
additional signs per site	C	10%	-	\$20 per sign
advertising notice sent to individual property owners	C	10%	-	\$3.50 per letter
Extension of time to planning permits	C	10%	\$50	\$55
Application for Certification of subdivision under Subdivision Act	S	0	\$100 plus \$20 per lot	\$100 plus \$20 per lot
Application for Plan of Consolidation	S	0	\$100	\$100
Application for Rectification of Plan of Subdivision	S	0	\$100	\$100
Engineering Plan prepared by Council	C	10%	3.5% of value of works	3.5% of value of works
Supervision of Works	C	10%	2.5% of value of	2.5% of value of
Check Engineering Plans	C	10%	0.75% of value of works	0.75% of value of works

Service	Council/ Statutory	GST %	2008/09 Fee Including GST	2009/10 Fee Including GST
<b>Tourism</b>				
<b>Colac Visitor Information Centre</b>				
<b>Internet Charges</b>				
per hour	C	10%	\$6	\$6
per half hour	C	10%	\$3	\$3
per ¼ hour	C	10%	\$2	\$2
<b>Sale of Fishing Licences</b>				
% of Licence Fee	C	Inc. in commissio n	6%	6%
Licence				
yearly	C		\$22	\$22
monthly	C		\$11	\$11
<b>Bus Tour Service</b>				
48 hours plus	C	10%	\$6	\$6
Booking Commission	C	10%	10% of booking + 10% commission	4% commission
<b>Apollo Bay Harbour</b>				
Fixed Mooring (Annual)	C	10%	\$1,330.00	\$1,370.00
Swing Mooring (Annual)	C	10%	\$85.00	\$88.00
Itinerant Berth (Daily)	C	10%	\$20.00	\$21.00
Swing Mooring Establishment	C	10%	\$145.00	\$149.00
Marina Keys	C	10%	\$15.00	\$15.00

**Other Harbour fees for 2009/2010**

Vessel Length	Slipping Fee Including GST	Storage Fee (Per Day) Including GST	Vessel Length	Slipping Fee Including GST	Storage Fee (Per Day) Including GST
10	\$141.60	\$35.40	17.2	\$379.60	\$142.40
10.2	\$147.30	\$38.40	17.4	\$387.40	\$145.40
10.4	\$153.00	\$41.40	17.6	\$395.10	\$148.40
10.6	\$158.60	\$44.30	17.8	\$402.90	\$151.40
10.8	\$164.30	\$47.30	18	\$410.80	\$154.40
11	\$170.00	\$50.30	18.2	\$420.70	\$157.40
11.2	\$175.60	\$53.30	18.4	\$430.50	\$160.40
11.4	\$181.30	\$56.20	18.6	\$440.40	\$163.30
11.6	\$186.90	\$59.20	18.8	\$450.40	\$166.20
11.8	\$192.60	\$62.20	19	\$460.30	\$169.20
12	\$198.30	\$65.20	19.2	\$470.20	\$172.20
12.2	\$203.90	\$68.10	19.4	\$480.10	\$175.20
12.4	\$209.60	\$71.10	19.6	\$490.10	\$178.20
12.6	\$215.27	\$74.10	19.8	\$500.00	\$181.20
12.8	\$220.90	\$77.00	20	\$509.90	\$184.20
13	\$226.60	\$80.00	20.2	\$519.70	\$187.00
13.2	\$232.30	\$83.00	20.4	\$529.70	\$190.00
13.4	\$237.90	\$86.00	20.6	\$539.60	\$193.00
13.6	\$243.60	\$89.00	20.8	\$549.50	\$196.00
13.8	\$249.30	\$91.90	21	\$559.40	\$199.00
14	\$254.90	\$94.90	21.2	\$569.40	\$202.00
14.2	\$262.80	\$97.90	21.4	\$579.30	\$205.00
14.4	\$270.50	\$100.80	21.6	\$589.20	\$208.00
14.6	\$278.30	\$103.80	21.8	\$599.00	\$210.80
14.8	\$286.10	\$106.80	22	\$609.00	\$213.80
15	\$293.90	\$109.80	22.2	\$618.90	\$216.80
15.2	\$301.70	\$112.80	22.4	\$628.80	\$219.80
15.4	\$309.40	\$115.70	22.6	\$638.70	\$222.80
15.6	\$317.20	\$118.70	22.8	\$648.70	\$225.80
15.8	\$325.10	\$121.60	23	\$658.60	\$228.80
16	\$332.80	\$124.60	23.2	\$668.50	\$231.80
16.2	\$340.60	\$127.60	23.4	\$678.40	\$234.60
16.4	\$348.40	\$130.60	23.6	\$688.30	\$237.60
16.6	\$356.20	\$133.60	23.8	\$698.20	\$240.60
16.8	\$364.00	\$136.60	24	\$708.10	\$243.60
17	\$371.70	\$139.50			

## COPACC

All Fees are inclusive of GST							
AREA	EVENT/RATE	SPECIAL FUNCTION, including Commercial  Special Function refers to a disco, cabaret, ball, business function, dinner dance or wedding.		COMMUNITY GROUPS, from COLAC OTWAY  Refers to organisations and recreation clubs which are not-for-profit.		CHARITABLE ORGANISATIONS  Are organisations which have charitable tax deductable status and provide a public benefit.	
		2008/2009	2009/2010	2008/2009	2009/2010	2008/2009	2009/2010
<b>ENTIRE VENUE HIRE</b>  <i>(EXCLUDING Theatre and Cinema)</i>	14 Hour Hire	\$1,890	\$1,890	\$1,630	\$1,630	\$1,320	\$1,500
	8 Hour Hire	\$1,080	\$1,080	\$930	\$930	\$750	\$857
	4 Hour Hire	\$430	\$430	\$355	\$355	\$270	\$429
	Hourly Rate	\$160	\$160	\$125	\$125	\$95	\$107
<b>CIVIC HALL</b>	14 Hour Hire	\$850	\$850	\$720	\$720	\$560	\$650
	8 Hour Hire	\$485	\$485	\$410	\$410	\$320	\$375
	4 Hour Hire	\$350	\$350	\$325	\$325	\$270	\$270
	Hourly Rate	\$70	\$70	\$50	\$50	\$45	\$45
<b>CIVIC HALL Add On Rooms</b>	Kitchen	\$30	\$30	\$25	\$25	\$20	\$20
	Meeting Room 1	\$25	\$25	\$20	\$20	\$15	\$15
	Hourly Rate Meeting Room 1&2	\$35	\$35	\$30	\$30	\$25	\$25
<b>MEETING ROOMS</b>  <i>Hourly Rate</i>	SINGLE ROOM (Between 8:30 & 5pm)	\$30 per hr DAY	\$30 per hr	\$25 per hr DAY	\$25 per hr	\$20 per hr DAY	\$20 per hr
	DOUBLE ROOM (Between 8:30 & 5pm)	\$45 per hr DAY	\$45 per hr	\$40 per hr DAY	\$40 per hr	\$35 per hr DAY	\$35 per hr
	SINGLE ROOM (After hours)	\$50 per hr EVENING	\$50 per hour	\$45 per hr EVENING	\$45 per hour from 5:30pm	\$40 per hr EVENING	\$40 per hour from 5pm
	DOUBLE ROOM (After hours)	\$65 per hr EVENING	\$65 per hour	\$60 per hr EVENING	\$55 per hour	\$55 per hr EVENING	\$45 per hour
<b>KITCHEN</b> <i>Hourly Rate</i>	Between 8:30 & 5pm	\$30per hr	\$30per hr	\$20 per hr	\$20 per hr	\$15 per hr	\$15 per hr
	After hours	\$55per hr	\$55per hr	\$45 per hr	\$45 per hr	\$40 per hr	\$40 per hr
<b>GREEN ROOM</b> <i>Hourly Rate</i>	Between 8:30 & 5pm	\$15 per hr	\$25 per hr	\$10 per hr	\$20 per hr	\$10 per hr	\$15 per hr
	After hours	\$40per hr	\$40per hr	\$35 per hr	\$35 per hr	\$35 per hr	\$35 per hr
<b>REHEARSAL ROOM</b>	Between 8.30 & 5PM	\$15 per hour	\$30 per hour	\$10 per hour	\$25 per hour	\$10 per hr	\$20 per hr
	After hours	\$50 per hour	\$50 per hour	\$45 per hour	\$45 per hour	\$40 per hr	\$40 per hr
<b>PUBLIC GALLERY</b> <i>Hourly Rate For Meeting and Conventions</i>	Between 8:30 & 5pm	\$40 per hr	\$40 per hr	\$30 per hr	\$30 per hr	\$25 per hr	\$25 per hr
	After hours	\$65 per hr	\$45 per hr	\$60 per hr	\$45 per hr	\$55 per hr	\$40 per hr
<b>BOND</b>		\$500-\$700	\$500-\$700	\$500-\$700	\$500-\$700	\$200-\$500	\$200-\$500
<b>DEPOSIT</b>		\$100	\$100	\$100	\$100	\$100	\$100
<b>ROLL OVER</b>	Evening Prior	\$100	\$100	\$70	\$70	\$50	\$50
	All Day Prior	\$150	\$150	\$120	\$120	\$100	\$100

All hire rates include one duty supervisor

Other labour charges will apply if hirers require additional function support ie. seminars or conferences.

COPACC can provide normal tea, coffee and biscuits for external functions at a cost of \$3.50 per person.

# Cost of hire includes all table & chair set up, water and glasses, whiteboard. Other additional audio equipment will be charged.

#

# Please Note: Prices listed above are subject to change at any time by Colac Otway Shire.

For information as to current rates, please view the Colac Otway web site link [www.colacotway.vic.gov.au](http://www.colacotway.vic.gov.au)

AREA	EVENT/RATE	COMMERCIAL HIRE		COMMUNITY GROUPS, CHARITY, SCHOOLS & COUNCIL from COLAC OTWAY Refers to organisations and recreation clubs which are Not-for-profit.	
		2008/2009	2009/2010	2008/2009	2009/2010
<b>AUDITORIUM 1</b>					
<i>This rate includes one technician. There are additional charges for labour, ushers, lighting, booking fee, credit card charges and cleaning. Hiring of the venue during Colac Cinema's lease time are subject to an additional fee levied by the cinema) Min Hire 4 hours</i>	12 Hour Hire - 11:30am – 11:30pm	\$1,060	\$1,200	\$800	\$1,000
	8 Hour Hire	\$740	\$1,000	\$540	\$800
	- 4 Hour hire	\$420	\$800	\$280	\$600
	HOURLY RATE	-	\$150	-	\$100
	ADMIN FEE	\$130	\$130	\$75	\$75
	Hourly Penalty	\$280	\$280	\$280	\$280
<b>LABOUR CHARGES</b>	Technical staff	\$45 per hr	\$45 per hour	\$45 per hr	\$45 per hour
<b>CINEMA/BOX OFFICE CHARGES</b>	- Front of House/Ushers	\$225 min (1-100 patrons)	\$225 min (1-100 patrons)	\$225 min (1-100 patrons)	\$225 min (1-100 patrons)
	- Ticketing	\$2.50 per ticket	\$2.75 per ticket	\$2.50 per ticket	\$1.38 per ticket
	- Credit Card Charges	4% on sales	4% on sales	4% on sales	4% on sales
	- Extra Cleaning	\$32 per hr	\$32 per hr	\$32 per hr	\$32 per hr
<b>OTHER CHARGES</b>	- Grand Piano	\$100.00 per session	\$100.00 per session	\$50.00 per session	\$50.00 per session
	- Piano Tuning	\$135 (if required)	\$200 (if required)	\$135 (if required)	\$200 (if required)
	- Standard Lighting	\$75 per performance (pro rata)	Now covered in venue hire	\$75 per performance	Now covered in venue hire
	Cleaning	-	\$75	-	\$75

**Public Gallery Exhibition & Display Hire Charges (new charges)**

	Commercial / Business	Professional Artist	Community Artist
Wall Display Only	\$100 per day	\$20 per day + 10% commission	10% commission
Wall & Floor	\$150 per day	\$25 per day + 10% Commission	10% commission
Floor only	\$100 per day	\$20 per day + 10% commission	10% commission



## 2009/2010 User Fees and Charges

### (a) Planning Permit Fees – Set by Statute

Fees for 2009/2010 are reflective of the current legislative fees schedule. These are expected to increase during the course of the year.

Class	Type of Permit Application	2009/2010 Fee (GST Exempt)
1	Use only	\$473
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:		
2	Single dwelling (\$10,000-\$100,000)	\$225
3	Single dwelling (More than \$100,000)	\$462
To develop land (other than for a single dwelling per lot) if the estimated cost of development included in the application is:		
4	Other developments (\$10,000 or less)	\$96
5	Other developments (\$10,001-\$250,000)	\$569
6	Other developments (\$250,001-\$500,000)	\$666
7	Other developments ((\$500,001-\$1 million)	\$768
8	Other developments (\$1,000,001-\$7 million)	\$1,086
9	Other developments (\$7,000,001-\$10 million)	\$4,559
10	Other developments (\$10,000,001-\$50 million)	\$7,601
11	Other developments (more than \$50,000,000)	\$15,204
12	To subdivide an existing building	\$364
13	To subdivide land into two lots	\$364
14	To effect a realignment of a common boundary between lots or to consolidate two or more lots	\$364
15	All other subdivisions	\$736
16	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	\$235
17	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.	\$510
18	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.	\$381

**(b) Amendments to Permits – Set by Statute**

Class	Type of amendment	2009/2010 Fee (GST Exempt)
1	Change of use only	\$96
2	To amend a permit other than a single dwelling	\$473
3	Single dwelling (\$10,000-\$100,000)	\$225
4	Single dwelling (more than \$100,000)	\$462
5	Other developments (\$10,000 or less)	\$96
6	Other developments (\$10,000-\$250,000)	\$569
7	Other developments (\$250,000-\$500,000)	\$666
8	Other developments (\$500,000-\$1million)	\$768
9	Other amendments	\$364

**(c) Planning Scheme Amendment Fees – Set by Statute**

Class	Type of Permit Application	2009/2010 Fee (GST Exempt)
i.	Considering a request for an Amendment	\$752
ii.	Independent panel (considering submissions which seek a change to an Amendment)	\$752
iii.	Adoption of Amendment by Responsible Authority	\$494
iv.	Consideration of a request to approve an Amendment (by the Minister for Planning)	\$752

**SC090306-2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

<b>AUTHOR:</b>	Rob Small	<b>ENDORSED:</b>	Rob Small
<b>DEPARTMENT:</b>	Executive	<b>FILE REF:</b>	Personnel File

**Purpose**

To appoint an Acting Chief Executive Officer for the period 12 June 2009 to 19 June 2009 during the absence of Rob Small, Chief Executive Officer.

**Background**

Rob Small, Chief Executive Officer proposes to take leave from 12 June 2009 to 19 June 2009 inclusive.

Mr Small is taking leave without pay to attend the European Regional Congress of the International Federation of Parks and Recreation in Finland, as detailed in his employment contract.

Mr Small is both the World President of the international Federation of Parks and Recreation and key note speaker at the congress.

Under Section 94 of the Local Government Act Council is also required to appoint an Acting Chief Executive Officer for this period.

**Corporate Plan/Other Strategies/Policy**

Not applicable

**Issues/Options**

Not applicable

**Proposal**

The Chief Executive Officer proposes to take leave from 12 June 2009 to 19 June 2009. That Council appoint Mr Jack Green, General Manager, Sustainable Planning and Development in the role of Acting Chief Executive Officer.

**Financial Implications**

No costs are associated with this leave as the trip is not being met by Colac Otway Shire and Mr Small is taking leave without pay,

**Risk Management & Compliance Issues**

Not applicable

**Environmental Considerations**

Not applicable

**Communication Strategy/Consultation**

Not applicable

**Implementation**

Not applicable

**Conclusion**

It is proposed that Mr Jack Green, General Manager, Sustainable Planning and Development be appointed as Acting Chief Executive Officer for the period 12 June 2009 to 19 June 2009 inclusive.

**Attachments**

Nil

**Recommendation(s)**

***That Council appoint Mr Jack Green, General Manager, Sustainable Planning and Development, as Acting Chief Executive Officer for the period 12 June 2009 to 19 June 2009 inclusive under Section 94 of the Local Government Act.***

***MOVED Cr Stephen Hart seconded Cr Russell that Council appoint Mr Jack Green, General Manager, Sustainable Planning and Development, as Acting Chief Executive Officer for the period 12 June 2009 to 19 June 2009 inclusive under Section 94 of the Local Government Act.***

**CARRIED 7 : 0**

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