



Minutes

Hearing of Submissions Committee
Tuesday, 31 May 2016

Held at
Council Chambers
1 Merrijig Drive, Torquay
Commencing at 5:00pm

Council:

Cr Rose Hodge (Mayor)
Cr David Bell
Cr Eve Fisher
Cr Clive Goldsworthy
Cr Carol McGregor
Cr Brian McKiterick
Cr Margot Smith
Cr Heather Wellington

MINUTES FOR THE HEARING OF SUBMISSIONS MEETING OF SURF COAST SHIRE COUNCIL
HELD AT COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 31 MAY 2016 COMMENCING AT 5:00PM

PRESENT:

Cr Rose Hodge (Mayor)
Cr David Bell
Cr Eve Fisher
Cr Clive Goldsworthy
Cr Carol McGregor
Cr Brian McKiterick
Cr Margot Smith

In Attendance:

Chief Executive Officer – Keith Baillie
General Manager Governance & Infrastructure – Anne Howard
General Manager Environment & Development – Kate Sullivan
General Manager Culture & Community – Chris Pike
Acting Manager Engineering Operations - Peter McLean
Finance Manager – John Brockway
Coordinator Management Accounting - Gabby Spiller
Finance Graduate - Tim Dickson
18 members of the public
1 member of the press

APOLOGIES:

Committee Resolution

MOVED Cr David Bell, Seconded Cr Margot Smith

That Council receive apology from Cr Heather Wellington.

CARRIED 7:0

CONFLICTS OF INTEREST:

Nil

SUBMITTERS HEARD

1. Greg Hayes
2. Gary Johnson
3. Andrew Crowley
4. Garry Laver
5. Jenny Mathison
6. Jenny Mathison/John Broadrick on behalf of Stuart Fountain
7. StJohn Sutton
8. Susan Howells
9. Adam Stephens
10. Wayne Beale
11. Trudi Toyne

BUSINESS:

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1. OFFICE OF THE CEO

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

Author's Title: Coordinator Management Accounting **CEO:** Keith Baillie
Department: Finance **File No:** F15/912
Division: Office of the CEO **Trim No:** IC16/585
Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:
In accordance with Local Government Act 1989 –
Section 80C:

Yes

No

Reason: Nil

Status:
Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

For Council to consider submissions received during the public exhibition of the draft Annual Budget 2016-2017 and to hear any contributors who have requested to address Council in regard to their submission.

Summary

At its Special Council Meeting held on Tuesday, 19 April 2016, Council resolved to give public notice that it had prepared a draft Annual Budget 2016-2017 and resolved to exhibit the documents for the period commencing on Wednesday, 20 April 2016 and concluding at 4.00pm on Monday, 23 May 2016.

Council is required to prepare and adopt an annual Budget by 30 June each year pursuant to Section 130(3) of the *Local Government Act 1989* (the Act). Prior to final adoption of the Budget, the Act requires Council to receive and consider public submissions.

Information sessions were held for interested community members in each Council Ward commencing on Thursday, 5 May 2016 and concluding on Wednesday, 11 May 2016.

As a consequence of the public exhibition period, 35 public submissions were received including 2 late submissions. An organisational submission to the budget has also been submitted.

Of the 35 total public submissions received, 14 have requested to be heard.

Of the 2 late submissions received at the time of preparing this report, one was requesting a restructure of fees for court hire for Surf Coast Basketball Club and one was requesting an extension of the memorandum of understanding for the Barwon Park National Trust Winchelsea.

Council will consider the draft Annual Budget 2016-2017 for adoption at its Council meeting scheduled on Tuesday 14 June 2016.

Officers have written to all submitters thanking them for making a submission to the Annual Budget.

Recommendation

That Council receive and note the submissions to the draft Annual Budget 2016-2017.

Committee Resolution

MOVED Cr David Bell, Seconded Cr Carol McGregor

That Council receive and note the submissions to the draft Annual Budget 2016-2017.

CARRIED7:0

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

Report

Background

Section 127 of the *Local Government Act 1989* requires that:

- 1) "A Council must prepare a budget for each financial year.
- 2) The Council must ensure that the budget contains—
 - (a) financial statements in the form and containing the information required by the regulations;
 - (b) a description of the services and initiatives to be funded in the budget;
 - (c) a statement as to how the services and initiatives described under paragraph b will contribute to achieving the strategic objectives specified in the Council Plan;
 - (d) major Initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year;
 - (da) for services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131;
 - (db) the prescribed measures relating to those indicators;
 - (e) E any other information required by the regulations."

Section 127 (3) further outlines the requirements for disclosure of proposed rates and charges in the budget:

- 3) "The Council must ensure that the budget also contains—
 - (a) the information the Council is required to declare under section 158(1);
 - (b) if the Council intends to declare a differential rate under section 161, the details listed in section 161(2);
 - (c) if the Council intends to declare a differential rate under section 161A, the information listed in section 161(2)."

Prior to Council adopting its Budget, it is required to publicly exhibit the draft document and to receive and consider public submissions. Section 223 of the Act requires this public exhibition process to continue for a period of not less than 28 days after the date on which a public notice is published.

Discussion

Following the public exhibition process, 33 public submissions were received on time, and two were received after the submissions period expired.

Three public submissions were received requesting Council offer free green waste drop off, two of these submissions also requested additional transfer station opening hours. There were 32 other unique submissions.

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

Submissions Received:

No.	Community Submitter Name	Township	Summary of Submission	Specified Funds (\$)
Speaking at Hearing of Submissions				
1	Aireys Inlet and District Assoc. Inc. - Gary Johnson	Aireys Inlet	Aireys Inlet Reserve Playground and Aireys Inlet/Fairhaven Drainage Upgrades	-
			Pathway along the eastern edge of the Painkalac Creek	60,000
			Retaining Wall Planting	25,000
			Temporary Base Station during Bushfire Season	-
			Vegetation and Silt Management	-
2	Andrew Crowley	Torquay	Synthetic Hockey Facility in Torquay/Torquay North	2,144,593
3	Fiona Raw	Torquay	Temporary Accommodation and Information - Spring Creek	-
4	Garry Laver	Torquay	Horseshoe Bend Road Works - Widening and Cycle Lanes	355,000
5	Growing Winchelsea Inc.	Winchelsea	A 'Big Belly Bin' near New Toilet Block	20,000
			Council Officer Presence in Winchelsea - Six month trail.	-
			Funding for Projection and Sound Equipment for the Globe Theatre	17,000
			Funding for Promotional Material for Farmers Markets	2,000
			Funding to assist Winchelsea RSL Anzac Day service.	2,000
			Improved Information Signs within Town	-
			Industrial Precinct Signage	-
			Offer Free Green Waste Drop Off at Winchelsea Transfer Station	Refer Item 7
			Purchasing a VMS (Variable Messaging Sign) Trailer	10,000
			Town and Surrounding Area Tourist Information	1,000
6	Jenny Mathison	Winchelsea	Welcome to Winchelsea' Signs at Entrances to Town	-
6	Jenny Mathison	Winchelsea	Two Wall Fans in Gym - Winchelsea Health Club	900
7	Peter Spring	Lorne	Lorne Historical Society - building Appearance Improvements Inside and Out	50,000
			Lorne Community Building Use Review to Maximise Community Usage	-
			Lorne Stribling Reserve Stadium - Ventilation Contribution	35,000
			Lorne Community Aspirations Funding - Stage 2	20,000
			Offer Free Green Waste Drop Off & Extending Opening Hours of Lorne Waste Transfer Stations	28,000
8	StJohn Sutton	Lorne	Commercial Rate Definition Review	-
			Equity for Lorne - More Capex/Renewal/Service Allocation	Equitable Project
			Audit of Permits/Rates Collected for Business Sidewalks	-
9	Stuart Fountain	Winchelsea	Offer Free Green Waste Drop Off at Winchelsea Transfer Station	Refer Item 7
10	Susan Howells	Torquay	Funding for Fully Fenced Dog Park/Oval	-
11	Torquay Marine Rescue Service - Adam Stephens	Torquay	Torquay Marine Rescue Service - Operational Funding	10,000
			Torquay Marine Rescue Service (TMRS) - Capital Funding	15,000
12	Torquay Tennis Club Inc. - Wayne Beale	Torquay	Tennis Court Resurface	Quotation In Progress
Late Submission & Speaking at Hearing of Submissions				
13	Barwon Park National Trust - Trudi Toyne	Winchelsea	Late Submission - Memorandum of Understanding and Council Support Extension	5,000
14	Surf Coast Basketball Club - Greg Hayes	Torquay	Late Submission - Surf Coast Basketball Club Court Hire Fees	Revised Fee Structure
Not Speaking at Hearing of Submissions				
15	Bicycle Network - Jarred Abrahams	Melbourne	Bicycle Network - Increase in Bicycle Expenditure Projects	\$5/Head Capex Allocation
16	Brian Tanner	Moriac	Modewarre Memorial Hall - Funding for 2017 ANZAC Day	1,000
17	David Clarke	Surf Coast Shire	Sealed Bike Path to Point Impossible - Great Ocean Ride	225,000
18	Geoff Fulton	Surf Coast Shire	Review of Bicycle Lanes - Riders Should Ride Opposite to Flow of Traffic	-
19	Growing Winchelsea Inc.	Winchelsea	Forward Capital Work Plan in Future Budgets	-
20	Karel Poborsky	Surf Coast Shire	Reserve Movements and Council Contribution to Winchelsea Gym and Pool	-
21	Torquay Traders Association - Katrina	Torquay	Torquay Traders Association - Gilbert Street Precinct Funding	-
22	Kevin McDonald	Winchelsea	Planning Department and Budget Investment	-
23	Michael Hastings	Winchelsea	Masterplans and Budget Process Clarification	-

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

No.	Community Submitter Name	Township	Summary of Submission	Specified Funds (\$)
24	Robbie Hann	Wensleydale	Wensleydale - Outdoor Gym Area Similar to the One in Deans Marsh	15,000
25	Sandra Tanner	Modewarre	Modewarre Reserve - Toilet Refurbishment	15,000
26	Sarah Henderson	Waurm Ponds	University of the Third Age (U3A) - Affordable Venue Hire Rates	-
27	Spring Creek Community House	Torquay	Sliding External Window Funding	-
28	Stephen	Connemare	Using Back of Town Signs in Torquay	-
29	Stuart Fountain	Winchelsea	List of all Ward Projects	-
30	Surf Coast Energy Group - Aaron Lewtas	Surf Coast Shire	Additional Environmental Initiatives	-
31	Torquay Commerce and Tourism Inc. - Fiona McCord	Torquay	Economic Growth Funding	300,000
32	Winchelsea Bowls Club Secretary - Julie Johnson	Winchelsea	Shade Sail Renewal Contribution	9,990
33	Winchelsea Community House - Helen Verity	Winchelsea	Community Bus Rates Winchelsea	Revised Fee Structure
34	Winchelsea Cricket Club Inc. - Lisa M Clifton	Winchelsea	Upgrading Ground - Water and Tapping	10,000
		Winchelsea	The Winchelsea Cricket Club - Sprinkler Relocation	12,200
35	Winchelsea Community House - Wendy Greaves	Winchelsea	Winchelsea Occasional Care - Permanent Shade Sail	15,000

No.	Organisation Submission	2015/16	2016/17	2017/18
		\$	\$	\$
Effect on Cash (Increase)/Decrease				
Emerging Issues				
1	Strategic Planner Resources funded by contributions to private scheme		-	
2	Design for future DCP project delivery of Regional Bike Route through Torquay (widening of Horseshoe Bend Rd)		50,000	
3	Design for future DCP project delivery to widen Coombes Road		70,000	
4	Increase budget for toilet block sanitary & sharps (needle) bins		20,000	20,000
5	Anglesea Kindergarten operational budget		(12,157)	(12,157)
6	Resolution of land encroachment issues		56,000	
7	Move Capital project from 2017/18 to 2016/17 Intersection of Beach Road and Surf Coast Highway traffic lights		1,311,213	(1,311,213)
8	Upgrade Audio Visual and Static Foyer Communication Equipment		6,000	
9	Community Project Development Resources		92,525	100,430
10	Torquay Tennis Club Synthetic Court Upgrade		38,100	
11	Council contribution to Roundabout at South Beach Road and Surf Coast Highway intersection, as announced by State Government		800,000	(800,000)
Correct Budget				
12	Implementation of Software & Server Upgrades		45,000	38,000
13	Revised forecast of Carry Forward funds of 2015/16 to 2016/17: Operating Projects	(798,924)	798,924	
14	Revised forecast of Carry Forward funds of 2015/16 to 2016/17: Land projects	(850,000)	850,000	
15	Memorial Hall Air-conditioning, Anglesea project: reclassify from operational project to capital project listing			
16	Fees and Charges Schedule correct Replacement Key from \$42.00 to \$2.00; change gravity lock bin lid from \$2.00 to \$24.00			
17	Secutiry Software Contract		22,000	22,000
18	Recycling Income reduction		24,873	24,873

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

No.	Organisation Submission	2015/16	2016/17	2017/18
		\$	\$	\$
		Effect on Cash (Increase)/Decrease		
Presentation				
19	Add appendix describing Council's G21 Partnership			
20	Comprehensive Income Statement: Move Audit fees from Contracts & Materials to Other Expenses			
21	Capital Works & Operational Programs: Contingency component of projects itemised separately (no change to overall budgets).			
22	Capital Works & Operational Programs: Add column to differentiate between project allocation and project spend anticipated in the financial year.			
23	Four Year Financial Plan: Split Growth and Compliance Costs into Non-Discretionary Growth and Compliance Costs.			
24	Split \$340k Split Information Systems Renewal into two projects IT Desktop Equipment and IT Other Equipment			
Updated Information				
25	Anglesea Landfill Stage 3 Rehabilitation project correction		(22,000)	
26	Anglesea Landfill Cell 3 Liner project correction		(24,000)	
27	Project Grant funding not confirmed to be removed (and corresponding expenditure)		-	
28	Council Elections 2016 - VEC Election Costs reduced		(26,000)	
29	Professional Lifeguard Service increased cost		1,033	1,033
30	Winchelsea Golf Club Irrigation Project to be removed unsuccessful grant application		-	
31	Software upgrade		2,500	
32	Torquay Jan Juc DCP Review - increase budget through scope review		27,000	
33	Environmental Sustainability and Climate Change Programs		25,000	25,000
34	Anglesea Transfer Station Project , informed by detailed design		293,000	
35	Contaminated Land Rehabilitation Expenses		100,900	
36	Sale of Property (reviewed timing)	265,000	(245,000)	(190,000)
37	Special Charge Scheme - Hopkins Street Aireys Inlet (net cost to Council)		43,065	
38	Special Charge Scheme - Beal & Trebeck Winchelsea (net cost to Council)		86,888	
39	Permanent Town Boundaries Review Project		30,000	
40	Australian National Surfing Museum - Concept Design Project		50,000	
41	Major Council Landholding Analysis - Torquay		15,000	
42	Rural Hinterland Strategy Project		16,536	
43	Professional Advocacy Advice		7,500	
44	G21 Barwon Regional Cricket Strategy		1,880	
45	Maternal and child health grant increase		(25,000)	(25,000)
46	National Disability Insurance Scheme HACC funding and expenditure program changes		38,421	38,421
47	HACC Program Minor Capital additional funding and corresponding expenditure		-	
48	Valuation Services for Insurance Purposes		42,000	
49	Business Improvement Savings		(68,661)	(68,661)
50	Victorian Grants Commission - Financial Assistance Grant increase		(83,998)	(83,998)
51	Rates income for 2015/16 reduced	76,000		
52	MAV - Local Government Funding Vehicle		4,000	
Totals:		(1,307,924)	4,462,542	(2,221,272)
Total Over Three Years:				933,346

Financial Implications

The implications of the draft Annual Budget 2016-2017 are set out in the draft Annual Budget 2016-2017 document placed on public exhibition via the Council website on Wednesday 20 April 2016, and in local media from Thursday 21 April 2016.

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

Specific funding requests for additional funding in the Annual Budget 2016-2017 have been included with the list of submissions received above.

The organisation's submission to the budget over the three years from 2015-2016 to 2017-2018 totals \$933,346 of which \$981,699 is proposed to be funded from reserves and with the balance of \$48,353 increasing Council's accumulated unallocated cash reserve.

Council Plan

Theme 2 Governance
Objective 2.2 High performing accountable organisation
Strategy 2.2.1 Ensure the organisational structure is capable of delivering on the Council Plan

Theme 2 Governance
Objective 2.4 Transparency in decision making and access to information
Strategy 2.4.3 Ensure decision-making is as transparent as possible.

Policy/Legal Implications

The Budget is required to be prepared pursuant to Section 127 of the Local Government Act 1989, and must include:

- (a) financial statements in the form and containing the information required by the regulations;
- (b) a description of the services and initiatives to be funded in the budget;
- (c) a statement as to how the services and initiatives described under paragraph b will contribute to achieving the strategic objectives specified in the Council Plan;
- (d) major initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year;
- (da) for services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131;
- (db) the prescribed measures relating to those indicators;
- (e) any other information required by the regulations.

The budget must also include details of the rates and charges which Council intends to levy.

The Draft 2016-2017 Budget complies with Section 127 of the Act.

Section 129 of the Act requires Council to publicly exhibit the draft Budget, giving the public the right to make a submission pursuant to Section 223 of the Act.

Section 223 of the Act outlines the process that must be followed by Council to publicly exhibit the draft Budget and to receive and consider public submissions prior to its final adoption.

Section 130 requires Council to adopt a budget by 30 June each year and to submit a copy to the Minister within 28 days of adopting the Budget.

Officer Direct or Indirect Interest

Nil

Risk Assessment

This report is provided to Council to ensure that it complies with the relevant legislation in regard to the preparation and adoption of the Budget.

Social Considerations

Council has remained considerate of social matters when formulating the draft Budget.

Community Engagement

The public exhibition process was advertised in local media, Council publications and on Council's website. Copies of the draft Budget were made available for public inspection at numerous locations across the Shire.

A total of four budget information sessions and three stakeholder briefings were held across the Shire. These included:

Budget Information Sessions:

1.1 Public Hearing of Submissions - Draft Budget 2016-2017

- Thursday, 5 May 2016 – Aireys Inlet Pub, Aireys Inlet
- Saturday, 7 May 2016 – Torquay Farmers Market, Torquay
- Monday 9 May 2016 – Lorne Senior Citizens Foyer, Lorne
- Wednesday 11 May 2016 – Eastern Reserve Community Centre, Winchelsea

Stakeholder Briefings:

- Friday, 29 April 2016 - Growing Winchelsea Committee Briefing, Eastern Reserve Winchelsea
- Tuesday, 3 May 2016 - Spring Creek Community House, Torquay
- Thursday, 5 May 2016 - Anglesea Community House, Anglesea

8 submissions were received through Council's online Surf Coast Conversations, 14 were submitted at Council's budget information sessions with the balance being received via mail or email.

Environmental Implications

The draft budget includes performance measures for the following strategic objectives in the 2016–2017 year:

- Preserve and enhance the natural environment
- Pursue alternative energies
- Leadership in innovative environmental practice
- Protect public open space and green belts

Communication

The public exhibition period for the draft Budget was advertised in local media and on Council's web site. Copies of the document was made available at various locations across the shire, including visitor centres, community houses, and Council offices. Submitters wishing to address Council in regard to their submission have been provided with an opportunity to do so at this meeting.

Conclusion

It is proposed that Council hear the submissions to the draft Budget 2016–2017 prior to consideration at its Special Council meeting on Tuesday, 14 June 2016.

Close: There being no further items of business the meeting closed at 6:22pm.