

Unconfirmed Minutes

Meeting of Council

Wednesday 26 April 2023

Surf Coast Shire Civic Office

Council Chambers

1 Merrijig Drive, Torquay, Victoria 3228

Commenced at 6:00 pm

Council:

Cr Liz Pattison (Mayor)

Cr Gary Allen

Cr Paul Barker

Cr Mike Bodsworth

Cr Kate Gazzard

Cr Rose Hodge

Cr Adrian Schonfelder

Cr Libby Stapleton

Cr Heather Wellington

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1 Procedural Matters

1.1 Present

Cr Liz Pattison (Mayor)
Cr Gary Allen
Cr Paul Barker
Cr Mike Bodsworth
Cr Kate Gazzard
Cr Rose Hodge
Cr Adrian Schonfelder
Cr Heather Wellington

Chief Executive Officer - Robyn Seymour
General Manager Placemaking and Environment - Chris Pike
General Manager Community Life - Gail Gatt
Acting General Manager Strategy and Effectiveness - Damian Waight
Acting Executive Manager - Strategic Projects and Partnerships - Darryn Chiller
Acting Manager Integrity and Governance - Liberty Nash
Manager Finance - Gabby Spiller
Acting Coordinator Governance - Stacey Ylstra
Statutory Compliance Officer - Sharon Busuttil
Governance Officer - Jess Menzel

1.2 Opening

Cr Pattison opened the meeting.

The Surf Coast Shire local government area spans the traditional lands of the Wadawurrung People and the Gulidjan and Gadubanud Peoples of the Eastern Maar. The main Council offices in Torquay are on Wadawurrung Country. We wish to acknowledge the Traditional Owners of the lands on which each person is attending or viewing this meeting today, and pay respect to Elders past and present. Council also acknowledges other First Nations People that may be attending the meeting today.

1.3 Pledge

Cr Pattison recited the pledge.

As Councillors we carry out our responsibilities with diligence and integrity and make fair decisions of lasting value for the wellbeing of our community and environment.

1.4 Apologies

Council Resolution

Moved Cr Hodge, Seconded Cr Gazzard

That an apology be received from Cr Stapleton.

CARRIED 7|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder	Nil	Nil

1.5 Confirmation of Minutes

Council Resolution

Moved Cr Gazzard, Seconded Cr Bodsworth

That Council notes the minutes of the Council Meeting held on 28 March 2023 as a correct record of the meeting.

CARRIED 7|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder	Nil	Nil

1.6 Leave of Absence Requests

Nil.

1.7 Conflicts of Interest

Nil.

Cr Wellington joined the Council Meeting at 6:07pm.

1.8 Presentations

Cr Schonfelder paid tribute to Gayle Anderson, recently retired owner of the Moriac General Store.

Cr Schonfelder also paid tribute to the late Sue Peters from Gherang and passed on condolences to the Peters' family.

Cr Bodsworth acknowledged the recent passing of Dean Lobbe from Anglesea and paid his condolences to Dean's family and friends.

1.9 Public Question Time

Bo Carter - Torquay **Question 1**

What is Council's position on the Indigenous Voice to Parliament?

Question 2

Does Council plan on using rate payers money to push any campaigns regarding the Voice?

Answer provided by CEO Robyn Seymour

Hi Bo, thank you for your questions.

Council will consider its position on an Indigenous Voice to Parliament at tonight's Council meeting.

The Council Report at item 4.2 of the Agenda includes a recommendation that Council supports constitutional recognition of Aboriginal and Torres Strait Islander people through a Voice to Parliament enshrined in the Australian Constitution (The Voice). Councillors will have an opportunity to consider and vote on this item tonight.

Whilst the report recommends Council adopts a position of support, it also recommends that Council does not in any way campaign for the Yes vote.

Instead the report recommends that Council limits its role to encouraging democratic participation. This would include providing information about the referendum process, and sharing information from First Nations people, with a focus on education about the Uluru Statement from the Heart.

Council made a commitment to First Nations Reconciliation in its current Council Plan. This includes a budget allocation for education and consultation and other works pertaining to Reconciliation. No budget will be allocated to a campaign promoting The Voice, outside of sharing the kind of information already mentioned.

Andrew McCauley - Torquay

Question 1

Both inlets into the Stretton wetland are around 50% full of sediment and both the Stretton wetlands sediment pits ceased to exist two years ago. They had been filled with sediment from the initial constructions and then matting and planting was installed over these sediment flows.

The Design flow report must be referring to design drawings when it suggests that they are 1meter deep! during the last rainfall the dunes, Stretton and Zeally Sands wetlands were yellow with the sediment from the new construction from Stretton.

Council already has the GHD report 2017 which found that the average sediment flows into the Sands from the development then of the Dunes Estate averaged 153 NTU between 2014 and 2017 when best practice required it to be 10 NTU. Stretton will be in construction for the next 10 years and with its current sediment flows represents a substantial risk to the Sands storm water system and therefore to the Karaaf.

What is Council going to do to ensure that the Stretton developer meets best practice standards for the whole of this construction period?

Answer provided by CEO Robyn Seymour

Thank you Andy, and we are very appreciative and always grateful for your advocacy around the Karaaf and also in terms of your work and commitment to holding us accountable to having an effective stormwater management system.

Best practice is to address the issue of sediment at the source – sub-divisions and building sites.

On this front Council officers are inspecting construction within the Stretton development works on a weekly basis to ensure compliance with their Construction Management Plans. We check that appropriate sediment management controls *are in place and installed correctly*.

In addition officers are inspecting house build sites for poor site management practices. Builders are required to ensure they clean the kerb areas and their building sites regularly.

At the existing Stretton wetland Council requires a sediment cleaning schedule at the Stretton wetland that ensures the sediment pit is emptied before it reaches capacity.

Future Stretton development will require the construction of an additional wetland upstream. Council will shortly have its updated Water Sensitive Urban Design standards completed. Developers will be required to comply with these standards.

Question 2

The North Torquay Catchment has 11 constructed wetlands that were assessed in the Design Flow report. Some of these wetlands are council controlled and some of them are still developer controlled. None of these wetlands are meeting BPEM standards which the Surf Coast Shire Council as the responsible authority must ensure - clause 34 (Management of Urban Storm Water) of the State Environment Protection Policy.

What actions will the council take to ensure that all these constructed wetlands will meet their BPEM targets?

Answer provided by CEO Robyn Seymour

Where we have direct control of constructed wetlands we are making or preparing to make improvements.

These improvements include works such as:

- cleaning of sediment basins to ensure maximum functionality.
- clearing and cleaning of transfer swales between sediment basins.
- weed control and revegetation.
- removal of blockages by vegetation and other material to outlet pits.
- improvements to access points including sediment basins and pits for better ongoing management and maintenance.
- reviewing the depth of certain sections of the existing wetlands to ensure appropriate depths for optimal water plant growth and sediment collection.

We do acknowledge that it's only in the past three years that we've brought our constructed wetlands into our asset renewal program. And so we're in a catch up phase.

Our new proactive maintenance contract should reduce the issues identified through our three-yearly audits.

Where we don't have direct control of constructed wetlands our focus is on ensuring that developers meet their obligations consistent with the plans that were approved by Council.

We do appreciate your continued advocacy Andy, I thank you for your questions tonight.

Darren Noyes-Brown - Jan Juc
Question 1

Council's report by Design Flow says "A constructed treatment wetland system is generally considered to be in a functional condition providing that the following key wetland performance indicators are met:

- Minimum 80% water plant cover,
- Maximum 0.35m Extended Detention Depth (EDD),
- Outlet control (eg riser pipe or weir) – no blockage – with 48-72 hours detention time,
- Sediment basin has minimum free water depth, plus adequate storage,
- Inlet and outlet pipes – no blockage."

Has Council taken or will Council be taking action to ensure all the above criteria are being met in all of the Torquay North constructed treatment wetlands, notwithstanding other parts of the report that show these treatment wetlands are a quarter to a half the size they need to be?

Answer provided by CEO Robyn Seymour

Thank you Darren for your questions and interest in the wetlands.

In addressing your first question I'll refer to the detail of my last response.

Where we have direct control of constructed wetlands we are making or preparing to make improvements, and I listed some of these a moment ago.

Where we don't have direct control of constructed wetlands our focus is on ensuring that developers meet their obligations consistent with the plans that were approved by Council.

Darren asked the following follow-up question

So will you be ensuring that before you take over Stretton and the Dunes Estate constructed wetlands that they are all up to standard and not be giving back their bond money before that's done? Because that's what's happened in other instances such as Zeally Sands.

Answer provided by CEO Robyn Seymour

So the work that we're doing with our developers is ensuring that their systems meet the plans that we approved, and so we're working through what that looks like in terms of what that means around what the handover in the future looks like and the functioning of those wetlands.

Question 2

It appears Council has considerable focus on the stormwater volume issue but another significant risk to water bodies downstream of the Dunes and Stretton, including Zeally Sands, the Sands and the Karaaf is sediment deposition.

The Melbourne Water WSUD Engineering Procedures states that a developing catchment will discharge 50 to 100m³/Ha of sediment each year, whilst a developed catchment discharges 1.6m³/ha per year. The estates such as Stretton and The Dunes are mostly yet to be developed with dwellings and will discharge huge volumes of sediment over the next 5 or so years into undersized constructed wetlands and sediment basins which are also grossly undersized or non existent.

Council's Design Flow report says (pg 12), 'An obvious response is to make the systems bigger so they can treat more stormwater and achieve best practice treatment outcomes'. For 2 years community members have been raising the idea of building additional constructed wetlands and sediment basins, in the reserve between Splitters and Grinders Avenues. Costed at \$1.2 million it fits the \$1.9m budget.

Why has this option not been included in the debate or been investigated by Council's consultants?

Answer provided by CEO Robyn Seymour

In relation to your second question, construction of an additional wetlands is included in the scope of the project to assess diversion and quality improvement options for the stormwater network.

We believe there may be issues associated with a wetland being constructed at that location and these will be assessed including an independent estimation of cost. It is premature to conclude that constructing a new wetland as you suggest is feasible and should be prioritised ahead of other options.

Last year's environmental report concluded that reducing the volume of freshwater flowing into the Karaaf should be Council's highest priority.

Therefore our primary goal is to reduce flows into the Karaaf to pre-development levels. This is driving our use of resources and the proposed use of the federal government's \$1.9m.

We believe that we may have to make choices between spending money on diversion options and quality improvement options.

Thank you again Darren for your questions.

Robert Bullen - Mount Duneed

Question 1

The council has a value of environmental leadership. But unfortunately we are seeing a number of almost independent activities incrementally degrading the environmental assets of the Surf Coast community.

To assist with evaluation of any works, investment, development, would it be of value to firstly identify the key assets, then develop key criteria for their protection, so that any activity can be assessed against those criteria, and the council's success monitored?

It appears to the community the Council's idea of success is, just do something, losing sight of the bigger picture. These plans need to be bold, but measurable, to empower the Council and its officers to act decisively, and show leadership.

Answer provided by CEO Robyn Seymour

Thank you Robert for your question, you raise an important point.

Council has proposed including funds in the draft budget (being considered tonight) for a State of Environment report. This aims to improve our understanding of local environmental conditions and the threats to our special environmental places. It will also aim to link to both Wadawurrung and Eastern Maar Healthy Country plans.

The project is being scoped should the project be funded as per the draft budget. It is expected to include a 'special environmental places' register to identify areas of significant environmental value within the Surf Coast. This will improve our ability across the organisation to ensure we make decisions that are mindful of potential impacts on these places. Pending the adoption of the budget in June, this work will be completed in 2023-24.

Thank you Robert.

Question 2

Would they include the measures? That process will identify the assets I think, from what I'm hearing, but the important thing is to have the criteria for what an environmental leader might call them being protected. Does it include that protection element as well?

Answer provided by CEO Robyn Seymour

I think that's an important part of it, the budget is not approved yet, and the project is therefore not approved, but the team are starting to do the work on the scope and looking at those important places in the Shire and how we ensure that we are protecting them and improving their health where needed. That's an important part of that process in working through what is our current state and what are our aspirations.

2 Petitions and Joint Letters

Nil.

3 Notices of Motion

3.1 Notice of Motion - Residential Nature Strip Policy and Guidelines (NOM-154)

Notice of Motion Reference Number: 154

Attachments: 1. Notice of Motion Rationale - 26 April Council Meeting [3.1.1 - 3 pages]

Councillor Heather Wellington gave notice on 31 March 2023 of her intention to move the following motion:

Motion

That Council requests that the Chief Executive Officer:

1. Does not implement the SCS-059 Residential Nature Strip Policy as adopted at the 28 March 2023 Council meeting until a further review of the policy has been undertaken;
2. Updates all public information relating to the Residential Nature Strip Guidelines to clarify that these Guidelines are not enforceable until incorporated into a Local Law; and
3. When reviewing the SCS-059 Residential Nature Strip Policy and Residential Nature Strip Guidelines, considers the clarity, internal consistency and enforceability of the documents.

Council Resolution

Moved Cr Wellington, Seconded Cr Allen

Motion

That Council requests that the Chief Executive Officer:

1. Does not implement the SCS-059 Residential Nature Strip Policy as adopted at the 28 March 2023 Council meeting until a further review of the policy has been undertaken;
2. Updates all public information relating to the Residential Nature Strip Guidelines to clarify that these Guidelines are not enforceable until incorporated into a Local Law; and
3. When reviewing the SCS-059 Residential Nature Strip Policy and Residential Nature Strip Guidelines, considers the clarity, internal consistency and enforceability of the documents.

CARRIED 5|3

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Wellington	Cr Hodge Cr Pattison Cr Schonfelder	Nil

Rationale

The rationale for this Notice of Motion is provided at **Attachment 1**.

The notice of motion is supported by the following two Councillors in accordance with Section 32 of the Governance Rules.

Cr Heather Wellington
Councillor

Date: 31 March 2023

Cr Gary Allen
Councillor

Date: 31 March 2023

CEO Information Report

Please note the Nature Strip Policy and Guidelines are available in the Minutes of the 28 March 2023 Council Meeting which can be accessed via Council's [website](#).

After the 28 March 2023 Council Meeting and in light of this motion, officers reviewed the documents against the matters raised in the rationale for this Notice of Motion.

In summary, the SCS-059 Residential Nature Strip Policy (The Policy) and Guidelines would benefit from some amendments. These are outlined below. They can be accommodated as part of the upcoming formal process to consider the adoption of the Community Amenity Local Law. This process requires both the Local Law and any incorporated documents (such as the Nature Strip Guidelines) to be legally certified. Although the Policy will not be an incorporated document, officers can review this at the same time.

Process and enforceability

The Guidelines can only be enforced by Council if they are incorporated by reference into the Local Law.

Council's adoption of the Policy and Guidelines on 28 March 2023 does not constitute an amendment to the Local Law. Rather it reflects Council's commitment to the Policy principles and processes. The Policy does not need to be incorporated into the Local Law as this sits as an overarching document with no enforcement status.

When the Local Law is amended, the community will be consulted on all proposed amendments, and the Guidelines will be presented for community feedback as part of this process.

The Guidelines will outline Council's requirements and the standard of works which are acceptable to Council and thus will be enforceable if incorporated into a Local Law.

Consistency and correctness

Parts 4, 5 and 6 of the Guidelines contain the substantive information which is intended to be enforced by Council (i.e. works on nature strips which are accepted and those requiring a permit to be issued under the Local Law).

Whilst the Guidelines (once they are incorporated into the Local Law) are capable of being enforced, the document could be enhanced by focussing less on the policy principles and more on the permitted and non-permitted works.

Minor amendments could be made to improve consistency (e.g. removal of the word 'permit' where it refers to an activity which is allowed to prevent confusion as to when an actual permit is required).

The distinction between a permit issued under the Local Law and a planning permit issued under the Planning Scheme should be made (e.g. when referring to the removal of native vegetation).

Regulatory status

Until the Guidelines are incorporated into the Local Law they cannot be enforced and can therefore only be used to provide guidance to the community.

Until incorporated into the Local Law, there is no legal consequence for failing to carry out works other than in accordance with the Guidelines.

References within the Guidelines to the issuing of Notices and the commencement of prosecution proceedings in the event of non-compliance become relevant at the point the Local Law is adopted.

Definitions and scope of application

The diagrams included within the Guidelines are illustrative and provide a practical overview of Council's requirements.

A minor amendment can be made to refer to land "generally abutting their property frontage" so as not to exclude nature strips which are separated from the property boundary by a footpath.

Retrospectivity

Amendments can be made to remove reference to retrospective effect as this is not legally possible. These comments were included to provide clarity in response to community submissions raising concerns that Council may seek to apply the Guidelines retrospectively.

Notice of Motion Rationale

The Notice of Motion is put forward as improvement is required on the following grounds:

The Community Amenity Local Law

The Community Amenity Local Law 2021 (**Local Law**) is the only mechanism available to the Shire to directly enforce compliance with Council's locally-defined regulations. Nature strips are addressed in section 6.5 of the Local Law. Clause 6.6 of the Local Law included a similar regulation. It seems clear that it has been illegal, since at least 2011, to alter a nature strip by removing anything (e.g. lawn cover) or adding anything (e.g. a gravel surface) without a permit.

The local law has been poorly enforced. In recent years most clear breaches of the prohibition on altering a nature strip have not been addressed by the Shire. Until the Council meeting of 28 March 2023, when the Residential Nature Strip Policy SCS-059 and Residential Nature Strip Guidelines (Policy and Guidelines) were adopted, the Local Law about nature strips was not supported by a Council policy or guidelines.

Problems with the Policy and Guidelines:

Issue 1 – Process and Enforceability

The objective of adopting the Policy and Guidelines was to improve Council's ability to manage nature strips within Surf Coast Shire by providing clear direction to officers and residents. Although the intent of the Policy and Guidelines is good, their status and expression are problematic and, in my opinion, will cause further confusion about the permissibility of altering nature strips.

The only document that currently defines what residents are prohibited from doing to nature strips is the Local Law. Any additional requirements included in the Policy and/or Guidelines have no current regulatory status. In that respect, they are currently misleading.

The Policy and Guidelines can only be enforced by amending the Local Law. Amendment of the Local Law requires a strict regulatory process with clear requirements for community engagement that exceed the community engagement undertaken in the present circumstance. It appears that Council is attempting to amend the Local Law via a two-step process of adopting the Policy and Guidelines and then incorporating them later into the Local Law, thereby bypassing some elements of the usually strict Local Law amendment processes.

Any prohibitions should be defined in the Local Law in accordance with Council Policy. Guidelines should assist readers in interpreting and applying those Local Law prohibitions and identifying preferred options. The current process appears to have been implemented in reverse.

Issue 2 – Internal Consistency and Correctness

The Policy is internally inconsistent and presents incorrect statements of the law.

The policy states variously that:

“Council does not permit hard surfaces such as gravel, concrete and artificial turf as these do not absorb water and lead to higher runoff of stormwater....” and

“Council discourages the use of materials within nature strips which prevent infiltration and filtering of stormwater and may direct harmful sediments and nutrients into downstream waterways and wetlands. These materials include gravel, concrete and artificial turf.”

“Native vegetation within the nature strip may be protected and a permit may be required to remove it.”

“Property owners are not permitted to remove, alter trees or plant new trees without Council’s permission.”

These statements introduce confusion. Further, the first statement is currently and will continue to be incorrect. The Local Law facilitates issuing a permit for nature strip treatments and the apparent intent is that a permit system will continue to apply in the next version of the local law.

Issue 3 – Purported Regulatory Status

The Policy makes numerous regulatory statements that are of no effect unless they are already incorporated into regulatory instruments. If they are imported from existing regulatory instruments, references should be given.

For example:

“Property owners and residents are not permitted to undertake any form of pruning of street trees, nor can they make any alterations such as boxing around the tree base or placing a planter box or similar around the base of the tree which can have a detrimental effect on the health of the tree.”

“Property owners and residents are required to maintain the grass and any plants on the nature strip directly abutting their property (excluding street trees). This includes regular mowing, weeding, edging and litter collection to the standards specified in the guidelines.”

“If a property owner wishes to undertake works on nature strips that vary from the acceptable standard treatments outlined in the guidelines, a permit will need to be obtained so that officers can individually assess any proposed works against the guidelines and the broader principles and requirements of Council.”

The Guidelines state that: “Where a property owner or resident fails to maintain a nature strip an authorised officer may enforce the requirements of the Nature Strip Policy under the Council’s Community Amenity Local Law by issuing a Notice to Comply (See Section 7 of these Guidelines).”

This is not the current law. The Local Law needs to be amended before such statements can be made. Councillors were advised that officers do not intend to recommend an enforcement provision, in any case. Until the Local Law is amended, the Policy and Guidelines should not be promulgated as adopted by Council as if they are in current operation.

Issue 4 – Definitions and Scope of Application

The Policy defines a nature strip as follows:

Nature strip - A nature strip is the area of public land usually located between the property boundary and the back of kerb, edge of road or table drain, excluding any Council owned and managed assets such as a pathway.

The scope of the Policy is as follows: “This policy has been prepared to provide clear direction to property owners and residents about what they are permitted to do with respect to landscaping on the nature strip directly abutting their property frontage.”

While the diagrams in the Guidelines imply that nature strips separated from property boundaries by footpaths are included, the definitions and scope included in the Policy present a contrary position. Together, they appear to confine the application of the Policy to nature strips that are not separated from the boundary of a property by a footpath. While the Shire does have deficiencies in its footpath network, most nature strips in residential areas are separated from the property boundary by a footpath. The application of the Policy to those nature strips is uncertain.

Further, the frontage of a property is defined in the Surf Coast Shire Planning Scheme as follows: ‘The road alignment at the front of a lot. If a lot abuts two or more roads, the one to which the building, or proposed building, faces’.

While the term ‘frontage’ potentially has multiple definitions, it is at least arguable that the Policy in its current form will not apply to nature strips on side or rear boundaries of properties in the Shire.

Issue 5 – Confusion about Retrospectivity

The statement “it is not Council’s intention to require residents to retrospectively comply with the guidelines” is unclear and introduces confusion. Retrospective application of a legal prohibition usually refers to the introduction of a law that makes a past action illegal even though it was not illegal when it was undertaken. The general principal is that retrospectivity cannot be imposed unless there is a clear intention in legislation to do so. This section requires re-writing for clarity.

Issue 6 – Legal Responsibility

The guidelines state that: ‘Council has no responsibility for illness or allergic reactions caused by ingestion or contact with the plants or produce.’

This may not be a correct statement. Council cannot unilaterally define its legal responsibility. It may wish to include a disclaimer of liability but ultimately the legal system, not Council, will determine who is liable for harm caused as a result of negligence.

Issue 7 – Drafting Deficiencies

There are deficiencies in the drafting of the policy and guidelines, including grammatical errors and duplicated paragraphs.

4 Reports

4.1 Draft Budget Report 2023-24 for Public Exhibition

Council Plan	Theme Seven - Accountable and Viable Council
Author's Title:	Strategy 18 - Establish a sustainable financial position.
General Manager:	Manager Finance
Division:	Damian Waight, Acting General Manager Strategy and Effectiveness
Department:	Strategy and Effectiveness
Attachments:	Finance
	1. Draft Budget Report 2023 - 24 [4.1.1 - 117 pages]

Purpose

1. To seek Council's endorsement of the Draft Budget Report 2023-24 as prepared for public exhibition.

Recommendation

That Council:

1. Endorses the Draft Budget Report 2023-24 (**Attachment 1**) as the proposed budget prepared by Council for the purposes of Section 94(1) of the *Local Government Act 2020*.
2. Authorises the Chief Executive Officer to give public notice of the preparation of the proposed budget and invite submissions on the Draft Budget Report 2023-24.
3. Ensures access to the Draft Budget Report 2023-24 is available in electronic format via Council's website and in hardcopy at the Council Office for the exhibition period from 26 April to 22 May 2023.
4. Notes that a Special Council Meeting for Hearing Submissions on the Draft Budget Report 2023-24 will be held on Tuesday 30 May 2023 at 6:00pm if required.
5. Commits to consider all submissions on the Draft Budget Report 2023-24.
6. Considers the adoption of the budget and the declaration and levy of rates and charges for the 2023-24 financial year at the Council Meeting to be held on Tuesday 27 June 2023.

Motion

Moved Cr Allen, Seconded Cr Barker

That Council:

1. Endorses the Draft Budget Report 2023-24 (**Attachment 1**) as the proposed budget prepared by Council for the purposes of Section 94(1) of the *Local Government Act 2020*.
2. Authorises the Chief Executive Officer to give public notice of the preparation of the proposed budget and invite submissions on the Draft Budget Report 2023-24.
3. Ensures access to the Draft Budget Report 2023-24 is available in electronic format via Council's website and in hardcopy at the Council Office for the exhibition period from 26 April to 22 May 2023.
4. Notes that a Special Council Meeting for Hearing Submissions on the Draft Budget Report 2023-24 will be held on Tuesday 30 May 2023 at 6:00pm if required.
5. Commits to consider all submissions on the Draft Budget Report 2023-24.
6. Considers the adoption of the budget and the declaration and levy of rates and charges for the 2023-24 financial year at the Council Meeting to be held on Tuesday 27 June 2023.

Amendment

Moved Cr Schonfelder, Seconded Cr Barker

That Council:

1. Endorses the Draft Budget Report 2023-24 (**Attachment 1**) as the proposed budget prepared by Council for the purposes of Section 94(1) of the *Local Government Act 2020*, subject to the 3.5% rate increase referenced within (**Attachment 1**) being changed to 3%.
2. Authorises the Chief Executive Officer to give public notice of the preparation of the proposed budget and invite submissions on the Draft Budget Report 2023-24.
3. Ensures access to the Draft Budget Report 2023-24 is available in electronic format via Council's website and in hardcopy at the Council Office for the exhibition period from 26 April to 22 May 2023.
4. Notes that a Special Council Meeting for Hearing Submissions on the Draft Budget Report 2023-24 will be held on Tuesday 30 May 2023 at 6:00pm if required.
5. Commits to consider all submissions on the Draft Budget Report 2023-24.
6. Considers the adoption of the budget and the declaration and levy of rates and charges for the 2023-24 financial year at the Council Meeting to be held on Tuesday 27 June 2023.

The above was moved as an amendment, and is recorded in the minutes as it was seconded prior to Chair determining that it should be addressed as a foreshadowed alternate motion:

Council Resolution

Moved Cr Allen, Seconded Cr Barker

That Council:

1. Endorses the Draft Budget Report 2023-24 (**Attachment 1**) as the proposed budget prepared by Council for the purposes of Section 94(1) of the *Local Government Act 2020*.
2. Authorises the Chief Executive Officer to give public notice of the preparation of the proposed budget and invite submissions on the Draft Budget Report 2023-24.
3. Ensures access to the Draft Budget Report 2023-24 is available in electronic format via Council's website and in hardcopy at the Council Office for the exhibition period from 26 April to 22 May 2023.
4. Notes that a Special Council Meeting for Hearing Submissions on the Draft Budget Report 2023-24 will be held on Tuesday 30 May 2023 at 6:00pm if required.
5. Commits to consider all submissions on the Draft Budget Report 2023-24.
6. Considers the adoption of the budget and the declaration and levy of rates and charges for the 2023-24 financial year at the Council Meeting to be held on Tuesday 27 June 2023.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Outcome

2. If Council accepts this recommendation, the Draft Budget Report 2023-24, included as Attachment 1, will be put on exhibition giving community members the opportunity to provide feedback via a submission.
3. Submitters will have the opportunity to present to Council at a Special Council Meeting for Hearing Submissions proposed to be held on Tuesday 30 May 2023.

Key Considerations

4. The Draft Budget Report 2023-24:
 - 4.1. contains financial statements in the form and containing the information required by the regulations as well as a ten-year perspective of Council's cash result;
 - 4.2. describes the services and initiatives to be funded and how these contribute to achieving the strategic objectives outlined in the Council Plan;
 - 4.3. includes the prescribed indicators and measures of service performance that must be reported against in the performance statement;

- 4.4. contains the total amount which Council intends to raise by general rates, municipal charges, service rates and service charges and states that general rates will be raised by the application of differential rates (general rate land, farm rate land and commercial/industrial rate land); and
- 4.5. includes Council's Fees and Charges Schedule.

Background

- 5. Council has developed this draft budget following a similar process to previous years.
- 6. Process of development of the budget to date:
 - 6.1. Councillor Budget Briefing #1 Budget reflections and forward schedule - August 2022.
 - 6.2. Councillor Budget Briefing #2 Refresher of key terms, concepts and important indicators - January 2023.
 - 6.3. Officers prepared preliminary operating and capital budgets - December 2022 to February 2023.
 - 6.4. Councillor Budget Briefing #3 2022-23 Forecast result, 2023-24 operating recurrent income and expenditure, ten-year budget model and fees and charges - March 2023.
 - 6.5. Councillor Budget Briefing #4 Waste, capital program, new recurrent budget and project proposal prioritisation - March 2023.
 - 6.6. Based on work done in steps a. to e. outlined above, officers prepared Draft Budget 2023-24 document.
 - 6.7. Draft Budget 2023-24 document provided to Councillors for review - April 2023.
 - 6.8. Budget Briefing #5 Final Draft Budget document discussion - April 2023.

Options

- 7. **Alternative Option 1** – That Council does not resolve to exhibit the Draft Budget Report 2023-24. This option is not recommended by officers as it may lead to Council contravening the *Local Government Act 2020*.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

- 8. The Draft Budget Report 2023-24 has been developed with financial prudence and attention to the long-term financial challenge of balancing the budget and prioritising funding of projects and services. Council is currently in a sustainable financial position and remaining in this position is extremely important. This is particularly challenging in the current economic environment with high inflation increasing costs for Council and our community. Efficiencies identified through the business reform program such as investment in hybrid vehicles, growing our capability internally in areas such as legal, carpentry / maintenance and technology and information procurement have been fundamental in achieving a balanced budget.

9. Council's commitment to increasing its investment in asset renewal over the ten-year horizon is a critical strategy in ensuring Council's sustainability into the future. This strategy puts pressure on Council's ability to deliver an annual unallocated cash surplus in future years, but this is managed in the plan with current cash reserve balances.

Financial Considerations

10. Council's faces some key financial challenges including:
 - 10.1. State Government Fair Go Rates System rate cap which constrains Council's ability to increase rate revenue, Council's largest source of revenue.
 - 10.2. Rising cost of materials and services.
 - 10.3. Growing asset renewal demand.
 - 10.4. Population growth and increases in community expectation for services and facilities.
11. The Draft Budget Report 2023-24 includes:
 - 11.1. A rate increase that complies with the State Government's rate cap of 3.5%.
 - 11.2. A relatively low increase to materials and services relative to inflation. achieved through reviews on service delivery to be conducted in 2023-24 and efficiencies identified through the business reform program.
 - 11.3. An annual allocation to asset renewal that effectively doubles from year 1 to year 10 in the ten-year plan to meet the renewal demands on Councils always growing asset base.
12. The costs for exhibiting the Draft Budget Report 2023-24 including advertising and staff costs are provided for in the current budget.

Community Engagement

13. The Draft Budget Report 2023-24 is aligned and focussed on the delivery of outcomes identified in the Council Plan 2021-25. The Council Plan was subject to extensive community engagement.
14. The Draft Budget Report 2023-24 will be put out for exhibition giving people the opportunity to provide feedback via a submission. Submitters also have the option to present to Council at a Special Council Meeting for Hearing Submissions proposed to be held on Tuesday 30 May 2023.

Statutory / Legal / Policy Considerations

15. The Draft Budget Report 2023-24 has been prepared in accordance with the *Local Government Act 2020*, the Local Government (Planning and Reporting) Regulations 2020, and in line with industry best practice guidance issued by the state government. The Draft Budget Report 2023-24 has been informed by the Council Plan (including Health and Wellbeing Plan) and the Financial Plan 2021-2031 which were adopted in September 2021.

16. Section 94 of the *Local Government Act 2020* requires that:

- (1) A Council must prepare and adopt a budget for each financial year and the subsequent three financial years by—
 - (a) 30 June each year; or
 - (b) any other date fixed by the Minister by notice published in the Government Gazette.
- (2) A Council must ensure that the budget gives effect to the Council Plan and contains the following—
 - (a) financial statements in the form and containing the information required by the regulations;
 - (b) a general description of the services and initiatives to be funded in the budget;
 - (c) major initiatives identified by the Council as priorities in the Council Plan, to be undertaken during each financial year;
 - (d) for services to be funded in the budget, the prescribed indicators and measures of service performance that are required to be reported against by this Act;
 - (e) the total amount that the Council intends to raise by rates and charges;
 - (f) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
 - (g) a description of any fixed component of the rates, if applicable;
 - (h) if the Council proposes to declare a uniform rate, the matters specified in section 160 of the *Local Government Act 1989*;
 - (i) if the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the *Local Government Act 1989*;
 - (j) any other information prescribed by the regulations.

The development and exhibition of the Draft Budget Report 2023-24 complies with the requirements listed above.

Risk Assessment

17. The financial risks are outlined throughout this report and in the Draft Budget Report document. The Draft Budget Report 2023-24 aims to manage these financial risks through prudent expenditure and a long-term view to financial performance which will help keep Council in a financially sustainable position into the future.
18. Decisions in this report support delivery and the implementation of the Council Plan (including Health and Wellbeing Plan 2021-25). Aligning resource allocation to Council Plan priorities helps mitigate the risk of not delivering key community priorities.
19. If Council did not receive this report and exhibit and a Draft Budget and adopt a final Budget, this would risk non-compliance with the *Local Government Act 2020*.

Sustainability Considerations

20. The Draft Budget Report 2023-24 seeks to maintain Council in a sustainable financial position. The Draft Budget outlines expenditure to deliver Council actions addressing climate change.

Conflict of Interest

21. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

22. This report and attachments contain no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This item was not considered by the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: 16 August 2022

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>Y</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>N</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor Briefing Date: 31 January 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>Y</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor Briefing Date: 1 March 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>Y</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>N</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor Briefing Date: 6 March 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>Y</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>N</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor Briefing Date: 11 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.

Draft **Budget Report** 2023-24



Pilk Purriyn, 26 January 2023

surfcoast.vic.gov.au



Draft Budget Report 2023-24



Surf Coast Shire Council Acknowledges the Wadawurrung People, and Gulidjan and Gadubanud Peoples of the Eastern Maar, their Elders and leaders past, present and emerging as the Traditional Owners of the skies, land, waters and sea country across our municipality.

We acknowledge their care and custodianship for more than 60,000 years, which continues today. We walk with them as we respectfully care for and tread lightly on these lands.

We also extend that respect to all First Nations people who are part of the community.

Draft Budget Report 2023-24



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Draft Budget Report 2023-24



Message from Mayor and CEO

Cost of living pressures continue to increase for all parts of the community, and Surf Coast Shire Council is no exception.



Inflation has been rising much faster than our revenue base, making it difficult to deliver and maintain our services and infrastructure to the level our community has come to expect.

This sets the context for our budget which is one that focusses on the essentials, strives for more community-led action and continues our push to deliver significant climate action.

The development of the 2023-24 Budget has been challenging, due to the need to evaluate competing priorities across the shire. A good example is the Winchelsea Pool. The treasured facility - which celebrated its 60th anniversary in early 2023 - is due for an upgrade. Given this is an \$8.5 million project, we need to press pause on renewing a number of our other ageing assets. We will ensure all assets remain in a safe and useful state and time their renewal in future years.

We are pleased that this budget gives the green light to a record \$36.4 million capital expenditure program - \$16.3 million of which is allocated to new projects such as Eastern Reserve and Stripling Reserve netball courts renewal, Karaaf Wetlands improvement works, and the Coombes Road-Messmate Road intersection upgrade. In total, this budget allocates \$15 million to deliver road upgrades, maintenance and renewal across the shire.

We're also pleased that in this challenging economic environment, we continue to achieve our financial savings target. It contributes to our long term financial sustainability, which includes addressing our asset renewal backlog and catering for population growth when delivering our core services.

The budget has been developed on the assumption that the Victorian Government's rate cap of 3.5% will be implemented. Rate revenue is vital in supporting the community and meeting its needs, both now and into the future. We understand that many residents are experiencing financial pressures, so please reach out to us if you are as we have rates payment plans in place to help support you.

One of our critical community needs is affordable accommodation. Housing crisis resources allocated in this budget will help us continue to play our role in the affordable accommodation crisis, which is being felt especially in our smaller coastal communities.

The community is at the core of all that we do, and we want to empower them. It's highlighted by a \$30,000 increase in our community grants program which will help turn more dreams into realities. The program features climate emergency grants, aligning with our focus to adapt to a changing climate.

A green theme is evident in the budget, as we transition to a circular economy and continue our carbon neutrality program. We've witnessed severe weather events recently and to prepare for more of these, we are investing in emergency management, assets and engineering, and open space operations.

Thank you to Councillors and staff for the work and passion put into this budget. It strives to fulfil our community vision that "we are an active, diverse community that lives creatively to value, protect and enhance the natural environment and our unique neighbourhoods".

Cr Liz Pattison
Mayor

Robyn Seymour
CEO

Draft Budget Report 2023-24



Executive Summary

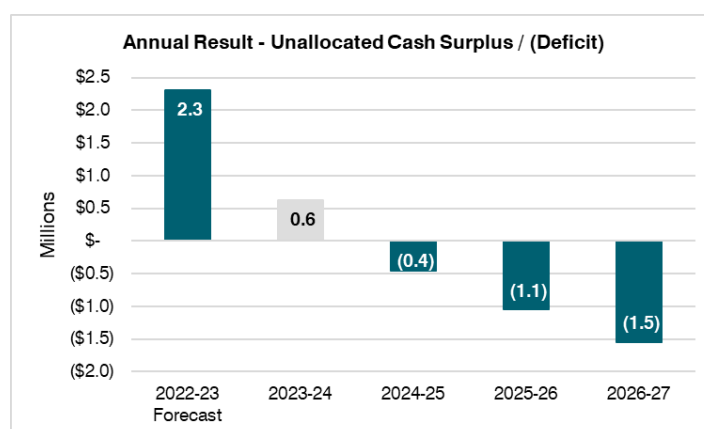
The Surf Coast Shire Council Budget is one of many strategic plans created by Council to develop a sustainable financial future for our community. Council is currently in a financially sustainable position and seeks to remain so into the future as its highest financial priority. This is particularly challenging in the current economic environment with high inflation increasing costs for Council and our community. The need to 'live within our means' and manage our budgets, always looking for ways of making genuine savings is more important than ever. Over the longer term, rate capping, balancing asset renewal requirements and service delivery for our community are our main challenges.

Annual Result

Local government annual financial reporting often includes a number of items that can make it difficult for readers to compare and understand Council's underlying performance year on year (i.e. variable contributions, grants and once-off project funding). Accordingly, it is useful to consider the annual result in the form of the unallocated cash surplus (or deficit) which excludes these items. Achieving an unallocated cash surplus in any given year is becoming increasingly difficult for Council under the State Government's Fair Go Rates System (rate capping), as reflected in the graph below. The favourable 2022-23 forecast result is driven by the high returns of interest on investments with high cash balances and reasonable interest rates. The declining results in the 2023-24 to the 2026-27 years are largely driven by Council's increasing investment in renewing our asset, along with additional costs incurred in a Council election year (\$0.3 million in 2024-25) and start-up costs for the Surf Coast Aquatic and Health Centre in 2025-26 prior to the opening in the following year. Within the Long Term Financial Plan (Appendix E), the 2028-29 year includes the first year of operational costs for the proposed Cultural Centre.

Council has continued its three business reform programs (Business Improvement, Business Case Investment and Digital Transformation) to improve efficiency and service, and importantly generate permanent savings that contribute to Council's long term financial sustainability. Council has incorporated an additional \$0.33 million of ongoing savings generated from the program into the 2023-24 budget.

The Long Term Financial Plan (Appendix E) shows the constrained revenue, cost of operations and anticipated level of financial allocations with a particular focus on maintaining our commitment to asset renewal by growing the annual allocation by 9%. The ten year financial plan shows an unallocated cash deficit between 2024-25 and 2029-30, then returning to surplus from 2030-31 with Council's final commitment to the Torquay Jan Juc Development Contribution Plan and Council's borrowings portfolio to be made in 2029-30. The annual unallocated cash deficits will be funded through Council's Accumulated Unallocated Cash Reserve.



Draft Budget Report 2023-24



Rates and Charges

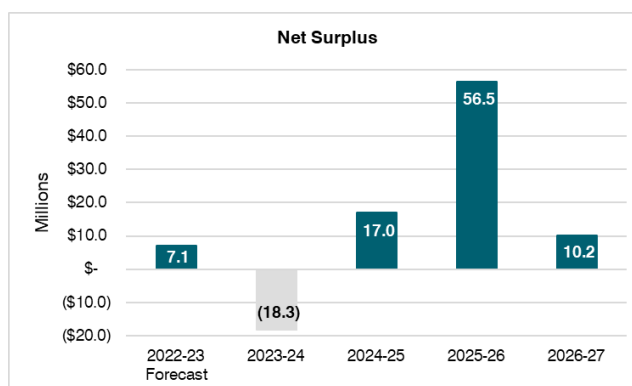
This budget proposes to increase rate revenue in line with the Fair Go Rates System cap, which is 3.5% for the 2023-24 financial year. The cap is set by the State Government and applies to the total revenue generated through general rates and the municipal charge. Council's rate revenue also increases from supplementary rates, which are new rates that are created throughout the year from the building of new properties, subdivisions or existing property development. Supplementary rates are identified separately in the Four Year and Long Term Financial Plan as these funds are important to support the needs of a growing population.

As legislated, each property across the state is subject to an independent annual valuation, and these values will be used to calculate individual property rates. This annual revaluation does not result in a net gain or loss of revenue to Council, but it redistributes the rates burden according to updated property values. This means ratepayers may see rate increases that differ from the average 3.5% rate cap increase because of changes to their property value relative to that of other ratepayers' properties. For any ratepayers experiencing difficulty meeting rates payments, Council's Hardship Policy offers some relief measures with payment plan options.

Council is proud to be a circular economy leader. Council's four-bin kerbside collection system includes: FOGO (food organics and green organics), recycling, glass only and landfill. The four-bin system helps to avoid sending materials to landfill and is in line with the state government's circular economy policy. As per the Adopted Budget Report 2022-23, the rural garbage charge is being aligned to the urban garbage over a four year period, given that delivery costs and services are on a par. The urban garbage collection charge is budgeted to increase by 7.9% (to \$491) and the rural garbage collection by 10.1% (to \$427). The costs of waste disposal, managing the landfill and future landfill rehabilitation have been considered in setting these charges. Council has absorbed several recent major waste-related cost increases including landfill levy increases and service cost increases that have escalated by more than the waste service charge increases.

Net Surplus

The net surplus/deficit represents all operating revenues less expenses, which includes the annual consumption of Council's assets in the form of depreciation and amortisation, and is further detailed in Council's formal financial statements (section 3). The budgeted net deficit for the 2023-24 year is \$18.3 million, a decrease of \$25.4 million. The main reasons for the decrease in the net surplus from 2022-23 to 2023-24 is the planned transition of assets to the Great Ocean Road Coasts and Parks Authority (GORCAPA) creating a loss on the disposal of \$15.4 million, along with a decrease in government capital grants of \$8.9 million. Granted assets from development peak in 2025-26 at \$15.4 million. The 2024-25 and 2025-26 years include additional capital grants compared to the prior years due to grants for the Surf Coast Aquatic and Health Centre. Note only confirmed capital grants and contributions are included in the budget.

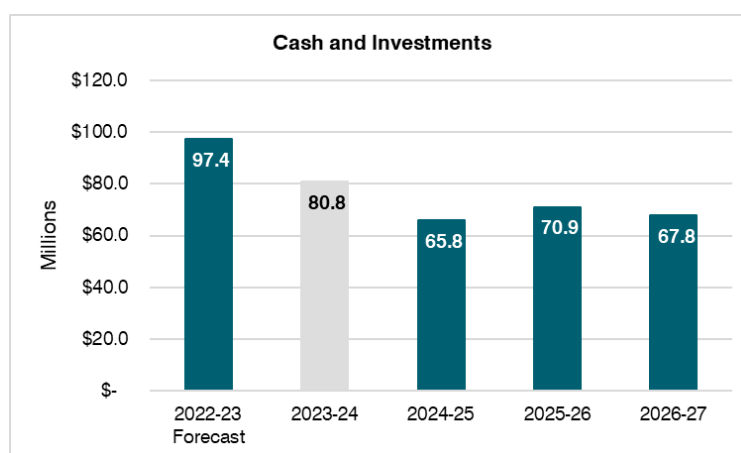


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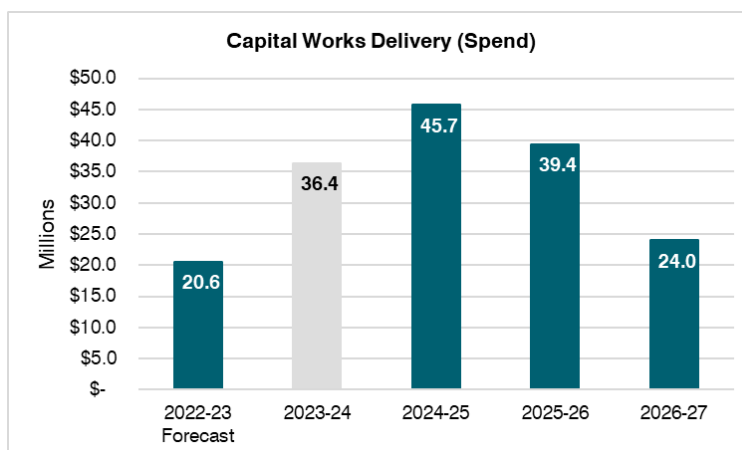
Cash and Investments

Cash is committed for specific purposes such as carry forward capital works, waste and developer contribution plans. Cash and investments are expected to decrease by \$16.6 million during the year to \$80.8 million. Of note in the 2022-23 year \$60.4 million relates to project funding. Section 4.4.4 lists the cash commitments with a reconciliation of cash held in the forecast and budget years. There is a downward trend in cash balances as Council delivers on its program of capital projects. This balance remains high, however the majority of these funds are already allocated to specific initiatives.



Capital Works

Council plans to spend \$36.4 million of capital works in 2023-24, reflecting ongoing capital works from 2022-23 that will be spent in 2023-24 of \$20.1 million, and new capital works spend of \$16.3 million.



The capital works program has been based on both strategic analysis and community consultation. This enables Council to assess needs and develop an understanding and justification for each project. The budget also continues Council's commitment to asset renewal funding based on strategic funding models. Council must also address its capital obligations under the Torquay / Jan Juc Development Contribution Plan.

Council's asset renewal funding strategy provides an overall allocation to asset renewal, rather than determining each year's funding from the projects that are to be undertaken that year. This approach is based on estimating

Draft Budget Report 2023-24



the level of asset renewal funding required over the next 20 years and smoothly increasing the annual allocation to ensure funds will be available when needed.

A prioritised strategic approach to the asset renewal allocation avoids renewal requirements having to compete for funding against new priorities. This reflects Council's commitment to maintaining existing facilities and infrastructure and also supports those communities that are not growing at the same rate as others in the Shire.

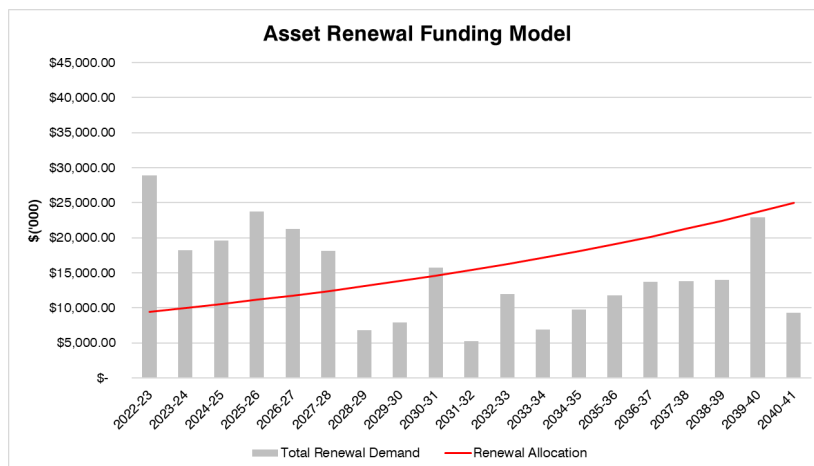
Capital project allocations for each year are listed in section 3.9. Projects are allocated funds that may be spent over multiple years, whereas the capital works delivery in the above graph relate to project spend for the listed years. The fluctuations in capital spend in future years relate to programming of the Torquay/Jan Juc DCP and waste projects, along with the delivery of the Surf Coast Aquatic and Health Centre Project.

Further information on Council's capital works program can be found in sections 3.5 and 4.5 of this document.

Draft Budget Report 2023-24



Asset Renewal Allocation



Council's Asset Renewal Funding Strategy includes a 20 year asset renewal model that takes into account asset usage and condition data as well as new and decommissioned assets. The first ten years of allocations are incorporated in our financial plan. The asset renewal model highlights the challenge that Council faces in keeping up with demand for asset renewal expenditure. Where asset renewal demands exceed the amount available for asset renewal (when the red renewal allocation line is below the grey total renewal demand bar), as expected in coming years, a backlog results because asset renewal projects will need to be delayed. In later years, where the demand is less than the allocation in those years (when the red renewal allocation line is above the grey total renewal demand bar), Council will have financial capacity to then fund and renew backlog assets.

Although the above graph clearly shows a backlog in the first six years, the asset modelling is based on intervening to renew an asset when the asset is nearing the end of its useful life and not at the point where it fails. Therefore although Council has a backlog of assets requiring renewal as outlined in the following section these assets are still serviceable and maintained in a safe and functioning condition. The renewal of these assets are prioritised in order to ensure assets are renewed prior to failure and there is no risk to the community.

In a rate-capped environment Council cannot address significant peaks in demand through corresponding increases in rate revenue. This means that funding the renewal of assets in the year that they are first due would impact Council's ability to fund other services, projects and initiatives in that year. Council's Asset Renewal Funding Strategy aims to provide a smooth approach to asset renewal funding.

Asset Renewal Backlog

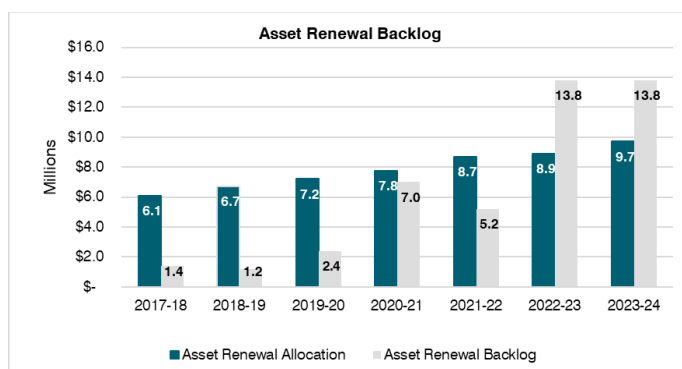
At times Council has assets that have a condition rating that requires intervention under Council's policies, but have not yet been funded as an asset renewal project. This may be due to insufficient funding being available at the time; or Council may be making a strategic decision not to intervene immediately because a further review is needed. In these circumstances, the affected assets are placed on Council's asset renewal backlog list (refer to appendix B).

Council's high level of growth over the past few decades has increased our asset base and placed a greater demand on renewal requirements. Council's currently identified backlog is \$13.8 million (listed in appendix B). Reassessment of asset conditions occurs through audits which Council undertakes on a three yearly rolling cycle. Currently, the asset condition audit for a number of road assets is underway with data due back in June 2023, without the data the asset renewal backlog figure for 2023-24 has been recorded at the same level as 2022-23 and is expected to be updated in the Adopted Budget Report 2023-24. The conditions identified in the audit will influence the 2023-24 Renewal Program projects delivered within the renewal allocations for 2023-24.

Draft Budget Report 2023-24

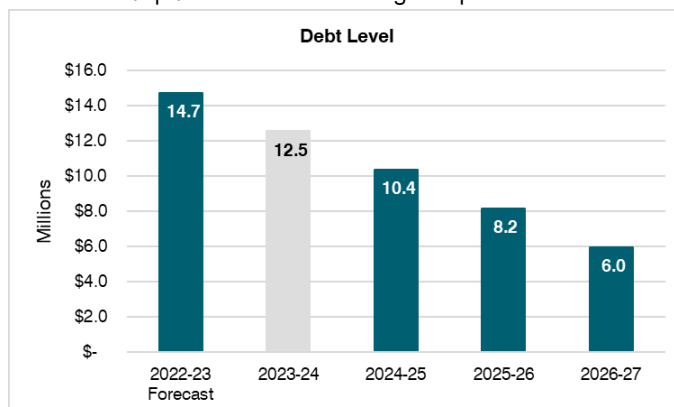


The current asset renewal backlog as a percentage of Council's total property, infrastructure, plant and equipment asset base of \$1.0 billion is 1.4%. This is a very low figure when considered across the local government sector.



Debt Management

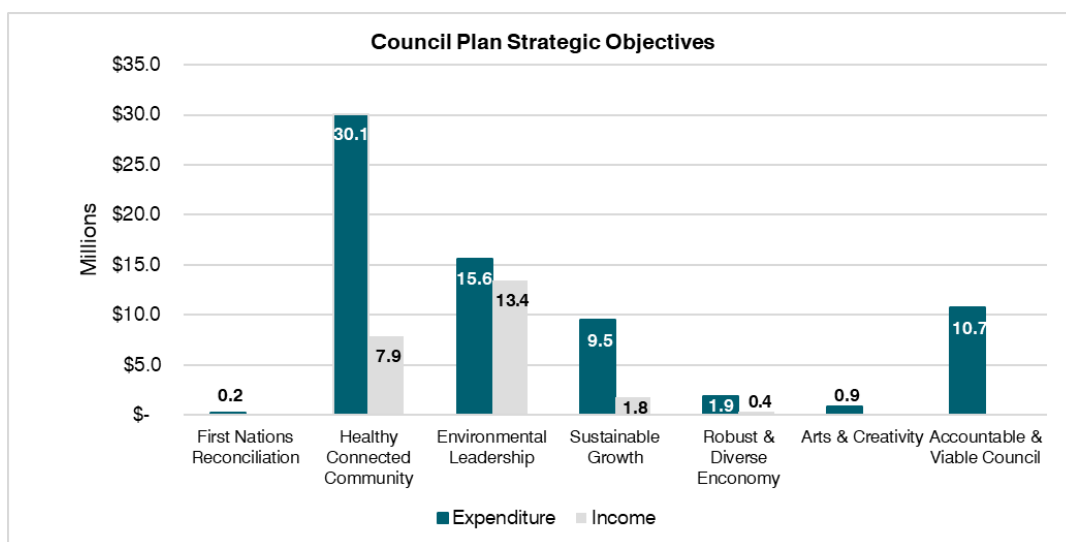
Council continues to maintain a manageable level of debt with borrowing levels well within local government prudential guidelines. Whilst there are no confirmed plans to take out new borrowings over the next four years, at its February 2023 meeting, Council resolved to consider borrowings for the Surf Coast Aquatic and Health Centre Project as a last resort if the project has a funding shortfall which cannot be met any other way. These borrowings would be considered as part of the 2024-25 Budget Report.



Strategic Objectives

The following graph outlines Council's directly attributable non capital expenditure and income for each Council Plan theme (excluding for example rates and grants commission revenue). These are detailed further in sections 1 and 2. Corporate overheads within Council are distributed to primary services to reflect the true cost of service delivery. Recognition of corporate overheads is recommended by the Victorian Auditor General and is increasingly used by many Victorian councils.

Draft Budget Report 2023-24



Our Financial Story

This budget is developed in the context of declining financial capacity. Council has presented its financial challenges previously to its community in 'Our Financial Story'.

Council has a responsibility to current and future communities that leads to significant demands on its finances, in particular:

- An asset renewal requirement that is increasingly falling due; and
- The expectations of a growing community for new initiatives and ongoing services in the context of the Victorian State Government "Fair Go Rates" legislation, introduced from 2016, which has seen rate revenue increases capped.

Whilst acknowledging that household affordability is important, the introduction of rate capping has significantly constrained revenue for local government authorities. Council must carefully consider the allocation of its financial resources in this environment and continue to pursue important efficiency reforms.

Draft Budget Report 2023-24

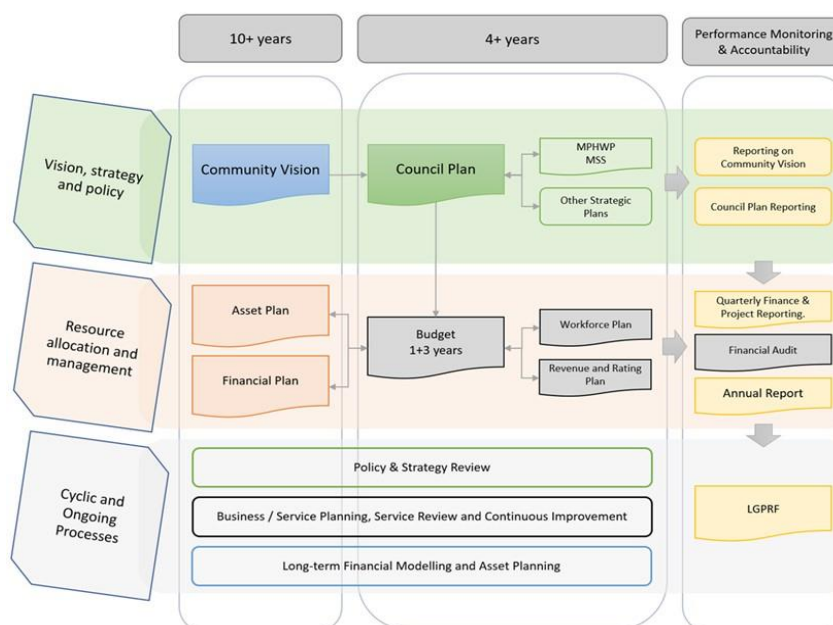


1. Link to the Integrated Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision, Asset Plan and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative Planning and Accountability Framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated planning and reporting framework that applies to local government in Victoria. At each stage of the integrated planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to residents and ratepayers.



Source: Department of Jobs, Precincts and Regions.

Note from above, 'MPHWP' is Municipal Public Health and Wellbeing Plan. 'MSS' is Municipal Strategic Statement.

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

1.1.1 Key Planning Considerations

Service level planning

Although councils have a legal obligation to provide some services, such as animal management, local roads, food safety and statutory planning; most council services are not legally mandated, including services such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore, councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works. Community consultation needs to be in line with a council's adopted Community Engagement Policy and Public Transparency Policy.

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1.2 Our Purpose

The Surf Coast Shire Council Purpose states that Council exists to:

Help our community and environment to thrive.

The Organisation Direction was introduced to help Council position itself for the future. The direction responds to challenges and opportunities including customer expectations, contemporary workforces, pervasive technology, financial challenges, sector reforms, environmental change and social disadvantages in the community. The Organisation Direction states that the Council will be:

*An innovative and flexible leader,
and a constructive partner,
that values the strengths of others;
a place where people can do their best
and be proud of their achievements.*

1.3 Strategic Objectives – Council Plan

The Council Plan Strategies listed below are from the Council Plan incorporating the Health and Wellbeing Plan 2021-25.

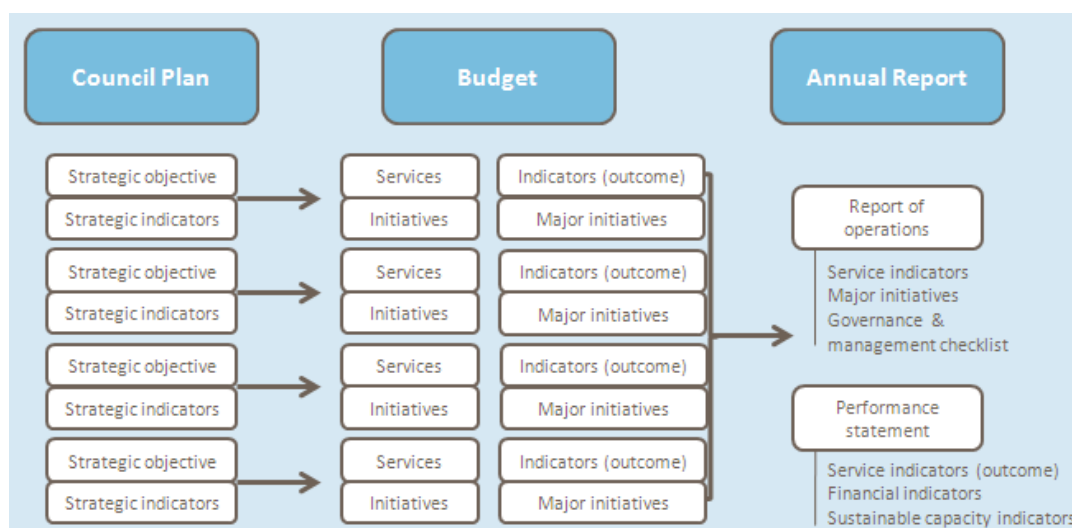
Council Plan Themes	Council Plan Strategies
First Nations Reconciliation	<ul style="list-style-type: none"> Work with Traditional Owners and other Aboriginal and Torres Strait Islander people in our community to achieve reconciliation Ensure Council decisions consider and respect Traditional Owner perspectives, culture and knowledge
Healthy Connected Community	<ul style="list-style-type: none"> Facilitate the provision of social infrastructure and open space to enable healthy lifestyles Improve access to local services and programs that support people to be healthy and well Make it easier for people to move around our towns and in nature without relying on cars Enable communities to strengthen their social connections and participate in community life
Environmental Leadership	<ul style="list-style-type: none"> Protect significant habitats, landscapes and biodiversity Reduce greenhouse gas emissions to limit the impacts of climate change Divert more material from the waste stream Adapt to a changing climate
Sustainable Growth	<ul style="list-style-type: none"> Protect heritage and township character Improve access to affordable residential accommodation Support tourism and events that encourage people to stay longer and appreciate and care for this place
Robust and Diverse Economy	<ul style="list-style-type: none"> Enable people to run successful local businesses that grow and create jobs in our changing economy Foster businesses that reflect local character and values including ethical, social and sustainable principles
Arts and Creativity	<ul style="list-style-type: none"> Foster an environment where people with clever and creative ideas can make a difference in their communities Increase support for creative industries and arts
Accountable and Viable Council	<ul style="list-style-type: none"> Establish a sustainable financial position Improve Council's credibility as a trusted decision maker through meaningful engagement

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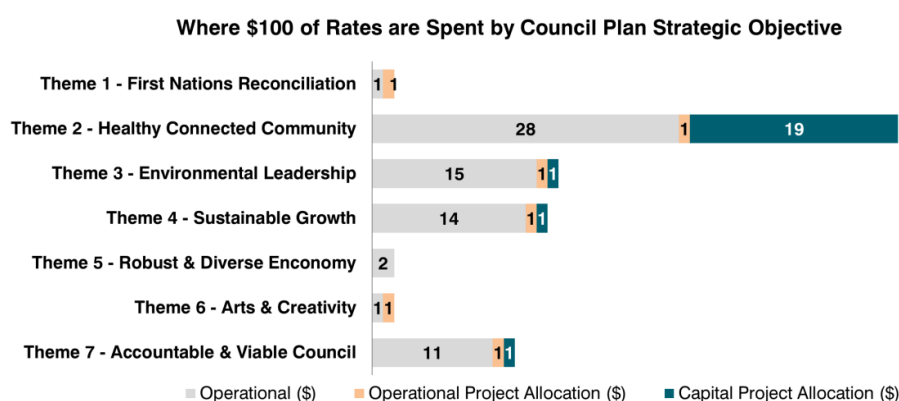
2. Services and Service Performance Indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2023-24 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify in the budget major initiatives, initiatives and service performance outcome indicators, and report against them in their Annual Report to support transparency and accountability. Those services that Council is required to report a performance indicator on are underlined and bolded in the description of services e.g. '**maternal and child health**'. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Jobs, Precincts and Regions.

If Council's budget described how \$100 of rates was spent, it would be spent as follows: \$72 dollars on operational expenditure, \$22 on new capital project allocations and \$6 on new operational project allocations as represented in the following chart across the seven themes of the Council Plan.



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2.1 Council Plan Theme One – First Nations Reconciliation

This theme's goal is reconciliation with Traditional Owners and other Aboriginal and Torres Strait Islander people in our community through respectful engagement, acknowledgement and collaboration. As a result, Council is committed to the following strategies:

- Work with Traditional Owners and other Aboriginal and Torres Strait Islander people in our community to achieve reconciliation
- Ensure Council decisions consider and respect Traditional Owner perspectives, culture and knowledge

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables. The net costs are funded through Council's general revenue including rate revenue.

Description of Services Provided	Classification	2021-22	2022-23	2023-24
		Actual \$'000	Forecast \$'000	Budget \$'000
Traditional Owners Engagement				
Surf Coast Shire sits within three Traditional Owner groups – the Wadawurrung People, and the Guiljdan and Gadubanud Peoples. These groups are represented by two Registered Aboriginal Parties – Wadawurrung Traditional Owners Aboriginal Corporation and Eastern Maar Aboriginal Corporation. Our aim is to build strong relationships with Traditional Owners that are respectful of their culture and support their respective strategic goals. Our ultimate goal is to achieve reconciliation. Council is seeking to broaden its understanding of Traditional Owners' perspectives and to use this knowledge to make better decisions. This will apply widely across Council policy making and operations. Whilst this service leads this initiative, implementation of Traditional Owner Engagement is not limited to just this service, rather it is embedded in the other services, initiatives and projects listed within section 2 of this Budget Report.	Recurrent Operations			
	Expenditure	81	119	157
	Overheads	-	20	20
	Revenue	-	-	-
		81	139	177
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	2	-
The 2023-24 recurrent operations expenditure has increased from the 2022-23 forecast for additional resourcing to support the delivery of actions outlined in the 2021-25 Council Plan.				

Major Initiatives

1. Traditional Owner Engagement and Cultural Values Assessment/Urban Futures Strategy
2. Delivery of Organisation Wide Cultural Heritage Training

Other Initiatives – Operational Projects

1. Traditional Owner Engagement and Cultural Values Assessment/Urban Futures Strategy

Other Initiatives – New Recurrent Expenditure

1. First Nations Engagement Advisor

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2.2 Council Plan Theme Two – Healthy Connected Community

This theme's goal is to foster a thriving, connected, healthy community. As a result, Council is committed to the following strategies:

- Facilitate the provision of social infrastructure and open space to enable healthy lifestyles
- Improve access to local services and programs that support people to be healthy and well
- Make it easier for people to move around our towns and in nature without relying on cars
- Enable communities to strengthen their social connections and participate in community life

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables. The net costs are funded through Council's general revenue including rate revenue.

Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Child & Family Health				
This program area supports the health and wellbeing of families with children from birth to school age. The unit delivers maternal, child and family health (MCH) services, including the Universal and Enhanced MCH programs, and sleep/settling support program. Other services include parent education, playgroups, and community strengthening activities. These services are funded through a Memorandum Of Understanding between Surf Coast Shire Council, Municipal Association of Victoria and the Victorian State Government.	Recurrent Operations			
	Expenditure	905	941	974
	Overheads	168	187	179
	Revenue	(433)	(467)	(478)
		640	661	675
	Operating Projects			
	Expenditure	41	94	-
	Revenue	(41)	(49)	-
		-	45	-
	Capital Allocation	-	-	-
Community Emergency Management				
This service assists community and Council to plan for, respond to and recover from all potential emergencies and their consequences. This includes coordinating arrangements for the utilisation and implementation of Council resources in response to emergencies and arrangements for the provision of assistance to the community during recovery from emergencies. With the increasing impacts of climate change, severe weather events are becoming more prevalent and there is an increased need for a Climate resilience program. The unit prepares and maintains fire and other emergency management plans integrated with other local, regional and state plans. The unit also delivers fire prevention programs under the CFA Act and community resilience outreach programs with high risk communities.	Recurrent Operations			
	Expenditure	549	665	688
	Overheads	150	165	170
	Revenue	(1)	(9)	(2)
		698	821	856
	Operating Projects			
	Expenditure	331	291	253
	Revenue	(293)	(249)	(240)
		38	42	13
	Capital Allocation	-	-	-

The 2022-23 forecast includes additional revenue and expenditure resulting from the October 2022 storm event.

The operating project spend reflects budget from, along with grant funding received for the Municipal Emergency Resourcing Program.

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Community Health & Development				
<p>This program area aims to support communities to be resilient and empowered through creating inclusive communities where everyone can participate and contribute. They are responsible for implementing many Council Plan strategies under the pillar of Community Wellbeing, addressing issues such as: Preventing Violence Against Women, Gender Equity, Community Safety, Community Development, Healthy Eating and Physical Activity, Communities of Place and Interest, Volunteering and Alcohol, Tobacco and Other Drugs. The unit also focuses on community capacity building via community development activities and grants.</p> <p>The 2022-23 forecast reflects reduced expenditure as a result of a staff vacancy during the year.</p> <p>The 2023-24 operating projects allocation reflects expenditure towards Gender Equity Impact assessments and year three of the Health and Wellbeing Plan Implementation.</p>	Recurrent Operations			
	Expenditure	634	728	774
	Overheads	107	105	102
	Revenue	(3)	(3)	-
		738	830	876
	Operating Projects			
	Expenditure	42	96	77
	Revenue	(25)	(2)	-
		17	94	77
	Capital Allocation	-	-	-
Early Years				
<p>This service aims to support families and children to achieve their full potential. This is achieved through the provision of family oriented support services including kindergartens and occasional care programs. The unit also supports toy libraries and the provision of access to facilities and services. Revenue in this area is generated mainly from government grants received and user service fees.</p> <p>The movement in recurrent operations reflects favourable three and four year-old kindergarten enrolment numbers, which has resulted in favourable kindergarten fees and State grant funding, offset in part by additional teacher/educator expenditure for those enrolments. From January 2023, the State Government is implementing the Best Start, Best Life funding program.</p>	Recurrent Operations			
	Expenditure	3,425	3,945	4,237
	Overheads	932	1,013	1,028
	Revenue	(3,381)	(3,809)	(4,261)
		976	1,148	1,004
	Operating Projects			
	Expenditure	80	123	-
	Revenue	(57)	(86)	-
		23	37	-
	Capital Allocation	-	-	-
Community Projects & Partnerships				
<p>This service is responsible for community project development and delivery, land use enquiries and liaison with Community Asset Committees.</p> <p>The movement from forecast to the 2023-24 recurrent operations budget is due to reduced hours worked by staff members.</p> <p>The 2023-24 capital allocation refers to the Surf Coast Aquatic and Health Centre and Spring Creek Pedestrian Bridge / Ocean Views (Barwon Water Reserve) projects.</p>	Recurrent Operations			
	Expenditure	550	585	631
	Overheads	112	109	109
	Revenue	(47)	(60)	(56)
		615	634	684
	Operating Projects			
	Expenditure	68	60	-
	Revenue	-	-	-
		68	60	-
	Capital Allocation	7,159	3,187	6,998

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Sports & Facilities Operations				
This service is responsible for managing and programming several sports, community halls, community buses and multi-purpose community facilities including <u>aquatic</u> facilities and health and fitness club facilities. These services support the wellbeing of the community and provide a source of income through user fees.	Recurrent Operations			
	Expenditure	789	885	780
	Overheads	247	213	201
	Revenue	(399)	(585)	(557)
		637	513	424
Community facility hire recurrent operating revenue at Council managed facilities was impacted by pandemic restrictions in 2021-22. During 2023-24, the Winchelsea swimming pool will be closed for renewal.	Operating Projects			
	Expenditure	13	4	-
	Revenue	(12)	-	-
		1	4	-
	Capital Allocation	-	-	-
Facilities Management				
This service maintains a wide range of Council facilities and associated infrastructure (e.g. indoor sports facilities, kindergartens, recreation, early years, public toilets, community halls).	Recurrent Operations			
	Expenditure	3,118	3,396	3,660
	Overheads	(932)	(971)	(990)
	Revenue	(62)	(85)	(84)
		2,124	2,340	2,586
Utility usage and maintenance demand for Council managed facilities were impacted by pandemic restrictions in 2021-22.	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
Capital projects relate to facility renewal. The 2023-24 capital allocation includes the Winchelsea Swimming Pool renewal, Civic Centre Heating Pump Coil and Chiller and the Building Renewal Program.	Capital Allocation	166	494	6,055
Open Space Operations				
This service maintains and develops Council's parks and open space assets (e.g. recreation reserves, playgrounds, skate parks, trees, nature reserves).	Recurrent Operations			
	Expenditure	3,772	3,899	4,000
	Overheads	576	588	660
	Revenue	(27)	(15)	(16)
		4,321	4,472	4,644
The operating project allocation for 2023-24 reflects expenditure to conduct an Operations Service Review.	Operating Projects			
	Expenditure	11	63	38
	Revenue	(9)	-	-
		2	63	38
The capital projects allocation includes open space renewal. The budgeted allocation for 2023-24 includes the Eastern Reserve and Stribling Reserve Netball Courts, as well as structures, park furniture and fencing renewal across the shire.	Capital Allocation	851	1,155	675
Advocacy & Library				
This service advocated on behalf of Council and the community on key strategic items in meeting our Council Plan objectives. This function is also responsible for the provision of <u>library</u> services and manages a service agreement with the Geelong Regional Library	Recurrent Operations			
	Expenditure	733	749	775
	Overheads	-	-	-
	Revenue	-	-	-
		733	749	775

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Corporation. Library services are provided at the Torquay branch and across the municipality with a mobile service.	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
The movement from forecast to the 2023-24 budget reflects indexation of the Geelong Regional Library contribution.	Capital Allocation	-	6	-
Aged, Youth & Access				
This service aims to support youth in achieving their full potential via youth development programs. The Aged and Access team continue to provide local in-home assessment services and support, along with Aged Friendly strategic initiatives. Revenue in this area is generated through government grants.	Recurrent Operations			
	Expenditure	892	1,046	1,080
	Overheads	179	185	182
	Revenue	(216)	(215)	(217)
		855	1,016	1,045
2021-22 actual expenditure reflect staff vacancies.	Operating Projects			
	Expenditure	99	120	86
	Revenue	(72)	(109)	(86)
		27	11	-
The 2023-24 operating projects allocation includes grant funding and expenditure towards the FReeZA and Engage Youth programs.	Capital Allocation	-	41	-
Social Infrastructure & Open Space Planning				
This service supports, plans and advocates for the future development of key strategic recreation, open space and multi-purpose facility projects.	Recurrent Operations			
	Expenditure	676	644	686
	Overheads	127	133	105
	Revenue	-	-	-
		803	777	791
The 2022-23 recurrent operations forecast reflects staff vacancies during the year.	Operating Projects			
	Expenditure	-	243	84
	Revenue	-	(230)	-
		-	13	84
The 2023-24 operating project allocation refer to the Great Ocean Road Coast and Parks Authority Asset Transition Support and Housing Crisis Response projects.	Capital Allocation	3	-	-
Civil Works				
This service is responsible for the construction, maintenance and day-to-day operation of Council's sealed and unsealed <u>road</u> network, ensuring that it can support day-to-day activities including businesses moving customers, supplies and products across the Shire. The Civil Works team also maintains drains and footpaths and other civil infrastructure. In undertaking these responsibilities, the unit is also required to source and manage contracting services to assist with the completion of works, regularly review the standard and cost of materials, and to keep up to date with improved work practices.	Recurrent Operations			
	Expenditure	5,114	5,385	5,417
	Overheads	889	892	861
	Revenue	(44)	(41)	(8)
		5,959	6,236	6,270
	Operating Projects			
	Expenditure	-	-	81
	Revenue	-	-	-
		-	-	81
	Capital Allocation	5,701	9,779	8,518
The 2022-23 recurrent operations forecast reflects increased costs due to wet weather conditions and storm events experienced during the year.				

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
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The 2023-24 capital allocation refers to a range of renewal programs, along with the Surf Coast Hwy / Bristol Rd Intersection Upgrade and Coombes / Messmate Road Intersection Upgrade.

Building & Ranger Services

These diverse services support the economy through overseeing issue and compliance with building development controls and enforcement, permits for footpath trading, local law enforcement and Victorian Government agencies enforcement activities. This service provides staff at school crossings to ensure that all pedestrians are able to cross the road safely. It also provides **animal management** services including a cat trapping program, a dog and cat collection service, a lost and found notification service, a pound service, a registration and administration service, an after-hours service and an emergency service. Revenue in this area is generated mainly from the issuance of infringement notices.

Recurrent Operations

Expenditure	2,374	2,396	2,502
Overheads	665	680	669
Revenue	(1,643)	(1,783)	(1,882)
	1,396	1,293	1,289

Operating Projects

Expenditure	41	53	-
Revenue	(30)	28	-
	11	80	-

Capital Allocation

	-	-	-
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Recurrent parking infringements revenue was impacted by the pandemic in 2021-22. The 2022-23 forecast includes staff vacancies.

Major Initiatives

1. Management of Unsealed Road Network - Independent Review
2. Surf Coast Aquatic & Health Centre Project Tender
3. Winchelsea Swimming Pool Renewal

Other Initiatives – Operational Projects

1. Engage Youth Program
2. FReeZA Youth Project
3. Gender Equity Advisor - Impact Assessments (Two Years)
4. Great Ocean Road Coast and Parks Authority Asset Transition Support
5. Health and Wellbeing Plan Year 3 Implementation
6. Management of Unsealed Road Network - Independent Review
7. Municipal Emergency Management Program
8. Operations Service Review
9. Painkalac Creek Estuary Flood Mitigation Adaption - Seeking Grant Funding

Other Initiatives – New Recurrent Expenditure

1. Business Support Officer - Assets & Engineering
2. Civil Operations Granted Assets Maintenance Growth
3. Open Space Operations Granted Assets Maintenance Growth
4. Operations Business Support Officer

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Service Performance Outcome Indicators

Service	Indicator	Performance Measure	2021-22 Actual	2022-23 Forecast	2023-24 Budget
Libraries	Participation	Active library borrowers. (Percentage of the population that are registered library members)	14.8%	28%	28%
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	0.21	0.2	0
Child & Family Health (i.e. Maternal & Child Health)	Participation	Participation in the Maternal and Child Health (MCH) service (Percentage of children enrolled who participate in the MCH service)	76.1%	75%	90%
		Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	82.9%	75%	90%

Section 2.8 provides information on the calculation of Service Performance Outcome Indicators.

2.3 Council Plan Theme Three – Environmental Leadership

This theme's goal is to protect our environment and help our community to thrive through environmental leadership. As a result, Council is committed to the following strategies:

- Protect significant habitats, landscapes and biodiversity
- Reduce greenhouse gas emissions to limit the impacts of climate change
- Divert more material from the waste stream
- Adapt to a changing climate

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables. The net costs are funded through Council's general revenue including rate revenue.

Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Climate Action & Environment				
This service ensures that Council complies with Victorian and Commonwealth Government legislative requirements regarding the environment, including: native vegetation; listed species and ecological communities; pest plants and animals; and statutory planning referrals. A wide range of Council Plan strategies related to pest plant and animal management, sustainability, environmental leadership and climate change are also delivered. The unit provides expertise in the management of Council's many nature reserves (including the world famous Bells Beach Surfing Recreation Reserve), rural roadsides and also some waterways. The unit provides specialist environmental and sustainability advice internally to Council and externally to community groups, local businesses, agencies and members of the public.	Recurrent Operations			
	Expenditure	1,058	1,370	1,443
	Overheads	284	263	293
	Revenue	(1)	(4)	(1)
		1,341	1,630	1,735
	Operating Projects			
	Expenditure	583	258	255
	Revenue	(234)	(253)	(200)
		349	5	55
	Capital Allocation	98	586	2,292

The increase in recurrent operations from the forecast to the 2023-24 budget is a result of staff vacancies.

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
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The capital projects allocation includes the Karaaf Wetlands Improvement Works, the Solar, Efficiency and Transition Program and the Council Carbon Neutrality Program.

Waste Management

The Waste Management function involves management of Council's landfill and transfer stations, **waste collection** including kerbside waste collection and street cleaning, maintenance of street litter bins and community education and engagement. The Waste Management unit has a strong focus on community education and waste services planning. Revenue in this area is generated mainly from waste disposal fees and the municipal waste charge. In February 2021, Council expanded its kerbside waste collection service to include the Food Organics and Green Organics (FOGO) and glass bins. These new bins will help to divert the amount of waste sent to landfill.

Recurrent Operations

Expenditure	11,250	12,113	13,070
Overheads	305	323	371
Revenue	<u>(11,575)</u>	<u>(12,279)</u>	<u>(13,229)</u>
	(20)	(157)	212

Operating Projects

Expenditure	156	226	177
Revenue	<u>(43)</u>	<u>(231)</u>	<u>-</u>
	113	(5)	177

Capital Allocation

	440	809	82
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The increase in recurrent expenditure from the forecast to the 2023-24 budget is a result of an increase in State Government EPA landfill royalty levies and contract waste services.

Capital program spend reflects the ongoing waste capital program. The 2023-24 allocation includes the Winchelsea Transfer Station Security Upgrade project and Polystyrene Baler.

Major Initiatives

1. Cockatoo Kerbside Bin Mechanism Roll Out - Lorne
2. Council Carbon Neutrality Program

Initiatives – Operational Projects

1. Cockatoo Kerbside Bin Mechanism Roll Out - Lorne
2. Council Carbon Neutrality Program
3. EPA Act Change Implementation
4. Litter Enforcement Program
5. State of Environment Report - Understanding Local Environment Conditions

Initiatives – New Recurrent Expenditure

1. Circular Economy Lead
2. Torquay Waste Drop Off Continuation

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	2021-22 Actual	2022-23 Forecast	2023-24 Budget
Waste Management	Waste Diversion	Kerbside collection waste diverted from landfill. (Percentage of recyclables and green organics collected from kerbside bins that is diverted from landfill)	71.1%	72%	73%

Section 2.8 provides information on the calculation of Service Performance Outcome Indicators.

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2.4 Council Plan Theme Four – Sustainable Growth

This theme's goal is growth that is not at the expense of environmental values or the unique heritage and character of our townships. As a result, Council is committed to the following strategic objectives:

- Protect heritage and township character
- Improve access to affordable residential accommodation
- Support tourism and events that encourage people to stay longer and appreciate and care for this place

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables.

Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Assets & Engineering				
This service is responsible for integrated and prioritised capital works planning, particularly in the renewal of Council assets, fleet and roads and drains. This includes development and implementation of asset management plans for Council's asset portfolio, as well as planning the renewal management of Council's existing infrastructure. In addition, the function manages and maintains Council's fleet of vehicles and plant as well as subdivision design approval and works inspections. This service is also responsible for the design of capital and renewal infrastructure projects relating to road, pathway and drainage assets, along with providing specialist engineering advice internally to Council and externally to community groups, local businesses, agencies and members of the public. This unit is also involved in development and implementation of road safety strategies and traffic and drainage policies. The service oversees traffic management, street lighting upgrades and public transport infrastructure improvements. Revenue in this area is generated mainly from government grants and user service fees.	Recurrent Operations			
	Expenditure	2,365	2,124	2,396
	Overheads	61	20	(102)
	Revenue	(595)	(567)	(470)
		1,831	1,577	1,824
	Operating Projects			
	Expenditure	72	141	-
	Revenue	-	(75)	-
		72	66	-
	Capital Allocation	2,637	3,732	2,391
The increase in recurrent expenditure from the forecast to the 2023-24 budget is a result of vacancies during 2022-23.				
Capital projects reflect the delivery of asset renewal programs; such as the heavy plant and light fleet replacement programs and programs to renew other assets such as roads, buildings, open space and recreation assets.				
Events & Tourism				
This services includes prioritising tourism that delivers increased length of stay and authentic experience over mass visitation and destination marketing to niche audiences. The tourism service provides four visitor centres, and works closely with Great Ocean Road Regional Tourism on tourism	Recurrent Operations			
	Expenditure	1,555	1,401	1,494
	Overheads	362	369	265
	Revenue	(331)	(371)	(389)
		1,586	1,399	1,370

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
campaigns and visitor servicing. It also supports events that help create a sense of place, inspiration, fun, pride, vibrancy and community connectedness in our townships. The curation and promotion of a calendar of events that balances the needs of community, showcases the Surf Coast and maximises the benefits to the broader region is a key focus. The service is guided by the Surf Coast Shire Economic Development Strategy 2021 – 2031.	Operating Projects			
	Expenditure	47	-	-
	Revenue	(5)	-	-
		42	-	-
	Capital Allocation	22	-	-
The 2022-23 forecast included reduced expenditure due to staff vacancies during the year and cancelled events.				
Planning & Compliance				
This service is responsible for <u>statutory planning</u> and planning compliance. It includes processing all planning applications, providing advice and assessing development proposals which require a planning permit, and representing Council at the Victorian Civil and Administrative Tribunal (VCAT) where necessary. Planning Compliance services actively encourage compliance with the planning scheme and planning permits, including being responsible for planning enforcement action through the Magistrates Court or VCAT enforcement orders when necessary. Revenue in this area is generated mainly from user service fees, some government grants and fines.	Recurrent Operations			
	Expenditure	2,957	3,061	3,308
	Overheads	745	707	705
	Revenue	(934)	(921)	(936)
		2,768	2,847	3,077
	Operating Projects			
	Expenditure	-	85	-
	Revenue	-	-	-
		-	85	-
	Capital Allocation	-	-	-
The increase in recurrent operations expenditure in the 2023-24 budget is a result of staff vacancies and favourable legal consulting fees in the forecast.				
Strategic Planning				
This service is responsible for land use planning (studies, strategies and planning scheme amendments). Strategic land use planning prepares council-led strategies and policies, monitors the performance of the planning scheme and prepares planning scheme amendments. The private requests for planning scheme amendments attract statutory fees for processing.	Recurrent Operations			
	Expenditure	594	1,006	975
	Overheads	149	146	145
	Revenue	-	-	-
		743	1,152	1,120
	Operating Projects			
	Expenditure	87	375	311
	Revenue	(19)	(81)	-
		68	294	311
	Capital Allocation	-	-	-
The 2022-23 recurrent operations forecast reflects additional legal expenditure required for the Distinctive Area Landscape legal representation. The 2023-24 operating project allocation reflects expenditure towards the Winchelsea South East Growth Area Stormwater Strategy and the Planning Scheme Amendment Implementation.				

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Major Initiatives

1. Winchelsea South East Growth Area Stormwater Strategy

Initiatives – Operational Projects

1. Heritage Study Stage 3 - Planning Scheme Amendment Implementation
2. Housing Crisis Response Allocation
3. Moriac Structure Plan - Planning Scheme Amendment Implementation
4. Winchelsea South East Growth Area Stormwater Strategy

Initiatives – New Recurrent Expenditure

1. Nil.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	2021-22 Actual	2022-23 Forecast	2023-24 Budget
Statutory Planning	Service Standard	Planning applications decided within required timeframes. (Percentage of regular and VicSmart planning application decisions made within legislated timeframes)	78.2%	75%	75%

Section 2.8 provides information on the calculation of Service Performance Outcome Indicators.

2.5 Council Plan Theme Five – Robust and Diverse Economy

This theme's goal is a local economy that is sustainable and supports a diversity of local enterprises and people. As a result, Council is committed to the following strategies:

- Enable people to run successful local businesses that grow and create jobs in our changing economy
- Foster businesses that reflect local character and values including ethical, social and sustainable principles

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables. The net costs are funded through Council's general revenue including rate revenue.

Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Economic Development				
The Economic Development service provides support for businesses to start up, adapt and thrive, particularly niche and emerging industries with a focus on innovation and those which share a strong value set based around social, ethical, corporate and environmental responsibility. The service delivers projects that create year round jobs for our community in the right places and sectors and seeks to create opportunities for the next generation to develop careers locally. The service also seeks to connect business and provide up to date information to assist in business sustainability. Like Tourism and Events, the service is guided by the Surf Coast Shire Economic Development Strategy 2021 – 2031	Recurrent Operations			
	Expenditure	736	767	813
	Overheads	139	136	142
	Revenue	-	-	-
		875	903	955
	Operating Projects			
	Expenditure	860	165	-
	Revenue	(288)	(126)	-
		572	39	-
	Capital Allocation	-	-	-
The 2022-23 forecast reflects lower expenditure due to a staff vacancy in 2022-23, and contractor and printing savings.				

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Environmental Health				
This service provides public and environmental health protection services to the community and ensures Council complies with its legislative duties. Services include: food safety – registration and monitoring compliance of food, accommodation, caravan parks and health (hairdressers, tattooist, beauty etc.) businesses; Inspection and issuing permits for wastewater treatment systems and septic tanks; Investigations of public health complaints such as nuisances, food safety, pest control, noise, emissions, odour, pollution, asbestos, water quality; Customer Services/Expert Advice on public and environmental health matters (including the pandemic); Public health emergency response; and Childhood and School Immunisation Services. Revenue is generated mainly from health registration fees.	Recurrent Operations			
	Expenditure	683	726	769
	Overheads	183	197	183
	Revenue	(350)	(360)	(354)
		516	564	598
	Operating Projects			
	Expenditure	37	43	-
	Revenue	(28)	(68)	-
		9	(25)	-
	Capital Allocation	-	9	-
The 2022-23 forecast reflects favourable expenditure as a result of a staff vacancy, partially offset by lower septic tank application fees and health registration fees. The 2022-23 revenue also includes a cyclical three yearly caravan park registration fee.				

Major Initiatives

1. New Measures of Success for the Surf Coast Economy

Service Performance Indicators

Service	Indicator	Performance Measure	2021-22 Actual	2022-23 Forecast	2023-24 Budget
Food Safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	100%	100%	100%

Section 2.8 provides information on the calculation of Service Performance Outcome Indicators.

2.6 Council Plan Theme Six – Arts and Creativity

This theme's goal acknowledges the value of arts and creativity and seeks to nurture its growth. As a result, Council is committed to the following strategies:

- Foster an environment where people with clever and creative ideas can make a difference in their communities
- Increase support for creative industries and arts

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables.

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Arts & Creative Economy				
This service provides a varied program of arts and cultural activities, events, grant programs and arts facilities for the benefit of community well-being, connection, participation, professional development and pride, alongside sector development. It aims to increase recognition across the region of the contribution made by the arts and the creative industries to the prosperity of our place. As a nationally recognised regional creative hotspot with many emerging and niche creative businesses, arts provides professional development opportunities in marketing and promotions, program development, events and grant-writing to support the aims of our many creatives, alongside a dedicated arts grant scheme and public art fund. A new Creative Places Strategy 2023-2031 will direct service provisions.	Recurrent Operations			
	Expenditure	232	669	687
	Overheads	34	50	141
	Revenue	(9)	(116)	(92)
		257	603	736
	Operating Projects			
	Expenditure	56	91	37
	Revenue	(5)	(9)	(4)
		51	82	33
	Capital Allocation	-	37	-
2023-24 operating projects reflect additional budget allocation for the Anglesea Arts Space Program.				

Major Initiatives

1. Delivery of Multi Arts Centre Redevelopment Project

Initiatives – Operational Projects

1. Anglesea Arts Space

2.7 Council Plan Theme Seven – Accountable and Viable Council

This theme's goal is to ensure Council has financial capacity to deliver services now and into the future and decision making is informed by community views. As a result, Council is committed to the following strategies:

- Establish a sustainable financial position
- Improve Council's credibility as a trusted decision maker through meaningful engagement

This section outlines the activities and initiatives for Council services and key strategic activities. Whilst these services are fully funded, only direct attributable revenue is included in these tables. The net costs are funded through Council's general revenue including rate revenue.

Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Corporate Strategy, Business Improvement & Benefits Realisation				
This service coordinates the development of organisational strategy and systems, and provides support in the areas of corporate planning, performance measurement and reporting. This service also leads Council's efforts to identify and implement business improvement opportunities in order to deliver financial, service and other benefits. In particular, realising financial gains is important to ensure Council can deliver and maintain the services and new infrastructure required by our growing community.	Recurrent Operations			
	Expenditure	2	293	258
	Overheads	69	32	62
	Revenue	-	-	-
		71	325	320
	Operating Projects			
	Expenditure	81	-	-
	Revenue	-	-	-
		81	-	-
	Capital Allocation	-	-	-

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
<p>The 2022-23 forecast reflects increased expenditure as a result of new roles that were included within the 2022-23 budget, and the transfer of the Senior Contracts Officer role from Integrity and Governance.</p>				
Communications & Community Engagement				
<p>This service is responsible for coordinating Council communications, including strategic communications, media liaison, formulating media releases, preparing publications and delivering digital communication. The unit also provides support to the Mayor and Councillors including speech writing and media liaison. Council's community engagement is led and supported by the unit.</p> <p>The 2022-23 forecast reflects reduced expenditure due to a staff vacancy and secondment during the year.</p>	Recurrent Operations			
	Expenditure	1,072	1,087	1,162
	Overheads	246	234	232
	Revenue	-	-	-
		1,318	1,321	1,394
	Operating Projects			
	Expenditure	27	-	-
	Revenue	(20)	-	-
		7	-	-
	Capital Allocation	-	-	-
Customer Experience				
<p>This service includes the customer experience function that focuses on supporting and enhancing customer service across the organisation. This service is responsible for coordinating Council's front of house customer services activities, including attending to customer phone and face-to-face enquiries.</p> <p>The 2022-23 forecast included reduced casual expenditure and staff secondments.</p>	Recurrent Operations			
	Expenditure	1,060	1,122	1,223
	Overheads	242	308	310
	Revenue	-	-	-
		1,302	1,430	1,533
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	-	-
Executive Services & Council Support				
<p>This area provides support for the nine elected representatives of Council as well as the four members of the Executive Management Team and includes costs of \$1.67 million that relate to Council administration and meeting support, a portion of <u>governance</u>, legal support, risk management and other corporate overheads.</p> <p>Recurrent operations expenditure reflects a staff vacancy and advocacy services related to Councils advocacy priorities.</p>	Recurrent Operations			
	Expenditure	2,478	2,609	2,656
	Overheads	1,445	1,425	1,678
	Revenue	(1)	-	-
		3,922	4,034	4,334
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	-	-
Digital Transformation				
<p>The Digital Transformation service is tasked with implementing Council's Digital Transformation Strategy. This strategy aims to implement new technology to improve the customer experience, build capability in the business, and achieve financial outcomes. Council has made a specific</p>	Recurrent Operations			
	Expenditure	-	-	-
	Overheads	155	130	129
	Revenue	-	-	-
		155	130	129

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
capital allocation to the implementation of the strategy.	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
The capital projects reflects the ongoing Digital Transformation program.		-	-	-
	Capital Allocation	346	627	-
Finance				
This service provides financial services to both internal and external customers of the organisation. The unit is responsible for ensuring that Council complies with its statutory obligations in regard to financial planning and reporting as well as provision of accounting services and management of Council funds. Duties include managing creditors, payroll and financial reporting. The Financial Management unit plays an integral part in Council's long term financial planning processes, the formulation of Council's annual budget, and the regular reporting of Council's financial performance. Finance also includes management of raising and collection of Council's primary revenue source, rates and charges. Revenue in this area is generated mainly from debt collection recoupments. As a Council support service, \$1.53 million is distributed as a corporate overhead to primary services within Council.	Recurrent Operations			
	Expenditure	2,513	2,658	2,666
	Overheads	(1,507)	(1,499)	(1,528)
	Revenue	(918)	(866)	(637)
		88	293	509
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	-	-
The recurrent operations revenue reduction is due to changes to legislation affecting payment plans and penalty interest charges.				
Integrity & Governance				
This service provides statutory and corporate support to the organisation in the development and review of organisational policies and procedures, Council meeting administration, ensuring compliance with legislative requirements, managing Freedom of Information and privacy requests, management of procurement and contracts, Council property administration, maintenance of public registers, Council election services and management of delegations and authorisations. As a Council support service, \$1.02 million is distributed as a corporate overhead to the primary services within Council.	Recurrent Operations			
	Expenditure	1,188	1,071	1,023
	Overheads	(1,119)	(1,206)	(1,023)
	Revenue	(1)	-	-
		68	(135)	-
	Operating Projects			
	Expenditure	159	104	61
	Revenue	(41)	(26)	-
		118	78	61
	Capital Allocation	-	4	-
The 2022-23 forecast reflects reduced expenditure as a result of staff vacancies during the year. The 2023-24 budget displays lower recurrent expenditure due to the transfer of the Senior Contracts Officer role to Corporate Strategy, Business Improvement and Benefits Realisation.				

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
2023-24 operating projects reflects expenditure towards the Victorian Electoral Commission (VEC) Electoral Structure Review.				
Gherang Gravel Pits				
Revenue in this service area relates to gravel pit royalties. Expenditure relating to this service relates to Crown royalty and leasing costs, maintenance, management and associated fees. The net revenue generated supports the delivery of Council's operational services and projects.	Recurrent Operations			
	Expenditure	219	208	260
	Overheads	10	10	8
	Revenue	(1,033)	(935)	(1,017)
		(804)	(717)	(749)
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	-	-
Technology & Information				
This service includes two main sections, Information Technology (incl. Geospatial Information systems) and Records Management. The Information Technology area supports the organisations requirements for computer services (incl. provision, support, maintenance, licencing and infrastructure), communications (fixed, mobile and data) and geospatial mapping facilities for council and external uses. The Records Management area manages document compliance (incl. creating, capturing, classifying and archival maintenance), and processing of incoming and outgoing correspondence. The Information Services unit has the responsibility to support the organisation with a cost effective and efficient technology service that seeks to improve the performance of the organisation. As a Council support service, \$3.83 million is distributed as a corporate overhead to the primary services within Council.	Recurrent Operations			
	Expenditure	3,270	3,623	4,048
	Overheads	(3,569)	(3,684)	(3,827)
	Revenue	-	-	-
		(299)	(61)	221
	Operating Projects			
	Expenditure	78	115	-
	Revenue	-	-	-
		78	115	-
	Capital Allocation	12	93	225
The movement in recurrent operations expenditure from the forecast to the 2023-24 budget is due to Digital Transformation Software Growth, and staff vacancies during 2022-23.				
Capital projects relate to the ongoing I.T. Renewal Program, with new allocation provided for in 2023-24.				
People & Culture				
This service is responsible for supporting the organisation with strategic and operational human resources management and includes learning and development and occupational health and safety. The activities of the unit include developing and implementing strategies,	Recurrent Operations			
	Expenditure	1,496	1,610	1,721
	Overheads	(1,527)	(1,591)	(1,654)
	Revenue	-	-	-
		(31)	(19)	67

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
policies and procedures that promote high level human resources and industrial relations services. The unit also supports the organisation in attracting new staff, retaining existing staff and the ongoing development of the skills within Council's work force. As a Council support service, \$1.65 million is distributed as a corporate overhead to the primary services within Council.	Operating Projects			
	Expenditure	111	132	80
	Revenue	-	-	-
		111	132	80
	Capital Allocation	-	30	-
The recurrent operations movement from the forecast to the 2023-24 budget is due to new resourcing for a Gender Equality, Psychological and Child Safety Advisor.				
2023-24 Operating projects relate to Manual Handling Injury Prevention programs and Recruitment Support.				
The capital projects relate to the Agile Working Project, which will continue into 2023-24				
Program Delivery Management				
This service provides leadership, analysis and support for Council's program of projects. This includes a standardised and integrated approach to project management across the organisation to ensure the successful delivery of Council's annual program. It has accountability for the successful management of all program management processes, systems and functions, including the Project Delivery Framework, Project Delivery Process and Program Status Reporting for all capital and operational projects. These are all key to implementing Council's strategies.	Recurrent Operations			
	Expenditure	177	243	421
	Overheads	54	47	95
	Revenue	-	-	-
		231	290	516
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	-	-
Project Management Team				
Provides project management services to Council to enable delivery of the Capital Works Program and many Operational Projects in accordance with defined scope, financial and quality standards. Project management costs are included in project budgets enabling resources to be scaled up and down with the changing size of the program. All direct project costs are cost recovered.	Recurrent Operations			
	Expenditure	(99)	(232)	(517)
	Overheads	916	1,160	1,112
	Revenue	-	-	-
		817	928	595
	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
		-	-	-
	Capital Allocation	-	-	-
Recurrent expenditure varies due to project management vacancies.				

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Description of Services Provided	Classification	2021-22 Actual \$'000	2022-23 Forecast \$'000	2023-24 Budget \$'000
Legal & Risk				
This service involves developing and monitoring Council's risk management system, including provision of support to the organisation in relation to managing risk, insurance policies and business continuity. As a Council support service, \$1.05 million is distributed as a corporate overhead to the primary services within Council.	Recurrent Operations			
	Expenditure	982	933	1,117
	Overheads	(897)	(896)	(1,050)
	Revenue	(40)	(35)	(35)
		45	2	32
The increase in recurrent expenditure reflects an increase in budget for Council's insurance premiums in 2023-24, and staff vacancies in 2022-23.	Operating Projects			
	Expenditure	-	-	-
	Revenue	-	-	-
	Capital Allocation	-	-	-

Major Initiatives

1. Cyber Security Upgrades
2. Customer Relationship Management Digital Transformation

Initiatives – Operational Projects

1. Recruitment Advisor
2. Victorian Electoral Commission - Electoral Structure Review Contribution
3. Workplace Health & Safety - Manual Handling Injury Prevention Program

Initiatives – New Recurrent Expenditure

1. Application Support Officer
2. Digital Transformation Software Growth
3. Gender Equality, Psychological & Child Safety Advisor
4. Project Support Officer
5. Risk & Compliance Officer

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	2021-22 Actual	2022-23 Forecast	2023-24 Budget
Animal Management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	0	0	0
Governance	Consultation and Engagement	Satisfaction with community consultation and engagement. (Community satisfaction rating out of 100 with the consultation and engagement efforts of Council)	54%	55%	55%
Roads	Condition	Sealed local roads below the intervention level. (Percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	96.4%	95%	95%

Section 2.8 provides information on the calculation of Service Performance Outcome Indicators.

2.8 Strategic Performance Outcome Indicators

The service performance indicators detailed on the following pages will be reported on in the Performance Statement which is prepared at the end of the year as required by Section 98 of the Act and included in the 2023-24 Annual Report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The

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major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

Service	Indicator	Performance Measure	Computation
Governance	Consultation and Engagement	Satisfaction with community consultation and engagement. (Community satisfaction rating out of 100 with the consultation and engagement efforts of Council)	Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement. Annual Report 2019-20 Result: 55% Annual Report 2020-21 Result: 54% Annual Report 2021-22 Result: 54%
Statutory Planning	Service Standard	Planning applications decided within required timeframes. (Percentage of regular and VicSmart planning application decisions made within legislated timeframes)	[Number of planning application decisions made within 60 days for regular permits and 10 days for VicSmart permits / Number of planning application decisions made] x 100 Annual Report 2019-20 Result: 80.9% Annual Report 2020-21 Result: 86.9% Annual Report 2021-22 Result: 78.2%
Roads	Condition	Sealed local roads below the intervention level. (Percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	[Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 Annual Report 2019-20 Result: 99.8% Annual Report 2020-21 Result: 97.0% Annual Report 2021-22 Result: 96.4%
Libraries	Participation	Active library borrowers. (Percentage of the population that are registered library members)	[Number of registered library members / Population] x 100 Annual Report 2019-20 Result: 18.2% Annual Report 2020-21 Result: 16.5% Annual Report 2021-22 Result: 14.8%
Waste Management	Waste Diversion	Kerbside collection waste diverted from landfill. (Percentage of recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / weight of garbage, recyclables and green organics collected from kerbside bins] x 100 Annual Report 2019-20 Result: 49.0% Annual Report 2020-21 Result: 64.3% Annual Report 2021-22 Result: 71.1%
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population Annual Report 2019-20 Result: 0.19 Annual Report 2020-21 Result: 0.14 Annual Report 2021-22 Result: 0.21
Animal Management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions / Total number of animal management prosecutions Annual Report 2019-20 Result: 0 Annual Report 2020-21 Result: 0 Annual Report 2021-22 Result: 0

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Service	Indicator	Performance Measure	Computation
Food Safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	<p>[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x 100</p> <p>Annual Report 2019-20 Result: 100% Annual Report 2020-21 Result: 100% Annual Report 2021-22 Result: 100%</p>
Child & Family Health (i.e. Maternal & Child Health)	Participation	<p>Participation in the Maternal and Child Health (MCH) service (Percentage of children enrolled who participate in the MCH service)</p> <p>Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)</p>	<p>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100</p> <p>Annual Report 2019-20 Result: 76.7% Annual Report 2020-21 Result: 77.9% Annual Report 2021-22 Result: 76.1%</p> <p>[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100</p> <p>Annual Report 2019-20 Result: 85.7% Annual Report 2020-21 Result: 85.2% Annual Report 2021-22 Result: 82.9%</p>

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2.9 Reconciliation with Budgeted Operating Result

	2023-24 Budget		
	Surplus / (Deficit) \$'000	Expenditure \$'000	Revenue \$'000
Council Plan Strategic Theme			
Theme 1 - First Nations Reconciliation	(178)	178	-
Theme 2 - Healthy Connected Community	(22,220)	30,105	7,885
Theme 3 - Environmental Leadership	(2,179)	15,609	13,430
Theme 4 - Sustainable Growth	(7,702)	9,497	1,794
Theme 5 - Robust & Diverse Economy	(1,553)	1,907	354
Theme 6 - Arts & Creativity	(769)	866	96
Theme 7 - Accountable & Viable Council	(9,043)	10,732	1,689
Total Activities and Initiatives	(43,644)	68,892	25,248
Non-Attributable Items			
Asset Write Offs	(3,966)	3,966	-
Amortisation - Intangible Assets	(4,843)	4,843	-
Amortisation - Right of Use Assets	(381)	381	-
Bad & Doubtful Debts	(100)	100	-
Borrowing Costs	(281)	281	-
Carry Forward Adjustment Operating Program	(2,132)	2,132	-
Depreciation	(15,706)	15,706	-
Expensed Capital Works	(1,835)	1,835	-
Granted Assets	2,460	-	2,460
Grants Commission	5,404	-	5,404
Net Gain (Loss) on Disposal of Property, Plant & Equipment	(15,146)	-	(15,146)
Volunteer Employees	-	564	564
Other Income	1,750	-	1,750
Non-Attributable Items	(34,776)	29,809	(4,967)
Surplus/(Deficit) before Funding Sources	(78,420)		
Funding Sources			
Rates Revenue & Municipal Charges	53,770		
Capital Works Program Grants	5,502		
Developer Contributions - Monetary	871		
Total Funding Sources	60,143		
Operating Surplus/(Deficit) for the Year	(18,277)		

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2.10 Service Statistics 2023-24

Services			
Customer Experience		Australian National Surfing Museum	
Total calls taken	60,000	Visitation numbers	16,500
Rates queries responded to	10,000		
Freedom of Information requests responded to	35	Community Facilities	
Total customer requests	45,000	Recreation reserves maintained	13
		Halls maintained	12
		Playgrounds maintained	57
Aged & Access			
Residents supported by assessment team	620	Local Laws	
		Dog registrations	6,684
Early Years		Cat registrations	924
Number of kindergartens	6	Animal infringements	30
Children enrolled in Council kindergartens	551	Parking infringements	5,000
Children enrolled in Occasional Care	97	After hours calls received	130
Child & Family Health			
Infants enrolled in Maternal & Child Health service (births)	408	Statutory Planning	
		Applications received and dealt with	650
Community Health and Development		Complaints received and dealt with	190
Community groups supported via small grants	50		
Volunteers supported	291	Building	
Volunteer hours provided	15,133	Property information requests provided	900
Economic value of volunteers	\$ 564,479	Reports and consents	115
		Building notices Issued	120
Environmental Health		Building permits lodged	1,100
Food premises inspections	600	Swimming pools registered	939
Registered food businesses	475		
Food sampling analyses	100	Road Services	
Immunisation vaccinations	1,800	Length of roads - sealed (km's)	610
		Length of roads - unsealed (km's)	477
Library Services		Gravel roads graded (km's)	1,422
Library visits	95,000	Footpaths maintained (m2)	1,468
Library loans	175,000	Potholes repaired (no.)	620
Library collection items	30,000	Road resealed (km's)	2
Library memberships	10,500	Road resheets (km's)	11
		Street lights maintained	4,003
Winchelsea Pool			
Attendance numbers (closed for renewal)	Nil	Waste Management	
		Fortnightly waste collections services (urban)	19,183
Event Grants Program		Fortnightly waste collections services (rural)	1,918
Number of tourism events supported	13	Avg fortnightly household waste generation (kg)	9
Total contribution to tourism events	\$ 88,000	Garbage collected kerbside (tonnes)	5,000
Community events supported	15	Garbage collected transfer (tonnes)	3,640
Total contribution to community events	\$ 37,176	Garbage collected sweeper (tonnes)	1,040
Number of sponsorship events	3	Recyclables collected (tonnes)	3,100
Total contribution to sponsorship events	\$ 90,000	Glass collected (tonnes)	1,400
		Food and organics collected (tonnes)	8,500

Note: Unless indicated otherwise figures are annual

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3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2023-24 has been supplemented with projections to 2026-27.

This section includes the following financial statements prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

- 3.1 Comprehensive Income Statement
- 3.2 Balance Sheet
- 3.3 Statement of Changes in Equity
- 3.4 Statement of Cash Flows
- 3.5 Statement of Capital Works
- 3.6 Statement of Human Resources

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3.1 Comprehensive Income Statement

For the four years ending 30 June 2027

	NOTES	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Income / Revenue						
Rates and Charges	4.1.1	61,213	63,865	66,164	68,664	71,488
Statutory Fees and Fines	4.1.2	2,082	1,989	2,044	2,095	2,147
User Charges	4.1.3	7,070	6,904	7,105	7,318	11,106
Grants - Operating	4.1.4	9,218	10,497	10,734	10,952	11,220
Grants - Capital	4.1.4	14,443	5,502	12,651	44,050	1,051
Contributions - Monetary	4.1.5	3,212	2,038	3,048	4,342	4,266
Contributions - Non-Monetary	4.1.6	2,095	2,460	9,145	15,430	12,790
Net Gain/(Loss) on Disposal of Property Infrastructure, Plant and Equipment	4.1.7	(1,550)	(15,146)	151	207	279
Other Income	4.1.8	3,562	2,314	1,394	1,531	1,522
Total Income / Revenue		101,344	80,424	112,436	154,589	115,870
Expenses						
Employee Costs	4.1.9	36,046	40,069	40,703	41,975	42,970
Materials and Services	4.1.10	31,692	32,395	30,649	31,494	36,806
Depreciation	4.1.11	17,255	15,706	16,056	16,548	17,280
Amortisation - Intangible Assets	4.1.12	4,843	4,843	4,843	4,843	4,843
Amortisation - Right of Use Assets	4.1.12	389	381	388	396	404
Bad and Doubtful Debts - Allowance for Impairment Losses	4.1.13	70	100	103	105	108
Borrowing Costs	4.1.14	326	281	234	188	141
Finance Costs Leases	4.1.15	12	34	8	18	15
Other Expenses	4.1.16	3,614	4,890	2,474	2,507	3,121
Total Expenses		94,246	98,701	95,459	98,076	105,688
Surplus/(Deficit) for the Year		7,097	(18,277)	16,977	56,513	10,182
Other Comprehensive Income						
Items that will not be reclassified to surplus or deficit in future periods						
Net Asset Revaluation Increment/(Decrement)	4.1.17	36,122	6,263	17,737	16,382	13,996
Total Comprehensive Result		43,219	(12,014)	34,715	72,895	24,178

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3.2 Balance Sheet

For the four years ending 30 June 2027

	NOTES	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Assets						
Current Assets						
Cash and Cash Equivalents		7,361	5,759	8,800	5,930	7,824
Trade and Other Receivables		6,081	6,194	6,299	6,398	6,482
Other Financial Assets		90,000	75,000	57,000	65,000	60,000
Inventories		47	47	47	47	47
Other Assets		917	917	917	917	917
Total Current Assets	4.2.1	104,405	87,917	73,063	78,292	75,269
Non-Current Assets						
Trade and Other Receivables		185	131	74	24	24
Property, Infrastructure Plant & Equipment		1,012,810	1,019,650	1,071,462	1,123,438	1,153,364
Investments in Associates and Joint Ventures		275	275	275	275	275
Right of Use Assets		527	516	1,228	1,102	1,417
Intangible Assets		24,216	19,372	14,529	9,685	4,842
Total Non-Current Assets	4.2.2	1,038,013	1,039,944	1,087,567	1,134,524	1,159,922
Total Assets		1,142,418	1,127,861	1,160,630	1,212,815	1,235,191
Liabilities						
Current Liabilities						
Trade and Other Payables		5,165	5,204	5,244	5,284	5,325
Unearned Income		16,500	17,000	18,400	-	-
Trust Funds and Deposits		5,408	5,408	5,408	5,408	5,408
Provisions	4.2.3	8,247	9,392	7,625	7,690	7,844
Interest Bearing Liabilities	4.2.4	2,171	2,183	2,195	2,207	2,220
Lease Liabilities		607	450	490	510	530
Total Current Liabilities	4.2.5	38,098	39,637	39,362	21,099	21,327
Non-Current Liabilities						
Provisions		18,817	16,817	16,731	16,731	16,731
Lease Liabilities		-	101	711	471	661
Interest Bearing Liabilities	4.2.4	12,539	10,356	8,162	5,955	3,735
Total Non-Current Liabilities	4.2.6	31,356	27,274	25,603	23,156	21,126
Total Liabilities		69,454	66,910	64,965	44,255	42,453
Net Assets		1,072,964	1,060,950	1,095,665	1,168,560	1,192,737
Equity						
Accumulated Surplus		642,877	636,451	668,388	719,771	733,249
Asset Revaluation Reserve		352,810	359,073	376,811	393,193	407,188
Other Reserves		77,277	65,425	50,466	55,597	52,300
Total Equity		1,072,964	1,060,950	1,095,665	1,168,560	1,192,737

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3.3 Statement of Changes in Equity

For the four years ending 30 June 2027

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2022-23 Forecast Actual					
Balance at Beginning of the Financial Year		1,029,745	644,059	316,689	68,997
Surplus/(Deficit) for the Year		7,097	7,097	-	-
Net Asset Revaluation Increment/(Decrement)		36,122	-	36,122	-
Transfers to Other Reserves		-	(55,629)	-	55,629
Transfers from Other Reserves		-	47,349	-	(47,349)
Balance at End of the Financial Year		1,072,964	642,877	352,810	77,277
2023-24 Budget					
Balance at Beginning of the Financial Year		1,072,964	642,877	352,810	77,277
Surplus/(Deficit) for the Year		(18,277)	(18,277)	-	-
Net Asset Revaluation Increment/(Decrement)		6,263	-	6,263	-
Transfers to Other Reserves	4.3.2	-	(82,921)	-	82,921
Transfers from Other Reserves	4.3.2	-	94,773	-	(94,773)
Balance at End of the Financial Year	4.3.1	1,060,950	636,451	359,073	65,425
2024-25 Projection					
Balance at Beginning of the Financial Year		1,060,950	636,451	359,073	65,425
Surplus/(Deficit) for the Year		16,977	16,977	-	-
Net Asset Revaluation Increment/(Decrement)		17,737	-	17,737	-
Transfers to Other Reserves		-	(15,819)	-	15,819
Transfers from Other Reserves		-	30,778	-	(30,778)
Balance at End of the Financial Year		1,095,665	668,388	376,811	50,466
2025-26 Projection					
Balance at Beginning of the Financial Year		1,095,665	668,388	376,811	50,466
Surplus/(Deficit) for the Year		56,513	56,513	-	-
Net Asset Revaluation Increment/(Decrement)		16,382	-	16,382	-
Transfers to Other Reserves		-	(18,345)	-	18,345
Transfers from Other Reserves		-	13,215	-	(13,215)
Balance at End of the Financial Year		1,168,560	719,771	393,193	55,597
2026-27 Projection					
Balance at Beginning of the Financial Year		1,168,560	719,771	393,193	55,597
Surplus/(Deficit) for the Year		10,182	10,182	-	-
Net Asset Revaluation Increment/(Decrement)		13,996	-	13,996	-
Transfers to Other Reserves		-	(20,185)	-	20,185
Transfers from Other Reserves		-	23,481	-	(23,481)
Balance at End of the Financial Year		1,192,737	733,249	407,188	52,300

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3.4 Statement of Cash Flows

For the four years ending 30 June 2027

	NOTES	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Cash Flow from Operating Activities						
Rates and Charges		60,841	63,803	66,114	68,614	71,403
Statutory Fees and Fines		2,064	1,989	2,044	2,095	2,147
User Charges		7,334	7,135	7,342	7,563	11,484
Grants - Operating		9,543	10,867	11,112	11,338	11,615
Grants - Capital		11,815	6,002	14,051	25,650	1,051
Contributions - Monetary		3,212	2,038	3,048	4,342	4,266
Interest Received		3,009	1,750	814	936	913
Trust Funds and Deposits Taken/(Repaid)		403	-	-	-	-
Net GST Refund/Payment		4,483	6,011	6,860	6,310	5,149
Employee Costs		(35,362)	(39,345)	(39,960)	(41,215)	(42,192)
Materials and Services		(37,775)	(40,003)	(39,157)	(39,494)	(43,814)
Net Cash Provided from Operating Activities	4.4.1	29,568	20,247	32,268	46,139	22,022
Cash Flows from Investing Activities						
Proceeds from Sale of Property, Plant & Equipment		652	593	748	633	717
Payments for Property, Plant, Equipment & Infrastructure Assets		(19,138)	(34,527)	(45,099)	(38,749)	(22,972)
Cash Flows from Investments		(6,500)	15,000	18,000	(8,000)	5,000
Net Cash Used in Investing Activities	4.4.2	(24,986)	(18,935)	(26,351)	(46,116)	(17,255)
Cash Flows from Financing Activities						
Finance Costs		(328)	(282)	(235)	(189)	(142)
Repayment of Lease Liabilities		(302)	(426)	(450)	(490)	(510)
Interest Paid - Lease Liabilities		(12)	(34)	(8)	(18)	(15)
Repayment of Borrowings		(2,160)	(2,171)	(2,183)	(2,195)	(2,207)
Net Cash Provided from Financing Activities	4.4.3	(2,803)	(2,914)	(2,877)	(2,892)	(2,874)
Net Increase/(Decrease) in Cash & Cash Equivalents Held		1,780	(1,602)	3,041	(2,870)	1,894
Cash & Cash Equivalents at the Beginning of the Period		5,581	7,361	5,759	8,800	5,930
Cash & Cash Equivalents at the End of the Period		7,361	5,759	8,800	5,930	7,824
Investments (Current and Non-Current Financial Assets)						
		90,000	75,000	57,000	65,000	60,000
Total Cash & Investments at the End of the Period	4.4.4	97,361	80,759	65,800	70,930	67,824

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3.5 Statement of Capital Works

For the four years ending 30 June 2027

	NOTES	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Property						
Land		4	-	-	-	-
Buildings		3,472	9,577	21,461	25,895	4,044
Total Property		3,476	9,577	21,461	25,895	4,044
Plant and Equipment						
Plant, Machinery & Equipment		1,569	1,890	1,320	1,830	1,830
Fixtures, Fitting & Furniture		30	322	-	-	-
Computers & Telecomms		631	994	575	125	300
Total Plant and Equipment		2,231	3,206	1,895	1,955	2,130
Infrastructure						
Bridges		40	1,946	1,945	50	50
Drainage & Sewerage		508	3,472	300	300	249
Footpaths & Cycleways		568	1,946	1,696	745	450
Parks, Open Space & Streetscapes		1,918	986	665	565	730
Recreation, Leisure & Communities		744	1,562	4,365	1,944	2,338
Roads		8,883	9,291	9,136	7,209	10,815
Offstreet Car Parks		235	-	-	-	416
Waste		517	1,542	1,635	-	1,750
Expensed Capital Works		1,452	1,835	636	670	1,027
Landfill Provision		17	1,000	2,000	86	-
Total Infrastructure		14,882	23,579	22,378	11,569	17,825
Total Capital Works Expenditure	4.5.1	20,590	36,362	45,734	39,419	23,999
Represented By:						
New Asset Expenditure		4,431	5,250	22,365	26,697	2,978
Asset Renewal Expenditure		10,343	22,973	14,679	8,473	16,534
Asset Expansion Expenditure		283	77	470	521	534
Asset Upgrade Expenditure		4,063	5,227	5,585	2,972	2,926
Expensed Capital Works		1,452	1,835	636	670	1,027
Landfill Provision Works		17	1,000	2,000	86	-
Total Capital Works Expenditure	4.5.1	20,590	36,362	45,734	39,419	23,999
Funding Sources Represented By:						
External						
Capital Grants		11,706	21,002	19,451	1,051	1,051
Special Charges		188	-	-	-	-
Internal						
Asset Sales		652	564	748	633	717
Council Cash		8,044	14,796	25,535	37,736	22,231
Total Capital Works Funding Sources	4.5.1	20,590	36,362	45,734	39,419	23,999

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Reconciliation of Net Movement in Property Plant and Equipment

	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Total Capital Works	20,590	36,362	45,734	39,419	23,999
Asset Revaluation Increment / (Decrement)	36,122	6,263	17,737	16,382	13,996
Depreciation	(17,255)	(15,706)	(16,056)	(16,548)	(17,280)
Written Down Value of Assets Sold	(2,202)	(15,738)	(596)	(425)	(438)
Assets Written Off	(2,631)	(3,966)	(1,516)	(1,525)	(2,114)
Expensed Capital Works	(1,452)	(1,835)	(636)	(670)	(1,027)
Landfill Provision Works	(17)	(1,000)	(2,000)	(86)	-
Granted Assets	2,095	2,460	9,145	15,430	12,790
Net Movement in Property, Plant and Equipment	35,249	6,840	51,812	51,976	29,926

3.6 Statement of Human Resources

For the four years ending 30 June 2027

		2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
	NOTES					
Staff Expenditure						
Employee Costs - Operating as per Income Statement	4.6.1	36,046	40,069	40,703	41,975	42,970
Employee Costs - Capital		2,397	3,078	3,196	3,292	3,374
Total Staff Expenditure		38,443	43,148	43,899	45,267	46,344
Staff Numbers (FTE)						
Employees		346.2	369.9	370.0	372.9	374.8
Total Staff Numbers (FTE)		346.2	369.9	370.0	372.9	374.8

A summary of human resources expenditure categorised according to the organisational structure of Council is included below for 2023-24.

	2023-24		
Division	Budget \$'000	Full Time \$'000	Part Time \$'000
Chief Executive Office	844	737	107
Community Life	18,213	11,493	6,720
Place Making & Environment	11,331	8,126	3,204
Strategy & Effectiveness	6,673	4,409	2,305
Total Staff Expenditure	37,061	24,766	12,337
Casuals	545	-	545
Volunteers	564	-	564
Operating Projects	663	334	329
Other Employee Costs	1,236	-	-
Employee Costs as per Income Statement	40,069		
Total Capitalised Labour	3,078		
Total Expenditure	43,148		

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below for 2023-24.

	2023-24		
Division	Budget	Full Time	Part Time
Chief Executive Office	5.3	4.0	1.3
Community Life	171.3	100.4	70.8
Place Making & Environment	94.7	63.8	30.9
Strategy & Effectiveness	57.4	38.0	19.4
Total Staff (FTE)	328.7	206.2	122.4
Casuals and Other Employee Costs	5.3	-	5.3
Volunteers	7.7	-	7.7
Operating Projects	6.3	3.2	3.1
Capitalised Labour	22.0	19.1	2.9
Total Staff (FTE)	369.9		

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3.7 Four Year Financial Plan

For the four years ending 30 June 2027

	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Recurrent EBITDA less Waste and Other Special Purposes					
Property Rates and Charges	51,049	53,544	55,016	56,392	57,801
Supplementary Property Rates and Charges	563	226	511	1,073	1,977
Grants	7,922	10,171	10,451	10,712	10,980
Other Revenue	7,076	6,690	6,909	7,118	7,334
Total Recurrent Income	66,610	70,631	72,887	75,295	78,092
Employee Benefits	34,569	36,575	37,974	39,110	40,088
Materials and Services	17,160	17,047	17,292	17,734	18,174
Total Expenditure - Existing Operations	51,728	53,622	55,266	56,844	58,261
Financial Recurrent Savings Target	-	-	315	646	993
Compliance Costs (Recurrent)	-	67	315	646	993
Growth	-	560	315	1,149	1,643
Future Years of Budget Year	-	-	649	667	683
Total Expenditure - New Operations	-	627	1,279	2,462	3,320
Total Recurrent EBITDA less Waste and Other Special Purposes	14,881	16,381	16,657	16,635	17,504
Recurrent EBITDA Waste					
Garbage Charges	9,223	10,083	10,637	11,200	11,710
Other Revenue	3,056	3,146	3,214	3,295	3,377
Total Recurrent Income	12,279	13,229	13,852	14,494	15,087
Employee Benefits	944	1,112	1,154	1,189	1,219
Materials and Services	11,616	12,306	12,717	12,763	13,182
Total Expenditure - Existing Operations	12,560	13,418	13,871	13,952	14,400
Discretionary Growth	-	149	155	160	164
Total Expenditure - New Operations	-	149	155	160	164
Recurrent EBITDA Waste	(281)	(338)	(175)	383	523
Recurrent EBITDA Other Special Purposes					
Other Revenue	20	21	21	22	22
Total Recurrent Income	20	21	21	22	22
Materials and Services	17	17	18	18	18
Total Expenditure - Existing Operations	17	17	18	18	18
Recurrent EBITDA Other Special Purposes	3	3	4	4	4
Total Recurrent EBITDA	14,603	16,046	16,486	17,022	18,032

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	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Total Recurrent EBITDA	14,603	16,046	16,486	17,022	18,032
Cash Adjustments:					
Balance Sheet Movements	(132)	80	78	49	5
Interest Revenue	3,199	1,762	814	936	913
Interest Committed to Projects	(550)	(450)			
Grants Commission Funds Received Early Adjustment	1,287	(90)	(73)	(68)	(70)
Asset sales - Land	-	-	-	-	-
Total Cash Adjustments	3,805	1,302	819	917	848
Total Cash Available for Allocation	18,408	17,348	17,305	17,938	18,880
Allocations to Commitments					
Debt Interest & Principal	2,127	2,093	2,058	2,024	1,989
Torquay/Jan Juc Developer Plan Allocation	2,658	2,770	2,770	2,770	2,770
Winchelsea Infrastructure Plan Allocation	225	232	239	246	253
Briody Drive DCP Allocation	-	333	-	-	-
Waste Allocation	(281)	(338)	(175)	383	523
Asset Renewal Allocation	8,910	9,720	10,601	11,558	12,828
Business Case Investments	368	376	386	395	405
Council Election Year	-	-	300	-	-
Aireys Inlet Aged Units	3	3	4	4	4
Growth and Compliance Costs (Non-Recurrent)	165	156	524	537	551
Total Allocations to Commitments	14,175	15,346	16,706	17,917	19,324
Discretionary Cash Available	4,233	2,002	599	21	(444)
Discretionary Allocations					
Discretionary Operating Projects	862	668	-	-	-
Discretionary Capital Works	1,066	710	1,048	1,074	1,101
Total Discretionary Allocations	1,928	1,378	1,048	1,074	1,101
Unallocated Cash Surplus / (Deficit)	2,305	625	(449)	(1,053)	(1,545)
Accumulated Unallocated Cash					
Opening Balance	4,365	6,970	7,595	7,145	6,092
Annual Surplus/(Deficit)	2,305	625	(449)	(1,053)	(1,545)
Net Allocations During the Year	16	-	-	-	-
Transfers for Project Funding	285	-	-	-	(190)
Closing Balance	6,970	7,595	7,145	6,092	4,358

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3.8 Reconciliation of Recurrent EBITDA to Income Statement

For the four years ending 30 June 2027

	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Recurrent EBITDA					
Property Rates and Charges	51,049	53,544	55,016	56,392	57,801
Supplementary Property Rates and Charges	563	226	511	1,073	1,977
Garbage Charges	9,223	10,083	10,637	11,200	11,710
Grants	7,922	10,171	10,451	10,712	10,980
Other Revenue	10,152	9,856	10,144	10,435	10,733
Total Recurrent Income	78,909	83,880	86,760	89,811	93,202
Employee Benefits	35,513	37,687	39,128	40,299	41,306
Materials and Services	28,792	29,371	30,027	30,515	31,374
Total Expenditure - Existing Operations	64,305	67,057	69,155	70,814	72,680
Financial Recurrent Savings Target	-	-	315	646	993
Compliance Costs	-	67	315	646	993
Non-Discretionary Growth	-	560	315	1,149	1,643
Growth Budget Year	-	-	804	826	847
Discretionary Growth	-	149	-	-	-
Total Expenditure - New Operations	-	777	1,434	2,622	3,484
Total Recurrent EBITDA	14,603	16,046	16,486	17,022	18,032
Reserve Transfers					
Developer Contributions (DCP Torquay)	662	263	1,424	1,053	1,861
Developer Contributions (Winchelsea)	202	353	274	734	567
Developer Contributions (Other)	286	5	-	1,175	429
Open Space Contributions	250	250	150	150	150
Sale of Plant - Renewal Reserve	652	564	748	633	717
Sale of Land - Reserve	-	29	-	-	-
Interest Revenue	3,199	1,762	814	936	913
Finance Costs	(260)	(226)	(191)	(156)	(122)
Finance Costs DCP Loan	(66)	(55)	(44)	(32)	(19)
Projects					
Capital Projects Revenue	15,175	5,502	12,651	44,050	1,051
Expensed Capital Works	(1,452)	(1,835)	(636)	(670)	(1,027)
Operational Projects Expenses	(2,881)	(3,671)	(1,320)	(917)	(936)
Operational Projects Revenue	1,565	530	487	448	452
Non Cash Items					
Depreciation	(17,255)	(15,706)	(16,056)	(16,152)	(16,875)
Amortisation	(4,843)	(4,843)	(4,843)	(5,240)	(5,248)
Contributions - Non-Monetary	2,095	2,460	9,145	15,430	12,790
Written Down Value of Assets Sold	(2,202)	(15,738)	(596)	(425)	(438)
Asset Write Offs	(2,631)	(3,966)	(1,516)	(1,525)	(2,114)
Surplus/(Deficit) for the Year	7,097	(18,277)	16,977	56,513	10,182

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3.9 Summary of Planned Capital Works

New Capital Allocations and Carry Forwards for the Year Ending 30 June 2024

Capital Program - New Allocations	Asset Expenditure Types							Funding Sources					
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds		Council Cash			Total Funding \$'000
								Grants \$'000	Contrib's \$'000	Asset Sales \$'000	Cash Reserve Funds \$'000	Direct Funded \$'000	
Renewal Program													
Active Play Items Renewal Program	30						30					30	30
Asset Condition Audits					185		185					185	185
Asset Management Engineer	59						59					59	59
Bridge Renewal Program	50						50					50	50
Building Renewal Program	350						350					350	350
Civic Centre Heating Pump Coil and Chiller	750						750					750	750
Drainage Renewal Program	100						100					100	100
Eastern Reserve and Stribling Reserve Netball Courts	480						480					480	480
Fencing Renewal Program	20						20					20	20
Footpath Renewal Program	100						100					100	100
Guardrail Renewal Program	75						75					75	75
Heavy Plant Replacement Program	450						450			338		112	450
I.T. Renewal Program	75						75					75	75
I.T. Software Renewal Program	150						150					150	150
Kerb Renewal Program	60						60					60	60
Light Fleet Replacement Program	215						215			215			215
Park Furniture Renewal Program	30						30					30	30
Playground Renewal Program	20						20					20	20
Sealed Road Renewal Program	1,400						1,400			11		1,400	1,400
Small Plant Replacement Program	60						60					49	60
Structures Renewal Program	50						50					50	50
Unsealed Road Renewal Program	1,100						1,100					1,100	1,100
Water Sensitive Urban Design Renewal Program	100						100					100	100
Winchelsea Swimming Pool	4,580						4,580					4,580	4,580
Contingency Allocation	380						380					380	380
Total Renewal Program	10,684				185		10,869			564		10,306	10,869
DCP / Infrastructure Development Program													
Briody Drive West Road Upgrade Contribution		621					621				621		621
Construct Pathways Along Spring and Deep Creeks (PC01) - Spring Creek Pedestrian Bridge / Ocean Views (Barwon Water Reserve) / Future Design				1,097			1,097					1,097	1,097
Construct Regional Bike Route Along Great Ocean Road Renewal (PC08) - Duffields Rd to Strathmore Dr (Design)				66			66					66	66
Coombes / Messmate Road Intersection Upgrade (RD12) - Construction		879					879					879	879
Gladman Street Upgrade - Design		50					50				50		50
South Beach Road Upgrade		46					46					46	46
Surf Coast Hwy / Bristol Rd Intersection Upgrade (RD05) - Construction		1,333			1,333		2,666					2,666	2,666
Torquay North Open Space Pathways (PC02) - Contributions to Developer Works				349			349					349	349
Contingency Allocation		355		140	150		645					645	645
Total DCP / Infrastructure Development Program		3,284		1,652	1,483		6,419				671	5,748	6,419

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Capital Program - New Allocations	Expenditure							Funding					
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds			Council Cash		Total Funding \$'000
								Grants \$'000	Contrib's \$'000	Asset Sales \$'000	Cash Reserve Funds \$'000	Direct Funded \$'000	
Waste Management Program													
Polystyrene Baler				59			59					59	59
Winchelsea Transfer Station Security Upgrade				17			17					17	17
Contingency Allocation				6			6					6	6
Total Waste Management Program				82			82					82	82
Discretionary Program													
Buildings													
Surf Coast Aquatic and Health Centre Project				5,801			5,801	1,051			4,750		5,801
Business Case													
Solar and Energy Transition Program		54		218			272					272	272
Drainage													
Critical Drainage Rectification Works Program		136	39				175					175	175
Drainage Investigation Program		22		48			70					70	70
Karaaf Wetlands Improvement Works	2,000						2,000	1,900				100	2,000
Environment													
Winchelsea Tree Planting Program					23		23					23	23
Pathways													
Annual Pathway Improvement Delivery - Anderson St Winchelsea Missing Link				102			102				37	65	102
Roads/Road Safety													
Pedestrian and Cyclist Safety Improvements at Torquay Education Precinct (Roads to Recovery Project)				124			124	124					124
Roads to Recovery Projects	390	97					487	487					487
Road Safety Program 2023-24		59		105			164					164	164
Rural Unsealed Road Upgrade Program (Roads to Recovery)	240	60					300	300					300
Safer Cycling Strategy Delivery - High Priority Low Cost Actions		16			59		75					75	75
Safe System Concepts at High Risk Pedestrian Crossing Locations				6			6					6	6
Torquay North Traffic Improvements (Roads to Recovery)	112	28					140	140					140
Contingency Allocation		14	1	31	6		52					52	52
Total Discretionary Program	2,742	486	40	6,436	88	-	9,791	4,002	-	-	4,787	1,002	9,791
Growth and Compliance													
Disability Discrimination Act - Facility Improvements - Annual Implementation Plan					75		75					75	75
Contingency Allocation													
Total Growth and Compliance					75		75					75	75
Total New Capital Works Allocation	13,426	3,770	40	8,169	1,831	-	27,236	4,002	-	564	5,458	17,212	27,236
Carried Forward Capital Projects													
Carried Forward Capital Projects	13,902	10,439	38	45,759	1,243	3,000	74,381	39,599			34,782		74,381
Contingency Allocation	311	1,073		910	89	500	2,882				2,882		2,882
Total Carried Forward Capital Projects	14,213	11,511	38	46,669	1,332	3,500	77,263	39,599			37,664		77,263
Total Capital Works Program Allocation	27,639	15,281	78	54,838	3,162	3,500	104,499	43,601			43,122	17,212	104,499



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New Capital Allocations for the Year Ending 30 June 2025

Capital Program - New Allocations	Asset Expenditure Types							Funding Sources							Total Funding
	Renewal	Upgrade	Expansion	New	Expensed	Landfill Provision	Total Expenditure	External Funds			Council Cash				
								Grants	Contrib's	Borrowings	Asset Sales	Cash Reserve Funds	Special Rates	Direct Funded	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Renewal Program															
Active Play Items Renewal Program	50						50							50	50
Active Play Renewal Program - Spring Creek Oval Including Irrigation & Drainage	1,881						1,881							1,881	1,881
Asset Condition Audits					150		150							150	150
Asset Management Engineer	61						61							61	61
Bike Park Renewal Program	30						30							30	30
Bridge Renewal Program	50						50							50	50
Building Renewal Program	1,461						1,461							1,461	1,461
Drainage Renewal Program	150						150							150	150
Facility Signage Renewal Program	15						15							15	15
Fencing Renewal Program	250						250							250	250
Footpath Renewal Program	250						250							250	250
Guardrail Renewal Program	100						100							100	100
Hard Court Renewal Program	300						300							300	300
Heavy Plant Replacement Program	820						820				409			411	820
I.T. Renewal Program	125						125							125	125
Kerb Renewal Program	50						50							50	50
Light Fleet Replacement Program	420						420				268			152	420
Lighting Renewal Program	75						75							75	75
Park Furniture Renewal Program	150						150							150	150
Playground Renewal Program	20						20							20	20
Sealed Road Renewal Program	2,400						2,400							2,400	2,400
Skate Park Renewal Program	1,070						1,070							1,070	1,070
Small Plant Replacement Program	80						80				71			9	80
Structures Renewal Program	250						250							250	250
Unsealed Road Renewal Program	1,100						1,100							1,100	1,100
Unsealed Shoulder Renewal Program	100						100							100	100
Water Sensitive Urban Design Renewal Program	150						150							150	150
Contingency Allocation	19						19							19	19
Total Renewal Program	11,427				150		11,577				748			10,829	11,577
DCP / Infrastructure Development Program															
Construct Pathways Along Spring and Deep Creeks (PC01) - Deep				440			440							440	440
Construct Regional Bike Route Along Great Ocean Road Renewal (PC08) - Duffields Rd to Strathmore Dr (Construction)				496			496							496	496
Widen Coombes Road (RD11) Stage 2 & 3 - Ghazepoore Rd to Surf Coast Highway		2,275					2,275							2,275	2,275
Contingency Allocation		300		135			435							435	435
Total DCP / Infrastructure Development Program		2,575		1,071			3,645							3,645	3,645
Waste Management Program															
Waste Program Cost Escalations	500						500							500	500
Waste Renewal Program	35						35							35	35
Contingency Allocation	5						5							5	5
Total Waste Management Program	540						540							540	540

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Capital Program - New Allocations	Asset Expenditure Types							Funding Sources							
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds			Asset Sales \$'000	Council Cash			Total Funding \$'000
								Grants \$'000	Contrib's \$'000	Borrowings \$'000		Cash Reserve Funds \$'000	Special Rates \$'000	Direct Funded \$'000	
Discretionary Program															
Discretionary Capital Projects															
Discretionary Capital Projects			470	470			939							939	939
Business Cases															
Business Cases					386		386							386	386
Roads/Road Safety															
Roads to Recovery Projects	841	210					1,051	1,051							1,051
Contingency Allocation															
Total Discretionary Program	841	210	470	470	386		2,376	1,051						1,325	2,376
Growth and Compliance															
Disability Discrimination Act - Facility Improvements - Annual Implementation Plan					100		100							100	100
Contingency Allocation															
Total Growth and Compliance					100		100							100	100
Total New Capital Works Allocation	12,808	2,785	470	1,540	636		18,238	1,051			748			16,439	18,238



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New Capital Allocations for the Year Ending 30 June 2026

Capital Program - New Allocations	Asset Expenditure Types							Funding Sources						
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds		Council Cash				Total Funding \$'000
								Grants \$'000	Contrib's \$'000	Asset Sales \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Direct Funded \$'000	
Renewal Program														
Active Play Items Renewal Program	150						150						150	150
Asset Condition Audits					175		175						175	175
Asset Management Engineer	62						62						62	62
Bike Park Renewal Program	30						30						30	30
Bridge Renewal Program	50						50						50	50
Building Renewal Program	600						600						600	600
Drainage Renewal Program	150						150						150	150
Facility Signage Renewal Program	15						15						15	15
Fencing Renewal Program	150						150						150	150
Footpath Renewal Program	400						400						400	400
Guardrail Renewal Program	150						150						150	150
Heavy Plant Replacement Program	1,200						1,200			338			862	1,200
I.T. Renewal Program	125						125						125	125
Irrigation Renewal Program	100						100						100	100
Kerb Renewal Program	50						50						50	50
Light Fleet Replacement Program	550						550			264			286	550
Lighting Renewal Program	150						150						150	150
Park Furniture Renewal Program	150						150						150	150
Playground Renewal Program	20						20						20	20
Sealed Road Renewal Program	1,600						1,600						1,600	1,600
Small Plant Replacement Program	80						80			31			49	80
Structures Renewal Program	250						250						250	250
Unsealed Road Renewal Program	1,200						1,200						1,200	1,200
Unsealed Shoulder Renewal Program	250						250						250	250
Water Sensitive Urban Design Renewal Program	150						150						150	150
Contingency Allocation														
Total Renewal Program	7,632				175		7,807			633			7,175	7,807
DCP / Infrastructure Development Program														
Construct Pathways Along Spring and Deep Creeks (PC01) - Spring Creek				345			345						345	345
Duffields / Grossmans Road Intersection Upgrade (RD15) - Construction		762		85			846						846	846
Torquay Central & North (OR01) - Contributions to Developer Works / Deep Creek Playground				452			452						452	452
Contingency Allocation		81		109			190						190	190
Total DCP / Infrastructure Development Program		843		990			1,833						1,833	1,833
Waste Management Program														
Anglesea Landfill Stage 5 Rehabilitation Design						86	86						86	86
Contingency Allocation						14	14						14	14
Total Waste Management Program						100	100						100	100

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Capital Program - New Allocations	Asset Expenditure Types							Funding Sources						
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds			Council Cash			Total Funding \$'000
								Grants \$'000	Contrib's \$'000	Asset Sales \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Direct Funded \$'000	
Discretionary Program														
Discretionary Capital Projects														
Discretionary Capital Projects			521	521			1,042						1,042	1,042
Business Cases														
Business Cases					395		395						395	395
Recreation and Open Space														
Roads/Road Safety														
Roads to Recovery Projects	841	210					1,051	1,051						1,051
Contingency Allocation														
Total Discretionary Program	841	210	521	521	395		2,489	1,051					1,438	2,489
Growth and Compliance														
Disability Discrimination Act - Facility Improvements - Annual Implementation Plan					100		100						100	100
Contingency Allocation														
Total Growth and Compliance					100		100						100	100
Total New Capital Works Allocation	8,473	1,053	521	1,511	670	100	12,328	1,051		633			10,645	12,328



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New Capital Allocations for the Year Ending 30 June 2027

Capital Program - New Allocations	Asset Expenditure Types							Funding Sources						
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds		Council Cash			Total Funding \$'000	
								Grants \$'000	Contrib's \$'000	Asset Sales \$'000	Cash Reserve Funds \$'000	Special Rates \$'000		Direct Funded \$'000
Renewal Program														
Active Play Items Renewal Program	250						250						250	250
Asset Condition Audits					125		125						125	125
Asset Management Engineer	64						64						64	64
Bike Park Renewal Program	200						200						200	200
Bridge Renewal Program	50						50						50	50
Deans Marsh Community Hall - Redevelopment	2,288						2,288						2,288	2,288
Drainage Renewal Program	150						150						150	150
Extension to the Public Library Stage 2 (CY05c) (Subject to Successful Grant)	1,161						1,161						1,161	1,161
Facility Signage Renewal Program	30						30						30	30
Fencing Renewal Program	250						250						250	250
Footpath Renewal Program	350						350						350	350
Guardrail Renewal Program	150						150						150	150
Hard Court Renewal Program	150						150						150	150
Heavy Plant Replacement Program	1,200						1,200			473			727	1,200
I.T. Renewal Program	150						150						150	150
I.T. Software Renewal Program	150						150						150	150
Irrigation Renewal Program	100						100						100	100
Kerb Renewal Program	50						50						50	50
Light Fleet Replacement Program	550						550			194			356	550
Lighting Renewal Program	150						150						150	150
Park Furniture Renewal Program	200						200						200	200
Playground Renewal Program	20						20						20	20
Sealed Road Renewal Program	5,600						5,600						5,600	5,600
Skate Park Renewal Program	400						400						400	400
Small Plant Replacement Program	80						80			50			30	80
Structures Renewal Program	250						250						250	250
Unsealed Road Renewal Program	1,300						1,300						1,300	1,300
Unsealed Shoulder Renewal Program	250						250						250	250
Water Sensitive Urban Design Renewal Program	150						150						150	150
Contingency Allocation	232						232						232	232
Total Renewal Program	15,925				125		16,050			717			15,333	16,050
DCP / Infrastructure Development Program														
Duffields Road Upgrade (RD08) - Design		151					151						151	151
Extension to the Public Library Stage 2a (CY05c) (Subject to Successful Grant)				595			595						595	595
Spring Creek Recreation Reserve Development (OR07) - Scout Hall Car Park & Oval Drainage		416					416						416	416
Torquay North Open Space Pathways (PC02) - Contributions to Developer Works				100			100						100	100
Upgrade Jan Juc Linear Reserve (OR08) - Domain Rd to Sedimentation Pond		99			397		496						496	496
Contingency Allocation		92		110	46		248						248	248
Total DCP / Infrastructure Development Program		757		804	443		2,004						2,004	2,004
Waste Management Program														
Torquay Transfer Station Development				1,750			1,750						1,750	1,750
Contingency Allocation				250			250						250	250
Total Waste Management Program				2,000			2,000						2,000	2,000

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Capital Program - New Allocations	Asset Expenditure Types							Funding Sources						
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds			Council Cash			Total Funding \$'000
								Grants \$'000	Contrib's \$'000	Asset Sales \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Direct Funded \$'000	
<u>Discretionary Program</u>														
<u>Discretionary Capital Projects</u>														
Discretionary Capital Projects			534	534			1,068						1,068	1,068
<u>Business Cases</u>														
Business Cases					405		405						405	405
<u>Roads/Road Safety</u>														
Roads to Recovery Projects	841	210					1,051	1,051						1,051
Contingency Allocation														
Total Discretionary Program	841	210	534	534	405		2,524	1,051					1,473	2,524
<u>Growth and Compliance</u>														
Disability Discrimination Act - Facility Improvements - Annual Implementation Plan					100		100						100	100
Contingency Allocation														
Total Growth and Compliance					100		100						100	100
Total New Capital Works Allocation	16,766	967	534	3,338	1,073		22,679	1,051		717			20,911	22,679



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3.10 Summary of Planned Operational Works

New Operational Allocations for the Year Ending 30 June 2024

Operational Program - New Allocations	Expenditure						Funding					
	Anglesea \$'000	Lorne \$'000	Torquay \$'000	Winchelsea \$'000	Shire Wide \$'000	Total Expenditure \$'000	External Funds			Council Cash		Total Funding \$'000
							Grants \$'000	Fees & Charges \$'000	Contrib's \$'000	Cash Reserve Funds \$'000	Direct Funded \$'000	
Operational Projects (Program Management Office Delivered)												
Cockatoo Kerbside Bin Mechanism Roll Out - Lorne		50				50					50	50
Council Carbon Neutrality Program					230	230		200			30	230
EPA Act Change Implementation					14	14					14	14
Management of Unsealed Road Network - Independent Review				39		39					39	39
Recruitment Advisor					60	60					60	60
State of Environment Report - Understanding Local Environment Conditions					25	25					25	25
Traditional Owner Engagement and Cultural Values Assessment/Urban Futures Strategy				80		80					80	80
Contingency Allocation		5		12	1	18					18	18
Total Operational Projects (Program Management Office Delivered)		55		131	330	516		200			316	516
Operational Projects (Non Program Projects)												
Anglesea Arts Space	37					37		4			33	37
Engage Youth Program					50	50	50					50
FReeZA Youth Project					36	36	36					36
Gender Equity Advisor - Impact Assessments (Two Years)					47	47					47	47
Great Ocean Road Coast and Parks Authority Asset Transition Support					84	84					84	84
Health and Wellbeing Plan Year 3 Implementation					30	30					30	30
Heritage Study Stage 3 - Planning Scheme Amendment Implementation				37		37					37	37
Housing Crisis Response Allocation					100	100					100	100
Litter Enforcement Program					107	107					107	107
Moriac Structure Plan - Planning Scheme Amendment Implementation				45		45					45	45
Municipal Emergency Management Program					240	240	240					240
Operations Service Review					75	75					75	75
Painkalac Creek Estuary Flood Mitigation Adaption - Seeking Grant Funding	13					13					13	13
Victorian Electoral Commission - Electoral Structure Review Contribution					61	61					61	61
Winchelsea South East Growth Area Stormwater Strategy				30		30					30	30
Workplace Health & Safety - Manual Handling Injury Prevention Program					20	20					20	20
Contingency Allocation				11		11					11	11
Total Operational Projects (Non Program Projects)	50			123	850	1,023	326	4			694	1,023
Total Operational Program	50	55		254	1,180	1,539	326	204			1,010	1,539



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New Recurrent Operational Allocations for the Year Ending 30 June 2024

New Recurrent Operational Expenditure	Expenditure						Funding				
	Anglesea \$'000	Lorne \$'000	Torquay \$'000	Winchelsea \$'000	Shire Wide \$'000	Total Expenditure \$'000	External Funds		Council Cash		Total Funding \$'000
							Grants \$'000	Fees & Charges \$'000	Cash Reserve Funds \$'000	Direct Funded \$'000	
<u>New Recurrent Operational Expenditure</u>											
Business Support Officer - Assets & Engineering					53	53				53	53
Circular Economy Lead					99	99			99		99
Civil Operations Granted Assets Maintenance Growth					34	34				34	34
Community Grants Program Funding Increase					30	30				30	30
Digital Transformation Software Growth					166	166				166	166
First Nations Engagement Advisor					32	32				32	32
Gender Equality, Psychological & Child Safety Advisor					67	67				67	67
I.T. Application Support Officer					55	55				55	55
Open Space Operations Granted Assets Maintenance Growth					34	34				34	34
Operations Business Support Officer					89	89				89	89
Risk & Compliance Officer					67	67				67	67
Torquay Waste Drop Off Continuation			51			51			51		51
Total Recurrent Operational Expenditure			51		726	777			149	627	777

New Business Case Allocations for the Year Ending 30 June 2024

Description - New Funding	Expenditure		Funding		
	Shire Wide \$'000	Total Expenditure \$'000	Council Cash		Total Funding \$'000
			Cash Reserve Funds \$'000	Direct Funded \$'000	
<u>Business Cases</u>					
Great Ocean Road Coast and Parks Authority Asset Transition Support	84	84		84	84
Solar and Energy Transition Program	272	272		272	272
Contingency Allocation	20	20		20	20
Total Business Cases	376	376		376	376

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Multi Year Operational Works Program for the Four Years Ending 30 June 2027

Operational Works Program	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
<u>Operational Projects (Program Management Office Delivered)</u>				
Cockatoo Kerbside Bin Mechanism Roll Out - Lorne	50			
Council Carbon Neutrality Program	230	235	240	245
Council Election Year		300		
EPA Act Change Implementation	14			
Growth & Compliance		423	436	449
Management of Unsealed Road Network - Independent Review	39			
Recruitment Advisor	60			
State of Environment Report - Understanding Local Environment Conditions	25			
Traditional Owner Engagement and Cultural Values Assessment/Urban Futures Strategy	80			
Contingency Allocation	18			
Total Operational Projects (Program Management Office Delivered)	516	958	676	694
<u>Operational Projects (Non Program Projects)</u>				
Anglesea Arts Space	37			
Engage Youth Program	50	25		
FReeZA Youth Project	36	18		
Gender Equity Advisor - Impact Assessments (Two Years)	47	48		
Great Ocean Road Coast and Parks Authority Asset Transition Support	84			
Health and Wellbeing Plan Year 3 Implementation	30			
Health and Wellbeing Plan Year 4 Implementation		30		
Heritage Study Stage 3 - Planning Scheme Amendment Implementation	37			
Housing Crisis Response Allocation	100			
Litter Enforcement Program	107			
Moriac Structure Plan - Planning Scheme Amendment Implementation	45			
Municipal Emergency Management Program	240	240	240	240
Operations Service Review	75			
Painkalac Creek Estuary Flood Mitigation Adaption - Seeking Grant Funding	13			
Victorian Electoral Commission - Electoral Structure Review Contribution	61			
Winchelsea South East Growth Area Stormwater Strategy	30			
Workplace Health & Safety - Manual Handling Injury Prevention Program	20			
Contingency Allocation	11			
Total Operational Projects (Non Program Projects)	1,023	361	240	240
Total Multi Year Operational Works Program	1,539	1,318	916	934

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4. Notes to the Financial Statements

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

4.1 Comprehensive Income Statement

4.1.1 Rates and Charges

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

As per the Local Government Act 2020, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2023/24 the FGRS cap has been set at 3.50%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges (see table 4.1.1(l)). Council limits rate revenue increases to comply with the Fair Go Rates System.

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

For 2023-24, Council has limited the municipal charge to 10% of total rates revenue. Total rates and charges including the Municipal Charge will increase by 3.50% on average.

The Valuer-General re-values every property in the municipality annually, and these property values are used to calculate individual property rates. This annual revaluation does not result in a net gain or loss of revenue to Council. Ratepayers may see rate increases that differ from the average 3.50% increase because of changes to their property value relative to that of other ratepayers' properties.

Council's draft budget has been prepared using the Valuer-General's preliminary 2023 valuations and an estimate of outstanding objections and supplementary valuations. The final data in the Adopted Budget Report may differ from that which is disclosed below due to a change in the mix of differentials (types of property) once certified valuations and all objections and supplementary valuations for 2022-23 are processed. The average rate increase of 3.50% will still apply.

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4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000	%
General Rates ¹	46,245	48,220	1,975	4.27%
Municipal Charge ¹	5,128	5,324	196	3.82%
Waste Management Charge	9,223	10,083	860	9.32%
Special Rates and Charges	188	-	(188)	-
New Supplementary Rates and Rate Adjustments	239	226	(13)	5.34%
Interest on Rates and Charges	190	12	(178)	93.68%
Total rates and charges	61,213	63,865	2,651	4.33%

1. These items include annualised supplementary rates, which are not subject to the rate cap.

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

Type of Property	2022-23 cents/\$CIV	2023-24 cents/\$CIV	Change \$	%
General Rate Land	0.14666	0.13493	(0.0117)	(8.00%)
Farm Rate Land	0.11000	0.10120	(0.0088)	(8.00%)
Commercial/Industrial Rate Land	0.27867	0.25638	(0.0223)	(8.00%)

Although the Cents/\$CIV have decreased the average rate charge increase per property is 3.50% as the decrease is offset by the increase in average valuations per property.

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

Type of Property	2022-23 \$	2023-24 \$	Change \$	%
General Rate Land	41,006,025	42,761,140	1,755,115	4.28%
Farm Rate Land	2,168,708	2,223,617	54,909	2.53%
Commercial/Industrial Rate Land	3,070,489	3,235,073	164,584	5.36%
Total amount to be raised by general rates	46,245,222	48,219,830	1,974,608	4.27%

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

Type of Property	2022-23	2023-24	Change \$	%
General Rate Land	21,658	21,785	127	0.59%
Farm Rate Land	950	944	(6)	(0.63%)
Commercial/Industrial Rate Land	1,177	1,186	9	0.76%
Total number of assessments	23,785	23,915	130	0.55%

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

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

Type of Property	2022-23 \$	2023-24 \$	Change \$	%
General Rate Land	27,959,924,000	31,691,350,814	3,731,426,814	13.35%
Farm Rate Land	1,971,552,500	2,197,250,000	225,697,500	11.45%
Commercial/Industrial Rate Land	1,101,837,001	1,261,827,501	159,990,500	14.52%
Total Value	31,033,313,501	35,150,428,315	4,117,114,814	13.27%

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

	Per Rateable Property 2022-23 \$	Per Rateable Property 2023-24 \$	Change \$	%
Municipal Charge	218	225	7	3.21%

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

	2022-23 \$	2023-24 \$	Change \$	%
Municipal Charge	5,128,232	5,323,950	195,718	3.82%

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

	2022-23 \$	2023-24 \$	Change \$	%
Urban Garbage (All Residential Tenements)	455	491	36	7.91%
Rural Garbage (Optional)	388	427	39	10.05%

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

	2022-23 \$	2023-24 \$	Change \$	%
Urban Garbage (All Residential/Commercial Tenements)	8,555,881	9,276,966	721,085	8.43%
Rural Garbage (Optional)	730,072	806,044	75,972	10.41%
Total	9,285,953	10,083,010	797,057	8.58%

These figures include supplementary waste charges from new properties.

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

	2022-23 \$	2023-24 \$	Change \$	%
General Rates Revenue	46,245,221	48,219,830	1,974,609	4.27%
Municipal Charge	5,128,232	5,323,950	195,718	3.82%
Kerbside Collection and Recycling	9,285,953	10,083,010	797,057	8.58%
Total	60,659,406	63,626,790	2,967,384	4.89%

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4.1.1(l) Fair Go Rates System Compliance

Surf Coast Shire Council is fully compliant with the State Government's Fair Go Rates System.

	2022-23 Budget	2023-24 Budget
Forecast Annualised Rate Revenue	\$ 50,491,472	\$ 51,734,731
Forecast Number of Assessments	23,785	23,915
Forecast Base Average Rate per Assessment	\$ 2,122.83	\$ 2,163.28
Maximum Rate Increase (set by the State Government)	1.75%	3.50%
Capped Average Rate	\$ 2,159.98	\$ 2,238.99
Maximum General Rates and Municipal Charges Revenue	\$ 51,375,073	\$ 53,545,446
Budgeted General Rates and Municipal Charges Revenue	\$ 51,373,453	\$ 53,543,780

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

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

- Supplementary valuations for new properties or subdivisions (2023-24: estimated \$226 thousand)
- The variation of returned levels of value (e.g. valuation objections)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa

4.1.1(n) Differential rates

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

- A general rate of 100% (0.13493 cents in the dollar of CIV) for all rateable residential properties
- A farm rate of 75% (0.10120 cents in the dollar of CIV) for all rateable farm properties
- A commercial/industrial rate of 190% (0.25638 cents in the dollar of CIV) for all rateable business properties

Each differential rate will be determined by multiplying the Capital Improved Value of rateable land (categorised by the characteristics described below) by the relevant cents in the dollar 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 that are subject to each differential rate and the uses of each differential rate are set out below.

General Rate land

General rate land is any rateable land which does not have the characteristics of Farm Rate land or Commercial/Industrial Rate land.

The objectives of this differential rate are to ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations, and to ensure that the differential rate in the dollar declared for defined general rate land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services.

Farm Rate Land

Farm Rate is any land, which is:

- 2 or more hectares in area
- Used primarily for primary producing purposes from its activities on the land; used primarily for grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities



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- Used by a business that:
 - Has a significant and substantial commercial purpose of character
 - Seeks to make a profit on a continuous or repetitive basis from its activities on the land
 - Is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating

The objectives of this differential rate are to ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations and to ensure that the differential rate in the dollar declared for defined Farm Rate land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services with considerations to maintain agriculture as a major industry in the municipal district, and to facilitate the longevity of the farm sector and achieve a balance between providing for growth and retaining the important agricultural economic base.

Commercial/Industrial Rate Land

Commercial/Industrial Rate is any land, which is:

- Used primarily for the carrying out the manufacture or production of, or trade in goods or services (including tourist facilities and in the case of a business providing accommodation for tourists, is prescribed accommodation under the Public Health and Wellbeing Act (Vic) 2008; or
- An unoccupied building erected which is zoned Commercial or Industrial under the Surf Coast Shire Planning Scheme; or
- Unoccupied land which is zoned Commercial or Industrial under the Surf Coast Shire Planning Scheme

The objectives of this differential are to ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations and to ensure that the differential rate in the dollar declared for defined Commercial/Industrial Rate land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services.

The commercial businesses of Surf Coast Shire benefit from ongoing significant investment by Council in services and infrastructure. Council also notes the tax deductibility of Council rates for commercial properties which is not available to the residential sector, and also the income generating capability of commercial based properties.

The Commercial differential rate is applied to promote the economic development objectives for the Surf Coast Shire as outlined in the Council Plan. These objectives include an ongoing significant investment to create a vibrant economy and includes the maintenance and improvement of tourism infrastructure. Construction and maintenance of public infrastructure, development and provision of health and community services and the general provision of support services and promotion of business in Surf Coast Shire.

The level of funding applied to the above objectives is a 90% loading levied on Commercial/Industrial properties, which is additional to the amount that would have been raised if there were no differential applied. The remaining balance of the funds (i.e. the amount equivalent to the General Rate) is to be applied to the provision of general Council services.

Municipal Charge

The municipal charge is declared for the purpose of covering some of the administrative costs of Council. The municipal charge is declared in respect of all rateable land within the municipality district in respect of which a municipal charge may be levied.



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Service Charges

An annual service charge is declared for the collection and disposal of waste (garbage), and the kerbside collection on processing of recyclable materials. This charge is not subject to the rate cap, and the increase for the budget year has been set at a 7.9% (to \$491) for urban garbage collection and 10.1% (to \$427) for rural garbage collection. The costs of waste disposal and managing the landfill are reflected in the waste charge. The higher rural garbage collection increase is to align the two garbage collection charges over the next three years.

The objectives of the annual service charge (refuse collection and disposal) are:

- To recover the contract cost of provision of the refuse collection service
- To recover the cost of disposal of collected refuse in Council's waste disposal sites; and
- To recover the cost of collection of refuse from:
 - Residential premises within the township areas, in accordance with the Waste Collection Contract and Waste Collection Maps
 - Residential premises in the rural collection area (optional)
 - Commercial premises within the township areas (optional) subject to approval by Council's Environmental Health Services department
- To recover other waste related expenses

The criteria for the annual service charge are:

- An urban garbage charge per service for all residential tenements and each commercial tenement (optional) where approval has been given by the Environmental Health Services department, in respect of which a garbage collection is made in the urban townships
- A rural garbage charge per service for each residential tenement collection made in the rural collection area (optional) within the municipality

4.1.2 Statutory Fees and Charges

Statutory fees and charges relate mainly to fees and fines levied in accordance with legislation and include fees for planning certificates, subdivision certificates, building certificates and local law infringements. Revenue from statutory fees and charges are budgeted to decrease by 4.4% or \$0.09 million compared to 2022-23. Infringement revenue is budgeted to increase by \$0.03 million from the forecast following the return of local and international visitors. Subdivision Supervision, Certification and Plan Checking are budgeted to decrease by \$0.11 million, along with Town Planning Fees decreasing by \$0.06 million mainly due to timing of subdivision development and building activity which has slowed in the current economic conditions.

	2022-23 Forecast	2023-24 Budget	Change	
	\$'000	\$'000	\$'000	%
Building Compliance	240	273	33	13.6%
Infringements and Costs	658	693	34	5.2%
Land information Certificates	50	50		0.1%
Other Statutory Fees and Fines	62	72	10	16.3%
Subdivision Supervision, Certification and Plan Checking	223	112	(111)	(49.8%)
Town Planning Fees	848	790	(58)	(6.9%)
Total Statutory Fees and Charges	2,082	1,989	(92)	(4.4%)

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4.1.3 User Charges

User charges relate mainly to the recovery of service delivery costs through the charging of fees for Council services. The above table shows a decrease overall of 2.3% or \$0.17 million. This decrease is driven by Children's Program user fees being replaced with the Victorian Government grant funding for 'Free Kinder Program'. By excluding this Children's Program item, user charges have increased by 3.4% overall or \$0.22 million. The reduction in other fees is mainly due to the budget reduction in debt collection with the introduction of new legislation effecting debt recovery. For a list of Fees and Charges, see Appendix A.

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000 %	
Aged Services	20	21	1	3.0%
Animal Control	478	490	12	2.5%
Child Care/Childrens Programs	572	184	(388)	(67.9%)
Gravel Pit Fees	174	184	10	5.7%
Health Services	12	5	(7)	(56.6%)
Lease Rentals	111	93	(18)	(16.0%)
Leisure Centre and Recreation	1,030	1,034	4	0.3%
Other Fees	116	51	(65)	(56.2%)
Registration and Other Permits	603	692	88	14.6%
Royalties	734	804	70	9.6%
Waste Management Services	3,219	3,346	127	3.9%
Total User Charges	7,070	6,904	(166)	(2.3%)

4.1.4 Grants Operating and Capital

Operating and capital government grants include all monies received from Victorian and Commonwealth Government sources for the purposes of funding the delivery of Council's services and projects. Total operating grants are budgeted to increase by \$1.28 million for 2023-24. The main drivers of this is the Victorian Government 'Free Kinder Program' which will see Council received grant payments in lieu of user charges \$0.8 million.

The 2023-24 Grants Commission budget includes 50% of the 2023-24 allocation and 50% of the 2024-25 Grants Commission allocation, returning to the Commonwealth Government's standard payment practices. The 2022-23 Grants Commission budget includes 50% of the 2023-24 allocation and 25% of the 2022-23 allocation (75% of the 2022-23 allocation was paid in 2021-22). The non-recurrent grants reduction in 2023-24 is a reflection of Council not budgeting for grants or corresponding project budgets until the grant is confirmed with a signed grant agreement.

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000 %	
Commonwealth Funded Grants	18,596	11,111	(7,486)	(40.3%)
State Funded Grants	5,065	4,888	(176)	(3.5%)
Total Grants	23,661	15,999	(7,662)	(32.4%)



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Operating Grants	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000 %	
Recurrent - Commonwealth Government				
Environmental Health	5	4	(2)	(31.7%)
Grants Commission	3,963	5,404	1,441	36.4%
Occasional Care	157	165	8	5.4%
Transport	28	36	8	28.6%
Recurrent - State Government				
Aged Care	182	182	-	-
Child & Family Health	467	478	11	2.3%
Community Emergency Management	240	240	-	-
Environmental Health	44	47	2	5.2%
Kindergartens	2,933	3,732	800	27.3%
School Crossings	89	89	-	-
Seniors Festival	3	3	-	-
Youth Services	137	118	(19)	(13.9%)
Total Recurrent Operating Grants	8,247	10,496	2,249	27.3%

Operating Grants	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000 %	
Non-Recurrent - Commonwealth Government				
Nil	-	-	-	-
Non-Recurrent - State Government				
Child & Family Health	49	-	(49)	(100.0%)
Community Health & Development	2	-	(2)	(100.0%)
Community Safety	57	-	-	-
Early Years	1	1	-	-
Economic Development	179	-	(179)	(100.0%)
Environment	97	-	(97)	(100.0%)
Events & Tourism	34	-	(34)	(100.0%)
Integrated Planning	273	-	(273)	(100.0%)
Kindergartens	48	-	(48)	(100.0%)
Waste Management	231	-	(231)	(100.0%)
Youth Services	2	-	(2)	100.0%
Total Non-Recurrent Operating Grants	971	1	(970)	(99.9%)
Total Operating Grants	9,218	10,497	1,279	13.9%

Note, in accordance with Australian Accounting Standards, income is recognised in the Comprehensive Income Statement in the year it is earned, which may differ to the year it is received.

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Capital Grants	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000 %	
Recurrent - Commonwealth Government				
Roads to Recovery Program	1,386	1,051	(335)	(24.2%)
Total Recurrent Capital Grants	1,386	1,051	(335)	24.2%
Non-Recurrent - Commonwealth Government				
Asset & Engineering	526	1,900	1,374	260.9%
Black Spot Program	2,960	-	(2,960)	(100.0%)
Integrated Planning	6,545	2,551	(3,994)	(61.0%)
Operations	25	-	(25)	(100.0%)
Non-Recurrent - State Government				
Asset & Engineering	1,154	-	(1,154)	(100.0%)
Economic Development	19	-	(19)	(100.0%)
Environment	1,265	-	(1,265)	(100.0%)
Integrated Planning	215	-	(215)	(100.0%)
Kindergartens	36	-	(36)	(100.0%)
Operations	29	-	(29)	(100.0%)
Waste Management	282	-	(282)	(100.0%)
Total Non-Recurrent Capital Grants	13,057	4,451	(8,606)	(65.9%)
Total Capital Grants	14,443	5,502	(8,941)	(61.9%)

4.1.5 Contributions Monetary

Contributions relate to recoupment of expenditures, community contributions to capital works, and monies paid by developers in relation to new subdivision works. Contributions are budgeted to decrease by 36.5% or \$1.17 million compared to 2022-23. The main driver of the decrease is the project contributions; in which 2023-24 has no budgeted project contributions, along with reduced developer contributions reflecting the timing of development.

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change \$'000 %	
Community Contributions	65	60	(5)	(7.1%)
Developer Contributions	1,399	871	(528)	(37.8%)
Family Day Care	173	173	-	-
Fleet Contributions	175	174	(1)	(0.6%)
Pensioner Rate Concession	506	510	4	0.8%
Project Contributions	617	-	(617)	(100.0%)
Recoupments - Statutory	102	101	(1)	(1.4%)
State Revenue Office (Fire Service Levy)	55	56	1	2.2%
Sundry	119	94	(26)	(21.6%)
Total Monetary Contributions	3,212	2,038	(1,173)	(36.5%)

4.1.6 Contributions Non-Monetary

Non-monetary contributions relate to new subdivision assets being handed over to Council from developers (granted assets). Non-monetary contributions are budgeted to increase by 17% or \$0.37 million to \$2.46 million compared to 2022-23 in line with assets expected to be handed to Council from developers.

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4.1.7 Net Gain/(Loss) on Disposal of Property Infrastructure, Plant and Equipment

The net gain on disposal of property infrastructure, plant and equipment relates to sale of assets. The net gain on disposal of property infrastructure, plant and equipment is budgeted to decrease by 877% due to the planned transition of some assets to the Great Ocean Road Coasts and Parks Authority (loss of \$15.4 million).

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change	
			\$'000	%
Proceeds From Sale Plant and Equipment	652	564	(88)	(13.6%)
Proceeds From Sale Land and Buildings	-	29	29	
Written Down Value Plant and Equipment	(258)	(314)	(56)	(21.7%)
Written Down Value Open Space Assets	(68)	(2,778)	(2,710)	(3,978.6%)
Written Down Value Land and Buildings	(1,876)	(12,646)	(10,770)	(574.2%)
Total Net Loss on Disposal	(1,550)	(15,146)	(13,595)	(877.0%)

4.1.8 Other Income

Other Income is budgeted to decrease by 35% or \$1.25 million compared to 2022-23. Other income materially reflects volunteer services and interest on investments. Interest on investments is budgeted in 2023-24 to reduce by \$1.25 million in recognition of cash on hand, which will reduce in line with capital and operational program delivery. The budgeted return on investments for 2023-24 is 3.5%.

4.1.9 Employee Costs

Employee benefits include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation and workers compensation insurance. Employee costs in the Comprehensive Income Statement do not include capitalised labour costs. Employee costs are budgeted to increase by 11.2% or \$4.02 million compared to 2022-23.

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Change	
			\$'000	%
Wages and Salaries	30,263	33,923	3,660	12.09%
Superannuation	3,422	3,908	486	14.19%
WorkCover	263	425	162	61.73%
Casual Staff	829	545	(283)	(34.18%)
Training	332	336	4	1.25%
Volunteer Employees	552	564	12	2.25%
Other	307	297	(10)	(3.35%)
Fringe Benefits Tax	77	70	(7)	(9.09%)
Total Employee Costs	36,046	40,069	4,024	11.2%

Material items increasing Council's employee costs include:

- Annual wage indexation using the Consumer Price Index forecast (3.5%) and position level increments \$1.41 million
- Legislated 0.5% increase to Superannuation Guarantee \$0.17 million
- Employee turnover and acting arrangements provided savings in the 2022-23 Forecast, which are budgeted to return in 2023-24 \$0.46 million
- New recurrent employees \$0.51 million
- New operational project employees \$0.66 million
- Carried forward operational project employees \$0.74 million



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- Increase enrolment demand for kindergarten services requires additional teachers and educators to meet legislated ratios of 'children to supervisors' \$0.25 million. Increased revenue generated from the additional enrolments covers this additional employee expenditure

4.1.10 Materials and Services

Materials and services include the purchase of consumables, payments to contractors for the provision of services, utility costs and expensed capital works. Materials and services are budgeted to increase by 2.2% or \$0.70 million compared to 2022-23.

Expensed capital works are budgeted to increase by \$0.38 million to \$1.84 million compared to 2022-23, materially due to the 2023-24 capital Surf Coast Hwy / Bristol Rd Intersection Upgrade (RD05) – Construction project which will ultimately be a VicRoads asset. Other expensed capital works are works associated with Council assets and major projects that do not meet the definition of asset expenditure under Australian Accounting Standards. Materials and services expenditure for operating projects is budgeted to decrease by \$0.54 million to \$2.36 million with the changing nature of one-off projects. Excluding the expensed capital works and operational projects, the underlying materials and services expenditure has increased by 3.1% or \$0.86 million. This low increase relative to inflation is achievable through reviews on service delivery to be conducted in 2023-24 and efficiencies identified through the business reform program. This is mainly driven by waste collection and disposal services costs, which have tendered contracts linked to inflation \$0.69 million. The forecast also includes once off cost reductions due to cancelled events which will return in 2023-24. New recurrent activities are budgeted for at \$0.27 million.

	2022-23 Forecast	2023-24 Budget	Change	
	\$'000	\$'000	\$'000	%
Consultants	704	626	(78)	(11.1%)
Contract Payments	10,177	10,841	663	6.5%
Expensed Capital Works	1,452	1,835	383	26.4%
Fuel	800	827	27	3.4%
General Maintenance	713	746	33	4.7%
Grants, Contributions and Sponsorship	1,288	1,357	69	5.4%
Information Technology	1,280	1,502	222	17.3%
Insurances	866	905	39	4.5%
Legal Costs	488	370	(118)	(24.2%)
Materials	1,462	1,371	(91)	(6.2%)
Office Administration	980	1,018	37	3.8%
Operating Projects	2,900	2,361	(539)	(18.6%)
Other Sundry	157	130	(28)	(17.6%)
Royalties	2,522	2,774	252	10.0%
Sub-Contractors	4,624	4,453	(171)	(3.7%)
Utilities	1,278	1,281	3	0.2%
Total Materials and Services	31,692	32,395	703	2.2%

4.1.11 Depreciation

Depreciation measures the allocation of the value of an asset over its useful life for Council's property, plant and equipment (including infrastructure assets such as roads and drains) as a result of delivering services to the community. The decrease of \$1.55 million or 9% is due mainly to the transition of assets to the Great Ocean Road Coast and Park Authority. The underlying depreciation is also a reflection of the 2023-24 capital works program, granted assets and the full year effect of depreciation on the 2022-23 capital program. Refer to section 4.5 notes on Statement of Capital Works for a more detailed analysis of Council's capital works program for the 2023-24 year.

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	2022-23 Forecast	2023-24 Budget	Change	
	\$'000	\$'000	\$'000	%
Infrastructure	11,622	10,475	(1,147)	(9.9%)
Plant and Equipment	1,618	1,915	297	18.3%
Property	3,405	2,707	(698)	(20.5%)
Waste	610	610	-	-
Total Depreciation	17,255	15,706	(1,549)	(9.0%)

4.1.12 Amortisation

Amortisation measures the allocation of an intangible asset over its useful life for the landfill air space and leases (right of use assets). Amortisation of the Anglesea Landfill air space has been budgeted over the life of the asset at an even consumption. The landfill is expected to reach capacity by the end of 2027-28. Amortisation of right of use assets is expected to decrease by 2.1% compared to 2022-23.

	2022-23 Forecast	2023-24 Budget	Change	
	\$'000	\$'000	\$'000	%
Intangible Assets - Landfill	4,843	4,843	-	-
Right of Use Assets - Leases	389	381	(8)	(2.1%)
Total Amortisation	5,232	5,224	(8)	(0.2%)

4.1.13 Bad and Doubtful Debts

Bad and doubtful debts are budgeted to increase by 30% to \$0.1 million, reflecting higher budgeted infringement revenue.

4.1.14 Borrowing Costs

Borrowing costs relate to interest charged by financial institutions on funds borrowed. The decrease of \$0.05 million or 13.7% compared to the 2022-23 relates to ongoing repayments reducing balance of existing loans.

4.1.15 Finance Costs Leases

Finance costs leases relates to the interest component of lease payments. Finance costs leases are budgeted to move in line with lease schedules.

4.1.16 Other Expenses

Asset write offs relate to assets written off as part of the renewal program. Asset write offs are budgeted to increase by \$1.34 million in the 2023-24 financial year reflecting the specific assets to be renewed in the 2023-24 year. Councillors' Allowances are budgeted to increase by \$0.38 million or 4.4% in line with the Victorian Independent Remuneration Tribunal determination for councillor allowances and the 0.5% Superannuation Guarantee increase.

	2022-23 Forecast	2023-24 Budget	Change	
	\$'000	\$'000	\$'000	%
Asset Write Offs	2,631	3,966	1,335	50.7%
Councillors' Allowances	360	376	16	4.4%
Auditors' Remuneration - Internal Audit	124	130	6	4.8%
Auditors' Remuneration - VAGO	57	57		0.6%
Lease Rentals	441	361	(81)	(18.3%)
Total Other Expenses	3,614	4,890	1,277	35.3%



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4.1.17 Net Asset Revaluation Increment

Revaluation movements are budgeted at an assumed 3.0% increase. Asset classes due to be revalued in 2023-24 are Land Under Roads, Parks, Open Spaces and Street Scapes, Recreational Leisure and Community and Footpaths and Cycleways.

4.2 Balance Sheet

4.2.1 Current Assets

Cash and cash equivalents include cash held in the bank, petty cash and investments with short term maturities of three months or less. Other financial assets include investments with maturities greater than three months. The balance of cash and cash equivalents are budgeted to decrease by \$1.6 million to \$5.7 million in 2023-24. The decrease is attributable to the net cash provided from operating activities being lower than the payments for capital assets and financing costs.

4.2.2 Non-Current Assets

Property, infrastructure, plant and equipment is the largest component of Council's balance sheet and represents the value of all the land, buildings, roads, drainage, recreation facilities and plant and equipment assets owned by Council. The increase of \$6.8 million in this balance is attributable to the total capital works program, excluding landfill provision works and expensed capital works \$33.5 million, granted assets \$2.5 million, cyclical revaluation of assets \$6.3 million, less depreciation of assets \$15.7 million, asset write-offs \$4.0 million, and written down value of assets disposed \$15.7 million as a result of the assets transitioned to Great Ocean Road

Coast and Parks Authority.

4.2.3 Provisions

The current provision increase from forecast of \$1.1 million materially relates to the Anglesea Landfill Stage 4 Rehabilitation capital works.

4.2.4 Interest Bearing Liabilities

Interest bearing liabilities are broken up into current and non-current categories on the balance sheet. The current component represents the amount to be repaid in the following year. After loan repayments of \$2.2 million, total debt will reduce to \$12.5 million as at 30 June 2024.

Borrowing levels are within the local government prudential guidelines that set limits for working capital, levels of debt and debt commitment costs compared to levels of rate revenue and assets (see financial performance indicators in section 5). Borrowings spread the cost of new infrastructure over time supporting inter-generational equity and allows Council to fund new infrastructure it may otherwise not have been able to afford.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2022-23	-	2,160	326	14,711
2023-24	-	2,171	281	12,539
2024-25	-	2,183	234	10,356
2025-26	-	2,195	188	8,162
2026-27	-	2,207	141	5,955

The following table shows information on borrowings specifically required by the Local Government (Planning and Reporting) Regulations 2020.

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	2022-23 \$'000	2023-24 \$'000
Total amount borrowed as at 30 June of the prior year	16,871	14,711
Total amount to be borrowed	-	-
Less total amount projected to be redeemed	2,160	2,171
Total amount proposed to be borrowed as at 30 June	14,711	12,539

4.2.5 Current Liabilities

Current liabilities are budgeted to increase in 2023-24 by \$1.5 million. This movement is mainly attributable to the movement in unearned income of \$0.5 million and the provisions movement of \$1.1 million. Unearned income materially related to grants for the Surf Coast Aquatic Centre. Provisions include accrued long service leave and annual leave for employees as well as future landfill rehabilitation. Interest bearing liabilities represent borrowings to be redeemed in the following year and will increase by \$0.01 million in line with Council's borrowings portfolio.

4.2.6 Non-Current Liabilities

The decrease of \$4.1 million in 2023-24 is due to \$2.2 million for transfer of loan repayments to current assets and a \$2 million decrease in provisions transferred to current liabilities for the landfill capital works, offset by a \$0.1 million increase in lease liabilities.

4.3 Statement of Changes in Equity

The Statement of Changes in Equity shows the opening balance of equity, the movements and the closing balance. The movements are the surplus for the year and the net asset revaluation.

4.3.1 Total Equity

Total equity always equals net assets and is made up of the following components:

- Accumulated surplus, which is the value of all net assets less Reserves that have accumulated over time
- Asset revaluation reserve, which represents the difference between the previously recorded value of assets and their current valuations
- Other reserves, which are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which Council has committed. These amounts are separated from the Accumulated Unallocated Cash Reserve which is not being held for a specific purpose

4.3.2 Reserve Transfers

During the 2023-24 year a net amount of \$11.9 million is to be transferred from other reserves. This is a transfer between equity balances only and does not impact the total balance of equity. The increase in the asset revaluation reserve of \$6.3 million reflects the anticipated increase in value of Council assets in the 2023-24 year. The following table outlines the proposed movements through the cash reserves during 2023-24. The carried forward amounts for capital works and operational projects reflect funds that will be cash backed at the end of the year.

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Reserve	Opening Balance \$'000 01-07-2023	Transfer To Reserve \$'000	Transfer From Reserve \$'000	Closing Balance \$'000 30-06-2024
Accumulated Unallocated Cash	6,970	625	-	7,595
Adopted Strategy Implementation	4,577	90	37	4,630
Aireys Inlet Units	333	3	-	337
Annual Leave	326	-	-	326
Asset Renewal	712	9,720	10,306	127
Carried Forward Capital Works	38,214	68,587	75,263	31,538
Carried Forward Operational Projects	2,132	-	2,132	-
Defined Benefits Superannuation	1,224	-	-	1,224
Developer Contributions	606	338	621	323
Gherang Gravel Pits	1,430	-	-	1,430
Main Drainage	197	-	-	197
Open Space	3,513	250	-	3,763
Torquay Jan Juc DCP Contributions	6,147	3,033	6,102	3,078
Trust and Deposits	5,408	-	-	5,408
Waste	4,115	(338)	258	3,518
Winchelsea Infrastructure Plan Allocation	1,374	614	55	1,933
Total:	77,277	82,921	94,773	65,425

4.4 Statement of Changes in Cash Flows

NOTES	2022-23 Forecast \$'000	2023-24 Budget \$'000	Variance Fav/(Unfav) \$'000
Cash Flow from Operating Activities			
Rates and Charges	60,841	63,803	2,962
Statutory Fees and Fines	2,064	1,989	(75)
User Charges	7,334	7,135	(200)
Grants - Operating	9,543	10,867	1,324
Grants - Capital	11,815	6,002	(5,813)
Contributions - Monetary	3,212	2,038	(1,173)
Interest Received	3,009	1,750	(1,259)
Trust Funds and Deposits Taken/(Repaid)	403	-	(403)
Net GST Refund/Payment	4,483	6,011	1,528
Employee Costs	(35,362)	(39,345)	(3,983)
Materials and Services	(37,775)	(40,003)	(2,228)
Net Cash Provided from Operating Activities	4.4.1 29,568	20,247	(9,322)
Cash Flows from Investing Activities			
Proceeds from Sale of Property, Plant & Equipment	652	593	(59)
Payments for Property, Plant, Equipment & Infrastructure Assets	(19,138)	(34,527)	(15,390)
Cash Flows from Investments	(6,500)	15,000	21,500
Net Cash Used in Investing Activities	4.4.2 (24,986)	(18,935)	6,051
Cash Flows from Financing Activities			
Finance Costs	(328)	(282)	46
Repayment of Lease Liabilities	(302)	(426)	(123)
Interest Paid - Lease Liabilities	(12)	(34)	(23)
Repayment of Borrowings	(2,160)	(2,171)	(11)
Net Cash Provided from Financing Activities	4.4.3 (2,803)	(2,914)	(111)
Net Increase/(Decrease) in Cash & Cash Equivalents Held	1,780	(1,602)	(3,382)
Cash & Cash Equivalents at the Beginning of the Period	5,581	7,361	1,780
Cash & Cash Equivalents at the End of the Period	7,361	5,759	(1,602)
Investments (Current and Non-Current Financial Assets)	90,000	75,000	(15,000)
Total Cash & Investments at the End of the Period	4.4.4 97,361	80,759	(16,602)

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4.4.1 Net Cash Provided from Operating Activities

The decrease in net cash provided from operating activities of \$9.3 million is mainly driven by the unfavourable movement of capital grants of \$5.8 million which is a reflection of the changing nature of the capital program. Additionally grants are only included in the budget once funding agreements are signed. When this happens throughout the year Council recognises the grant revenue and related expenditure via a project budget adjustment report that is moved at a Council meeting. Other unfavourable movements include employee costs of \$4.0 million and materials and services \$2.2 million; these are partially offset by favourable movements in rates and charges of \$3.0 million and operating grants \$1.3 million.

The net cash provided from operating activities does not equal the income statement surplus for the year as the expected revenues and expenses of Council includes non-cash items that are not included in the Cash Flow Statement and due to the timing of receipts and payments. The budgeted income statement surplus result is reconciled to budgeted cash flows available from operating activities as set out in the following table.

	2022-23 Forecast \$'000	2023-24 Budget \$'000	Variance \$'000
Surplus for the Year	7,097	(18,277)	(25,375)
Add Depreciation and Amortisation	22,488	20,931	(1,557)
Less Granted Assets	(2,095)	(2,460)	(365)
Add Debt Servicing	326	281	(45)
Add Lease Interest	12	34	23
Add Net Loss/(Gain) on Disposal of Property Infrastructure, Plant and Equipment	1,550	15,146	13,595
Add Asset Write Offs	2,631	3,966	1,335
Add Net Movement in Current Assets and Liabilities	(2,441)	626	3,066
Cash Flows Available from Operating Activities	29,568	20,247	(9,322)

4.4.2 Cash Flows from Investing Activities

The budgeted favourable movement in cash from investing activities of \$6.1 million compared to the forecast predominately relates to a favourable investment activities movement of \$21.5 million partially offset by an unfavourable movement in the capital program of \$15.4 million. The cash movement from investment activities relates to transfers between financial assets (long term investments) and cash and cash equivalents (short term investments), it does not affect the overall balance of Council's total cash and investments.

Refer to the notes to the statement of capital works (section 4.5) for a more detailed analysis of the capital works program.

4.4.3 Cash Flows from Financing Activities

The unfavourable movement cash flows from financing activities of \$0.1 million compared to the forecast is mainly driven by Council's lease liabilities.



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4.4.4 Total Cash and Investments

Total cash and investments (including current and non-current financial assets) are budgeted to decrease by \$16.6 million to \$80.7 million.

Much of Council's cash and cash equivalents are held for specific purposes, and as such are not available to fund Council's operations. The following table shows the cash and cash equivalents as at 30 June 2024 which have been set aside for specific purposes in the future:

	2022-23 Forecast \$'000	2023-24 Budget \$'000
Accumulated Unallocated Cash	6,970	7,595
Adopted Strategy Implementation	4,577	4,630
Aireys Inlet Units	333	337
Annual Leave	326	326
Asset Renewal	712	127
Carried Forward Capital Works	38,214	31,538
Carried Forward Operational Projects	2,132	-
Defined Benefits Superannuation	1,224	1,224
Developer Contributions	606	323
Gherang Gravel Pits	1,430	1,430
Main Drainage	197	197
Open Space	3,513	3,763
Torquay Jan Juc DCP Contributions	6,147	3,078
Trust and Deposits	5,408	5,408
Waste	4,115	3,518
Winchelsea Infrastructure Plan Allocation	1,374	1,933
Total Reserves	77,277	65,425
Reserve Based Project Debtors and Creditors and Reserve Offset	20,083	15,333
Total Cash and Investments	97,361	80,759

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4.5 Statement of Capital Works

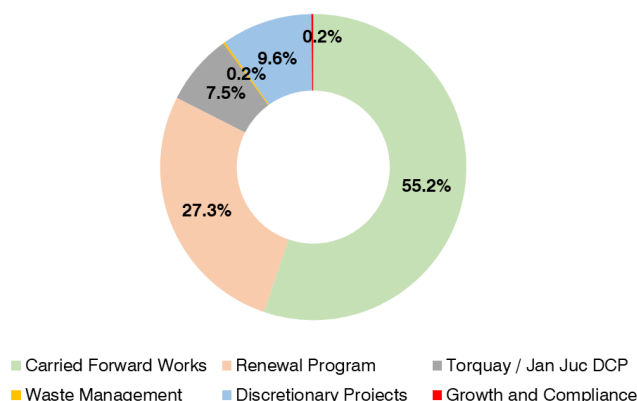
This section provides a summary of the planned capital expenditure and funding for the 2023-24 year.

		2023-24 Budget Spend \$'000	2023-24 Budget Allocation \$'000
	NOTES		
Carried Forward Capital Works			
Bridges			
Buildings		1,295	41,540
Digital Transformation		722	1,172
Drainage & Sewerage		1,418	1,418
Fixtures, Fitting & Furniture		322	322
Footpaths & Cycleways		742	1,252
Renewal Program		3,907	13,902
Parks, Open Space & Streetscapes		713	713
Plant, Machinery & Equipment		109	109
Recreation, Leisure & Communities		656	656
Roads		7,311	7,311
Waste Management		1,885	2,985
Landfill Provision		1,000	3,000
Contingency		-	2,882
Total Carried Forward Works	4.5.2	20,081	77,263
New Works			
Renewal Program	4.5.3	9,909	10,489
DCP / Infrastructure Development	4.5.4	2,732	5,774
Waste Management	4.5.5	76	76
Buildings	4.5.6	1,051	5,801
Business Cases	4.5.7	272	272
Drainage	4.5.8	745	2,245
Pathways	4.5.9	102	102
Environment	4.5.10	23	23
Roads / Road Safety	4.5.11	1,296	1,296
Growth and Compliance	4.5.12	75	75
Contingency	4.5.13	-	1,083
Total New Capital Works	4.5.1	16,281	27,236
Total Capital Works		36,362	104,499
Represented by			
New Asset Expenditure		5,250	54,838
Asset Renewal Expenditure		22,973	27,639
Asset Expansion Expenditure		77	78
Asset Upgrade Expenditure		5,227	15,281
		33,527	97,836
Expensed Capital Works		1,835	3,162
Landfill Provision Works		1,000	3,500
Total Capital Works		36,362	104,499

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4.5.1 New Capital Works Spend and Allocation

2023-24 Capital Program Spend by Category



Following the 2022-23 forecast spend on capital works of \$20.59 million, the 2023-24 budget spends \$36.36 million on capital works. Of the 2023-24 capital works spend, \$20.08 million relates to existing projects being carried forward from 2022-23, and \$16.28 million relates to new capital works spend.

The variance in allocation and spend timing on projects varies due to project implementation and cash flow timing. Importantly, allocated project funds are retained on the project budget until spent or formally reallocated by Council. The variance between the 2023-24 new capital works allocation and spend of \$10.96 million relates to the timing and delivery of multi-year projects for the Surf Coast Aquatic and Health Centre Project \$4.75 million, Surf Coast Hwy / Bristol Rd Intersection Upgrade (RD05) – Construction \$2.17 million, Karaaf Wetlands Improvement Works \$1.5 million, Winchelsea Swimming Pool \$0.58 million, Pathways Along Spring and Deep Creeks (PC01) - Spring Creek Pedestrian Bridge / Ocean Views (Barwon Water Reserve) \$0.5 million and Coombes / Messmate Road Intersection Upgrade (RD12) - Construction \$0.38 million. The capital program contingency of \$1.08 million is also included in the variance as it is not budgeted to be spent.

	2022-23 Forecast	2023-24 Budget	Change \$'000	Change %
Budget Spend	\$'000	\$'000		
Property	3,476	9,577	6,101	175%
Plant and equipment	2,231	3,206	975	44%
Infrastructure	14,882	23,579	8,697	58%
Total Capital Program Spend (section 3.5)	20,590	36,362	15,772	77%

4.5.2 Carried Forward Works Allocation

Carried forward capital works represent project funds that have been allocated in a prior year and not yet spent. Carried forward project allocations for 2023-24 totals \$77.26 million, and include:

- Surf Coast Aquatic and Health Centre \$36.65 million
- Pollocksford Road Bridge \$3.79 million
- Anglesea Landfill Stage 4 Rehabilitation \$3.0 million
- Surf Coast Hwy / Coombes Rd Intersection (RD03) \$2.87 million
- Winchelsea Swimming Pool \$3.6 million
- Extension to the Public Library Stage 2 (CY05c) \$2.05 million
- Lorne Transfer Station Upgrade \$1.54 million
- Multi Arts Centre Redevelopment \$1.40 million



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- Cape Otway Road East - Considines Road to Hendy Main Road \$1.09 million
- Anglesea Landfill Stage 3E Liner \$1.01 million
- Contingency of \$2.89 million

4.5.3 Renewal Program Allocation

The renewal program includes the renewal of existing roads, drains, pathways, parks assets, active recreation facilities, buildings, stairways and retaining structures. The 2023-24 \$10.49 million allocation relates to renewal projects including:

- Winchelsea Swimming Pool \$4.58 million
- Sealed Road Renewal Program \$1.4 million
- Unsealed Road Renewal Program \$1.1 million
- Civic Centre Heating Pump Coil and Chiller \$0.75 million
- Eastern Reserve and Stribling Reserve Netball Courts \$0.48 million
- Heavy Plant Replacement Program \$0.45 million
- Building Renewal Program \$0.35 million
- Light Fleet Replacement Program \$0.22 million

4.5.4 DCP / Infrastructure Development Allocation

The DCP / Infrastructure Development program allocation of \$5.78 million includes:

- Surf Coast Hwy / Bristol Rd Intersection Upgrade (RD05) – Construction \$2.67 million
- Construct Pathways Along Spring and Deep Creeks (PC01) – Spring Creek Pedestrian Bridge / Ocean Views (Barwon Water Reserve) / Future Design \$1.10 million
- Coombes / Messmate Road Intersection Upgrade (RD12) – Construction \$0.88 million
- Briody Drive West Road Upgrade Contribution \$0.62 million
- Torquay North Open Space Pathways (PC02) - Contributions to Developer Works \$0.35 million

4.5.5 Waste Management Allocation

The 2023-24 Waste program includes:

- Polystyrene Baler \$0.06 million
- Winchelsea Transfer Station Security Upgrade \$0.02 million

4.5.6 Buildings Allocation

Included in the 2023-24 Buildings Allocation is \$5.80 million for the Surf Coast Aquatic and Health Centre Project.

4.5.7 Business Cases Allocation

In 2023-24, the capital Business Case relates to the Solar and Energy Transition Program \$0.27 million.

4.5.8 Drainage Allocation

The 2023-24 Drainage allocation of \$2.25 million includes:

- Karaaf Wetlands Improvement Works \$2.0 million
- Critical Drainage Rectification Works Program \$0.18 million
- Drainage Investigation Program \$0.07 million



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4.5.9 Pathways Allocation

Included in the Pathways 2023-24 capital program is the TAC 202 Annual Pathway Improvement Delivery - Anderson St Winchelsea Missing Link project \$0.1 million.

4.5.10 Environment Allocation

Included in the 2023-24 Environment capital program is the Winchelsea Tree Planting Project \$0.02 million.

4.5.11 Roads / Road Safety Allocation

Roads and Road Safety includes an allocation of \$1.3 million which includes:

- Roads to Recovery:
 - Torquay North Traffic Improvements \$0.14 million
 - Grossmans Road School Traffic Improvements \$0.12 million
 - Rural Unsealed Road Upgrade Program \$0.3 million
 - Pedestrian and Cyclist Safety Improvements at Torquay Education Precinct \$0.12 million
- Road Safety Program 2023-24 \$0.16 million
- Safer Cycling Strategy Delivery - High Priority Low Cost Actions \$0.08 million

4.5.12 Growth and Compliance Allocation

Included in the capital 2023-24 program is the Disability Discrimination Act Facility Improvements Annual Implementation Plan \$0.08 million.

4.5.13 Contingency Allocation

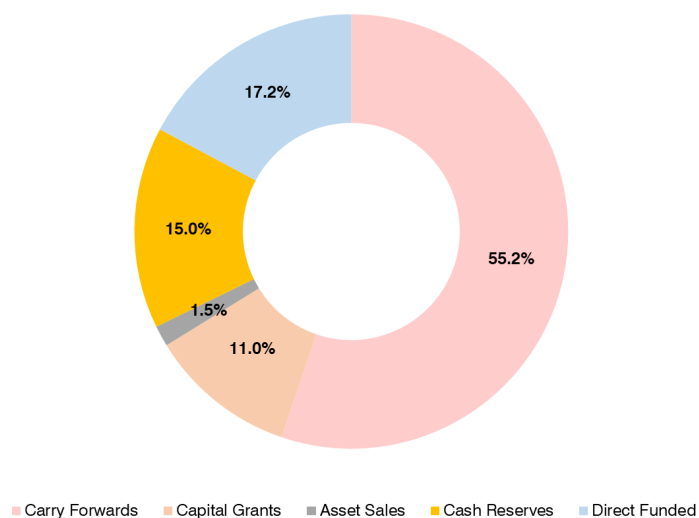
The new contingency allocation to the capital works program is \$1.08 million in 2023-24. The contingency allocation is developed through an assessment of each project's complexity and needs, and will be accessed through Council's Program Management Office governance arrangements. When a project is completed, any unspent portion of contingency will be returned to its funding source for further allocation by Council.

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Capital Program Funding Sources

		2022-23 Forecast Spend \$'000	2023-24 Budget Spend \$'000
	NOTES		
Carried Forward Capital Works			
Carry Forwards	4.5.14	25,835	20,081
Total Carried Forward Capital Works		25,835	20,081
New Capital Works Spend			
<i>External</i>			
Capital Grants	4.5.15	11,706	4,002
Special Charges	4.5.16	188	-
		11,894	4,002
<i>Internal</i>			
Asset Sales	4.5.17	652	564
Cash Reserves	4.5.18	(20,081)	5,458
Direct Funded	4.5.19	2,290	6,257
		(17,139)	12,279
Total New Capital Works Spend		(5,245)	16,281
Total Funding Sources		20,590	36,362

2023-24 Capital Program Spend Funding Sources



4.5.14 Carried Forward Grant Funding

For multi-year projects, grant income not yet received is carried forward into 2023-24.



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4.5.15 Capital Grants Funding

Capital grants include all monies received from State and Federal sources for the purposes of funding the capital works program. The major grants that are budgeted to be received in 2023-24 are for the Surf Coast Aquatic and Health Centre project \$1.05 million, Karaaf Wetlands Improvement Works \$1.9 million, Rural Unsealed Road Upgrade Program (Roads to Recovery) Torquay North Traffic Improvements (Roads to Recovery) \$0.14 million, Rural Unsealed Road Upgrade Program (Roads to Recovery) \$0.3 million, Pedestrian and Cyclist Safety Improvements at Torquay Education Precinct (Roads to Recovery) \$0.12 million and other Roads to Recovery projects \$0.49 million.

4.5.16 Special Charge Funding

Special charges are declared under Section 163 of the Local Government Act 1989 for the purpose of raising revenue from ratepayers who will receive a specific benefit from new capital works projects. No special charge income is budgeted for in 2023-24.

4.5.17 Asset Sales Funding

Asset sales form part of the heavy and light fleet renewal programs. The sales from these items being renewed go towards funding their renewal costs. During 2023-24 \$0.56 million in asset sales income is budgeted.

4.5.18 Cash Reserve Funding

Council's cash reserves are held to meet cash flow requirements and future capital works commitments. Ongoing capital works are carried forward in the forecast.

4.5.19 Direct Funded

Council generates cash from its operating activities, which is used as a funding source for the capital works program. Refer to the Financial Statements (section 3.8) for information on recurrent EBITDA.

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4.6 Statement of Human Resources

Employee benefits include all labour related expenditure such as wages, salaries and on-costs such as allowances; leave entitlements; employer superannuation and workers compensation insurance. Budgeted human resourcing expenditure is summarised below.

Division	2023-24 Budget \$'000	2024-25 \$'000	2025-26 Projections \$'000	2026-27 \$'000
Chief Executive Office	844	876	903	925
Community Life	18,213	18,910	19,476	19,963
Place Making & Environment	11,331	11,764	12,116	12,419
Strategy & Effectiveness	6,673	6,928	7,135	7,314
Total Staff Expenditure	37,061	38,479	39,630	40,620
Unallocated New Compliance and Non Discretionary Employees	-	158	575	822
Operating Projects	663	-	-	-
Casuals, Volunteers and Other Expenditure	2,346	2,066	1,771	1,528
Employee Costs as per Income Statement	40,069	40,703	41,975	42,970
Capitalised Labour Costs	3,078	3,196	3,292	3,374
Total Employee Costs	43,148	43,899	45,267	46,344
FTE Employee Numbers				
Full-time	228.5	229.9	233.3	235.3
Part-time	141.4	140.1	139.5	139.5
Total FTE Employee Numbers	369.9	370.0	372.9	374.8

4.6.1 Operating Employee Costs

From the Statement of Human Resources (Section 3.6), operating employee costs are budgeted to increase by 11.2% or \$4.0 million compared to the 2022-23 forecast. This is discussed in detail in section 4.1.9 Employee Costs.

Employee costs continue to increase over the following three year period to cater for:

- Greater compliance commitments and responding to growth demands within the Surf Coast Shire
- Anticipated superannuation guarantee increase (Superannuation Guarantee Act) increasing from 10.5% in 2022-23, to 11% in 2023-24, to 11.5% in 2024-25, to 12% in 2025-26.
- An assumed Enterprise Agreement increase in line with State Government CPI forecasts, which has historically been used to guide the setting of the rate cap.

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4.6.2 Summary of Planned Human Resources Expenditure

For the four years ending 30 June 2027

	2023-24 Budget \$'000	2024-25 Projections \$'000	2025-26 Projections \$'000	2026-27 Projections \$'000
Staff Expenditure by Division				
Chief Executive Office				
Full Time				
Women	630	654	674	690
Men	-	-	-	-
Vacant Role	105	109	113	115
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	107	111	115	117
Men	-	-	-	-
Vacant Role	-	-	-	-
Persons of Self-Described Gender	-	-	-	-
Total Chief Executive Office	842	875	901	923
Community Life				
Full Time				
Women	3,185	3,307	3,406	3,491
Men	8,071	8,379	8,630	8,846
Vacant Role	268	278	286	294
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	6,099	6,332	6,521	6,684
Men	338	351	362	371
Vacant Role	283	294	303	311
Persons of Self-Described Gender	-	-	-	-
Total Community Life	18,244	18,942	19,509	19,996
Place Making & Environment				
Full Time				
Women	3,296	3,422	3,525	3,613
Men	4,725	4,906	5,053	5,179
Vacant Role	172	179	184	189
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	2,261	2,347	2,417	2,478
Men	498	517	533	546
Vacant Role	350	363	374	384
Persons of Self-Described Gender	-	-	-	-
Total Place Making & Environment	11,303	11,735	12,086	12,388
Strategy & Effectiveness				
Full Time				
Women	3,240	3,363	3,464	3,551
Men	2,302	2,390	2,462	2,523
Vacant Role	429	446	459	471
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	1,374	1,426	1,469	1,506
Men	224	233	240	246
Vacant Role	802	833	858	879
Persons of Self-Described Gender	-	-	-	-
Total Strategy & Effectiveness	8,371	8,692	8,952	9,175
Total Staff Expenditure	38,760	40,243	41,447	42,483
Other Employee Expenditure				
Casuals	545	566	583	598
Volunteers	564	586	604	619
Capitalised Operational Labour (Included in Divisional FTE)	(2,327)	(2,416)	(2,488)	(2,550)
Other Employee Costs and Project Staff	2,526	1,566	1,255	999
Unallocated New Compliance and Non Discretionary Employees	-	158	575	822
Employee Costs as per Income Statement	40,069	40,703	41,975	42,970
Total Capitalised Labour (Incl. Capital Program)	3,078	3,196	3,292	3,374
Civil Capitalised Labour	603	626	645	661
Capitalised Project Management Labour	1,597	1,658	1,708	1,750
Other Employee Capitalised Labour	85	88	91	93
Capital Program - Digital Transformation and Assets Engineer	793	824	848	869
Total Expenditure	43,148	43,899	45,267	46,344

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4.6.2 Summary of Planned Human Resources Full Time Equivalent (FTE)

For the four years ending 30 June 2027

	2023-24 Budget	2024-25	2025-26 Projections	2026-27
Staff Number by Division	FTE	FTE	FTE	FTE
Chief Executive Office				
Full Time				
Women	3.0	3.0	3.0	3.0
Men	-	-	-	-
Vacant Role	1.0	1.0	1.0	1.0
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	1.3	1.3	1.3	1.3
Men	-	-	-	-
Vacant Role	-	-	-	-
Persons of Self-Described Gender	-	-	-	-
Total Chief Executive Office	5.3	5.3	5.3	5.3
Community Life				
Full Time				
Women	25.8	25.8	25.8	25.8
Men	78.0	78.0	78.0	78.0
Vacant Role	3.0	3.0	3.0	3.0
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	63.6	63.6	63.6	63.6
Men	3.9	3.9	3.9	3.9
Vacant Role	3.3	3.3	3.3	3.3
Persons of Self-Described Gender	-	-	-	-
Total Community Life	177.6	177.6	177.6	177.6
Place Making & Environment				
Full Time				
Women	28.0	28.0	28.0	28.0
Men	36.0	36.0	36.0	36.0
Vacant Role	1.0	1.0	1.0	1.0
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	21.8	21.8	21.8	21.8
Men	4.9	4.9	4.9	4.9
Vacant Role	3.4	3.4	3.4	3.4
Persons of Self-Described Gender	-	-	-	-
Total Place Making & Environment	95.1	95.1	95.1	95.1
Strategy & Effectiveness				
Full Time				
Women	25.0	25.0	25.0	25.0
Men	17.5	17.5	17.5	17.5
Vacant Role	3.5	3.5	3.5	3.5
Persons of Self-Described Gender	-	-	-	-
Part Time				
Women	12.6	12.6	12.6	12.6
Men	1.7	1.7	1.7	1.7
Vacant Role	6.8	6.8	6.8	6.8
Persons of Self-Described Gender	-	-	-	-
Total Strategy & Effectiveness	67.1	67.1	67.1	67.1
Total Staff Numbers by Division	345.0	345.0	345.0	345.0
Other Employee Expenditure				
Casuals	5.3	5.3	5.3	5.3
Volunteers	7.7	7.7	7.7	7.7
Capitalised Operational Labour (Included in Divisional FTE)	(16.4)	(16.4)	(16.4)	(16.4)
Other Employee Costs and Project Staff	6.3	5.0	4.4	4.4
Unallocated New Compliance and Non Discretionary Employees	-	1.4	4.9	6.8
Employee FTE	347.9	348.0	350.9	352.8
Total Capitalised Labour (Incl. Capital Program)	22.0	22.0	22.0	22.0
Civil Capitalised Labour	6.4	6.4	6.4	6.4
Capitalised Project Management Labour	8.8	8.8	8.8	8.8
Other Employee Capitalised Labour	1.2	1.2	1.2	1.2
Capital Program - Digital Transformation and Assets Engineer	5.6	5.6	5.6	5.6
Total FTE as per Statement of Human Resources	369.9	370.0	372.9	374.8

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4.7 Proposals to Lease Council Land

In accordance with Section 115 of the Local Government Act 2020, Council must include any proposals to lease Council land in a financial year in the budget where the lease is either:

- For 10 years or more; or
- The rent for any period of the lease is \$100,000 or more a year, or the current market rental value of the land is \$100,000 or more a year

Council is not budgeting to enter into any such leases.

In accordance with Section 115(4) of the Local Government Act 2020, if Council proposes to lease land that is not included as a proposal in the budget, Council will undertake a community engagement process in accordance with Council's community engagement policy before entering into the lease.

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5. Performance Indicators

5.1 Targeted Performance Indicators - Service

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	NOTES	2021-22 Actual	2022-23 Forecast	2023-24 Budget	2024-25 Projections	2025-26 Projections	2026-27 Projections	Trend + / o / -
Governance									
Satisfaction with community consultation and engagement	Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	1	54.0%	55.0%	55.0%	55.0%	55.0%	55.0%	o
Roads									
Sealed local roads below the intervention level	Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	2	96.4%	95.0%	95.0%	95.0%	95.0%	95.0%	o
Statutory Planning									
Planning applications decided within the relevant required time	Number of planning application decisions made within the relevant required time / Number of decisions made	3	78.2%	75.0%	75.0%	75.0%	75.0%	75.0%	o
Waste Management									
Kerbside collection waste diverted from landfill	Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins	4	71.1%	72.0%	73.0%	70.0%	70.0%	70.0%	o

Key to Forecast Trend:

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

Notes to Indicators:

- 1. Governance** – Council community satisfaction rating figures projected consider past performance. Council has historically rated higher than both the large rural group and state-wide Council averages (45 and 53 respectively).
- 2. Roads** – Indicator considers past performance. Condition audits currently underway. Expect condition to be trending down due to high impact of weather events over past 12 month period.
- 3. Statutory Planning** – This has been slightly reduced as focus is on achieving better outcomes for planning applications. Council also have a target of keeping our median processing days to below 80 days.
- 4. Waste Management** – Impacts of future Victorian Container Deposit Scheme likely to impact on resource recovery due to lower recycling and glass volume collected via the kerbside system in the projected years ahead.

5.2 Targeted Performance Indicators - Financial

Indicator	Measure	NOTES	2021-22 Actual	2022-23 Forecast	2023-24 Budget	2024-25 Projections	2025-26 Projections	2026-27 Projections	Trend + / o / -
Liquidity									
Working Capital	Current assets / current liabilities	1	231.0%	274.0%	221.8%	185.6%	371.1%	352.9%	+
Obligations									
Asset Renewal	Asset renewal and upgrade expenses / Asset depreciation	2	67.3%	83.5%	179.6%	126.2%	69.2%	112.6%	+
Stability									
Rates Concentration	Rate revenue / adjusted underlying revenue	3	69.0%	72.6%	88.5%	73.4%	72.2%	69.8%	o
Efficiency									
Expenditure Level	Total expenses / number of property assessments		\$ 4,124	\$ 3,962	\$ 4,127	\$ 3,969	\$ 4,035	\$ 4,254	+

Key to Forecast Trend:

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

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Notes to Indicators:

1. Working Capital – The proportion of current liabilities represented by current assets. Council's liquidity levels are within the expected range.

2. Asset Renewal – This percentage indicates the extent of Council's renewal of assets against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100% indicates there is a lesser risk of insufficient spending on Council's asset base.

3. Rates Concentration – Reflects extent of reliance on rate revenues to fund all of Council's on-going services. The higher the ratio the more reliant Council is on rate revenue compared to all other revenue sources. The higher ratio in the budget year is due to the Great Ocean Road Coastal and Parks Authority assets being handed over.

5.3 Financial Performance Indicators

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

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the Local Government (Planning and Reporting) Regulations 2020. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	NOTES	2021-22 Actual	2022-23 Forecast	2023-24 Budget	2024-25 Projections	2025-26 Projections	2026-27 Projections	Trend + / 0 / -
Operating Position									
Adjusted Underlying Result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	-14.8%	-12.9%	-37.3%	-6.2%	-3.8%	-4.3%	o
Liquidity									
Unrestricted Cash	Unrestricted cash/current liabilities	2	-68.9%	-106.5%	-89.5%	-45.9%	-93.8%	-80.4%	o
Unrestricted Cash Adjusted for Other Financial Assets	Unrestricted cash & other financial assets/current liabilities	3	128.8%	129.7%	99.7%	98.9%	214.3%	200.9%	+
Obligations									
Loans and Borrowings	Interest bearing loans and borrowings / rate revenue	4	28.5%	24.0%	19.6%	15.7%	11.9%	8.3%	+
Loans and Borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue	4	4.3%	4.1%	3.8%	3.7%	3.5%	3.3%	+
Indebtedness	Non-current liabilities / own source revenue	5	45.7%	43.3%	45.5%	33.3%	29.0%	24.4%	+
Stability									
Rates Effort	Rate revenue / CIV of rateable properties in the municipality	6	0.3%	0.2%	0.2%	0.2%	0.2%	0.2%	o
Efficiency									
Revenue Level	General rates and municipal charges / no. of property assessments	7	\$ 2,116	\$ 2,161	\$ 2,239	\$ 2,742	\$ 2,805	\$ 2,848	+
Sustainability									
Capacity									
Workforce Turnover	Number of permanent staff resignations & terminations / average number of permanent staff for the financial year		17.7%	11.5%	11.0%	10.5%	10.5%	10.5%	o

Key to Forecast Trend:

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

Notes to Indicators:

1. Adjusted Underlying Result – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Variability in indicator due to fluctuations in expensed capital expenditure, asset disposals (for example in 2023-24 disposals include \$15.4 million related to asset transfers to the Great Ocean Road Coast and Parks Authority) and development contributions.

2. Unrestricted Cash – Unrestricted cash equals cash and cash equivalents less trust deposits, carried forward capital works and restricted cash reserves. It does not include other financial assets which include term deposits maturing between 3 and 12 months.

3. Unrestricted Cash Adjusted for Other Financial Assets - Unrestricted Cash Adjusted for Other Financial Assets – This ratio has been included as a comparison to the unrestricted cash ratio. The difference between the two ratios is that this one includes term deposits maturing between 3 and 12 months in the numerator. The ratio indicates a favourable position remaining positive and over 100% over the 4 year horizon.

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4. Loans and Borrowings – This ratio indicates reducing reliance on debt against annual rate revenue through loan repayments.

5. Indebtedness – Considers the non-current liabilities of Council against our own source revenue. The lower the percentage, the greater a council's ability is to repay debt from its own-source revenue.

6. Rates Effort – Rate revenue as a percentage of the capital improved value of rateable properties in the municipality.

7. Revenue Level – The average rate revenue per property assessment.

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Appendix A – Fees and Charges Schedule

This appendix presents the fees and charges of a statutory/non-statutory nature which will be charged in respect to various goods and services during the financial year 2023-24. Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
STRATEGY & EFFECTIVENESS							
Information Services							
Freedom of Information							
Freedom of Information Fee	2 Fee Units	\$30.60	\$30.60	0.0%	\$0.00	N	Statutory
Administration Cost for FOI Searches	1.5 Fee Units	\$22.90	\$22.90	0.0%	\$0.00	N	Statutory
Financial Services							
Rate Administration							
Rate Searches – Hard Copy	Hour	\$127.00	\$127.00	0.0%	\$0.00	N	Council
Rate Searches – Computer Records	Each	\$35.00	\$36.00	2.9%	\$1.00	N	Council
Payment Rejection Administration Fee - Rates and Debtors	Each	\$30.00	\$30.00	0.0%	\$0.00	N	Council
Land Information Certificate	1.82 Fee Units	\$27.80	\$27.80	0.0%	\$0.00	N	Statutory
Recovery Referral Fee	Each	\$38.00	\$38.00	0.0%	\$0.00	N	Council
Interest on Deferred Rates		Cash Rate Plus 1% Set at 1 July	Cash Rate Plus 1% Set at 1 July			N	Council
Interest on Sundry Debtors (Penalty Interest Act)		10.00%	10.00%	0.0%	\$0.00	N	Statutory
PLACEMAKING & ENVIRONMENT							
Infrastructure Administration							
Vehicle Crossings (Non-Utilities)	Each	\$200.00	\$205.00	2.5%	\$5.00	N	Council
Additional Inspection	Each	\$85.00	\$100.00	17.6%	\$15.00	N	Council
Asset Protection Permit	Each	\$195.00	\$200.00	2.6%	\$5.00	N	Council
Building Over Easement	Each	\$300.00	\$310.00	3.3%	\$10.00	N	Council
Road Works Permits (Fee Per Unit Set By State Government)							
Road Safety - Traffic Management Plans (No Traffic Lane Closures)	4.76 Fee Units	4.76 fee units	4.76 fee units			N	Statutory
Road Safety - Traffic Management Plans (One or More Traffic Lane Closures)	15.46 Fee Units	15.46 fee units	15.46 fee units			N	Statutory
Road Safety - Traffic Management Plans (Road Closure)	40.43 Fee Units	40.43 fee units	40.43 fee units			N	Statutory
Developer Levies							
Non-Standard Public Lighting Levy	Each	\$350.00	\$360.00	2.9%	\$10.00	N	Council
Subdivision Supervision Fees	Percentage	2.50%	2.50%	0.0%	\$0.00	N	Statutory
Subdivisions Plan - Checking Fees	Percentage	0.75%	0.75%	0.0%	\$0.00	N	Statutory
Stormwater Infrastructure							
Stormwater Application (Legal Point of Discharge)	9.77 Fee Units	\$149.40	\$149.40	0.0%	\$0.00	N	Statutory
Stormwater Application (Legal Point of Discharge) Additional Data Request	Each	\$46.00	\$50.00	8.7%	\$4.00	Y	Council
Stormwater Connection Permit	Each	\$138.00	\$145.00	5.1%	\$7.00	Y	Council
Statutory Planning							
Town Planning Application Fees	Various	Various	Various			N	Statutory
Advertising of Application – Up to First 15 Letters	Each	\$141.00	\$145.00	2.8%	\$4.00	N	Council
Advertising of Application - Subsequent Letters	Each	\$10.50	\$7.00	-33.3%	(\$3.50)	N	Council
Erect Public Notice on a Property (Per Notice)	Each	\$219.50	\$226.00	3.0%	\$6.50	N	Council
Request Extension of Time to Planning Permit - First	Each	\$300.00	\$310.00	3.3%	\$10.00	N	Council
Request Extension of Time to Planning Permit - Second	Each	\$350.00	\$360.00	2.9%	\$10.00	N	Council
Request Extension of Time to Planning Permit - Third	Each	\$500.00	\$515.00	3.0%	\$15.00	N	Council
Secondary Consent Applications	Each	\$335.50	\$345.00	2.8%	\$9.50	N	Council
Subdivision Certification	Various	Various	Various			N	Statutory
Plans for Approval/ Plans to Comply	Each	\$335.00	\$345.00	3.0%	\$10.00	N	Council
Statutory Planning Written Advice	Each	\$148.00	\$152.50	3.0%	\$4.50	Y	Council
Copy of Plans							
Copy of Planning Permit and Endorsed Plans	Each	\$100.00	\$103.00	3.0%	\$3.00	N	Council
Strategic Planning							
Strategic Planning Publications - Surf Coast Environmental History	Each	\$20.00	\$20.00	0.0%	\$0.00	N	Council
Strategic Planning Publications - Sustainable Design Guide	Each	\$20.00	\$20.00	0.0%	\$0.00	N	Council
Strategic Planning Publications - Farmland Forest and Surf Environmental History	Each	\$20.00	\$20.00	0.0%	\$0.00	N	Council
Waste Disposal							
Domestic Garbage - Uncompacted Waste	Cubic Metre	\$103.00	\$111.50	8.3%	\$8.50	Y	Council
Domestic Hard Waste - Uncompacted Waste	Cubic Metre	\$103.00	\$111.50	8.3%	\$8.50	Y	Council
Commercial Garbage – Compacted Waste	Tonne	\$246.00	\$255.00	3.7%	\$9.00	Y	Council

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Commercial Garbage - Uncompacted Waste	Cubic Metre	\$103.00	\$111.50	8.3%	\$8.50	Y	Council
Commercial Hard Waste - Uncompacted Waste	Cubic Metre	\$103.00	\$111.50	8.3%	\$8.50	Y	Council
Clean Fill (Anglesea Only - Subject to Demand)	Tonne	\$25.00	\$27.00	8.0%	\$2.00	Y	Council
Construction & Demolition - Waste Mixed	Tonne	\$246.00	\$255.00	3.7%	\$9.00	Y	Council
Construction & Demolition - Recycle Clean Plaster (Anglesea)	Tonne	\$45.00	\$48.50	7.8%	\$3.50	Y	Council
Construction & Demolition - Recyclable Concrete/Bricks (Anglesea)	Tonne	\$68.00	\$73.50	8.1%	\$5.50	Y	Council
Construction & Demolition - Recyclable Concrete/Bricks (Lorne & Winchelsea)	Cubic Metre	\$90.00	\$97.00	7.8%	\$7.00	Y	Council
Recyclable Material (if more than 0.5m3)	Cubic Metre	\$15.50	\$16.50	6.5%	\$1.00	Y	Council
Green Waste	Cubic Metre	\$35.00	\$38.00	8.6%	\$3.00	Y	Council
Tree stumps (Anglesea only)	Tonne	\$45.00	\$49.00	8.9%	\$4.00	Y	Council
General Items							
Motorcycle Tyres	Each	\$5.50	\$6.00	9.1%	\$0.50	Y	Council
Car Tyres	Each	\$10.00	\$11.00	10.0%	\$1.00	Y	Council
Light Truck/4wd Tyres	Each	\$11.50	\$12.50	8.7%	\$1.00	Y	Council
Truck Tyres	Each	\$25.00	\$27.00	8.0%	\$2.00	Y	Council
Tractor / Earthmoving Tyres	Each		\$1,000.00	New		Y	Council
Car Bodies & Caravans	Each	\$65.00	\$70.00	7.7%	\$5.00	Y	Council
Mattresses (& Bases)	Each	\$25.00	\$27.00	8.0%	\$2.00	Y	Council
Sale of Mulch (Subject to Availability)	Cubic Metre	\$16.50	\$18.00	9.1%	\$1.50	Y	Council
Sale of Second Hand Bins (Anglesea only - Subject to Availability)	Each	\$17.00	\$18.50	8.8%	\$1.50	Y	Council
Sale of Reusable Items - Fee for Items to be Determined by Coordinator Waste Management	Each	Various	Various			Y	Council
Sale of Crushed Masonry (Subject to Availability)	Cubic Metre	\$16.50	\$18.00	9.1%	\$1.50	Y	Council
Sale of Ground Plaster (Subject to Availability)	Cubic Metre	Free	Free			N/A	Council
E Waste (Including TVs, Batteries, White Goods) - All Sites - Free	Max 20 Items	Free	Free			N/A	Council
Clean Sand - Anglesea Landfill - Free		Free	Free			N/A	Council
Waste Auto Oil Recycling - Anglesea, Lorne, Winchelsea - Free	<20 litres	Free	Free			N/A	Council
drumMUSTER Drums - Winchelsea - Free		Free	Free			N/A	Council
Metals - All Sites - Free		Free	Free			N/A	Council
Expanded Polystyrene - Anglesea and Lorne Sites Only - Free	Domestic Quantities Only		Free	New		N/A	Council
Rigid Plastics - Anglesea Site Only - Free	Domestic Quantities Only		Free	New		N/A	Council
Food Waste - All Sites - Free	Domestic Quantities Only		Free	New		N/A	Council
Recyclable Glass - All Sites - Free	Domestic Quantities Only		Free	New		N/A	Council
Kerbside Waste Collection							
Residential Garbage Service Upgrade - Each Additional 120L Capacity	Year	\$72.00	\$78.00	8.3%	\$6.00	N	Council
Additional Residential Recycle Service - 120L, 240L or 360L Bin	Year	\$67.00	\$72.50	8.2%	\$5.50	N	Council
Upgrade Residential Recycle Service to 360L Bin	Occasion	\$67.00	\$72.50	8.2%	\$5.50	N	Council
Additional Residential FOGO Waste Service - 120L, 240L or 360L Bin	Year	\$92.00	\$99.50	8.2%	\$7.50	N	Council
Upgrade Residential FOGO Waste Service to 360L Bin	Occasion	\$67.00	\$72.50	8.2%	\$5.50	N	Council
Additional Residential Glass Waste Service - 140L or 240L Bin	Year	\$42.00	\$45.50	8.3%	\$3.50	N	Council
Upgrade Residential Glass Waste Service to 240L Bin	Occasion	\$67.00	\$72.50	8.2%	\$5.50	N	Council
Event Bin Hire	Each	\$21.00	\$23.00	9.5%	\$2.00	Y	Council
Safe Waste Bin Strap	Each	\$4.50	\$5.00	11.1%	\$0.50	Y	Council
Bin Latch	Each	\$10.00	\$11.00	10.0%	\$1.00	Y	Council
Bin Latch - Lorne	Each		Free	New			Council
Replacement Kitchen Caddy	Each	\$10.00	\$11.00	10.0%	\$1.00	Y	Council
Compostable Kitchen Caddy Liners - Free. Limit 150 per Transaction.	Each	Free	Free			N	Council
Visitor Centres							
Marketing Display Fee - Lorne Visitor Centre A3 Display	Week	\$10.00	N/A			Y	Council
Marketing Display Fee - Lorne Visitor Centre Light Box	Week	\$30.00	N/A			Y	Council
Marketing Display Fee - Lorne Visitor Centre Floor Display	Week	\$30.00	N/A			Y	Council
Marketing Display Fee - Lorne Visitor Centre Local Arts Display	Week	\$13.00	N/A			Y	Council

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Tourism							
Commercial Tour Operator Licences							
Annual Fee – Standard One Year Licence	Licence	\$317.70	\$317.70	0.0%	\$0.00	N	Statutory
Annual Fee – More than One Year Licence (Currently 3 Year)	Licence	\$249.20	\$249.20	0.0%	\$0.00	N	Statutory
Use Fee – General Visitor	Visitor	\$2.40	\$2.40	0.0%	\$0.00	N	Statutory
Use Fee – School Student and Child	Visitor	\$1.60	\$1.60	0.0%	\$0.00	N	Statutory
Use Fee Cap (Maximum)	Visitor	N/A	\$15,576.50	New		N	Statutory
Tourism Business Road Sign Application							
Initial Business Road Sign Application	Application		\$220.00	New		Y	Council
Amendment to existing Business Road Sign Application	Application		\$110.00	New		Y	Council
Major Events							
Late Fee - Major Event Traffic Management Plan Assessment	Each		\$900.00	New		Y	Council
Late Fee - Major Event Public Place of Entertainment Plan (POPE)	Each		\$360.00	New		Y	Council
Australian National Surfing Museum							
Theatre Hire Day Rate (Minimum 3 Hours)	Hour	\$73.00	\$77.00	5.5%	\$4.00	Y	Council
Theatre Hire Night Rate (Minimum 3 Hours)	Hour	\$134.00	\$140.00	4.5%	\$6.00	Y	Council
Whole Facility (Day or Night) (Minimum 3 Hours)	Hour	\$158.00	\$165.00	4.4%	\$7.00	Y	Council
Bond (Only for Whole Facility and Dependent on Group)	Booking	\$1,000.00	\$1,000.00	0.0%	\$0.00	N	Council
Bond (for Hiring of Theatre Room Alone)	Booking	\$400.00	\$400.00	0.0%	\$0.00	N	Council
Adult Entry	Visit	\$12.00	\$12.00	0.0%	\$0.00	Y	Council
Child Entry	Visit	\$8.00	\$8.00	0.0%	\$0.00	Y	Council
Children Under 5yrs	Visit	Free	Free			N/A	Council
Concession Entry	Visit	\$8.00	\$8.00	0.0%	\$0.00	Y	Council
Family Entry	Visit	\$25.00	\$25.00	0.0%	\$0.00	Y	Council
School Groups Entry	Visit	\$6.50	\$6.50	0.0%	\$0.00	Y	Council
Bells Tour School Groups	Visit	\$9.00	\$9.00	0.0%	\$0.00	Y	Council
Theatre Hire Day Rate (Community Group)	Hour	\$52.00	\$54.00	3.8%	\$2.00	Y	Council
Theatre Hire Night Rate (Community Group)	Hour	\$109.00	\$114.00	4.6%	\$5.00	Y	Council
Research Fee without Museum Officer	Hour	\$12.00	\$12.00	0.0%	\$0.00	Y	Council
Research Fee with Museum Officer	Hour	\$45.00	\$45.00	0.0%	\$0.00	Y	Council
Promotional Rate							
Up to 50% off promotional campaigns (up to one month period)	Period	50% Off	50% Off			Y	Council
Copying / Image Reproduction							
Books, Magazines, Newspapers and Journals (PDF)	Per 10 Pages	\$20.00	\$21.00	5.0%	\$1.00	Y	Council
Books, Magazines, Newspapers and Journals (TIFF)	Page	\$17.00	\$18.00	5.9%	\$1.00	Y	Council
Pictures and Photographs	Each	\$22.00	\$23.00	4.5%	\$1.00	Y	Council
Arts							
Arts Space Room Hire	Week	\$130.00	\$135.00	3.8%	\$5.00	Y	Council
Arts Space Room Hire	Day	\$28.00	\$28.50	1.8%	\$0.50	Y	Council
Arts Space Sales Commission	Per Sale	20% of sales when sales exceed \$2,000	20% of sales when sales exceed \$2,000			Y	Council
Arts Trail							
Registration Fee for Arts Trail - Individual	Annum	\$60.00	\$60.00	0.0%	\$0.00	Y	Council
Registration Fee for Arts Trail - Community Group	Annum	\$175.00	\$180.00	2.9%	\$5.00	Y	Council
Registration Fee for Arts Trail - Organisations with 10 Artists or More	Annum	\$550.00	\$550.00	0.0%	\$0.00	Y	Council
COMMUNITY LIFE							
Customer Service							
Black & White Photocopying/Printing	Page	\$1.30	\$1.40	7.7%	\$0.10	N	Council
Colour Photocopying/Printing	Page	\$2.80	\$2.90	3.6%	\$0.10	N	Council
Black & White Photocopying/Printing - Charity Groups	Page	\$0.80	\$0.85	6.3%	\$0.05	N	Council
Council Operations							
Minutes of Council Meetings are Available Free of Charge from Council's Website – www.surfcoast.vic.gov.au							



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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Ranger Services - Local Laws							
Dog & Cat Registrations							
Dog or Cat Eligible for Reduced Rate Under the Domestic Animals Act 1994. Includes:	Each	\$71.00	\$73.00	2.8%	\$2.00	N	Council
Dangerous, Menacing or Restricted Breed Dogs	Each	\$515.00	\$530.00	2.9%	\$15.00	N	Council
Dangerous, Menacing or Restricted Breed Dogs that have Undergone Protective Training or is a Guard Dog	Each	\$215.00	\$221.00	2.8%	\$6.00	N	Council
All Other Dogs & Cats (e.g. Non Desexed Animal)	Each	\$215.00	\$221.00	2.8%	\$6.00	N	Council
Late Payment Surcharge	Each	\$9.90	\$10.20	3.0%	\$0.30	N	Council
Dog & Cat Fees							
Cat Cage Hire	Week	N/A	Free			Y	Council
Cat Cage Deposit	Each	\$65.00	\$67.00	3.1%	\$2.00	N	Council
Domestic Animal Business	Each	\$588.00	\$605.00	2.9%	\$17.00	N	Council
Excess Dog Application and Inspection Fee	Each	\$255.00	\$263.00	3.1%	\$8.00	N	Council
Pound Release Fee	Each	\$186.00	\$192.00	3.2%	\$6.00	Y	Council
Pound Release Fee (Unregistered Animal Surcharge)	Each	\$30.00	\$31.00	3.3%	\$1.00	N	Council
Replacement Dog/Cat Tags	Each	\$3.60	\$3.70	2.8%	\$0.10	N	Council
Impounding of Livestock (Other Than Dogs/Cats)							
Impounding of Livestock	Head	\$244.00	\$251.00	2.9%	\$7.00	Y	Council
After Hours Call Out	Each	\$375.00	\$386.00	2.9%	\$11.00	N	Council
Sustenance	Head	\$83.50	\$86.00	3.0%	\$2.50	N	Council
Penalties							
Parking for a Period Longer than Fixed in a Council Controlled Area	1 Fee Unit	\$185.00	\$185.00	0.0%	\$0.00	N	Statutory
Road Safety Act Parking Enforcement	Various	Various	Various			N	Statutory
Release Fee for Impounded Goods	Each	\$112.00	\$115.00	2.7%	\$3.00	N	Council
Towing of Abandoned Vehicles	Each	\$220.00	\$227.00	3.2%	\$7.00	N	Council
Permits							
Shop Front 'Street' Trading Permits							
A Frame Permit	Each	\$242.00	\$250.00	3.3%	\$8.00	N	Council
To Occupy Public Place to Sell Merchandise - Winchelsea, Deans Marsh and Moriac	m2 of Used Space	\$59.50	\$61.50	3.4%	\$2.00	N	Council
To Occupy Public Place to Sell Merchandise - All Other Areas	m2 of Used Space	\$80.00	\$82.50	3.1%	\$2.50	N	Council
Street Furniture (Alfresco Dining) - Annual Permit - Winchelsea, Deans Marsh and Moriac	m2 of Used Space	\$115.00	\$118.50	3.0%	\$3.50	N	Council
Street Furniture (Alfresco Dining) - Annual Permit - All Other Areas	m2 of Used Space	\$150.00	\$155.00	3.3%	\$5.00	N	Council
Miscellaneous Permits							
Disabled Parking Permits	Each	No Charge	No Charge			N	Council
Open for Inspection Signage Permit	Each	\$263.00	\$271.00	3.0%	\$8.00	N	Council
Camping Permit Fee (Private Property)	Each	\$219.00	\$225.00	2.7%	\$6.00	N	Council
Occupy Temp Accommodation on Land	6 Months	\$292.00	\$300.00	2.7%	\$8.00	N	Council
Occupy Road	Day	\$219.00	\$225.00	2.7%	\$6.00	N	Council
Waste Bin (Regardless of Size) < 30 Days	Each	\$115.00	\$118.00	2.6%	\$3.00	N	Council
Film Permit Application	Each		\$28.00	New		N	Council
Complex Film Application Requiring More than 2hrs Staff Time - Price on Application, \$50 per hour (Minimum 2hrs).	Per Hour (2 Hour Minimum)		\$120.00	New		N	Council
Film Permit Application less than 7 days notice	Each		\$150.00	New		N	Council
Film Permit Licence	Each		\$111.00	New		N	Council
Student Film Permit Licence	Each		Free	New		N	Council
Wedding Application Permit Fee - Conduct a Wedding on Council Land and Reserves	Each	\$220.00	N/A			N	Council
Immunisations							
Immunisation History Search	Each	25.95	27.00	4.1%	\$1.05	N	Council
Environment Protection Act 2017							
On-Site Wastewater Management Systems (OWMS)							
Construct, install or alter OWMS	48.88 Fee Units	\$747.40	\$747.40	0.0%	\$0.00	N	Statutory
Minor alterations to OWMS	37.25 Fee Units	\$569.60	\$569.60	0.0%	\$0.00	N	Statutory
Transfer a Permit	9.93 Fee Units	\$151.80	\$151.80	0.0%	\$0.00	N	Statutory
Amend a Permit	10.38 Fee Units	\$158.70	\$158.70	0.0%	\$0.00	N	Statutory
Renew a Permit	8.31 Fee Units	\$127.10	\$127.10	0.0%	\$0.00	N	Statutory
Exemption	14.67 - 61.41 Fee Units	\$224.30 - \$940.00	\$224.30 - \$940.00			N	Statutory

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Septic Tank File Request	Each	\$37.00	\$38.00	2.7%	\$1.00	N	Council
Urgent Septic Tank File Request	Each	\$145.00	\$149.00	2.8%	\$4.00	N	Council
On-Site Wastewater Management Systems (OWMS) Assessment	Each	N/A	\$165.00	New		N	Council
Food Act 1984							
New Registration							
Class 1 Premises(Aged Care/Hospitals) & Class 2 Large (Supermarkets, licensed hotel, resort, large manufacturers)	Each	\$1,426.00	\$1,469.00	3.0%	\$43.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)	Each	\$969.00	\$998.00	3.0%	\$29.00	N	Council
Class 2 Premises (includes mobile & temporary food premises)	Each	\$771.00	\$794.00	3.0%	\$23.00	N	Council
Class 2 - Each Additional Mobile and Temporary Food Premises	Each	\$122.00	\$126.00	3.3%	\$4.00	N	Council
Class 3 Premises & Class 2 Small Premises (includes mobile & temporary food premises)	Each	\$453.00	\$467.00	3.1%	\$14.00	N	Council
Class 3 - Each Additional Mobile and Temporary Food Premises	Each	\$64.00	\$66.00	3.1%	\$2.00	N	Council
Class 3 Small Premises & Class 2 Community Groups (includes mobile & temporary food premises)	Each	\$216.00	\$222.00	2.8%	\$6.00	N	Council
Class 3 Minor Premises & Class 3 Community Groups (includes mobile & temporary food premises)	Each	\$133.00	\$137.00	3.0%	\$4.00	N	Council
Mobile and Temporary Food Premises - Once Off Event	Each	Monthly Pro-Rata Fee	Monthly Pro-Rata Fee			N	Council
Mobile and Temporary Food Premises Not for Profit/Community Group (<12 Single Events per Year)	Each	No Charge	No Charge			N	Council
Renewal of Registration							
Class 1 Premises(Aged Care/Hospitals) & Class 2 Large (Supermarkets, Licensed Hotel, Resort, Large Manufacturers)	Each	\$947.00	\$975.00	3.0%	\$28.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)	Each	\$649.00	\$668.00	2.9%	\$19.00	N	Council
Class 2 Premises (Includes Mobile & Temporary Food Premises)	Each	\$517.00	\$533.00	3.1%	\$16.00	N	Council
Class 2 - Each Additional Mobile and Temporary Food Premises	Each	\$122.00	\$126.00	3.3%	\$4.00	N	Council
Class 3/3A Premises & Class 2 Small Premises (Includes Mobile & Temporary Food Premises)	Each	\$298.00	\$307.00	3.0%	\$9.00	N	Council
Class 3 - Each Additional Mobile and Temporary Food Premises	Each	\$64.00	\$66.00	3.1%	\$2.00	N	Council
Class 3 Small Premises & Class 2 Community Groups (Includes Mobile & Temporary Food Premises)	Each	\$142.00	\$146.00	2.8%	\$4.00	N	Council
Class 3 Minor Premises & Class 3 Community Groups (Includes Mobile & Temporary Food Premises)	Each	\$84.00	\$87.00	3.6%	\$3.00	N	Council
Mobile and Temporary Food Premises Not for Profit/Community Group (<12 Single Events per Year)	Each	No Charge	No Charge			N	Council
Mobile and Temporary Food Premises - Once Off Event	Each	Monthly Pro-Rata Fee	Monthly Pro-Rata Fee			N	Council
<i>Note: Food premises are classed in accordance with section 19c of the Food Act 1984</i>							
Public Health & Wellbeing Act 2008							
Registered Premises – New Application:							
Hairdressing and/or Temporary Make Up							
New Application Once off Application	Each	\$170.00	\$175.00	2.9%	\$5.00	N	Council
Transfer	Each	\$170.00	\$175.00	2.9%	\$5.00	N	Council
Beauty Therapy (excl. Temporary Make Up)							
New Application	Each	\$170.00	\$175.00	2.9%	\$5.00	N	Council
Renewal	Each	\$170.00	\$175.00	2.9%	\$5.00	N	Council
Transfer	Each	\$91.00	\$94.00	3.3%	\$3.00	N	Council
Aquatic Facilities							
New Application	Each	\$191.00	\$197.00	3.1%	\$6.00	N	Council
Renewal	Each	\$191.00	\$197.00	3.1%	\$6.00	N	Council
Transfer	Each	\$96.00	\$99.00	3.1%	\$3.00	N	Council
Skin Penetration, Tattooing, Colonic Irrigation							
New Application	Each	\$234.00	\$241.00	3.0%	\$7.00	N	Council
Renewal	Each	\$234.00	\$241.00	3.0%	\$7.00	N	Council
Transfer	Each	\$112.00	\$115.00	2.7%	\$3.00	N	Council



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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Prescribed Accommodation – New Application / Renewal							
6-15 People	Each	\$330.00	\$340.00	3.0%	\$10.00	N	Council
16-25 People	Each	\$468.00	\$482.00	3.0%	\$14.00	N	Council
26-50 People	Each	\$596.00	\$614.00	3.0%	\$18.00	N	Council
> 50 People	Each	\$796.00	\$822.00	3.0%	\$24.00	N	Council
Prescribed Accommodation – Transfer		50% of New Application / Renewal Fee	50% of New Application / Renewal Fee			N	Council
<i>Bi-annual pro-rata rates apply</i>							
Caravan Parks (Fee Per Unit Set By State Government)							
Transfer of Caravan Park Registration	Fee Units	5 Fee Units	5 Fee Units	0.0%	\$0.00	N	Statutory
Caravan Park Registration - Maximum fee set under the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020	Each	\$2,000.00	\$2,000.00	0.0%	\$0.00	N	Statutory
Fire Prevention (Fee Per Unit Set By State Government)							
CFA Act Infringement Notice (Legislated Fee)	10 Penalty Units	\$1,849.20	\$1,849.20	0.0%	\$0.00	N	Statutory
Block Clearing	Each	Cost + \$175	Cost + \$180			N	Council
Building Services - Building Charges							
Copy of Plans	Each	\$186.00	\$192.00	3.2%	\$6.00	N	Council
Copy of Building Approval/Certificate of Occupancy	Each	\$80.00	\$83.00	3.8%	\$3.00	N	Council
Variation of Regulations	19.61 Fee Units	\$299.80	\$299.80	0.0%	\$0.00	N	Statutory
Lodgement Fee	8.23 Fee Units	\$125.80	\$125.80	0.0%	\$0.00	N	Statutory
Property Information Request	3.19 Fee Units	\$48.80	\$48.80	0.0%	\$0.00	N	Statutory
Council Consultation Fee	Hour	\$153.00	\$158.00	3.3%	\$5.00	N	Council
Hoarding Application Fee	19.61 Fee Units	\$299.80	\$299.80	0.0%	\$0.00	N	Statutory
Hoarding (fence of barrier) Permit Fee	Per m2 Per Week	\$4.00	\$4.10	2.5%	\$0.10	N	Council
Council Comments (If Report and Consent not Obtained)		\$425.00	\$438.00	3.1%	\$13.00	N	Council
Place of Public Entertainment	Each	\$635.00	\$655.00	3.1%	\$20.00	N	Council
Temporary Structure (Siting) Permit	Each	\$320.00	\$330.00	3.1%	\$10.00	N	Council
Swimming Pool and/or Spa Registration	Each	\$32.31	\$32.31	0.0%	\$0.00	N	Statutory
Swimming Pool and/or Spa Archive Search Fee	Each	\$47.95	\$47.95	0.0%	\$0.00	N	Statutory
Lodgement of Certificate of Compliance (Pool and/or Spa)	Each	\$20.45	\$20.45	0.0%	\$0.00	N	Statutory
Lodgement of Certificate of Non-Compliance (Pool and/or Spa)	Each	\$385.10	\$385.10	0.0%	\$0.00	N	Statutory
Demolition Consent Permit	5.75 Fee Units	\$87.90	\$87.90	0.0%	\$0.00	N	Statutory
Shipping Container on Private Land	Each	\$153.00	\$158.00	3.3%	\$5.00	N	Council
Water Permits							
Water Permits - Minimum Charge Includes First 3,000 Litres	First 3,000 Litres	\$24.00	\$24.75	3.1%	\$0.75	N	Council
Water Permits - Cost per Kilolitre Above 3,000 Litres	Per Kilolitre Above 3,000	\$2.70	\$2.80	3.7%	\$0.10	N	Council
Building Hire							
<p>Commercial User Group: Any group who operates a business or commercial enterprise with the intent to generate profit.</p> <p>Community User Group: Community based groups that service community members that live, work or have a connection with the Surf Coast Shire including charities, sporting clubs and schools.</p> <p>Not for Profit: Organisations that provide services for the community and do not operate to make a profit for its members (need to be registered with the ATO as a not for profit organisation).</p> <p>Public Hall Hire</p>							
Shire Based Community Group / Not for Profit	Hour	\$11.35	\$12.00	5.7%	\$0.65	Y	Council
Commercial and Non-Shire Community Group	Hour	\$22.70	\$24.00	5.7%	\$1.30	Y	Council
Bellbrae Heartspace	Hour	\$6.70	\$7.00	4.5%	\$0.30	Y	Council

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Functions, Weddings, Parties & Major Events							
Bellbrae Hall - Commercial Hirer Standard Function Rate (5 hours +)	Block	\$180.50	\$186.00	3.0%	\$5.50	Y	Council
Bellbrae Hall - Shire Based Community Group/Not for Profit Standard Function (5 hours +)	Block	\$90.00	\$93.00	3.3%	\$3.00	Y	Council
Bellbrae Hall - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$144.50	\$149.00	3.1%	\$4.50	Y	Council
Bellbrae Hall - Shire Based Community Group/Not for Profit Half Day Function Rate (2-5 hours)	Block	\$72.00	\$74.50	3.5%	\$2.50	Y	Council
Moriac Community Centre - Commercial Hirer Standard Function Rate (5 hours +)	Block	\$180.50	\$186.00	3.0%	\$5.50	Y	Council
Moriac Community Centre - Shire Based Community Group/Not for Profit Standard Function Rate (5 hours +)	Block	\$90.00	\$93.00	3.3%	\$3.00	Y	Council
Moriac Community Centre - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$144.50	\$149.00	3.1%	\$4.50	Y	Council
Moriac Community Centre - Shire Based Community Group/Not for Profit Half Day Function Rate (2-5 hours)	Block	\$72.00	\$74.50	3.5%	\$2.50	Y	Council
Freshwater Creek Hall - Commercial Hirer Standard Function Rate (5 hours +)	Block	\$180.50	\$186.00	3.0%	\$5.50	Y	Council
Freshwater Creek Hall - Shire Based Community Group/Not for Profit Standard Function Rate (5 hours +)	Block	\$90.00	\$93.00	3.3%	\$3.00	Y	Council
Freshwater Creek Hall - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$144.50	\$149.00	3.1%	\$4.50	Y	Council
Freshwater Creek Hall - Shire Based Community Group/Not for Profit Half Day Function Rate (2-5 hours)	Block	\$72.00	\$74.50	3.5%	\$2.50	Y	Council
The Quay Pavilion - Commercial Hirer Standard Function Rate (6pm-12am)	Block	\$297.00	\$306.00	3.0%	\$9.00	Y	Council
The Quay Pavilion - Shire Based Community Group/Not for Profit Hirer Standard Function Rate (6pm-12am)	Block	\$148.50	\$153.00	3.0%	\$4.50	Y	Council
The Quay Pavilion - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$191.50	\$197.50	3.1%	\$6.00	Y	Council
The Quay Pavilion - Shire Based Community Group/Not for Profit Hirer Half Day Function Rate (2-5 hours)	Block	\$96.00	\$99.00	3.1%	\$3.00	Y	Council
Bob Pettit Pavilion - Commercial Hirer Standard Function Rate (6pm-12am)	Block	\$297.00	\$306.00	3.0%	\$9.00	Y	Council
Bob Pettit Pavilion - Shire Based Community Group/Not for Profit Hirer Standard Function Rate (6pm-12am)	Block	\$148.50	\$153.00	3.0%	\$4.50	Y	Council
Bob Pettit Pavilion - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$191.50	\$197.50	3.1%	\$6.00	Y	Council
Bob Pettit Pavilion - Shire Based Community Group/Not for Profit Hirer Half Day Function Rate (2-5 hours)	Block	\$96.00	\$99.00	3.1%	\$3.00	Y	Council
Wurdale Hall - Commercial Hirer Standard Function Rate (6pm-12am)	Block	\$180.50	\$186.00	3.0%	\$5.50	Y	Council
Wurdale Hall - Shire Based Community Group/Not for Profit Hirer Standard Function Rate (6pm-12am)	Block	\$90.00	\$93.00	3.3%	\$3.00	Y	Council
Wurdale Hall - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$144.50	\$149.00	3.1%	\$4.50	Y	Council
Wurdale Hall - Shire Based Community Group/Not for Profit Hirer Half Day Function Rate (2-5 hours)	Block	\$72.00	\$74.50	3.5%	\$2.50	Y	Council
Anglesea Hall - Commercial Hirer Standard Function Rate (6pm-12am)	Block	\$297.00	\$306.00	3.0%	\$9.00	Y	Council
Anglesea Hall - Shire Based Community Group/Not for Profit Hirer Standard Function Rate (6pm-12am)	Block	\$148.50	\$153.00	3.0%	\$4.50	Y	Council
Anglesea Hall - Commercial Hirer Half Day Function Rate (2-5 hours)	Block	\$191.60	\$197.50	3.1%	\$5.90	Y	Council
Anglesea Hall - Shire Based Community Group/Not for Profit Hirer Half Day Function Rate (2-5 hours)	Block	\$96.00	\$99.00	3.1%	\$3.00	Y	Council
Freshwater Creek Tennis Room	Hour		\$12.00	New		Y	Council
Security Bonds - No Alcohol	Booking	\$372.50	\$500.00	34.2%	\$127.50	N	Council
Security Bonds - With Alcohol	Booking	\$742.50	\$1,000.00	34.7%	\$257.50	N	Council
Cleaning Fee - Per Clean	Booking	\$210.50	\$218.00	3.6%	\$7.50	Y	Council
Oval Hire							
Bellbrae Oval	Hour		\$39.50	New		Y	Council
Bob Pettit Oval	Hour		\$39.50	New		Y	Council
Quay Oval	Hour		\$39.50	New		Y	Council
Winchelsea Swimming pool							
Family Season Pass	Season	\$212.50	N/A			Y	Council
Family Season Pass (Early Bird)	Season	\$185.70	N/A			Y	Council
Adult Swim	Visit	\$6.25	N/A			Y	Council
Adult Swim - Concession	Visit	\$5.60	N/A			Y	Council
Child Swim	Visit	\$5.10	N/A			Y	Council
School Student Swim	Visit	\$3.95	N/A			Y	Council
Spectator (Non Swim)	Visit	\$1.00	N/A			Y	Council
School Carnival (plus entry fee person)	Hour	\$82.50	N/A			Y	Council
Regional Carnival	Visit	\$1,277.00	N/A			Y	Council
Season Swim Pass - Single	Season	\$85.25	N/A			Y	Council
Season Swim Pass - Single Concession	Season	\$77.50	N/A			Y	Council
Season Swim Pass - Single (Early Bird)	Season	\$63.10	N/A			Y	Council



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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Winchelsea Health Club							
Joining Fee							
Joining Fee	Membership		20.00	New		Y	Council
Membership - Individual							
3 month	Membership	\$232.89	\$240.00	3.1%	\$7.11	Y	Council
12 month	Membership	\$756.50	\$780.00	3.1%	\$23.50	Y	Council
Fortnightly Direct Debit	Membership	\$30.01	\$31.00	3.3%	\$0.99	Y	Council
Membership - Concession							
3 month	Membership	\$210.68	\$217.00	3.0%	\$6.32	Y	Council
12 month	Membership	\$680.59	\$701.00	3.0%	\$20.41	Y	Council
Fortnightly Direct Debit	Membership	\$24.32	\$25.50	4.9%	\$1.18	Y	Council
Casual Single Visit - Health Club or Group Fitness	Visit	\$15.00	\$15.50	3.3%	\$0.50	Y	Council
Personal Training (Member Rates)							
1 X 30min session	Visit	\$31.00	\$32.00	3.2%	\$1.00	Y	Council
1 X 45min session	Visit	\$51.65	\$53.50	3.6%	\$1.85	Y	Council
2 X 30min session/week	Visit	\$51.65	\$53.50	3.6%	\$1.85	Y	Council
2 X 45min session/week	Visit	\$82.65	\$85.50	3.4%	\$2.85	Y	Council
Personalised Program (Includes 30 minute PT Session)	Visit	\$51.65	\$53.50	3.6%	\$1.85	Y	Council
Update Personalised Program	Visit	\$31.00	\$32.00	3.2%	\$1.00	Y	Council
Personal Training (Non Member Rates)							
1 X 30min session	Visit	\$41.20	\$42.50	3.2%	\$1.30	Y	Council
1 X 45min session	Visit	\$61.85	\$64.00	3.5%	\$2.15	Y	Council
2 X 30min session/week	Visit	\$61.85	\$64.00	3.5%	\$2.15	Y	Council
2 X 45min session/week	Visit	\$92.80	\$96.00	3.4%	\$3.20	Y	Council
Group Booking Rate							
For non-regular bookings of registered sporting and medical/rehabilitation groups to attend the gym.	Per Person	\$11.20	\$11.50	2.7%	\$0.30	Y	Council
Promotional Rate							
For new members only, for a 6 month period during promotional periods - Fortnightly direct debit.	Membership	\$26.80	\$28.00	4.5%	\$1.20	Y	Council
Family Rate - Limited to 2 Adults 2 Children							
• Children aged between 16 – under 18							
• Direct debit only							
Fortnightly Direct Debit - 2 Members	Membership	\$54.05	\$56.00	3.6%	\$1.95	Y	Council
Fortnightly Direct Debit - 3 Members	Membership	\$76.55	\$79.00	3.2%	\$2.45	Y	Council
Fortnightly Direct Debit - 4 Members (4th Membership Free)	Membership	\$76.55	\$79.00	3.2%	\$2.45	Y	Council
Wurdi Baierr Stadium Fees							
Commercial User Group: Any group who operates a business or commercial enterprise with the intent to generate profit.							
Community User Group: Community based groups that service community members that live, work or have a connection with the Surf Coast Shire including charities, sporting clubs and schools.							
Primary User Group: A user group whose main purpose/activity is held within Wurdi Baierr Stadium.							
Not for Profit: Organisations that provide services for the community and do not operate to make a profit for its members (need to be registered with the ATO as a not for profit organisation).							
Sport							
Adults Netball	Team	\$83.50	N/A			Y	Council
Junior Netball	Team	\$62.50	N/A			Y	Council
Indoor Soccer - Juniors	Team	\$48.00	N/A			Y	Council
Indoor Soccer - Seniors	Team	\$62.50	N/A			Y	Council
Kinder Gym - Casual (1 Child)	Visit	\$16.00	\$16.50	3.1%	\$0.50	Y	Council
Kinder Gym - Casual (2 Children)	Visit	\$20.70	\$21.50	3.9%	\$0.80	Y	Council
Kinder Gym - Casual (3 Children)	Visit	\$27.00	\$28.00	3.7%	\$1.00	Y	Council
Kinder Gym - 10 Visit Pass	Membership	\$143.50	\$148.00	3.1%	\$4.50	Y	Council
Team Registrations & Insurance							
Adult Registration per Season (All Sports)	Team	\$70.00	N/A			Y	Council
Junior Registration per Season (All Sports)	Team	\$58.00	N/A			Y	Council

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Fitness Classes							
Casual	Visit	\$16.50	\$16.50	0.0%	\$0.00	Y	Council
10 Visit Casual Card	Membership	\$124.00	\$144.00	16.1%	\$20.00	Y	Council
20 Visit Casual Card	Membership		\$272.00	New		Y	Council
Fit Forever/Concession	Visit	\$12.50	\$14.00	12.0%	\$1.50	Y	Council
Fit Forever - 10 Visit Pass	Membership	\$114.70	\$126.00	9.9%	\$11.30	Y	Council
Fit Forever - 20 Visit Pass	Membership		\$238.00	New		Y	Council
1 Month Membership	Membership	\$104.50	N/A			Y	Council
3 Month Membership	Membership	\$225.00	N/A			Y	Council
6 Month Membership	Membership	\$418.00	\$431.00	3.1%	\$13.00	Y	Council
12 Month Membership	Membership	\$625.00	\$644.00	3.0%	\$19.00	Y	Council
Sport - Court Hire							
Full Court - Peak - Weekends and After 4pm Weekdays							
Commercial Group	Hour	\$67.70	\$70.00	3.4%	\$2.30	Y	Council
Primary User Group	Hour	\$41.30	\$43.00	4.1%	\$1.70	Y	Council
Community Group / Not-for-Profit	Hour	\$41.30	\$43.00	4.1%	\$1.70	Y	Council
Full Court - Off Peak 8am - 4pm Weekdays (Excludes School/Public Holidays)							
Commercial Group	Hour		\$56.00	New		Y	Council
Primary User Group	Hour		\$34.50	New		Y	Council
Community Group / Not-for-Profit	Hour		\$34.50	New		Y	Council
Half Court							
Commercial Group	Hour	\$50.20	\$52.00	3.6%	\$1.80	Y	Council
Primary User Group	Hour	\$26.90	\$28.00	4.1%	\$1.10	Y	Council
Community Group / Not-for-Profit	Hour	\$26.90	\$28.00	4.1%	\$1.10	Y	Council
Casual use	Booking	\$6.10	\$6.30	3.3%	\$0.20	Y	Council
Half Court - Off Peak 8am-4pm Weekdays (Excludes School / Public Holidays)							
Commercial Group	Hour		\$41.50	New		Y	Council
Primary User Group	Hour		\$22.50	New		Y	Council
Community Group / Not-for-Profit	Hour		\$22.50	New		Y	Council
10 visit casual use	Membership		\$57.00	New		Y	Council
Badminton Court							
Badminton Single Court Hire	Hour	\$13.95	\$14.50	3.9%	\$0.55	Y	Council
Function Fees (Per Booking)							
Bonds - No Alcohol	Booking	\$373.00	\$500.00	34.0%	\$127.00	N	Council
Bonds - With Alcohol	Booking	\$744.00	\$1,000.00	34.4%	\$256.00	N	Council
Cleaning Fee - Per Clean (Cleaning Requirements to be Determined at Time of Booking)	Booking	\$211.00	\$218.00	3.3%	\$7.00	Y	Council
Wurdi Baierr Stadium Rooms							
Wurdi Baierr Stadium Multi Purpose Room (Room & Kitchen)							
Commercial Group - Room Hire							
Monday - Sunday (8am - 11pm)	Hour	\$37.20	\$38.50	3.5%	\$1.30	Y	Council
Community Group / Not-for-Profit - Room Hire							
Monday - Sunday (8am - 11pm)	Hour	\$26.90	\$28.00	4.1%	\$1.10	Y	Council
Kitchen only Hire							
Kitchen Hire (attached to Multi Purpose Room)	Hour	\$19.65	\$20.50	4.3%	\$0.85	Y	Council
Wurdi Baierr Stadium - Meeting & Referee (Per Room)							
Commercial Group	Hour	\$18.60	\$19.50	4.8%	\$0.90	Y	Council
Community Group / Not-for-Profit	Hour	\$13.40	\$14.00	4.5%	\$0.60	Y	Council
Function Fees (per booking)							
Bonds - No Alcohol	Booking	\$373.00	\$500.00	34.0%	\$127.00	N	Council
Bonds - With Alcohol	Booking	\$744.00	\$1,000.00	34.4%	\$256.00	N	Council
Cleaning Fee - Per Clean (Cleaning Requirements to be Determined at Time of Booking)	Booking	\$211.00	\$218.00	3.3%	\$7.00	Y	Council

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Recreation Reserves							
Recreation Reserve Licence Fees	Min Fee	\$142.00	\$146.00	2.8%	\$4.00	N	Council
Recreation Reserve Permit Fees - For Exclusive Use of Open Space (i.e. Weddings/Suitable Events)	Min Fee	\$220.00	\$227.00	3.2%	\$7.00	N	Council
Community & Civic Precinct Recreation Facility (Banyul-Warri Fields)							
Commercial Use and Non Surf Coast Shire Club/Group/School (Per Court/Field):							
Oval or Synthetic/Grass Pitch	Half Day	\$338.00	N/A			Y	Council
Oval or Synthetic/Grass Pitch	Full Day	\$538.00	N/A			Y	Council
Oval or Synthetic/Grass Pitch	Day / Hour	\$38.00	\$39.50	3.9%	\$1.50	Y	Council
Oval or Synthetic/Grass Pitch with Lights	Night / 4 Hours	\$468.00	N/A			Y	Council
Oval or Synthetic/Grass Pitch with Lights	Night / Hour	\$69.00	\$72.00	4.3%	\$3.00	Y	Council
Netball Court	Half Day	\$138.50	N/A			Y	Council
Netball Court	Full Day	\$249.00	N/A			Y	Council
Netball Court	Hour	\$38.00	\$39.50	3.9%	\$1.50	Y	Council
Community Hub Change Rooms (NB: Fee Applies to Each Pair of Change Rooms)							
Incorporated Community Club/Group/School - Based in Surf Coast Shire	Cleaning Fee	\$68.50	\$71.00	3.6%	\$2.50	Y	Council
Commercial Use and Non Surf Coast Shire Club/Group/School (Per Court/Field):	Cleaning Fee	\$206.50	\$213.00	3.1%	\$6.50	Y	Council
Grant Pavilion - Peter Troy Meeting Room							
Community Group/Not for Profit - Based in Surf Coast Shire	Hour	\$13.40	\$14.00	4.5%	\$0.60	Y	Council
Community Group/Not for Profit - Based in Surf Coast Shire	Half Day / 4 Hours	\$54.80	N/A			Y	Council
Community Group/Not for Profit - Based in Surf Coast Shire	Full Day / 8 Hours	\$94.00	N/A			Y	Council
Commercial Use and Non Surf Coast Shire	Hour	\$49.00	\$50.50	3.1%	\$1.50	Y	Council
Commercial Use and Non Surf Coast Shire	Half Day / 4 Hours	\$161.00	N/A			Y	Council
Commercial Use and Non Surf Coast Shire	Full Day / 8 Hours	\$309.00	N/A			Y	Council
Grant Pavilion - Tantau and Cooper Function Rooms							
Note Whole 2nd Level Available by Booking Both Rooms							
Community Group/Not for Profit - Based in Surf Coast Shire	Hour	\$27.40	\$28.50	4.0%	\$1.10	Y	Council
Community Group/Not for Profit - Based in Surf Coast Shire	Half Day	\$79.60	N/A			Y	Council
Community Group/Not for Profit - Based in Surf Coast Shire	Full Day	\$148.80	N/A			Y	Council
Commercial Use or Non Surf Coast Shire	Hour	\$68.00	\$70.50	3.7%	\$2.50	Y	Council
Commercial Use or Non Surf Coast Shire	Half Day	\$270.00	N/A			Y	Council
Commercial Use or Non Surf Coast Shire	Full Day	\$467.00	N/A			Y	Council
Grant Pavilion							
Grant Pavilion Event/Function Cleaning	Booking	\$211.00	\$218.00	3.3%	\$7.00	Y	Council
Event Logistics Crew - Staff Member	Hour	\$39.50	N/A			Y	Council
Waste Removal 240L Recycling Bin	Each	\$26.00	N/A			Y	Council
Function Fees (per Booking)							
Bonds - No Alcohol	Booking	\$500.00	\$500.00	0.0%	\$0.00	N	Council
Bonds - With Alcohol	Booking	\$744.00	\$1,000.00	34.4%	\$256.00	N	Council
Community Transport							
Community Bus Hire Only (Fuel by User)	Km	\$1.03	\$1.07	3.5%	\$0.04	Y	Council
Winchelsea Large Capacity Community Bus (25 seat) - Youth Activities (Fuel Filled Up By User)	Day	\$60.00	\$62.00	3.3%	\$2.00	Y	Council
Winchelsea Large Capacity Community Bus (25 seat) - Adult Activities up to 400km Round Trip (Fuel Filled Up By User)	Day	\$150.00	\$155.00	3.3%	\$5.00	Y	Council
Winchelsea Large Capacity Community Bus (25 seat) - Adult Activities Over 400km Round Trip (Fuel by User)	Day	\$300.00	\$310.00	3.3%	\$10.00	Y	Council
Fee - Late Return	Per Hire		\$250.00	New		Y	Council
Fee - Fuel Not Filled Up	Per Hire		\$250.00	New		Y	Council
Cleaning Fee (If Required)	Per Hire		\$250.00	New		Y	Council

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)	Fee Type
Family & Children Services							
Family Day Care							
Family Day Care Administration Levy	Hour	\$3.05	\$3.05	0.0%	\$0.00	N	Council
Occasional Care (from 1 July 2023)							
Torquay Children's Hub Occasional Care 4 Hour Session	Session	\$51.50	\$56.00	8.7%	\$4.50	N	Council
Kurrambee Myaring Occasional Care 4 Hour Session	Session	\$51.50	\$56.00	8.7%	\$4.50	N	Council
Kindergarten (Effective from January 2024)							
Kindergarten Central Application Enrolment Fee (To Start in 2024)	Per Enrolment		\$32.00	New		N	Council
Additional Funded 3 & 4 Year Old Program (Where Available)	Per Hour	\$28.00	\$28.00	0.0%	\$0.00	N	Council
Torquay Children's Hub Room hire: Commercial Rates							
Playgroup / Multi Purpose Room / Occasional Care Room							
Commercial Rate - Business Hours (8.30 - 5.00 pm)	Hour	\$35.00	\$36.50	4.3%	\$1.50	Y	Council
Commercial Rate - After Hours (5.30 - 11.00 pm and Weekends)	Hour	\$51.30	\$53.00	3.3%	\$1.70	Y	Council
Commercial Rate - Daily Rate - (8.30 - 5.00 pm)	Day	\$115.40	\$119.00	3.1%	\$3.60	Y	Council
Bond for Multi Purpose Room Hire Afterhours Only	Booking	\$300.00	\$300.00	0.0%	\$0.00	Y	Council
Cleaning Fee	Booking	\$126.00	\$218.00	73.0%	\$92.00	Y	Council
Torquay Children's Hub Room hire: Non- Profit Organisation Rates							
Playgroup / Multipurpose Room/ Occasional Care Room							
Non- Profit Rate - Business Hours (8.30 - 5.00 pm)	Hour	\$17.25	\$18.00	4.3%	\$0.75	Y	Council
Non- Profit Rate - After Hours (5.30 - 11.00 pm and Weekends)	Hour	\$27.40	\$28.50	4.0%	\$1.10	Y	Council
Non- Profit Rate - Daily Rate - (8.30 - 5.00 pm)	Day	\$82.40	\$85.00	3.2%	\$2.60	Y	Council
Playgroups	Hour	\$9.00	\$9.25	2.8%	\$0.25	Y	Council
Bond for Multi Purpose Room Hire After Hours Only	Booking	\$300.00	\$300.00	0.0%	\$0.00	Y	Council
Cleaning Fee	Booking	\$126.00	\$218.00	73.0%	\$92.00	Y	Council
Family & Children Services							
Kurrambee Myaring Community Centre Room Hire: Commercial Rates							
Consulting Room/ Multipurpose Room (charged per room)							
Commercial rate - Business Hours (8.30 - 5.00 pm)	Hour	\$35.00	\$36.50	4.3%	\$1.50	Y	Council
Commercial rate - After Hours (5.30 - 11.00 pm and Weekends)	Hour	\$51.30	\$53.00	3.3%	\$1.70	Y	Council
Commercial rate - Daily rate - (8.30 - 5.00 pm)	Day	\$115.40	\$119.00	3.1%	\$3.60	Y	Council
Bond for Multi Purpose Room Hire After Hours Only	Booking	\$300.00	\$300.00	0.0%	\$0.00	Y	Council
Cleaning Fee	Booking	\$126.00	\$218.00	73.0%	\$92.00	Y	Council
Kurrambee Myaring Community Centre Room Hire : Non- Profit Organisation Rates							
Consulting Room/ Multipurpose Room (charged per room)							
Non- Profit Rate - Business Hours (8.30 - 5.00 pm)	Hour	\$17.25	\$18.00	4.3%	\$0.75	Y	Council
Non- Profit Rate - After Hours (5.30 - 11.00 pm and Weekends)	Hour	\$27.40	\$28.50	4.0%	\$1.10	Y	Council
Non- Profit Rate - Daily Rate - (8.30 - 5.00 pm)	Day	\$82.40	\$85.00	3.2%	\$2.60	Y	Council
Playgroups	Hour	\$9.00	\$9.25	2.8%	\$0.25	Y	Council
Bond for Multi Purpose Room Hire After Hours Only	Booking	\$300.00	\$300.00	0.0%	\$0.00	Y	Council
Cleaning Fee	Booking	\$126.00	\$218.00	73.0%	\$92.00	Y	Council



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Community Asset Committees - Fees and Charges

Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)
Community Asset Committee Fees and Charges						
Anderson Roadknight Reserve						
Main Hall - Use of Kitchen with Booking	Hour	\$17.00	\$17.00	0.0%	\$0.00	Yes
Meeting Room - Community	Hour	\$17.00	\$17.00	0.0%	\$0.00	Yes
Courtyard (Deck) with Access to Toilets	Hour	\$10.00	\$10.00	0.0%	\$0.00	Yes
Kitchen Only	Hour	\$17.00	\$17.00	0.0%	\$0.00	Yes
Connewarre Reserve						
Main Hall - 2-5 hours	Half Day	\$77.00	\$88.00	14.3%	\$11.00	Yes
Main Hall - 5-8 hours	Day	\$154.00	\$176.00	14.3%	\$22.00	Yes
Main Hall - 5pm-midnight	Evening	\$275.00	\$330.00	20.0%	\$55.00	Yes
Oval	Half Day	\$55.00	\$66.00	20.0%	\$11.00	Yes
Oval	Day	\$99.00	\$110.00	11.1%	\$11.00	Yes
Bond - Night Function without Alcohol		\$300.00	\$300.00	0.0%	\$0.00	Yes
Bond - Night Function with Alcohol		\$600.00	\$600.00	0.0%	\$0.00	Yes
Deans Marsh Memorial Park						
Main Hall - Community	Hour	\$16.50	\$16.50	0.0%	\$0.00	Yes
Main Hall - Commercial	Hour	\$22.00	\$22.00	0.0%	\$0.00	Yes
Main Hall - Community	Half Day	\$165.00	\$165.00	0.0%	\$0.00	Yes
Main Hall - Commercial	Half Day	\$275.00	\$275.00	0.0%	\$0.00	Yes
Main Hall - Community	Day	\$330.00	\$330.00	0.0%	\$0.00	Yes
Main Hall - Commercial	Day	\$550.00	\$550.00	0.0%	\$0.00	Yes
Main Hall - Wedding	Day	\$550.00	\$550.00	0.0%	\$0.00	Yes
Kitchen Only	Hour	\$16.50	\$16.50	0.0%	\$0.00	Yes
Football Shed	Day	\$110.00	\$110.00	0.0%	\$0.00	Yes
Oval	Day	\$110.00	\$110.00	0.0%	\$0.00	Yes
Pavilion/Stage - Community	Hour	\$16.50	\$16.50	0.0%	\$0.00	Yes
Pavilion/Stage - Community	Half Day	\$165.00	\$165.00	0.0%	\$0.00	Yes
Pavilion/Stage - Community	Day	\$330.00	\$330.00	0.0%	\$0.00	Yes
Pavilion/Stage - Commercial	Hour	\$22.00	\$22.00	0.0%	\$0.00	Yes
Pavilion/Stage - Commercial	Half Day	\$275.00	\$275.00	0.0%	\$0.00	Yes
Pavilion/Stage - Commercial	Day	\$550.00	\$550.00	0.0%	\$0.00	Yes
Eastern Reserve						
Members Room Only - Community - Non Catered	Hour	\$12.50	\$13.50	8.0%	\$1.00	Yes
Members Room Only - Commercial - Non Catered	Hour	\$25.00	\$27.00	8.0%	\$2.00	Yes
Members Room Only - Community - Catered	Half Day	\$130.00	\$140.40	8.0%	\$10.40	Yes
Members Room Only - Commercial - Catered	Half Day	\$210.00	\$226.80	8.0%	\$16.80	Yes
Members Room Only - Community - Catered	Day	\$160.00	\$172.80	8.0%	\$12.80	Yes
Members Room Only - Commercial - Catered	Day	\$260.00	\$280.80	8.0%	\$20.80	Yes
Multipurpose Room Only - Community	Hour	\$10.50	\$11.35	8.1%	\$0.85	Yes
Multipurpose Room Only - Commercial	Hour	\$10.50	\$11.35	8.1%	\$0.85	Yes
Bendigo Bank Room - Non Catered	Half Day	\$220.00	\$237.60	8.0%	\$17.60	Yes
Bendigo Bank Room - Non Catered	Day	\$330.00	\$356.40	8.0%	\$26.40	Yes
Bendigo Bank Room - Community - Catered	Half Day	\$340.00	\$367.20	8.0%	\$27.20	Yes
Bendigo Bank Room - Commercial - Catered	Half Day	\$450.00	\$486.00	8.0%	\$36.00	Yes
Bendigo Bank Room - Community - Catered	Day	\$450.00	\$486.00	8.0%	\$36.00	Yes
Bendigo Bank Room - Commercial - Catered	Day	\$660.00	\$712.80	8.0%	\$52.80	Yes
Room Set Up / Pack Up		\$120.00	\$129.60	8.0%	\$9.60	Yes
Administration	Hour	\$50.00	\$54.00	8.0%	\$4.00	Yes
Oval Only	Hour	\$35.00	\$37.80	8.0%	\$2.80	Yes
Ground - Community (including change rooms, training lights)	Hour	\$90.00	\$97.20	8.0%	\$7.20	Yes
Ground - Commercial (including change rooms, training lights)	Hour	\$225.00	\$243.00	8.0%	\$18.00	Yes
Oval Lighting Hire - 75 Lux (Training) - Community	Hour	\$55.00	\$59.40	8.0%	\$4.40	Yes
Oval Lighting Hire - 75 Lux (Training) - Commercial	Hour	\$137.50	\$148.50	8.0%	\$11.00	Yes
Oval Lighting Hire - 200 Lux (Training) - Community	Hour	\$88.00	\$95.00	8.0%	\$7.00	Yes
Oval Lighting Hire - 200 Lux (Training) - Commercial	Hour	\$220.00	\$237.60	8.0%	\$17.60	Yes

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Description	Unit	2022-23	2023-24	Annual % Change	Annual \$ Change	Includes GST (Y/N)
Globe Theatre						
Main Hall - Community	Hour	\$10.00	\$10.00	0.0%	\$0.00	Yes
Main Hall - Commercial	Hour	\$20.00	\$20.00	0.0%	\$0.00	Yes
Main Hall - 2 hours	Quarter Day	\$70.00	\$70.00	0.0%	\$0.00	Yes
Main Hall - 2-5 hours	Half Day	\$120.00	\$120.00	0.0%	\$0.00	Yes
Main Hall - 5-8 hours	Day	\$200.00	\$200.00	0.0%	\$0.00	Yes
Cleaning Fee		\$180.00	\$180.00	0.0%	\$0.00	Yes
Bond - Function without Alcohol		\$200.00	\$200.00	0.0%	\$0.00	Yes
Bond - Functions with Alcohol		\$400.00	\$400.00	0.0%	\$0.00	Yes
Modewarre Hall & Reserve						
Main Hall - Community	Hour	\$30.00	\$30.00	0.0%	\$0.00	Yes
Kids Parties						
Main Hall & Playground - Morning	Half Day	\$66.00	\$66.00	0.0%	\$0.00	Yes
Main Hall & Playground - Afternoon	Half Day	\$88.00	\$88.00	0.0%	\$0.00	Yes
Functions up to 50 People						
Main Hall - Afternoon	Half Day	\$132.00	\$132.00	0.0%	\$0.00	Yes
Main Hall - Evening	Half Day	\$275.00	\$275.00	0.0%	\$0.00	Yes
Main Hall - Wedding	Day	\$550.00	\$550.00	0.0%	\$0.00	Yes
Bond - Function without Alcohol		\$150.00	\$150.00	0.0%	\$0.00	Yes
Bond - Functions with Alcohol		\$300.00	\$300.00	0.0%	\$0.00	Yes
Stribling Reserve						
Sporting Activity						
Basketball Stadium & Downstairs Rooms (Basketballs, Badminton, Netballs, Table Tennis)	Hour		\$25.00	New	\$25.00	Yes
Upstairs Room (Various)	Use		P.O.A	New		Yes
Netball Pavilion (Piliates)	Hour		\$25.00	New	\$25.00	Yes
Dance Classes Upstairs Room	Hour		\$25.00	New	\$25.00	Yes
Usage						
Children's Birthday Party (Downstairs & Toilets)	Use		\$100.00	New	\$100.00	Yes
Adult Party (Upstairs Room, Upstairs Catering) - Bond \$500	Use		\$500.00	New	\$500.00	Yes
Memorial (Upstairs Room) - Bond \$500	Use		\$500.00	New	\$500.00	Yes
Wedding (Upstairs Room) - Bond \$500	Use		\$500.00	New	\$500.00	Yes
Business Conference (Upstairs Room) - Bond \$500	Use		\$500.00	New	\$500.00	Yes
Football Pre-Season Camp - Including Oval, Basketball Stadium, and Downstairs Rooms (Fri - Sun in February and March) - Bond (\$500)	Use		\$3,000.00	New	\$3,000.00	Yes
Football Pre-Season Camp (Upstairs Room)	Use		\$500.00	New	\$500.00	Yes
Helicopter Landing	Use		\$250.00	New	\$250.00	Yes
Food Preparation (Kitchen Downstairs)	Half Day		\$100.00	New	\$100.00	Yes
Coolroom Hosting	Use		P.O.A	New		Yes
Catering - Negotiated with Catering Operator	Event		P.O.A	New		Yes

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Appendix B – Renewal Backlog

The asset renewal backlog lists assets that have reached the point in their useful life (or intervention) at which Council renews assets, but at this stage have not been allocated funding. These items will be prioritised for consideration with any savings or additional capacity in future Council Renewal Programs. Currently, the asset condition audit for a number of road assets is underway with data due back in June 2023. The conditions identified in the audit will influence the future Renewal Program projects delivered. The Adopted Budget Report 2023-24 will have an updated renewal backlog.

Council continually assesses and ensures all assets are safe for the community. Council's asset renewal backlog has been increasing over the past few years. Council's high level of growth over the past few decades, which in turn has increased our asset base, has placed a greater demand on renewal requirements. This increase is in line with the timing of a large number of assets approaching renewal intervention that became Council assets at the start of our increased growth. It is anticipated that we will continue to see an increase in the backlog in the short to medium term, however Council have programmed and modelled the assets over a long term period to be able to ensure, to the best of our ability, that assets are renewed within a few years of intervention being reached.

Township	Asset Location	Works Description	Estimated Replacement Cost \$	Reason on Backlog
Unsealed Roads				
Aireys Inlet	Gilbert Street, Aireys Inlet - Unnamed Rd RHS To Ch 5000m	Gravel Resheet	27,000	Service Decision Needed
Aireys Inlet	Aireys Street - 0006	Gravel Resheet	21,000	
Anglesea	Anglesea - Reserves	Gravel Resheet	118,932	
Bambra	Bambra Cemetery Road - 0058	Gravel Resheet	203,292	
Bambra	Bambra School Road - 0060	Gravel Resheet	63,288	Delivery Capacity Constraint
Bambra	Bambra-Boonah Road - 0057	Gravel Resheet	303,276	
Modewarre	Batsons Road - 0076	Gravel Resheet	43,200	
Bellbrae	Bellbrae - Reserves	Gravel Resheet	20,724	
Bells Beach	Bells Road - 0092	Gravel Resheet	64,296	
Benwerrin	Benwerrin-Mt Sabine Road - 0097	Gravel Resheet	240,300	
Connawarre	Blackgate Road - 0106	Gravel Resheet	211,716	
Moggs Creek	Boyd Avenue - 0122	Gravel Resheet	45,576	
Buckley	Buckley School Road - 0141	Gravel Resheet	173,580	
Deans Marsh	Carrong Track - 0428	Gravel Resheet	36,000	
Winchelsea South	Casboults Road - 0160	Gravel Resheet	72,000	
Bellbrae	Cemetery Road - 0170	Gravel Resheet	24,288	
Winchelsea South	Centre Road - 0173	Gravel Resheet	40,800	
Bellbrae	Charles Street, Anglesea - 0177	Gravel Resheet	54,000	
Anglesea	Charles Road - 0185	Gravel Resheet	11,856	
Winchelsea South	Clarkes Road - 0185	Gravel Resheet	70,560	
Anglesea	Coalmine Road, Anglesea - 0192	Gravel Resheet	209,100	
Gherang	Crafters Road - 0207	Gravel Resheet	25,200	
Winchelsea	Cressy Road, Winchelsea - 0209	Gravel Resheet	12,636	
Bellbrae	Cunningham Drive - 0215	Gravel Resheet	12,960	
Winchelsea	Dicksons Road - 0235	Gravel Resheet	49,200	
Bambra	Draytons Road - 0243	Gravel Resheet	43,200	
Winchelsea South	Dysons Lane - 0255	Gravel Resheet	18,720	
Anglesea	First Avenue - 0291	Gravel Resheet	13,824	
Bambra	Fords Outlet Road - 0301	Gravel Resheet	63,696	
Bambra	Fultons Lane - 0313	Gravel Resheet	171,600	
Winchelsea	Gladman Street - 0332	Gravel Resheet	41,028	
Eastern View	Golf Links Road, Eastern View - 0337	Gravel Resheet	24,300	
Anglesea	Greeves Street - 0356	Gravel Resheet	10,872	
Winchelsea	Gullan Lane - 1130	Gravel Resheet	10,080	
Wensleydale	Gum Flats Road - 0361	Gravel Resheet	360,480	
Barrabool	Haines Road - 0365	Gravel Resheet	46,980	
Anglesea	Harvey Street, Anglesea - 0377	Gravel Resheet	19,440	
Winchelsea	Holes Lane - 0401	Gravel Resheet	44,496	
Winchelsea South	Holloways Road - 0404	Gravel Resheet	17,760	
Winchelsea	Ingleby Road - 0423	Gravel Resheet	105,468	
Winchelsea	Ingleby Road Service Road - 0977	Gravel Resheet	15,960	
Bambra	Jinda Park Lane - 0440	Gravel Resheet	35,520	
Winchelsea	Kellys Lane, Winchelsea - 0453	Gravel Resheet	123,360	
Lorne	Lorne - Reserves	Gravel Resheet	12,024	
Modewarre	Lyons Street - 0512	Gravel Resheet	26,016	
Big Hill	Mair Road - 0516	Gravel Resheet	52,920	
Winchelsea	Mawsons Lane - 0529	Gravel Resheet	14,436	
Winchelsea	McCallums Lane - 0531	Gravel Resheet	59,556	
Aireys Inlet	McConachy Road - 0397	Gravel Resheet	18,900	
Winchelsea	McDonalds Lane - 0539	Gravel Resheet	82,080	
Winchelsea South	McGilvays Lane - 0542	Gravel Resheet	41,280	
Freshwater Creek	McIntyres Road, Anglesea - 0543	Gravel Resheet	22,140	
Inverleigh	McIntyres Road, Inverleigh - 0544	Gravel Resheet	259,860	
Barrabool	McMullans Road - 0549	Gravel Resheet	12,960	
Deans Marsh	Millards Road - 0922	Gravel Resheet	14,400	
Anglesea	Miniffe Avenue - 0564	Gravel Resheet	17,100	
Connawarre	Minya Lane - 0566	Gravel Resheet	49,500	
Bellbrae	Moorens Road - 0571	Gravel Resheet	49,800	
Winchelsea	Mousley Road - 0577	Gravel Resheet	25,680	
Buckley	Mt Pollock Road - 0579	Gravel Resheet	34,320	

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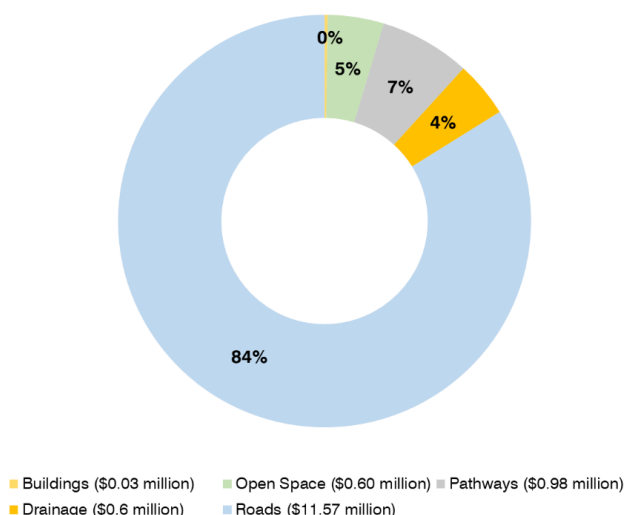


Township	Asset Location	Works Description	Estimated Replacement Cost \$	Reason on Backlog
Bambra	Paddys Swamp Road - 0631	Gravel Resheet	27,840	Delivery Capacity Constraint
Modewarre	Pannure Street - 0637	Gravel Resheet	11,088	
Winchelsea	Parishs Lane - 0641	Gravel Resheet	30,600	
Deans Marsh	Parkers Road - 0645	Gravel Resheet	49,500	
Torquay	Parkside Crescent - 0647	Gravel Resheet	10,440	
Inverleigh	Peels Road - 0654	Gravel Resheet	409,680	
Pennyroyal	Pennyroyal Station Road - 0658	Gravel Resheet	99,180	
Pennyroyal	Pennyroyal-Wymbooliel Road - 0660	Gravel Resheet	250,380	
Gherang	Pinewood Road - 0673	Gravel Resheet	15,552	
Barrabool	Polleys Road - 0677	Gravel Resheet	42,720	
Winchelsea	Prices Lane - 0685	Gravel Resheet	71,640	
Deans Marsh	Railway Terrace, Deans Marsh - 0698	Gravel Resheet	14,496	
Aireys Inlet	Reserve Road - 0709	Gravel Resheet	14,280	
Boonah	Retreat Road - 0711	Gravel Resheet	32,640	
Aireys Inlet	River Reserve Road, Aireys Inlet - 0935	Gravel Resheet	11,280	
Winchelsea South	Seaches Outlet - 0755	Gravel Resheet	33,000	
Winchelsea	Shelford Road - 0768	Gravel Resheet	403,200	
Mount Moriac	Simmonds Road - 0774	Gravel Resheet	34,080	
Deans Marsh	Smiths Lane - 0781	Gravel Resheet	69,600	
Deans Marsh	Splatts Road - 0789	Gravel Resheet	28,800	
Winchelsea	Stephenson Road - 0797	Gravel Resheet	68,160	
Buckley	Swabys Lane - 0813	Gravel Resheet	117,300	
Inverleigh	Thomas Road - 0830	Gravel Resheet	148,680	
Torquay	Torquay - Reserves	Gravel Resheet	40,800	
Barrabool	Wedgetail Lane - 1282	Gravel Resheet	100,812	
Winchelsea South	Westss Road - 0883	Gravel Resheet	72,600	
Mount Duneed	Williams Road - 0889	Gravel Resheet	116,496	
Freshwater Creek	Willowite Road - 0891	Gravel Resheet	94,056	
Winchelsea South	Wurdale Road - 0910	Gravel Resheet	87,000	
Various	Various Small Gravel Resheet Segments	Gravel Resheet	162,468	
Unsealed Shoulders				
Bellbrae	Addiscott Road - 0003	Shoulder Resheet	37,500	Delivery Capacity Constraint
Lorne	Albert Street - 0009	Shoulder Resheet	19,380	
Lorne	Allenvale Road - 0015	Shoulder Resheet	11,100	
Barrabool	Andersons Road - 0027	Shoulder Resheet	291,600	
Winchelsea	Armytage Road - 0037	Shoulder Resheet	115,080	
Barrabool	Barrabool Road - 0066	Shoulder Resheet	120,900	
Connewarre	Blackgate Road - 0106	Shoulder Resheet	310,500	
Modewarre	Buckley Road South - 0140	Shoulder Resheet	99,900	
Modewarre	Cape Otway Road, Winchelsea - 0154	Shoulder Resheet	264,600	
Connewarre	Charlemont Road - 0175	Shoulder Resheet	97,800	
Lorne	Charles Street, Lorne - 0178	Shoulder Resheet	22,410	
Modewarre	Considines Road - 0200	Shoulder Resheet	113,400	
Winchelsea	Cressy Road, Winchelsea - 0209	Shoulder Resheet	346,200	
Mount Duneed	Dickins Road - 0234	Shoulder Resheet	103,260	
Jan Juc	Duffields Road - 0245	Shoulder Resheet	114,780	
Inverleigh	Flemings Road - 0296	Shoulder Resheet	111,300	
Paraparap	Forest Road - 0304	Shoulder Resheet	29,640	
Lorne	Francis Street - 0309	Shoulder Resheet	25,200	
Mount Duneed	Ghazeeopore Road - 0327	Shoulder Resheet	16,200	
Gnarwarre	Gnarwarre Road - 0336	Shoulder Resheet	78,300	
Jan Juc	Great Ocean Rd Service Rd, Jan Juc - 0843	Shoulder Resheet	15,360	
Torquay	Grossmans Road - 0357	Shoulder Resheet	127,320	
Wensleydale	Gum Flats Road - 0361	Shoulder Resheet	108,600	
Mount Duneed	Horseshoe Bend Road - 0412	Shoulder Resheet	134,100	
Moriac	Hunts Road - 0416	Shoulder Resheet	100,440	
Winchelsea	Mercer Street - 0557	Shoulder Resheet	13,860	
Jan Juc	Ocean Boulevard - 0610	Shoulder Resheet	18,540	
Lorne	Otway Street - 0629	Shoulder Resheet	38,880	
Gherang	Prices Road - 0686	Shoulder Resheet	18,000	
Lorne	Smith Street, Lorne - 0782	Shoulder Resheet	37,680	
Bellbrae	Vickeys Road - 0858	Shoulder Resheet	274,200	
Barrabool	Wedgetail Lane - 1282	Shoulder Resheet	15,000	
Various	Various Small Shoulder Resheet Segments	Shoulder Resheet	103,860	
Sealed Roads				
Torquay	Anderson Street, Torquay - 0026	Surface Renewal	38,139	Delivery Capacity Constraint
Torquay	Beach Road, Torquay - 0931	Surface Renewal	97,875	
Jan Juc	Camrose Court - 0152	Surface Renewal	26,460	
Torquay	Cowrie Road - 0206	Surface Renewal	16,830	
Winchelsea	Cressy Road, Winchelsea - 0209	Surface Renewal	221,636	
Torquay	Darian Road - 0224	Surface Renewal	168,015	
Jan Juc	Duffields Road - 0245	Surface Renewal	21,159	
Mount Duneed	Ghazeeopore Road - 0327	Surface Renewal	27,528	
Mount Duneed	Horseshoe Bend Road - 0412	Surface Renewal	40,695	
Anglesea	Hyland Court - 0418	Surface Renewal	25,368	
Anglesea	Inverloch Street - 0429	Surface Renewal	59,820	
Torquay	Kooringa Place - 0470	Surface Renewal	37,560	
Torquay	Lydia Court - 0511	Surface Renewal	17,550	
Mount Duneed	McCanns Road - 0532	Surface Renewal	32,662	
Torquay	Nestor Court - 0593	Surface Renewal	22,800	
Torquay	Norfolk Boulevard - 0607	Surface Renewal	60,984	
Aireys Inlet	Panorama Drive - 0638	Surface Renewal	65,472	
Torquay	Pimelea Way - 1159	Surface Renewal	32,448	
Mount Moriac	Reservoir Road - 0710	Surface Renewal	76,494	
Gnarwarre	Volum Road - 0861	Surface Renewal	40,435	
Various	Various Small Surface Renewal Segments	Surface Renewal	39,459	
Torquay	Grossmans Road - 0357	Pavement Rehabilitation	11,700	

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Township	Asset Location	Works Description	Estimated Replacement Cost \$	Reason on Backlog
Kerb				
	Nil at intervention			
Guardrail				
Torquay	Alleyne Avenue - 0016	Guardrail Renewal	33,000	Delivery Capacity Constraint
Freshwater Creek	Bogans Lane - 0111	Guardrail Renewal	13,500	
Lorne	Erskine Falls Road - 0276	Guardrail Renewal	59,850	
Gnarwarre	Gnarwarre Road - 0336	Guardrail Renewal	12,285	
Barrabool	Pollocksford Road - 0678	Guardrail Renewal	81,885	
Freshwater Creek	Willowite Road - 0891	Guardrail Renewal	22,500	
Shirewide	Various Small Guardrail Segments	Guardrail Renewal	46,424	
Water Sensitive Urban Design Assets				
Torquay	Deep Creek Catchment	Renewal of Swale	90,454	Service Decision Pending
Torquay	Deep Creek Catchment	Renewal of Wetland	408,440	Delivery Capacity Constraint
Aireys Inlet	Painkalac Creek Catchment	Renewal of Wetland	105,258	
Buildings				
Buckley	Buckley Tennis Courts - Open Shelter	Removal of Building	17,714	Service Decision Pending
Moriac	Moriac & District Lions Park - Toilet	Renewal of Building	16,431	
Footpaths (Roads and Parks)				
Aireys Inlet	Aireys Inlet - Open Space Reserves	Footpath Replacement	53,565	Delivery Capacity Constraint
Anglesea	Anglesea - Open Space Reserves	Footpath Replacement	241,755	
Bellbrae	Bellbrae - Open Space Reserves	Footpath Replacement	11,145	
Bells Beach	Bells Beach - Open Space Reserves	Footpath Replacement	63,150	
Connewarre	Connewarre - Open Space Reserves	Footpath Replacement	39,480	
Lorne	Deans Marsh-Lorne Road, Lorne - 2024	Footpath Replacement	30,625	
Fairhaven	Fairhaven - Open Space Reserves	Footpath Replacement	11,835	
Lorne	Lorne - Open Space Reserves	Footpath Replacement	106,170	
Moggs Creek	Moggs Creek - Open Space Reserves	Footpath Replacement	12,390	
Moriac	Moriac - Open Space Reserves	Footpath Replacement	12,360	
Mount Duneed	Mount Duneed - Open Space Reserves	Footpath Replacement	13,470	
Torquay	Torquay - Open Space Reserves	Footpath Replacement	275,690	
Winchelsea	Winchelsea - Open Space Reserves	Footpath Replacement	84,165	
Various	Various Small Pathway Segments	Footpath Replacement	25,035	
Open Space				
Anglesea	Anglesea Lions Park	Renewal of Open Space Items	322,500	Delivery Capacity Constraint
Winchelsea	Barwon River Reserve	Renewal of Open Space Items	42,970	
Jan Juc	Bob Pettitt Reserve	Renewal of Open Space Items	17,975	
Mount Moriac	Mount Moriac Reserve	Renewal of Open Space Items	55,825	
Torquay	Spring Creek Recreation Reserve	Renewal of Open Space Items	35,085	
Various	Various Other Reserves	Renewal of Open Space Items	130,520	
Total Assets			13,792,334	

Asset Renewal Backlog
as at 1 July 2022



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Appendix C – Budget Highlights by Ward

ANGLESEA WARD



“Having this house means I know I’ve got a place to come home to. I can rest easy because I’ve now got security.”

Long-time Aireys Inlet resident Chris Brick, on moving into his social housing unit.

Making ground on affordable accommodation crisis

Anglesea and Aireys Inlet are laying foundations on solutions to the affordable accommodation crisis, highlighted by two key projects. The Anglesea Community and Health Hub Precinct Plan and the Aireys Inlet Affordable Housing Project continue to progress, cementing Council's commitment to improve access to affordable residential accommodation.

Council successfully attracted a \$200,000 Victorian Government grant to develop a precinct plan for the McMillan Street hub. Coupled with a \$50,000 Council contribution, the grant provided the key financial support to explore an integrated community hub and the possibilities of affordable accommodation for key workers. The latter would support businesses in the Anglesea ward which have been forced to reduce opening hours as they are unable to attract and retain workers due to a lack of affordable accommodation. It has a flow-on effect for residents and visitors who wish to shop local.

This is an example of Council committing to a new project after its annual budget is adopted. External funding - such as this vital Investment Fast Track grant – that is spent before the next budget is prepared does not appear as a new allocation.

Further down the coast, the Aireys Inlet Affordable Housing Project has recently completed an Expressions of Interest process. Council will consider proposals to transfer the management of existing social housing and develop vacant land at 2 Fraser Drive for social and affordable housing.

We're looking forward to completing a number of significant capital works projects in the Anglesea Ward that are already underway, such as:

- Anglesea Netball Pavilion redevelopment **\$1,300,000**
- Sparrow Avenue, Anglesea drainage and road upgrade **\$228,000**
- Coogoorah Park Nature Reserve boardwalk renewal **\$110,000**
- Anglesea and Aireys Inlet drainage investigation program **\$75,000**
- Improvements to the award-winning Anglesea Resale Shed **\$37,290**

We will support the Anglesea community to develop a Community Action Plan, which will help set the vision and aspirations for the town's future.

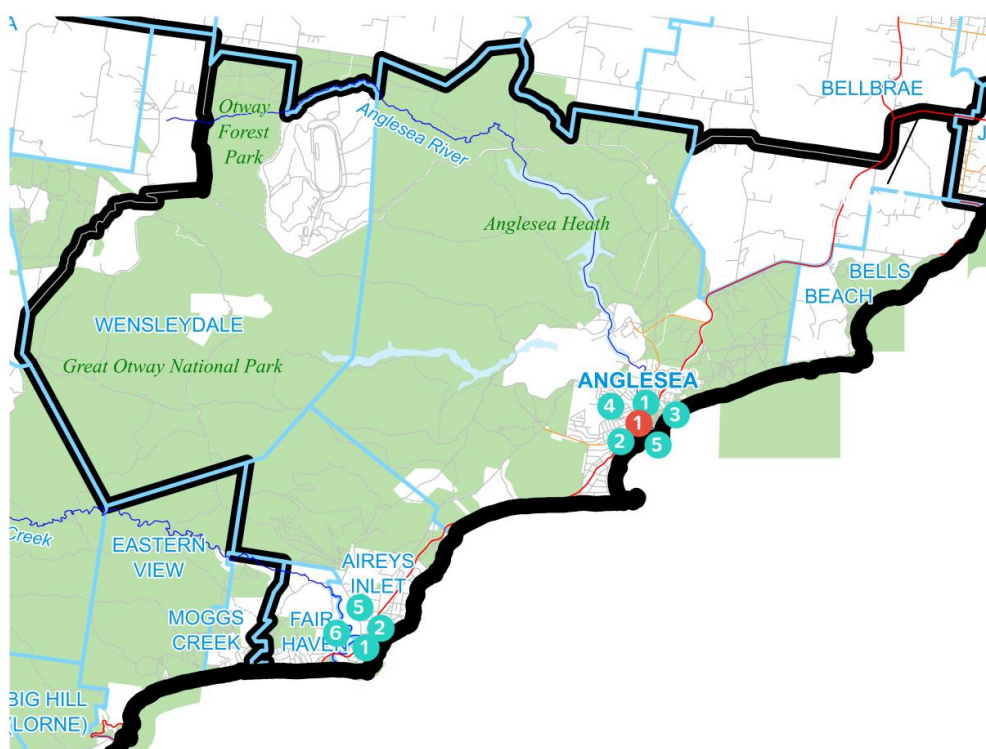
We are waiting to hear back on a number of grant applications including:

- Leveraging Council's \$13,000 seeking \$455,000 to help improve understanding of climate change impacts and flood risks associated with the Painkalac estuary.
- A \$360,000 grant application to improve pedestrian and bike safety in Anglesea.

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Snapshot of new funding allocations **ANGLESEA WARD**



CAPITAL AND OPERATIONAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Critical Drainage Rectification Works Program - Anglesea Ward*	122,500	0	122,500
2 Strategic Initiatives Coordinator - Housing (Anglesea and Lorne Wards Focus)	50,000	0	50,000
Housing Crisis Response Allocation (Anglesea and Lorne Wards Focus)	50,000	0	50,000
3 Anglesea Arts Space	33,300	4,000	37,300
4 Road Safety Program - Anglesea Ward*	32,819	0	32,819
5 Safer Cycling Program - Anglesea Ward*	18,750	0	18,750
6 Painkalac Creek Estuary Flood Mitigation Adaption	13,000	0	13,000
Total Capital and Operational Projects	320,369	4,000	324,369

* exact locations to be determined

RENEWAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
- Unsealed Road Renewal Program - Anglesea Ward	303,000	0	303,000
- Drainage Renewal Program - Anglesea Ward	40,000	0	40,000
1 Facility Fencing Renewal Program - Anglesea McMillian Precinct	4,100	0	4,100
Total Renewal Projects	347,100	0	347,100

Note:

- Ward maps show the new project allocations excluding contingency.
- Unsealed Road Renewal allocations may change based on new road condition assessments due in June 2023 and in response to storm events.

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LORNE WARD



Community at the core

When it comes to facilities for the whole community, Lorne's Stribling Reserve is second-to-none. The recent \$6.635 million redevelopment is a hub for all - from Lorne P-12 students and Lorne Football Netball Club players and supporters, to the local men's shed.

In 2023-24, Stribling Reserve will be boosted by a netball courts upgrade, and Council has applied for funding from the state government's Country Football Netball Program to upgrade the court lighting.

Towns along the coast are struggling to house workers and Lorne is no exception. Following its declaration of an affordable accommodation crisis in 2021, Council will again invest to build expertise in social and affordable housing and accommodation solutions. A \$100,000 allocation will mean Council can continue its work with communities like Lorne, Aireys Inlet and Anglesea as we try to secure state and federal government support to address the crisis.

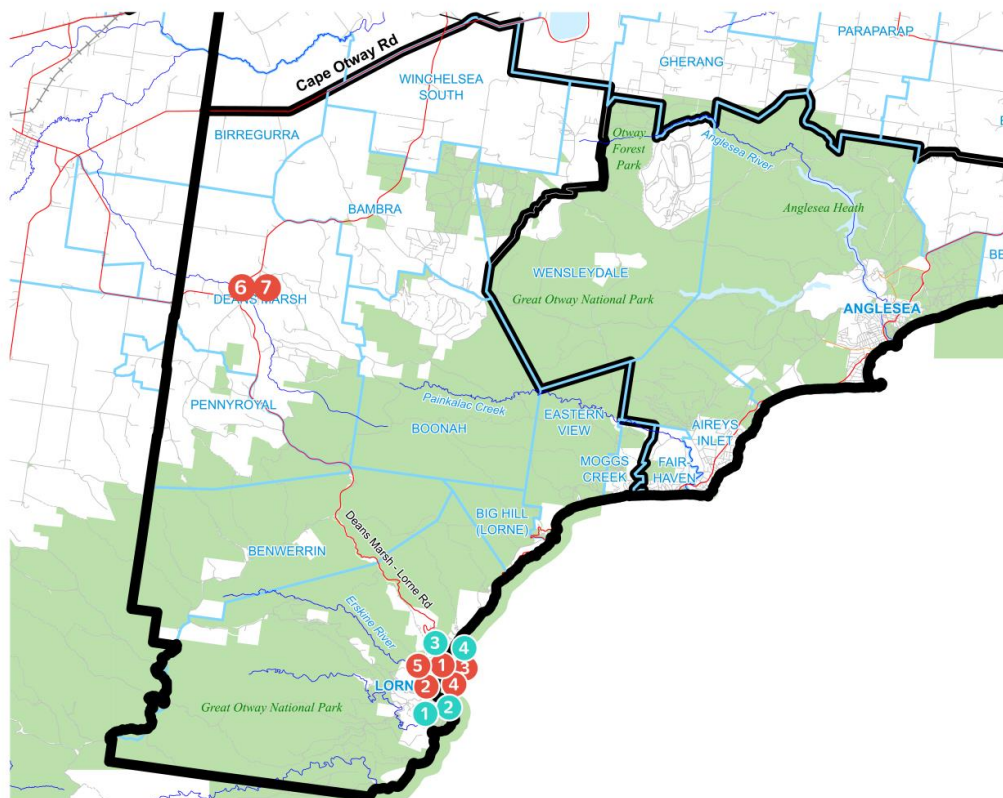
We're looking forward to completing a number of significant capital works projects in the Lorne Ward that are already underway, such as:

- Stage two of Lorne school traffic management improvements **\$345,000**
- Timber bridge renewal: Lorne Visitor Centre and Ron's Bridge in Moggs Creek **\$633,000**
- Drainage upgrade at Lorne Men's Shed **\$49,997**
- Accessibility improvements at Lorne Community Connect including a hearing augmentation system **\$35,237**

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Snapshot of new funding allocations **LORNE WARD**



RENEWAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
Unsealed Road Renewal Program - Lorne ward	392,000	0	392,000
1 Stribling Netball Court Renewal	162,000	0	162,000
2 Drainage Renewal Program - Lorne ward*	51,000	0	51,000
3 Footpath Renewal Program - Mountjoy Parade (Bay Street to Beal Street)	47,000	0	47,000
4 Footpath Renewal Program - William Street (Mountjoy Parade to Smith Street)	35,000	0	35,000
5 Footpath Renewal Program - Ocean Road (Deans Marsh Road to Erskine River Bridge)	6,000	0	6,000
6 Bridge Renewal Program - Barrier Risk Assessments - Lorne ward	4,500	0	4,500
7 Facility Fencing Renewal Program - Gate - Deans Marsh Recreation Reserve	1,200	0	1,200
Total Renewal Projects	698,700	0	698,700

* exact locations to be determined

CAPITAL AND OPERATIONAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Strategic Initiatives Coordinator - Housing (Anglesea and Lorne Wards Focus)	50,000	0	50,000
Housing Crisis Response Allocation (Anglesea and Lorne Wards Focus)	50,000	0	50,000
2 Cockatoo Kerbside Bin Mechanism Roll Out - Lorne	50,000	0	50,000
3 Road Safety Program- Lorne ward	32,819	0	32,819
4 Safer Cycling Program - Lorne Ward	7,500	0	7,500
Total Capital and Operational Projects	190,319	0	190,319

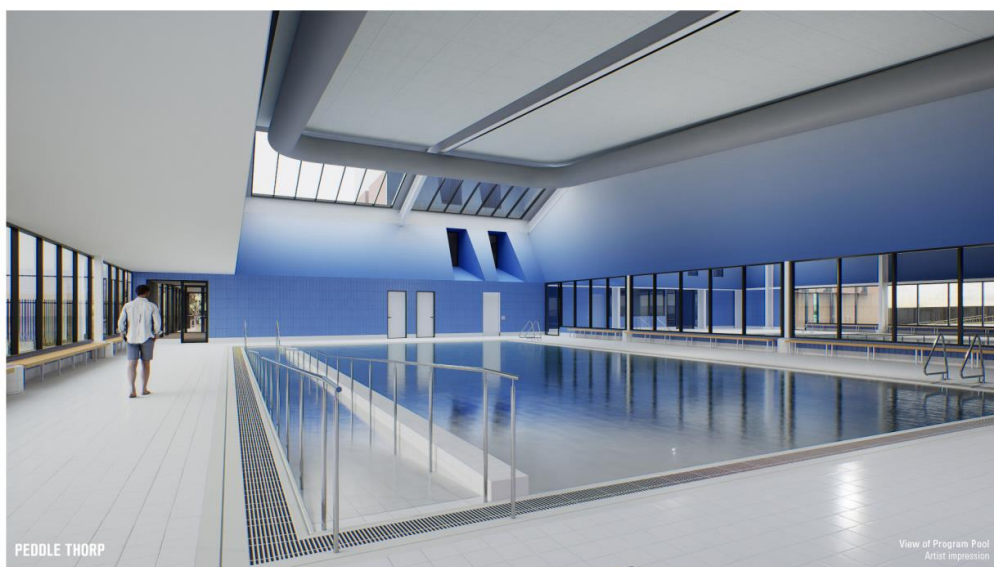
Note:

- Ward maps show the new project allocations excluding contingency.
- Unsealed Road Renewal allocations may change based on new road condition assessments due in June 2023 and in response to storm events.

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TORQUAY WARD



A community ambition: Surf Coast Aquatic and Health Centre

Council is doing all we can to deliver the Surf Coast Aquatic and Health Centre because we know it's been a long held community ambition and will provide significant health and wellbeing benefits for a growing, active and ageing community.

The Budget has a \$5.8 million allocation - which includes \$1.05 million of external funding - for this multi-year project. It follows Council's decision at its February 2023 meeting to underwrite the existing \$3.57 million project funding shortfall to enable the project to go to tender, while it continues to seek funding.

The revised scope features an indoor 25m pool for lap/squad swimming and learn to swim, and one warm water indoor pool for learn to swim, warm water exercise, hydrotherapy and leisure. It also includes gym, programs spaces, Allied Health suites, a café and supporting amenities. The revised scope is the most sustainable and financially responsible option, driven by analysis of the impact of the Armstrong Creek Commonwealth Games facility, cost of construction, ongoing operating costs, environmental impact and anticipated user demand.

Moving around without relying on cars is a Council goal, so we look forward to upgrading the bike path from Strathmore Drive to Bellbrae, using a section of the Old Great Ocean Road. We'll also be improving pedestrian and cycling safety around the busy education precinct in Grossmans Road Torquay, helping the growing community to travel to and from school, kinder and daycare safely.

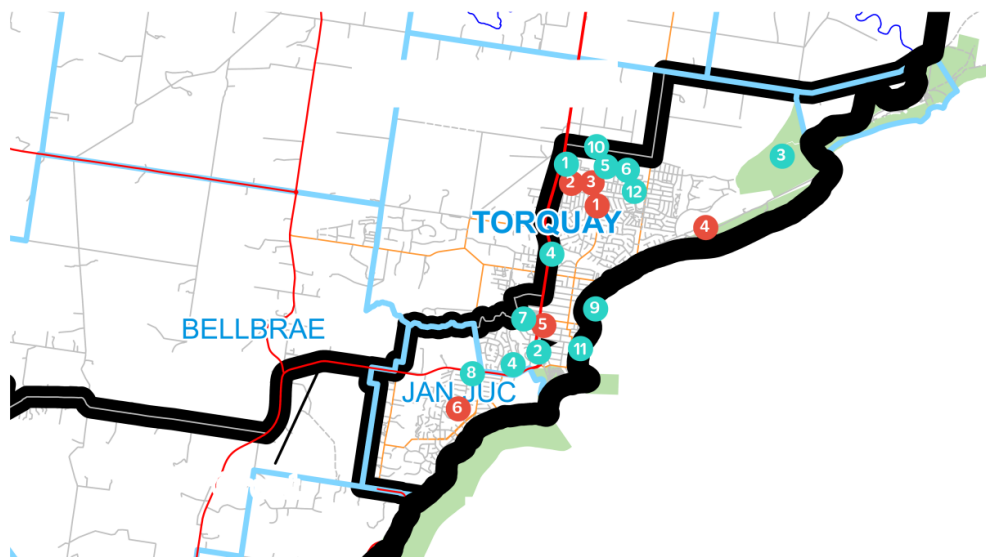
We're looking forward to completing a number of significant capital works projects in the Torquay Ward that are already underway, such as:

- Multi Arts Centre Torquay redevelopment and fit-out **\$1,400,000**
- Pedestrian and cycling safety improvements - Grossmans Road, Torquay education precinct **\$99,950**
- Zeally Sands playground upgrade **\$98,900**
- Jan Juc Bob Pettitt Reserve stairs and retaining wall **\$68,000**

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Snapshot of new funding allocations **TORQUAY WARD**



CAPITAL AND OPERATIONAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Surf Coast Aquatic and Health Centre Project	4,750,000	1,051,060	5,801,060
2 Surf Coast Hwy/Bristol Rd Intersection Upgrade (Torquay-Jan Juc Development Contributions Plan)	2,665,814	0	2,665,814
3 Karaaf Wetlands Improvement Works	100,000	1,900,000	2,000,000
4 Spring Creek and Deep Creek Pathway Improvements including new Spring Creek Pedestrian Bridge (Torquay-Jan Juc Development Contributions Plan)	1,097,213	0	1,097,213
5 Torquay North Open Space Pathways	348,798	0	348,798
6 Torquay North Traffic Improvements	0	140,000	140,000
7 Pedestrian and Cyclist Safety Improvements at Torquay Education Precinct	0	124,000	124,000
8 Design Regional Bike Route along Great Ocean Road - Duffields Rd to Strathmore Dr (Torquay-Jan Juc Development Contributions Plan)	66,275	0	66,275
9 Road Safety Program - Torquay Ward*	49,228	0	49,228
10 South Beach Road Upgrade	45,643	0	45,643
11 Safer Cycling Program - Torquay Ward*	41,250	0	41,250
12 Critical Drainage Rectification Works Program - Torquay Ward*	17,500	0	17,500
Total Capital and Operational Projects	9,181,721	3,215,060	12,396,781

* exact locations to be determined

RENEWAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Sealed Road Renewal - Pavement Rehabilitation Program - Fischer Street (Centreside Drive to Casino Court)	638,000	0	638,000
2 Sealed Road Renewal - Pavement Rehabilitation Program - Merrijig Drive (Wadawurrong Way to Fischer Street)	636,000	0	636,000
3 Building Renewal - Banyul Warri Fields Interchange Shelters	168,000	0	168,000
4 Water Sensitive Urban Design Renewal - The Esplanade Wetlands	100,000	0	100,000
5 Facility Fencing Renewal Program	4,000	0	4,000
6 Park Furniture Renewal Program - Bob Pettitt Reserve Bench Seats	2,400	0	2,400
Total Renewal Projects	1,548,400	0	1,548,400

Note:

- Ward maps show the new project allocations excluding contingency.
- Unsealed Road Renewal allocations may change based on new road condition assessments due in June 2023 and in response to storm events.

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WINCHELSEA WARD



Diving deeper into our renewal program

After making a splash for 60 years, the Winchelsea Pool was farewelled by locals in March. The treasured facility will return with a much-needed revamp - an \$8.5 million project which will foster a healthy, connected community for Winchelsea residents and visitors for years.

Given the major cost of this pool, we need to press pause on renewing a number of our other ageing assets - from roads and pathways, to buildings and recreation. They remain safe and useful, but we'll time their renewal in future years based on condition.

Fostering a healthy, connected community

Junior netball is thriving in Winchelsea, highlighted by three sides - including a premiership team - competing in the popular summer netball competition in Geelong.

With juniors progressing through the ranks, complementing the local club's senior teams, it's vital that the Eastern Reserve courts remain up to standard. A \$324,000 allocation will make this happen.

The netball courts are a facility that foster a healthy, connected community, along with the Winchelsea Pool and Winchelsea Leisuretime Centre. The leisuretime centre was handed back to Winchelsea Primary School in January 2023 following repair works by the Victorian School Building Authority supported by Council's \$119,045 investment.

We're pleased to see the centre up-and-running again for basketball games, school events and community gatherings.

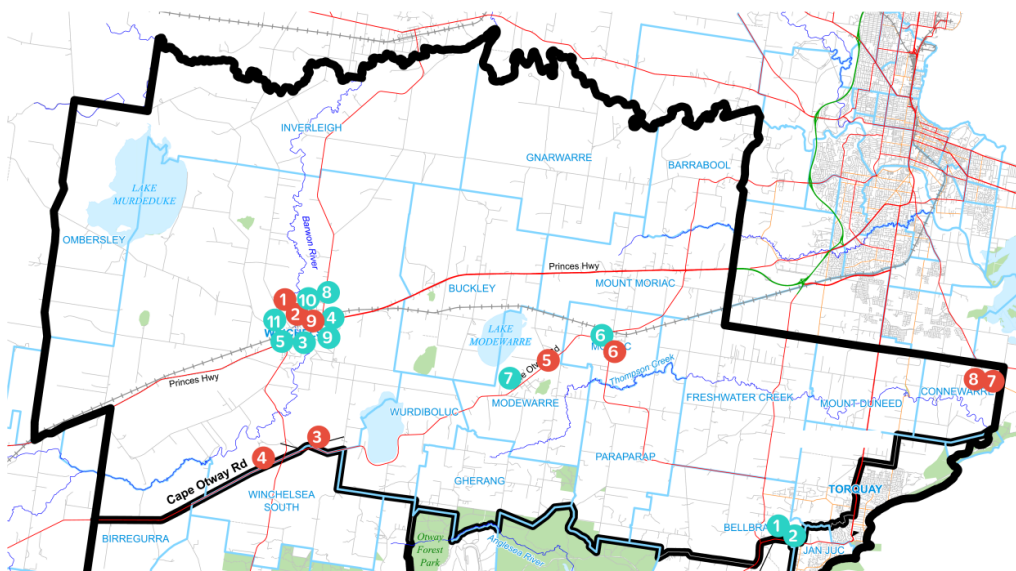
We're looking forward to completing a number of significant capital works projects in the Winchelsea Ward that are already underway, such as:

- Stage two of the Barwon River loop walk **\$660,000**
- Barwon River adventure play space renewal **\$585,000**
- Freshwater Creek Recreation Reserve entry re-seal **\$69,435**
- Connewarre Landcare Network Gazebo **\$7,500**

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Snapshot of new funding allocations
WINCHELSEA WARD



CAPITAL AND OPERATIONAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Coombes / Messmate Road Intersection Upgrade (RD12) - Construction	879,102	0	879,102
2 Briody Drive West Road Upgrade Contribution	620,989	0	620,989
3 Pathway Improvements - Anderson St Missing Link	102,009	0	102,009
4 Gladman Street Upgrade - Design	50,000	0	50,000
5 Road Safety Program - Winchelsea ward*	49,228	0	49,228
6 Moriac Structure Plan - Planning Scheme Amendment Implementation	45,000	0	45,000
7 Heritage Study Stage 3 - Planning Scheme Amendment Implementation	37,000	0	37,000
8 Critical Drainage Rectification Works Program - Winchelsea ward*	35,000	0	35,000
9 Winchelsea South East Growth Area Stormwater Strategy	30,000	0	30,000
10 Winchelsea Tree Planting Program	22,500	0	22,500
11 Safer Cycling Program - Winchelsea ward*	7,500	0	7,500
Total Capital and Operational Projects	1,878,328	0	1,878,328

* exact locations to be determined

RENEWAL PROJECTS

PROJECT NAME	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Winchelsea Swimming Pool	4,580,000	0	4,580,000
2 Eastern Reserve Netball Courts Renewal	318,000	0	318,000
3 Unsealed Road Renewal Program - Winchelsea Ward	229,000	0	229,000
4 Bridge Renewal Program - Winchelsea Ward	40,500	0	40,500
5 Guardrail Renewal Program - Cape Otway Road (Mathisons Road to Murphys Run)	34,000	0	34,000
6 Guardrail Renewal Program - Cape Otway Road (Kildean Lane to Brickmakers Road)	15,000	0	15,000
7 Active Play Items Renewal Program - Modewarre Hall and Recreation Reserve Synthetic Cricket Pitch	14,500	0	14,500
8 Park Furniture Renewal Program - Newling Reserve Bench Seats	9,900	0	9,900
9 Active Play Items Renewal Program - Connewarre Reserve Synthetic Cricket Pitch	8,300	0	8,300
10 Park Furniture Renewal Program - Connewarre Reserve Bench Seats	3,600	0	3,600
11 Park Furniture Renewal Program - Eastern Reserve Bench Seats	2,400	0	2,400
Total Renewal Projects	5,255,200	0	5,255,200

Note:

- Ward maps show the new project allocations excluding contingency.
- Unsealed Road Renewal allocations may change based on new road condition assessments due in June 2023 and in response to storm events.

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Snapshot of new funding allocations

SHIRE WIDE

CAPITAL AND OPERATIONAL PROJECTS

Projects	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
Cultural Values Assessments - Urban Futures Strategy.	80,000	0	80,000
Roads to Recovery Projects	0	487,060	487,060
Management of Unsealed Road Network - Independent Review	39,000	0	39,000
Rural Unsealed Road Upgrade Program (Roads to Recovery)	0	300,000	300,000
Solar and Energy Transition Program	272,311	0	272,311
Municipal Emergency Management Program	0	240,000	240,000
Council Carbon Neutrality Program	30,000	200,000	230,000
Litter Enforcement Program	106,753	0	106,753
Great Ocean Road Coast and Parks Authority Asset Transition Support	83,882	0	83,882
Disability Discrimination Act - Facility Improvements - Annual Implementation Plan	75,000	0	75,000
Drainage Investigation Program	70,000	0	70,000
Engage Youth Program	0	50,000	50,000
FReeZA Youth Project	0	35,500	35,500
Health and Wellbeing Plan Year 3 Implementation	30,000	0	30,000
Other	284,525	0	284,525
Total Capital and Operational Projects	1,071,471	1,312,560	2,384,031

RENEWAL PROJECTS

Projects	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
Civic Centre Heating Pump and Coil System Renewal	750,000	0	750,000
Heavy Plant Renewal	450,000	0	450,000
Light Fleet Renewal	215,000	0	215,000
Building Renewal Program	182,000	0	182,000
Unsealed Road Renewal Program	176,000	0	176,000
Information Technology - Software Renewal	150,000	0	150,000
Sealed Road Renewal Program	126,000	0	126,000
Small Plant Renewal	60,000	0	60,000
Kerb Renewal Program	60,000	0	60,000
Playground Equipment Renewal Program	20,000	0	20,000
Drainage Renewal Program	9,000	0	9,000
Active Play Items Renewal Program	7,200	0	7,200
Other (Condition Audits, Information Technology, Structures, Park Furniture and Fencing)	434,506	0	434,506
Total Renewal Projects	2,639,706	0	2,639,706

Note:

- Ward maps show the new project allocations excluding contingency.
- Unsealed Road Renewal allocations may change based on new road condition assessments due in June 2023 and in response to storm events.

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Appendix D – Equity Considerations

Introduction

Council believes it is important the community understands how the annual budget is prepared, including from the perspective of equity. This is a common question across all levels of government, however this is a complex matter that requires a broad consideration.

This appendix has been included in the budget document to assist this discussion. Council has not considered or adopted principles in this regard, but views this as an ongoing topic that can be further developed over time. Council is also cautious about forming a view on equity from considering one data indicator alone, from any one year or in isolation from Council's longer term strategic plans.

The Victorian Government introduced rate capping from the 2016-17 financial year. Estimates show the impact of rate capping will be a reduction in income to Council of more than \$100m over 15 years.

This reduction in funding will have a dramatic impact on Council's ability to provide services and to support discretionary projects. Equity will remain an element in Council's consideration; however funding constraints will drive an increased focus on allocating funding on the basis of adopted strategic planning.

Equity Considerations

Council is seeking to assist an understanding of funding equity across the Shire, across budget years. Council recognises its responsibility to the Shire as a whole, and to both current and future generations. The assessment of equity requires a broad consideration that takes into account the full range of Council's circumstances and long term strategic imperatives. Equity cannot reasonably be reflected through a single metric in any one year. Council acknowledges the community desire to understand budget equity and provides the following tables of equity indicators for this and past budgets.

Indicator 1 – Ward Rate Contribution relative to Council Funded Project Allocation

Consideration of rate contribution is an important element in the notion of equity and can be used as one comparative basis. Rate income does however fund a number of Council activities in addition to projects that are not included in this comparison.

Council projects include the categories of new/upgrade capital, new operational and renewal capital. These projects often also receive significant external funding however, this is not included in this comparison. Indicator 1 includes council funds allocated from the Accumulated Unallocated Cash Reserve, direct funding and annual debt financing for projects (excluding carried forward projects). The budget document also provides the project funding allocations in the form of maps to assist readability.

This comparison is only one data view and alone does not provide a full perspective of ward funding allocation. Additionally, this comparison should be considered over time rather than from an expectation that a single year will demonstrate an equitable allocation.

Council also allocates funding to projects that could reasonably be considered "Whole of Shire" rather than for a single ward or community. These projects have not been included in the project funding below and would require a further comparison potentially on the basis of factors such as population, rate assessments or rate distribution.

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Budget 2023-24									
Ward	Rates*		Council Funding						
			New Projects (excl. Loans)	Renewal	Year Loan Costs (P&I)	Total Council Funding			
Anglesea	\$13,422,302	25%	\$327,119	3%	\$347,100	4%	\$0	0%	\$674,219
Lorne	\$7,810,272	15%	\$197,819	2%	\$706,700	9%	\$369,138	36%	\$1,273,657
Torquay	\$21,675,704	40%	\$9,627,971	78%	\$1,548,400	19%	\$642,406	64%	\$11,818,777
Winchelsea	\$10,680,570	20%	\$2,106,278	17%	\$5,567,200	68%	\$0	0%	\$7,673,478
Total Ward Specific	\$53,588,848	100%	\$12,259,187	100%	\$8,169,400	100%	\$1,011,544	100%	\$21,440,131
Shire Wide			\$1,114,971		\$2,136,136		\$1,440,918		\$4,692,025
Total	\$53,588,848		\$13,374,158		\$10,305,536		\$2,452,462		\$26,132,156

Percentages may not equal 100% due to rounding.

*Rates figure excludes Supplementary Rates, Garbage Charges and Rates Penalty Interest. Ward boundaries were redistributed in 2020 (Oct) by the VEC.

Budget Year	Ward	Rates	New Projects (excl. Loan)	Renewal	Year Loan Costs (P&I)	Total Funding
2023-24	Anglesea	25%	3%	4%	0%	3%
	Lorne	15%	2%	9%	36%	6%
	Torquay	40%	78%	19%	64%	55%
	Winchelsea	20%	17%	68%	0%	36%
2022-23	Anglesea	25%	2%	2%	0%	2%
	Lorne	14%	0%	19%	36%	15%
	Torquay	41%	97%	10%	64%	40%
	Winchelsea	19%	1%	68%	0%	43%
2021-22	Anglesea	23%	28%	4%	0%	11%
	Lorne	15%	4%	13%	36%	12%
	Torquay	42%	57%	25%	64%	39%
	Winchelsea	20%	12%	57%	0%	38%
2020-21	Anglesea	23%	4%	30%	0%	13%
	Lorne	14%	24%	10%	36%	20%
	Torquay	44%	58%	29%	64%	48%
	Winchelsea	19%	15%	32%	0%	20%
2019-20	Anglesea	23%	6%	8%	0%	7%
	Lorne	15%	13%	12%	0%	11%
	Torquay	44%	70%	29%	100%	52%
	Winchelsea	18%	11%	51%	0%	30%

Indicator 2 – Ward Rate Contribution relative to Total Project Allocation

This indicator is as per Indicator 1, however compares relative to the total project allocation (including Council funding and external funding).

Budget 2023-24									
Ward	Rates*		Total Funding						
			New Projects (excl. Loan)	Renewal	Year Loan Costs (P&I)	Total Funding			
Anglesea	\$13,422,302	25%	\$331,119	3%	\$347,100	4%	\$0	0%	\$678,219
Lorne	\$7,810,272	15%	\$197,819	2%	\$706,700	9%	\$369,138	36%	\$1,273,657
Torquay	\$21,675,704	40%	\$12,843,031	82%	\$1,548,400	19%	\$642,406	64%	\$15,033,837
Winchelsea	\$10,680,570	20%	\$2,106,278	13%	\$5,567,200	68%	\$0	0%	\$7,673,478
Total Ward Specific	\$53,588,848	100%	\$15,478,247	100%	\$8,169,400	100%	\$1,011,544	100%	\$24,659,191
Whole of Shire			\$2,427,531		\$2,699,706		\$1,440,918		\$6,568,155
Total	\$53,588,848		\$17,905,778		\$10,869,106		\$2,452,462		\$31,227,346

Percentages may not equal 100% due to rounding.

*Rates figure excludes Supplementary Rates, Garbage Charges and Rates Penalty Interest. Ward boundaries were redistributed in 2020 (Oct) by the VEC.

Budget Year	Ward	Rates	New Projects (excl. Loan)	Renewal	Year Loan Costs (P&I)	Total Funding
2023-24	Anglesea	25%	3%	4%	0%	3%
	Lorne	15%	2%	9%	36%	5%
	Torquay	40%	82%	19%	64%	61%
	Winchelsea	20%	13%	68%	0%	31%
2022-23	Anglesea	25%	8%	3%	0%	4%
	Lorne	14%	0%	13%	36%	11%
	Torquay	41%	91%	7%	64%	30%
	Winchelsea	19%	1%	78%	0%	55%
2021-22	Anglesea	23%	28%	4%	0%	10%
	Lorne	15%	5%	11%	36%	12%
	Torquay	42%	56%	22%	64%	35%
	Winchelsea	20%	12%	63%	0%	43%
2020-21	Anglesea	23%	5%	30%	0%	13%
	Lorne	14%	21%	10%	36%	18%
	Torquay	44%	51%	29%	64%	44%
	Winchelsea	19%	23%	32%	0%	24%
2019-20	Anglesea	23%	3%	5%	0%	4%
	Lorne	15%	49%	8%	0%	28%
	Torquay	44%	37%	22%	100%	33%
	Winchelsea	18%	10%	65%	0%	34%

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Indicator 3 – Asset Distribution by Ward

This indicates the proportion of Council assets relative to rates and rates assessments in different wards at the end of the respective financial year. The indicator represents a good reflection of investment of funds over time and likely future demand for asset renewal.

As at 30 June 2022										
Ward	Rates & Municipal Charge		Rate Assessments		Road Assets		Asset Valuation Non Road Assets		Total Assets	
Anglesea	\$11,783,953	23%	5,245	22%	\$117,979,200	18%	\$27,138,604	15%	\$145,117,804	17%
Lorne	\$7,472,808	15%	3,170	13%	\$53,629,273	8%	\$16,480,285	9%	\$70,109,558	8%
Torquay	\$21,205,503	42%	10,388	44%	\$292,976,220	45%	\$85,624,740	46%	\$378,600,960	45%
Winchelsea	\$9,863,488	20%	4,982	21%	\$190,650,763	29%	\$56,148,040	30%	\$246,798,803	29%
Total Ward Specific	\$50,325,753	100%	23,785	100%	\$655,235,456	100%	\$185,391,669	100%	\$840,627,125	100%
Whole of Shire					\$0		\$40,578,068		\$40,578,068	
Land					\$84,863,214		\$250,909,951		\$335,773,165	
Council Corporate					\$0		\$15,533,824		\$15,533,824	
Shire Total					\$740,098,670		\$492,413,512		\$1,232,512,182	

Percentages may not equal 100% due to rounding.

The prior year table is provided for comparative purposes.

As at 30 June 2021										
Ward	Rates & Municipal Charge		Rate Assessments		Road Assets		Asset Valuation Non Road Assets		Total Assets	
Anglesea	\$11,041,053	23%	5,236	22%	\$91,833,912	16%	\$27,587,521	15%	\$119,421,433	15%
Lorne	\$7,027,690	14%	3,164	14%	\$48,408,656	8%	\$16,480,286	9%	\$64,888,942	8%
Torquay	\$21,630,455	44%	10,211	44%	\$253,700,053	43%	\$86,334,039	46%	\$340,034,092	44%
Winchelsea	\$9,074,935	19%	4,799	20%	\$192,550,190	33%	\$56,148,039	30%	\$248,698,229	32%
Total Ward Specific	\$48,774,133	100%	23,410	100%	\$586,492,811	100%	\$186,549,885	100%	\$773,042,696	100%
Whole of Shire					\$0		\$20,998,988		\$31,361,988	
Land					\$56,593,995		\$172,592,500		\$229,186,495	
Council Corporate					\$0		\$14,650,483		\$14,650,483	
Shire Total					\$643,086,806		\$394,791,856		\$1,048,241,662	

Percentages may not equal 100% due to rounding.

Indicator 4 – Supplementary Rates by Ward

Some communities within the Shire are growing faster than others and accordingly contribute greater supplementary rates. This is an indicator of the need for higher investment in these communities that can in part be funded by these additional rates. This indicator provides a correlation between supplementary rates, which reflects where growth is occurring in the Shire, and the funding allocations being made to new projects during the budget year. The table highlights in particular that the proportion of investment in new projects relative to the proportion of supplementary rates is higher in the Torquay ward for 2022-23.

Budget 2023-24						
Ward	Supplementary Rates		Council Funding		Total Funding	
			New Projects (excl. Loan)		New Projects (excl. Loan)	
Anglesea	5,756	3%	\$327,119	3%	\$331,119	3%
Lorne	3,837	2%	\$197,819	2%	\$197,819	2%
Torquay	131,226	58%	\$9,627,971	78%	\$12,843,031	82%
Winchelsea	85,182	38%	\$2,106,278	17%	\$2,106,278	13%
Total Ward Specific	\$226,000	100%	\$12,259,187	100%	\$15,478,247	100%
Whole of Shire			\$1,114,971		\$2,427,531	
Total	\$226,000		\$13,374,158		\$17,905,778	

Percentages may not equal 100% due to rounding.

The prior year table is provided for comparative purposes.

Budget 2022-23						
Ward	Supplementary Rates		Council Funding		Total Funding	
			New Projects (excl. Loan)		New Projects (excl. Loan)	
Anglesea	11,460	3%	\$83,625	2%	\$315,625	8%
Lorne	7,640	2%	\$0	0%	\$0	0%
Torquay	261,290	58%	\$3,489,000	97%	\$3,489,000	91%
Winchelsea	169,610	38%	\$24,750	1%	\$24,750	1%
Total Ward Specific	\$450,000	100%	\$3,597,375	100%	\$3,829,375	100%
Whole of Shire			\$5,289,631		\$6,075,131	
Total	\$450,000		\$8,887,006		\$9,904,506	

Percentages may not equal 100% due to rounding.

Draft Budget Report 2023-24



Appendix E – Long Term Financial Plan

	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 Projections \$'000	2029-30 \$'000	2030-31 \$'000	2031-32 \$'000	2032-33 \$'000
Recurrent EBITDA											
Property Rates and Charges	51,049	53,544	55,016	56,392	57,801	59,246	60,728	62,246	63,802	65,397	67,032
Supplementary Property Rates and Charges	563	226	511	1,073	1,977	2,981	3,859	4,579	5,226	5,799	6,329
Garbage Charges	9,223	10,083	10,637	11,200	11,710	12,243	12,800	13,383	13,992	14,628	15,294
Grants	7,922	10,171	10,451	10,712	10,980	11,254	11,536	11,824	12,120	12,423	12,733
Other Revenue	10,152	9,856	10,144	10,435	10,733	10,916	9,201	9,469	9,745	10,030	10,322
Total Recurrent Income	78,909	83,880	86,760	89,811	93,202	96,641	98,124	101,501	104,885	108,277	111,711
Employee Benefits	35,513	37,687	39,128	40,299	41,306	42,339	43,397	44,482	45,594	46,734	47,902
Materials and Services	28,792	29,371	30,027	30,515	31,374	32,265	30,991	31,875	32,788	33,732	34,701
Total Expenditure - Existing Operations	64,305	67,057	69,155	70,814	72,680	74,603	74,388	76,357	78,382	80,466	82,603
Financial Recurrent Savings Target	-	-	315	646	993	1,358	1,740	2,140	2,559	2,997	3,456
Compliance Costs (Recurrent)	-	67	315	646	993	1,358	1,740	2,140	2,559	2,997	3,456
Growth	-	560	315	1,149	1,643	1,503	2,549	2,896	3,276	3,658	4,068
Future Years of Budget Year	-	-	804	826	847	868	890	912	935	958	982
Business Case	-	149	-	-	-	-	-	-	-	-	-
Total Expenditure - New Operations	-	777	1,434	2,622	3,484	3,729	5,179	5,948	6,770	7,614	8,507
Total Recurrent EBITDA	14,603	16,046	16,486	17,022	18,032	19,667	20,297	21,335	22,292	23,195	24,057
Cash Adjustments											
Balance Sheet Movements	(132)	80	78	49	5	(7)	7	(13)	(5)	34	13
Interest Revenue	3,199	1,762	814	936	913	886	832	918	1,009	1,009	1,009
Interest Committed to Projects	(550)	(450)	-	-	-	-	-	-	-	-	-
Grants Commission funds received early	1,287	(90)	(73)	(68)	(70)	(72)	(73)	(75)	(77)	(79)	(81)
Total Cash Adjustments	3,805	1,302	819	917	848	808	766	829	927	964	941
Total Cash Available for Allocation	18,408	17,348	17,305	17,938	18,880	20,475	21,063	22,165	23,219	24,159	24,998

Draft Budget Report 2023-24



	2022-23 Forecast \$'000	2023-24 Budget \$'000	2024-25 \$'000	2025-26 \$'000	2026-27 \$'000	2027-28 \$'000	2028-29 Projections \$'000	2029-30 \$'000	2030-31 \$'000	2031-32 \$'000	2032-33 \$'000
Total Cash Available for Allocation	18,408	17,348	17,305	17,938	18,880	20,475	21,063	22,165	23,219	24,159	24,998
Allocations to Commitments											
Debt Interest & Principal	2,127	2,093	2,058	2,024	1,989	1,955	1,920	1,886	-	-	-
Torquay/Jan Juc Developer Plan Allocation	2,658	2,770	2,770	2,770	2,770	2,770	1,211	1,730	-	-	-
Winchelsea Infrastructure Plan Allocation	225	232	239	246	253	261	269	277	285	294	303
Briody Drive DCP Allocation	-	333	-	-	-	-	-	-	-	-	-
Waste Allocation	(281)	(338)	(175)	383	523	548	865	1,032	1,209	1,397	1,598
Asset Renewal Allocation	8,910	9,720	10,601	11,558	12,828	13,994	15,406	16,807	18,334	20,071	20,071
Business Case Investments	368	376	386	395	405	415	426	436	447	458	470
Council Election Year	-	-	300	-	-	-	330	-	-	-	360
Aireys Inlet Aged Units	3	3	4	4	4	4	4	4	5	5	5
Growth and Compliance Costs (Non-Recurrent)	165	156	524	537	551	564	578	593	608	623	638
Total Allocations to Commitments	14,175	15,346	16,706	17,917	19,324	20,511	21,010	22,764	20,888	22,848	23,445
Discretionary Cash Available	4,233	2,002	599	21	(444)	(37)	53	(599)	2,332	1,311	1,554
Discretionary Allocations											
Discretionary Operating Projects	862	668	-	-	-	-	-	-	-	-	-
Discretionary Capital Works	1,066	710	1,048	1,074	1,101	1,129	1,157	1,186	1,215	1,246	1,277
Total Discretionary Allocations	1,928	1,378	1,048	1,074	1,101	1,129	1,157	1,186	1,215	1,246	1,277
Unallocated Cash Surplus / (Deficit)	2,305	625	(449)	(1,053)	(1,545)	(1,165)	(1,104)	(1,785)	1,116	65	277
Accumulated Unallocated Cash											
Opening Balance	4,365	6,970	7,595	7,145	6,092	4,358	3,002	1,709	333	660	535
Annual Surplus/(Deficit)	2,305	625	(449)	(1,053)	(1,545)	(1,165)	(1,104)	(1,785)	1,116	65	277
Net Allocations During the Year	16	-	-	-	-	-	-	-	-	-	-
Transfers for Project Funding	285	-	-	-	(190)	(190)	(190)	410	(790)	(190)	(190)
Closing Balance	6,970	7,595	7,145	6,092	4,358	3,002	1,709	333	660	535	621

4.2 The Aboriginal and Torres Strait Islander Voice to Parliament

Council Plan

Theme One - First Nations Reconciliation

Strategy 1 - Work with Traditional Owners and other Aboriginal and Torres Strait Islander people in our community to achieve reconciliation.

Strategy 2 - Ensure Council decisions consider and respect Traditional Owner perspectives, culture and knowledge.

Author's Title:

Coordinator Community Health & Development

General Manager:

Gail Gatt, General Manager Community Life

Division:

Community Life

Department:

Community Support

Attachments:

1. Uluru Statement from the Heart PLAINTEXT [4.2.1 - 1 page]

Purpose

1. To seek Council's support for constitutional recognition of Aboriginal and Torres Strait Islander people through a Voice to Parliament enshrined in the Australian Constitution (The Voice).

Recommendation

That Council:

1. Supports constitutional recognition through a Voice to Parliament which will be a body enshrined in the Constitution that will enable Aboriginal and Torres Strait Islander peoples to provide advice to the Parliament on policies and projects that impact their lives.
2. Commits to sharing clear, unambiguous information with the community, enabling residents to make a considered and informed choice in the referendum.

Council Resolution

Moved Cr Gazzard, Seconded Cr Bodsworth

That Council:

1. Supports constitutional recognition through a Voice to Parliament which will be a body enshrined in the Constitution that will enable Aboriginal and Torres Strait Islander peoples to provide advice to the Parliament on policies and projects that impact their lives.
2. Commits to sharing clear, unambiguous information with the community, enabling residents to make a considered and informed choice in the referendum.

CARRIED 6/2

For	Against	Abstained
Cr Allen Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder	Cr Barker Cr Wellington	Nil

Outcome

2. If Council accepts this recommendation, there are two outcomes that will be achieved:
 - 2.1. Council will publicly declare support for The Voice to Parliament.
 - 2.2. Council will commit to activities that may be undertaken in implementing its role as an information source to provide clear, unambiguous information for the community, enabling residents to make a considered and informed choice in the referendum.
3. The following are activities which Council may undertake in the lead up to the referendum:
 - 3.1. Publicly support the enshrinement of an Aboriginal and Torres Strait Islander Voice to parliament in the Australian Constitution.
 - 3.2. Share information about The Voice using our communication channels.
 - 3.3. Share information about participating in the referendum through our communication channels.
 - 3.4. Share information from campaigns which are led by First Nations people.
 - 3.5. Support the development of community led Reconciliation Groups within our community for residents by connecting interested residents to such groups if requests are received, this allows for connection and learning about all First Nations matters.
4. Council would not:
 - 4.1. Support any political party campaign to either support or object to The Voice.
 - 4.2. Lead a campaign encouraging residents to vote Yes in the referendum.
 - 4.3. Run information sessions for residents. Reconciliation Week would be an exception to this, where information sessions may be run as part of the event activities.
 - 4.4. Share information from any political party unless it relates directly to: The specific wording of the proposed legislation or the proposed question, or instructions for residents on how to participate in the referendum process.
5. Council is committed to Reconciliation and therefore sees that it is important to declare a position on The Voice. Council will not however seek to influence how individuals choose to vote.

Key Considerations

6. Between October and December 2023, a referendum will be held in which Australians will vote on whether to update the Constitution to include an Aboriginal and Torres Strait Islander Voice to Parliament (The Voice). The question Australians will be asked is:

A proposed Law: to alter the Constitution to recognise the First Peoples of Australia by establishing an Aboriginal and Torres Strait Islander Voice. Do you approve this proposed alteration?

7. The proposed new chapter in the constitution would be as follows:

In recognition of Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia;

There shall be a body, to be called the Aboriginal and Torres Strait Islander Voice;

The Aboriginal and Torres Strait Islander Voice may make representations to the Parliament and the Executive of the Commonwealth on matters relating to Aboriginal and Torres Strait Islander peoples;

The Parliament shall, subject to this Constitution, have power to make laws with respect to matters relating to the Aboriginal and Torres Strait Islander Voice, including its composition, functions, powers and procedures.

8. Council's commitment to Reconciliation, combined with community and key stakeholder expectations, mean it is important that Council takes a public stance in supporting The Voice.
9. Council's commitment to Reconciliation is supported by budget allocation and some officer resourcing. Under current resourcing of the Reconciliation portfolio, officers will provide information to community on The Voice and concentrate efforts on ensuring that residents understand and participate in the referendum. Current resourcing does not allow Council to undertake an active campaign for The Voice.
10. First Nations people have consistently called for self-determination, rather than symbolism, in representing and responding to their interests. Council officers work to ensure that any projects in the Reconciliation portfolio hold this principle at the forefront. The recent success of the Pilk Purriyn truth-telling event, presented in partnership with Wadawurrung Traditional Owners Aboriginal Corporation, was evidence of this approach.
11. Wadawurrung Traditional Owners Aboriginal Corporation (WTOAC) has been publicly supportive of The Voice. Eastern Maar Aboriginal Corporation (EMAC) has not taken a public stance on The Voice to date. Neither Registered Aboriginal Party has expressed any concerns regarding Council's support for The Voice.
12. There has been public criticism of The Voice. This has largely been centred on the lack of detail about the structure and the role of The Voice, which would be decided by Parliament through legislation.

4.2 The Aboriginal and Torres Strait Islander Voice to Parliament

13. Council can play an important role by sharing clear, unambiguous information which, where possible, comes from First Nations people, enabling residents to make a considered and informed choice in the referendum.
14. Many prominent Indigenous figures have publicly supported the proposed Voice but there are some who oppose it. The argument is extremely complex and to some degree is a result of a long history of gestures offered by governments but not followed up with significant real-world change.
15. It is important to understand what The Voice is and what it is not.

The Voice is a body that will:

- 15.1. Provide independent advice to Parliament and Government.
- 15.2. Be chosen by First Nations people based on the wishes of local communities.
- 15.3. Be representative of Aboriginal and Torres Strait Islander communities.
- 15.4. Be empowering, community-led, inclusive, respectful, culturally informed and gender balanced, and include youth.
- 15.5. Be accountable and transparent.
- 15.6. Work alongside existing organisations and traditional structures.

The Voice will not:

- 15.7. Have program delivery function.
 - 15.8. Have veto powers.
16. The referendum is about enshrining The Voice in the Constitution only. It is not about the detail. This is normal in terms of how constitutional change happens – the details, the mechanics, are set through legislation, which needs to be more flexible and responsive to successive governments. Enshrining The Voice in the constitution will ensure recognition of First Nations people is not subject to the whims of the government of the day.
 17. The origin of The Voice, the Uluru Statement from the Heart, is independent of political party policies. It is important that Council does not partner with any political party on a campaign for or against The Voice. Council's role will be in ensuring citizens are able to participate in the democratic process of the referendum and have access to information that ensures they understand the importance of this event in our history.
 18. The creation of the *Uluru Statement from the Heart* involved broad consultation with First Nations people.
 19. Australia's constitution is now 122 years old. Despite the predictions of our forefathers that Aboriginal and Torres Strait Islander people were a dying race, we see today a huge upswing from both Indigenous and non-Indigenous Australians in treasuring the oldest living culture on earth, connecting and protecting this Country, and a resilient, brave population of First Nations people who are asking to be heard. Voting yes will help correct the mistakes of our forefathers and ensure that First Nations people are properly recognised in our constitution.

20. Australia is the only nation with a history of colonisation that does not have an Indigenous Voice protected by the Constitution.

Background

21. On 26 May 2017, over 250 Aboriginal and Torres Strait Islander delegates gathered and issued the *Uluru Statement from the Heart* to the Australian People. This is an invitation to the Australian People (not Government) from First Peoples which asks Australians to walk together with them to build a better future for all. This would be done by establishing a First Nations Voice to Parliament enshrined in the Constitution, and the establishment of the Makarrata Commission for truth-telling and treaty.
22. In summary, it is a request for a Voice, Treaty and Truth. Importantly, it is the culmination of more than 100 years of advocacy and petition on behalf of First Nations people to the Crown and to Government. The important difference being that this is a request to the Australian people – not to Government or the Crown.
23. *The Commonwealth of Australia Constitution Act* was passed in 1900 and came into effect on 1 January 1901. From the beginning, Aboriginal and Torres Strait Islander people were excluded from decision making, excluded from the Constitution. It is well documented that those who wrote the Constitution saw Aboriginal and Torres Strait Islander people as a dying race. There was an expectation, indeed government policies at the time were aimed at, either a dying out or assimilation of all First Nations people.
24. The first petition on behalf of First Nations people was to Queen Victoria in 1846 from exiled Tasmanian Aboriginal people on Flinders Island. Since that time there have been many more petitions and calls to action from First Nations people to the Crown and the Government.
25. Other examples include: Petition from residents of the Maloga Mission in 1881; Petition from Wurundjeri Elder, William Barak to the Victorian Government opposing the Aboriginal Protection Bill in 1886; Petition for representation in Federal Parliament in 1933; Petition for representation in Parliament in 1937 (petition from Yorta Yorta man William Cooper to King George VI for representation in Parliament); Day of Mourning in 1938 (The Australian Aborigines' League and the Aborigines Progressive Association held a 'Day of Mourning' on January 26).
26. The culmination of these largely unheard and ignored petitions and pleas, was the *Uluru Statement from the Heart* – an invitation to the Australian people, not the government. It is an invitation to walk together and has two main goals, enshrining the Voice of First Nations people in the constitution to protect it from the whims of changes in Government and Makarrata.

4.2 The Aboriginal and Torres Strait Islander Voice to Parliament

27. Makarrata was a widely held Aboriginal ceremonial ritual symbolising the restoration of peace after a dispute. In the context of the *Uluru Statement from the Heart*, it is another term to describe treaty or agreement-making. It outlines the aspirations for a fair and honest relationship between the Government and First Nations people. It also describes the potential for two sovereignties to co-exist in which both non-Indigenous and Indigenous values and identities are given voice in policies and laws.
28. In December 2022, 38 Mayors from 7 states and territories, committed to civic education of their communities about the importance of the referendum. These Mayors for the Voice to Parliament made the following Public Statement:

We the undersigned endorse the Uluru Statement from the Heart and support constitutional recognition for Aboriginal and Torres Strait Islander people through a Voice to Parliament.

As local leaders, we are committed to building awareness in our communities about the upcoming referendum.

Our citizens should be informed about what constitutional recognition through a Voice to Parliament will mean for Indigenous people and Australian society as a whole.

Local government must play an important role in holding civic forums, promoting dialogue, and providing a platform for Indigenous voices to be heard in the debate.

We believe that a successful referendum can be a unifying achievement for Australia.

We are ready to work with all levels of government to educate and inform our communities about why this referendum is such an important moment for our nation.

29. Victorian signatories to the statement above include Nillumbik Shire Council, Banyule City Council, Bass Coast Shire Council, Borough of Queenscliff, City of Ballarat, and Maribyrnong City Council.

Options

30. The option provided in the officer recommendation supports constitutional recognition through a Voice to Parliament which will be a body enshrined in the Constitution that will enable Aboriginal and Torres Strait Islander peoples to provide advice to the Parliament on policies and projects that impact their lives.
31. This decision aligns with Council's commitment to Reconciliation and recognises self-determination of Aboriginal and Torres Strait Islander people.
32. **Alternative Option 1** – That Council supports civic participation of residents in the democratic process of a referendum but takes no stance for or against constitutional recognition through a Voice to Parliament. This option is not recommended because it is not consistent with Council's commitment to Reconciliation.

Council Plan (including Health and Wellbeing Plan) Statement

Theme One - First Nations Reconciliation

Strategy 1 - Work with Traditional Owners and other Aboriginal and Torres Strait Islander people in our community to achieve reconciliation.

Strategy 2 - Ensure Council decisions consider and respect Traditional Owner perspectives, culture and knowledge.

Constitutional recognition through a Voice to Parliament aligns with Council's values and approach for Reconciliation, outlined in Theme One of the Council Plan and Commitment to Reconciliation.

Financial Considerations

33. Council's commitment to Reconciliation is supported by budget allocation and some officer resourcing. Under current resourcing of the Reconciliation portfolio, officers will supply information to community on The Voice and concentrate efforts on ensuring that residents understand and participate in the referendum. Current resourcing does not allow Council to undertake an active campaign for the Voice.
34. Access to factual information will be key to the success of the referendum and Council would play an important role in the distribution of this information.
35. Works underway, such as Council's Reconciliation Action Plan, staff training to raise awareness and increase knowledge, guidelines for staff on acknowledgement protocols, increased demand for cultural heritage support and guidance on strategic projects and ongoing consultation with Traditional Owners are priorities with the current level of resourcing.

Community Engagement

36. Officers have engaged with Registered Aboriginal Parties – Wadawurrung Traditional Owners Aboriginal Corporation and Eastern Maar Aboriginal Corporation.

Statutory / Legal / Policy Considerations

37. The Voice to Parliament proposes changes to the Australian Constitution which support the self-determination rights of Aboriginal and Torres Strait Islander people.
38. The referendum does not involve voting for people to be Members of Parliament as is the case with an election. The referendum will ask a simple question which can be answered with a Yes or a No only. It is compulsory to enrol to vote in a referendum in Australia.
39. For a referendum to be successful it requires a double majority which is both a majority of voters across the nation and a majority of voters in a majority of states.
40. Legislation and policy will be developed if constitutional change happens (e.g., The Voice is supported through the referendum and the constitution is changed as a result).

Risk Assessment

41. Not supporting the recommendation could cause reputational risk to Council because it does not align with Council's commitment to Reconciliation.
42. Not supporting the recommendation does not align with direction provided by Traditional Owners.
43. Not committing to provide clear information on The Voice and the referendum is a missed opportunity to contribute to ensuring residents have the information they need to participate.
44. There is a perceived risk that supporting The Voice is supporting a particular political party's agenda. However, taking into consideration evidence on the role of the Referendum and in understanding the *Uluru Statement from the Heart*, this risk is mitigated.
45. Support for the recommendation is in line with council's draft risk appetite statement: We aim to achieve reconciliation with Traditional Owners and other Aboriginal and Torres Strait Islander people in our community through respectful engagement, acknowledgement and collaboration even if it means we do not align with State and Federal political agendas.

Sustainability Considerations

46. Sustainability considerations are not applicable to this report.

Conflict of Interest

47. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

48. This report and attachments contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

49. This matter is not in scope of the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: 14 March 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>Y</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>N</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.

ULURU STATEMENT FROM THE HEART

We, gathered at the 2017 National Constitutional Convention, coming from all points of the southern sky, make this statement from the heart:

Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands, and possessed it under our own laws and customs. This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from 'time immemorial', and according to science more than 60,000 years ago.

This sovereignty is *a spiritual notion: the ancestral tie between the land, or 'mother nature', and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors. This link is the basis of the ownership of the soil, or better, of sovereignty.* It has never been ceded or extinguished, and co-exists with the sovereignty of the Crown.

How could it be otherwise? That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?

With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.

Proportionally, we are the most incarcerated people on the planet. We are not an innately criminal people. Our children are alienated from their families at unprecedented rates. This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.

These dimensions of our crisis tell plainly the structural nature of our problem. This is *the torment of our powerlessness.*

We seek constitutional reforms to empower our people and take *a rightful place* in our own country. When we have power over our destiny our children will flourish. They will walk in two worlds and their culture will be a gift to their country.

We call for the establishment of a First Nations Voice enshrined in the Constitution.

Makarrata is the culmination of our agenda: *the coming together after a struggle.* It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.

We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.

In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future.

4.3 Advocacy Priorities

Council Plan

Theme Two - Healthy Connected Community

Strategy 3 Facilitate the provision of social infrastructure and open space to enable healthy lifestyles.

Author's Title:

Acting Executive Manager Strategic Projects and Partnerships

General Manager:

Robyn Seymour, Chief Executive Officer

Division:

Community Life

Department:

Community Support

Attachments:

1. Surf Coast Shire Council Advocacy Priorities- April 2023 [4.3.1 - 12 pages]

Purpose

1. To seek Council's endorsement of an updated set of advocacy priorities.

Recommendation

That Council endorses its advocacy priorities in accordance with the attached list (**Attachment 1**).

Cr Schonfelder left the Chambers at 7:53pm.

Cr Schonfelder returned to Chambers at 7:55pm.

Council Resolution

Moved Cr Bodsworth, Seconded Cr Hodge

That Council endorses its advocacy priorities in accordance with the attached list (**Attachment 1**).

CARRIED 6|2

For	Against	Abstained
Cr Allen Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder	Cr Barker Cr Wellington	Nil

Outcome

2. Having a defined set of advocacy priorities enables Council to undertake advocacy that is aligned to its strategic goals and the needs of the community. Furthermore, it provides guidance on which projects would be subject to grant applications and which topics to raise in advocacy forums.

Key Considerations

3. A defined set of advocacy priorities enables Council to align its advocacy to the themes and strategies of the 2021-2025 Council Plan and incorporated Health and Wellbeing Plan.
4. Grant funding rounds are competitive and usually require a percentage of the project cost to be provided by the applicant so it's important that when Council makes an application, it is for projects that best reflect its priorities, and have the greatest opportunity to succeed.
5. To be successful, advocacy needs to consider the influences of state and federal government policies, election cycles, community aspirations and how local priorities might align with the priorities of the broader region.
6. Whilst some opportunities are predictable, such as grant programs which generally have set timeframes, other opportunities can occur at short notice such as meetings with Members of Parliament. Having a defined list of priorities equips Council to be effective and strategic when such opportunities arise.

Background

7. Council last considered its advocacy priorities in July 2022. Changes to Council's advocacy priorities are proposed to reflect the fact that some priorities have been achieved and that new opportunities and issues have emerged since then. These changes include:
 - 7.1. Funding has been achieved for Stage Two of the Barwon Riverloop Walk project in Winchelsea so this item can be removed from the Strategic Priorities list.
 - 7.2. A Strategic Priority has been added to acknowledge the opportunities that might arise through the staging of the Victoria 2026 Commonwealth Games in the region.
 - 7.3. A Strategic Priority related to the impacts of climate change has been reworded to sharpen the focus on climate resilience and its impact on infrastructure.
 - 7.4. A Strategic Priority calling for funding for a business case into the use of recycled water in the Thompson Valley, north of Torquay, has been removed as Barwon Water has now received Victorian Government funding for the business case.
 - 7.5. A change in federal government policy means Councils are no longer obligated to hold a Citizenship Ceremony on 26 January. Therefore, a priority related to this issue can be removed from the Major Priorities list.

4.3 Advocacy Priorities

- 7.6. A Major Priority related to transport links to Geelong Port has been removed to reflect a more immediate focus on the impact of housing affordability on the local economy.
8. Advocacy priorities are listed within a three-tiered structure to guide what types of activities are likely to be undertaken for each category.
9. The tiered structure is as follows:

Tier	Description	Example of advocacy activities
Strategic Priorities	Strong alignment and high impact in delivering the Council Plan themes. They produce critical outcomes for community and environment	Discussions with politicians. Major grant applications. Council communication in lead up to elections. Established by specific advocacy Council report and resolution. Strategic advocacy plans developed.
Major Priorities	Significant benefits to our community, environment or sector	Discussions with state and federal departments. Grant applications. Joint advocacy with partners such as G21, MAV. Active partnerships with other levels of government. Established through alignment to strategic Council position. G21 board priorities may be at this level.
Standard Priorities	Helps deliver core Council and community goals	Written submissions to other levels of government. Grant applications. Project development with communities. Letters of support for community groups. Project development at G21 pillars. Identified through community requests and operational requirements. G21 pillar priorities may be at this level.

10. With the state and federal elections both having been held in the last 12 months Council's advocacy approach will adjust accordingly. Advocacy priorities that can demonstrate alignment with government goals and the specific criteria of grant programs will have the best chance of success.
11. Given both governments are early in their term, it would be timely to advocate for policy changes noting there is a tendency for governments to pursue reforms in the early phase of the election cycle.
12. Council has been successful in securing meetings with several key ministers and advisors since the formation of the respective new government cabinets.
13. Surf Coast Shire Council participated in a G21 delegation to Canberra in March 2023 to advocate on behalf of the G21 region, with housing affordability and public transport key being themes.

4.3 Advocacy Priorities

14. Council is a partner in other advocacy groups including the Barwon Region Partnership and the Peri-Urban Group of Councils.
15. Recent advocacy effort has focused on scope change and funding for the Surf Coast Aquatic and Health Centre project, and policies and projects that can address housing affordability and key worker accommodation.

Options

16. **Alternative Option 1** – That Council endorses different advocacy priorities than the ones included with this report.
This option is not recommended by officers as the priorities included in appendix One are aligned with Council's strategic goals as articulated in the Council Plan 2021-2025 and are therefore aligned with community aspirations.
17. **Alternative Option 2** – Do not adopt advocacy priorities.
This option is not recommended by officers as Council's ability to attract funding support is dependent on having a clearly defined set of priorities. Council's adoption of defined advocacy priorities signals to government and community that it is committed to those priorities.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Two - Healthy Connected Community

Strategy 3 Facilitate the provision of social infrastructure and open space to enable healthy lifestyles.

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Financial Considerations

18. Major capital projects such as the Surf Coast Cultural Centre require significant investment from other levels of government to be delivered. Council needs to be mindful of the impact on its financial position if a condition is placed on external funding that Council makes its own financial contribution. Many government grant programs are structured this way. There is also a risk that attracting part funding for a project would create an obligation for Council to finance the balance. In such cases, a decision would need to be made by Council on whether it has the capacity to contribute to the project.

Community Engagement

19. Specific community engagement has not been undertaken to inform this report however many of the topics included on the proposed advocacy list have been informed by community feedback in other forums, notably, the People Place Future engagement program that was undertaken to inform the current Council Plan.

Statutory / Legal / Policy Considerations

20. This report considers the governance principles in the *Local Government Act 2020*, in particular, making sure priority is given to achieving best outcomes for the municipal community. The advocacy program also seeks to ensure Council's financial viability.
21. Council's advocacy program supports strategic objectives in the Council Plan and supports other key strategies in areas such as health and wellbeing, cultural and economic development, environmental sustainability and financial sustainability.

Risk Assessment

22. There is a risk to Council and community if some of the topics identified in the proposed advocacy list are not adequately addressed. Failure to mitigate the impacts of climate change, for example, presents a risk of loss of life and property. The social and financial sustainability of local communities is at risk if housing affordability is not addressed.
23. There is a financial risk to Council if it does not receive funding support for projects that have a capital cost beyond the means of Council to deliver.

Sustainability Considerations

24. Environmental sustainability is a feature of several of the advocacy priorities, including reforms to waste management and the transition to a circular economy; measures to improve local climate resilience; an investigation into the health of the Barwon River; Torquay stormwater and Karaaf Wetlands rehabilitation works; and the cessation of offshore exploration in areas that pose risk to our region.

Conflict of Interest

25. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

26. This report and attachments contain no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This report is not in scope of the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: 4 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.



Advocacy Priorities

April 2023

Council's advocacy priorities are arranged across three tiers: Strategic, Major and Standard.

Strategic Advocacy Priorities Strong alignment and high impact delivering the Council Plan themes. They produce critical outcomes for the community and environment.	Council Plan themes
<p>Funding for Surf Coast Aquatic and Health Centre</p> <p>Escalating construction costs combined with the impact of an aquatic centre to be based in Armstrong Creek following the Commonwealth Games has led to a re-scope of the Surf Coast Aquatic and Health project. The new scope still results in a funding shortfall. The new scope includes a 25-metre indoor lap pool and a warm water indoor pool for water therapy.</p> <p>Why it is important</p> <p>An aquatic centre delivers many health and wellbeing benefits. A local learn to swim option is an important need, including a lap pool for more advanced swim training. With a growing, active and ageing community the need for health, leisure and fitness facilities will increase</p> <p>The support we seek</p> <p>\$3.75 million to deliver the re-scoped design and incorporate fully electric heating to avoid the use of gas, in keeping with Council's emissions goals.</p> <p>Funding for the final elements of the Walk, Rest and Play Project - Winchelsea Arboretum Trail and Expansion of Eastern Reserve</p> <p>This project will complete the development of the Arboretum Trail and provide a second oval and community pavilion next to Winchelsea's Eastern Reserve to cater for future population growth.</p> <p>Why it is important</p> <p>Enhancing the visitor experience for a tourist stopping point can maximise visitor spend benefiting the local economy. The Arboretum Trail project was developed as a community project. It will add to the visitor experience and provide health and recreation amenity for local residents as well as supporting environmental outcomes. A second oval and pavilion is required at Eastern Reserve to support population growth.</p> <p>The support we seek</p> <p>Costs are being determined to fully deliver the Winchelsea Arboretum Trail project. The Eastern Reserve expansion project has a total estimated cost of \$4.5 million.</p>	<p>A healthy and connected community</p>



Advocacy Priorities

April 2023

Look for opportunities that support the delivery of the Commonwealth Games and leave a lasting beneficial legacy

The 2026 Commonwealth Games will be hosted in four regional centres in Victoria, including the broader Geelong region. Surf Coast Shire will be the venue for Coastal Rowing competition. The Games will provide an opportunity for increased tourism visitation and the potential for legacy improvements in areas such as infrastructure and public transport.

Why it is important

With international standard attractions such as the Great Ocean Road situated within Surf Coast Shire, it's expected a large percentage of Games spectators will seek to explore the tourism destinations in the shire during their stay. TV coverage will further showcase these attractions. A quality visitor experience is important to foster local spending and return visits.

The support we seek

Infrastructure upgrades and service changes that support, both an improved visitor experiences during the Commonwealth Games, and leave a positive legacy for local communities once the Games have concluded.

Provision of local services for family violence, mental health, disability / aged, alcohol and drug use

We wish to see greater local access to these health services. The ongoing impact of the COVID 19 pandemic has made these services even more important as research shows greater health impacts in these areas.

Why it is important

Health data shows that more people are reaching crisis point. In the Surf Coast Shire we've seen an increase in the number of family violence incidences, harmful alcohol consumption and need for mental health services.

The support we seek

Greater access to these services across the shire.

Advocate for an urgent reduction in greenhouse gas emissions to achieve at least a 50% reduction by 2030 and net zero emissions before 2050

Why it is important

Urgent action is needed across all levels of governments and communities to address the climate emergency our planet is now facing. The State Government's interim emissions target (45-50% reduction on 2005 levels by 2030) is already strong. We want to play a part in exceeding this target and push all governments further to arrest the negative, and potentially disastrous impacts of climate change. The future of our planet depends on it.

Environmental Leadership



Advocacy Priorities

April 2023

The support we seek

All other levels of government to adopt strong policies and back initiatives that achieve these reductions in these timeframes or better

Moving to a Circular Economy - Waste / recycling reform and solutions

Council is advocating for a collaborative approach between all levels of government to address waste management and the transition to a circular economy. The waste hierarchy - Avoid; Reduce; Reuse; Recycle: and Dispose - must be applied as the fundamental principal in managing waste

Why it is important

Reducing waste and the shift to a circular economy are common national, state and local goals. While Council can influence the way waste and resources are managed at the local level, there are areas outside of local government control, such as packaging design, managing problematic items, mandating recycled content, plus industry reforms and changes to local processing markets..

The support we seek

Effective state and federal government legislation is needed to ensure the waste hierarchy is applied across all levels including supply chains. The state government needs to establish a collaborative, coherent, coordinated, effective and environmentally responsible approach to the circular economy, recycling and waste management.

Funding to improve local climate resilience and strengthened planning controls

Council is seeking funding support for infrastructure that is impacted by climate change. 97% of public funding is spent after an emergency, whereas intervention beforehand can reduce the impacts and save money in the long term. Council is also lending its support to a campaign run by the Victorian Greenhouse Alliances and the Council Alliance for a Sustainable Built Environment (CASBE) which seeks a review of the planning scheme so that planning decisions can better reflect government commitments to climate action.

Why it is important

Climate change is an existential threat and urgent and significant action is needed if we are to achieve the necessary emissions reductions. Extreme weather and other emergencies are more frequent and the impact on infrastructure is beyond the financial capacity of Council to manage.

The support we seek

A suitably scaled funding program is required to support Councils to manage public infrastructure in the face of climate change impacts. This could include repairs and upgrades. The planning system needs revision so that climate change impacts are considered in the decision making process.



Advocacy Priorities

April 2023

Address the health of the Anglesea River

Council is calling for an investigation into the health of the Anglesea River that takes into account historical and current groundwater extraction and land use as well as the impacts of climate change.

Why it is important

The Anglesea River is now constantly acidic and devoid of fish. Mosquito larvae numbers have multiplied significantly, increasing risk of Ross River virus and Buruli ulcer. River flow has decreased to the extent that the estuary function has fundamentally changed.

The support we seek

Commissioning of hydrogeological modelling that explains the interaction between surface and groundwater and the impacts of groundwater extraction, and development of an Anglesea River and Catchment Recovery Plan.



Advocacy Priorities

April 2023

Advocate for reforms to address the national residential housing crisis including social and affordable housing and seasonal worker accommodation

Council declared a short term key worker accommodation crisis in May 2021 and adopted a social housing policy. However Council is not able to do everything to solve this issue and greater gains will be achieved through a policy at a national level that supports clarity of roles and alignment across all levels of government. This should be supported by both the federal and state governments committing long term funding to help facilitate improved affordable accommodation outcomes.

Why it is important

There is a housing affordability crisis in Australia and many parts of the world. In Surf Coast Shire, many businesses cannot attract staff because there is no affordable access to housing. In a survey of 71 businesses operating along the Great Ocean Road the top two stated reasons for businesses being unable to attract and retain workers were 'no local workers' and 'a lack of affordable accommodation'.

The support we seek

For the federal government to lead a National Housing Policy to ensure a common standard and equality of access at national level and for the federal and state government to commit to policy changes, and long term funding, to support social and affordable housing and seasonal worker accommodation.

Torquay stormwater and Karaaf Wetlands rehabilitation works.

The Karaaf Wetlands have significant environmental and cultural value. Stormwater systems upstream of the wetlands feed into the Karaaf via a series of constructed wetlands and drainage pipes. Council is undertaking a four part project to investigate the impact of the stormwater system on the Karaaf Wetlands. Council's investigation is looking at water quality and the capacity of the current stormwater system.

Why it is important

There are concerns about the ecological health of the Karaaf Wetlands, including the impacts of the stormwater system.

The support we seek

Funding to deliver works that arising from the Council's current investigative work on the stormwater system in Torquay and the Karaaf Wetlands.

Sustainable Growth



Advocacy Priorities

April 2023

Funding for Torquay Town Centre Revitalisation

Improving central Torquay through projects identified in the Torquay Centre Urban Design Framework (UDF). The UDF provides a clear vision for the Torquay town centre, and the projects included are, traffic improvements, streetscapes, supporting infrastructure, parks and other public spaces.

Why it is important

The Torquay Town Centre is the 'heart' of a town which helped kicked off the Australian surf industry and is the start of the Great Ocean Road. Upgrades to the public spaces within the centre will boost local businesses and provide the focal point for entertainment and social activity for locals and visitors.

The support we seek

Projects are estimated at \$12 million. Council will undertake a Public Domain Plan which will scope and cost projects identified in the already completed Urban Design Framework. This will bring identified projects to shovel ready status.

Funding for Surf Coast Trails - Anglesea Mountain Bike Trails and Bike Park

Securing the future of the Anglesea Bike Park and developing a mountain bike trail network with recognition of connections to other significant trail destinations in the region. A total of 36 new and upgraded trails will transform Anglesea into a centre for mountain bike riders of all ages and abilities. Currently awaiting state funding to complete final cultural heritage and vegetation feasibility assessments.

Why it is important

Increasing the mountain biking opportunities has the ability to boost the local economy by increasing eco-tourism. Upgrades to the trails and bike park can also deliver health and wellbeing benefits for the local community.

The support we seek

The total cost of this project is \$3.5 - \$4 million. Council has set aside \$500,000 for the Anglesea Bike Park.

Robust and diverse economy



Advocacy Priorities

April 2023

Funding for new Surf Coast Cultural Centre

Council is planning to deliver a state of the art four-in-one Cultural Centre in Torquay including a Library, new Australian National Surfing Museum, Visitor Information Centre and Arts Facility.

Why it is important

A new facility will replace ageing buildings which no longer meet the needs of the local community. Surf Coast Shire is a creative industries hot spot, yet we are undersupplied for arts and cultural facilities. The new Cultural Facility and Library will deliver social benefits for locals, generate better visitation and provide a lift for the overall Surf City Precinct.

The support we seek

Stage one of the project is estimated at \$40 million. Council has \$8 million allocated to this project. Seeking contributions of \$16 million from both federal and state governments.

Improved mobile and internet coverage with increased data capacity

Mobile towers are needed in Surf Coast Shire to improve mobile and internet coverage. There is a particular focus on equitable access to the NBN services where towers do not cover all households in a particular location. Due to the topography of the Surf Coast Shire, mobile and internet coverage is poor in many places. Even the larger towns experience poor reception.

Why it is important

Surf Coast Shire has the fourth highest proportion of creative jobs compared to jobs in other industries in regional Australia (Regional Australia Institute). This is an important sector of our economy that needs high quality internet services if it is to remain strong. Many are home based businesses and internet coverage across all areas of Surf Coast Shire needs to improve. Mobile coverage is critical in emergencies and Surf Coast Shire is one of the state's most bushfire prone locations.

The support we seek

Infrastructure and services that delivers strong and reliable internet and mobile coverage across Surf Coast Shire.

Arts and creativity



Advocacy Priorities

April 2023

Improved grant funding ratios more favourable to councils, particularly rural councils

Calling on the state and federal governments to revise funding ratios in all grant programs applicable to rural councils.

Why it is important

Improved funding ratios will enable more councils to apply for state and federal government grants to deliver projects for their communities. Increasing grant activity will provide more local jobs helping the economy recover from the ongoing impacts of the COVID 19 pandemic.

The support we seek

Revised funding ratios in grant programs that mean rural councils don't have to contribute 1:1 (or 50%) in matched funding.

Accountable and viable council



Advocacy Priorities

April 2023

Major Advocacy Priorities	Council Plan themes
<p>Significant benefits to our community, environment or local government sector.</p> <p>Funding for Torquay Walking and Cycling Connections Project</p> <p>The Torquay Walking and Cycling Connections Project comprises five sections of shared pathways/bicycle lanes totalling 5.3km that are committed to be delivered under the Torquay Jan Juc Developer Contribution Program.</p> <p>Why it is important</p> <p>These paths will provide critical connections to the existing shared pathways and cycle lanes in Torquay and Jan Juc and will ensure we have a healthy and well-connected community with excellent access to major facilities and centres.</p> <p>The support we seek</p> <p>\$705,000 with a Council contribution of \$785,000 to complete this \$1.49 million project.</p> <p>Increased rail services that shuttle between Geelong and Colac via Winchelsea - a minimum of eight return services per day</p> <p>Why it is important</p> <p>There are many growing communities between Geelong and Colac including Winchelsea and Moriac. Increasing services on this line will reduce our heavy dependency on cars and road travel which is rapidly becoming unsustainable.</p> <p>The support we seek</p> <p>A minimum of eight return services that shuttle between Geelong and Winchelsea per day.</p>	<p>A healthy and connected community</p>
<p>Cessation of offshore resource exploration in areas that pose risk to our region</p> <p>Council continues to call for the cessation of offshore resources exploration that pose high risks to our region. We have passed resolutions to oppose the exploration and mining of unconventional gas within the Shire in June 2015, and to oppose plans to drill for oil in the Great Australian Bight in December 2018 as well as most recently to oppose the 2021 Offshore Petroleum Acreage Release and all new oil and gas exploration in the Otway Basin.</p> <p>Why it is important</p> <p>This priority is consistent with Council's climate emergency declaration as fossil fuels contribute to this emergency. It is important to stop this resource exploration as there are real and catastrophic threats to our coastline if it continues.</p>	<p>Environmental Leadership</p>



Advocacy Priorities

April 2023

<p>The support we seek</p> <p>State and federal legislation that cease this type of exploration forever.</p>	
<p>Inclusion of local knowledge and perspectives in state government Strategic Framework Policy and Plans</p> <p>We need local knowledge and perspectives reflected in the development of strategic policy and plans and their subsequent delivery, including Great Ocean Road Strategic Framework Plan and the Marine and Coastal Act.</p> <p>Why it is important</p> <p>Local knowledge is rich and valuable and is critical in achieving good land use planning and policy decisions.</p> <p>The support we seek</p> <p>The state government includes Council and the community in the development and delivery of relevant strategic policies and plans.</p>	<p>Sustainable Growth</p>
<p>Advocate for strategies and funding on a regional basis to ease shortages in available workforce</p> <p>An inability to secure workers is jeopardising the viability of Surf Coast Shire businesses especially those that rely on increased staffing on a seasonal basis. Workers in sectors impacted by pandemic lockdowns are now in alternative employment or cannot find affordable short term accommodation.</p> <p>Why it is important</p> <p>Worker shortages impact on the viability of businesses and can leave communities without much needed services and communities cannot retain younger people.</p> <p>The support we seek</p> <p>Creative and effective strategies to address the issue. This could include policy change, funding or other incentives that support workforce attraction in areas where housing affordability is a particular concern.</p>	<p>A healthy and connected community</p>



Advocacy Priorities

April 2023

Continuing the existing grant programs that support emerging artists and creative industries with a particular focus on skill development

Arts and recreation services accounted for the second most job losses in the Surf Coast Shire by mid-2020 (behind accommodation and food services). Government financial support rolled out slowly for this sector and we need it to increase and for it to be sustained.

Why it is important

This heavily impacted sector still requires ongoing financial report.

The support we seek

State and federal funding programs to go to those in the creative industries and those not registered for GST. Council is planning to deliver a state of the art four-in-one Cultural Centre in Torquay including a Library, new Australian National Surfing Museum, Visitor Information Centre and Arts Facility.

Arts and creativity

Advocate for initiatives / changes to policies that reduce costs to local government

Cost increases impact on Council's ability to deliver key services and facilities. This is compounded by cost shifting where services previously delivered by other levels of government are delegated to Councils without adequate funding support.

Why it is important

Local government needs to be able to continue to deliver services and facilities for the community. Keeping the sector financially viable and ensuring service delivery meets community needs are critical for the ongoing success of the sector.

The support we seek

Sector wide collaboration and advocacy that seeks ways to reduce the cost to rate payers of Council services.

Accountable and viable council



Advocacy Priorities

April 2023

Standard Priority criteria

- Priorities that meet any of the following criteria will be assessed and included for advocacy action at any time:
- Projects in our Social Infrastructure Pipeline.
- Projects identified through Council's community project development program.
- Priorities to be delivered by other organisations or community groups that align closely to Council plan theme. E.g. Net Zero Surf Coast, Barwon Health priorities.
- Submissions to other levels of government that aim to bring about benefits for the Surf Coast Shire community or Council.
- A campaign to retain or increase existing program / service delivery funding Council receives. E.g. Early Years' services, Good Times Great Breaks funding.
- Supporting our partners who are advocating for funding for infrastructure or operational funding. E.g. Geelong Regional Library Corporation.
- Letters of support for Surf Coast Shire community groups applying for grants to deliver projects consistent with Council plan themes.

4.4 Mud Hut Project Update

Council Plan

Author's Title:

General Manager:

Division:

Department:

Attachments:

Theme Two - Healthy Connected Community

Strategy 6 - Enable communities to strengthen their social connections and participate in community life.

Coordinator Community Projects and Partnerships

Gail Gatt, General Manager Community Life

Community Life

Community Strengthening

1. Mud Hut Design Additions - Plan Sections and 3 D - Shelter Model v 2 [4.4.1 - 1 page]

Purpose

1. To seek Council endorsement on the preferred option for the Winchelsea Mud Hut Shelter Renewal alterations and additions project.

Recommendation

That Council:

1. Endorses the design concept (**Attachment 1**) developed by the community led Project Control Group (PCG).
2. Proceeds to demolish the existing Mud Hut as soon as practicable in preparation for the new shelter.
3. Informs the community of the revised design option.
4. Notes that officers will continue to explore funding options to meet the project budget shortfall, and will provide an update to Council at the 23 May 2023 Council Meeting.

Motion

Moved Cr Wellington, Seconded Cr Schonfelder

That Council:

1. Endorses the design concept (Attachment 1) developed by the community led Project Control Group (PCG).
2. Proceeds to demolish the existing Mud Hut as soon as practicable in preparation for the new shelter.
3. Consults with the community on the revised design option.
4. Notes that officers will continue to explore funding options to meet the project budget shortfall, and will provide an update to Council at the 23 May 2023 Council Meeting.

Amendment

Moved Cr Hodge, Seconded Cr Schonfelder

That Council:

1. Endorses the design concept (**Attachment 1**) developed by the community led Project Control Group (PCG).
2. Proceeds to demolish the existing Mud Hut as soon as practicable in preparation for the new shelter.
3. Consults with the community on the revised design option for a period of 7 days.
4. Notes that officers will continue to explore funding options to meet the project budget shortfall, and will provide an update to Council at the 23 May 2023 Council Meeting.

CARRIED 8|0

For	Against	Abstained
Cr Barker Cr Wellington Cr Allen Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder	Nil	Nil

Council Resolution

Moved Cr Hodge, Seconded Cr Schonfelder

That Council:

1. Endorses the design concept (**Attachment 1**) developed by the community led Project Control Group (PCG).
2. Proceeds to demolish the existing Mud Hut as soon as practicable in preparation for the new shelter.
3. Consults with the community on the revised design option for a period of 7 days.
4. Notes that officers will continue to explore funding options to meet the project budget shortfall, and will provide an update to Council at the 23 May 2023 Council Meeting.

CARRIED 8|0

For	Against	Abstained
Cr Barker Cr Wellington Cr Allen Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder	Nil	Nil

Outcome

2. If Council accepts this recommendation:
 - 2.1. Officers will progress this option and inform the community of the revised design concept before proceeding to construction.
 - 2.2. Funding will need to be sought to secure the budget shortfall of \$80,000.
 - 2.3. Council will proceed to demolish the existing mud hut structure in preparation for the new shelter as a priority.
 - 2.4. Post construction, the new revised design will reflect the history of the previous mud hut whilst also providing a new functional outdoor shelter for the community.

Key Considerations

3. The current structure that has been fabricated following a procurement process has specific elements (roof structure) prefabricated and cannot be changed as Council would need to cancel the contract.
4. The site is restricted due to a binding cultural heritage management plan meaning the alterations and additions have been confined to the existing footprint.
5. The options explored by the community led PCG, that were shaped by a petition presented to the 13 December 2022 Council meeting, include:
 - 5.1. Added timber cladding.
 - 5.2. 180-degree orientation change.
 - 5.3. Timber Circular Design alterations to reflect the historic mud hut.
 - 5.4. Retaining Wall to reflect the historic mud hut and provide wind protection.
6. Opportunities for community led in-kind volunteer contributions have been considered as part of the project. A cob wall can be included as part of the project subject to informing the community and ensuring all relevant WHS requirements are met.
7. Future stage ideas and concepts were also explored but have not been included with the priced additions. These include a timber arbour, added landscaping, concrete paths and viewing platforms that are subject to further community consultation and funding.
8. The community led revised design option will include an increased level of maintenance due to the added timber and walls.
9. The project budget is \$185,000, of which all funds have been allocated. The new revised project budget totals an additional \$80,000 inclusive of project management and contingency, (see breakdown below).
10. The project is jointly funded by Council and \$50,000 from the Australia Federal Government under the Local Roads and Community Infrastructure Program. There is a funding deadline of 30 June 2024 to complete the project.

Background

11. The proposed Mud Hut shelter renewal was due for installation in mid-January 2023 and is currently under contract. Microbats were found within the current shelter that needed assessment from a zoologist. The completed assessment includes added construction costs to demolish the shelter to ensure ongoing protection of the microbats.
12. The Mud Hut shelter renewal was included as part of the Winchelsea Gathering Space project funded under the 2020 - 21 Phase 1 of the Local Roads and Community Infrastructure Program funded by the Australian Federal Government and received \$50,000. The balance of funding has come from Council's Asset Renewal program.
13. The project consultation started in 2019 and was completed in 2022. The project has been significantly affected by delays due to COVID impacts and contractor availability issues.
14. A community petition was received by Council at the 13 December 2022 Council meeting requesting improvements to the proposed shelter design.

Options

15. **Alternative Option 1** – That Council:
 - 15.1. Endorses the design concept (**Attachment 1**) developed by the community led PCG.
 - 15.2. Proceeds to demolish the existing Mud Hut as soon as practicable in preparation for the new shelter.
 - 15.3. Informs the community of the revised design option.
 - 15.4. Re-allocates \$80,000 from existing projects in Winchelsea to fund the project budget shortfall.

This option is not recommended as it would result in reduced scope of other planned projects in Winchelsea leading to diminished outcomes for those projects.

16. **Alternative Option 2** – That Council:
 - 16.1. Does not endorse the design concept (**Attachment 1**) developed by the community led PCG and continues with the original shelter as planned.
 - 16.2. Proceeds to demolish the existing Mud Hut as soon as practicable in preparation for the original shelter.

This option is not recommended by officers as there would be reputational risk for not responding appropriately to the petition and by not providing the community with an added opportunity to contribute to the design of a structure that has historical significance within the town.

Council Plan (including Health and Wellbeing Plan) Statement**Theme Two - Healthy Connected Community**

Strategy 6 - Enable communities to strengthen their social connections and take part in community life.

Financial Considerations

17. The current project budget summary shows an \$80,000 increase to the overall budget if the design concept is endorsed by Council.

Project Expenditure	Current Budget (Jan 23)	New Design Budget (Apr 23)	Budget Shortfall
CHMP inc induction	\$15,000	\$15,000	\$0
Stairs and Ramps (DDA)	\$20,000	\$30,000	\$10,000
ASCO contract	\$112,000	\$112,000	\$0
Ecologist	\$4,700	\$4,700	\$0
QS review	\$2,000	\$2,000	\$0
Engineering report	\$850	\$850	\$0
Design revision / Structural Engineering	-	\$1,900	\$1,900
Added footings for retaining walls	-	\$5,800	\$5,800
Rammed Earth Walls or Cob walls	-	\$15,000	\$15,000
Circular Timber design plus installation	-	\$40,000	\$40,000
Project Management	\$28,500	\$34,500	\$6,000
Contingency	\$1,950	\$3,250	\$1,300
Total Project Budget	\$185,000	\$265,000	\$80,000

Community Engagement

18. Three community representatives, and a representative from Growing Winchelsea took part in four project control group (PCG) meetings to develop the concepts provided (**Attachment 1**).
19. Pending Council decision to proceed with the recommended option, it is planned to engage with the broader community on the design concept and receive feedback before finalising construction.

Statutory / Legal / Policy Considerations

20. There are no sustainability implications related to the recommendations in this report.

Risk Assessment

21. There is a reputational risk in the community if this recommendation is not accepted as Council will be perceived as not listening to the community.

Sustainability Considerations

22. The community led PCG have developed options that have considered the environment within the context of this specific project and its site restrictions.

Conflict of Interest

23. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

24. This report and attachments have no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This item has not been considered by the Audit and Risk Committee.

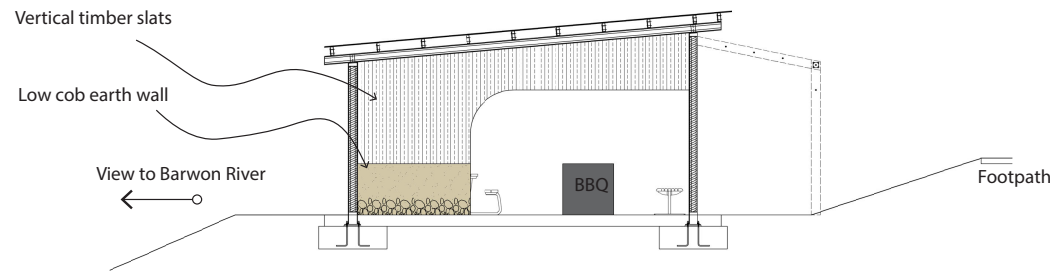
Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

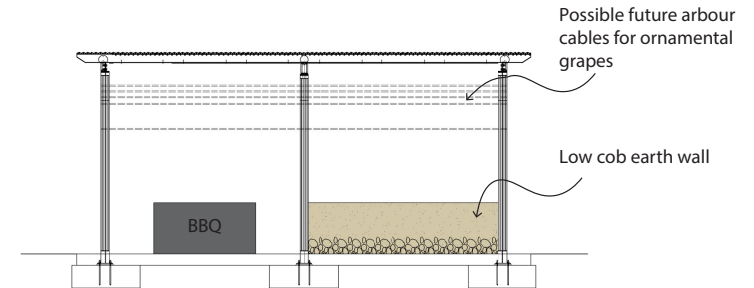
Councillor Briefing Date: 4 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	Y	<i>Cr Liz Pattison</i>	N
<i>Cr Paul Barker</i>	N	<i>Cr Adrian Schonfelder</i>	Y
<i>Cr Mike Bodsworth</i>	Y	<i>Cr Libby Stapleton</i>	Y
<i>Cr Kate Gazzard</i>	Y	<i>Cr Heather Wellington</i>	N
<i>Cr Rose Hodge</i>	Y		

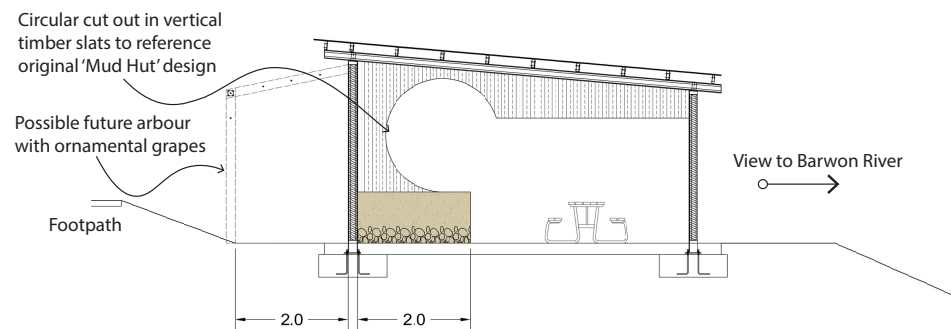
Councillor attendance at briefings is not a statutory requirement. Councillors can access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.



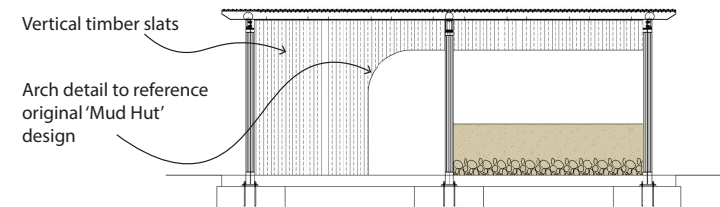
Shelter Additions - South East Elevation



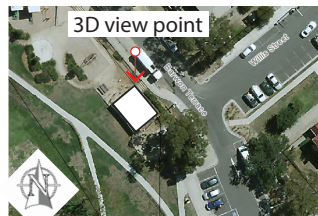
Shelter Additions - North East Elevation



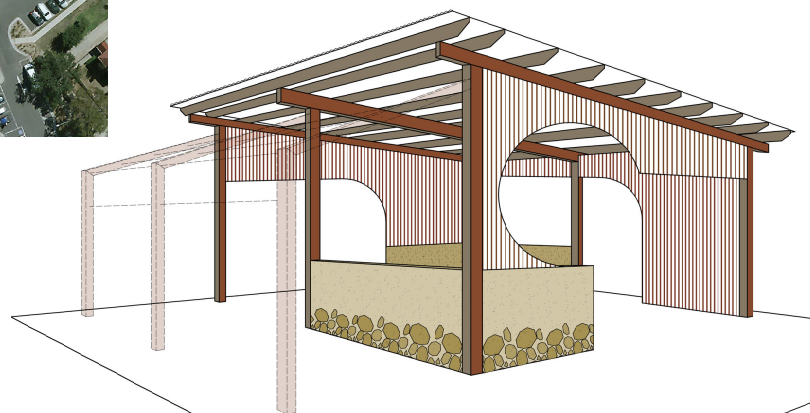
Shelter Additions - North West Elevation



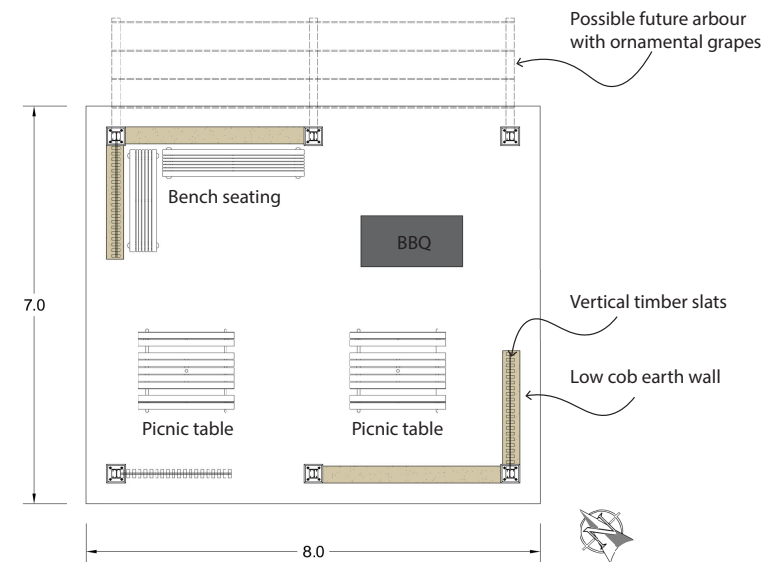
Shelter Additions - South West Elevation



Shelter Location Map



Shelter Additions - 3D View (looking south)



Shelter Additions- Plan View

Council Resolution

Moved Cr Schonfelder, Seconded Cr Barker

That Council suspends standing orders until 8:45pm.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Council Resolution

Moved Cr Gazzard, Seconded Cr Hodge

That Council resumes standing orders at 8.45pm.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

4.5 SCS-017 Community Engagement Policy Review

Council Plan

Theme Seven - Accountable and Viable Council

Strategy 19 - Improve Council's credibility as a trusted decision maker through meaningful engagement.

Author's Title:

Coordinator Communications and Community Engagement

General Manager:

Gail Gatt, General Manager Community Life

Division:

Community Life

Department:

Community Support

Attachments:

1. SCS 017 Draft Community Engagement Policy 2023 updated April 2023 [4.5.1 - 5 pages]
2. SCS 017 Draft Community Engagement Policy 2023 updated April 2023 with tracked [4.5.2 - 7 pages]

Purpose

1. To seek Council endorsement for the draft SCS-017 Community Engagement Policy to be placed on public exhibition.

Recommendation

That Council:

1. Endorses the draft SCS-017 Community Engagement Policy as per (**Attachment 1**) for a public exhibition for a period of four weeks.
2. Receives a report considering community feedback and a final version of the policy at a future Council meeting.

Council Resolution

Moved Cr Bodsworth, Seconded Cr Gazzard

That Council:

1. Endorses the draft SCS-017 Community Engagement Policy as per (**Attachment 1**) for a public exhibition for a period of four weeks.
2. Receives a report considering community feedback and a final version of the policy at a future Council meeting.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Outcome

2. If Council accepts this recommendation, community and stakeholders will have an opportunity to contribute feedback on the draft document, before a final Community Engagement Policy document is presented to Council.

Key Considerations

3. Council's Community Engagement Policy is an ongoing commitment to seeking meaningful and influential community and stakeholder input into decision making processes. The policy, including prescribed principles, is a legislated requirement under the *Local Government Act 2020*.
4. The Policy requires consideration of appropriate budgeting for community engagement processes on a case-by-case basis. Deliberative engagement processes required by the *Local Government Act 2020* will need budget allocations.
5. Existing community engagement input was used to inform the development of the draft Community Engagement Policy. Additional feedback will be sought during the public exhibition process, as well as through direct contact with key stakeholder groups, including Traditional Owners.

Background

6. Council has had a documented commitment to community engagement via a policy for over 10 years. Surf Coast communities are highly engaged and have a high level of interest and expectation around local decision-making opportunities, and their ability to influence and participate in local projects and issues.
7. The revised policy aims to clarify and strengthen Council's ongoing commitment to engagement in order to support community participation, deliver locally relevant decisions, and achieve our Council Plan obligations.
8. Community engagement is not a 'one size fits all' process. The best engagement approaches are tailored to the relevant project and/or community and will use different processes according to the scope, and level of decision-making influence available. The Policy adopts a principles-based approach to allow for this flexibility, whilst still ensuring our engagement commitments are met.
9. Detailed engagement planning and process advice sits outside the policy and is provided through Council's Community Engagement Procedure.

Options

10. **Alternative Option 1** – That Council does not place the policy on public exhibition and endorse the policy as presented. This option is not recommended by officers as community and stakeholder feedback is vital in ensuring a locally relevant Policy. There would also be a reputational risk to Council by not providing the community with an opportunity to contribute.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 19 - Improve Council's credibility as a trusted decision maker through meaningful engagement.

11. Council's Community Engagement Policy sets the direction for relevant and meaningful community engagement. It is a commitment to Surf Coast communities and provides guidance to staff to support effective engagement practices.

Financial Considerations

12. The development of the draft policy has been undertaken by staff within the existing community engagement resources.
13. Implementation of the policy will be funded through existing engagement resources, along with funding from specific project/program areas. Deliberative engagement processes required by the *Local Government Act 2020* will need to be budgeted for on a case by case basis.

Community Engagement

14. Existing community engagement feedback and insights were used to inform the development of the draft document. This included recent feedback on community engagement experiences and preferences obtained during a two-stage engagement process for the development of the Communications and Community Engagement Strategy 2021-25. This approach was taken in order to avoid over-consultation and community engagement 'fatigue'.
15. The existing engagement data included:
 - 15.1. 349 respondents to a communications and engagement phone survey;
 - 15.2. 138 online surveys about engagement experiences; and
 - 15.3. 68 submissions.
 - 15.4. Targeted engagement with:
 - 15.4.1. Traditional Owner groups;
 - 15.4.2. All Abilities Advisory Committee;
 - 15.4.3. Positive Ageing Advisory Committee; and
 - 15.4.4. People Place Future community panel members.
16. The key findings included:
 - 16.1. Surf Coast Shire communities are active and engaged, with a high level of interest in local issues.
 - 16.2. There is a need to be clear about Council's intention and offer at each engagement level.
 - 16.3. A focus on First Nations reconciliation, and inclusion of Traditional Owner voices as a priority.

- 16.4. Encouraging diverse input and seeking out minority groups and voices by removing barriers to participation and giving fair access to all. It was noted that this should not give more weight to the views of any particular cohorts.
 - 16.5. Engagement should start early in a project, should be transparent and allow for high levels of influence where possible.
 - 16.6. Communities are seeking a range of options for community contribution and participation – both online and in person/hard copy options.
 - 16.7. Outcomes from community engagement processes should be shared so participants can understand how their input affects decisions.
17. Community input gained from the proposed public submission process will enable officers to further refine the policy prior to bringing a final document to a later Council meeting.

Statutory / Legal / Policy Considerations

18. This policy is compliant with the *Local Government Act 2020* section 56, which establishes five community engagement principles applicable to Council. As required by Section 55 of the Act, this policy gives effect to these principles.
19. This policy aligns with the Council Plans *Theme Seven: Accountable and Viable Council*, which includes a commitment to meaningful engagement through *Strategy 19: Improve Council's credibility as a trusted decision maker through meaningful engagement*.

Risk Assessment

20. The policy and related procedure will ensure Council considers appropriate risk factors when choosing whether and how to undertake community engagement activities.

Sustainability Considerations

21. Effective community engagement processes support Council to make locally relevant, socially and economically sustainable decisions.

Conflict of Interest

22. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

23. This report and attachments contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

24. This is not in scope of the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: 4 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.



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COUNCIL POLICY

SCS-017 Community Engagement Policy

TRIM Reference:	D23/42822	Due for Review:	August 2026
Responsible Officer:	Coordinator Communications and Community Engagement		

Purpose

This policy outlines the principles and commitments that underpin Council's approach to community engagement. It also includes the specific requirements of the *Local Government Act 2020*, and gives effect to the relevant engagement principles.

Community engagement is about sharing information, and seeking meaningful and influential input into decision making. It refers to planned processes, designed to work across communities and stakeholders to shape decisions or actions in relation to an issue or opportunity.

Policy Principles

Council values community input, insights, experience and feedback. We are committed to working with communities and other stakeholders to achieve locally relevant, sustainable decisions through effective engagement practices. We will be transparent, genuine, relevant, accessible and inclusive in our approach to community engagement.

Council has an ongoing commitment to Reconciliation. We commit to working with Traditional Owners and other First Nations people within our municipality in our community engagement processes, to ensure their voices and perspectives are heard, understood and respected.

Scope

This policy applies to all community engagement activity undertaken by, or on behalf of Council, including work undertaken by consultants and volunteers.

This policy provides direction on community engagement activities including:

- Development and review of key strategic plans such as the Community Vision, Council Plan, Municipal Health and Wellbeing Plan, Financial Plan, Asset Plan, and Road Management Plan.
- Making of local laws.
- Development of annual budgets.
- Development of Council policies that directly impact the community.
- Planning and delivery of projects that create new assets or change service levels
- Activities requiring engagement under legislation.
- Capital works projects where Council is exempt from a planning permit process (due to an amendment to the planning scheme, citing an exemption for 'buildings or works with an estimate cost of \$1,000,000 or less carried out by or on behalf of a municipal council')

Engagement processes that are governed by other legislation, such as planning permit applications and planning scheme amendments governed by the *Planning and Environment Act 1987*, are outside the scope of this policy.



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Policy

Council is committed to undertaking community engagement in the following circumstances:

- when community input can enhance decision making or project outcomes
- to gain new information about community needs, aspirations and concerns
- when there will be a real or perceived change to existing services, programs or the use of public spaces and facilities
- when community members, business communities or other groups have a particular interest in the outcome of a decision, project or development
- when Council resolves to consult the community, and
- when legislation, policy or other agreement mandates.

Community engagement may not be deemed appropriate in circumstances where community influence is not possible, for example due to a legislative requirement or community safety issues.

In line with the International Association of Public Participation (IAP2) Spectrum of Public Participation (see *Appendix A*), Council will assess the following when considering the selection of engagement level(s) and associated activities:

- the level of impact on the community and the level of community and stakeholder interest
- the complexity and associated risks of the issue/project/topic
- the type of engagement that is appropriate and/or legislated
- the resources available to Council.

Council will seek participant feedback to monitor and evaluate engagement, and continue to adapt and improve our processes.

Type and form of community engagement

The process for determining the type and form of community engagement will be governed by a management procedure, aligned to the IAP2 Spectrum of Public Participation.

Community engagement plans will outline how Council will:

- Inform community of issue/project and relevant background, and the opportunity to have a say
- Provide an avenue for community/stakeholders to provide feedback (eg. in person, online etc)
- Ensure the period of time is appropriate for the project and context (eg. holiday periods etc)
- Ensure all feedback received is reviewed and made available for consideration by Council
- Where legislated, or deemed appropriate by Council, provide an opportunity for feedback to be provided in person to Council (hearing of submissions process)
- Provide feedback on how community input affected the decision/outcome.

Participatory engagement

Participatory engagement encourages people to share their existing perspectives or preferences, based on their own local knowledge and/or lived experience. Participatory processes are used when it is appropriate to seek broad community input or feedback. Participatory engagement may also be used in the first stage of a more complex, multi-staged engagement process. Examples of participatory processes may include surveys, drop in sessions and submission processes.

Where Council invites community participation via a submission process, and engagement on the matter was formerly governed by section 223 of the *Local Government Act 1989*, Council will continue to model the process on section 223 of the *Local Government Act 1989*. Examples include the declaration of special rates and charges, some types of drainage works, and the sale or exchange of Council owned land.

Deliberative engagement

Deliberative engagement processes aim to produce informed, and carefully considered views. It provides an opportunity to view opinion shifts that take place before and after deliberation, which can be useful for understanding the difference between informed and raw public opinion.

Participants of a deliberative process hear and contribute multiple perspectives, options and trade-offs, and reach conclusions through in depth discussion and consideration of relevant facts. Examples of deliberative processes may include community working groups, project groups, and panels.

Council will undertake deliberative engagement in the following circumstances:

1. Where it has a legislated obligation, including:
 - a. Community Vision,



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- b. Council Plan,
 - c. Financial Plan and
 - d. Asset Plan, or
2. Where it wants its decision-making on a matter or initiative to be informed by this model of community engagement. This may be for complex, controversial, or strategic projects.

When Council undertakes a deliberative engagement process, the community engagement plan will be available on Council's website.

Local Government Act 2020 Principles

The *Local Government Act 2020* Section 56 establishes five community engagement principles applicable to Council. As required by Section 55 of the Act, this policy gives effect to these principles.

Principles	Council's commitment
Principle 1: A community engagement process must have a clearly defined objective and scope	<ul style="list-style-type: none"> Develop community engagement plans in accordance with this policy. Allocate appropriate funding and time to engagement planning and implementation.
Principle 2: Participants in community engagement must have access to objective, relevant and timely information to inform their participation	<ul style="list-style-type: none"> Provide timely, accurate, impartial and accessible information about intended projects or decisions for consideration. Provide opportunities for community members to come together where appropriate, to learn and share information, and have meaningful and informed deliberations.
Principle 3: Participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement	<ul style="list-style-type: none"> Identify stakeholders early in the process and determine the level to which different groups may be affected by decisions or plans. Select accessible communication methods to ensure relevant parties are informed about opportunities to influence council decisions. Encourage and support the inclusion of a diverse perspectives, including children and young people, older people, people of all genders, people with disabilities and carers, Aboriginal and/or Torres Strait Islander people, culturally and linguistically diverse communities, and people who identify as LGBTQIA+.
Principle 4: Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement	<ul style="list-style-type: none"> Consider potential barriers to participation in engagement processes, including accessibility needs, information formats, communication channels, language and timing. Develop plans which respond to identified barriers and needs, and support broad participation.
Principle 5: Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making	<ul style="list-style-type: none"> Identify the appropriate level of engagement according to the International Association of Public Participation (IAP2) Framework. Articulate how community perspectives will be incorporated into decision making and the nature of the scope and decisions to be made. Share what has been learned and what actions or decisions have resulted from an engagement process.

Related Procedure

Community Engagement Procedure

Capital Works Engagement Procedure (in development)

Child Safe Workplace



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References

Documents

- Surf Coast Shire Communications and Community Engagement Strategy 2022-25
- Surf Coast Shire Child Safe Organisation Policy
- [Surf Coast Shire Public Transparency Policy](#)
- Surf Coast Shire Community Development Framework and Action Plan
- [Surf Coast Shire Governance Rules](#)

Relevant Legislation

- [Child Safe standards](#)
- [Equal Opportunity Act 2010](#)
- [Gender Equality Act 2020](#)
- [Health and Wellbeing Act 2008](#)
- [Local Government Act 1989](#)
- [Local Government Act 2020](#)
- [Subordinate Legislation Act 1994](#)
- [Public Administration Act 2004](#)
- [Road Management Act 2004](#)
- [Planning and Environment Act 2007](#)
- [Victorian Charter of Human Rights and Responsibilities Act 2006](#)

Other References

- [Paleert Tjaara Dja, Let's make Country good together 2020-2030](#) - Wadawurrung Healthy Country Plan
- [Meerreengeeye ngakeepoorryeeyt](#) (meaning, Our Country, far seeing) - Eastern Maar Council Plan
- [International Association of Public Participation \(IAP2\) Spectrum of Public Participation](#)

Document History

Version	Document History	Approved by – Date
1		Council resolution - 15 September 2020
2	<i>Revised in April 2023</i>	



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Appendix A

IAP2 Spectrum of Public Participation



IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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COUNCIL POLICY

SCS-017 - Community Engagement Policy

TRIM Reference: D2020/92074 Due for Review: ~~30 September 2022~~ August 2026
Responsible Officer: Coordinator Communications and Community Engagement

Commented [RH1]: Proposed 3 year review date

Purpose

This policy outlines the principles and commitments that underpin Council's approach to community engagement. It also includes the specific requirements of the *Local Government Act 2020*, and gives effect to the relevant engagement principles.

Community engagement is about sharing information, and seeking meaningful and influential input into decision making. It refers to planned processes, designed to work across communities and stakeholders to shape decisions or actions in relation to an issue or opportunity.

Community engagement is about seeking meaningful and influential community and stakeholder input into decision making processes. It is a refers to a planned process with the specific purpose of working across organisations, stakeholders and communities to shape the decisions or actions in relation to a problem, opportunity or outcome (IAP2).

Commented [RH2]: Minor wording changes

Policy Principles

Council values community input, insights, experience and feedback. We are committed to working with communities and other stakeholders to achieve locally relevant, sustainable decisions through effective engagement practices. We will be transparent, genuine, relevant, accessible and inclusive in our approach to community engagement.

Council has an ongoing commitment to Reconciliation. We commit to working with Traditional Owners and other First Nations people within our municipality in our community engagement processes, to ensure their voices and perspectives are heard, understood and respected.

Commented [RH3]: Overarching principles linked to our Comms & Engagement Strategy

The *Local Government Act 2020* Section 56 establishes five community engagement principles applicable to Council. As required by Section 55 of the Act, this policy gives effect to these principles.

Commented [RH4]: This section has been moved to the 'Local Government Act' section within the new Policy template (see page 5).

Principle 1: A community engagement process must have a clearly defined objective and scope

Council will:

- Develop community engagement plans in accordance with this policy.
- Identify and document the purpose of community engagement processes and the benefits sought.
- Allocate appropriate funding and time to engagement planning and implementation.

Principle 2: Participants in community engagement must have access to objective, relevant and timely information to inform their participation

Council will:

- Provide accurate, impartial and accessible information about intended projects or decisions for consideration.
- Provide information with sufficient notice for community members to consider how they may be affected by proposed decisions or plans and make arrangements to be involved in engagement processes.
- Provide opportunities, as appropriate, for community members to come together to learn and share information, and have meaningful and informed deliberations.

Principle 3: Participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement

Council will:

- Identify stakeholders at the commencement of all relevant projects and determine the level to which different groups may be affected by decisions or plans.
- Select a variety of accessible communication methods to ensure relevant parties are informed about engagement activities and opportunities to influence council decisions.

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- Encourage and support the inclusion of a diverse range of perspectives, including, but not limited to, youth, older people, people with disabilities and carers, and people who identify as LGBTIQ+, Aboriginal and/or Torres Strait Islander, or as belonging to a variety of culturally and linguistically diverse communities;
- Listen to and consider the views of the full range of participants.

Principle 4: Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement

Council will:

- Consider what barriers may exist to participation in engagement processes, including consideration of accessibility needs, information formats, communication channels, language and a variety of engagement methods and opportunities;
- Develop plans which respond to identified barriers and needs, and encourage broad participation;
- Support initiatives that improve the capacity of different groups to engage with Council and effectively present their views.

Principle 5: Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making

Council will:

- Identify the appropriate level of engagement according to the International Association of Public Participation (IAP2) Framework;
- State the level of influence available, and highlight the negotiable and non-negotiable elements of any community engagement process;
- Articulate how community perspectives will be incorporated into decision making and the nature of decisions to be made;
- Share what has been learned and what actions or decisions have resulted from an engagement process.

Scope

This policy applies to all community engagement activity undertaken by, or on behalf of Council, including work undertaken by consultants and volunteers.

This policy provides direction on community engagement activities including:

This policy provides direction on formal (including legislated) and informal community engagement activities undertaken by, or on behalf of, Council, including, but not limited to, the:

- Development and review of key strategic plans such as the Community Vision, Council Plan, Municipal Health and Wellbeing Plan, Financial Plan, Asset Plan, and Road Management Plan.
- Making of local laws.
- Development of annual budgets.
- Development of Council policies that directly impact the community.
- Planning and delivery of projects that create new assets or change service levels
- Activities requiring engagement under legislation.
- Capital works projects where Council is exempt from a planning permit process (due to an amendment to the planning scheme, citing an exemption for 'buildings or works with an estimate cost of \$1,000,000 or less carried out by or on behalf of a municipal council')

This policy applies to all community engagement activity undertaken by Council, including work undertaken by consultants and volunteers.

Community engagement relating to planning permit applications and planning scheme amendments is outside of the scope of this policy, as these processes are governed by the Planning and Environment Act 1987 and associated regulations.

Engagement processes that are governed by other legislation, such as planning permit applications and planning scheme amendments governed by the Planning and Environment Act 1987, are outside the scope of this policy.

Policy

Council will undertake community engagement activities for any of the following purposes:

- when community input can enhance decision making or project outcomes
- to gain new information about community needs, aspirations and concerns

Commented [RH5]: Minor wording change

Commented [RH6]: This inclusion will replace Council's current "Capital Works Community Engagement Policy". Projects meeting this criteria will now apply engagement processes as per this policy.

Commented [RH7]: Minor wording change



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- when there will be a real or perceived change to existing services, programs or the use of public spaces and facilities
- when community members, business communities or other groups would have a particular interest in the outcome of a decision, project or development
- when Council resolves to consult the community
- when legislation, policy or other agreement mandates.

Community engagement may not be deemed appropriate in circumstances where community influence is not possible, for example due to a legislative requirement or community safety issues.

In line with the International Association of Public Participation (IAP2) Spectrum of Public Participation (see Appendix A), Council will assess the following when considering the selection of engagement level(s) and associated activities:

- the level of impact on the community and the level of community and stakeholder interest
- the complexity and associated risks of the issue/project/topic
- the type of engagement that is appropriate and/or legislated
- the resources available to Council.

Council will seek participant feedback to monitor and evaluate engagement, and continue to adapt and improve our processes.

Type and form of community engagement

The process for determining the type and form of community engagement will be governed by a management procedure, aligned to the IAP2 Spectrum of Public Participation (below). Engagement approaches will be documented in project specific community engagement plans.

Community engagement plans will outline how Council will:

- Inform community of issue/project and relevant background, and the opportunity to have a say
- Provide an avenue for community/stakeholders to provide feedback (eg. in person, online etc)
- Ensure the period of time is appropriate for the project and context (eg. holiday periods etc)
- Ensure all feedback received is reviewed and made available for consideration by Council
- Where legislated, or deemed appropriate by Council, provide an opportunity for feedback to be provided in person to Council (hearing of submissions process)
- Provide feedback on how community input affected the decision/outcome.

Council will assess the following when considering the selection of engagement level(s) and associated activities:

- the level of impact on the community and the level of community and stakeholder interest
- the complexity and associated risks of the issue/project/topic
- the resources available to Council.

Commented [RH8]: This was moved to the section above

Engagement level	Promise to community	Role of community	Examples of activities
Inform: Provide news and information to the community to help them understand.	Council will keep you informed.	Receive information.	Information sessions Provide information via media Social media posts On-site signage Direct mail Project updates Public meetings
Consult: Ask for feedback on a matter	Council will listen to and acknowledge your contribution.	Contribute opinions and ideas.	Survey Focus groups Drop-in sessions Opinion poll Submission processes Public meetings
Involve: Invite participation toward an outcome pre-determined by Council.	Council will work with you to ensure your concerns and aspirations are considered in the decision making.	Participate in making plans and decisions.	Working/reference groups Advisory groups Workshops Deliberative polling

Commented [RH9]: We have sought permission from IAP2 to refer to the Spectrum, and the official version is now listed as an attachment.



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Engagement level	Promise to community	Role of community	Examples of activities
Collaborate: Work together with the community toward a jointly agreed outcome.	Council will look to the community for advice and innovation, incorporating into decisions where possible.	Actively partner for an agreed outcome	Citizen's advisory committees Participatory decision-making Community ownership project governance Deliberative processes
Empower: Place final decision making in the hands of the public and build their capacity to deliver change	Council will help you implement our mutual goals.	Carry out a community-led initiative.	Citizen's juries Deliberative processes Ballots

Adapted from IAP2 Spectrum of Public Participation

When outlining the engagement approach, Council will tailor engagement based on the:

- specific aims and objectives of the engagement
- needs of participants
- local context
- needs of the decision or policy-makers
- requirements of any relevant regulations.

Commented [RH10]: This information is best suited to the Management Procedure document and templates that support staff to develop engagement plans. An overview of our approach is now listed in the 'type and form of community engagement' section above.

Each community engagement plan will include the following as a minimum:

- The purpose and objectives of the exercise (why and how)
- The intended outcomes (what will be achieved);
- The scope of the engagement (including available influence)
- The people who should be involved (specialists, decision-makers and public participants), and their potentially different needs and aspirations;
- The context (social, political, historical, policy) into which the process will fit
- The methods for informing the community of the outcome of engagement.

Process for informing the community of the outcome of engagement

In determining the methods for informing the community of the outcome of engagement processes, Council will consider:

- the relevant community engagement plan
- the stakeholders involved
- the relevance to, and the interest level of, the broader community.

Council will utilise a variety of methods to inform the community of the outcome of engagement processes. These will be outlined in specific community engagement plans and will include, but not be limited to:

- Publication on Council's website
- Posts on Council's social media sites
- Print media
- Direct communication with individuals or groups that have participated in the process or requested to be notified of the outcomes (e.g. phone, email or post)
- Formal in-person announcements (e.g. community meeting).

Participatory engagement

Participatory engagement encourages people to share their existing perspectives or preferences, based on their own local knowledge and/or lived experience. Participatory processes are used when it is appropriate to seek broad community input or feedback. Participatory engagement may also be used in the first stage of a more complex, multi-staged engagement process. Examples of participatory processes may include surveys, drop in sessions and submission processes.

Where Council invites community participation via a submission process, and engagement on the matter was formerly governed by section 223 of the *Local Government Act 1989*, Council will continue to model the process on section 223 of the *Local Government Act 1989*. Examples include the declaration of special rates and charges, some types of drainage works, and the sale or exchange of Council owned land.

Commented [RH11]: The Local Govt Act 1989 is still a reference point for some Council activities.



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Deliberative engagement practices

Deliberative engagement processes aim to produce informed, and carefully considered views. It provides an opportunity to view opinion shifts that take place before and after deliberation, which can be useful for understanding the difference between informed and raw public opinion. Participants of a deliberative process hear and contribute multiple perspectives, options and trade-offs, and reach conclusions through in depth discussion and consideration of relevant facts. Examples of deliberative processes may include community working groups, project groups, and panels.

Council will undertake deliberative engagement in the following circumstances:

1. Where it has a legislated obligation, including:
 - a. Community Vision,
 - b. Council Plan,
 - c. Financial Plan and
 - d. Asset Plan, or
2. Where it wants its decision-making on a matter or initiative to be informed by this model of community engagement. This may be for complex, controversial, or strategic projects.

Deliberative engagement refers to engagement processes that enable community representatives to reach conclusions based on in-depth consideration of relevant facts from multiple points of view, conversations with others and critical thinking about alternative perspectives, opinions, understandings and trade-offs (adapted from Mosaic-Lab).

Council will undertake deliberative engagement in the following circumstances:

1. Where it has a legislated obligation (including Community Vision, Council Plan, Financial Plan and Asset Plan); or
2. Where it resolves that it wants its decision-making on a matter or initiative to be informed by this model of community engagement.

There is no single design for deliberative public engagement; therefore, Council's deliberative engagement practices will be tailored in accordance with this policy.

When Council undertakes a deliberative engagement process, the community engagement plan will be available on Council's website.

Once designed, the deliberative engagement elements will be documented in a community engagement plan, in accordance with this policy. Where Council is undertaking deliberative engagement, the community engagement plan will be available on Council's website.

As part of Council's commitment to effective deliberative engagement practices, Council will:

- provide a clear remit to the deliberative group
- ensure participants have access to neutral, balanced information from a range of different sources, to allow in-depth conversation and understanding of this issues involved
- ensure the process is representative
- allow the time needed to deliberate on complex information, and weigh up options and ideas
- give the deliberative group a high level of influence over outcomes or decisions.

Local Government Act 2020 Principles

The Local Government Act 2020 Section 56 establishes five community engagement principles applicable to Council. As required by Section 55 of the Act, this policy gives effect to these principles.

Principles	Council's commitment
Principle 1: A community engagement process must have a clearly defined objective and scope	<ul style="list-style-type: none"> • Develop community engagement plans in accordance with this policy. • Allocate appropriate funding and time to engagement planning and implementation.
Principle 2: Participants in community engagement must have access to objective, relevant and timely information to inform their participation	<ul style="list-style-type: none"> • Provide timely, accurate, impartial and accessible information about intended projects or decisions for consideration. • Provide opportunities for community members to come together where appropriate, to learn and share information, and have meaningful and informed deliberations.

Commented [RH12]: Minor wording and format changes

Commented [RH13]: Minor wording change

Commented [RH14]: To be included in Management Procedure. Individual plans for deliberative engagement will be made public

Commented [RH15]: New section in updated Policy template. These are the required principles from the Local Govt Act 2020, and were included in our previous policy – they are reformatted here.



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<p>Principle 3: Participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement</p>	<ul style="list-style-type: none"> Identify stakeholders early in the process and determine the level to which different groups may be affected by decisions or plans. Select accessible communication methods to ensure relevant parties are informed about opportunities to influence council decisions. Encourage and support the inclusion of a diverse perspectives, including children and young people, older people, people of all genders, people with disabilities and carers, Aboriginal and/or Torres Strait Islander people, culturally and linguistically diverse communities, and people who identify as LGBTQIA+.
<p>Principle 4: Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement</p>	<ul style="list-style-type: none"> Consider potential barriers to participation in engagement processes, including accessibility needs, information formats, communication channels, language and timing. Develop plans which respond to identified barriers and needs, and support broad participation.
<p>Principle 5: Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making</p>	<ul style="list-style-type: none"> Identify the appropriate level of engagement according to the International Association of Public Participation (IAP2) Framework. Articulate how community perspectives will be incorporated into decision making and the nature of the scope and decisions to be made. Share what has been learned and what actions or decisions have resulted from an engagement process.

Related Procedure

MPP-028 Community Engagement Management Procedure ~~(draft under development)~~

Capital Works Engagement Procedure (in development)

Child Safe Workplace



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References

Documents

- Surf Coast Shire Communications and Community Engagement Strategy ~~2019-24~~2022-25
- ~~Surf Coast Shire Customer Service Strategy 2015-18~~
- SCS-025 Surf Coast Shire Council Capital Works Community Engagement Policy
- Surf Coast Shire Community Development ~~Policy 2019-21 (draft under development)~~ Framework and Action Plan
- Surf Coast Shire Governance Rules (draft)
- Surf Coast Shire Public Transparency Policy (draft)

Relevant Legislation

- [Local Government Act 1989](#)
- [Local Government Act 2020](#)
- [Victorian Charter of Human Rights and Responsibilities Act 2006](#)
- [Equal Opportunity Act 2010](#)
- [Subordinate Legislation Act 1994](#)
- [Public Administration Act 2004](#)
- [Road Management Act 2004](#)
- [Planning and Environment Act 2007](#)
- [Health and Wellbeing Act 2008](#)
- [Child Safe Standards](#)
- [Gender Equality Act 2020](#)

Other References

- [International Association of Public Participation \(IAP2\) Spectrum of Public Participation](#)
- [Paleert Tjaara Dja, Let's make Country good together 2020-2030 - Wadawurrung Healthy Country Plan](#)
- [Meerreeengeeye ngakeepoorryeeyt \(meaning, Our Country, far seeing\) - Eastern Maar Council Plan](#)
- [IAP2's Core Values for the Practice of Public Participation](#)
- [Mosaic Lab Principles of Deliberative Engagement](#)

Document History

Version	Document History	Approved by – Date
1		Council resolution - 15 September 2020
2	Revised in April 2023	

4.6 Development Plan Application - 22/0546 - Surf Coast Aquatic and Health Centre - 1 Merrijig Drive Torquay

Council Plan

Author's Title:

General Manager:

Division:

Department:

Attachments:

Theme Two - Healthy Connected Community

Strategy 3 Facilitate the provision of social infrastructure and open space to enable healthy lifestyles.

Principal Statutory Planning

Chris Pike, General Manager Placemaking & Environment

Placemaking and Environment

Planning and Compliance

1. 22 0546 - Development Plan - Surf Coast Aquatic and Health Centre - 1 Merrijig Drive Torquay [4.6.1 - 31 pages]
2. 22 0546 - Community and Civic Precinct Future Land Use Plan - 1 Merrijig Drive Torquay [4.6.2 - 1 page]

Purpose

1. The purpose of this report is to consider an application for approval of a development plan for land at 1 Merrijig Drive Torquay to facilitate the Surf Coast Aquatic and Health Centre.

Recommendation

That Council, having considered the application and all submissions received, approves the development plan for the Surf Coast Aquatic and Health Centre (**Attachment 1**) pursuant to Clause 43.04-2 of the Surf Coast Shire Planning Scheme at 1 Merrijig Drive Torquay.

Council Resolution

Moved Cr Hodge, Seconded Cr Schonfelder

That Council, having considered the application and all submissions received, approves the development plan for the Surf Coast Aquatic and Health Centre (**Attachment 1**) pursuant to Clause 43.04-2 of the Surf Coast Shire Planning Scheme at 1 Merrijig Drive Torquay.

CARRIED 7|1

For	Against	Abstained
Cr Allen Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Cr Barker	Nil

Outcome

2. If Council accepts this recommendation, it will facilitate the use and development of the northern portion of 1 Merrijig Drive, Torquay for the Surf Coast Aquatic and Health Centre (SCAHC), subject to planning permit approval.

Background

Proposal

3. An application has been made for approval of a Development Plan for part of the land known as 1 Merrijig Drive, Torquay as required under Schedule 8 to the Development Plan Overlay (DPO8) Torquay North Residential Precinct, to facilitate the use and development of the SCAHC. Any subsequent permit granted for the site must be generally in accordance with the approved development plan and is exempt from public notification.
4. This development plan (refer Attachment 1) covers only a small portion of the land covered by DPO8. This development plan is the final stage with other stages of the development plan already approved for the balance of the land within the Torquay North Residential Precinct. The various estates approved under these development plan stages include the estates known as Quay 2, Stretton Park Estate, Dunes Estate east of Fischer Street and Dunes Estate west of Fischer Street. Development of these estates is mostly complete, except for the estate known as Stretton Park Estate, which is currently under development.
5. The key features of the development plan (refer Attachment 1) include:
 - 5.1. Defining the area that the SCAHC, including the buildings and car parking, is proposed to encompass.
 - 5.2. The development plan is accompanied by a suite of supporting documents, including:
 - 5.3. Archaeological Field Survey, prepared by Terra Culture Heritage Consultants, dated 10 November 2022.
 - 5.4. Preliminary Construction Management Plan, prepared by Turner and Townsend, dated 11 November 2022.
 - 5.5. Flora and Fauna Assessment, prepared by Practical Ecology, dated 15 December 2022.
 - 5.6. Transport Advice, prepared by MGA Traffic, dated 15 December 2022.

Subject Site and Locality

6. The subject site is identified as Reserve 1 (part) on Plan of Subdivision 813286V, commonly known as 1 Merrijig Drive, Torquay, with an area of 3.522 hectares. Of this, the SCAHC would comprise an area of approximately 2.138 hectares to the northern portion of the part reserve. The site is generally rectangular in shape, except for the northern corner where it adjoins the Wurdi Baierr Stadium. This portion of land is zoned General Residential 1 Zone and relevant to the development plan application is covered by DPO8. It is also covered by Schedule 1 to the Design and Development Overlay (DDO1).
7. The southern portion of the land, which is developed with the Surf Coast Civic and Community Centre is zoned Schedule 6 to the Public Use Zone (PUZ6).

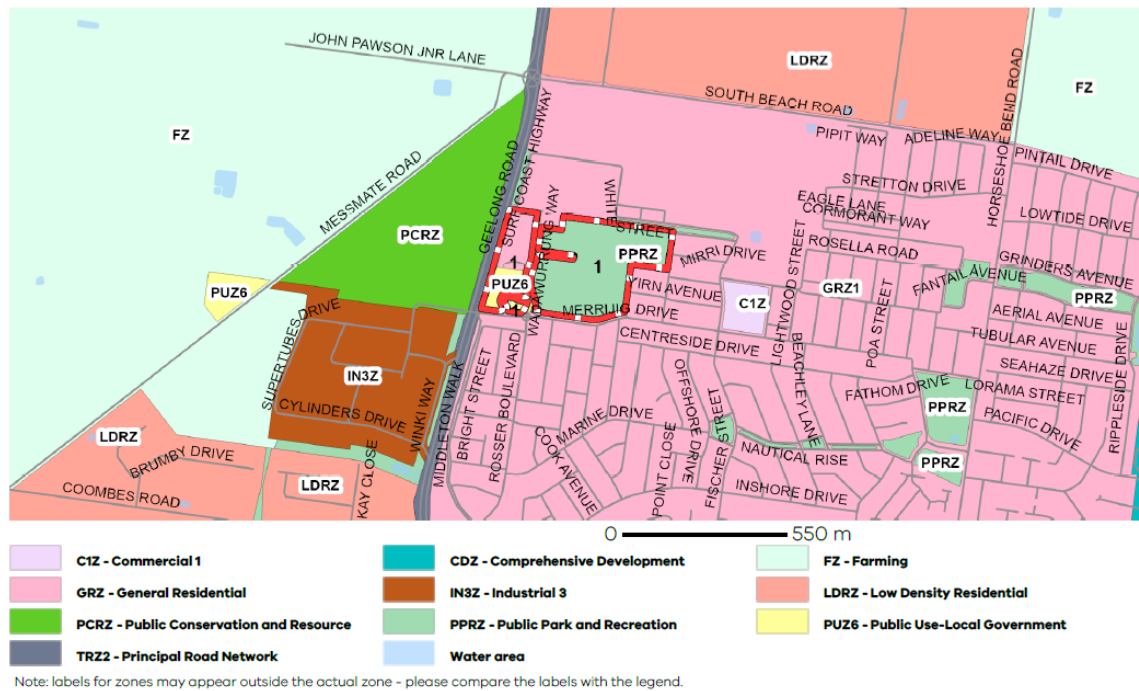
8. The site is bordered by College Lane and the Wurdi Baierr Stadium to the north, with Surf Coast Secondary College beyond, Merrijig Drive to the south with residential land to the south, Narrodyia netball courts and Parwan soccer pitch to the east and the Surf Coast Highway to the west, with Grasstree Park Nature reserve to the western side of the Surf Coast Highway.
9. The site is generally flat and is undeveloped except for a car park to the eastern side, along Wadawurrung Way. The site contains predominantly introduced pasture and exotic grasses with one small patch of native vegetation within a drainage line and planted vegetation, including She Oak, Banksia and Eucalypts along the western side of Wadawurrung Way and to the east of the linear path that runs parallel to the Surf Coast.

Locality Aerial Map



Source: Surf Coast Shire 2022 Aerial Photograph

Zoning Map



Planning Controls

10. Clause 43.04-2 of the Development Plan Overlay specifies that:

A permit must not be granted to use or subdivide land, construct a building or construct or carry out works until a development plan has been prepared to the satisfaction of the responsible authority.

11. Therefore approval of the development plan is a pre-requisite to the granting of a planning permit.

12. Clause 43.04-4 specifies that the development plan must describe:

- 12.1. The land to which the plan applies.
- 12.2. The proposed use and development of each part of the land.
- 12.3. Any other requirements specified for the plan in a schedule to this overlay.

13. DPO8 specifies a number of requirements, many of these are not directly relevant to this stage of the development plan as they relate to planning for residential subdivision and development, the location of a shopping centre and the location of schools, which have been features of earlier stages. Relevant matters for this stage include:

- 13.1. Lot access (no direct access to lots fronting the highway) and the road network
- 13.2. Consideration of archaeology
- 13.3. Protection of remnant vegetation
- 13.4. Stormwater and other utilities
- 13.5. Site management

14. The development plan is considered to accord with the relevant provisions of the Surf Coast Shire Planning Scheme and the Community and Civic Precinct – Future Land Use Plan 2022 Torquay Community and Civic Master Plan adopted by Council on 26 July 2022.

Community Engagement

15. Neither the Surf Coast Shire Planning Scheme or the *Planning and Environment Act 1987* include requirements for prescribed public notice for development plans. It is Council's policy however to place development plan applications on public exhibition for a period of at least 28 days.
16. Notice of the development plan was placed on public exhibition in early 2023. Notices were sent to all owners/occupiers immediately surrounding the site on 5 January 2023 and a notice was placed in the Surf Coast Times on 10 February 2023.
17. Two submissions were received in mid-February 2023, which were supportive of an aquatic centre however expressed concerns that the proposal does not cater for the needs of the community in that the facility only provides a seasonal (outside) 25 metre pool for squad and lap swimming, rather than an indoor 25 metre pool or an outdoor heated 25 metres or preferably 50 metre pool and that the facility as proposed will provide a health centre rather than an aquatic centre, which is not required with the surrounding number of allied health facilities in Torquay and Jan Juc.
18. In June 2022 Council resolved to proceed with Option C for the SCAHC, which included an outdoor 25 metre swimming pool, two indoor program pools, gym program spaces, Allied Health suites, café and supporting amenities and a future option to enclose the 25 metre swimming pool.
19. On 28 February 2023 Council resolved a revised scope (Option F) for the SCAHC project in response to the new modelling that has been received, as a result of the Armstrong Creek Commonwealth Games legacy facility to be delivered by 2026. The scope includes an indoor 25 metre swimming pool, one programmed pool, gym program spaces, Allied Health suits, café and supporting amenities.
20. The new scope for the SCAHC includes a 25 metre indoor swimming pool, which can be used all year for swimming lessons, squad and lap swimming.
21. The proposed development plan does not specify the level or quality of facilities to be provided within the SCAHC, nor is this a requirement of DPO8 to provide this detail. Therefore, the number of pools and whether they are indoor or outdoor is not relevant to the consideration of whether the development plan is satisfactory.

Referrals

22. The following informal external referrals were undertaken:

Referral Authority	Response	Officer Comment
Department of Transport	No objection subject to the following conditions: <ol style="list-style-type: none">1. The installation of a left turn deceleration lane.2. The installation of a new intersection and splitter island.3. Then installation of appropriate street lighting.	The applicant has amended the development plan to include notations that address the requirements of the Department of Transport. Given that a development plan is an approved document and not a permit, it is considered that this is the most appropriate

	4. Installation of appropriate road furniture and fittings.	way to address the Department of Transports requirements.
Wadawurrung Traditional Owners Aboriginal Corporation (WTOAC)	No response provided	An Archaeological Field Survey, prepared by Terra Culture Heritage Consultants, dated 10 November 2022 has been provided. This report was referred to WTOAC in January 2023. A referral response has not been received yet from the Wadawurrung Traditional Owners Aboriginal Corporation. The applicant will pursue the comments from the Wadawurrung Traditional Owners Aboriginal Corporation prior to finalising a planning application.

23. The following internal referrals were undertaken:

Department	Response	Officer Comment
Infrastructure and Traffic	<p>Access</p> <ul style="list-style-type: none"> Proposed vehicle access from Surf Coast Highway. As the new crossover is to be installed within the TRZ2, approval of the crossover dictated by the Department of Transport (VicRoads). 	The application was referred to the Department of Transport who have not objected to proposed road access from the Surf Coast Highway subject.
	<p>Parking</p> <ul style="list-style-type: none"> Detailed Car parking inclusive of all measurements, signage, aisle widths, accessibility, overflow parking etc plan to be provided post issue of the permit 	The future planning application for the use and development of the Surf Coast Aquatic and Health Centre will require a detailed car parking plan and parking demand assessment to be submitted as part of the planning application to ensure that adequate car parking is provided for the proposed facility.
	<p>Drainage</p> <ul style="list-style-type: none"> Flows generated from the proposed development to be restricted to pre-development levels Stormwater discharge must meet the performance 	A condition of any future permit issued will require stormwater to be restricted to pre-development levels, including the use of landscape swales

	<p>objectives for stormwater quality as contained in the Urban Stormwater - Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999).</p> <ul style="list-style-type: none"> • SWMP required to show how the detention and treatment criteria are achieved • As council assets are to be created as part of the development, engineering plans to be provided prior to commencement of the development. <p>Construction</p> <ul style="list-style-type: none"> • Preliminary Construction Management Plan provided. Due to the works involved in the proposed development, a construction management plan in accordance with Clause 53.18-6 of the planning scheme is required 	<p>and raingardens to provide for the re-use of water.</p> <p>A condition of any future permit issued will require a Construction Management Plan to protect drainage infrastructure and receiving waters from sedimentation and contamination and protect the site and surrounding area for environmental degradation prior to and during the construction works.</p>
Environment	<ul style="list-style-type: none"> • The site is currently zoned GRZ1 and is not covered by any relevant environmental overlays • The site is greater than 4000sqm and is predominantly vacant with some car parking • A flora and fauna assessment has been undertaken by Practical Ecology and a preliminary Construction Management Plan prepared by Turner and Townsend. • The site is predominantly introduced pasture and exotic grasses with some planted vegetation and one very small patch of native vegetation persisting within a drainage line. Based on the small size of the patch, there are no offset requirements as the removal is negligible. • Appropriate erosion and sedimentation control must be 	<p>The future planning application for the use and development of the Surf Coast Aquatic and Health Centre will require the submissions of a detailed Construction Environmental Management Plan (CEMP) to ensure that there are no adverse impacts to the site and surrounding area during the construction of the facility.</p>

	included as part of the CEMP	
Open Space	<ul style="list-style-type: none"> The Development Plan includes a 15 metre wide Vegetation/Plantation Reserve in accordance with DPO8. A Landscape Masterplan and detailed Landscape Plans will be required as part of the planning permit. 	The future planning application for the use and development of the Surf Coast Aquatic and Health Centre will require the submission of a Landscape Masterplan and Landscape Plans to provide for landscaping within the 15 metre wide vegetation/plantation reserve to soften the development when viewed from the Surf Coast Highway

Key Considerations

Assessment

24. The Development Plan Overlay – Schedule 8 requires that a development plan must provide for and describe for the following:
- 24.1. Liveable and Sustainable Communities
 - 24.2. Lot Design
 - 24.3. Urban Landscape
 - 24.4. Access and Mobility Management
 - 24.5. Utilities
 - 24.6. Site Management
25. An assessment to each of these requirements is provided in the table below:

Requirements of the Development Plan	Assessment
<p>Liveable and Sustainable Communities</p> <p>A comprehensively planned residential subdivision generally in accordance with the Torquay-Jan Juc Structure Plan 2007, but modified to incorporate the Torquay Community and Civic Master Plan and consequential design impacts.</p> <p>Housing that will achieve a density in the order of 15 dwellings per hectare (exclusive of open space, schools, community facilities, roads, public utilities, drainage reserves and the like) to the satisfaction of the responsible authority. Medium density nodes should be located adjacent to community activity areas, open space areas, and/or within close proximity to community facilities and potential future bus routes.</p>	<p>The site is located within the Torquay Community and Civic Master Plan precinct and will provide for leisure and recreation. The Community and Civic Precinct Future Land Use Plan 2022 was adopted by Council on 26 July 2023, which provides for an aquatic and health centre (including car parking) in the area considered as part of this development plan. See Community and Civic Precinct – Future Land Use Plan 2022 below and Attachment 2.</p> <p>This development plan provides for a community leisure and recreation facility and as such does not form part of the housing density requirement.</p> <p>The balance of the area covered by the Development Plan Overlay – Schedule 8 has approved development plan stages, which provide for housing at the required density (excluding open space, schools, community</p>

<p>The location for a neighbourhood shopping centre to accommodate up to 5,000 square metres of retail floor area.</p> <p>The location for a primary school and a secondary school.</p>	<p>facilities, roads, public utilities, drainage reserves and the like).</p> <p>The neighbourhood shopping centre has been provided for and constructed and is located within what is known as the Dunes Estate development plan stage.</p> <p>Both a primary school and a secondary school have been provided for and constructed and are located within what is known as Stretton Estate development plan stage.</p> <p>Community and Civic Precinct – Future Land Use Plan</p> <div data-bbox="798 801 1369 1249"> <p>Minutes - Council Meeting - 26 July 2022 Attachment 4.4.1</p> <p>Community and Civic Precinct – Future Land Use Plan 2022</p> <p>SURF COAST SHIRE COUNCIL – JUNE 2022</p> <p>72 237</p> </div>
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<p>assessment must have regard to the Torquay Jan Juc Structure Plan (2007) and must:</p> <ul style="list-style-type: none"> Identify the vegetation communities, the quality of habitat, the actual indigenous flora and fauna species that inhabit the site, threats to the indigenous flora and fauna species including pest plant and animal species; and the conservation status of any threatened flora and fauna species and communities under local, regional, state and national legislation or policies; Recommend enhancement and protection of remnant vegetation located on the site and takes account of vegetation adjacent the site; and inclusion of these areas, as appropriate, as biolinks traversing through and connecting outside of the development area including <ul style="list-style-type: none"> along the Deep Creek tributary drainage line, and the provision of a minimum 15m wide vegetation/plantation reserve along the length of the Surf Coast Highway, incorporating a pathway linkage. Public open space areas that include opportunities for the provision of community gardens which include edible landscaping. 	<p>The Flora and Fauna Assessment, prepared by Practical Ecology, dated 15 December 2022, which addresses the requirements of the overlay. The assessment provides that the site is predominantly introduced pasture and exotic grasses with some planted vegetation and one very small patch of native vegetation persisting within a drainage line. The assessment identifies that based on the small size of the patch no native vegetation removal offsets are required and that the proposal will not impact detrimentally on the environmental values of the area. A 15 metre wide vegetation/plantation reserve along the length of the Surf Coast Highway, including the retention of the existing pathway linkage and trees has been provided.</p> <p>Areas of public open spaces have been provided within the previously approved development plans. The development builds on existing public open space and enhances connectivity between open spaces by providing a linear reserve parallel to the highway. It also provides a recreational community facility adjacent significant public open space to the east, including the Banyul-Warri Fields and playground.</p>
<p>Access and Mobility Management A road network that is designed to reduce traffic speeds and promote community interaction and use of the road reserve. In particular it shall comprise a predominantly grid based layout modified for topographical and other conditions. (Court bowls should</p>	<p>The road network for the Torquay North residential precinct has been established through the previously approved development plans approved for the balance of the land covered by the Development Plan Overlay – Schedule 8.</p>

<p>not be provided except where they create a pedestrian linkage to adjoining streets.)</p> <p>Any provision to be made for a public transit route from Geelong on or adjacent to the site following consultation with the Department of Transport.</p>	<p>The internal road connections will be finalised as part of the future planning application for the use and development of the Surf Coast Aquatic and Health Centre.</p> <p>The site is proximate to bus stops that provide public transport to and from Geelong.</p>
<p>Utilities</p> <p>Stormwater systems that provide opportunities for re-use for immediate or future implementation.</p> <p>Use of sustainable lighting technologies as appropriate</p>	<p>The development plan identifies that stormwater will be managed through landscape swales and raingardens. A condition of any future permit issued will require stormwater to be restricted to pre-development levels, including the use of landscape swales and raingardens to provide for the re-use of water.</p> <p>The development plan identifies that sustainable lighting technologies will be utilised where possible</p>
<p>Site Management</p> <p>A construction management plan which includes among other things:</p> <ul style="list-style-type: none"> • an implementation strategy for removing and disposing of soil, including measures to ensure the retention and management of topsoil. • measures to minimise the impact of construction on neighbouring properties and uses including schools. • measures to protect council assets, including access roads. 	<p>The preliminary Construction Management Plan, prepared by Turner and Townsend, dated 11 November 2022 states that an environmental management plan will be prepared for the site addressing soil management on site and will include the specifics of how to deal with any contaminated soil, the reuse of suitable topsoil, including its storage, dust and stormwater management during construction to minimise amenity impacts to the neighbouring properties, including the school. A condition of any future permit issued will require a Construction Management Plan addressing the above issued in detail to ensure that the proposal minimises its impacts on the amenity of the area.</p>

26. The development is considered to comply with relevant provision of the Surf Coast Shire Planning Scheme, including the Development Plan Overlay – Schedule 8. The development is also in accordance with the Community and Civic Precinct Future Land Use Plan 2022, which was adopted by Council on 26 July 2023. The development plan will facilitate the use and development of the SCAHC.

Options

27. **Alternative Option 1** – That Council approves the development with changes. This option is not recommended given the development plan complies with the relevant provisions of the *Surf Coast Shire Planning Scheme*, including the Development Plan Overlay – Schedule 8 and no further changes are considered necessary.

28. **Alternative Option 2** – Refuse the development plan. This option is not recommended as the development plan has been thoroughly assessed and satisfies the requirements of the *Surf Coast Shire Planning Scheme*, including the Development Plan Overlay – Schedule 8. The plan will facilitate the use and development of the Surf Coast Aquatic and Health Centre in accordance with the adopted Community and Civic Precinct – Future Land Use Plan 2022.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Two - Healthy Connected Community

Strategy 3 Facilitate the provision of social infrastructure and open space to enable healthy lifestyles.

29. This project will achieve significant outcomes in line with Council and community expectations. The facility will provide a wide range of opportunities to support healthy and active lifestyles, including social connection and encouraging active transport.
30. The facility will predominantly service our local and regional community; however it will also support the significant tourist population that visit the Surf Coast Shire.

Financial Considerations

31. There are no financial considerations relating to this recommendation for the development plan. The assessment of the development plan and any subsequent planning permit application will be undertaken utilising existing operational resources.
32. Financial considerations pertaining to the construction of the SCAHC are not relevant to determining whether or not the submitted development plan is satisfactory under DPO8.

Statutory / Legal / Policy Considerations

33. The development is considered to comply with the relevant provision of the Surf Coast Shire Planning Scheme including DPO8.

Risk Assessment

34. This report aligns with Council's Risk framework and strategies.

Sustainability Considerations

35. There are no sustainability implications related to the consideration of the development plan for the Surf Coast Aquatic and Health Centre.
36. The following considerations are relevant to the design and construction of the Surf Coast Aquatic and Health Centre, as detailed in the Minutes for the Council Meeting held on the 28th February 2023, where Council adopted Option F to include an indoor 25 metre pool, one program pool, gym spaces, Allied Health suits, cafe and supporting amenities:

- 36.1. The pursuit of an environmentally higher performing centre aligns with community expectations and emissions reductions commitments made by Council.
- 36.2. Delivering on a key action in the 2021-2023 action plan of Council's Climate Emergency Corporate Response Plan, Council adopted its Environmentally Sustainable Council Facilities Policy on November 2021. The objective of this policy is to ensure climate change will be considered and positive environmental outcomes will be generated at new facilities. This policy requires all new facilities above \$5million dollars in project value to be 6-Star Green Star certified. It also states that the new gas installations should be avoided and new facilities are to be carbon neutral.
- 36.3. At its June 2022 Meeting Council requested the Chief Executive Officer undertake further analysis of Environmentally Sustainable Design options including a cost/benefit assessment. Further work around the environmental performance of the facility will form part of the next stage of detailed design.
- 36.4. The current design and cost estimates are based on an all-electric facility incorporating some key environmentally sustainable design elements.

Conflict of Interest

37. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

38. This report and attachments contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This item is not in scope of the Audit and Risk Committee.

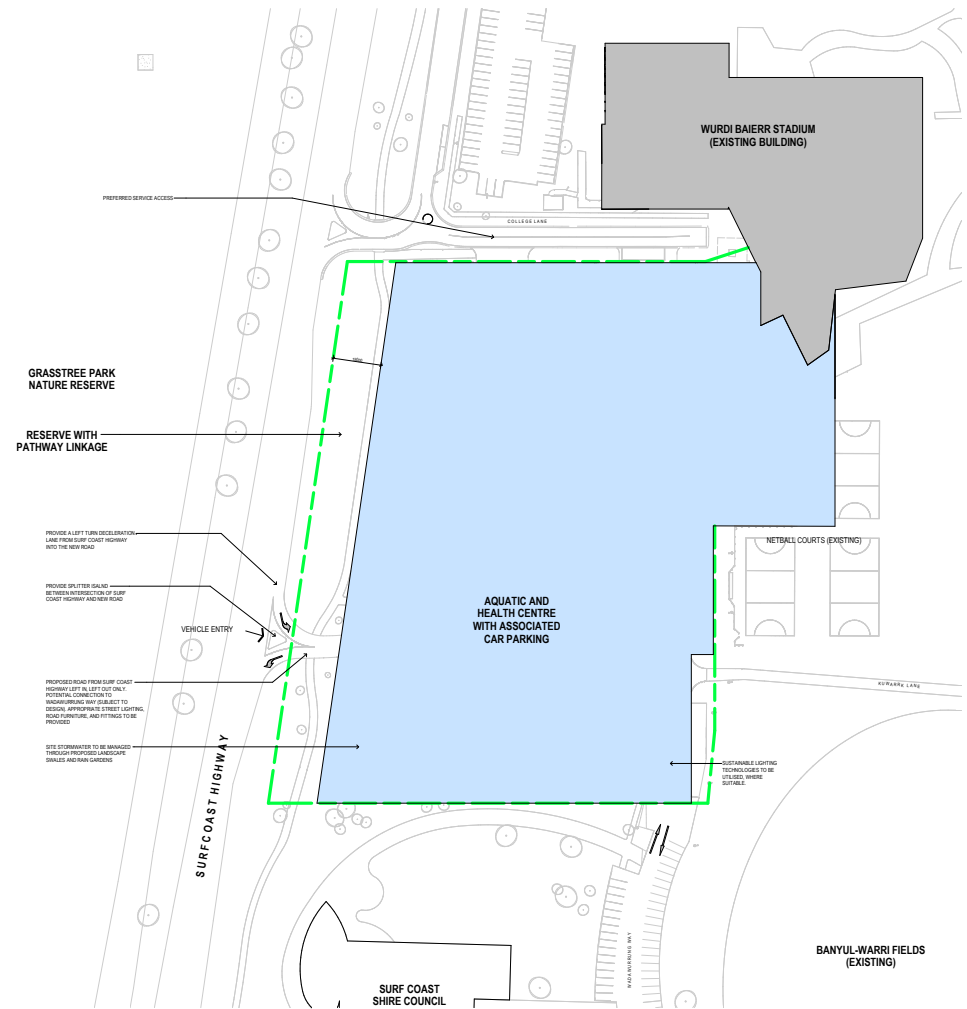
Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: Tuesday 4 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	Y	<i>Cr Liz Pattison</i>	N
<i>Cr Paul Barker</i>	N	<i>Cr Adrian Schonfelder</i>	Y
<i>Cr Mike Bodsworth</i>	Y	<i>Cr Libby Stapleton</i>	Y
<i>Cr Kate Gazzard</i>	Y	<i>Cr Heather Wellington</i>	N
<i>Cr Rose Hodge</i>	Y		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.



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SURF COAST AQUATIC & HEALTH CENTRE
1 MERRIJIG DRIVE, TORQUAY

PROJECT NO:
3-21-0108

REASON FOR ISSUE:
SCHEMATIC DESIGN

SITE PLAN

REVISION:
B

SCALE:
1 : 500 @ A0

DRAWING NO:
-



DATE: 2023.03.27 14:00 PM



URBIS

SURF COAST AQUATIC AND HEALTH CENTRE DEVELOPMENT PLAN

PREPARED FOR
SURF COAST SHIRE
APRIL 2023

SURF COAST SHIRE COUNCIL
Planning Department

6/4/2023

22/0546 / D23/64549

Acknowledgement of Country

Urbis acknowledges the important contribution that Aboriginal and Torres Strait Islander people make in creating a strong and vibrant Australian society.

We acknowledge, in each of our offices, the Traditional Owners on whose land we stand.

URBIS STAFF RESPONSIBLE FOR THIS REPORT WERE:

Director Nat Anson

Associate Director Ben Porteous

Consultant Saskia McEldowney

Assistant Planner Remi Krenkels

Graphic Designer Kelwin Wong

Project Code P0037701

Report Number 01

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1.0 INTRODUCTION

The Surf Coast Aquatic and Health Centre Development Plan has been prepared by Urbis on behalf of the Surf Coast Shire, to enable the development of 1 Merrijig Drive, Torquay (site) for a multi-purpose aquatic and health facility.

The development of the site will provide a significant community facilitate to Torquay and the broader area and link with the surrounding sports and recreation facility in the area.

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Surf Coast Aquatic and Health Centre Development Plan

1.1 PURPOSE OF THE DEVELOPMENT PLAN

The Development Plan Overlay (Schedule 8) was applied to the Torquay North Residential Precinct as part of Planning Scheme Amendment C131 to the Surf Coast Planning Scheme in June 2019. The Development Plan Overlay requires a development plan be prepared prior to the issue of a permit for use or development.

The purpose of this Development Plan is to establish an overarching masterplan for the Surf Coast Aquatic and Health Centre to be located at 1 Merrijig Drive, Torquay, under which the more detailed site planning and potential subdivision of the land can take place.

1.2 COMPONENTS OF THE DEVELOPMENT PLAN

DPO8 stipulates that the Development Plan must provide for and describe:



Liveable and Sustainable Communities



Lot Design



Urban Landscape



Access and Mobility Management



Utilities



Site Management

DPO8 stipulates that the Development Plan is to give effect to the Torquay-Jan Juc Structure Plan 2007, but modified to incorporate the Torquay Community and Civic Master Plan.

The Development Plan's response to these matters is set out in Sections 4 and 5 of this document.

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2.0 SITE ANALYSIS

2.1 THE SITE

The site is located within the north of Torquay, approximately 3 kilometres from the Torquay CBD and 18 kilometres south of Geelong's CBD. The site is generally rectangular in shape with the north eastern quadrant slightly irregular as it adjoins the existing Wurdi Baierr Stadium building. The overall site and has an area of approximately 21,382 square metres.

The side is bordered by College Lane and Wurdi Baierr Stadium to the north, Vic Tantau Walk and Surf Coast Civic and Community Centre to the south, Narrody Netball Courts to the east and Surf Coast Highway to the west.

The land is currently undeveloped with the exception of a car park to the east along Wadawurrung Way. The site is generally flat, with some planted and scattered vegetation surrounding the border.

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Surf Coast Aquatic and Health Centre Development Plan

2.2 STRATEGIC CONTEXT

Torquay is included in the G21 Regional Growth Plan, which aims to support the growth of the area as a district town by building on existing and planned infrastructure and focussing growth along key road networks. The Surf Coast Aquatic and Health Centre site, adjacent to the Surf Coast Highway, will support the G21 Regional Growth Plan through a substantial increase in access to a high-quality aquatic and health facility.



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2.3 INTERFACES



2.3.1 NORTH

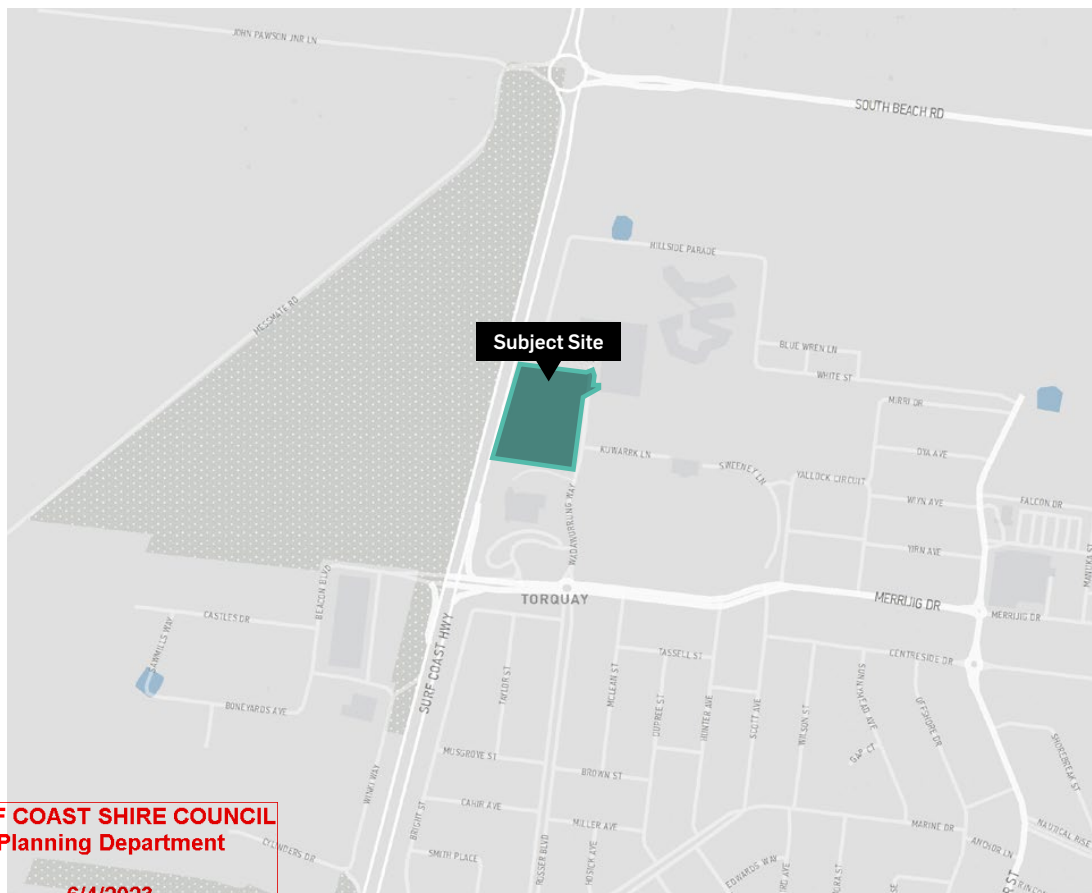
The direct northern interface is College Lane, which provides vehicle and pedestrian access from Surf Coast Highway to a range of recreational facilities located in the precinct. The Wurdi Baierr Stadium is located to the northeast of the subject site on Wadawurrung Way, along with associated car parking located directly north of the site along Hillside Parade. The Stadium is utilised as a recreation facility for sports including basketball, badminton, netball and volleyball.



2.3.2 SOUTH

The immediate southern interface is the Vic Tantau Walk, providing pedestrian access to the Surf Coast Civic and Community Centre further south at 1 Merrijig Drive. The site is zoned as Public Use – Schedule 6 'Local Government' and facilitates council operations for the Surf Coast Shire. The complex includes a two-storey civic office building and a two storey sports and community pavilion. Further south is Merrijig Drive, which provides access from the Surf Coast Highway to Torquay North.

Figure 1 Location Plan





2.3.3 EAST

The Narrolya Netball Courts are directly east of the subject site along Wadawurrung Way, and further east is the existing Parwan Soccer Pitch. Southeast of the site are the Banul-Warri Fields, which include Polwarth Oval and Grenville Oval. These facilities are utilised for sporting and recreational purposes.



2.3.4 WEST

The direct western interface is Surf Coast Highway, which provides two lanes of traffic in each direction. The Highway facilitates vehicle movement north towards Geelong and south towards Torquay. Further south is the Grasstree Park Nature Reserve, which facilitates grasstree and wildflower species and includes walking tracks up to 2 kilometres. North of the reserve, vegetation has been cleared to provide area for public recreation. Car parking and access is also provided for vehicles along Messmate Road.



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2.4 TRANSPORT AND ACCESS

The Surf Coast Highway serves as a principal road network which provides connection between wider Geelong and Torquay. Proximate to the site, the road comprises of a divided dual carriage-way catering two lanes of traffic in each direction. No on-street parking is available on the Surf Coast Highway.

Merrijig Drive serves a local road function and is located south of the site. The road consists of one lane of traffic in each direction and provides access to The Dunes Village Shopping Mall, as well as access to the Surf Coast Civic and Community Centre. Further east, the road provides connection to Quay Reserve and Playground. Angle and parallel on-street parking is provided at intervals throughout the route on both sides of the road.

College Lane serves as a local road which provides vehicle access from the Surf Coast Highway to Wurdi Baierr Stadium and pedestrian access to Surf Coast Secondary College further east. Wadawurrung Way is also a local road providing access to the Surf Coast Civic Community Centre, with unrestricted car parking available on both sides of the road.

The site is well serviced by public transport with bus stops located on:

- Surf Coast Secondary College/Surf Coast Highway approximately 150 metres north of subject site
- Surf Coast Shire Offices/Merrijig Drive approximately 200 metres south of the subject site
- Merrijig Drive/Surf Coast Highway approximately 250 metres southwest of the subject site
- Coombes Road/Surf Coast Highway approximately 950 metres south of the subject site

Bus routes 50, 51 and 101 service the immediate area, providing connections to Geelong Station and CBD, Jan Juc, Apollo Bay and Warrnambool.

Pedestrian paths are located along the west of the site with connections into Torquay and surrounding the sporting and recreation areas.



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3.0 PLANNING CONTEXT

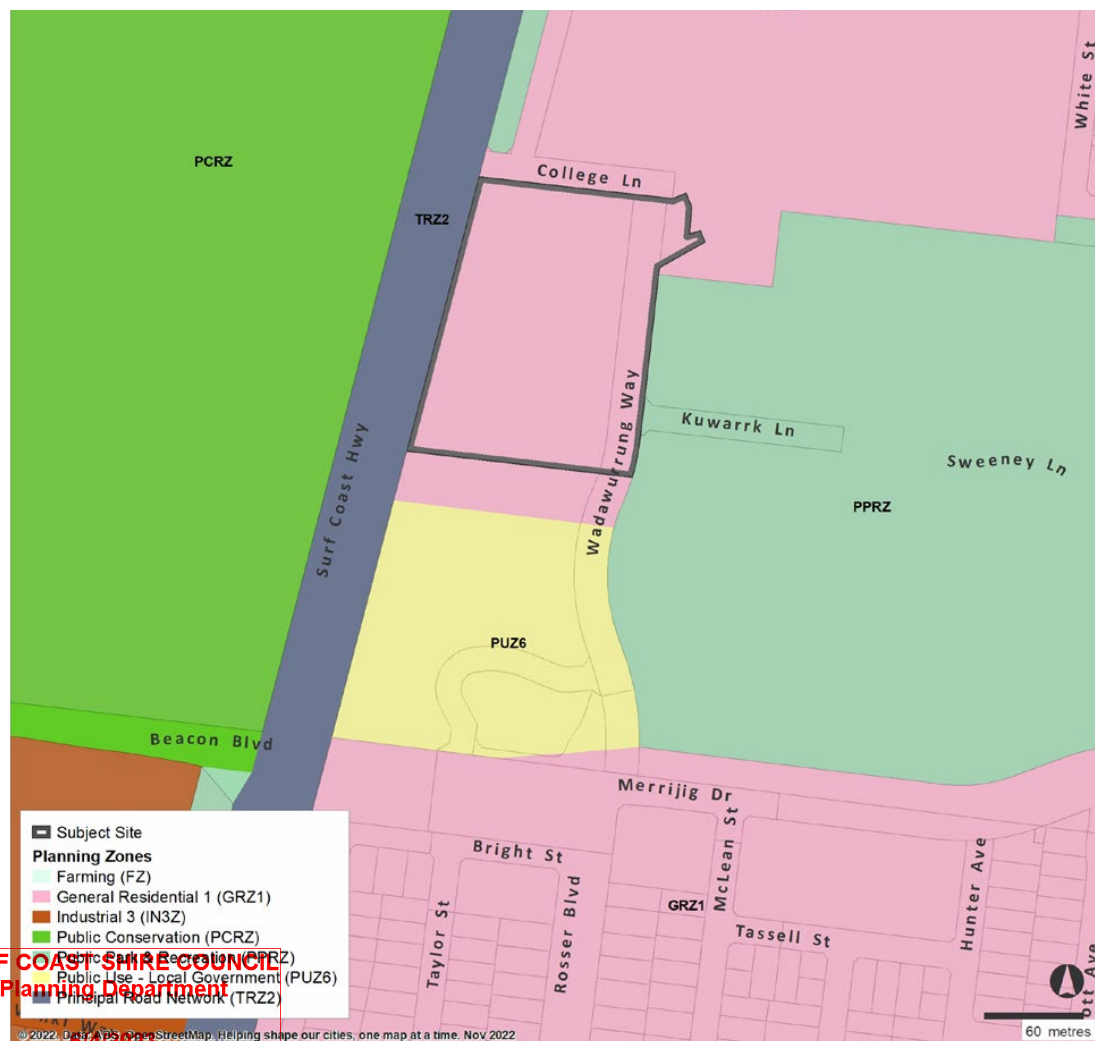
The site is affected by the provisions of the Surf Coast Planning Scheme. The Planning Policy Framework provides guidance which supports the redevelopment of the site, including but not limited to the following infrastructure strategy contained within Clause 02.03-9 'Community Infrastructure':

Facilitate the timely provision of a range of community and recreation facilities including public open space.

3.1 PLANNING CONTROLS

The site is located within the General Residential Zone – Schedule 1 which encourages recreational and community facilities to serve local community needs.

Figure 2 Planning Zones



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The site is affected by the following overlays:

Development Plan Overlay Schedule 8 (DPO8), which identifies areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land – to be satisfied by this document.

Design and Development Schedule 1 (DDO1), seeks to protect and enhance the Torquay and Jan Juc Coastal Townscape Character.

Design and Development Schedule 16 (DDO16), encourages development that is complementary and compatible with the low rise character of Torquay and to promote excellence in design.

Development Contributions Plan Overlay Schedule 2 (DCPO2), which requires contributions via levies for the provision of works, services and facilitate before development can commence.

Figure 4 Design and Development Schedule 1 (DDO1)

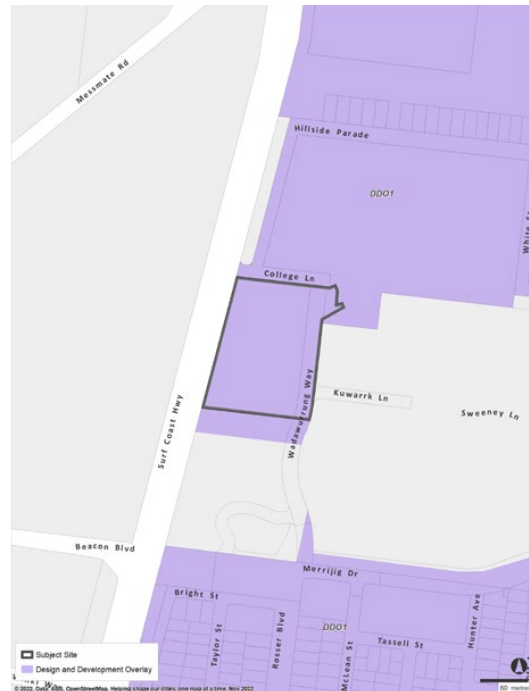


Figure 3 Development Plan Overlay Schedule 8 (DPO8)

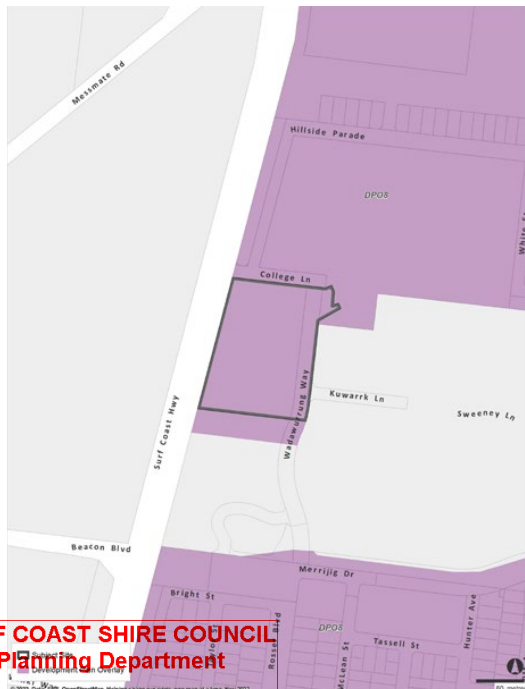
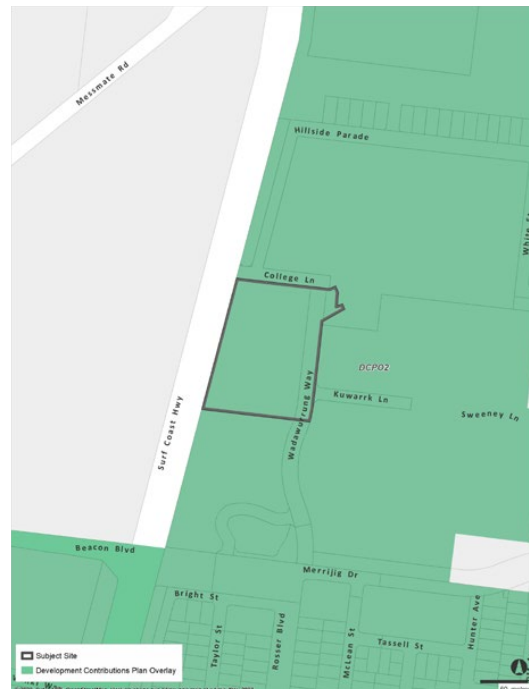


Figure 5 Development Contributions Plan Overlay Schedule 2 (DCPO2)



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4.0 DEVELOPMENT PLAN

This Development Plan includes the use and development of the site for the purpose of the Surf Coast Aquatic and Health Centre (leisure and recreation).

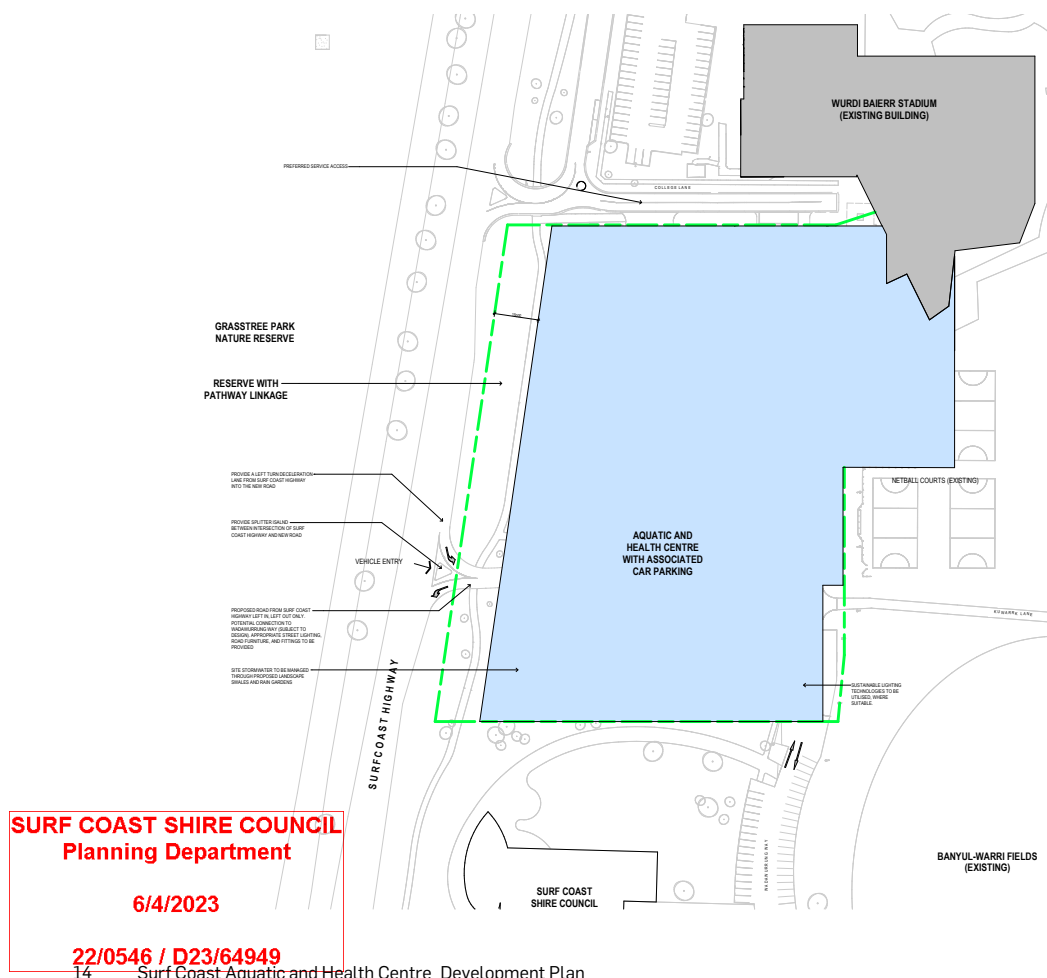
The Surf Coast Aquatic Centre will include numerous fitness, leisure and health facilities. This may include, but is not limited to:

- Swimming pools and aquatic facilities
- The sale of food and drinks
- Reception and offices spaces
- Allied health
- Exercise and strength facilities

The Development Plan includes allowance for a future connection between the Surf Coast Aquatic and Health Centre and the existing Wurdi Baierr Stadium to the north east.

Vehicle access will be provided by a new road from the Surf Coast Highway. The new road has the potential to connect to Wadawurrung Way.

The Surf Coast Aquatic and Health Centre will include on-site car parking.



5.0 REQUIREMENTS OF THE DEVELOPMENT PLAN

5.1 LIVEABLE AND SUSTAINABLE COMMUNITIES

Item	Objective 1	Objective 2	Objective 3	Objective 4
DP08	A comprehensively planned residential subdivision generally in accordance with the Torquay-Jan Juc Structure Plan 2007, but modified to incorporate the Torquay Community and Civic Master Plan and consequential design impacts.	Housing that will achieve a density in the order of 15 dwellings per hectare (exclusive of open space, schools, community facilities, roads, public utilities, drainage reserves and the like) to the satisfaction of the responsible authority. Medium density nodes should be located adjacent to community activity areas, open space areas, and/or within close proximity to community facilities and potential future bus routes.	The location for a neighbourhood shopping centre to accommodate up to 5,000 square metres of retail floor area.	The location for a primary school and a secondary school.
Development Plan	The site is located within the Torquay Community and Civic Master Plan precinct and will provide a leisure and recreational facility for the community in the area nominated 'Aquatic and Health Centre (including car parking)' in the Community and Civic Precinct – Future Land Use Plan 2022 which was adopted by Council on 26 July 2022.	Housing has already been provided for in previously approved Development Plans. The proposed Development Plan provides a community facility proximate the previously approved housing precincts.	A neighbourhood shopping centre has already been provided for in the approved 'The Dunes' Development Plan.	A primary school and secondary school have already been provided for in the approved 'Stretton Park' Development Plan.

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5.2 LOT DESIGN

The Development Plan responds to the Lot Design requirements of DP08, as follows:

Item	Objective 1
DP08	A lot design that ensures no direct access to lots fronting the Surf Coast Highway.
Development Plan	<p>The proposed masterplan does not include direct access from the Surf Coast Highway.</p> <p>A future road is proposed from the Surf Coast Highway. This new road will provide access to the site and may connect to Wadawurrung Way.</p>

5.3 URBAN LANDSCAPE

The Development Plan responds to the Urban Landscape requirements of DP08, as follows:

Item	Objective 1	Objective 2	Objective 3
DP08	An archaeological field survey and report and how it informs the layout and land use recommended in the Development Plan.	<p>A flora and fauna assessment carried out by a suitably qualified and experienced person/s. The assessment must have regard to the Torquay Jan Juc Structure Plan (2007) and must:</p> <ul style="list-style-type: none"> Identify the vegetation communities, the quality of habitat, the actual indigenous flora and fauna species that inhabit the site, threats to the indigenous flora and fauna species including pest plant and animal species; and the conservation status of any threatened flora and fauna species and communities under local, regional, state and national legislation or policies; Recommend enhancement and protection of remnant vegetation located on the site and takes account of vegetation adjacent the site; and inclusion of these areas, as appropriate, as biolinks traversing through and connecting outside of the development area including <ul style="list-style-type: none"> a. along the Deep Creek tributary drainage line, and b. the provision of a minimum 15m wide vegetation/ plantation reserve along the length of the Surf Coast Highway, incorporating a pathway linkage. 	Public open space areas that include opportunities for the provision of community gardens which include edible landscaping.
Development Plan	<p>The archaeological field survey, prepared by Terra Culture, has determined the activity area was not sensitive for Aboriginal cultural heritage. Therefore the use and layout have not required any adaption.</p>	<p>A Flora and Fauna assessment has been prepared by Practical Ecology.</p> <p>The Development Plan masterplan includes a 15 metre width vegetation along the Surf Coast Highway. The reserve incorporates a future pedestrian pathway linkage.</p>	<p>Public open space areas have been provided for in previously approved Development Plan.</p> <p>The proposed Development Plan does not incorporate any dedicated public open space, noting the proposed land use is for a community facility.</p>

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5.4 ACCESS AND MOBILITY MANAGEMENT

The Development Plan responds to the Access and Mobility Management requirements of DPO8, as follows:

Item	Objective 1	Objective 2
DPO8	A road network that is designed to reduce traffic speeds and promote community interaction and use of the road reserve. In particular it shall comprise a predominantly grid based layout modified for topographical and other conditions. (Court bowls should not be provided except where they create a pedestrian linkage to adjoining streets.)	Any provision to be made for a public transit route from Geelong on or adjacent to the site following consultation with the Department of Transport.
Development Plan	The proposal incorporates a road from the Surf Coast Highway, with a potential connection to Wadawurrung Way. This connection will contribute to the existing grid based road network in the area.	The site is proximate bus stops on both the Surf Coast Highway and Merrijig Drive. The bus stops provide public transport to and from Geelong.

5.5 UTILITIES

The Development Plan responds to the Utilities requirements of DPO8, as follows:

Item	Objective 1	Objective 2
DPO8	Stormwater systems that provide opportunities for re-use for immediate or future implementation.	Use of sustainable lighting technologies as appropriate.
Development Plan	The masterplan details that stormwater will be managed through landscape swales and raingardens. This will ensure stormwater is reused as part of the overall landscaping strategy.	The proposal will incorporate sustainable lighting technologies as part of the proposed facility and/or car parking illumination.

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5.6 SITE MANAGEMENT

The Development Plan includes a Construction Management Plan that responds to the Site Management requirements of DP08, as follows:

Item	Objective 1	Objective 2	Objective 3
DP08	an implementation strategy for removing and disposing of soil, including measures to ensure the retention and management of topsoil.	measures to minimise the impact of construction on neighbouring properties and uses including schools.	measures to protect council assets, including access roads.
Development Plan	<p>Section 1 of the Preliminary Construction Management Plan details how soil will be managed. This includes the identification, isolation and treatment of any potentially contaminated material.</p> <p>The plan also details reuse of suitable top soil and management of dust and stormwater to prevent offsite runoff.</p>	<p>Section 2 of the Preliminary Construction Management Plan identifies nearby properties that may be impacted by the construction of the facility. The Plan further identifies the potential impacts and suitable mitigation methods.</p>	<p>Section 3 of the Preliminary Construction Management Plan details measures to protect Council assets.</p> <p>This includes the requirement for a dilapidation report of the surrounding assets that do not form part of contracted scope. This will ensure that any damage caused by the construction activities will be rectified.</p> <p>Further to the dilapidation report, where required, Council's assets including roads, cross overs, grassed/landscaped areas, and other facilities where directly impacted by the construction activity associated with the Project will be protected by various means</p>

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6.0 DOCUMENTS, PLANS AND REPORTS

6.1 SITE CONTEXT ANALYSIS AND DESIGN RESPONSE

Peddle Thorp has prepared the site context analysis and design response in support of the Development Plan.

6.2 MASTERPLAN

Peddle Thorp have prepared a master plan in accordance with DPO8 and in support of the Development Plan.

6.3 ARCHAEOLOGICAL FIELD SURVEY

Terra Culture have prepared an Archaeological Field Survey in support of the Development Plan. The Archaeological Field Survey concluded that:

Aboriginal Heritage

- There are no registered Aboriginal places listed for the Activity Area.
- The proposed activity is a high impact activity according to the Aboriginal Heritage Regulations.
- According to the AV sensitivity mapping, the activity area is not an area of Aboriginal cultural heritage sensitivity (CHS).
- The inspection of the area did not indicate that the activity area was particularly sensitive for Aboriginal cultural heritage.

Historical Heritage

- There are no registered historical sites within the activity area and little potential for any such sites to exist.

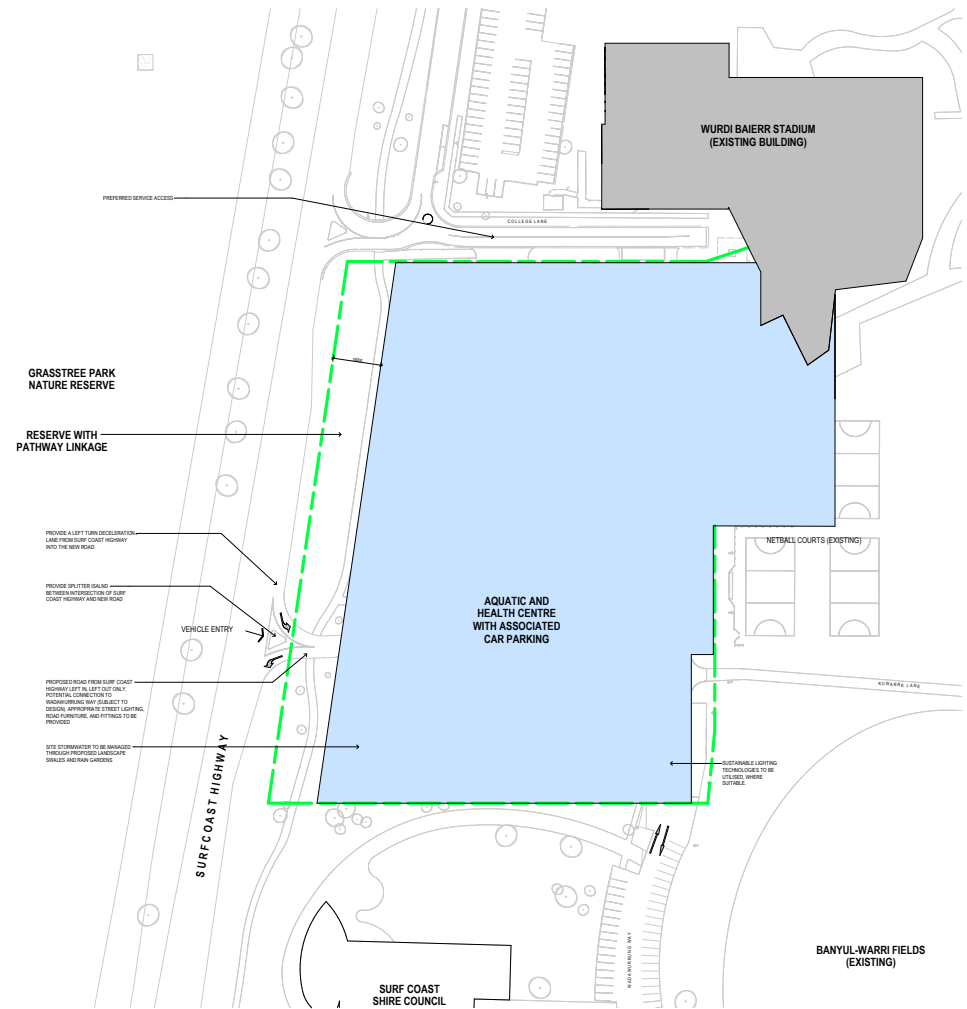


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6.4 CONSTRUCTION MANAGEMENT PLAN

Turner & Townsend have prepared a preliminary Construction Management Plan in support of the Development Plan. The preliminary Construction Management Plan has detailed how a future full Construction Development Plan will:

- Implement a strategy for removing and disposing of soil, including measures to ensure the retention and management of topsoil;
- Minimise the impact of construction on neighbouring properties and uses including schools; and
- Implement measures to protect council assets, including access roads.

The full Construction Management Plan is to be provided as a condition of a planning permit for the development of the site.

6.5 FLORA AND FAUNA ASSESSMENT

Practical Ecology have prepared a Flora and Fauna Assessment in support of the Development Plan. The Flora and Fauna Assessment found that:

- The Study Site is largely dominated by a suite of grassy and herbaceous weeds, with planted trees, shrubs and grasses largely around the outskirts of the site.
- There is some native vegetation that will need to be removed to facilitate the Surf Coast Aquatic and Health Centre, however the removal does not trigger the need for an offset.
- No threaten ecological communities occur with the site.

6.6 TRANSPORT ADVICE

MGA Traffic have prepared a Transport Advice in support of the Development Plan. The Transport Advice included:

- Vehicle access is proposed via two connections, including a proposed road from the Surf Coast Highway and the existing Wadawurrung Way.
- The proposed road from the Surf Coast Highway will be left-in, left-out only
- Car parking and bicycle facilities will be provided on site, we details to be provided in a future planning permit application.

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7.0 APPENDICES

CERTIFICATE OF TITLE

SURF COAST SHIRE COUNCIL
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SITE CONTEXT ANALYSIS AND DESIGN RESPONSE

PREPARED BY PEDDLE THORP

SURF COAST SHIRE COUNCIL
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MASTERPLAN

PREPARED BY PEDDLE THORP

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Planning Department

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ARCHAEOLOGICAL FIELD SURVEY

PREPARED BY TERRA CULTURE

SURF COAST SHIRE COUNCIL
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PRELIMINARY CONSTRUCTION MANAGEMENT PLAN

PREPARED BY TURNER AND TOWNSEND

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FLORA AND FAUNA ASSESSMENT PREPARED BY PRACTICAL ECOLOGY

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TRANSPORT ADVICE

PREPARED BY MGA TRAFFIC

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Community and Civic Precinct – Future Land Use Plan 2022



SURF COAST SHIRE COUNCIL – JUNE 2022

4.7 2023-2031 Creative Places Strategy

Council Plan

Author's Title:

General Manager:

Division:

Department:

Attachments:

Theme Six - Arts and Creativity

Strategy 17 - Increase support for creative industries and arts.

Coordinator Arts & Creative Economy

Chris Pike, General Manager Placemaking & Environment

Placemaking and Environment

Economic Development, Arts and Tourism

1. Draft Creative Places Strategy 2023-2031 [4.7.1 - 50 pages]

Purpose

1. The purpose of this report is to approve the release of the draft Creative Places Strategy 2023 – 2031 for public exhibition.

Recommendation

That Council:

1. Endorses the draft Creative Places Strategy 2023 – 2031 (**Attachment 1**) for public exhibition for a period of four weeks.
2. Receives a report on the final Creative Places Strategy 2023-2031 at a future Council meeting for adoption.

Council Resolution

Moved Cr Allen, Seconded Cr Barker

That Council:

1. Endorses the draft Creative Places Strategy 2023 – 2031 (**Attachment 1**) for public exhibition for a period of four weeks.
2. Receives a report on the final Creative Places Strategy 2023-2031 at a future Council meeting for adoption.

CARRIED 8|0

For	Against	Abstained
Cr Allen	Nil	Nil
Cr Barker		
Cr Bodsworth		
Cr Gazzard		
Cr Hodge		
Cr Pattison		
Cr Schonfelder		
Cr Wellington		

Outcome

2. Pending Council's endorsement, the draft 2023 - 2031 Creative Places Strategy will be released for public consultation for a period of four weeks.

Key Considerations

3. A draft Creative Places Strategy 2023-2031 ('draft Strategy') has been developed to provide strategic direction for the arts and creative economy sector for the period 2023 - 2031.
4. The draft Strategy responds Theme Six, Strategy 17 of the Council Plan and contains:
 - 4.1. A vision for the arts & creative sector.
 - 4.2. Three Strategic Areas: Place, People, Profile.
 - 4.3. Seven Goals with 34 Actions.
 - 4.4. Supporting case studies.
5. The draft Strategy has been informed by extensive research, analysis and engagement including:
 - 5.1. 250 arts and creative industry related comments filtered from over 1,200 community responses during the People Place Future consultation in 2021.
 - 5.2. A targeted Creative Places community survey which received 114 submissions.
 - 5.3. 6 Regional, State and federal arts and creative industry strategies.
 - 5.4. Multiple data sources including Australian Bureau of Statistics, Tourism Research Australia, RemPlan and SpendMapp.
6. The draft Strategy is provided to Council for approval to place on public exhibition for a period of four weeks. Submissions will be reviewed before the final strategy is provided to Council for adoption at a future Council meeting.
7. The draft Strategy strikes a balance between ambition and available resources. It emphasises the role arts and creatives play in the economy, as community connectors and in enabling community to lead and deliver outcomes.

Background

8. A significant arts and creative sector exists on the Surf Coast consisting of talented people, organisations and communities who engage in a broad range of disciplines. Within this sector, visual artists, sculptors, writers, poets, playwrights, filmmakers, architects and designers of all types, new media artists, dancers, musicians and performers contribute to our identity and the beauty and uniqueness of our place.
9. In recognition of this, Theme Six, Strategy 17 of the 2021 – 2025 Council Plan prioritises greater investment into the creative sector along with increased collaboration within the sector.

10. The Creative Places Strategy 2019 – 2021 provides an excellent platform to achieve this ambition, laying the foundations for the recognition of Surf Coast as a significant creative hot spot in regional Australia.
11. The Creative Places Strategy 2023 – 2031 is designed to provide a strategic framework to ensure Council's ambitions are delivered in a planned and sustainable manner that maximises resources, partnerships and outcomes.

Options

12. **Alternative Option 1** – That Council does not endorse the draft Strategy for public exhibition.
This option is not recommended by officers. Not seeking public submissions would present a missed opportunity to receive feedback on a key Strategy. While the draft Strategy has taken into consideration significant community comment via the targeted survey and People Place Futures feedback there is benefit in testing the draft Strategy with the community.
13. **Alternative Option 2** – That Council delays the exhibition of the draft Strategy to undertake further targeted consultation.
This option is not recommended by officers as extensive consultation has been undertaken in the development of the draft Strategy and public exhibition will provide opportunity for broader community comment on the draft Strategy.

Council Plan (including Health and Wellbeing Plan) Statement

14. The 2021 – 2025 Council Plan has a strong focus towards increasing support and investment for the arts and creative sector.

Theme Six - Arts and Creativity

Strategy 17 - Increase support for creative industries and arts.

Financial Considerations

15. There are no direct financial implications for Council in endorsing the draft Creative Places Strategy for public exhibition.
16. Should Council support adoption of the Strategy there will be additional resources required to bring some actions to fruition, however many actions will be resourced from existing budgets. When required, funds will be sought via the usual internal project processes and where possible external funding will be sought. All future priorities identified in the strategy are subject to Council's annual project prioritisation and budget processes.

Community Engagement

17. The following consultation was undertaken to develop the draft Strategy:
- 17.1. 250 arts and creative industry related comments filtered from over 1,200 community responses during the People Place Future consultation in 2021.
 - 17.2. A targeted Creative Places community survey which received 114 submissions.
18. The findings are summarised in the draft Strategy and have been incorporated into the Strategic Areas, Goals and Actions.

Statutory / Legal / Policy Considerations

19. The Creative Places Strategy 2023 – 2031 supports the delivery of Theme Six, Strategy 17 of the Council Plan.

Risk Assessment

20. The current Creative Places Strategy is due for renewal. The current Council Plan under Theme Six contains a strong focus on the arts and creative sector. Not having an up-to-date Strategy to guide action is likely to result in Council's ambitions for arts and creative practitioners not being realised. The Creative Places Strategy will address this risk by focussing resources in a strategic manner and inform the community where Council's focus will be.

Sustainability Considerations

21. The draft strategy sets a clear direction for social and economic outcomes for Surf Coast Shire with environmental sustainability aspects embedded.

Conflict of Interest

22. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

23. This report and attachments contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This report is not in scope of the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: 11 April 2023.

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.

The Surf Coast Shire

Arts & Creative Economy Strategy 2023 - 2031



Acknowledgment of Country

Surf Coast Shire Council Acknowledges the Wadawurrung People, and Gulidjan and Gadubanud Peoples of the Eastern Maar, their Elders and leaders past, present and emerging as the Traditional Owners of the skies, land, waters and sea country across our municipality.

We acknowledge their care and custodianship for more than 60,000 years, which continues today. We walk with them as we respectfully care for and tread lightly on these lands.

We also extend that respect to all First Nations people who are part of the community.

Winchelsea Entrance Sculptures
(eastern entrance) "Dusk and Dawn"
Artists Matthew Harding and Benjamin Storch, 2019

Cover image:
By the Meadow, 2017
Image Credit: Kayzar

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Creative and cultural industries play a starring role on the Surf Coast

Surf Coast Shire is a creative region, home to a diversity of talented people, organisations and communities who engage in a broad range of disciplines. Visual artists, sculptors, writers, poets, playwrights, filmmakers, architects and designers of all types, new media artists, dancers, musicians and performers contribute to our identity and the beauty and uniqueness of our place.

Cr. Libby Stapleton and Cr. Liz Pattison at the Yellow Gums Performance Space, Jan - Dec - December 2021





Emily Suckling performing at 'The Soundtrack of our Isolation', Torquay, 2021. Photographer- Patrick Callow

Our creatives provide us with opportunities for expression and storytelling and share their voice and vision with the community.

They activate our townships and highlight the beauty of the environment and fragility of our ecosystem. They delight and invigorate us with their passion.

If culture is the expression of who and what we are as a people, then creativity forms an integral part of its expression.

Surf Coast Shire Council's new strategy, Creative Places 2023 – 2031, quantifies the value of arts and creativity to the shire, foregrounding both the social and health benefits that arts provide our community, as well as the increasing role the creative industries play in the prosperity of our place.

The Surf Coast's creative and cultural industries provide significant employment contributions to our local economy and flow-on economic benefits.

Events such as Lorne Sculpture Biennale, Aireys Inlet Music Festival, Surf Coast Arts Trail and The Sound Doctor Presents bring people from across Victoria and beyond to enjoy unique arts experiences; whilst the many designers, fabricators, homeware designers and renowned public artists send their work out across the world.

This vibrant economic activity is worth celebrating: our place is increasingly recognised as a hub for creative workers with its enviable locations, easy access to major cities such as Geelong and Melbourne, and increasing transport options.

This economic and cultural phenomenon began in the surf in the 1970s as groups of friends innovated ways to surf better and longer on our enviable waves - leading to Torquay and Jan Juc's recognition in 2016 as a national regional creative hotspot for creative industry. The many, many artists and artisans, designers and fabricators that chased the waves to our place never left – and now their children are beginning to inspire us with their own talent and innovation too.

"Creative Places 2023 – 2031 outlines how Council will create opportunities to map this unique phenomenon and how we will support emerging to established artists and creatives with opportunities and career pathways.

Through their work, the shire's creatives engage visitors in the stories of our place: they share its beauty and uniqueness in thought-provoking ways, showcasing the creativity and innovation that is the hallmark of our community."



Cr Liz Pattison
Mayor, Surf Coast Shire Council

About the Surf Coast

The Surf Coast Shire is located 1.5 hours west of Melbourne, at the start of the Great Ocean Road. One of Victoria's most significant visitor destinations, our shire is home to some of the world's most iconic surf locations such as Bells Beach, and unique landscapes like Anglesea Heath and Great Otway National Park.

The diverse beauty of our place has encouraged a creative and skilled community to take up residence here. Proximity to Melbourne, coupled with the extraordinary natural environment, has long inspired a creative migration from Melbourne and Geelong, now a designated UNESCO City of Design. This migration, which continued apace during the COVID-19 pandemic, has resulted in significant residential growth, enriching the local community talent that has played an important part in defining, connecting and shaping our townships and communities.

These unique geographic and lifestyle aspects have resulted in a deep Surf Coast cultural identity that finds its inspiration in our natural world and the elements that define our every day. Rolling hills, cold mornings, coastal cliffs and beaches; flower-filled heathland, towering trees, rivers and rich wildlife engage our passions and creative curiosity, informing our expression of who we are as individuals and as a community.

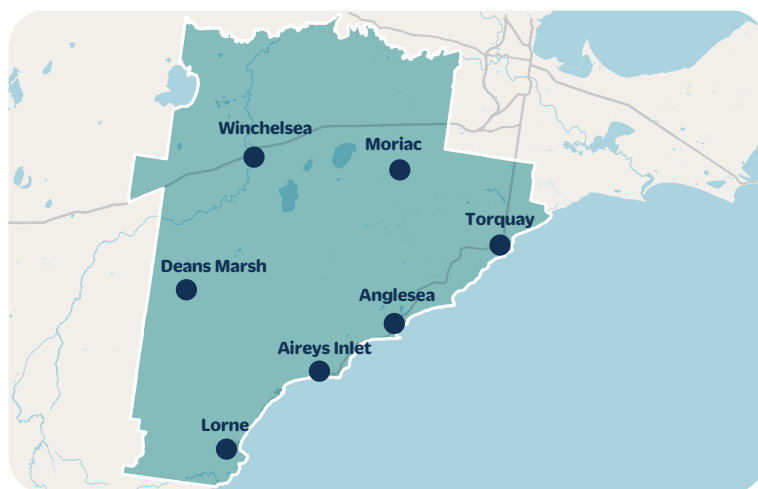
Heritage, both contemporary and ancient, guides our knowledge of place and artistic expression, deepening our sense of belonging and sustaining our values.

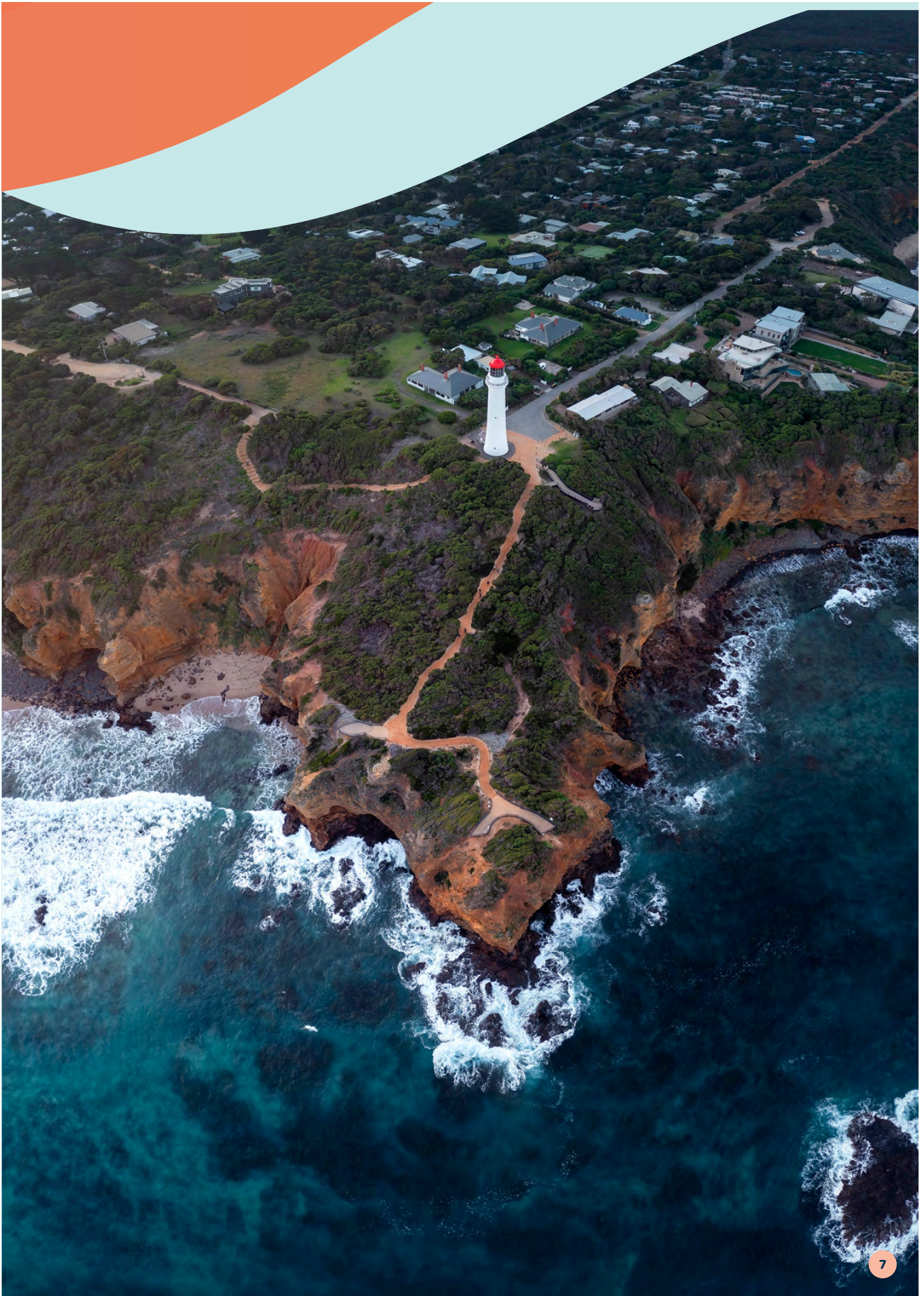
Surf Coast Shire spans the traditional lands of the Wadawurrung People and the Gulidjan and Gadubanud Peoples.

Council is committed to a journey towards reconciliation through a commitment to genuine truth-telling, education and support of cultural heritage learning.

We seek to broaden our understanding of Traditional Owners' perspectives and to use this knowledge to make better decisions.

Our commitment to Reconciliation is an underpinning principle in all of the work that we do.







Defining our creative community and economy

Defining the arts and creative community and industry accurately is critical to understanding and appreciating the significance it holds within the Surf Coast, mapping the best pathway forward and providing the right support now and over the next 10 years.

Arts and creativity – an economic perspective

“No standard definition of the Creative Sector exists, either domestically or internationally, although a number of components are common across most definitions.

There is a difference too between the creative economy and creative industries—the concept of the creative economy captures not only the footprint of the creative industrial sector, but also encompasses spill-over effects and creative contributions to other parts of an economic ecosystem.”

- Essential Economics

The creative economy, therefore is defined as industries and occupations that have potential for wealth and job creation through the exploitation of intellectual property.

Creativity and innovation has played a critical role in the economic success of the Surf Coast, and in the process established a deep, contemporary cultural identity.

Much has been written of pioneering surf business Quiksilver and Rip Curl. Established in Torquay in the late 1960s as home-based businesses and evolving into international success stories on the back of cutting edge design-based creativity, both brands speak to the possibilities of a vibrant creative sector. Many creative business throughout the Surf Coast emanated from these trailblazing businesses as skilled-up staff followed their passions, becoming success stories in their own right.

While an integral part of our contemporary culture, the Surf Coast creative sector now reaches far beyond the surf industry.

Creative Industry Sectors

Our creative sector is made up of the following industries.
Some are well known:



Clothing manufacturing



Footwear manufacturing



Polymer product
manufacturing



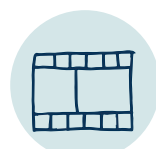
Other manufactured
products



Broadcasting
(except internet)



Library & other
information services



Motion picture &
sound recording



Publishing
(except internet
& music publishing)



Computer systems
design & related
services



Heritage, creative
& performing arts



Internet publishing,
broadcast, websearch
& data server



Professional Scientific &
Technical Services

Others require fine grain definitions.

For example:

Our Creative Economy definition includes the following services from the Professional Scientific and Technical Services sector:

- **architectural services**
- **advertising services**
- **market research and statistical services**
- **management advice and related consulting services**
- **professional photographic services**
- **computer system design and related services**
- **other professional, scientific and technical services (not elsewhere classified).**

Professional Scientific and Technical Services (and their myriad of sub sectors such as lawyers, accountants, veterinarian services and surveyors) are often included in the creative industry definition. For the purposes of this strategy, these do not qualify as areas of focus.

The above subsector services represent 74% of the broader Professional Scientific and Technical Services sector. This representation has been steadily increasing for several years. Although it is possible to identify the correct types of sub sector services, it is not possible to carve out their value within available economic modelling tools. For this reason the full value of Professional, Scientific and Technical services has been included in the Creative Economy definition.

Beyond the economy - benefits of a creative Surf Coast

Not all benefits of a creative community link to an industry sector or contribute to the economy.

Art takes on many forms including visual art (sculpting, painting, photography and other visual media), performing arts (theatre, dance, music, film and performance) and literature (involving the crafting of narrative and sharing of story). Each engages spectators and audiences in a variety of immersive, interactive experiences and discussions, growing our connections, our understanding and our sense of people and place.



Heartspace Mural
Designed and Led by Artist Kathryn Junor
Bellbrae, 2021

Art, culture and creativity bring people and communities together, create inspiration and passion, stimulate conversation, and provide a platform to convey important stories from a diversity of voices. It can transform the mundane into the extraordinary.

According to VicHealth's 2019 – 2023 Arts Strategy, artistic and creative diversity is an important ingredient to community wellbeing.

In the Surf Coast, much of this activity takes place at the community level, with organisations and groups forming around ideas and interests to create the visible cultural expression of our people and townships.

From events of all scale - to public art, murals and ephemeral art outcomes, performance, poetry writing and music - there is ample evidence of the positivity, personal wellbeing and community connectedness that is derived from creative pursuits. It shapes our sense of place in defined buildings such as galleries and performance venues alongside social spaces such as parks, playgrounds and streetscapes in the public realm.

Although it can be difficult to measure, this strategy seeks to recognise and value the positive benefits community-driven creativity produces.

Stages of creativity

Creatives travel through or move between several stages of creative contribution and development and this strategy seeks to honour every stage.

From the experience seeker (such as a passionate theatre goer or exhibition attendee), to a home-based business (making surfboards in the garage or jewellery in a small home studio), to a physical shopfront or web presence (design, manufacturing and selling of creative products).

A shopfront is not the ultimate goal of every creative. Nor should it be. What is important is the recognition of each of these stages, the vital contribution made by our creatives and facilitating the appropriate level of support where required.

Many creative skills practised within the Surf Coast region would be defined as craft and hobbies. They may generate some income for the practitioner but are unlikely to be a full-time pursuit. This strategy seeks to support these creatives where desired, to develop skills, deepen appreciation and move the various creative engagement phases as they see fit.

It will also find balance in supporting those who engage in arts and creativity purely as a passion and source of wellbeing.

Experience Seeker	Hobbyist	Home-based business	Incubator	Professional
Experience seekers find enjoyment participating in creative industry pursuits. This could be via attending events, performances or classes.	The hobbyist has moved beyond receiving an experience and is becoming actively involved in pursuit which could begin to generate small amounts of revenue.	The passion pursuit has increased skills and demands more time. Income generation is more significant. A business is springing to life and is operated from home.	The creative pursuit has continued to grow. The side hustle is becoming the main focus with the business moving from home to a dedicated studio or office space with like-minded businesses.	High level skills have developed. The creative passion is now the main income generator requiring either a physical workspace, shopfront or major web presence and potentially employs others.

At times, Council will take the lead in supporting individuals or collectives in these stages and at times, creatives will be self-guiding and self-sufficient.

Our programs will be targeted to ensure we meet need, providing the right support while ensuring the chance of duplication of effort is minimised.

A key element for the success of this strategy is ensuring that our finite resources are maximised to derive the best possible social, economic, cultural and environmental benefits.

The 2023 – 31 Strategy

Vision

By 2031 the Surf Coast will be a flourishing creative destination. Creatives of all pursuits will be enabled and equipped to enhance our sense of place and identity. Their contribution to the environment, wellbeing and a vibrant economy will be understood and valued.



Hooded Plover Mural, Aireys Inlet Community Centre
Artist Geoffrey Carran, 2021

Strategic Areas:

The Strategy comprises three strategic areas being Place, People and Profile.
Our key goals and actions will be delivered through these strategic pillars.

The three strategic areas are:

1. Place



Place comes in many forms. From townships to precincts, streets and gathering spaces. Character and identity are critically important to place. Arts, heritage and creatives add immense value to place through their ability to invigorate spaces, create conversation, reinforce character and provide a point of connection.

2. People



Without people who are inspired, talented, experienced, supportive, willing to learn and invest passion and energy Creative Places will not flourish. Our people are the enablers of placemaking and connection. A skilled and empowered community is vital to achieving our aspirations for the arts and creative economy.

3. Profile



Creating greater awareness of the significance of the creative economy is essential in advancing Creative Places. Enabling infrastructure, advocacy and projects designed to showcase the rich depth of talent will help our community to thrive and attract like-minded creatives.

Goals:

Goals have been developed to summarise actions that will be taken under these three strategic areas to support the economy we need.

1.1 Places and Spaces to Enable Arts and Culture

1.2 Cultural Tourism

2.1 Supporting First nations Cultural Expression

2.2 Supporting the Aspirations of our Emerging Artists

2.2 A thriving and connected creative community

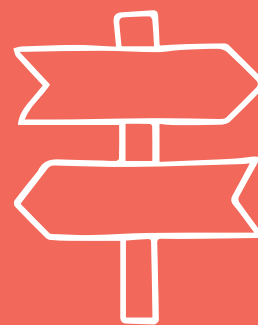
3.1 Showcasing Our Best and Brightest

3.2 Enhancing our Creative Economy



Former Winchelsea Shire Hall

1. Place



Goal 1.1 Places and Spaces to enable arts and culture

Case Study – Creative Hubs

All creative communities are reliant on the availability of appropriate working spaces. Space and appropriate facilities are often the glue for a creative neighbourhood.

In the Surf Coast, Council has played a role in supporting appropriate facilities. However the very nature of creative thinking in the shire drives a bespoke model for the creation of unique creative neighbourhoods which respond to need and are driven by a mixture of commercial, community and individual aspirations.

Examples below illustrate the diversity and drive of our communities, creatives and businesses to establish appropriate spaces. We are mindful of allowing our creatives to lead this process and will both partner and support our creative communities in these endeavours as an investment in our creative future.

Ashmore Arts

Set on the outskirts of Torquay, Ashmore Arts is a creative industry micro-business hub, providing purpose-built studios and workshops for creatives. Artists and artisans come together at all stages of career development in this vibrant and ingenious community – sculptors, potters, painters, illustrators, photographers, leather artisans, print makers, blacksmiths, knife fabricators, concrete and timber furniture makers and designers.

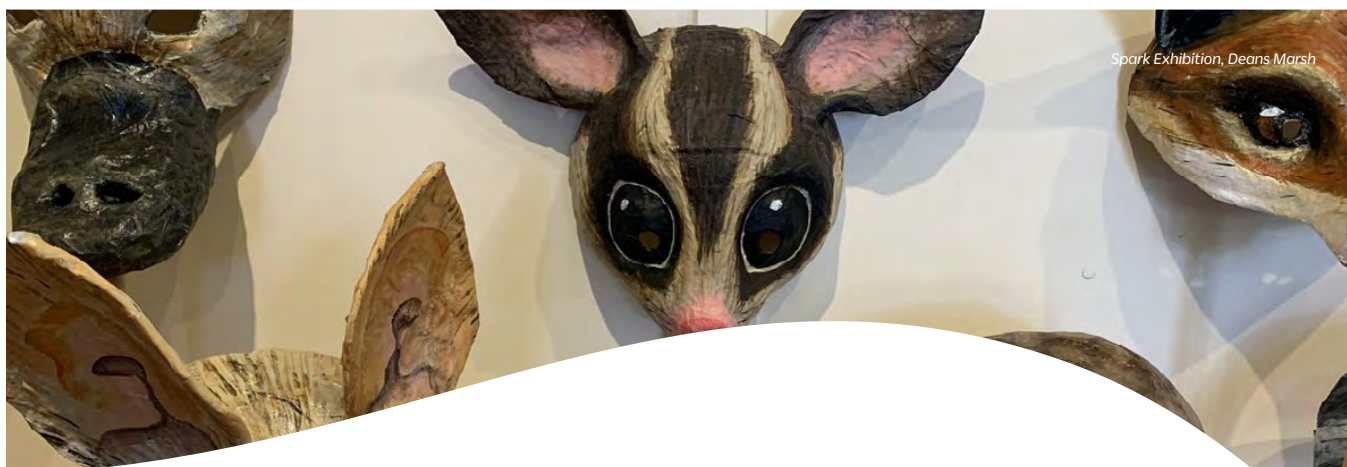
Ashmore currently houses 16 creative micro-businesses and in late 2022, helped enable the delivery of a further 11 artist studios on an adjoining property. At the time of writing, this creative neighbourhood houses about 50 working artists.



Aerial Photo of Ashmore Arts, Torquay



Ashmore Arts Founder, Stewart Guthrie, 2022
Photographer: Pete James



Spark Exhibition, Deans Marsh

Multi Arts Centre

The newly established Multi Arts Centre (The MAC) in Torquay is a community-led venue that offers the opportunity for multidisciplinary local artists (including visual and performing artists) to develop and present their work to audiences.

Despite capital works on the building and the lingering impacts of COVID-19, over the initial 20 month period (1 March 2021 to 31 October 2022) The MAC was home to the presentation of more than 60 arts events across visual art, performance and music. These included art exhibitions and installations, artist talks and workshops at Hoop Gallery alongside a range of workshops, music and theatre performances at Shoestring Playhouse.

Locals and visitors have supported the diverse program of activity at The MAC, with audiences over 5000 in the period surveyed. This represents an average of 180 visitors to each of the Hoop events, alongside audiences of 480 for each Shoestring Playhouse performance.

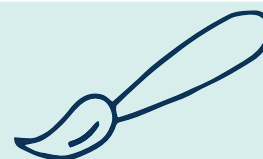
Three management organisations collectively draw on almost 70 community volunteers to bring The MAC to life.

This flexible arts space operates as a self-managed community model that provides flexible working space for a diversity of art forms and is an excellent example of our aim to enable the creative community to realise their vision. The facility is utilised by volunteer creatives and visited by the public seven days a week.

SPARK!

In October 2019, we supported creatives from the Deans Marsh community to achieve funding to upgrade existing, underutilised sports infrastructure at Deans Marsh Memorial Reserve to create spaces where artists and art lovers could come together to learn, create and exhibit their work.

SPARK! Deans Marsh was one of six statewide applicants to receive funding from Creative Victoria's Regional Co-working Spaces and Creative Places program – helping bring to life the Footy Shed Gallery, alongside a dedicated potters space and printing press.

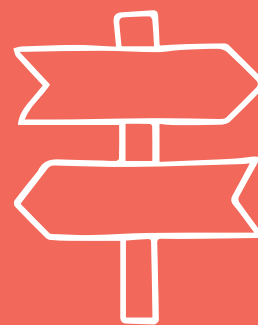


The Surf Coast's creative communities have a track record of establishing flexible working spaces for creatives by taking advantages of opportunities. Via this strategy, we will continue to facilitate access to good working spaces for artists where collaboration, support and cross germination can lead to increased success and career development.



Multi Arts Centre, Torquay, 2023

1. Place



Goal 1.1 Places and Spaces to enable arts and culture

Rationale

The community, be they experience seekers, hobbyists or professionals, has a strong and demonstrated desire to ensure our places and spaces are equipped with the capability to enable planned and spontaneous creativity, express artistic talent or tell compelling stories

The right infrastructure in the right locations can act as an incredible community enabler, be it power and water in open spaces or hanging rails, lighting, sound equipment and cabling in community halls.

Continued advocacy to deliver new and improved infrastructure such as the Surf Coast Cultural Centre is also vital to ensure our community has access to contemporary and state of the art facilities.

We will investigate how our community assets can be improved to enable Council and community-led delivery of arts and creative pursuits.

We will continue to advocate for funding towards critical infrastructure and investigate ways to help fund greater outcomes for the arts in our places and spaces.

We will seek to work with key landowners such as Great Ocean Road Coast and Parks Authority and private land owners to ensure integrated outcomes for the community.

We will work with our Historical Societies to capture and communicate stories of significance.

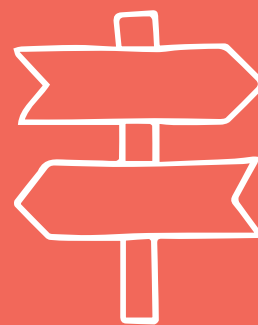
Actions

1. Enhance artistic and creative infrastructure in Council assets (such as halls) to enable more gallery exhibitions, artists in residence, music, performance and other programming outcomes to take place.
2. Implement the Australian National Surfing Museum Master Plan with an intention to tell compelling, diverse stories and increase visitation.
3. Work with Great Ocean Road Coast and Parks Authority to identify opportunities for a permanent, shire-wide public arts trail.
4. Investigate the merits of a Public Art Development scheme to increase artistic focused placemaking outcomes.
5. Complete an audit, asset management plan and supporting policy documentation to ensure the sustainable activation of public spaces with art.
6. Implement ephemeral placemaking activations on suitable high profile sites such as illuminating the Lorne Swing Bridge and other key sites.
7. Collaborate with heritage and historical societies to ensure cultural experiences are maximised.



*All Our Exes Live In Texas – Presented by The Sound Doctor
at Anglesea Memorial Hall, 2018 Victoria
Photographer: Patrick Callow*

1. Place



Goal 1.2 Cultural Tourism

Case Study – Lorne Sculpture Biennale

In October 2005 friends of Lorne Arts met to discuss a dream of staging a world-class sculpture exhibition along the dramatic sweep of Lorne's famous foreshore. Now in its eighth iteration, the Biennale is a driving force for cultural tourism in the region.

In 2022, 67 artists participated and 16 major sculptural precinct sites were activated along the Lorne foreshore, showcasing a range of national and international artists responding directly to Lorne's history under the theme 'Spirit of Place'.

The 2022 event received approximately 25,000 visitors over a three-week period, many of whom stayed overnight.

Surveys show that 60% of respondents travelled to Lorne specifically for the Biennale, and more than 80% extended their stay because of the event.

This confirms the valuable role cultural events play in driving increased length of stay in the region.

Almost 70 artists took part in the broader program, which included a total of 81 workshops, performances or artistic experiences. The event engaged 100 volunteers over a three-week period.



*'The Throne of Potentiality' by Stevens Vaughn
2022 Lorne Sculpture Biennale*



Rationale

Cultural tourists are experience seekers. They stay longer and spend more than Surf Coast's typical visitor.

Cultural tourism is less weather dependent than other pursuits, with theatre, gallery exhibitions and performances often taking place indoors. Cultural tourism has the potential to play a key role in boosting off-peak visitation to the Surf Coast.

Our Australian National Surfing Museum (ANSM) and Great Ocean Road Heritage Centre both tell cultural stories of national significance. These stories should continue to be developed and communicated to a broad audience. Our location at the start of the Great Ocean Road and close proximity to airports and ferries positions us well to attract cultural visitors.

Developing our cultural offerings not only aligns with strategies at regional (Making Change G21 Region) and state (Creative State 2025) level, it will also help sustain our economies and townships and create vibrant communities.

We will continue to build on our existing cultural product strengths such as events, ANSM and the Great Ocean Road Heritage Centre.

We will work with Great Ocean Road Regional Tourism and the private sector to develop new products, as well as identify opportunities to better promote existing experiences.

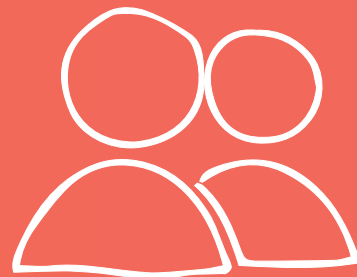
We will continue to advocate to Visit Victoria and Creative Victoria for new events, products and infrastructure, particularly in the lead up to the Victoria 2026 Commonwealth Games.

Actions

1. Work with Great Ocean Road Regional Tourism and G21 to advocate for and develop cultural tourism experiences of regional significance, such as the Surf Coast Cultural Centre.
2. Develop new creative and enhance existing industry products that profile the breadth and diversity of our cultural offerings such as:
 - a. gallery experiences
 - b. First Nations interpretive trails
 - c. heritage attractions
 - d. Australian National Surfing Museum
 - e. Great Ocean Road Heritage Centre.
3. Identify and support community-led projects which enhance cultural tourism product.
4. Continue to support cultural tourism events through the Event Grants Program and advocate the Surf Coast Shire's strengths in hosting cultural events to Visit Victoria, particularly in the lead up to the Victoria 2026 Commonwealth Games.
5. Work with Traditional Owners and key stakeholders on appropriate cultural tourism product development opportunities.
6. Continue to develop the Surf Coast Arts Trail into a regionally significant arts and creative event.



2. People



Goal 2.1 Supporting First Nations cultural expression

Council recognises the power of arts and cultural events to influence awareness, attitudes and behaviour. We strive to work in a culturally sensitive and collaborative way to help enable the Surf Coast's Traditional Owners to share their stories, experience, knowledge and culture as the First Peoples of this place.

Case Study – NAIDOC Week Exhibition 2022

In 2022, Council worked with four First Nations artists to create a feature exhibition at Anglesea Arts Space in celebration of NAIDOC Week.

The exhibition titled 'Get Up, Stand Up!' was curated by rising Worimi artist Gerard Black, and included Wadawurrung artists BJ O'Toole, Jenna Oldaker and Wagiman artist Nathan Patterson. The exhibition ran for the duration of NAIDOC Week and was a resounding success, with 662 visitors and \$13,295 in sales.

Most importantly, for some artists such as Jenna Oldaker, the exhibition offered a pathway to reflect upon and speak about their work and exhibit it in a gallery setting for the first time.

Rationale

Australia's First Nations Peoples have expressed their individual cultures through visual art, dance, song and story for tens of thousands of years, both as a tool for sharing knowledge and to honour significant events and occasions.

Supporting emerging First Nations people to achieve their creative ambitions is an investment in our future.

This strategy makes a commitment to showcase our First Nations creatives and supports them to achieve their goals.

Actions

1. In collaboration with Traditional Owners, provide opportunities to build the profile of our First Nations creatives.
2. Support Traditional Owners to share knowledge about Country and Culture through programming and development.
3. Connect with Creative Victoria's First People's Art Design Fair and promote pathways for local First Nations artists to participate.
4. Identify opportunities for and support delivery of First Nations public art.



2. People



Goal 2.2 Supporting the aspirations of emerging artists and creatives

Anglesea Art Space is an artist-led space for Surf Coast creatives. It was established in 2015 to promote local artists' work and events.

In 2019, Council established a co-ordinator position to oversee operations due to the high level of local artist usage and the Surf Coast Art Space Committee was formed (later to become SCAS Inc.). In 2020 and after its abrupt closure due to COVID-19, Art Space quickly transitioned to the digital realm.

The online space was a site of considerable community engagement in 2020-21 with 52 exhibitions showcasing 356 emerging to established artists. Despite real-life closure for much of that time, more than \$86,000 was generated in sales via exhibitions, with all monies going directly back to artists in recognition of the impacts of COVID on the sector.

Since re-opening in late 2021, Anglesea Art Space has enabled more than 300 local artists and creatives to exhibit and promote their work, with sales upwards of \$65,000.



Rationale

We will connect our creatives to external opportunities, enable them to build their profile and develop sustainable skills. Connection and knowledge sharing for our creatives is recognised as a key to our industry's growth and sustainability.

We will nurture the growth of young people in our community through engagement in arts and creative pursuits.

Actions

1. Support the creative development ambitions and needs of aspiring artists. This is achieved through professional development opportunities, workshops and knowledge sharing.
2. Ensure our creative venues such as Australian National Surfing Museum and Great Ocean Road Heritage Centre reflect contemporary stories.
3. Connect mentoring and volunteering opportunities with established creative professionals for young people in line with the Surf Coast Youth Strategy 2022 – 2025.
4. Identify and promote activities that foster wider youth participation within and arts and creative fields.



2. People



Goal 2.3 A thriving and connected creative community

Case Study – Lorne Community Connect

Over recent years, the volunteer team at Lorne Community Connect have transitioned an underutilised community centre to a creative hub that connects the communities of Lorne and district.

By providing a venue to foster creative activities in all artistic areas, the Centre and the community have flourished.

Program highlights from 2020- 2023 include:

- Regular exhibitions by local Artists providing sales opportunities
- A small sculpture exhibition as a satellite to the Lorne Sculpture Biennale in 2022.
- Establishment of an Artist in Residence Program- featuring Meaghan Shelton in 2022 and Natasha Narain in 2023. This program is supported by both public and private funding sources.
- Collaborations with groups such as the Anglesea Players who will stage their annual production at Lorne Community Connect in 2023.
- Partnerships with local community groups to increase our exhibition hardware and which ensure ongoing community ownership of the facility.

In addition, a range of workshops, exhibitions, weekly art and craft group bookings underpin the program and ensure the community feel connected to the facility.



Lorne Community Connect- a new Creative Hub for Lorne Community, 2023

Rationale

Our hobbyists and experience seekers form a passionate backbone in building, connecting and informing our community.

Heritage committees contain immense knowledge, providing valuable input into our contemporary history and ensure key aspects of our past are preserved.

Community groups, broad and diverse in their artistic focus, deliver an array of programs that enrich participants, connect community and stimulate conversation.

We acknowledge the breadth of volunteering in this field and will support community organisations to build capacity.

We achieve this by developing tools and platforms to ensure our community-led arts and heritage groups continue to flourish and connect.

We will support our community groups in continuing to deliver thought provoking, meaningful creative experiences.

Actions

1. Develop an Arts and Creative Economy Communications Strategy.
2. Repurpose the online Arts Portal as a resource to support volunteers in creative and community cultural endeavors.
3. Ensure our grant programs are flexible and responsive and meet the needs of our arts and cultural communities.
4. Work with key creative and heritage community groups to identify skill development needs such as Cultural Awareness workshops.
5. Deliver projects that enable community participation in the arts and creative sector to foster connection and build engagement in the arts.



3. Profile



Goal 3.1 Showcasing our best and brightest

Case Study – Affordable Art Fair

Rowena Martinich is renowned for her use of radiant colour works from her Surf Coast studio.

Her vibrant abstract expressionist paintings can be seen around the world - from a school mural on the streets of New York City, to a 50m work on a sea wall in Turkey. Partner Geoffrey Carran, also a highly accomplished artist, completed his masters in fine art in 2008 and uses his public murals to highlight endangered bird species.

Heavily impacted by COVID-19 and with a need to generate revenue, The Affordable Art Fair in Melbourne was an opportunity to help multiple artists recover, generate awareness, and showcase talent to a national audience. Rowena and Geoffrey organised a group of local artists including Natalie Martin, Tal Lemmens and Kathryn Junor to exhibit at the fair in Melbourne with outstanding results including:

- The sale of 34 artworks during the fair, amounting to over \$100,000 in sales.
- An instant and targeted audience of more than 17,500 attendees, and more than 100,000 online.

Geoffrey Carran's work was awarded Director's Pick at the fair and marketed widely.

Natalie Martin has been picked up by a South Australian gallery that visited the fair. Tal Lemmens sold his entire edition of large format photographs, leading him to feel confident to explore solo exhibitions in Melbourne. And, Kathryn Junor sold an entire series at the fair, exceeding her expectations.

The above results highlight the opportunity that exposure via major art events provides our professional artists. For this reason, targeting opportunities forms part of the strategy to strengthen our creative industry.



Rationale

The Surf Coast is blessed with an incredible array of talented artists and creatives. From painters and performers to designers and developers, our best and brightest can be found in galleries, theatres, studios and outlets nationally and around the world.

The Victorian Government Creative State 2025 strategy seeks to drive Victoria's reputation as a global cultural destination and bold creative lead. With the right structured programs, profiling, connections and industry partnerships, our emerging and established creatives can play a key role in achieving this vision.

We will ensure our funding programs are targeted to meet the skill development needs of our artists and creatives.

We will showcase our best and brightest to build their profile and enhance our reputation as a destination for creatives.

We will identify opportunities for artists to exhibit their works to national and international audiences.

Actions

1. Support creatives to explore new directions, ideas and concepts to advance their practice and/or their careers through targeted grant programs such as DEVELOP, and mentoring and networking opportunities.
2. Profile and promote Surf Coast's creative strengths, and foster opportunities for our creative industry, individuals and practitioners to showcase themselves to a national and international audience by establishing key partnerships.
3. Promote our best and brightest to a broad audience and identify industry champions to advocate the benefits of a stronger creative industry.
4. In partnership with industry, promote participation in industry opportunities such as the Melbourne Affordable Art Fair, Melbourne Design Week and Geelong Design Week.



3. Profile



Goal 3.2 Enhancing our creative economy

Case Study – Surviving Summer mini series

A major 10 part mini-series, Surviving Summer was filmed in Surf Coast coastal areas from Torquay to Lorne in early 2020.

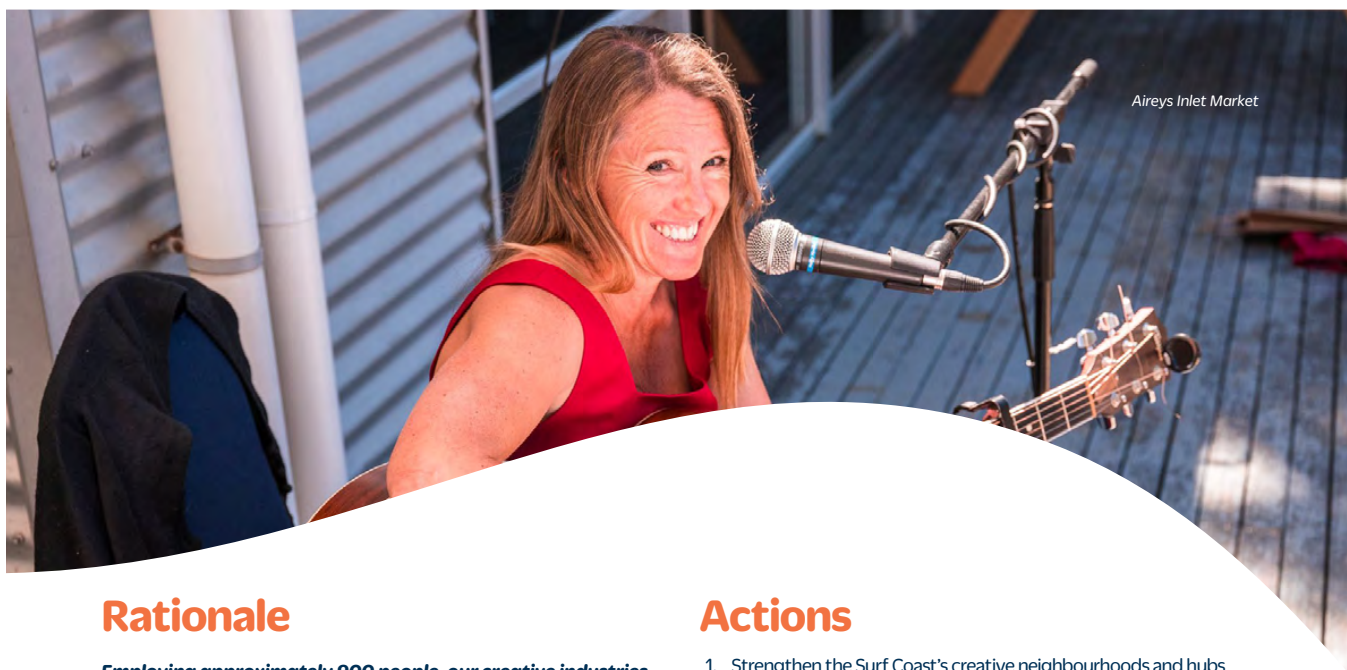
Picked up by Netflix, Surviving Summer achieved 20.3 million hours of viewing in the first week of release and injected \$1.8 million into the local Surf Coast economy and \$11 million into the Victorian economy. Many local cafes were used to cater for the cast and crew of more than 100 people. VicScreen estimates 500 businesses were supported, creating more than 700 jobs in Victoria.

The success of Surviving Summer is a great illustration of the significant economic benefits that the film industry can deliver over an extended period. Combined with an increased appreciation for our spectacular landscape, it brings flow-on effects of increased visitation and job creation.

The full impact of Surviving Summer has been documented by Vic Screen and can be viewed at:
[youtube.com/watch?v=q7gPYtz15Js](https://www.youtube.com/watch?v=q7gPYtz15Js)



The Surviving Summer mini series was filmed on the Great Ocean Road in early 2020



Rationale

Employing approximately 900 people, our creative industries already provide a significant contribution to the broader Surf Coast economy.

Providing a diversity of career opportunities is essential to ensuring continued growth in this sector.

The provision of adequately zoned land to support creative neighborhoods and supportive planning controls will help to ensure our creatives and professional artists can live and work locally.

The attraction of high quality mini-series such as *Surviving Summer* greatly enhance our reputation as a film destination, creates significant short-term employment outcomes and also provides global promotion of the Surf Coast.

We will advocate the significance of the arts and creative industry to key stakeholders with a view to growing the contribution of the sector towards the broader economy.

We will ensure we have the right policy setting to enable our creatives to flourish locally.




Actions

1. Strengthen the Surf Coast's creative neighbourhoods and hubs through supportive planning scheme controls and strategic planning documents, to ensure a sustainable future and continued sector growth.
2. Support the development of high value, innovative, knowledge-based emerging creative economy streams on the Surf Coast such as:
 - a. film industry
 - b. live music
 - c. digital media/ arts
 - d. literary sector (including book illustrators).
3. Build relationships with creative producers such as VicScreen, Creative Victoria, Regional Arts Victoria and the Australian Museums and Galleries Association (Victoria) to raise our profile as a creative hotspot and to secure funding for creative practitioners and projects.
4. Advocate the strengths of the Surf Coast as a filming destination to key stakeholders such as VicScreen, Visit Victoria and Creative Victoria with an ambition of securing at least two national productions by 2026, and review the permit process.
5. Increase the contribution of the creative industry sector to the Surf Coast economy through the delivery of Goal 3.3 A destination of choice for emerging and innovative industries in the Surf Coast Economic Development Strategy.

Measures of success

To help us assess the overall success of this strategy and to track our progress, a number of key measurements have been developed. They are listed below against each strategic pillar.

In 2026 the Creative Places Strategy will be integrated with the Economic Development Strategy, as will the measures detailed below.

Strategic Area	Measures of success		
	2023	2026	2031
Place 	<ul style="list-style-type: none"> The MAC open for business Cultural tourism visitation is 191,000 p/a 2026 Victoria Commonwealth Games announced 	<ul style="list-style-type: none"> Funding secured for Surf Coast Cultural Centre stage one Increased investment in creative programming and infrastructure Cultural program for 2026 Victoria Commonwealth Games delivered Major projects such as Surf Coast Cultural Centre identified in updated City Deal 	<ul style="list-style-type: none"> Surf Coast Cultural Centre stage one delivered Cultural tourism visitation is 220,000 p/a Permanent public arts trail established
People 	<ul style="list-style-type: none"> Number of emerging artists at Anglesea Art Space - 240 Audience numbers in council supported arts programs - 12,000 	<ul style="list-style-type: none"> Greater participation in the arts and creative industries by First Nations Peoples and young people Sustainability of space and ongoing usage by new users 10% increase in audience numbers 	<ul style="list-style-type: none"> Our arts community is self-sustaining and enabled 10% increase in audience numbers
Profile 	<ul style="list-style-type: none"> Current jobs - 1200 Current creative sector industry contribution = \$360m 	<ul style="list-style-type: none"> Jobs growth to 1,400 jobs Supportive planning controls (zoning) in place 10% growth in creative sector industry contribution 	<ul style="list-style-type: none"> Jobs growth to 1,600 jobs Increased number of creative neighborhoods 10% growth in creative sector industry contribution

Research and Community Engagement

People Place Future- an arts and creative perspective

In 2021 Council formed a community panel comprising 35 residents to consider the future of the shire and provide input into our Council Plan 2021 – 2025.



Winchelsea Entrance Sculptures
(western entrance) "Dusk and Dawn"
Artists: Matthew Harding and Benjamin Storch, 2019

As part of hearing from the community, the panel considered more than 1,200 survey responses to produce a Community Panel Report on behalf of the broader community.

After extensive community consultation, our communities' desires were transformed into the Surf Coast Shire Community Vision. Consisting of a vision statement and 10 supporting principles, the report represents a collective aspiration for the Surf Coast region. The principle most relevant to this strategy is:

Principle nine:

A place to nurture, acknowledge and promote innovation, the creative arts and industries.

The arts and creative sector has an important role to play achieving this community vision. The People, Place, Future data has been analysed specifically to inform this strategy. In total, more than 250 comments from that data contained arts, creative or cultural attributes, aligned directly with the Creative Places Strategy Strategic Areas: People, Place and Profile.

It is important to note that responses to the survey overwhelmingly show that protecting and nurturing the natural and built characteristics and identity of the Surf Coast is a key priority. The arts has an important role to play in this.

Research and Community Engagement

People Place Future- an arts and creative perspective

The following summarises key results from this engagement through the lens of arts, creativity and culture. Seven key themes arose from the survey data summarised below:

Key Themes	Sub-themes
First Nations and cultural inclusivity	Engaging with Traditional Owners to celebrate First Nations heritage and continuing culture Acknowledging First Nations contributions to the Surf Coast Expressing the diverse identities and histories of Surf Coast residents
Structured programs, grants and support	Increased investment in culture, arts and the creative economy Support for organised activities for the community, particularly for teenagers and in schools Grant programs for creative businesses
Creative spaces and cultural facilities	Maintaining support for existing creative facilities across the shire Investing in infrastructure to enable the creative community to thrive Building a new Cultural Centre for the provision of cultural activities, such as performing arts, visual arts and community activities
Expressing town culture and heritage	Preserve and express the distinct identities of individual townships Protect and celebrate the natural characteristics of the Surf Coast Incorporate cultural expression into planning and development of the built environment
Cultural events and tourism	More cultural events and activities to enhance community connection and vitality Cultural events to attract specific tourism benefits (increased stay and expenditure, year-round visitation) Specific events such as the Arts Trail, festivals, performances and live music at local venues
Celebrate the Arts	Expressing overall, the importance of creative life to the community
Supporting music	Desire for more live music performances and general support for local performing artists

Targeted Audience Surveying

In December 2022, targeted surveying was conducted to test the broader themes that emerged in the People, Place, Future data, and examine the strength and relevance for their inclusion in this strategy.

This survey was circulated directly to arts community organisations and individuals, as well as through relevant social media accounts and subscription newsletters for local businesses and those interested in the arts. The survey was also sent directly to all businesses in the Surf Coast Shire who are registered using creative industry Australian and New Zealand Standard Industrial Classification (ANZSIC) codes.

A total of 114 responses were collected and the data broadly supports the analysis provided by the People, Place, Future survey, although with different prioritisation of key themes.

The majority of survey respondents were visual artists from the Torquay area, who identify as emerging or established arts professionals. This is likely a reflection of the survey distribution methodology.

The survey asked respondents to identify their personal and professional priorities, in order to gain an understanding of how this strategy can best support practitioners with their own ambitions. Respondents identified overwhelmingly that their priorities were in skills development and marketing their own ventures.

When asked to identify the most valuable work already undertaken by Council, respondents identified the following:

- strategy and planning
- arts facilities and infrastructure upgrades
- Surf Coast Arts Trail
- DEVELOP grants.

In addition, respondents were asked to prioritise the focus areas for this strategy and they identified the following as being of greatest importance:

- Support for creative spaces and cultural facilities.
- Growing the Surf Coast's creative reputation.
- First Nations culture and cultural inclusivity.
- Structured development programs, such as workshops and classes.
- Network and community building opportunities.
- Grants and support for community groups.

The feedback provided in both the People, Place, Future data and the targeted audience surveying has been used to inform the development of this strategy and the prioritisation of its action plan.



Hopp Gallery Exhibition launch, Torquay 2022

Additional informing data and context

The significance of our creative industry

While the creative industry has long existed, recognition of its contribution as a sector is relatively recent.

Often, the various industry sectors creative businesses had been nested in concealed their significance or the actual inspiration behind them. Like tourism, the benefits the creative sector was hidden within traditional industry sector definitions such as manufacturing, retail and professional services.

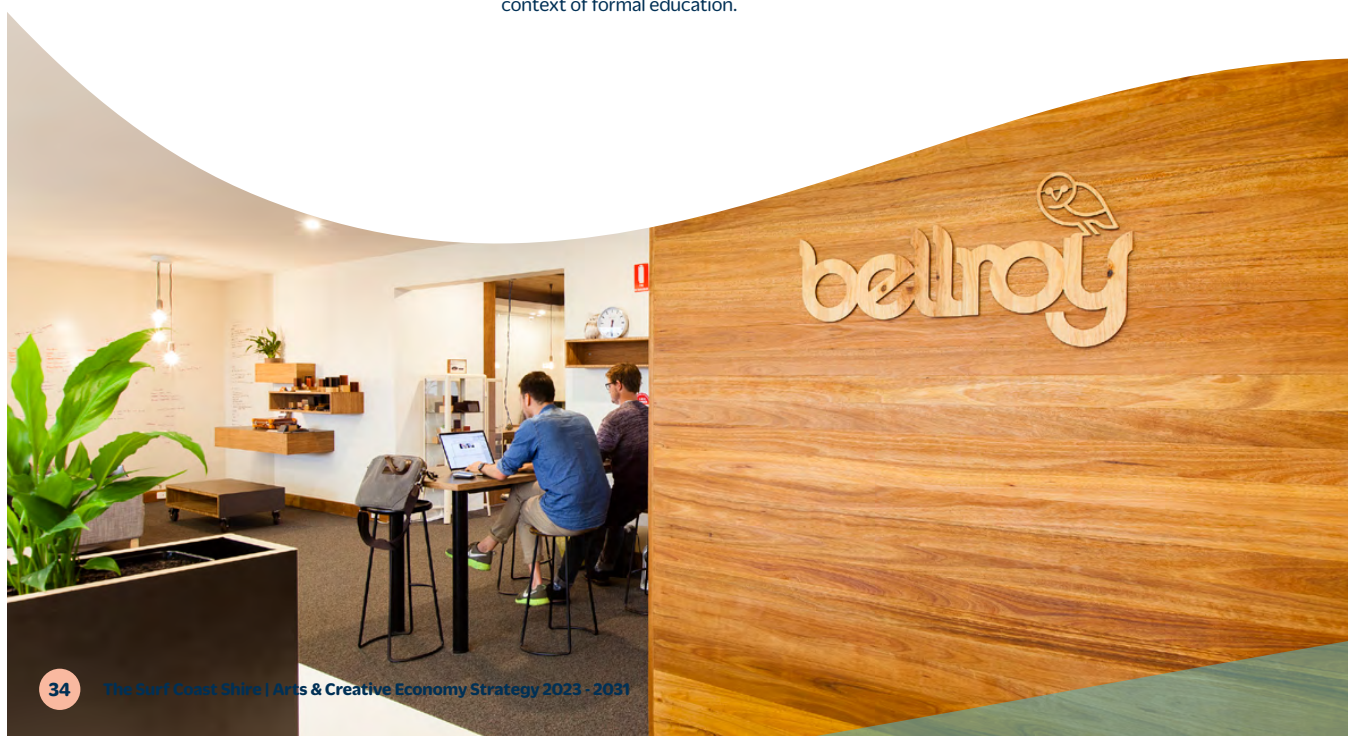
By using the above economic definition it possible to bring together the various elements of the creative sector to create a picture on just how significant its contribution to the Surf Coast is. It has also been possible to look back in time at historical data, establish benchmarks and from there identify the growth of the sector through a combination of business registration data and economic modelling tools.

In 2005 there were 990 creative sector businesses on the Surf Coast. Even at this stage professional services such as marketing, advertising, architecture dominated the creative sector landscape. The Surf Coast has always been a 'skilled community' when considered in the context of formal education.

The appeal of lifestyle and amenity benefits and connection to the natural environment throughout the Surf Coast has been a constant pull factor for professionals and entrepreneurs producing a skilled and creative community.

This in turn had a considerable influence on the main types of creative sector business calling the Surf Coast home. The top three for 2005 are identified below:

- Professional, Scientific & Technical Services (644)
- Heritage, Creative & Performing Arts (164)
- Computer Systems Design & Related Services (88)





Perhaps as a combination of the influence of the surf industry, proximity to Geelong and Melbourne, and being the main population centre, Torquay was home to 654 (66%) of all Surf Coast creative businesses. The Coast economy (Anglesea – Lorne) accounted for 204 or (21%) while the 132 (13%) resided in the Hinterland economy (Winchelsea and surrounds).

Location	No. Creative businesses 2005
Torquay	654
Coast (Anglesea – Lorne)	204
Hinterland (Winchelsea & surrounds)	132

Location	No. Creative businesses 2021
Torquay	1836
Coast (Anglesea – Lorne)	448
Hinterland (Winchelsea & surrounds)	314

Although, the Hinterland area has less creative businesses, as a per capita representation it over performs when compared to other areas in the Surf Coast. There is an opportunity to grow the creative community in the hinterland.

Twenty one percent or 209 creative businesses were registered for GST in 2005 suggesting that many were smaller in size and revenue generating capacity.

Since these early indicators the creative sector has flourished. A continued influx of entrepreneurs and highly skilled and talented people seeking a better lifestyle, new technologies opening up new areas of creativity and improved infrastructure reducing travel times have all played a role.

At the end of 2021 the number of creative businesses increased to 2,599. Professional, Scientific & Technical Services, with its diversity of business types, continues to be a major driver of the creative economy with over 1,730 businesses. Heritage, Creative and Performing Arts (444 businesses) and Computer Systems Design & Related Services (182) also play a major role.

Torquay remains the dominant location for our creative enterprises with over 1,830 businesses (70.6%).

Of significance is the large proportion of businesses not registered for GST (1,806 or 69.5%). Businesses need to earn over \$70,000 to register for GST and the high proportion of non GST registered businesses indicates the potential to support these micro businesses to scale up should they choose to.



A Creative Hot Spot

In 2016 the Surf Coast was identified as a top five creative industry hot spot in regional Australia.

A creative industry hot spot is a place where creative employment is a high proportion of local jobs and the Surf Coast is outperforming the national average in this area. Byron Bay has the highest proportion of creative jobs and is well known for its creative community. The Surf Coast is fourth in Australia.

The Queensland University of Technology study found that the Surf Coast Shire has high levels of specialist employment in

Design. In 2016, 490 people earned their primary income in the creative industries, an average increase of 3.47% each year since 2011.

Further to this, it found the Surf Coast is striving for art to be viewed in economic development terms rather than simply an add-on but crucial as a placemaking activity.

The table below identifies Surf Coast's place against other top five creative industry hot spots in regional Australia.

The vision of this strategy is to ensure the relatively unknown status of the Surf Coast as a creative hotspot in 2016 becomes a key part of our identity.

Like the overall growth in creative businesses the research by Queensland University identifies an opportunity to leverage an existing strength as a creative hot spot.

Area LQ	Score
1. Byron Bay, NSW	1.31
2. Hobart, TAS	1.09
3. Anangu Pitjantjatjara, SA	1.05
4. Surf Coast, VIC	1.05
5. Gold Coast, QLD	0.90

Source: Whose town is the most creative? Hot spots of creativity in regional Australia - Regional Australia Institute, 2016. And Australian Cultural and Creative Activity: A Population and Hotspot Analysis Geelong and Surf Coast, Queensland University of Technology, 2020.

Creative Industries on the Surf Coast

There is a need to ensure the provision of suitably zoned land to accommodate the growing number of creative enterprises into the future along with provisions that support their operational requirements. The below table identifies the location and type of creative businesses within the Surf Coast

Description	Surf Coast Job Count	Torquay	Lorne - Anglesea	Winchelsea	GST registered	Not GST registered
Clothing manufacturing	21	16	4	1	6	15
Footwear manufacturing	2	2	0	0	1	1
Polymer product manufacturing	11	8	1	2	6	5
Other manufactured products	64	48	9	6	12	52
Publishing (except internet & music publishing)	19	13	5	1	7	12
Motion picture & sound recording	95	67	17	11	25	70
Broadcasting (except internet)	1	1	0	0	1	0
Internet publishing, broadcast, websearch & data serv.	23	17	2	4	8	15
Library and other information services	3	1	1	1	2	1
Professional, scientific & technical services	1734	1233	291	210	601	1133
Computer systems design & related services	182	132	30	20	72	110
Heritage, creative & performing arts	444	298	88	58	52	392
Total	2599	1836	448	314	793	1806

The following sections quantify the output and employment generation of the creative industry for the Surf Coast.



Top 10 sectors- Informing data

Top 10 sectors by output

Output data represents the gross revenue generated by businesses/ organisations in each of the industry sectors in a defined region. Gross revenue is also referred to as total sales or total income. The total output estimate for Surf Coast across all industry sectors is \$3.261 billion.

When considered as an industry sector, the creative economy is the third largest industry in the Surf Coast representing 10.3% or \$335.8 million of GDP (gross domestic product).

A breakdown of the size of industry by sector is below

Output by Industry Sector

Industry Sector	\$M	%
Construction	\$834.279	25.6%
Rental, Hiring & Real Estate Services	\$383.960	11.8%
Creative Economy	\$335.751	10.3%
Accommodation & Food Services	\$215.052	6.6%
Agriculture, Forestry & Fishing	\$205.700	6.3%
Manufacturing	\$196.541	6.0%
Health Care & Social Assistance	\$190.095	5.8%
Retail Trade	\$179.675	5.5%
Public Administration & Safety	\$147.815	4.5%
Financial & Insurance Services	\$132.022	4.0%
Sub-Total	\$2,820.890	86.5%
Other	\$439.941	13.5%
Total	\$3,260.831	100%

Source: Remplan

Top 10 sectors of the Surf Coast by employment

There are 12,576 jobs in the Surf Coast. The creative economy represents 1,164 jobs (9.3%), making it the fifth largest employer in the Surf Coast. Our creative businesses are helping drive a new economy for the Surf Coast and providing a significant number of jobs in the process.

This continued growth presents great opportunities for future employment ambitions and requires strategic action to ensure creative jobs continue to play a key role in the economy of the Surf Coast. To do this we must consider the types of support programs available, skills development needs, enabling infrastructure and industry profile building.

This is particularly important when we consider that the creative economy creates the third highest level of worker wages and salaries in the Surf Coast, representing \$96.19 million (12.2%) of all wages.

Industry sectors that have a higher level of wages and salaries have more potential to contribute positively to the local economy in terms of expenditure. These are the type of jobs that we should pursue to grow our economy and increase prosperity.

Selected industry sectors in Surf Coast ranked by Employment

Industry Sector	Jobs	%
Construction	1,881	15.0%
Accommodation & Food Services	1,812	14.4%
Retail Trade	1,616	12.8%
Health Care & Social Assistance	1,537	12.2%
Creative Economy	1,164	9.3%
Education & Training	946	7.5%
Agriculture, Forestry & Fishing	684	5.4%
Public Administration & Safety	606	4.8%
Other Services	514	4.1%
Manufacturing	395	3.1%
Sub-Total	11,155	88.7%
Other	1,421	11.3%
Total	12,576	100.0%

Source: Remplan



Graeme Wilkie, QDOS in Lorne

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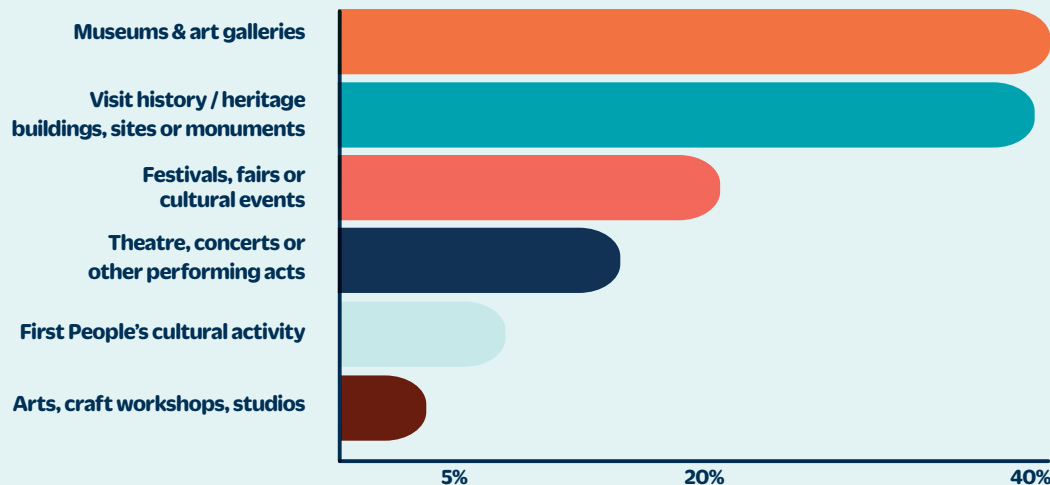
Cultural Tourism

Tourism is a significant force in the Surf Coast. Proximity to major population centres, airports and ferries makes it an easily-accessed destination. Cultural tourism is a growing part of this attraction.

Desire to connect with culture as part of travel is growing. In 2019 approximately 12.3 million visitors participated in cultural tourism activities in Victoria, spending \$2.5 billion. Art galleries and museums formed 39% of activities, with history or heritage buildings, sites or monuments (38%) and festivals, fairs and cultural events (22%) also popular.

Almost 64% stayed overnight (compared to 41% of total overnight visitation) highlighting the role cultural tourism can play in both delivering an immersive product and increasing length of stay and expenditure.

Where do our cultural visitors go?



Source: Creative Victoria, Culture Visitor Activities, 2020

Between 2017 and 2021, the Surf Coast received an average of 191,000 visitors engaging in cultural tourism.

The top four types of cultural activities undertaken in the Surf Coast.

Visit museums or art galleries	37%
Visit history / heritage buildings, sites or monuments	36%
Attend festivals / fairs or cultural events	25%
Attend theatre, concerts or other performing arts	15%

The Surf Coast's many local galleries, museums and events play a major role in attracting and connecting our visitors. The depth of offering in this context is extensive.

Surf Coast is also home to two facilities which tell nationally significant stories: Australian National Surfing Museum (ANSM) and Great Ocean Road Heritage Centre.

Australian National Surfing Museum in Torquay occupies a unique space in the cultural and tourism landscape of the Surf Coast Shire, within Australia and internationally. The first and leading museum of its kind in Australia, ANSM houses approximately 12,000 items -

The most significant collection assembled about Australian surfing and one of the finest surfing collections in the world.

ANSM is recognised for its research and interpretation of the history and culture of surfing and tells stories of identity, place and belonging. The museum sits in Torquay at the start of the Great Ocean Road - one of the world's most spectacular and scenic coastal drives. Combined with its proximity to the iconic Bells Beach, a destination for surfers the world over, the museum's unique location is like no other.

Source: Australian National Surfing Museum Master Plan 2022

Complementing Australian National Surfing Museum, the Great Ocean Road Heritage Centre is a purpose-built permanent exhibition located in Lorne Visitor Centre.



Eagles Nest Gallery, Aireys Inlet

Cultural Tourism

The Great Ocean Road is a memorial to the lost lives and sacrifices of Australian soldiers from World War One. It is the world's longest war memorial.

More than 3,000 returned soldiers built the road from 1919 onwards, conquering steep cliffs, rugged terrain and dangerous weather so that the isolated towns along Victoria's stunning western coastline could be joined together.

Today the Great Ocean Road is recognised as an iconic tourist destination, attracting millions of visitors from around Australia and the globe. The Great Ocean Road Heritage Centre showcases the road's story via a series of galleries featuring historical displays, photo exhibitions and artefacts centred around four themes of People, Community, Workers and architectural features.

(Source: Lorne Historical Centre, Lorne Visitor Information Centre)

Nestled around these nationally significant stories, local galleries - from The MAC's Hoop Gallery to Anglesea Arts Space, Eagles Nest Gallery, In The Skies Art and Music, Qdos, The Footy Shed Gallery, photo galleries and a myriad of home based galleries - all speak to the depth of talent and cultural tourism experience available on the Surf Coast.

The planned Surf Coast Cultural Centre will house a new ANSM, makers spaces, theatre space and library. It presents an opportunity to create a cultural tourism destination to build community and visitor awareness of the Surf Coast region, and to mark the start of the Great Ocean Road. There is also a significant opportunity to leverage galleries' visitation to create off-peak products and explore the creation of a permanent public art trail across the shire.





'Memory of Water', Torquay Theatre
Troupe Performance, 2019



Events

Like galleries and museums, Surf Coast's festivals and events are a major cultural tourism drawcard.

The recently adopted Economic Development Strategy 2021 – 2030 provides in-depth analysis on the significance of events to the community and economy of the Surf Coast, and the opportunities they can provide in delivering purposeful, longer staying visitor and community connection outcomes.

Headlining cultural events are the Lorne Sculpture Biennale (March), Surf Coast Arts Trail (August), a number of music festivals including The Sound Doctor Presents (Anglesea), Aireys Inlet Music Festival, Bambra music festival Meadow, and large scale national concerts at Torquay Common. These events often take place over multiple days, bringing significant economic benefits to the region.

There is an opportunity to harness the strong support towards cultural events and seek to develop existing or secure new cultural events in the off-peak season. Some events such as The Sound Doctor in Anglesea have benefitted from upgrades to existing infrastructure which enable high quality performances to take place.

The recent announcement of the Commonwealth Games coming to Victoria in March 2026 (with Geelong one of the key event hubs) presents further opportunities. More people attended cultural events and activations at the 2022 Birmingham Commonwealth Games than the actual sporting events themselves.

Through ensuring the diverse cultural offerings of the Surf Coast are well co-ordinated and promoted, our creatives can gain access to an incredible national and international opportunity.





"Moonah Gathering"
Artist: Pattie Beeren, 2020
Photographer: Tom Radtke

Informing strategies

The Surf Coast Shire Economic Development Strategy 2021- 2031

Focuses on growing a more diverse and sustainable economy for the Surf Coast, one that strengthens its vibrant local places and businesses, and nurtures new industries servicing national and global markets.

The strategy improves on already strong foundations to support an economy that can thrive in what will inevitably be a dynamic and challenging future.

The document focuses on People, Place and Business as key strategic areas and clearly identifies the strength and value of the creative economy to our communities.

Revive: a place for every story, a story for every place - A New National Cultural Policy

Was released by the Australian Government on 30 January 2023.

Revive is a five-year plan to renew and revive Australia's arts, entertainment and cultural sector. It delivers new momentum so that Australia's creative workers, organisations and audiences continue to thrive and grow, and so that our arts, culture and heritage are re-positioned as central to Australia's future.

Revive is structured around five interconnected pillars which set out the Government's strategic objectives:

- First Nations First: Recognising and respecting the crucial place of First Nations stories at the centre of Australia's arts and culture.
- A Place for Every Story: Reflecting the breadth of our stories and the contribution of all Australians as the creators of culture.
- Centrality of the Artist: Supporting the artist as worker and celebrating artists as creators.
- Strong Cultural Infrastructure: Providing support across the spectrum of institutions which sustain our arts, culture and heritage.
- Engaging the Audience: Making sure our stories connect with people at home and abroad.

Informing strategies

Creative State 2025

Is the Victorian Government's four-year creative industries strategy, designed to grow jobs and skills, and secure Victoria's reputation as a global cultural destination and bold creative leader.

The strategy comprises 25 actions across five strategic priorities and is designed to support:

- more and better job opportunities and pathways
- innovative creative products and experiences
- industry stability and growth
- equitable access to the creative industries, and
- new audiences and markets.

The success of the strategy relies on the strength of partnerships with industry, community, the private sector and other portfolios and tiers of government.

VicHealth believes that participating in the arts has multiple benefits for health and wellbeing: it reduces social isolation, strengthens community connection and builds self-esteem, as people pursue creative activity alone or in groups.

The VicHealth Arts Strategy 2019 - 2023

Focuses on promoting the health and wellbeing benefits of the arts by:

- increasing participation and diversity in the arts
- embedding the arts and creative industries across all areas of work
- harnessing arts and cultural settings as powerful enablers to influence awareness, attitudes and behaviour.

The Creative Industry Strategy for the G21 region Making Change

Provides a framework and mechanisms to guide innovative and sustainable creative industries practice over a five-year period, to support individual artists, cultural institutions, the education sector, regional local governments and private industry to work together to sustain a unique creative identity for the G21 region.

Collaboration and sustainability are at the heart of this strategy and form its two core principles.

Great Ocean Road Visitor Economy Master Plan 2021-2030

Provides a strategic framework and roadmap to guide the regional visitor economy recovery from the COVID-19 pandemic to 2024.

It also ensures renewed strong sector growth from 2024 to 2030. It does this by emphasising responsible, sustainable and resilient policies that balance social, economic, environmental and cultural outcomes.



Surf Coast Creative Place Strategy 2019-21 Highlights

Surf Coast Shire has long recognised the important contribution art and heritage plays in supporting community and individual wellbeing.

Adopted in 2019, Creative Places provided a new vision for arts, culture and heritage with a focus on celebrating our First Nations heritage; enhancing place; showcasing our best and brightest and helping our creative industries to thrive.

The first iteration of Creative Places led Surf Coast into new areas, enhanced awareness of the importance and significance of the sector and created a strong platform for Creative Places 2023 to build from. Key highlights achieved under Creative Places 2019 – 2021 are cited in this document.

Pillar 1: Celebrating our Aboriginal cultural heritage

Strong connections were formed with First Nations Traditional Owners via a host of initiatives including facilitated conversations, artist talks and workshops.

Stemming from this were NAIDOC Week exhibitions: Always Was, Always Will Be (2020), Heal Country (2021) and the outstanding success of Get Up, Stand Up! with emerging First Nations artists Gerard Black, BJ O'Toole, Jenna Oldaker and Nathan Patterson (2022).

Wadawurrung Traditional Owners were also brought in as major stakeholders for the Surf Coast Cultural Centre scoping phase.

Pillar 2: Placemaking

The posthumous delivery of renowned public artist Matthew Harding's Dawn and Dusk sculptures, in collaboration with Benjamin Storch, occurred in 2019. The sculptures are at the east and western entrances to Winchelsea.

The Winchelsea Cairns – commemorating the contribution the Winchelsea district has made towards Australia's armed service – were completed in 2021, creating a focal point for the local community and visitors in the heart of Winchelsea.

Significant progress was made on the Surf Coast Cultural Centre concept and business case in Torquay, while the Multi Arts Committee was formed to lead the repurposing of the former sport and recreation centre into theatre, gallery and creative spaces. The \$300,000 project to do the preliminary scoping and fit-out of the new The MAC Torquay facility was also completed.

The locally-led, purpose-built, site-specific Yellow Gums Performance Space in Jan Juc was delivered in 2021 enabling live music performances by and for the vibrant local performing arts community.



Surf Coast Creative Place Strategy 2019-21 Highlights

Pillar 3: Enhancing our creative industry

Anglesea Art Space was first established in 2015 as a space to promote local artists work and events. In 2019 Council established a co-ordinator position to oversee operations due to the high level of local artist usage. This enabled delivery of a program of embedded skills development for artists in areas such as marketing and promotions, exhibition installation, invigilation and sales.

Throughout the pandemic, Art Space provided training to artists in COVIDsafe planning and helped artists build skills in exhibiting and promoting their work via social media and video. While activity was again interrupted due to 2021 lockdowns, reducing activity from 365 days to 220, Art Space adapted the program to enable 240 artists to safely exhibit, promote and sell their work across 20 individual and group exhibitions throughout the year.

In 2022 Anglesea Art Space supported more than 300 artists with their professional development and exhibition aims.

In further response to COVID-19 and as a replacement to the cancelled Surf Coast Arts Trails of 2020-21, PORTAL was launched across the shire. It provided vital skills development to help creatives transition to the digital realm quickly, before rolling out a program made by local creatives for their community.

To support and engage the community, and to showcase our best and brightest, PORTAL hosted live online discussions every Sunday with regional creatives, held digital exhibitions and workshops, launched street initiatives, developed and installed a series of PORTAL artist paste up portraits across the shire to shine a light on the impact of the pandemic on creative workers, launched books and had audiences tuning in to be inspired by Surf Coast creatives from as far away as Belgium and Mumbai.

In 2019 a dedicated Arts Grant program focusing on skill development was created, providing much-needed support for creatives to explore new directions, ideas and concepts to advance their practice and/or their careers. Eleven grants totalling \$45,000 were awarded between 2019 and 2022.



PORTAL
STREET

Surf COAST
SHIRE

#portalstreet

Adrift
Rebecca Hosking

'Adrift' by Rebecca Hosking featured on PORTAL 3.0, launched March 2021

Pillar 4: Showcasing our best and brightest

Striking murals including Geoffrey Caran's Hooded Plover (2021) on the Aireys Inlet Community Hall and the Kathryn Junor-led community project at Bellbrae Heartspace (2020) are just two placemaking outcomes that shone a light on just two of the Surf Coast's best professional artists..

Despite COVID-19, the Surf Coast Arts Trail continued to go from strength to strength under the first Creative Places Strategy. It was thanks to a focus on digital and marketing skills development for artists via online workshops, alongside the development of a suite of resources for creatives including tips and tricks sheets, social media design templates and dedicated social media channels.

Dedicated branding was developed and an increased visual presence created for the event and its artists via strategic marketing campaigns and the production of collateral such as large-scale event billboards of local artists by photographer Daniela Rodriguez.

In 2022, the Surf Coast Arts Trail sprang back to life with more than 200 artists across 70+ venues, attracting more than 5,000 attendees with over \$80,000 in weekend sales.

Hoop Gallery and Shoestring Playhouse were established under The MAC. Since commencement in March 2021, The MAC has staged 60+ events and performances from local artists across performance, music, visual arts and literature, showcasing almost 500 artists and attracting more than 5,900 people through its doors.

Each year the Surf Coast Community Arts Calendar continues to provide a unique way to highlight local artists, from aspiring to professional. The annual calendar competition attracts up to 100 entries, inspiring many budding and well-known artists. The 2022 competition exhibited 101 unique works of art.

SURF COAST ARTS Trail
10th Anniversary

The Surf Coast Arts Trail is a significant Surf Coast event that generates commissions and income for more than 200 visual artists right across our shire.

Please support our amazing artists by following the QR code to learn more about their work.



In 2020 the Arts Trail was cancelled due to COVID-19. Two weeks prior to the 10th Anniversary - August 6 - 8, 2021 - the Surf Coast Arts Trail had to be cancelled again due to COVID.



Mark Noel
Sue Corbett
Anna McDowle
Barbara Roe Hebb
Eliza Feely
Cinnamon and Rowan Stephens
Kirsten Walsh
Elise Roberts
Catherine Brennan
Beverly Exell
Kathryn Junor
Mike McLean
Kirsty Manger
Mark Trisham and Fae Crawford
Ferne Millen
Donna Yeatman
Pattie Beerens
Simon Holloway
Sharryn Jenkinson
Rowena Martinich
Roger Brown
Peta Uthmeyer

@danielarodriguez_photos www.surfcoastartstrail.com.au
#SurfCoastArtsTrail #SurfCoastArtsMatters #CreativeCoalitions #InspiredBySurfCoast

SURF COAST

Arts Trail Paste Ups by Daniela Rodriguez, 2021 The Surf Coast Arts Trail was cancelled due to COVID-19 in 2020 and 2021. As a response, these ephemeral artworks invited community to support our artists regardless



4.8 Karaaf Program Update

Council Plan

Author's Title:

General Manager:

Division:

Department:

Attachments:

Theme Three - Environmental Leadership

Strategy 7 - Protect significant habitats, landscapes and biodiversity Strategy.

Project Manager - Capital and Operational Projects

Chris Pike, General Manager Placemaking & Environment

Strategy and Effectiveness

Strategy and Program Delivery

1. Cr Report April 2023 Community Reference Group members summary [4.8.1 - 2 pages]
2. Cr Report April 2023 Governance Structure [4.8.2 - 1 page]

Purpose

1. To present an update to Council on the progress of the Karaaf Wetlands program of projects.

Recommendation

That Council:

1. Notes this update on the progress of the Karaaf Wetlands program.
2. Notes that the CEO has responded to a request for information from the Department of Climate Change, Energy, the Environment and Water regarding an allocation of \$1.9 million under the Australian Government's Urban Rivers and Catchments Program by proposing the following priorities for expenditure in 2023-24, 2024-25 and 2025-26:
 - 2.1. Reduce the current volume of storm water entering the Karaaf Wetlands via the north Torquay storm water system by 40-50% by reinstating the pump and pipe from the Esplanade Constructed Wetland to the mouth of Deep Creek Pump.
 - 2.2. Improving Esplanade Constructed Wetland bathymetry and vegetation to improve water quality.
 - 2.3. Design and implementation of further water quality improvement and diversion options.
 - 2.4. Karaaf Wetlands ecological monitoring and water level monitoring at two constructed wetlands sites.
 - 2.5. Project management.
3. Notes that officers will present a further report on the status of the program no later than December 2023.

Council Resolution

Moved Cr Bodsworth, Seconded Cr Gazzard

That Council:

1. Notes this update on the progress of the Karaaf Wetlands program.
2. Notes that the CEO has responded to a request for information from the Department of Climate Change, Energy, the Environment and Water regarding an allocation of \$1.9 million under the Australian Government's Urban Rivers and Catchments Program by proposing the following priorities for expenditure in 2023-24, 2024-25 and 2025-26:
 - 2.1. Reduce the current volume of storm water entering the Karaaf Wetlands via the north Torquay storm water system by 40-50% by reinstating the pump and pipe from the Esplanade Constructed Wetland to the mouth of Deep Creek Pump.
 - 2.2. Improving Esplanade Constructed Wetland bathymetry and vegetation to improve water quality.
 - 2.3. Design and implementation of further water quality improvement and diversion options.
 - 2.4. Karaaf Wetlands ecological monitoring and water level monitoring at two constructed wetlands sites.
 - 2.5. Project management.
3. Notes that officers will present a further report on the status of the program no later than December 2023.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Outcome

2. If Council accepts this recommendation, Council will demonstrate its continued support in addressing the issues within its constructed wetland and storm water system affecting the Karaaf Wetlands and continue to demonstrate its desire to work with others closely and advocate for adaptive environmental outcomes for the Karaaf and integrated water management solutions.

Key Considerations

3. Following completion of Projects 1 (*Environmental Assessment*) and 2 (*Stormwater Network Assessment*) in October 2022 officers have taken the next steps required to progress Project 3 (*Development of options and feasibility testing for future stormwater quality improvement, diversion and re use to reduce the negative impacts on the Karaaf Wetlands*) and Project 4 (*Implementation of improvements to the existing constructed wetlands and stormwater system in north Torquay*).
4. The groundwork for both projects has been laid and activity will ramp through the remainder of 2023.
5. The most promising developments since the last update surround the diversion of water away from the Karaaf Wetlands. Investigations-to-date have revealed that it is viable to re-establish the pumping of water from the Esplanade Wetland to the mouth of Deep Creek, effectively reducing current stormwater volumes going into the Karaaf Wetlands by around 40-50%. This still requires further work.
6. Officers have responded to an information request from the Department of Climate Change, Energy the Environment and Water regarding the federal election commitment of \$1.9million as a pre-cursor to a funding agreement setting out the targets of expenditure and its timing. The funding is vital to progressing diversion and quality improvement options. It is unlikely to be enough to fund all works that are required, and an additional funding application may be needed in coming years.
7. Barwon Water has received state government funding and commenced a 12-month project to develop a concept design and business case for the reuse of the stormwater currently entering the Karaaf. This would be mixed with recycled water from its Black Rock plant and used for agricultural purposes. Presently this is the only known option to return flows into the Karaaf to pre-development levels.
8. Program governance has been reviewed. Community interest in the program and the Karaaf remains steady. The establishment of a Community Reference Group following an Expression of Interest ('EOI') process in February 2023 will allow the program to draw on the community's passion and knowledge.

Background

9. Council commenced the Karaaf program of projects in August 2021 following a budget allocation in Council's 2021 – 22 Annual Budget.
10. Council completed Projects 1 and 2 in October 2022 concluding with a public information session and broad communication of report findings. Completion of Projects 1 and 2 enabled the requirements for the remaining projects (Projects 3, 4 and 5) in the program to be better scoped.

Project 3 - Development of options and feasibility testing for future stormwater quality improvement, diversion and re use to reduce the negative impacts on the Karaaf Wetlands

11. Procurement for a suitably qualified consultant is underway with work expected to start in May–June 2023.
12. Officers have continued background work on reinstatement of the system that pumps water from the Esplanade wetland to the outlet at the mouth of Deep Creek. Reinstatement would enable up to between 40-50% of all flows currently going into the Sands, and therefore into the Karaaf Wetlands, to be diverted away. These works have included testing of the pump, pressure testing of the pipe system and negotiation with Powercor regarding power to the pump itself.
13. Discussions with other relevant land managers and key stakeholders are in their initial stages regarding reinstatement of the pump and diversion of water from the Esplanade. There is still work to do with both the agencies and The Sands in this space which will inform the options development in Project 3.

Project 4 - Implementation of improvements to the existing constructed wetlands and stormwater system in north Torquay

14. Project 4 has focussed in this first phase on working with developers on the maintenance requirements and management of the existing constructed wetlands under their control as per their agreements and on the procurement and completion of background reports required to inform future works in the Esplanade and Zeally Sands wetlands. Reports have included ecological reports, sediment surveys and testing.
15. Planning for further works under Project 4 will continue in the coming months with a focus on prioritising and planning for implementation of more of the audit outcomes from Project 2.

Project 5 - Integrated Adaptive Management Plan approach for the long-term future health of the Karaaf wetlands

16. Project 5 progress has included ongoing discussions with agency representatives regarding the scope of an adaptive future vision for the Karaaf Wetlands. Parks Victoria are currently considering the appropriate direction as land manager.
17. An initial hydrology study by the Corangamite Catchment Management Authority (CCMA) into the impacts of artificially opening the estuary as a short-term mechanism for assisting inundation levels in the Karaaf Wetlands has commenced. This is funded by the Department of Energy, Environment and Climate Action and is considered a key input into the current and future multi agency planning process in Project 5.
18. The *Wadawurrung cultural values, connection and looking after Karaaf Wetlands* summary is complete and is with Wadawurrung for consideration. This is also considered another key input into the future outcomes of the multi-agency adaptive management planning.

19. A research permit has been granted by Parks Victoria for Surf Coast Shire's consultant Pathways Bushland and Environment to commence environmental monitoring of the Karaaf Wetlands. Council has budget for the first year of monitoring in the current budget. The field work will focus on monitoring changes in the ecological health of the vegetation and salinity levels in the soil within the Karaaf Wetlands. Cultural heritage was considered as part of the application and permit approval with relevant conditions being applied.

Project Governance

20. Officers have completed a review of the Program Governance.
21. As part of the governance review an EOI to call for submissions to join a Community Reference Group was issued in February 2023. Sixteen submissions were received for the Community Reference Group, the evaluation process has recommended 12 submitters for membership to the group. Attachment 1 outlines the key selection criteria and spread of skill sets that will be available in the group. Submitters have been notified and it is expected the first meeting of the Community Reference Group will happen in early May 2023.
22. With the inception of the Community Reference Group the current Program Control Group will cease to meet in its current form and stakeholder engagement will follow a new structure which will still ensure consultation and coordination will continue with all key parties and the broader community. Refer Attachment 2.

Stormwater Management

23. A key lesson learnt from the findings in Project 2 was the need for improvement in Council's internal systems and processes for management of urban storm water in development areas and on-site monitoring during construction development of a water sensitive urban design standards document has commenced. The purpose of this document is to clearly set out and communicate to developers and their consultants what design features are acceptable to Council and what information needs to be provided to Council when submitting WSUD designs for review. The standards will clearly set Council's expectations to enable an efficient design review process and ensure WSUD infrastructure constructed in Surf Coast Shire is effective and provides best value to the community. The cost for the development of this document is covered in existing 22/23 budgets.
24. Officers have stepped up on-site monitoring of construction sites with a focus on sediment control measures. Compliance has been adequate.

Federal Funding

25. The Federal funding commitment of \$1.9 million from the Department of Climate Change, Energy, the Environment and Water (DCCEEW) under the Urban Rivers and Catchments Program requires a series of responses from Surf Coast Shire in order to confirm suitability of the proposed works under the proposed program as well as the organisations capacity to manage the funds and deliver the project and to establish the funding agreement.
26. This is the primary funding that will be available to progress Council's work.
27. The steps required to establish the funding agreement are summarised by the following:
 - 27.1. Request for Project Proposal information from the Department of Climate Change, Energy the Environment and Water (DCCEEW) under the Urban Rivers and Catchments Program.
 - 27.2. Assessment by DCCEEW and response to the Project Proposal submission.
 - 27.3. Establishment with DCCEEW and the State to establish project milestones and deliverables.
 - 27.4. Execution of final agreement.
28. Officers are proposing the funding be staged over three financial years (2023/24, 2024/25 and 2025/26) to align with and support progression of the key outcomes of the Program specifically Project 3 which has a focus on water diversion options.
29. The focus of the initial response in the Request for Project Proposal information prepared by officers is to undertake a suite of projects which will reduce the volume of storm water entering the Karaaf Wetlands via the north Torquay storm water system by a minimum of 40-50% of current volume with feasibility of further diversion assessed and where possible implemented. Constructed wetland works will improve the quality of remaining stormwater flows into the Karaaf Wetlands and those being re-routed into marine environments. Monitoring will also be part of the works to enable data collection to assess impacts.
30. The Project Proposal outlines works and an estimate of costs which would be spread over the three financial years as follows:

Proposed Item	Brief description	Cost*
Project Management	Project Manager	\$170,000
Planning & Design	Re-instatement of pump Deep Creek preliminary investigations	\$20,000
Consultants/external advice/labour hire	Detailed design (Project 3 preferred Option)	\$220,000
On ground works, construction and capital works	Re-instatement of Deep Creek Pump, Esplanade WSUD works and implementation of further diversion and water quality improvements in Torquay	\$1.42 million

	North catchment area which discharge into the Karaaf Wetlands or Deep Creek (outcomes of Project 3)	
Community engagement	Community engagement resource, signage and media costs	\$24,000
Monitoring and evaluation	Karaaf Wetlands ecological monitoring and water level monitoring in constructed WSUD system at key outlet points (over 3 years)	\$46,000

* Note: Costs are lump sum estimates based on information available at the time of report preparation and include modest contingency sums.

Options

31. **Alternative Option 1** – That Council does not commit to the continued implementation of the program and current and future measures to reduce the volume entering the Karaaf Wetlands and improve the quality of storm water in the north Torquay constructed wetland system.

This is not recommended as it would increase the risk to Council of not striving to meet the objectives of *Theme Three – Environmental Leadership – Strategy 7*, increase Councils reputational risk for not adequately managing the natural resources in and around its municipal boundaries and not adequately demonstrate meeting its obligations as drainage authority.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Three - Environmental Leadership

Strategy 7 - Protect significant habitats, landscapes and biodiversity Strategy.

Financial Considerations

32. The noting of the progress of the program will have no immediate financial implications.
33. There are likely to be future financial commitments required following the outcomes of Project 3.
34. The Program has a total life to date budget of \$259,000 with life to date expenditure of \$143,000.
35. The unspent budget is required for projects 3 and 4.
36. Officers are working with the developers on outcomes of the audit report (project 2) on items that are considered within maintenance requirements for The Dunes and Stretton developments.

4.8 Karaaf Program Update

37. Works associated with constructed wetlands still under developer maintenance (includes The Dunes and Stretton) are at the cost of developers as per existing agreements.
38. Officers have submitted proposal documentation for the \$1.9 million federal funding commitment for the Karaaf Wetlands under the Urban Rivers and Catchments Program (through DCCEEW). It is anticipated that first access to the funding will be in the 2023/24 Financial Year.
39. The funding will be extremely valuable in progressing diversion and quality improvement options; however it is unlikely to be enough to complete all recommended actions arising from Project 3. Further applications for government funding are likely to be required.

Community Engagement

40. Key stakeholders and agency representatives will continue to be involved via the program and project specific governance structures. This includes the Sands Owners Corporation, the Sands Golf Club, Wadawurrung, multiple government agencies, and developers.
41. The establishment of the Community Reference Group provides an additional avenue for highly engaged members of the community to contribute to provide advice and input into the program. It will enable officers and consultants to test proposals prior to implementation.
42. The project webpage and media (including social media) updates will continue at key program milestones.

Statutory / Legal / Policy Considerations

43. Upcoming works within the program must consider Council's obligations as a drainage authority and other legislation such as the *Environmental Protection Act 2017* particularly relating to stormwater.
44. Council is continuing to review its planning, approvals and monitoring processes for constructed wetlands. The development of the Water Sensitive Urban Design Standards is a constructive step forward to improve these and consolidate understanding and improvements.

Risk Assessment

45. There are a variety of risks associated with the following:
 - 45.1. Continued discharge of high volumes of storm water into the Karaaf Wetlands.
 - 45.2. Inaction in relation to improvements to the quality of stormwater in the north Torquay catchment.

4.8 Karaaf Program Update

- 45.3. Action in the absence of sufficient information and data collection which could impact other receiving waters and environmental assets such as Deep Creek and the ocean.
 - 45.4. Failure to improve internal processes and procedures relating to stormwater infrastructure and development.
46. The Karaaf Wetlands program of projects is designed to mitigate these risks, principally by reducing the negative impact of stormwater on the wetlands themselves.
47. There is a constant tension within the program – where is it best to spend limited funding to protect the Karaaf Wetlands? Short-term improvements to water quality treatment can reduce nutrients and sediment entering the wetlands. However, these improvements could be rendered redundant if stormwater is diverted away altogether. The volume of freshwater flowing into the Karaaf is the biggest problem and so should receive the highest attention. However, these solutions are not quick or easy to implement. In addition, any interim diversion options implemented by Council could become redundant should Barwon Water’s re-use option come to fruition.
48. Therefore, in an environment where funding is finite and solutions can be expensive, the program seeks to balance short-term action with proper assessment of long-term options.

Sustainability Considerations

49. The Karaaf Wetlands are a natural buffer between the Thompson Creek estuary and adjoining farmland. With predicted sea level rises as a result of climate change the wetland has the potential to minimise the need to install infrastructure in the future in an effort to control wave action and inundation of surrounding land.
50. Research through Deakin University’s Carbon Lab suggests that the Karaaf Wetlands are a natural carbon sequestration hotspot, with the potential to sequester thousands of tonnes of carbon annually. An estimate sees that 1 hectare of Karaaf Wetlands can sequester the equivalent of 50 – 60 tonnes of tropical rainforest making them very efficient at carbon offsetting. It also has the potential to trap the carbon for up to 3000 years which is more efficient than a single life cycle of a tree (100 years). Further damage could result in a loss of its effectiveness to achieve this.
51. The Karaaf Wetlands are of high cultural value to the Wadawurrung.
52. The ecological vegetation classes within the Karaaf Wetlands are of high value including supporting several plant species including statewide rare or threatened species, and other species considered to be of regional significance.

Conflict of Interest

53. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

54. This report and attachments contain no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency**Audit and Risk Committee involvement**

This is not in scope of the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

<i>Councillor name</i>	<i>14 June 2022</i>	<i>12 July 2022</i>	<i>6 September 2022</i>	<i>4 October 2022</i>	<i>4 April 2023</i>
<i>Cr Gary Allen</i>	Y	Y	Y	Y	Y
<i>Cr Paul Barker</i>	Y	Y	Y	N	N
<i>Cr Mike Bodsworth</i>	N	Y	Y	Y	Y
<i>Cr Kate Gazzard</i>	N	N	N	N	Y
<i>Cr Rose Hodge</i>	Y	Y	Y	Y	Y
<i>Cr Liz Pattison</i>	Y	Y	Y	N	N
<i>Cr Adrian Schonfelder</i>	Y	Y	Y	Y	Y
<i>Cr Libby Stapleton</i>	Y	Y	Y	Y	Y
<i>Cr Heather Wellington</i>	N	N	N	N	N

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.

Attachment 1. KARAAF COMMUNITY REFERENCE GROUP

membership: 12 members

The number of submissions exceeded the membership available.

The evaluation process including assessment of the submission in accordance with the key selection criteria below as well as ensuring the combined group had a broad coverage of these skills and attributes as well as overlaying a gender equity lens.

Key Selection Criteria

Knowledge/ skills

- Cultural heritage knowledge
- Climate change
- Hydrology / stormwater systems
- Environment and sustainability

Attributes

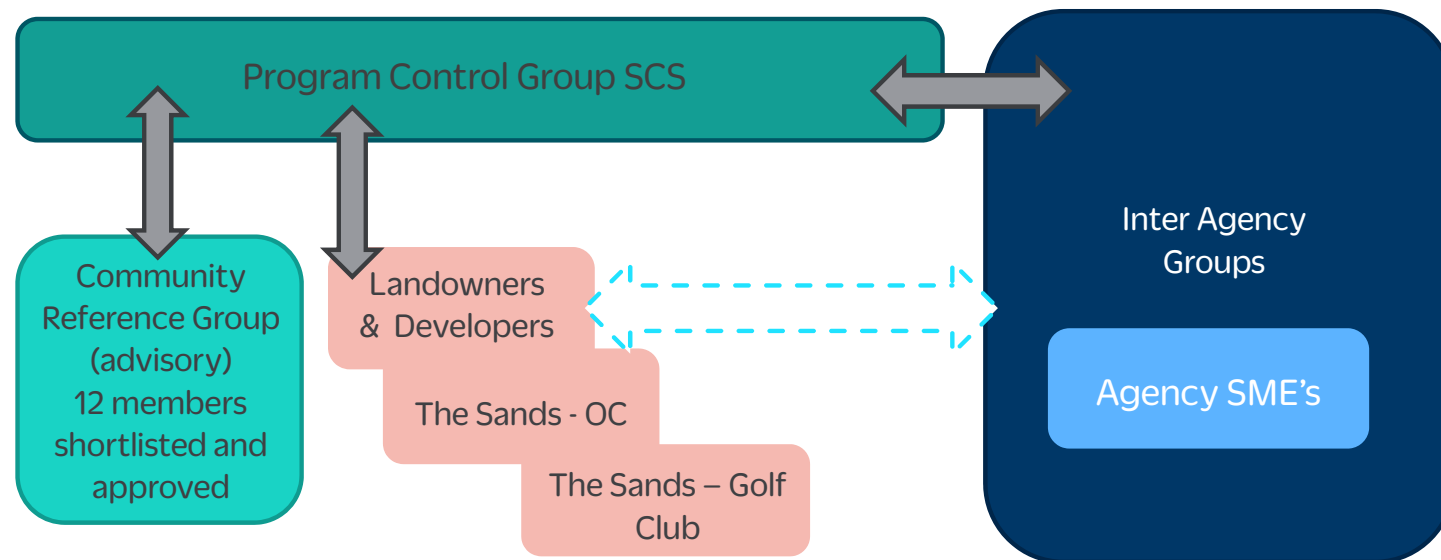
- Work collaboratively with stakeholders and government
- Strategic thinking and problem solving

Summary of skillsets and attributes:

	Knowledge skills	Attributes
1	Environment/Sustainability	Work collaboratively with stakeholders and government
2	Hydrology and storm water systems Environment and sustainability	Work collaboratively with stakeholders and government
3	Hydrology and storm water systems Environment and sustainability	Work collaboratively with stakeholders and government
4	Environment and sustainability	Work collaboratively with stakeholders and government
5	Climate change Hydrology and storm water systems	Work collaboratively with stakeholders and government
6	Environment and sustainability	Strategic thinking and problem solving
7	Hydrology and storm water systems Environment and sustainability	Work collaboratively with stakeholders and government Strategic thinking and problem solving
8	Hydrology and storm water systems	Work collaboratively with stakeholders and government Strategic thinking and problem solving
9	Environment and Sustainability Cultural Heritage Knowledge	Work collaboratively with stakeholders and government Strategic thinking and problem solving

10	Environment and sustainability	Work collaboratively with stakeholders and government
11	Cultural Heritage Climate change Hydrology and storm water systems Environment and sustainability	Work collaboratively with stakeholders and government Strategic thinking and problem solving
12	Cultural Heritage Climate change Environment and sustainability	Work collaboratively with stakeholders and government Strategic thinking and problem solving

Updated Governance and community reference group



4.9 Funding Opportunity Update - Country Football Netball Program (CFNP) - Stribling Reserve

Council Plan

Theme Two - Healthy Connected Community

Strategy 3 Facilitate the provision of social infrastructure and open space to enable healthy lifestyles.

Author's Title:

Acting Manager Integrated Planning

General Manager:

Chris Pike, General Manager Placemaking & Environment

Division:

Placemaking and Environment

Department:

Integrated Planning

Attachments:

Nil

Purpose

1. To seek Council's ratification of the funding application submitted to the Country Football Netball Program 2023 (CFNP) for the 'Stribling Reserve Netball Court and Lighting Upgrade' project.

Recommendation

That Council:

1. Ratifies the submission of a funding application for \$250,000 for the 'Stribling Reserve Netball Court and Lighting Upgrade' project to the Country Football Netball Program 2023, with Council contributing \$200,000 via an allocation from the Asset Renewal Program as proposed in the 2023-24 Draft Budget.
2. Authorises the Chief Executive Officer to execute a funding agreement on behalf of Council should the application be successful.

Council Resolution

Moved Cr Allen, Seconded Cr Schonfelder

That Council:

1. Ratifies the submission of a funding application for \$250,000 for the 'Stribling Reserve Netball Court and Lighting Upgrade' project to the Country Football Netball Program 2023, with Council contributing \$200,000 via an allocation from the Asset Renewal Program as proposed in the 2023-24 Draft Budget.
2. Authorises the Chief Executive Officer to execute a funding agreement on behalf of Council should the application be successful.

CARRIED 7|1

For	Against	Abstained
Cr Allen Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Cr Barker	Nil

Outcome

2. If Council accepts this recommendation and the application is successful, Council will leverage an asset renewal allocation for the replacement of the court surface to gain the addition of improved lighting. This will significantly enhance the facility for the users.

Key Considerations

3. Officers assessed projects that met the CFNP funding criteria and are aligned to Council's strategic planning framework.
4. There was only one project with allocated leverage funding deemed suitable for this funding program which was the Stribling Reserve Netball Court and Lighting Upgrade.
5. This project has high community interest and has renewal funding allocated to the reconstruction of the court which will be undertaken in 2023-24.
6. Although the project was not investment ready and operational budgets had no funds available to undertake a lighting design and cost estimate, the Lorne Football Netball Club agreed to collaborate with Council and fund this work for the purposes of an application.
7. Renewal funding of \$200,000 is proposed in the 2023-24 Draft Budget to reconstruct the court. If successful, the grant funding will enable an upgrade of both the court and lighting.
8. If not supported by Council, the application will be withdrawn and the project will default to the renewal of the courts only using the renewal budget allocation.

Background

9. The Victorian Government's annual grant program aims to assist country football and netball clubs who may be struggling with outdated, overused or non-compliant facilities.

10. Council can submit up to three applications with a maximum grant amount of \$250,000 available at a 3:1 ratio for Surf Coast Shire as a rural Council. Council can apply for funding for multiple projects of differing scope at one site, providing the maximum grant total does not exceed \$250,000.
11. The Country Football and Netball Program application closing date was 27 March 2023 at 5:00pm. A proposed submission was not ready to present at the March Council Meeting and consequently the CEO made a submission on the proviso that Council ratified it at the April meeting. Funding announcements are expected from June 2023 onwards.
12. Council has previously been successful with a number of projects submitted under this program with the most recent project being the Anglesea Football Club Sports Lighting Upgrade in 2018/19. For the previous funding round (2021/22), Council assessed the broader program of potential future projects however did not submit an application as projects were not considered advanced enough in their planning to be deemed investment ready.
13. Applications for larger projects such as change room upgrades are not recommended by officers via this grant program given the maximum grant amount being considered is minimal when compared to the total project cost (therefore requiring a much larger Council contribution).
14. Smaller projects such as sports lighting upgrades provide a better leverage ratio for Council via this program.
15. Council is required to underwrite the total cost of any project application, less the grant amount. A letter to this effect was provided with the funding application.
16. Council has had recent success with project funding through other sources, including:
 - 16.1. \$3m for Surf Coast Aquatic & Health Centre (Regional Development Victoria).
 - 16.2. \$350k for Barwon River Loop Walk Stage 2 (Growing Suburbs Fund).
 - 16.3. \$200k for McMillan Street Anglesea Precinct Plan (Regional Development Victoria).
 - 16.4. \$500k for seating and scoreboards at Wurdi Baierr Stadium (Federal Government election commitment).
17. The following table provides a list of the highest priority potential future projects that align with the funding program guidelines.

Country Football Netball Program 2022/2023 – Potential Projects

Project	Estimated Project Cost	Project Status
Stribling Reserve Netball Lighting Upgrade	\$250,000	Lorne Football Netball Club could fund concept design and cost estimate (no operational budgets available). Potential to utilise future renewal funding for the court reconstruction as leverage funding for the application.
Hesse Street Reserve Drainage Upgrade	\$450,000 (estimate)	Requires budget allocation for concept design and cost estimate.
Quay Oval Drainage Upgrade	\$450,000 (estimate)	Requires budget allocation for concept design and cost estimate.
Banyul Warri Fields Netball Courts Upgrade	\$100,000 (estimate)	Requires scope determination and if required, a budget allocation for concept design and cost estimate.
Bellbrae Oval Sports Lighting Upgrade	\$200,000 (estimate)	Requires budget allocation for concept design and cost estimate. Community engagement critical prior to undertaking design.
Spring Creek Reserve Change Room Upgrade	\$1,750,000 (estimate)	Concept design and cost estimate complete. Not recommended for this program due to the small leverage ratio.
Spring Creek Reserve Oval Reconstruction	\$2,300,000 (estimate)	Concept design and cost estimate complete. Not recommended for this program due to the small leverage ratio.
Eastern Reserve Change Room Upgrade	\$1,500,000 (estimate)	Requires budget allocation for concept design and cost estimate. Not recommended for this program due to the small leverage ratio.
Grant Pavilion Upgrade – Stage 2 AFL	\$3,000,000 (estimate)	Concept design and cost estimate complete, however revisions are required. Not recommended for this program due to the small leverage ratio.

18. Officers will continue to undertake planning work to ensure investment-ready status for projects and pursue funding opportunities as they arise.

Options

19. **Alternative Option 1** – That Council does not support the application and officers withdraw it from the Country Football Netball Program 2023.
- This option is not recommended by officers as this is the best opportunity to obtain funding for the lighting upgrade component of the project while we have leverage funding through the Asset Renewal Program. If the application is withdrawn, the future opportunities to fund a lighting upgrade will be limited as Council will be required to provide a financial contribution from discretionary funds.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Two - Healthy Connected Community

Strategy 3 Facilitate the provision of social infrastructure and open space to enable healthy lifestyles.

20. The project has strong alignment with Strategy 3 in that upgraded facilities will enable greater participation in netball resulting in increased health and wellbeing.

Financial Considerations

21. The 2023-24 Draft Budget proposes an allocation of \$200,000 from the Asset Renewal Program for the court upgrade component of the project. A Project Manager has been assigned to deliver the court upgrade and will be able to increase scope of the project to also deliver the lighting upgrade component. This leverages Council's investment for maximum effect.

Community Engagement

22. Officers engaged with the Lorne Football Netball Club and Stribling Reserve Community Asset Committee to develop the court upgrade design and lighting upgrade design. If the funding is successful, both groups will be represented on a Project Control Group through the delivery phase.
23. Communication to the community will be undertaken prior to delivery in line with Council's Capital Works Engagement Policy. This process was followed in 2018/19 for the new football oval lighting project where all residents in nearby proximity and/or with viewing of the facility received letters outlining the project and how to provide feedback. The opportunity for residents to have their say was also promoted more widely through other channels within the community, primarily via the Stribling Reserve Community Asset Committee and Lorne Football Netball Club connections and networks.

Statutory / Legal / Policy Considerations

24. The Netball Victoria's State-wide Facilities Strategy notes the following which supports the outcomes of this project:
 - 24.1. Netball Victoria, LGA and the State Government are aware of the need to upgrade netball facilities. Over the next decade, LGA are planning or considering improvement works at around 240 existing netball venues. The focus of these works will have a greater emphasis on changeroom improvements, lighting upgrades and provision of player shelters.
 - 24.2. LED lighting should be explored as the preferred option for court lighting. Netball Victoria expects that lighting plans are developed specific to each site to ensure all compliance standards are met.
 - 24.3. 5.2.2 Strategic Priority 2: Existing Facilities. 5.2.2.4. Where appropriate, support the installation of lighting to optimise the use of courts.
25. The project will support Priority 2 in the G21 AFL Barwon Towards 2030 Strategy: Increase the quality, functionality, capacity and sustainability of existing facilities, measured by improved quality of sports lighting infrastructure and the installation of sports lighting (where lighting is not provided) at existing venues to improve programmability and capacity.

Risk Assessment

26. The grant application and subsequent project align to the organisation's risk framework and strategies. If funding is successful, the existing risk management plan will be further developed prior to delivery.
27. The upgrade project will:
 - 27.1. Reduce the risk of ongoing damage to the court and the creation of trip hazards to players by providing a reconstructed court.
 - 27.2. Reduce the risk of incidents to players by providing improved lighting suitable for training and games.
28. Key project risks considered are:
 - 28.1. The funding timelines may not align with the court reconstruction component timelines.
 - 28.1.1. Mitigation: Sport and Recreation Victoria have been consulted on the timelines and it is expected that the funding agreements will be in place prior to the tender process.
 - 28.2. Tenders may come in higher than expected.
 - 28.2.1. Mitigation: a large contingency has been included in the funding application/project.
 - 28.3. The project delivery may not be completed by the start of the 2024 season.
 - 28.3.1. Mitigation: a dedicated Project Manager is already assigned to the court reconstruction component and will be able to manage the tender process and delivery in the off-season.

Sustainability Considerations

29. The project will incorporate environmentally sustainable design principals primarily in the use of LED light globes. If there is an option to use recycled materials in the court construction, it will be considered.

Conflict of Interest

30. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

31. This report and attachments contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This is not in scope of the Audit and Risk Committee.

Councillor Briefings

This item was discussed at the following Councillor briefings prior to being presented to Council for consideration. Councillor attendance at each briefing was as follows:

Councillor Briefing Date: 11 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.

4.10 SCS-052 Borrowings Policy Review

Council Plan

Author's Title:

General Manager:

Division:

Department:

Attachments:

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Manager Finance

Damian Waight, Acting General Manager Strategy and Effectiveness

Strategy and Effectiveness

Finance

1. SCS-052 Borrowings Policy [4.10.1 - 4 pages]
2. SCS-052 Borrowings Policy - with tracked changes [4.10.2 - 5 pages]

Purpose

1. To seek Council's endorsement of the reviewed SCS-052 Borrowings Policy.

Recommendation

That Council adopts the reviewed SCS-052 Borrowings Policy (**Attachment 1**).

Cr Bodsworth left the chambers at 9:21pm.

Cr Bodsworth returned to Chambers at 9:23pm.

Council Resolution

Moved Cr Hodge, Seconded Cr Schonfelder

That Council adopts the reviewed SCS-052 Borrowings Policy (**Attachment 1**).

CARRIED 6|1

For	Against	Abstained
Cr Allen Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Cr Barker	Nil

Outcome

2. If Council accepts this recommendation, the SCS-052 Borrowings Policy will continue to provide guidance for Council when undertaking borrowings and managing its loan portfolio.

Key Considerations

3. This policy supports Council's goal of maintaining financial capacity to deliver services now and into the future through supporting the establishment of a sustainable financial position.
4. The Policy:
 - 4.1. ensures Council's new borrowings are sustainable and comply with legislative requirement.
 - 4.2. ensures Council's cash flow is managed.
 - 4.3. provides a framework for funding sources for opportunities or obligations that could not otherwise be funded from normal revenue streams.
5. The following updates to the policy are proposed and are highlighted in attachment 2:
 - 5.1. Removed content related to the *Local Government Act 1989*.
 - 5.2. Updated the policy objective to provide more clarity.
 - 5.3. Removed the word 'tender' and inserted 'expressions of interest' to how loans will be sourced as this more adequately describes the process used; updated the number of lending institutions to three.
 - 5.4. Removed 'If Council were to enter an 'interest-only' repayment schedule under the Local Government Funding Vehicle (or similar), an amount equivalent to principal repayments must be deposited to a cash reserve over the life of the loan to fund the principal repayment when it falls due'. This is removed because the Local Government Funding Vehicle is no longer a funding source and the removal of this clause provides flexibility with timing of interest and principal payments.
 - 5.5. Added a definition for 'Australian Bank' and updated the name and the definition for 'Development Contributions Plan'.
 - 5.6. General updates to improve clarity.

Background

6. Council adopted its first borrowings policy in 2020. The policy is part of Council's obligations under Section 102 of the *Local Government Act 2020* which requires councils to prepare and adopt financial policies to give effect to the financial management principles outlined in the Act.
7. The Audit and Risk Committee reviewed the revised SCS-052 Borrowings Policy at its March 2023 meeting. The Committee's role in reviewing the policy is to ensure that it complies with the *Local Government Act 2020* and the regulations.
8. The Audit and Risk Committee recommended a definition for 'Australian Banks' be included and the description and definition for 'Development Contributions Plan' be updated. These recommendations have been included in the revised SCS-052 Borrowings Policy attached.

Options

9. **Alternative Option 1** – That Council does not adopt the reviewed SCS-052 Borrowings Policy. This option is not recommended by officers as the policy will be overdue for review and contain some out-of-date information.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Financial Considerations

10. Decisions made under the policy to undertake borrowings will have financial implications which would be considered through developing a budget or a revised budget process.

Community Engagement

11. No community engagement was undertaken when reviewing this policy.

Statutory / Legal / Policy Considerations

12. This policy has been developed considering the *Local Government Act 2020* section 102 which states that 'A Council must prepare and adopt financial policies that give effect to the financial management principles.'

Risk Assessment

13. The policy includes financial and borrowing principles that address financial risks.

Sustainability considerations

14. This policy assists in managing the risk of Council's ongoing financial viability.

Conflict of Interest

15. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

16. This report and attachments contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency**Audit and Risk Committee involvement**

The Audit and Risk Committee reviewed the draft SCS-052 Borrowings Policy and resolved that *‘the Audit and Risk Committee has reviewed the SCS-052 Borrowings Policy and confirms its compliance with the regulatory framework’*.

Audit and Risk Committee Meeting Date: 15 March 2023

<i>Feedback Received</i>	<i>Action Taken</i>
<i>The role of the Committee in reviewing the policy is made clear in the report to Council.</i>	<i>The background section of this report includes the role of the Committee in reviewing this policy.</i>
<i>Include the accurate title and clearer definition of Development Contributions Plan.</i>	<i>The updated definition of the Development Contributions Plan has been included to meet the requirements of the Audit and Risk Committee.</i>
<i>A definition of an ‘Australian Bank’ be included.</i>	<i>The definition of an ‘Australian Bank’ in the attached draft policy has been included to meet the requirements of the Audit and Risk Committee.</i>

Councillor Briefings

This item was included as a report for noting at the following Councillor briefing prior to being presented to Council for consideration.

Councillor Briefing Date: 4 April 2023

<i>Councillor name</i>	<i>In attendance (Y/N)</i>	<i>Councillor name</i>	<i>In attendance (Y/N)</i>
<i>Cr Gary Allen</i>	<i>Y</i>	<i>Cr Liz Pattison</i>	<i>N</i>
<i>Cr Paul Barker</i>	<i>N</i>	<i>Cr Adrian Schonfelder</i>	<i>Y</i>
<i>Cr Mike Bodsworth</i>	<i>Y</i>	<i>Cr Libby Stapleton</i>	<i>Y</i>
<i>Cr Kate Gazzard</i>	<i>Y</i>	<i>Cr Heather Wellington</i>	<i>N</i>
<i>Cr Rose Hodge</i>	<i>Y</i>		

Councillor attendance at briefings is not a statutory requirement. Councillors are able to access and request information through a number of mechanisms to understand matters being presented at a Council Meeting.



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COUNCIL POLICY

SCS-052 Borrowings Policy

TRIM Reference: D21/774

Due for Review: April 2027

Responsible Officer: Manager Finance

Purpose

This policy creates a sound financial framework on which Surf Coast Shire Council can undertake borrowings and manage its loan portfolio whilst adhering to sound fiscal management principles. The policy outlines where borrowings may be suitable as a funding mechanism, how Council will source new borrowings, and how borrowings and repayments will be managed whilst adhering to the provisions of the Local Government Act 2020.

Policy Objective

- To ensure Council's new borrowings are sustainable and comply with legislative requirements.
- To manage cash flow, balance liquidity levels and manage borrowings within desired risk levels.
- To provide an alternate funding source for opportunities or obligations that could not otherwise be funded from normal revenue streams.

Scope

This policy sets out the Surf Coast Shire's policy and risk assessment approach for management of borrowings, and applies to all loans undertaken on behalf of Surf Coast Shire Council and any loan refinancing activities. It does not apply to any short-term overdraft facilities linked to Council's transactional bank accounts.

Definitions

Australian Bank	A bank or financial institution authorised under the laws of Australia to carry out the business of banking in Australia.
Loan Portfolio	The combination of all interest bearing loans taken out by Council.
Capital Project	An investment project to acquire, construct, or upgrade a community asset.
Development Contributions Plan	A development contributions plan levies contributions to fund the provision of works, services and facilities in relation to the development of land in an area
Defined Benefits Superannuation	The Defined Benefit Plan for local government employees was a compulsory scheme set up by the Victorian Government and was closed to new members in 1993. Unlike other exempt public sector schemes, it must be fully funded to pay the benefits owed to members now and into the future. Council has obligations to fund any shortfalls in the fund. A cash reserve has been built over time to meet future commitments. Additional funds may be required to meet future calls if cash reserves are not sufficient.
Debt Servicing Costs	Annual Loan repayment costs (including principal and interest)

Policy

Borrowings can be an effective way to fund important Council priorities. When used responsibly, they can be an important tool for managing cash flow and helping to spread the burden of large investments across the generations that will benefit from those investments.

Council has a responsibility to manage existing and new borrowings in line with sound financial management principles, the Local Government Act 2020 and corresponding regulations, and community expectations.



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Under this policy, new borrowings may be undertaken for:

- Capital works projects that are of strategic significance that could otherwise not be funded in the timeframe that they are required, or
- To help fund Council's obligations to provide community assets under a Development Contributions Plan, or
- To meet Council's obligations regarding any future Defined Benefits Superannuation calls, or
- To refinance Council's Loan Portfolio, if it would result in a net benefit to Council, taking into account the net present value of any savings achieved.

Importantly, new borrowings must only be undertaken if they meet Council's financial principles, in particular the two that relate directly to borrowings:

1. there must be capacity in the Financial Plan to fund debt servicing costs for every year of the loan; and
2. Borrowings must not be used to fund operational deficits or asset renewal requirements.

Additionally, the following sound financial management principles should be considered when new borrowings are being assessed:

1. managing risks,
2. pursuing spending and policies that are consistent with a reasonable degree of stability to the financial burden of Council's ratepayers, and
3. ensuring that decisions are made and actions are taken with regard to their financial effects on future generations.

Borrowing Principles

In addition to Council's financial principles outlined above, the following Borrowing Principles will apply:

- New borrowings will only be undertaken to fund items that meet the objectives of the Council Plan.
- New borrowings must be included in an adopted budget (including a revised budget) to meet legislative requirements.
- New borrowings must be tied to a specific project, so that the community can clearly identify the purpose of the borrowings. If that project is also dependent on external funding, signed funding agreements must be in place for those external funds before loan contracts can be entered into.
- Loan drawdown should occur as late as possible to avoid unnecessary interest costs.
- All loans will be sourced via invited expressions of interest, with at least three lending institutions made up of Australian Banks and/or Treasury Corporation Victoria.
- When assessing loan contracts, Council must take into account the purpose of the loan and seek to balance interest costs, repayment obligations and refinancing flexibility.
- The loan term must not exceed the useful life of the asset funded by the loan, unless related to the repayment of a Defined Benefits Superannuation Call.
- New borrowings are not to be undertaken if they lead to Council entering the "high-risk" category in the following financial indicators which assess the financial sustainability risks associated with borrowings:

Indicator	Measure	Low Risk	Medium Risk	High Risk
Loans and Borrowings Compared to rates	Interest bearing loans and borrowings / rate revenue			> 60%
Indebtedness	Non-Current Liabilities / Own Source Revenue	< 40%	40% – 60%	> 60%

Loan Portfolio Management

The Manager Finance is authorised to manage Council's loan portfolio.

This responsibility includes:

- Managing loan repayments and schedules,
- Preparing the budget and financial plan to include borrowings and repayments, and
- Administering process for new loans.

Council's bank signatories are authorised to complete bank transfers to meet scheduled repayments.

Legislation

The Local Government Act 2020 provides councils the power to borrow money.



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Section 104 of the Local Government Act 2020 states that "A Council cannot borrow money unless the proposed borrowings were included in the budget or a revised budget"

Section 11(2) of the Local Government Act 2020 specifically disallows Council from delegating the power to borrow money. Therefore, all borrowings must be approved by Council in an adopted budget or adopted revised budget.

Local Government (Planning and Reporting) Regulations 2020

Section 8(1) of the planning and reporting regulations states that "For the purposes of section 94(2)(j) of the Act, a budget must contain the following information in relation to the budget year to which it relates –

- a) The total amount to be borrowed (other than borrowings to refinance existing loans) during the budget year compared with the previous financial year;
- b) The information specified in subregulation (4);

Subregulation (4)

- g) The total amount borrowed at 30 June of the budget year compared with the previous financial year;
- h) The total amount projected to be redeemed during the budget year compared with the previous financial year;

Reporting to Council

Council's borrowings are reported to Council in the quarterly budget report, annual report, and budget documents. Any activities for new borrowings will be approved by Council resolution before the process takes place.



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Compliance Statements:

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Policy
Governance Principles (Consideration of the Governance Principles under s9 of the LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s9 of the LGA 2020)	Yes
Environment/Sustainability Implications (Consideration of the Governance Principles under s9 of the LGA 2020)	No
Community Engagement (Consideration of the Community Engagement Principles under s56 of the LGA 2020)	No
Public Transparency (Consideration of the Public Transparency Principles under s58 of the LGA 2020)	Yes
Strategies and Plans (Consideration of the Strategic Planning Principles under s89 of the LGA 2020)	No
Financial Management (Consideration of the Financial Management Principles under s101 of the LGA 2020)	Yes
Service Performance (Consideration of the Service Performance Principles under s106 of the LGA 2020)	No
Risk Assessment	No
Communication	No
Human Rights Charter	No

Governance Principles

This policy helps ensure that:

- Council decisions are made and actions taken in accordance with the relevant law, and
- It places Council in the best position regarding borrowings to achieve ongoing financial viability.

Policy/Relevant Law

This policy meets all requirements under the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

Public Transparency

This policy will be available to the public on Council's website.

Financial Management

This policy aligns with the financial management principles outlined in s101 of the LGA 2020.

Records

Record	Retention/Disposal Responsibility	Retention Period	Location
Borrowings documentation, contracts, and repayment schedules	Finance Department	7 years	Council electronic archives

Document History

Version	Document History	Approved by – Date
1	New document	Council – 27 April 2021
2	Reviewed document	Council – 26 April 2023



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COUNCIL POLICY

SCS-052 Borrowings Policy

TRIM Reference: D21/774

Due for Review: April ~~2023~~2027

Responsible Officer: Manager Finance

Purpose

~~This policy creates a sound financial framework on which Surf Coast Shire Council can undertake borrowings and manage its loan portfolio whilst adhering to sound fiscal management principles. This Policy outlines the situations in which Council may use borrowings as a funding source. Council the flexibility to respond to funding requirements whilst minimising risk, taking into account Council's financial management principles and the requirements of the Local Government Act 2020.~~

The policy outlines where borrowings may be suitable as a funding mechanism, how Council will source new borrowings, and how borrowings and repayments will be managed whilst adhering to the provisions of the Local Government Act 2020.

Policy Objective

- To ensure Council's new borrowings are sustainable and comply with legislative requirements.
- To manage cash flow, balance liquidity levels and manage borrowings within desired risk levels.
- To provide an alternate funding source for opportunities or obligations that could not otherwise be funded from normal revenue streams.

~~This policy creates a framework that allows Surf Coast Shire Council to use borrowings to achieve financial goals outlined in its Strategic Plans. Under this framework, borrowings may be used as an alternate funding source for opportunities or obligations that could not otherwise be funded from normal revenue streams.~~

Scope

This policy sets out the Surf Coast Shire's policy and risk assessment approach for management of borrowings, and applies to all loans undertaken on behalf of Surf Coast Shire Council and any loan refinancing activities. It does not apply to any short-term overdraft facilities linked to Council's transactional bank accounts.

~~This policy applies to all Councillors, Committee members, employees and contractors of the Surf Coast Shire Council.~~

Definitions

<u>Australian Bank</u>	<u>A bank or financial institution authorised under the laws of Australia to carry out the business of banking in Australia.</u>
<u>Loan Portfolio</u>	The combination of all interest bearing loans taken out by Council.
<u>Capital Project</u>	An investment project to acquire, construct, or upgrade a community asset.
<u>Development Contributions Plan</u>	<u>An agreement between Council and developers to co-fund community assets to new subdivisions covered by the plan. A development contributions plan levies contributions to fund the provision of works, services and facilities in relation to the development of land in an area</u>
<u>Defined Benefits Superannuation</u>	The Defined Benefit Plan for local government employees was a compulsory scheme set up by the Victorian Government <u>in 1982</u> and was closed <u>to new members</u> in 1993. Unlike other exempt public sector schemes, it must be fully funded to pay the benefits owed to members now and into the future. Council has obligations to fund any shortfalls in the fund. A cash reserve <u>is being</u> built over time to meet future commitments. Additional funds may be required to meet <u>a future calls</u> if <u>it exceeds the funds held in cash reserves</u> <u>are not sufficient.</u>
<u>Debt Servicing Costs</u>	Annual Loan repayment costs (including principal and interest)



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Policy

Borrowings can be an effective way to fund important Council priorities. When used responsibly, they can be an important tool for managing cash flow and helping to spread the burden of large investments across the generations that will benefit from those investments.

Council has a responsibility to manage existing and new borrowings in line with sound financial management principles, the Local Government Act 2020 and corresponding regulations, and community expectations.

Under this policy, new borrowings may be undertaken for:

- Capital works projects that are of strategic significance that could otherwise not be funded in the timeframe that they are required, or
- To help fund Council's obligations to provide community assets under a Development Contributions Plan, or
- To meet Council's obligations regarding any future Defined Benefits Superannuation calls, or
- To refinance Council's Loan Portfolio, if it would result in a net benefit to Council, taking into account the net present value of any savings achieved.

Importantly, new borrowings must only be undertaken if they meet Council's financial principles, in particular the two that relate directly to borrowings:

1. there must be capacity in the Financial Plan to fund debt servicing costs for every year of the loan; and
2. Borrowings must not be used to fund operational deficits or asset renewal requirements.

Additionally the following sound financial management principles should be considered when new borrowings are being assessed:

1. managing risks,
2. pursuing spending and policies that are consistent with a reasonable degree of stability to the financial burden of Council's ratepayers, and
3. ensuring that decisions are made and actions are taken with regard to their financial effects on future generations.

Borrowing Principles

In addition to Council's financial principles outlined above, the following Borrowing Principles will apply:

- New borrowings will only be undertaken to fund items that meet the objectives of the Council Plan.
- New borrowings must be included in an adopted budget (including a revised budget) to meet legislative requirements.
- New borrowings must be tied to a specific project, so that the community can clearly identify the purpose of the borrowings. If that project is also dependent on external funding, signed funding agreements must be in place for those external funds before loan contracts can be entered into.
- Loan drawdown should occur as late as possible to avoid unnecessary interest costs.
- All loans will be sourced via invited ~~tender expressions of interest~~, with at least ~~four~~ three ~~lending institutions made up of~~ Australian Banks ~~and/or Treasury Corporation Victoria to be invitees, and consideration of both the Local Government Funding Vehicle and Treasury Corporation loans if available.~~
- When assessing loan contracts, Council must take into account the purpose of the loan and seek to balance interest costs, repayment obligations and refinancing flexibility.
- ~~If Council were to enter an "interest-only" repayment schedule under the Local Government Funding Vehicle (or similar), an amount equivalent to principal repayments must be deposited to a cash reserve over the life of the loan to fund the principal repayment when it falls due.~~
- The loan term must not exceed the useful life of the asset funded by the loan, unless related to the repayment of a Defined Benefits Superannuation Call.
- New borrowings are not to be undertaken if they lead to Council entering the "high-risk" category in the following financial indicators which assess the financial sustainability risks associated with borrowings:

Indicator	Measure	Low Risk	Medium Risk	High Risk
Loans and Borrowings Compared to rates	Interest bearing loans and borrowings / rate revenue			> 60%



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Indebtedness	Non-Current Liabilities / Own Source Revenue	< 40%	40% – 60%	> 60%
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Loan Portfolio Management

The Manager Finance is authorised to manage Council's loan portfolio.

This responsibility includes:

- Managing loan repayments and schedules,
- Preparing the budget and financial plan to include borrowings and repayments, and
- Administering ~~Tender~~ process for new loans.

Council's ~~b~~Bank signatories are authorised to complete bank transfers to meet scheduled repayments.

Legislation

The Local Government Act 2020 provides ~~c~~Councils the power to borrow money. ~~The act, along with corresponding regulations, provide a framework for the use of this power:~~

Section 144 of the Local Government Act 1989 reads:

- ~~(1) Subject to the principles of sound financial management, a Council may borrow money to enable the Council to perform the functions and exercise the powers conferred on the Council under this Act or any other Act.~~
- ~~(2) This section also applies to borrowing in the form of finance leases.~~
- ~~(3) The amount borrowed on the security of any special rates or special charges must not at any time exceed the estimated income from the special rates or special charges.~~

Section 145 of the Local Government Act 2020 states:

- ~~(1) Without limiting the generality of section 144, the power to borrow conferred by section 144 may be exercised—~~
 - ~~(a) to repay the principal money owing under any previous borrowing; or~~
 - ~~(b) to meet the consideration still outstanding under a contract which has been partly or wholly performed and in respect of which the power to borrow conferred by section 144 could have been exercised at the time the contract was made.~~
- ~~(2) The power to borrow conferred by section 144 cannot be exercised to repay an advance by overdraft under section 150(1) or 150(3) unless—~~
 - ~~(a) the approval of the Minister has been obtained; and~~
 - ~~(b) any conditions imposed by the minister are complied with.~~

Section 104 of the Local Government Act 2020 states that "A Council cannot borrow money unless the proposed borrowings were included in the budget or a revised budget"

Section 11(2) of the Local Government Act 2020 specifically disallows Council from delegating the power to borrow money. Therefore all borrowings must be approved by Council in an adopted budget or adopted revised budget.

Local Government (Planning and Reporting) Regulations 2020

Section 8(1) of the planning and reporting regulations states that "For the purposes of section 94(2)(j) of the Act, a budget must contain the following information in relation to the budget year to which it relates –

- ~~a) The total amount to be borrowed (other than borrowings to refinance existing loans) during the budget year compared with the previous financial year;~~
- ~~b) The information specified in subregulation (4);~~

Subregulation (4)

- ~~g) The total amount borrowed at 30 June of the budget year compared with the previous financial year;~~
- ~~h) The total amount projected to be redeemed during the budget year compared with the previous financial year;~~

~~Part 4 of the regulations provides guidance on the preparation of the annual report, and states in section 9(1) "For the purposes of section 98(3)(d) of the Act, the prescribed indicators of service performance and the prescribed measures relating to those indicators are set out in Schedule 2.~~



We exist to help our community and environment to thrive

COUNCIL POLICY

Reporting to Council

Council's borrowings are reported to Council in the quarterly finance-budget report, annual report, and budget documents. Any activities for new borrowings will be approved by Council resolution before the process takes place.



We exist to help our community and environment to thrive

COUNCIL POLICY

Compliance Statements:

Local Government Act 2020 (LGA 2020)

Implications	Applicable to this Policy
Governance Principles (Consideration of the Governance Principles under s9 of the LGA 2020)	Yes
Policy/Relevant Law (Consideration of the Governance Principles under s9 of the LGA 2020)	Yes
Environment/Sustainability Implications (Consideration of the Governance Principles under s9 of the LGA 2020)	No
Community Engagement (Consideration of the Community Engagement Principles under s56 of the LGA 2020)	No
Public Transparency (Consideration of the Public Transparency Principles under s58 of the LGA 2020)	Yes
Strategies and Plans (Consideration of the Strategic Planning Principles under s89 of the LGA 2020)	No
Financial Management (Consideration of the Financial Management Principles under s101 of the LGA 2020)	Yes
Service Performance (Consideration of the Service Performance Principles under s106 of the LGA 2020)	No
Risk Assessment	No
Communication	No
Human Rights Charter	No

Governance Principles

This policy helps ensure that:

- Council decisions are made and actions taken in accordance with the relevant law, and (s144 and 145 of the Local Government Act 2020)
- It places Council in the best position regarding borrowings to achieve ongoing financial viability.

Policy/Relevant Law

This policy meets all requirements under the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

Public Transparency

This policy will be available to the public on Council's website.

Financial Management

This policy aligns with the financial management principles outlined in s101 of the LGA 2020.

Records

Record	Retention/Disposal Responsibility	Retention Period	Location
Borrowings documentation, contracts, and repayment schedules	Finance Department	7 years	Council electronic archives

Document History

Version	Document History	Approved by – Date
1	<i>New document</i>	<i>Council – 27 April 2021</i>
2	<u><i>Reviewed document</i></u>	<u><i>Council – 26 April 2023</i></u>

4.11 Project Budget Adjustments and Cash Reserve Transfers - April 2023

Council Plan

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Author's Title:

Coordinator Management Accounting

General Manager:

Damian Waight, Acting General Manager Strategy and Effectiveness

Division:

Strategy and Effectiveness

Department:

Finance

Attachments:

Nil

Purpose

1. This report contains proposed project budget adjustments and cash reserve transfers for Council ratification and approval relating to the 2022-23 financial year. The report presents the funding sources for adjustments via categories including: existing projects requiring adjustment, project closures, new projects to be initiated, Chief Executive Officer (CEO) approved transfers under delegation or corrections to prior reports presented to Council.

Recommendation

That Council approves the project budget adjustments and ratifies the project budget adjustments endorsed by the Executive Management Team outlined in Tables 1 to 8 of this report.

Council Resolution

Moved Cr Allen, Seconded Cr Schonfelder

That Council approves the project budget adjustments and ratifies the project budget adjustments endorsed by the Executive Management Team outlined in Tables 1 to 8 of this report.

CARRIED 8|0

For	Against	Abstained
Cr Allen	Nil	Nil
Cr Barker		
Cr Bodsworth		
Cr Gazzard		
Cr Hodge		
Cr Pattison		
Cr Schonfelder		
Cr Wellington		

Outcome

2. This report regularly brings decisions to Council about material changes to project budgets and provides visibility about CEO approved project changes. Material project budget transfers or new projects not already approved by Council are presented for approval. Transfers endorsed by the Executive Management Team are presented to Council for ratification. This process ensures that Councillors have the decision on changes and are kept informed; allowing for smooth project delivery. The report also provides transparency for the community.

Key Considerations

3. This report contributes to Council's financial management principles by recording the allocation and movement of project funds that may impact on current and future budgets.
4. This report contributes to public transparency by ensuring that the allocation and movement of project funds is made available to the community.

Background

5. The project budget adjustments presented in this report relate to the 2022-23 financial year. All figures in this report are exclusive of GST.
6. The following project adjustments, detailed in Table 1 and 2, describe where projects require adjustments to their approved budgets to allow achievement of project scope and objectives, or there is a request to adjust project scope. The project adjustments in Table 1 have been endorsed at an Executive Management Team meeting.

Table 1 – For Council Ratification - Projects Requiring Adjustment

Project Name	Funding Source	Basis for Variation	Project Allocation / (Saving) \$
Lorne Transfer Station Upgrade	Grant Funded	Sustainability Victoria grant funding contribution to the upgrade of the Lorne Transfer Station. This project will incorporate three additional bin bays, improve resource recovery options and improved traffic flows for locals and visitors, with improved opportunity for reuse and recycling of materials. Revised budget \$2,100,000.	250,000

Table 2 – For Council Approval - Projects Requiring Adjustment

Project Name	Funding Source	Basis for Variation	Project Allocation / (Saving) \$
Nil			

Tables 3 and 4, usually describe newly initiated projects and there are none this month.

Table 3 – For Council Ratification – New Projects

Project Name	Funding Source	Basis for Variation	Project Allocation \$
Nil			

Table 4 – For Council Approval – New Projects

Project Name	Funding Source	Basis for Variation	Project Allocation \$
Nil			

The following project closures, detailed in Table 5, have been endorsed at an Executive Management Team meeting.

Table 5 – For Council Ratification – Closed Projects

Project Name	Funding Source	Basis for Variation	Project Allocation / (Savings) \$
Local Roads & Community Infrastructure Program - Wurdale Hall Stage 2	Project Savings Account	Scope complete. Life of project cost \$97,829.	(171)
Hinterland Futures Planning Scheme Amendment	Project Savings Account	Scope complete. Life of project cost \$31,765.	(2,235)

Table 6 usually contains projects that have been endorsed under Council delegation by the Chief Executive Officer and there are none in this category this month.

Table 6 – For Council Ratification – CEO Approved Transfers

Project Name	Funding Source	Basis for Variation	Project Allocation \$
Nil			

Table 7 usually contains corrections or adjustments to prior reports presented to Council and there are none this month.

Table 7 – For Council Approval – Corrections to Prior Reports

Project Name	Funding Source	Basis for Variation	Project Allocation \$
Nil			

Table 8 – Accumulated Unallocated Cash Reserve Movement

Accumulated Unallocated Cash Reserve	2022-23 \$'000	2023-24 \$'000	2024-25 \$'000	2025-26 \$'000
Opening Balance	4,365	5,340	6,191	5,233
Budgeted Annual Surplus/(Deficit)	825	851	(958)	(1,243)
Transfer for Adopted Projects Funded	285	-	-	-
Net Allocations During Year (From)/To	(134)	-	-	-
New Allocations Proposed (From)/To	-	-	-	-
Closing Balance *	5,340	6,191	5,233	3,989

Accumulated Unallocated Cash Reserve	2022-23 \$'000
Net Allocations During Year (From)/To	
Gender Impact Assessments	(48)
Stribling Reserve Community Asset Committee - Furniture	(50)
Provision Support Request	
Integrated Water Management Project Winchelsea - Winchelsea	(37)
Greening and Stormwater Treatment Upgrades	
Net Allocations (From)/To	(134)
New Allocations Proposed (From)/To	
Nil	-
Total New Net Allocations (From)/To	-

*Note: Includes budgeted annual surplus/(deficit) as per Adopted Budget 2022-23.

Options

- Alternative Option 1** – Council does not approve adjustments as recommended.
This option is not recommended by officers because these adjustments are necessary to allow ongoing delivery and closure of projects and the approval via Council decision helps promote transparency to the community.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Financial Considerations

- This report contributes to Council's financial management principles by recording the allocations and movements of project funds that may impact on the budget, current and future, and the achievement the Council Plan strategies and objectives.

Community Engagement

- Community engagement was not undertaken on the content of this report. Most projects are subject to community engagement and project closures are regularly communicated to community members involved in projects and the wider community. This report contributes to public transparency by ensuring that the allocation and movement of project funds is made available to the community.

Statutory / Legal / Policy Considerations

10. Under the *Local Government Act 2020*, this report contributes to:

- 10.1. Financial viability by ensuring Council approves and is well informed about the allocation and movement of project funds to achieve the best outcomes for the municipal community;
- 10.2. Transparency by ensuring that the allocation and movement of project funds is made available to the community;
- 10.3. Financial management principles by recording the allocation and movement of project funds that may impact on the budget, current and future; and
- 10.4. Performance for project delivery by considering the allocation and movement of project funds for successful project outcomes.

Risk Assessment

11. If Council did not receive this report, this would risk public transparency and potentially reduce the financial rigour applied to managing projects.

Conflict of Interest

12. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

13. This report and attachments contain no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

14. This monthly Council Report item is not within the scope of matters considered by the Audit and Risk Committee.

Councillor Briefings

This item was not presented at a Councillor Briefing.

4.12 Award of Contract T23-007 Supply of Hotmix Asphalt & Bitumen Emulsion

Council Plan

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Author's Title:

Coordinator Civil Operations

General Manager:

Gail Gatt, General Manager Community Life

Division:

Community Life

Department:

Operations

Attachments:

Nil

Purpose

1. To seek Council's approval to award panel contract T23-007 Supply of Hotmix Asphalt and Bitumen Emulsion.

Recommendation

That Council:

1. Awards contract T23-007 Supply of Hotmix Asphalt and Bitumen Emulsion for the tendered schedule of rates (excl. GST), for an initial two-year period with the option of up to a further two years extension
 - Fulton Hogan Industries Pty Ltd (ABN 54 000 538 689)
 - Boral Resources (Vic) Pty Ltd (ABN 87 004 620 731)
 - SAMI Bitumen Technologies Pty Ltd (ABN 52 001 089 416)
2. Authorises the Chief Executive Officer to execute contract documents on behalf of Council.

Council Resolution

Moved Cr Barker, Seconded Cr Bodsworth

That Council:

1. Awards contract T23-007 Supply of Hotmix Asphalt and Bitumen Emulsion for the tendered schedule of rates (excl. GST), for an initial two-year period with the option of up to a further two years extension
 - Fulton Hogan Industries Pty Ltd (ABN 54 000 538 689)
 - Boral Resources (Vic) Pty Ltd (ABN 87 004 620 731)
 - SAMI Bitumen Technologies Pty Ltd (ABN 52 001 089 416)
2. Authorises the Chief Executive Officer to execute contract documents on behalf of Council.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Outcome

2. The establishment of a panel of three qualified and experienced hotmix asphalt and bitumen emulsion supply contractors will support routine maintenance and patching works across the shire and the ongoing maintenance of Council assets for residents, visitors and our wider community.

Key Considerations

3. A public tender process was conducted in accordance with Councils Procurement Policy.
4. A total of three suppliers submitted tenders for this contract.
5. Each submission was assessed against pre-determined evaluation criteria, including price and non-price criteria.
6. The contract is a panel contract and will operate on a schedule of rates with an annual CPI adjustment.
7. The anticipated value of the contract exceeds officers' delegated authorities and therefore requires a decision by Council.

Background

8. Council requires the supply of asphalt and hotmix bitumen emulsion to deliver Council's yearly maintenance program, specifically patching and repair for road maintenance purposes.
9. Council is seeking to establish a panel of suitably qualified suppliers to supply these materials.

Options

10. **Alternative Option 1** – Do not award the contract as per the recommendations in this report. This option is not recommended by officers as Council has attracted acceptable and conforming tenders that are within budget. The officers' recommendation is the result of considerable due diligence and is in accordance with published evaluation criteria and conditions of tender. Any decision that is not in accordance with the formal conditions of tender may compromise good governance and probity standards.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Financial Considerations

11. The successful tenders fall within the budget for the service requirements.
12. A full description of the 'Financial and Resource Impact Analysis' is provided as part of Confidential Tender Evaluation Summary has been issued to Councillors.

Community Engagement

13. No community engagement was undertaken as part of this tender process as it is part of Council's regular operations to fulfil its management obligations to residents, ratepayers and visitors to the area.

Statutory / Legal / Policy considerations

14. This tender was conducted in accordance with the requirements of section 108 of the *Local Government Act 2020* and Council's Procurement Policy.
15. In accordance with s.109 of the *Local Government Act* the following information is provided in relation to any opportunities for collaborative procurement:
 - This tender was not appropriate for a collaborative procurement process, as it was offered as a panel contract based on tendered schedule of rates, with an estimated value of less than \$500,000 p.a., tendered rates were inclusive of travel costs and with no known quantities of current or future work that could have been leveraged from.

Risk Assessment

16. A tender risk assessment was completed in accordance with Council's Procurement Policy.

Sustainability Considerations

17. The evaluation criteria for this tender included a five per cent weighting for environmental products and practices.

Conflict of Interest

18. No officers declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

19. This report contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

20. This is not in the scope of the Audit and Risk Committee.

Councillor Briefings:

21. This item was not required to be discussed at Councillor briefings.

Tender Details***Invitation to Tender***

22. Council issued an open tender T23-007 to appoint a panel of suitably qualified and experienced contractors for the supply hotmix, asphalt and bitumen emulsion.

Table 1 Invitations to Tender

Medium	Date Advertised
Council eTendering Portal (Tenderlink)	28 January 2023
Geelong Advertiser	28 January 2023
Surf Coast Times	2 February 2023

Evaluation Panel

23. The Tender Evaluation Panel comprised of three voting members and one non-voting member, in line with Council's procurement policy.

Evaluation Criteria

24. Submissions were evaluated by the panel against pre-established selection criteria.

Table 2 Mandatory Evaluation Criteria

Mandatory Criteria	Assessment
Documented OHS Management System	Pass / Fail

25. Tenderers who satisfied the above mandatory criteria were then assessed against the following comparative criteria.

Table 3 Comparative Criteria

Comparative Criteria	Weighting
Financial Assessment	50%
Capability and Capacity	25%
Systems	15%
Environmental Products and Practices	5%
Local Content	5%

26. Details of submissions received, pricing and final evaluation rankings are provided in **Confidential Tender Evaluation Summary** which has been provided to Councillors separately.

4.13 Award of Contract T23-024 Internal Audit Services

Council Plan

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Author's Title:

Acting Manager Integrity and Governance

General Manager:

Damian Waight, Acting General Manager Strategy and Effectiveness

Division:

Strategy and Effectiveness

Department:

Governance

Attachments:

Nil

Purpose

1. To seek Council's approval to award contract T23-024 Internal Audit Services.

Recommendation

That Council:

1. Awards contract T23-024 Internal Audit Services to Findex (Aust) Pty Ltd (trading as Crowe Australasia) ABN 84 006 466 351 at the tendered schedule of rates, for an initial three-year period with the option of a further two-year extension.
2. Authorises the Chief Executive Officer to execute contract documents on behalf of Council.

Council Resolution

Moved Cr Bodsworth, Seconded Cr Wellington

That Council:

1. Awards contract T23-024 Internal Audit Services to Findex (Aust) Pty Ltd (trading as Crowe Australasia) ABN 84 006 466 351 at the tendered schedule of rates, for an initial three-year period with the option of a further two-year extension.
2. Authorises the Chief Executive Officer to execute contract documents on behalf of Council.

CARRIED 8|0

For	Against	Abstained
Cr Allen	Nil	Nil
Cr Barker		
Cr Bodsworth		
Cr Gazzard		
Cr Hodge		
Cr Pattison		
Cr Schonfelder		
Cr Wellington		

Outcome

2. Following a comprehensive evaluation process, the recommended tenderer has demonstrated that they have the expertise, capacity, and resources to deliver the contracted services to a high standard and provide the best value for money outcome for Council.

Key Considerations

3. A public tender process was conducted in accordance with Council's Procurement Policy.
4. A total of seven suppliers submitted tenders for this contract.
5. Each submission was assessed against pre-determined evaluation criteria, including price and non-price criteria.
6. The contract is for an initial term of three-years, with the option for a further extension of two-years at Council's discretion.
7. The contract will operate on a schedule of rates basis for the delivery of an indicative audit program which is subject to annual review. The actual annual cost of services may fluctuate subject to the final agreed audit program for each year.
8. The anticipated total value of the contract exceeds officers' delegated authorities and therefore requires a decision by Council.

Background

9. Internal audit is a key element of Council's approach to risk management, compliance and continuous improvement. The appointment of an external contractor is necessary to support the function of the Audit and Risk Committee, and its monitoring role.
10. The appointment of an internal audit service contractor continues to support the organisation in identifying compliance matters and setting recommendations and actions for improvements.
11. The provision of internal audit services is an ongoing service requirement for Council, with the existing contract due to expire in June 2023.

Options

12. **Alternative Option 1** – Do not award the contract as per the recommendation in this report.

This option is not supported by officer. Council has attracted an acceptable tender response, which allows for the contracted services to be delivered as specified and to budget. The officers' recommendation is as a result of considerable due diligence and is in accordance with published evaluation criteria and conditions of tender. Any decision that is not in accordance with the formal conditions of tender may compromise good governance and probity standards.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 18 - Establish a sustainable financial position.

Financial Considerations

13. The successful tender falls within the Council's budget for the contracted services.
14. A full description of the 'Financial and Resource Impact Analysis' is provided as part of the Confidential Tender Evaluation Summary, which has been issued to Councillors separately.

Community Engagement

15. No community engagement was undertaken as part of this tender process.

Statutory / Legal / Policy considerations

16. This tender was conducted in accordance with the requirements of section 108 of the *Local Government Act 2020* and Council's Procurement Policy.
17. In accordance with section 109 of the *Local Government Act* the following information is provided in relation to any opportunities for collaborative procurement:
- 17.1. This tender is for the provision of services specific to the Surf Coast Shire Council's internal audit requirements and program timelines. On this basis, it is unlikely that any significant economic benefit to the community would be achieved through a collaborative procurement approach with other councils.

Risk Assessment

18. A tender risk assessment was completed in accordance with Council's Procurement Policy.

Sustainability Considerations

19. The evaluation criteria for this tender included a five percent weighting for economic contribution to the local Surf Coast Shire and wider G21 region.

Conflict of Interest

20. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

21. This report contains no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

22. Audit and Risk Committee members were provided with the opportunity to contribute to the development of the service specification, prior to the contract being released for tender.
23. A representative from the Audit and Risk Committee reviewed all tender submission. As a non-voting technical advisor, they provided their feedback to the Tender Evaluation Panel for consideration.
24. The technical advisor's feedback in relation to the recommended Tenderer was positive and noted them as; *a highly respected firm and team, with extensive Local Government knowledge and internal audit expertise.*

Councillor Briefings

This item was not required to be discussed at Councillor Briefings.

Tender Details

Invitation to Tender

25. Council issued an open tender T23-024 to appoint a suitably qualified and experienced contractor to deliver internal audit services.

Table 1 Invitation to Tender

Medium	Date Advertised
Council eTendering Portal (Tenderlink)	11 February 2023
The Age	11 February 2023
Geelong Advertiser	11 February 2023

Evaluation Panel

26. A Tender Evaluation Panel comprising of three voting members, in line with Council's procurement policy, assessed all tender submissions received.
27. A representative from the Audit and Risk Committee, and a Procurement Officer, were additional non-voting members of the Tender Evaluation Panel.

Evaluation Criteria

28. Submissions were evaluated by the panel against pre-established selection criteria.

Table 2 Mandatory Evaluation Criteria

Mandatory Criteria	Assessment
Minimum 3 years local government experience providing similar services within the last 5 years	Pass / Fail
Commitment to Child Safe Standards	Pass / Fail
Financial Capability	Pass / Fail

29. Tenderers who satisfied the above mandatory criteria were then assessed against the following comparative criteria.

Table 3 Comparative Criteria

Comparative Criteria	Weighting
Financial Assessment (Price)	30%
Proposed Methodology	30%
Relevant Experience	15%
Resources and Commitment	15%
Economic Contribution / Local Content	5%
Value Added Services	5%

30. Details of submissions received by Council, pricing and the evaluation final rankings are detailed in the **Confidential Tender Evaluation Summary** which has been provided to Councillors separately.

4.14 Councillor Expenses and Attendance at Meetings - 1 January to 31 March 2023 Quarter

Council Plan

Theme Seven - Accountable and Viable Council

Strategy 19 - Improve Council's credibility as a trusted decision maker through meaningful engagement.

Author's Title:

Acting Manager Governance

General Manager:

Damian Waight, Acting General Manager Strategy and Effectiveness

Division:

Strategy and Effectiveness

Department:

Governance

Attachments:

1. Councillor Expenses Summary - March 2023 Quarter
[4.14.1 - 1 page]
2. Councillor Attendance at Meetings - March 2023 Quarter
[4.14.2 - 1 page]

Purpose

1. To present a report of Councillor allowances, expenses and attendance at meetings for the March 2023 quarter.

Recommendation

That Council:

1. Notes the Councillor Allowances and Expenses Summary for the March 2023 quarter (**Attachment 1**); and
2. Publishes the Councillor Allowances and Expenses Summary (**Attachment 1**) on Council's website; and
3. Notes the Councillor Attendance at Meetings Summary for the March 2023 quarter (**Attachment 2**).

Council Resolution

Moved Cr Gazzard, Seconded Cr Bodsworth

That Council:

1. Notes the Councillor Allowances and Expenses Summary for the March 2023 quarter (**Attachment 1**); and
2. Publishes the Councillor Allowances and Expenses Summary (**Attachment 1**) on Council's website; and
3. Notes the Councillor Attendance at Meetings Summary for the March 2023 quarter (**Attachment 2**).

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Outcome

2. The adoption of this recommendation will ensure compliance with SCS-001 Councillor Entitlements, Expenses and Facilities Policy. The publication of these records provides transparent, accountable and open communication of Council information.

Key Considerations

3. Councillor allowances and expenses are defined in the *Local Government (Planning and Reporting) Regulations 2020* by the following categories:
 - 3.1. Travel expenses; and
 - 3.2. Professional development expenses; and
 - 3.3. Expenses to support the performance of the role.
4. Any contributions paid by Councillors towards phone and internet usage are also included in the summary. It should be noted that some payments are included at the time they are paid rather than when the expense is incurred.
5. Council reports on Councillor attendance at meetings in its annual report, as well as quarterly to Council. Councillor attendance at meetings is recorded at Council meetings (including Special Council meetings for hearing submissions) as well as other meetings held under the auspices of Council (i.e. Councillor briefings).

Background

6. The *Local Government Act 2020* (the Act) outlines that the Mayor and Councillors are paid an allowance and are provided with the appropriate tools and support to enable them to properly undertake their statutory obligations.
7. The Act requires councils to adopt and maintain a policy in relation to the reimbursement of expenses to councillors.
8. The Councillor Entitlements, Expenses and Facilities Policy (SCS-001) outlines the level of resources and support that is provided to Councillors to enable them to effectively discharge official duties.

Options

9. **Alternative Option 1** – That Council does not note or publish quarterly summary of Councillor allowances and expenses. This option is not recommended by officers as it limits public access to Councillor reporting and does not align with government regulations and best practice reporting.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 19 - Improve Council's credibility as a trusted decision maker through meaningful engagement.

Financial Considerations

10. Councillor allowances and reimbursement of expenses are included in the annual budget and managed in accordance with the Act and Council's Councillor Entitlements, Expenses and Facilities Policy.

Community Engagement

11. No community engagement has been undertaken on this report as it relates to a statement of expenses and attendance.
12. In line with public transparency principles outlined in the Act, quarterly and annual reporting on Councillor allowances and expenses and Councillor attendance promotes transparency with the community.

Statutory / Legal / Policy Considerations

13. The *Local Government (Planning and Reporting) Regulations 2020* requires Council to disclose the details of allowances and expenses for each Councillor, divided into certain defined categories in its annual report. Council is taking further action and delivers a higher level of transparency by reporting quarterly at Council meetings.
14. Council resolved to make Councillor allowances and expenses available to the public through quarterly reporting to Council and to publish these reports on Council's website.
15. Councillor allowances and reimbursement of expenses are managed in accordance with the Act and Council's Councillor Entitlements, Expenses and Facilities Policy.

Risk Assessment

16. Adoption of the recommendation in this report mitigates the risks associated with non-compliance with the relevant policy and legislation.

Sustainability Considerations

17. There are no sustainability considerations associated with this report.

Conflict of Interest

18. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

19. This report and attachments contain no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This report is not in scope of the Audit and Risk Committee.

Council Briefings

This item was not discussed at a Councillor briefing.

Surf Coast Shire Council Councillor Allowances and Expenses Summary - 1 January 2023 to 31 March 2023					
Councillor	Allowance (\$)	Travel	Professional Development (\$)	Expenses to Support the Performance of the Role	Total
Cr Adrian Schonfelder	8,437	-	-	194	8,631
Cr Gary Allen	8,437	-	-	2,356	10,793
Cr Heather Wellington	8,437	-	-	194	8,631
Cr Kate Gazzard	8,437	-	-	194	8,631
Cr Liz Pattison*	27,081	-	12	194	27,287
Cr Libby Stapleton**	8,437	-	2,291	2,915	13,643
Cr Mike Bodsworth***	13,540	-	-	194	13,734
Cr Paul Barker	7,000	-	-	194	7,194
Cr Rose Hodge	8,437	-	-	164	8,601
Total	98,241		2,303	6,560	107,104

Notes:

** Cr Libby Stapleton (Mayor period: 11/2020 - 11/2022).

* Cr Liz Pattison (Mayor period: 11/2022 - present)

*** Cr Mike Bodsworth (Deputy Mayor period: 11/2022 - present)

Under the Local Government Act 2020, a Mayor, Deputy Mayor or Councillor may elect to receive a specified part of their allowance to which they are entitled.

Figures exclude GST.

2022-23 Councillor Attendance - Council Meetings, Special Council Meetings for Hearing Submissions and meetings held under the auspices of Council - Quarterly

March Quarter 2023			
	Council Meetings Scheduled by Resolution	Other Council Meetings*	Meetings Held Under the Auspices of Council**
Total meetings held (in quarter)	2	2	13
Cr Rose Hodge	2	2	13
Cr Heather Wellington	2	1	0
Cr Gary Allen	2	2	13
Cr Paul Barker	2	0	1
Cr Mike Bodsworth	2	2	13
Cr Kate Gazzard	2	1	10
Cr Liz Pattison	2	2	13
Cr Libby Stapleton	2	2	13
Cr Adrian Schonfelder	2	0	8

* Note - Includes Special Council Meetings for Hearing Submissions and Council meetings not scheduled by Council resolution.

** Meetings held under the auspices of Council generally refer to Councillor Briefings.

4.15 Conflict of Interest Records

Council Plan

Author's Title:

General Manager:

Division:

Department:

Attachments:

Theme Seven - Accountable and Viable Council

Strategy 19 - Improve Council's credibility as a trusted decision maker through meaningful engagement.

Governance Officer

Damian Waight, Acting General Manager Strategy and Effectiveness

Strategy and Effectiveness

Governance

1. Conflict of Interest Record - Councillor Briefings - 7 March 2023 [4.15.1 - 2 pages]
2. Conflict of Interest record - Risk Appetite Statements and Local Government Inspectorate Session - 2 [4.15.2 - 1 page]
3. Conflict of Interest Record - Councillor Briefings - 28 March 2023 [4.15.3 - 1 page]
4. Conflict of Interest Record - Councillor Briefings - 4 April 2023 [4.15.4 - 2 pages]
5. Conflict of Interest Record - Councillor Briefings - 11 April 2023 [4.15.5 - 2 pages]

Purpose

1. To present conflict of interest records received since the previous Council meeting.
2. Conflict of interest records are required in accordance with the *Local Government Act 2020* (the Act) and inform Council and the community of any conflicts of interest which have been declared by Councillors at meetings held under the auspices of Council which are not Council meetings.

Recommendation

That Council notes the conflict of interest records as presented in **Attachments 1 to 5** for the following meetings:

1. Conflict of Interest Record - Councillor Briefings - 7 March 2023
2. Conflict of Interest Record - Risk Appetite Statements and Local Government Inspectorate Session - 27 March 2023.
3. Conflict of Interest Record - Councillor Briefings - 28 March 2023.
4. Conflict of Interest Record - Councillor Briefings - 4 April 2023.
5. Conflict of Interest Record - Councillor Briefings - 11 April 2023.

Council Resolution

Moved Cr Hodge, Seconded Cr Barker

That Council notes the conflict of interest records as presented in Attachments 1 to 5 for the following meetings:

1. Conflict of Interest Record - Councillor Briefings - 7 March 2023
2. Conflict of Interest Record - Risk Appetite Statements and Local Government Inspectorate Session - 27 March 2023.
3. Conflict of Interest Record - Councillor Briefings - 28 March 2023.
4. Conflict of Interest Record - Councillor Briefings - 4 April 2023.
5. Conflict of Interest Record - Councillor Briefings - 11 April 2023.

CARRIED 8|0

For	Against	Abstained
Cr Allen Cr Barker Cr Bodsworth Cr Gazzard Cr Hodge Cr Pattison Cr Schonfelder Cr Wellington	Nil	Nil

Outcome

3. This report promotes public transparency by disclosing any conflicts of interest declared by Councillors during meetings conducted under the auspices of Council.

Key Considerations

4. The *Local Government Act 2020* (the Act) outlines requirements for Councillors to declare and manage conflicts of interests. Councillors disclosing conflicts of interests and following the prescribed requirements promotes transparency in decision-making.
5. The attached conflict of interest records are prepared in accordance with the Act and Council's Governance Rules. The Act outlines that the procedure for disclosing conflicts must be included within the Governance Rules and Chapter 3 of these Rules prescribes that a record of any meeting held under the auspices of Council must be kept and presented to the next possible Council meeting.
6. Publication of these records is an important part of the overall management of conflicts of interest. By making these records publicly available, the community is made aware that interests are recorded and managed effectively. This helps Councillors perform their roles in a way that meets the requirements of legislation and is consistent with community expectation.

Background

7. Conflict of interest records are required to be presented to Council in accordance with the *Local Government Act 2020* and Council's Governance Rules.

4.15 Conflict of Interest Records

8. Council notes these conflict of interest records monthly. Declaring conflicts of interest helps Councillors comply with legal requirements and meet community expectation
9. These records replace the previous requirement under the *Local Government Act 1989* to present an Assembly of Councillors to Council.

Options

10. **Alternative Option 1** - That Council does not note the conflict of interest records. This option is not recommended as it would mean Council is not compliant with legislation.

Council Plan (including Health and Wellbeing Plan) Statement

Theme Seven - Accountable and Viable Council

Strategy 19 - Improve Council's credibility as a trusted decision maker through meaningful engagement.

Financial Considerations

11. There are no financial considerations associated with presenting the conflict of interest records.

Community Engagement

12. Community engagement has not been undertaken as this report is a presentation of conflict of interest records.
13. Providing these records to the community ensures community members have the opportunity to understand if there are any Councillor conflicts of interest.

Statutory / Legal / Policy Considerations

14. The publication of these records is required in accordance with section 131 of the *Local Government Act 2020*.

Risk Assessment

15. This report mitigates the risk of non-compliance with the legislation and helps mitigate any reputation risk associated with the perception that decisions being made could be conflicted in any way.

Sustainability Considerations

16. There are no sustainability considerations associated with this report.

Conflict of Interest

17. No officer declared a conflict of interest under the *Local Government Act 2020* in the preparation of this report.

Confidentiality

18. This report and attachments contain no confidential information under section 66(2) of the *Local Government Act 2020*.

Transparency

Audit and Risk Committee involvement

This report has not been presented to the Audit and Risk Committee.

Councillor Briefings

This item was not presented to a Councillor Briefing.

File No F18/225-5
Trim Reference Record Number



Conflict of Interest Record

Meetings conducted under the auspices of Council

Section 131 of the Local Government Act 2020 and Chapter 3 of Council's Governance Rules

Description of Meeting: Councillor Briefings #1
Responsible Officer: Chief Executive Officer
Date: 7 March 2023
In Attendance: Yes (✓) No (X)


Councillors		Officers	
Cr. Liz Pattison, Mayor	✓	Chief Executive Officer - Robyn Seymour	✓
Cr. Gary Allen	✓	General Manager Place Making & Environment - Chris Pike	✓
Cr. Paul Barker	X	General Manager Strategy & Effectiveness - Rebecca Leonard	X
Cr. Mike Bodsworth Deputy Mayor	✓	General Manager Community Life - Gail Gatt	✓
Cr. Kate Gazzard	✓	Acting General Manager Strategy & Effectiveness - Damian Waight	✓
Cr. Rose Hodge	✓	Acting Executive Manager - Strategic Projects and Partnerships – Darryn Chiller	✓
Cr. Adrian Schonfelder	X	Acting Manager Integrity and Governance - Jake Brown	✓
Cr. Libby Stapleton	✓	Governance Officer - Jess Menzel	✓
Cr. Heather Wellington	X	Manager Assets and Engineering - John Bertoldi	✓
		Coordinator Community Health & Development - Shannon Fielder	✓
		Open Space Planner - Ella Jackson	✓
		Community Partnership Officer - Zoe Eastick	✓
		Coordinator Recreation Planning - Jarrod Westwood	✓
		Community Project Development Officer - Nicky Angus	✓
		Manager Community Strengthening - Katie Reaper	✓
		Principal Strategic Planner - Samantha Natt	✓
		Strategic Land Use Planning Co-ordinator - Karen Hose	✓
		Acting Manager Integrated Planning - Kristin Davies	✓
		Manager Strategy and Program Delivery - Rowena Frost	✓
		Manager Finance - Gabrielle Spiller	✓
		Manager Economic Development - Matt Taylor	✓
		Coordinator Statutory Planning - Ben Schmied	✓
		Manager Planning and Compliance - Kate Sullivan	✓
		Coordinator Statutory Planning - Ben Hynes	✓
		Coordinator Design and Traffic - Mark Gibbons	✓
		Senior Project Design Engineer - Aoife Corcoran	✓
		Coordinator Aged, Youth and Access - Abby Ellery	✓

MEETING COMMENCED	10:00 AM	MEETING ADJOURNED	10:57 AM
MEETING RESUMED	11:11 AM	MEETING ADJOURNED	12:20 PM
MEETING RESUMED	1:00 PM	MEETING CONCLUDED	1:57 PM

Matters considered at the meeting
Place Naming Policy (incorporating streets, plaques & memorials)
Community Project Development Program - Quarterly Update (March 2023)
Application to amend the Briody Drive West Development Plan
Council Plan Progress Report - Mid Year 2
Adopted Strategy Reserve and Project Adjustments



File No F18/225-5
Trim Reference Record Number

Planning Permit Application 22/0427 - Development of a telecommunications facility - 460 Grossmans Road Bellbrae		
Projects Update - Horseshoe Bend Road		
Torquay to Torquay North Cycling Corridor		
Bi-Annual Customer Experience Report July to December 2022		
Regional Assessment Services - Commonwealth notification of intent to extend current Agreements		
Councillor Topics		
Councillor Conflict of Interest Disclosures		
Councillor	Left Meeting (Y/N)	Classification and nature of interest(s) disclosed
Nil.		
<p>Responsible Officer Signature: </p> <p>Print Name: Robyn Seymour</p>		
To be completed on conclusion of session and provided to Governance Officer.		

Governance Rules, Chapter 3, Clause 3

3.1. At a meeting under the auspices of Council that is not a meeting of the Council or delegated committee, the Chief Executive Officer must ensure that a written record is kept of—

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subclause 3.3;
- whether a Councillor who has disclosed a conflict of interest as required by subclause 3.3 leaves the meeting.

3.2. The Chief Executive Officer must ensure that the written record of a meeting held under this clause is, as soon as practicable—

- reported at a meeting of the Council; and
- incorporated in the minutes of that Council meeting.

Auspices of the Council

Any meeting that is organised, sponsored or otherwise facilitated by the council should be treated as an 'auspiced' meeting. Council auspiced meetings may include, but are not limited to:

- regular councillor briefings or forums,
- other briefing meetings,
- committees other than a delegated or community asset committee (such as advisory committees),
- public consultations, and
- site meetings (incl. include meetings the council arranges jointly with other organisations).

File No F18/225-4
Trim Reference Record Number



Conflict of Interest Record

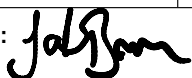
Meetings conducted under the auspices of Council

Section 131 of the Local Government Act 2020 and Chapter 3 of Council's Governance Rules

Description of Meeting: Risk Appetite statements and Local Government Inspectorate session
Responsible Officer: Jake Brown
Date: 27 March 2023
In Attendance: Yes (✓) No (X)

Councillors		Officers	
Cr. Liz Pattison, Mayor	✓	Chief Executive Officer - Robyn Seymour	✓
Cr. Mike Bodsworth, Deputy Mayor	✓	General Manager Place Making & Environment - Chris Pike	✓
Cr. Gary Allen	✓	Acting General Manager Strategy & Effectiveness – Damian Waight	✓
Cr. Paul Barker	X	General Manager Community Life - Gail Gatt	✓
Cr. Kate Gazzard	X	Acting Executive Manager - Strategic Projects and Partnerships – Darryn Chiller	✓
Cr. Rose Hodge	✓	Acting Manager Integrity and Governance - Jake Brown	✓
Cr. Adrian Schonfelder (LGI only)	✓	Coordinator Risk and Compliance – Melanie Crellin	✓
Cr. Libby Stapleton	✓	Coordinator Governance – Liberty Nash	✓
Cr. Heather Wellington	X		

MEETING COMMENCED	9.15am	MEETING CONCLUDED	11.00am
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Matters considered at the meeting		
Risk appetite statements		
Local Government Inspectorate information session		
Councillor Conflict of Interest Disclosures		
Councillor	Left Meeting (Y/N)	Classification and nature of interest(s) disclosed
NIL		
Responsible Officer Signature: 		Print Name: Jake Brown
To be completed on conclusion of session and provided to Governance Officer.		

Governance Rules, Chapter 3, Clause 3

- 3.1. At a meeting under the auspices of Council that is not a meeting of the Council or delegated committee, the Chief Executive Officer must ensure that a written record is kept of—
- the names of all Councillors and members of Council staff attending;
 - the matters considered;
 - any conflict of interest disclosures made by a Councillor attending under subclause 3.3;
 - whether a Councillor who has disclosed a conflict of interest as required by subclause 3.3 leaves the meeting.
- 3.2. The Chief Executive Officer must ensure that the written record of a meeting held under this clause is, as soon as practicable—
- reported at a meeting of the Council; and
 - incorporated in the minutes of that Council meeting.

Auspices of the Council

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- other briefing meetings,
- committees other than a delegated or community asset committee (such as advisory committees),
- public consultations, and
- site meetings (incl. include meetings the council arranges jointly with other organisations).

File No F18/225-4
Trim Reference Record Number



Conflict of Interest Record


Meetings conducted under the auspices of Council

Section 131 of the Local Government Act 2020 and Chapter 3 of Council's Governance Rules

Description of Meeting: Councillor Briefings #4 Agenda Review
Responsible Officer: Chief Executive Officer
Date: 28 March 2023
In Attendance: Yes (✓) No (X)

Councillors		Officers	
Cr. Liz Pattison, Mayor	✓	Chief Executive Officer - Robyn Seymour	✓
Cr. Mike Bodsworth, Deputy Mayor	✓	General Manager Place Making & Environment - Chris Pike	✓
Cr. Gary Allen	✓	Acting General Manager Strategy & Effectiveness – Damian Waight	✓
Cr. Paul Barker	X	General Manager Community Life - Gail Gatt	X
Cr. Kate Gazzard	✓	Acting Executive Manager - Strategic Projects and Partnerships - Darryn Chiller	✓
Cr. Rose Hodge	✓	Acting Manager Integrity & Governance - Jake Brown	✓
Cr. Adrian Schonfelder	✓	Manager Finance - Gabby Spiller	✓
Cr. Libby Stapleton	✓	Acting Manager Community Safety - Sam Liston	✓
Cr. Heather Wellington	X	Manager Strategy and Program Delivery - Rowena Frost	✓
		Coordinator Governance – Liberty Nash	✓

MEETING COMMENCED	9:02 am	MEETING CONCLUDED	10:26 am
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Matters considered at the meeting		
Agenda Review		
Councillor Conflict of Interest Disclosures		
Councillor	Left Meeting (Y/N)	Classification and nature of interest(s) disclosed
Nil		
<p>Responsible Officer Signature:  Print Name: Robyn Seymour</p> <p>To be completed on conclusion of session and provided to Governance Officer.</p>		

Governance Rules, Chapter 3, Clause 3

3.1. At a meeting under the auspices of Council that is not a meeting of the Council or delegated committee, the Chief Executive Officer must ensure that a written record is kept of—

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subclause 3.3;
- whether a Councillor who has disclosed a conflict of interest as required by subclause 3.3 leaves the meeting.

3.2. The Chief Executive Officer must ensure that the written record of a meeting held under this clause is, as soon as practicable—

- reported at a meeting of the Council; and
- incorporated in the minutes of that Council meeting.

Auspices of the Council

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- public consultations, and
- site meetings (incl. include meetings the council arranges jointly with other organisations).

File No F18/225-4
Trim Reference Record Number



Conflict of Interest Record

Meetings conducted under the auspices of Council

Section 131 of the Local Government Act 2020 and Chapter 3 of Council's Governance Rules

Description of Meeting: Councillor Briefings #1
Responsible Officer: Chief Executive Officer
Date: 4 April 2023
In Attendance: Yes (✓) No (X)


Councillors		Officers	
Cr. Liz Pattison, Mayor	X	Chief Executive Officer - Robyn Seymour	✓
Cr. Mike Bodsworth, Deputy Mayor	✓	General Manager Place Making & Environment - Chris Pike	✓
Cr. Gary Allen	✓	Acting General Manager Strategy & Effectiveness – Damian Waight	✓
Cr. Paul Barker	X	General Manager Community Life - Gail Gatt	X
Cr. Kate Gazzard	✓	Acting General Manager Community Life – Travis Nelson	✓
Cr. Rose Hodge	✓	Acting Executive Manager - Strategic Projects and Partnerships - Darryn Chiller	✓
Cr. Adrian Schonfelder	✓	Manager Integrity & Governance - Jake Brown	✓
Cr. Libby Stapleton	✓	Governance Officer - Jess Menzel	✓
Cr. Heather Wellington	X	Acting Manager Community Safety - Sam Liston	✓
		Coordinator Governance - Liberty Nash	✓
		Principal Strategic Planner - Michelle Warren	✓
		Strategic Land Use Planning Coordinator - Karen Hose	✓
		Coordinator Social Infrastructure & Open Space Planning - Kristin Davies	✓
		Manager Planning and Compliance - Kate Sullivan	✓
		Coordinator Customer Experience - Virginia Morris	✓
		Acting Coordinator Communications and Community Engagement - Rochelle Harding	✓
		Acting Coordinator Community Projects and Partnerships - Jarrod Westwood	✓
		Manager Community Strengthening - Katie Reaper	✓
		Open Space Planner - Ella Jackson	✓
		Community Partnership Officer – Zoe Eastick	✓
		Gender Equity Advisor - Olivia Naughtin	✓
		Acting Coordinator Community Health and Development - Shannon Fielder	✓
		Community Engagement Facilitator - Robyn Lucas	✓
		Principal Statutory Planner - Jennifer Davidson	✓
		Coordinator Statutory Planning - Dee Gomes	✓
		Project Manager - Leanne Lucas	✓
		Manager Asset and Engineering - John Bertoldi	✓
		Coordinator Stormwater Infrastructure - Ronan Corcoran	✓

MEETING COMMENCED	10:00 AM	MEETING ADJURNED	11:08 AM
MEETING RESUMED	11:19 AM	MEETING ADJURNED	1:16 PM
MEETING RESUMED	1:48 PM	MEETING CONCLUDED	3:15 PM

Matters considered at the meeting
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File No F18/225-4
Trim Reference Record Number

External Presentation - Great Ocean Road Strategic Framework Plan Update Presenters: Libby Sampson from DELWP , Colleen White, Joanna Gilligan, Aaron Garrett		
Presentation - Debrief (15mins) - Great Ocean Road Strategic Framework Plan Update		
Planning Scheme Review - Overview Cazz Redding and Michael MacDonagh (from Redink Planning)		
SCS-017 Community Engagement Policy Review		
Mud Hut Project Update		
Gender and Equity Impact Assessments		
Proposed Community Amenity Local Law - Endorsement for Public Exhibition		
Development Plan Application - 22/0546 - Briefing - 1 Merrijig Drive Torquay		
Advocacy Priorities		
Karaaf Program Update		
Review of SCS-052 Borrowings Policy Review		
Councillor Topics		
Councillor Conflict of Interest Disclosures		
Councillor	Left Meeting (Y/N)	Classification and nature of interest(s) disclosed
Cr Libby Stapleton	N	Cr Stapleton declared a material conflict of interest in relation to part of item 2.7 - Advocacy Priorities. This conflict of interest has arisen due to Cr Stapleton having an interest in a property opposite the proposed site where the Eastern Reserve expansion would take place. One of the advocacy items relates to seeking funding for this expansion. This was topic was not discussed during the briefings so Cr Stapleton did not leave the room.
Responsible Officer Signature:  Print Name: Robyn Seymour		
To be completed on conclusion of session and provided to Governance Officer.		

Governance Rules, Chapter 3, Clause 3

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3.2. The Chief Executive Officer must ensure that the written record of a meeting held under this clause is, as soon as practicable—

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Auspices of the Council

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- public consultations, and
- site meetings (incl.include meetings the council arranges jointly with other organisations).

File No F18/225-4
Trim Reference Record Number



Conflict of Interest Record

Meetings conducted under the auspices of Council

Section 131 of the Local Government Act 2020 and Chapter 3 of Council's Governance Rules

Description of Meeting: Councillor Briefings #2
Responsible Officer: Chief Executive Officer
Date: 11 April 2023
In Attendance: Yes (✓) No (X)


Councillors		Officers	
Cr. Liz Pattison, Mayor	X	Chief Executive Officer - Robyn Seymour	✓
Cr. Mike Bodsworth, Deputy Mayor	✓	General Manager Place Making & Environment - Chris Pike	✓
Cr. Gary Allen	✓	Acting General Manager Strategy & Effectiveness – Damian Waight	✓
Cr. Paul Barker	X	General Manager Community Life - Gail Gatt	✓
Cr. Kate Gazzard	✓	Acting Executive Manager - Strategic Projects and Partnerships - Darryn Chiller	✓
Cr. Rose Hodge	✓	Manager Integrity & Governance - Jake Brown	✓
Cr. Adrian Schonfelder	✓	Manager Environment and Sustainability - Jane Spence	
Cr. Libby Stapleton	✓	Acting Coordinator Community Projects and Partnerships - Jarrod Westwood	✓
Cr. Heather Wellington	X	Manager Finance - Gabby Spiller	✓
		Manager Economic Development Arts and Tourism - Matt Taylor	✓
		Community Engagement Facilitator - Robyn Lucas	✓
		Acting Manager Community Safety - Sam Liston	✓
		Coordinator Arts and Creative Economy - Kim Biggs	✓
		Manager Planning and Compliance - Kate Sullivan	✓
		Coordinator Arts and Creative Economy - Karen Rieschieck	✓
		Strategic Initiatives Coordinator - Alicia Hooper	✓
		Environment Officer – Biodiversity - Leanne Rolfe	✓
		Ecologist - Robyn Neville	✓
		Manager Operations - Travis Nelson	✓
		Coordinator Governance - Liberty Nash	✓

MEETING COMMENCED	10:00 AM	MEETING ADJURNED	11:30 AM
MEETING RESUMED	11:40 AM	MEETING ADJURNED	12:05 PM
MEETING RESUMED	12:35 PM	MEETING CONCLUDED	1:45 PM

Matters considered at the meeting
Lake Modewarre Update
Briefing 5: Councillor Draft Budget Discussion
Creative Places Strategy
Reports Coming to the April Council Meeting
DEVELOP - Artists and Creative Grants
2023 Event Grants Program
Funding Opportunity Update - Country Football Netball Program (CFNP) - Stribling Reserve
Tiny House on Wheels Trial



File No F18/225-4
Trim Reference Record Number

Councillor Topics		
Councillor Conflict of Interest Disclosures		
Councillor	Left Meeting (Y/N)	Classification and nature of interest(s) disclosed
Nil		
Responsible Officer Signature:  Print Name: Robyn Seymour		
To be completed on conclusion of session and provided to Governance Officer.		

Governance Rules, Chapter 3, Clause 3

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- public consultations, and
- site meetings (include meetings the council arranges jointly with other organisations).

5 Urgent Business

Nil.

6 Close of Meeting

The Council Meeting - 26 April 2023 closed at 9:30pm.