

**2012 / 2013  
annual report**

**safe, vibrant, *liveable*, and prosperous**

MOYNE  
SHIRE





# Moyne Shire: Quick Facts



**Employees: 322 (215 EFT)**



**Population: 16223**



**Councillors: 7**



**Local roads:  
3293km**



**Rateable Properties:  
11615**



**Area:  
5478km<sup>2</sup>**







**In November 2012 Port Fairy was voted the "Worlds most liveable town" with a population under 20,000 at the International live.com Awards**



# Contents

## Mayors Message

page 6

## CEO's Message

page 7

## Councillors

page 8

## About Moyne Shire

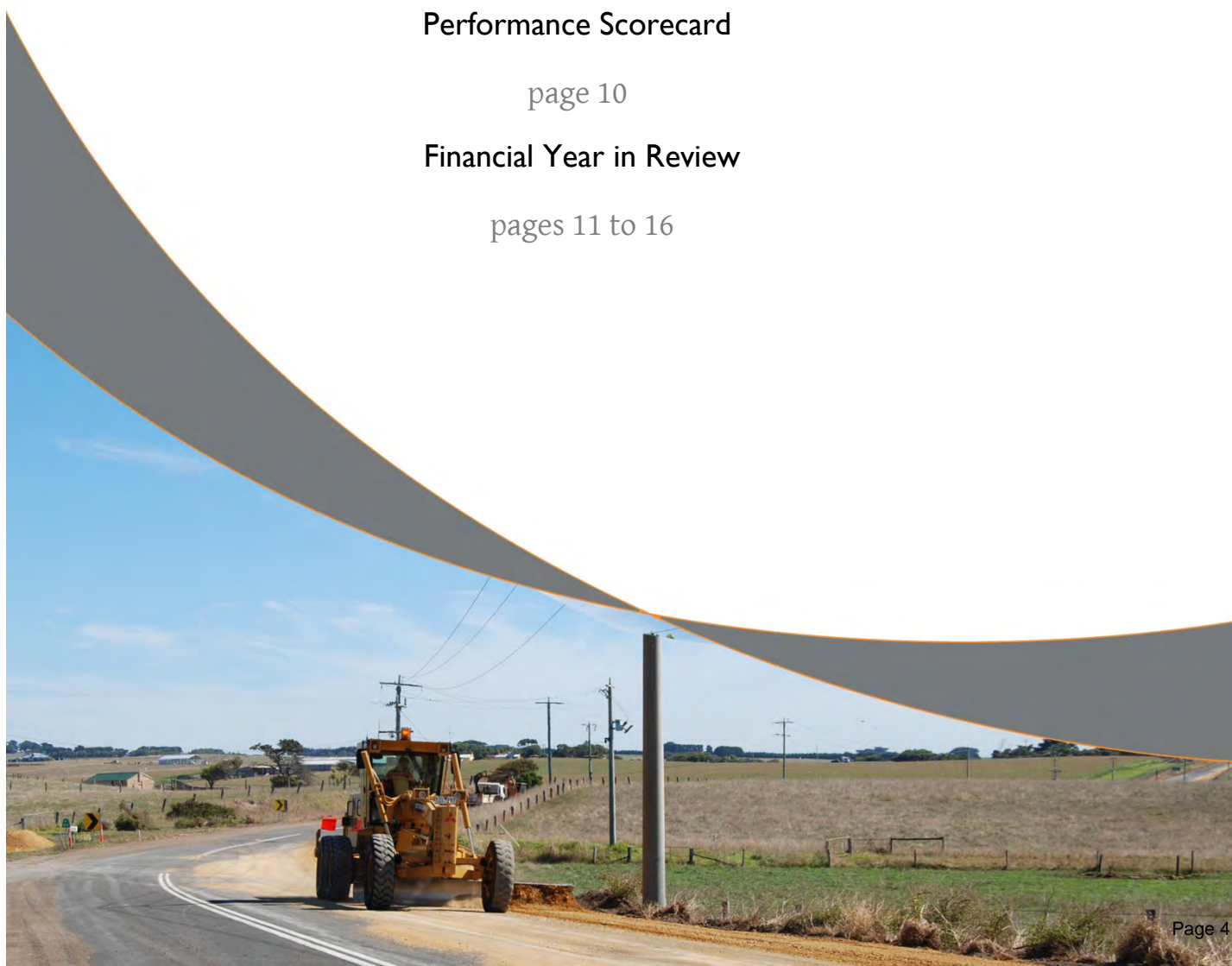
page 9

## Performance Scorecard

page 10

## Financial Year in Review

pages 11 to 16



# Contents

## Key Result Area One: **Community and Corporate Support**

page 17 to 32

## Key Result Area Two: **Sustainable Development**

page 33 to 44

## Key Result Area Three: **Physical Services**

page 45 to 58

## Corporate Governance Reporting

page 59 to 76

## Our People

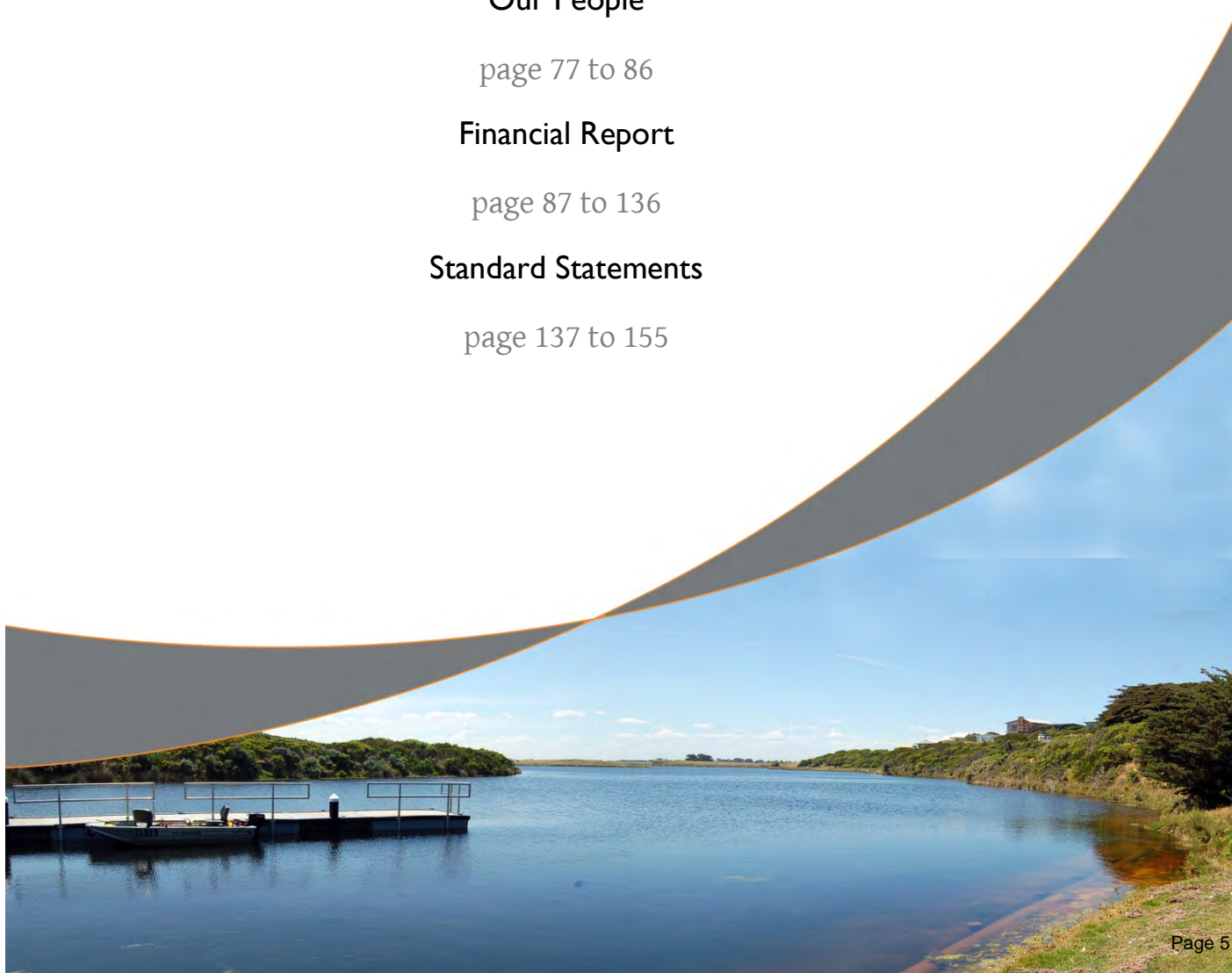
page 77 to 86

## Financial Report

page 87 to 136

## Standard Statements

page 137 to 155





## Message from the Mayor

On behalf of my fellow councillors I am pleased to present Moyne Shire Council's Annual Report for the 2012/13 financial year.

Moyne Shire is a fantastic place, to live, work and raise a family, and this annual report helps tell the story of what a great place it is. We are lucky that we live in an area blessed with gifts, both natural and man-made. But it is the people of the shire who I believe really make it such a liveable place.

One example of this is the community of Port Fairy who celebrated after scooping the prestigious international LivCom award for the most liveable town with a population under 20,000. I believe that this victory has been a great opportunity to sell Port Fairy and our region to the world. Council worked on the award winning application for eight months but it was a true

community effort, with the traders association, the tourist association, and the folk festival committee that really won the award from us. We will now see a continued effort to use the award to benefit the whole shire, not just Port Fairy, so that area gets the world class infrastructure and services it deserves.

It is wonderful to see the halls' upgrade program in action and to see buildings that are at the heart of rural communities come back to life. From Purnim, to Willatook, and Grassmere to The Sisters, halls have been receiving attention. Upgrading halls ensures the community has access to quality amenities that meet residents' needs and expectations and provide for expanded use by local groups for events and festivals, public and private meetings, functions and community celebrations. It's not just halls that are receiving attention, by next year Nirranda will have a modern sports and community centre.

Roads take an enormous chunk out of the budget each year, needing constant work and maintenance. A lot of funds have been spent on gravel roads, on bridges, and currently almost \$1million is being spent on improving drainage on roads across the shire. The issue of damaged roads around the Macarthur wind farm is still in negotiation, and I am hopeful of a resolution soon.

It is disappointing to report on the difficult agricultural year that has been felt across the shire. Agriculture is the heart of Moyne Shire, and a depressed sector affects each and every one of us, whether we are on the land or not. Weather conditions and prices have both been against farmers, but I know our primary producers are resilient, capable, and innovative, and they will not be beaten by seasonal conditions.

While reflecting on the issues of the previous year I would also like to take the opportunity to gaze forward. I would like to see Moyne Shire Council continue to communicate with its community as it strives to bring the people of the shire the best possible services and infrastructure. I am certain with the continuing hard work and dedication of Moyne Shire councillors, staff and the many volunteers across the shire that this is sure to happen.

Councillor Jim Doukas

# CEO's Message

As the Mayor has reported, the previous 12 months have been a successful and enjoyable year for Moyne shire.

The council's financial direction continues to improve with an operating surplus of \$6 million for last year compared with \$3.9 million for the previous reporting period. Moyne Shire continues to increase its capital expenditure with capital works in 12/13 rising to \$15.44 million from \$11.72 million in 11/12. The new operational budget for the next 12 months will see Moyne Shire continue to be financially prudent while providing services across the whole shire.



Coastal change and erosion are issues that will form a part in many important decisions made by council in future years. I was pleased to see the completion of the Port Fairy Coastal Hazard Assessment Study, which was released in June 2013. Now we have this report, we need to develop a response and continue works that will protect Port Fairy and other coastal areas. This is something that council is already working hard on. I must thank the community for their involvement and input into this process; their views and insights are greatly valued.

It was good to see the State Government provide an extra \$127 million of VicRoads maintenance money in the last State Budget. This follows extensive advocacy from both Moyne Shire Council and the Great South Coast Group. We are already seeing the benefits of this extra money.

Roads that have been affected by wind-farm traffic are still an issue in the shire. This issue is still being pursued with the developer and I am hopeful of a satisfactory result in the future.

The organisation is focussed on continuous improvement, which is helping improve our efficiency in delivering better outcomes for our ratepayers. Rather than being little more than business buzzwords, continuous improvement is driving us at every level. For example it is great to see the Koroit Kinder project well underway. We are also currently pursuing federal funding for the Nullawarre/Nirranda recreation reserve project. Continual improvement means that we strive at every level and at every time, to improve the efficiency, effectiveness and flexibility in the delivery of projects such as these.

I'd like to commend the team of councillors who put much time and effort into serving the shire. I congratulate the five re-elected and two new councillors on their success. They have quickly formed a stable team that is a pleasure to work with. I'd also like to thank the two councillors whose terms ended in November 2012.

None of the things that occur in the shire would be possible without the many people who work towards achieving them. Of course I'd like to thank the staff of Moyne Shire, but I'd also like to take this opportunity to highlight the role of volunteers. Volunteers give their time and skills unselfishly for the benefit of others, day in day out across the shire. Together volunteers and staff complement each other and work together to make Moyne Shire the safe, vibrant, liveable, and prosperous community it is. I look forward to another great year.

A handwritten signature in black ink, appearing to read 'D Madden', with a stylized flourish at the end.

David Madden

# Councillors

Moyne Shire is represented by seven councillors elected to represent an un-subdivided municipality



**Councillor Jim Doukas**



**Councillor Anthony Keane**



**Councillor Ralph Leutton**



**Councillor Jill Parker**



**Councillor James Purcell**



**Councillor Colin Ryan**



**Councillor Mick Wolfe**

A general election for council was held in October 2012.

We extend our gratitude to outgoing Councillors Ken Gale and Bernie Harris for their dedicated service and contribution throughout their terms.



# About Moyne Shire

Moyne Shire is located in Victoria's South West, 250 kilometres from Melbourne on the Great South Coast. The municipality stretches from the Great Ocean Road in the south to the pastoral area of Mortlake in the north.

Moyne takes its name from a place in Ireland or from an Aboriginal word meaning "covered with leaves or ferny hole." Moyne Shire is characterised by agriculture, fresh seafood, manufacturing and a healthy tourism industry.

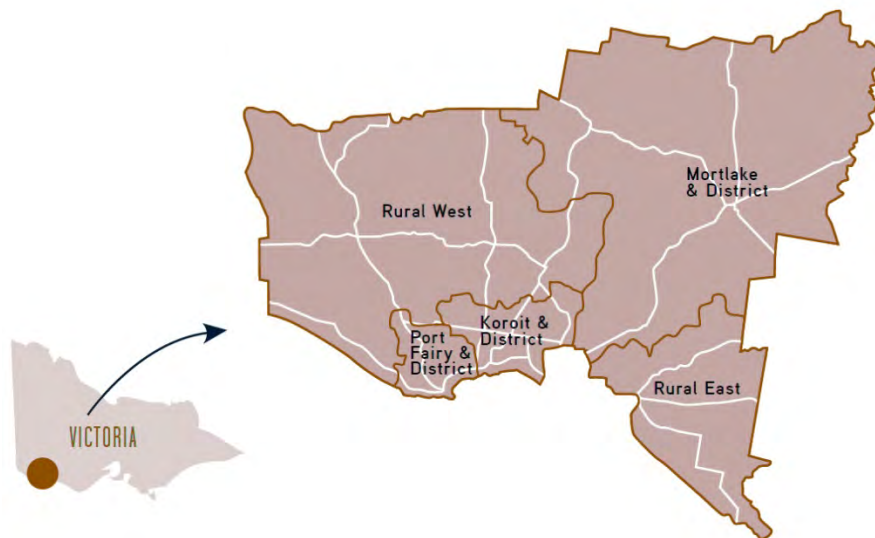
The dairying industry is the dominant industry but sheep production and cereal crops are growing in size. Manufacturing, retail and education are other important sectors.

An estimated \$7 billion in major energy projects are in various stages of planning and development across the shire. Moyne offers untouched beaches, rugged coastline, volcanic lakes and craters and vast pastoral country.

## Population

Moyne has a total population of 16,223 (ERP 2012) residents. Most of the growth within the shire is to the south in the coastal areas, with the entire population growing at approximately 0.5% per annum.

It is projected by the State Government, that by 2021 the population will increase by 0.54% annually. Most of the population is dispersed in rural areas across the 5,478km<sup>2</sup> of the Shire.



MAJOR AREAS	Population (Census 2011)
Koroit & District	3804
Mortlake & District	3604
Port Fairy & District	3314
Rural East	2683
Rural West	2535

# Performance scorecard

Moyne's performance reporting is based on three Key Result Areas (KRAs) outlined in the Council Plan. Each KRA has a set of objectives and strategies that guide our actions during the year. This page contains a snapshot of our performance with more detailed information from pages 25 to 52. Moyne Shire's Council Plan is available on our website [www.moyne.vic.gov.au](http://www.moyne.vic.gov.au)

Key Result Area	Community and Corporate Support	Physical Services	Sustainable Development
Goal	<ul style="list-style-type: none"> <li>• To strengthen the health and social wellbeing for the residents of the shire.</li> <li>• Plan lead and facilitate provision of high-quality services that meet the needs of the community.</li> </ul>	<ul style="list-style-type: none"> <li>• To ensure the shire is an attractive and desirable place to live and work.</li> <li>• To provide a safer, more trafficable road system.</li> <li>• To protect and preserve assets.</li> </ul>	<ul style="list-style-type: none"> <li>• To preserve and enhance our natural and built environment.</li> <li>• To facilitate sustainable economic growth.</li> </ul>
Achievements	<ul style="list-style-type: none"> <li>• Obtained the highest regional Liability Mutual Audit score in the state in the sections of building services and town planning.</li> <li>• Port Fairy awarded the International LivCom Most Liveable Community (under 20,000 population) award</li> <li>• State Government funding secured for the Koroit Kindergarten project.</li> </ul>	<ul style="list-style-type: none"> <li>• Secured grant funding for Nullawarre Community Facility project (\$600,000), Port Fairy Streetscape (\$500,000) and Gardens Oval Netball Court (80,000).</li> <li>• Completed \$500,000 road widening project on Wangoom Road to enhance safety for cyclists.</li> <li>• Re-rating the condition of all of the sealed road network at a cost of \$90,000.</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of Port Fairy Local Coastal Hazard Assessment report.</li> <li>• Further expansion of the kerbside waste collection which now services more than 5000 properties.</li> <li>• Successfully rebuilding the first section of the East Beach seawall as well as other coastal works and investigations.</li> </ul>
Challenges	<ul style="list-style-type: none"> <li>• Attraction and retention of staff.</li> <li>• Increased demand for HACC-related services.</li> <li>• Increasing accountability and reporting demands by other levels of government.</li> <li>• Substantial legislative changes that need additional resources remain compliant.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensuring the community continues to be engaged in our project implementation and planning.</li> <li>• The administration, design and construction of 134,577m<sup>2</sup> of local roads, two bridges and over 2000m<sup>2</sup> of footpath projects.</li> <li>• Completing works on East Beach in a timely fashion to avoid issues with tides.</li> </ul>	<ul style="list-style-type: none"> <li>• Successfully sourcing external funding to implement actions in response to issues identified in the Port Fairy Local Coastal Hazard Assessment report.</li> <li>• Resource allocation to complete a growing list of strategic planning projects.</li> </ul>
The Future	<ul style="list-style-type: none"> <li>• Review and upgrade of the Moyne Shire Council website.</li> <li>• Develop new Municipal Early Years Plan.</li> <li>• Ongoing assessment and rating of early childhood services in relation to National Quality Framework and implementation of identified improvements.</li> <li>• Continuing implementation of Universal Access (15 hours) kindergarten.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete the Port Fairy Streetscape Project.</li> <li>• Undertake further sea wall renewal works at East Beach Port Fairy.</li> <li>• Construct the new Pre School at Koroit.</li> <li>• Complete Community Hub works in Mailors Flat including new tennis courts, public toilets, playground, BBQ shelter and car parking.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to plan and implement an upgrade of Killarney waste facility.</li> <li>• Rehabilitation of Wangoom waste facility.</li> <li>• Implement through an amendment to the Moyne Planning Scheme the adopted Rural Housing and Settlement Strategy and Land Capability and Biodiversity Strategy.</li> </ul>



# Financial Year in Review

## Financial Summary- Manager Finance

Moyne Shire Council has a Strategic Resource Plan that sets the financial direction of the council. The key objective of this plan is to ensure that the council remains financially sustainable.

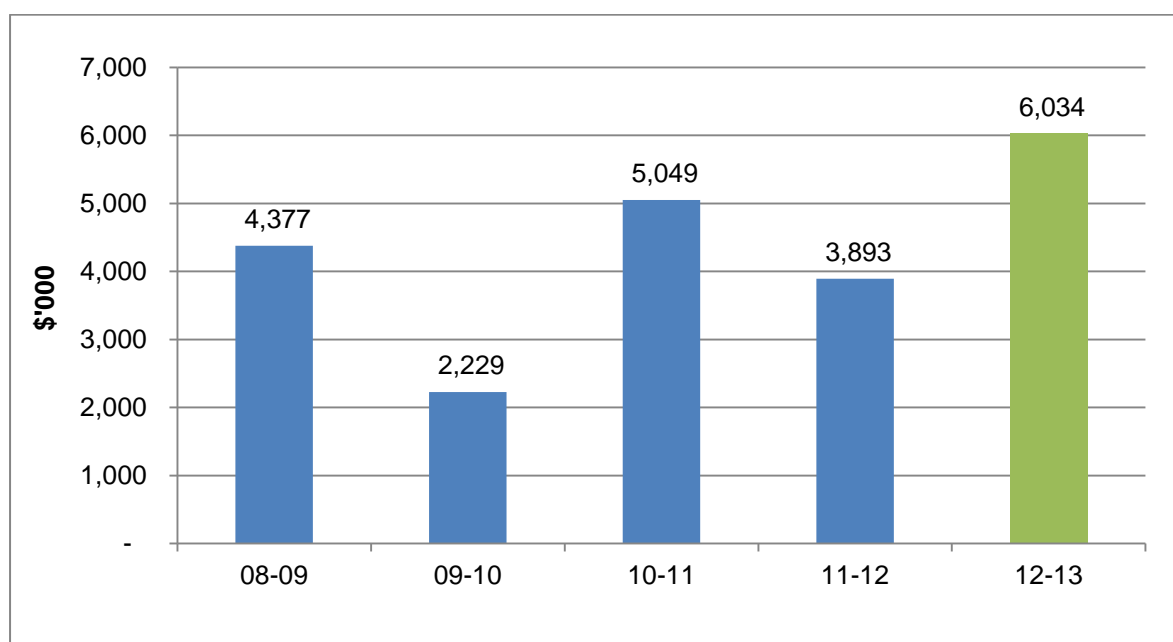
While this report focuses on the 2012/13 result, it is important to see this result in the context of the long term financial strategic objectives of the council, which are:

- Maintain the existing range and level of service provision and develop the capacity to respond to community service needs
- Services provided with an emphasis on continuous improvement, productivity, innovation, and efficiency
- Maintain a strong cash position
- Achieve operating statement surpluses with the exclusion of all non-operational items such as granted assets and capital income
- Maintain debt levels below prudential guidelines
- Continue to pursue recurrent grant funding and strategic capital funding aligned with council plan objectives
- Provide for rate increases that provides the level of funding;
  - For a sustainability index to exceed 95 per cent, that is meeting the infrastructure renewal demand
  - Includes increasing funding for asset upgrade, expansion and new assets
- Provide user fees and charges based on Best Value Principles.

## Moyne Shire Council's 2012/13 Financial Results at a Glance

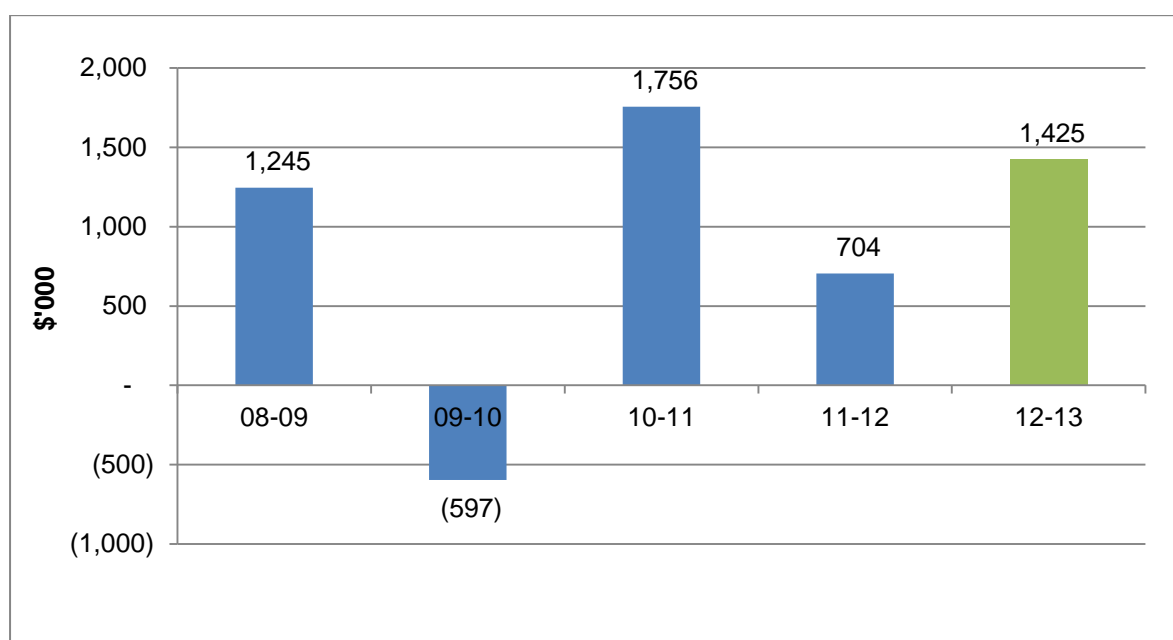
- Operating expenditure – \$39.8 million
- Rates and charges – \$16.7 million (36.5% of total income)
- Operating surplus – \$6.0 million
- Cash and investments of \$15.8 million
- Working capital – 1.47 current assets to 1.0 current liability
- Capital works program delivered – \$15.4 million
- Debt levels - decreased from \$2.7 million in 2011/12 to \$2.3 million in 2012/13

## Net Operating Result



The operating surplus in 2012/13 was \$6 million compared to \$3.9 million in 2011/12. Highlights of the operating result include a surplus to the Mount Shadwell Quarry of \$0.85 million and external works surplus of \$1.17 million.

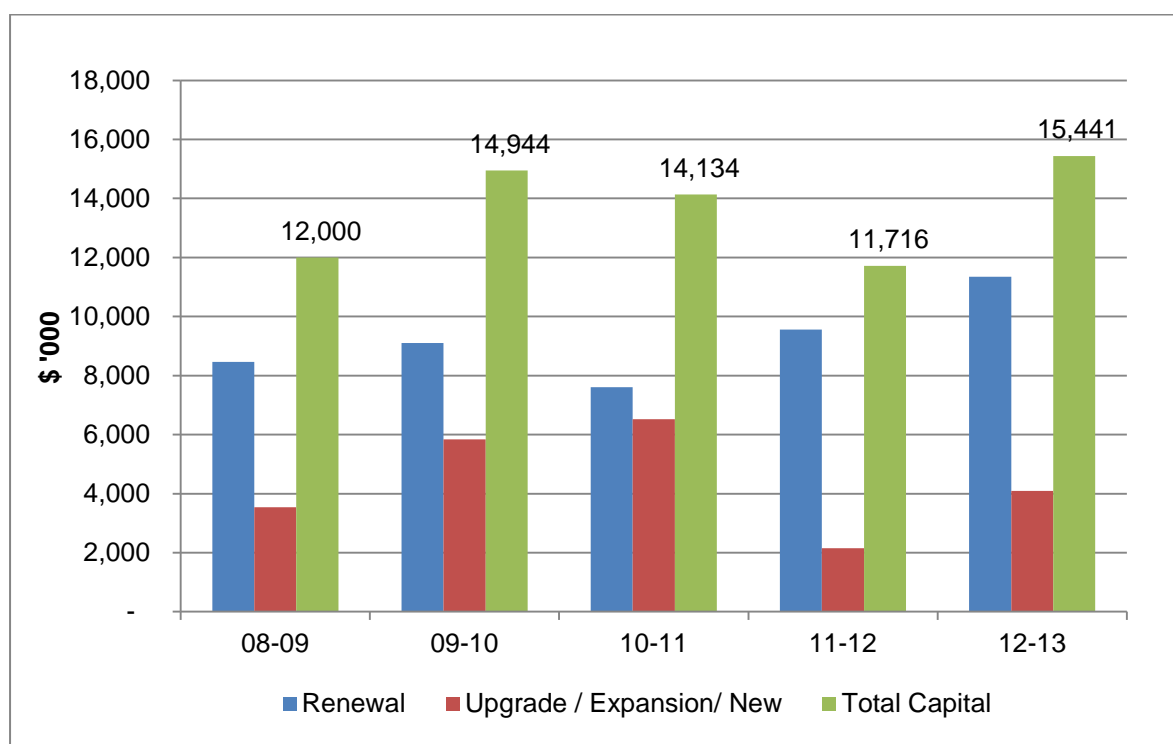
## Underlying Result



A key measure of financial sustainability is the underlying result. Sustaining a positive underlying result is a key indicator of financial sustainability. The underlying surplus for 2012/13 which excludes capital income and non-cash contributions was \$1.42 million compared to \$0.70 million in 2011/12.

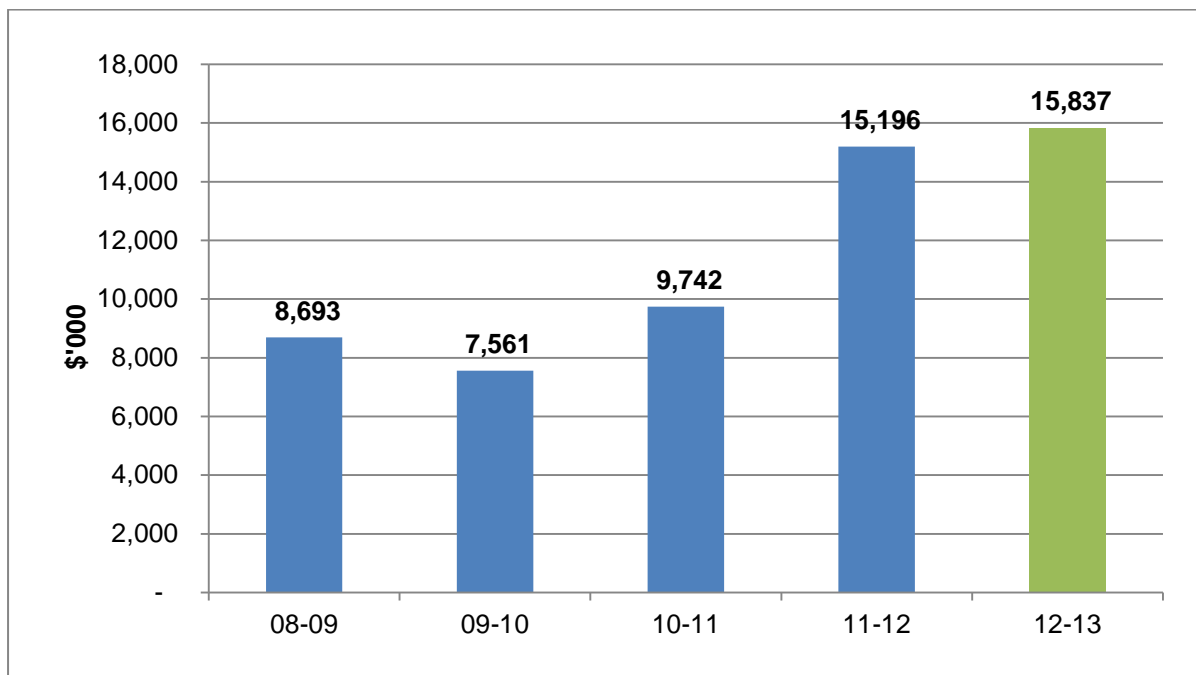


## Capital Expenditure



The level of capital expenditure in 2012/13 continued to deliver on the challenge of managing the council's extensive infrastructure network. Total expenditure on capital works expenditure increased from \$11.72 million in 2011/12 to \$15.44 million in 2012/13, of which \$11.56 million went towards renewing and upgrading road infrastructure. As a whole, capital works expenditure included \$11.35 million on renewal works, \$3.46 million on upgrade/expansion and \$0.63 million on new assets.

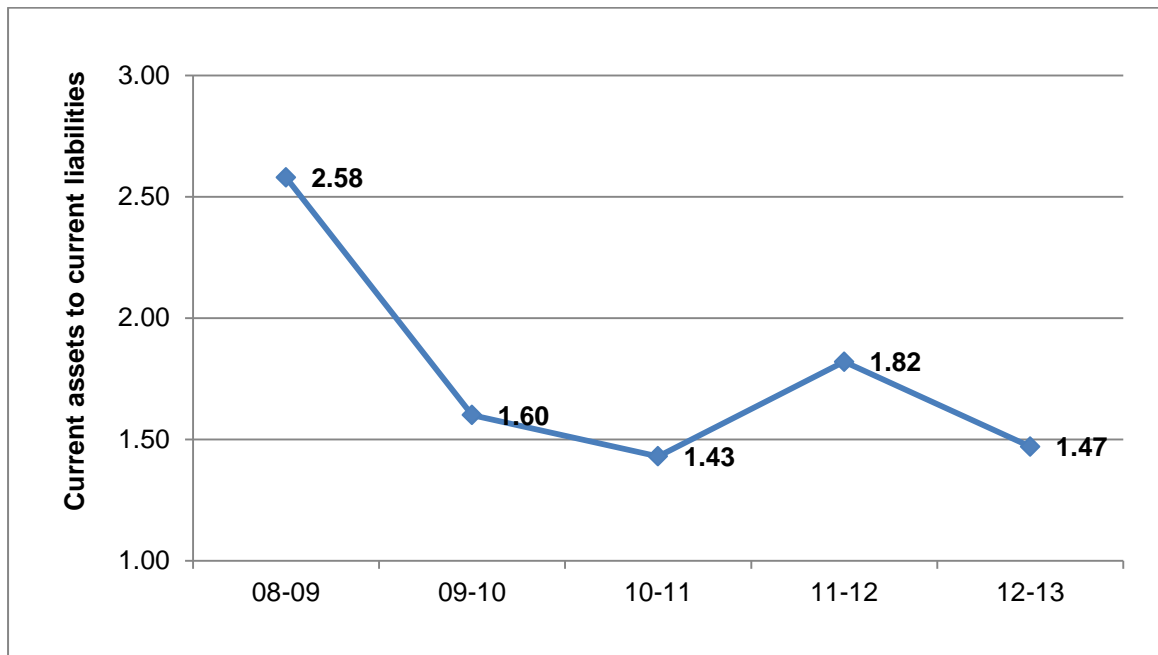
## Cash Holdings



In total, the council's cash holdings have increased during 2012/13 to \$15.84 million. However, included in this amount are funds required for works carried forward from 2012/13 to 2013/14 and also \$3.8 million of the Victoria Grants Commission 2013/14 allocation which was paid in advance.

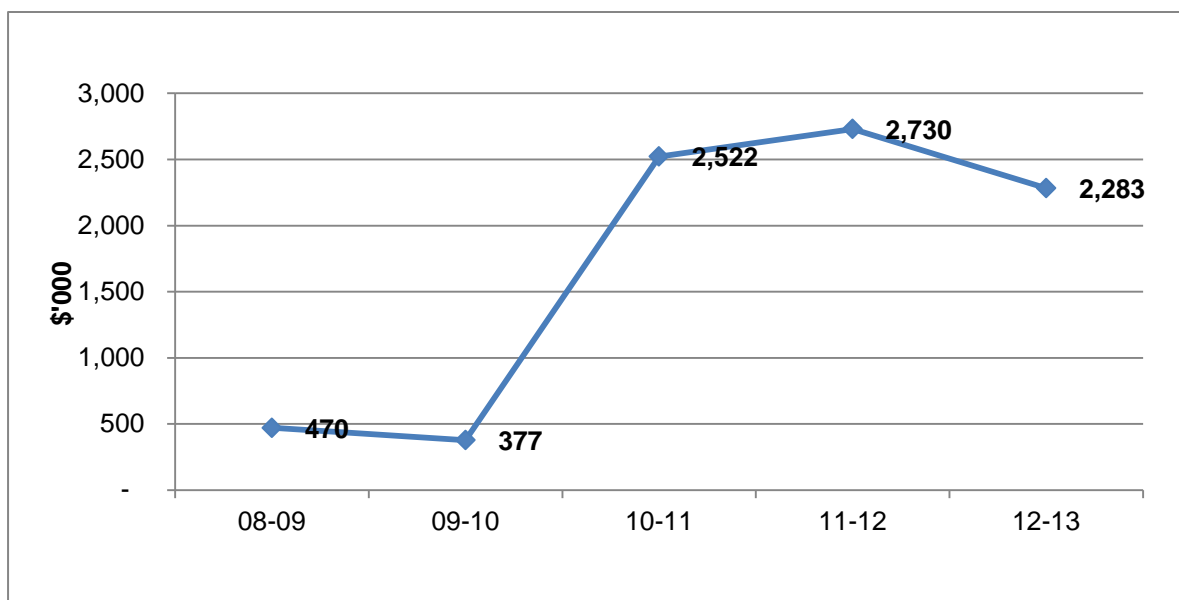


## Working Capital



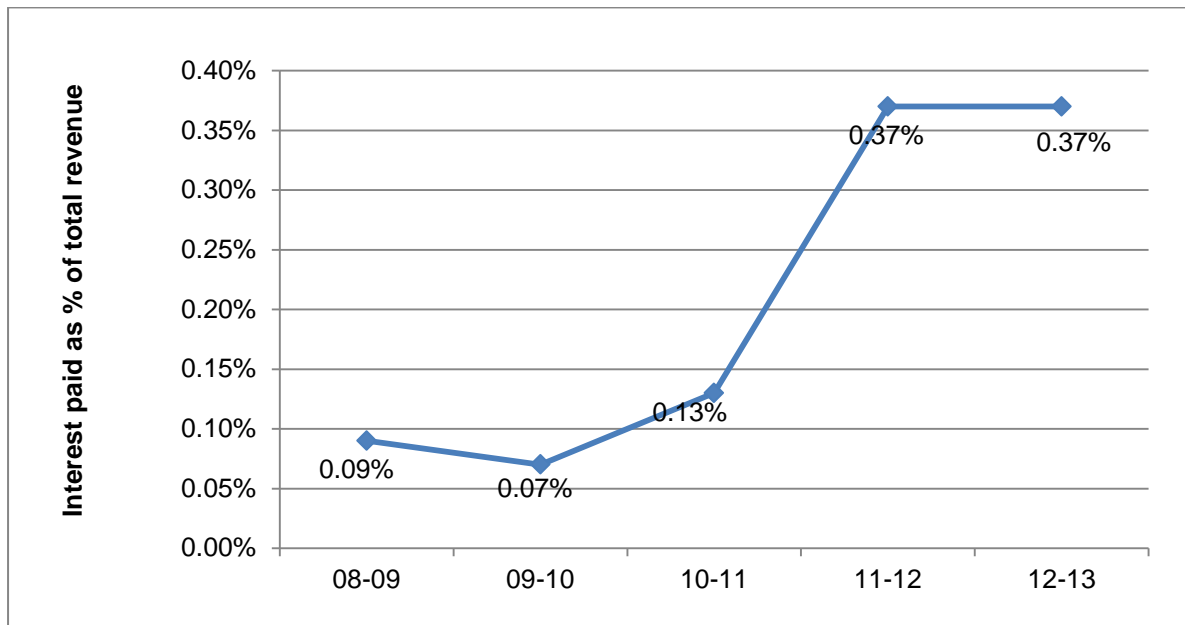
This graph demonstrates that the council has the ability to discharge its short-term obligations as the value of current assets is in excess of the value of current liabilities. This indicator is in excess of the council's minimum target of 1.2:1.0.

## Debt Levels



Council debt levels have decreased from \$2.73 million in 2011/12 to \$2.28 million in 2013/14. The council has maintained a low level of debt so as to retain financial flexibility in future years.

## Debt Servicing Ratio



The debt servicing ratio identifies the capacity of the council to service its outstanding debt. This ratio expresses the amount of interest paid as a percentage of the council's total revenue. Interest expense for 2012/13 was \$171,000 down from \$172,000 in 2011/12. The council's ratio is well below state government prudential guideline of 5%.

# Key Result Area One

## community and corporate support







**Moyne Shire provided over 28,000 hours of home care during 2012/13.**

**This is an increase of over 29 per cent since 2009/10.**

# Objectives

- To strengthen the health and social well-being of the residents of the shire.
- Plan lead and facilitate the provision of high-quality services that meet the needs of all sections of the community.

## Services provided under this key result area

- Home and Community Care (HACC) services
- Kindergartens
- Childcare
- Finance
- Customer service
- Information Technology (IT) services
- Maternal and Child Health services
- Human resources
- Payroll
- Organisational development
- Risk and OH&S management and support
- Communications and public relations
- Records management
- Corporate Business
- Caravan Parks
- Tourism
- Port of Port Fairy

## Highlights for the year

- Moyne Shire obtained the highest regional Liability Mutual Audit score in the state in the sections of Building Services and Town Planning.
- Port Fairy awarded the International LivCom Most Liveable Community (under 20,000 population) award.
- State Government funding secured for the Koroit Kindergarten project.
- 2 year old key age and stages maternal and child health visit participation rates improved from 52% to 63 % in 2012/13.
- Local Government elections and induction of new councillors
- Community Satisfaction Survey result improved results in overall performance, advocacy, customer service and overall council direction.
- Council Plan 2013-2017 adopted by council.

## Challenges for the year

- Attraction and retention of staff
- Facilitating various requirements placed on the organisation through Freedom of Information requests and Internal/External Audits

# Our Strategy Statements

**Key:** ✓ **Complete / implemented** ■ **Incomplete**  
 ► **Deferred to 2013/14** ◇ **Continuing / ongoing**

## Strengthen the delivery of health services in the shire

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Provide a range of quality early years services	◇	Provides essential early years services to meet the needs of local communities	<p>Construction has started on new kindergarten facility for Koroit and district. This facility will provide mandatory 15 hours kinder to all eligible 4 year olds, as well as 3 year old groups, playgroup and parenting support programs.</p> <p>The Hawkesdale &amp; District Family Services Centre has been granted “approved” status by the Federal Govt. Families now have access to Child Care Benefit and Child Care Rebate to assist with the cost of child care.</p>
Support preventative health activities for residents of Moyne Shire	◇	Achieves positive health outcomes	<p>Provided scheduled and opportunistic immunisations to children and families.</p> <p>Additional immunisation clinics introduced to Mortlake, Koroit and Younger Ross MCH centres</p>
Continue the implementation of the revised Key Ages and Stages Framework for Maternal and Child Health Services	◇	Achieves positive health outcomes	<p>Maternal and child health continue to provide a service that reflects the revised framework, which has a stronger health-promotion focus and is based on evidence based research and practice e.g. Sudden Unexpected Death in Infants.</p>



## Maintain strong leadership and collaborative efforts in health programs across the region

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Support young children and their families to achieve positive health outcomes	◊	Achieves positive health outcomes	Increased the participation rates for the Maternal and Child Health Service
Maximise the opportunities for elderly people to stay at home	◊	Reduces burden on the aged care system	Increased the number of hours of home and community care services to support senior citizens
In partnership with neighbouring municipalities provide local professional development opportunities for early years staff	◊	Maximises return on employee investment	Participating in regional early years network, to develop professional training and networking across the region

## Strengthen the council's communication and consultation processes

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Establish Community Council meetings	◊	Community consultation aids with strategic long-term planning.	Provides opportunities for greater communication and consultation across the shire
Continue the community planning process across the shire	◊	Community consultation aids with strategic long-term planning.	Community members contributing to the planning and prioritisation of works to be done in their area.
Develop our potential managers	◊	Supporting staff retention and engagement in the organisation by providing skills development for existing workers. Maximising return on employee investment.	Three employees are undertaking the Great South Coast Executive Leadership program.
Maintain commitment to continuous improvement of the OH&S management system together with maintaining currency with all relevant legislation.	√	<ul style="list-style-type: none"> <li>• Reduce workplace injuries/incidents</li> <li>• Promote and ensure organisational wide learning from Incident Investigations</li> <li>• Provide OH&amp;S training for employees of Moyne Shire on an as needs basis</li> <li>• Maintain Moyne Shire's WorkSafe Premium Rate under Industry Rate</li> </ul>	Robust OH&S system that reports OH&S issues and allows for organisational learning, increased knowledge through training and promote a safer healthier workforce and work environments

## Enhance the skills and well-being of employees

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Provide well-being opportunities for employees	◊	Build resilience and teams, mitigate risk and support employees well-being in the workplace	The council has co-ordinated a number of well-being initiatives including gym classes, independent health checks, meditation, mental health first aid and suicide assist training
Encourage senior management to participate in professional development training	◊	<ul style="list-style-type: none"> <li>• Develop skills and competency</li> <li>• Focus on assessment strategies and proactive initiatives to build capacity and strength of the leadership team</li> <li>• Skilled managers are essential to underpinning the council's economic growth and human capital</li> </ul>	Senior managers have completed coaching and mentorship programs



## Improve our processes and operating systems

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Revise budgetary process	◊	Budgetary process is planned and considered	A balanced draft budget is provided to the council to ensure that all decisions are financially sustainable.
Upgrade the electronic records management system.	√	Upgrades implemented regularly ensure we do not have software upgrades that require massive change.	Allows for more automation in the collection of data.

## Promote the shire's tourism opportunities and advantages

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Utilisation of the Port Fairy and Region Visitor Information Centre as a vehicle to promote tourism throughout the Moyne Shire	100%◊	No impact on Strategic Long Term Plan	VIC staff encourage visitors to venture further afield from Port Fairy to discover Moyne Shire's inland towns and attractions including Mt. Eccles, Peterborough, Koroit and Tower Hill.
Identify opportunities to help develop tourism marketing initiatives	70%◊	No impact on Strategic Long Term Plan	The council is actively working with local tourism bodies to promote more visitors and yield in the region. Visitor numbers up 5% on 2011/2012
Conduct familiarisation tours for the Port Fairy and Region Visitor Information Centre volunteers	100%	No impact on Strategic Long Term Plan	Our volunteers have a good understanding of the region's tourism product, allowing them to better inform visitors about accommodation, food and attraction options.

## Support community events and festivals throughout the shire

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Continue to financially support festivals and events across Moyne Shire	100%	Promotes self-sustaining events	In 2012/2013 Moyne Shire financially supported 22 festivals and events across the shire totalling \$90,000. Events supported included Koroit Irish Festival, Lake School, Moyneyana Festival Caramut Street Party and the Peterborough Summer Festival.
Provide local committees with advice and in-kind support and encourage meetings with other festivals to share ideas, resources and equipment	100%	No impact on Strategic Long Term Plan	Moyne Shire encourages festivals and events to grow by providing advice and equipment, thereby encouraging new and vibrant arts and cultural activities.

## Maintain and strengthen enterprises owned by the council

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Increase the length of stay and frequency of visitations at council-operated caravan parks by 10% by improving the customer loyalty program (discounts for longer stays and return visitations), holding annual campers meetings and improving park facilities	70%	Improves the council's income-generating capacity	Campers will stay longer and come more frequently, helping to boost the parks reputation and income generated.
Encourage and maintain a vibrant working Port of Port Fairy by ensuring facilities are well maintained	100%	Maintains the shire's leading tourist attraction	The port's popularity ensures that all permanent berths remain fully utilised and there is a waiting list for itinerant berths. It also serves as a local recreation and tourism resource.

## Support businesses and industries to increase employment opportunities in the shire

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Support the implementation of the Westvic Dairy Down The Track Dairy 2020 strategy.	♦	Growth of the dairy industry will require strategic investment in council infrastructure such as roads.	The council contributed \$5,000 towards the implementation of priority actions from the Down The Track Dairy 2020 strategy. Through these sponsorships, the council continued to demonstrate its support for one of our key industries.



## Increase opportunities for local business engagement and local employment in emerging major industries

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Communicate with businesses about the status of energy projects in Moyne	◊	No impact	Regular updates about the status of projects were provided to businesses.
Organise a major projects forum outlining the upcoming major energy projects in the region	■	Local business growth may have an impact on council infrastructure in the future.	Give local businesses up to date information about the definite and expected energy projects that will be constructed in Moyne, in order for our businesses and our workforce to make the most of the engagement and employment opportunities they may present

## Encourage additional uses of the rich agricultural assets of the shire

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Support the West Vic Dairy Regional Dairy Awards	◊	No impact	The council sponsors the Young Farm Leader Award category in the prestigious Westvic Dairy Regional Dairy Awards.

## Support businesses opportunities and advantages

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Implement priority actions from the Warrnambool Moyne Economic Development and Investment Strategy	◊	Local business growth may impact on council infrastructure	Moyne assisted with the Warrnambool Moyne Region Business Festival 2012.

# Performance Indicators

Indicator	2012/13	2011/12	2010/11	2009/10	2008/09
Number of Meals on Wheels meals delivered	15,580	13,214	11,670	9,610	12,010
Number of home care hours provided	28,293	25,215	22,913	21,800	17,134
Number of residents naturalised	12	11	8	6	16
Grant monies obtained	\$3.1m	\$4.2m	\$1.45m	\$1.47m	\$3.1m
Number of children enrolled in Moyne Shire council-run kindergartens	170	176	173	183	150
Community Satisfaction Survey results for overall performance (score out of 100) <sup>1</sup>	59	57	Not recorded	Not recorded	Not recorded
Number of press releases issued	72	75	97	147	139
Community Satisfaction Survey results for community consultation (score out of 100) <sup>1</sup>	59	61	Not recorded	Not recorded	Not recorded
JMapp building audit results (score out of 100)	83	91.33	91.33	98.7	98.7
WorkCover premium as a percentage of total wages.	1.89%	2.04%	1.86%	1.67%	1.77%
CMP public liability audit (score out of 100).	81	78	72	67	N/A
Total number of staff.	322	326	329	316	305
Rate rise for the year.	5.0%	5.0%	5.0%	4.8%	5.0%
Community Satisfaction Survey results for Elderly Support Services (score out of 100) <sup>1</sup>	71	Not recorded	Not recorded	Not recorded	Not recorded
Community Satisfaction Survey for Business and community development and tourism (score out of 100) <sup>1</sup>	65	Not recorded	Not recorded	Not recorded	Not recorded
Amount of financial support provided to local festivals	\$84,500	\$90,000	\$90,000	\$96,400	\$86,400

Indicator	2012/13	2011/12	2010/11	2009/10	2008/09
Income generated from council-owned caravan parks	\$2.8m	\$2.7m	\$2.5m	\$2.5m	\$2.3m
Percentage of the 66 permanent berths rented at the Port of Port Fairy	100%	100%	100%	100%	100%
Number of visitors through the Port Fairy Visitor Information Centre	74,451	70,791	72,288	71,696	72,167
Community Satisfaction Survey for Customer Service (score out of 100) <sup>1</sup>	68	67	Not recorded	Not recorded	Not recorded
Community Satisfaction Survey for Overall council direction (score out of 100) <sup>1</sup>	54	51	Not recorded	Not recorded	Not recorded

<sup>1</sup> Comparisons cannot be made with Community Satisfaction Survey results from 2011 and prior due to methodological and sampling changes. The results of the 2012 Community Satisfaction Survey should be considered as a benchmark.



## National asset management assessment framework reporting

Major changes in functions of the council, organisation structure and/or policy initiatives and how these changes might impact on council's Strategic Long-Term Plan

Major service changes	Impact
Funding received under through the Local Government Infrastructure Fund totalling \$2.1 m over 3 years	Provided additional resources to undertake required renewal and upgrade works

## Carers Recognition Act 2012

Council has taken all practicable measures to comply with its responsibilities outlined in the *Carers Recognition Act 2012*. Council has promoted the principles of the Act to people in care relationships who receive council services; to people in care relationships, and to the wider community by:

- Distributing printed material through relevant council services;
- Providing links to state government resource materials on council's website;
- Providing information to organisations represented in council/community networks.

Council has taken all practicable measures to ensure staff, council agents and volunteers working for council are informed about the principles and obligations of the Act by including information on the care relationship in:

- Council induction and training programs for staff working in Home and Community Care and disability services;
- Council induction and training programs for staff working in front-line positions with the general community; and
- Induction and training programs for volunteers working directly with the community.

Council has taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer.

# The Future

## Major initiatives for the coming year

- Review Staff Code of Conduct.
- Review Performance Appraisal process.
- Review and upgrade of the Moyne Shire Council website.
- Develop new Municipal Early Years Plan.
- Ongoing assessment and rating of early childhood services in relation to National Quality Framework and implementation of identified improvements.
- Continuing implementation of Universal Access (15 hours) kindergarten.
- Relocation of Koroit Kindergarten to Jacaranda House site in 2014.
- Kindergarten Cluster Management Plan.
- Attend Regional Victoria Living Expo 2014.
- Review Caravan Park Marketing Plan
- Disaster Recovery Plan upgrade.
- General Revaluation completion.
- Phone system upgrade.
- Social Media policy development.



# Key Result Area Two sustainable development



**Moyne Shire has led the state to release the first coastal hazard assesment report designed to build a detailed picture of Port Fairy's existing and future coastal hazards. Moyne Shire is committed to maintaining Port Fairy as the world's most liveable small town.**



# Objectives

To preserve and enhance our natural and built environment.

- To encourage and promote development which is sensitive to its location and environment and which protects our cultural, heritage and indigenous assets.
- To facilitate sustainable economic growth.

## Services provided under this key result area

- Strategic land use planning
- Statutory land use planning
- Local law enforcement
- Waste management
- Environment and sustainability initiatives
- Coastal hazards and impacts planning
- Environmental health
- Building
- Fire and emergency management
- Major projects and economic development
- Animal control
- School crossings

## Highlights for the year

- Completion of Port Fairy Local Coastal Hazard Assessment report and conducted an 'Open House' Forum to enable the community to continue their involvement in this project.
- Further expansion of the kerbside waste collection which now services more than 5000 properties including the Framlingham community.
- Successfully rebuilding the first section of the East Beach seawall as well as other coastal works and investigations.
- Approval of a major commercial development in Port Fairy including offices, bank and retail premises.
- Provision of free heritage advice to 83 property owners.
- Staff successfully completed Great South Coast Leadership programme.
- Local laws reviewed to ensure they are meeting today's requirements.
- Installed emergency information / community shelter at Peterborough.
- Two emergency management training exercises conducted involving shire and other agencies.

## Challenges for the year

- Successfully sourcing external funding to implement actions in response to issues identified in the Port Fairy Local Coastal Hazard Assessment report.
- Resource allocation to complete a growing list of strategic planning projects.
- Keeping up to date and responding to State initiated changes, such as review of Planning and Environment Act and local government initiatives, emergency management, building control etc.
- Balancing the benefits of major energy projects with localised infrastructure and amenity impacts.

# Our Strategy Statements

**Key:** ✓ **Complete / implemented** ■ **Incomplete**  
 ► **Deferred to 2013/14** ◇ **Continuing / ongoing**

## Provide a sound framework for orderly and strategic planning

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Completion of the Port Fairy Floodplain Management Plan to address flooding issues in Port Fairy and surrounding catchment areas.	◇	Completion of this project will assist effective land use planning minimising risk due to flood hazard.	<p>On 19 July 2012, the Minister for Planning authorised council to prepare Amendment C54 on the condition that 'the sea level rise component of the flood mapping proposed should reflect the intent and levels' given in Clause 13 of the State Planning Policy Framework.</p> <p>Council has been working in conjunction with the Glenelg Hopkins Catchment Management Authority to develop mapping and the associated amendment documents to accurately reflect the changes to state policy.</p> <p>A planning scheme amendment will go on exhibition in September, 2013.</p>
Commence the Koroit Strategic Plan including community engagement. The Plan will provide a strategic framework for the future development of Koroit.	◇	This will provide a framework for future growth of Koroit to meet current and forecasted demand.	<p>Little progress has been made on completion of this strategy in the past 12 months due to staff shortages and conflicting priorities. Anticipated completion date of the strategy is 31 December, 2013 and to implement planning scheme recommendations in, 2014/15.</p>
Amend the Moyne Planning Scheme to include the findings of the Rural Housing Strategy and Land Capability and Biodiversity Strategy	◇	Amendment documents still undergoing preparation	<p>Other immediate priorities have delayed this work. Council has recently resolved to keep it as a top priority for completion.</p>

## Encourage greater pride and care in the appearance of urban and rural areas

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Trial a solar-powered compaction waste bin at a public place	✓	Provides detail to inform future provision of public place bin services	Public places should require fewer bins; bins should require less emptying
Address the environmental impacts of the former landfill site in the sand dunes along East Beach, Port Fairy	◊	Potentially a significant impact should ongoing monitoring uncover anything serious	Improved environmental management including clean-up of site, monitoring of ground water and fencing of site.
Work with the local landcare group to establish a trial native grassland restoration site along a highly degraded rural roadside at Woorndoo	◊	No Impact	Reduced negative impacts on adjacent high environmental value roadside vegetation; reduced ongoing maintenance; increased community involvement .
Install and monitor the use of Seal the Loop fishing tackle bins at seven key locations across the shire	✓	Council may wish to expand the number of locations should demand and usage be high.	Increased awareness of the negative impacts of fishing tackle waste on the environment; reduced litter.
Actively control fox numbers on Griffiths Island, Port Fairy	◊	No Impact	Removal of known fox habitat, den identification and fumigation, increased number of fox shoots, design and implementation of baiting program, overall reduction in reports of dead Shearwaters.



## Improve waste management practices

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Extended kerbside service to Panmure, Garvoc and Wangoom and additional properties along existing rural kerbside routes	✓	Minimal impact due to cost recovery of the kerbside service	Now over 5000 kerbside services in place, further reducing impact on environment by recovering and recycling more and reducing landfill; financially more sustainable to operate for the council, convenient services for all sections of the community.
Improved resource recovery and recycling available at transfer stations	◊	Increases cost recovery to 20% from 0% with no impact on operating hours of waste facility.	Over 400 tonnes of green waste diverted from landfill and used as an organic fertiliser on local dairy farms.
Upgrading Killarney Waste Facility	◊	Plans currently being completed for the new layout of the facility.  Funded from Waste Reserve	Improved convenience and range of service for users of this facility.

## Support and implement improvements to the environment and natural attractions

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Replaced perimeter fencing at Russell Clark Reserve, Port Fairy	✓	One off cost to council with minimal on-going costs	Improved aesthetics and provided protection to users and the reserve from unauthorised vehicle use.
Treatment of 150.5km of priority roadsides for priority weeds such as gorse, boxthorn and blackberry and creation of a Weed Management Plan	✓	Minimal impact due to recent State Government funding.	Reduced incidence of regionally controlled weeds on roadsides; increased amenity. Weed Plan developed and submitted to State Government.

## Encourage and assist communities to adopt a self-help approach to local advancement

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Work with major industry and energy project proponents to facilitate private-sector funding for community-based projects.	◊	Private sector funding towards locally based infrastructure projects may enable increased council investment in other community assets.	Moyne continued to facilitate and encourage the creation of community investment programs by energy project proponents, including Origin, AGL, Union Fenosa and Acciona.

## Develop policies and controls for the protection of places of cultural, heritage and indigenous value

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
To prepare exhibit amendments to incorporate the Moyne Shire Heritage Study Stage 2 and the Port Fairy Heritage Review into the Moyne Planning Scheme (\$60,000)	◊	No Impact	Completion of this study will assist in conserving the built environment, assist in day to day decision making on statutory planning applications and allow greater recognition of heritage across the Moyne Shire.

## Educate key stakeholders and the community about planning, environmental and waste management and regulatory matters and processes

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Have the Waste Reduction Group's waste education trailer taken to local schools	◊	Minimal on-going impact	Children can educate their parents.
Conduct an Open House Forum to engage community on Local Coastal Hazard Assessment project	✓	Externally funded; no impact	Community engaged and understanding the Coastal Hazard Assessment for Port Fairy.
Continue to engage the community in tree-planting through the council – Community Carbon Offset Program	◊	Minimal ongoing impact	Increased awareness around carbon emissions and offsetting involvement in grant application process.
Conduct a review of council's Local laws	✓	Minimal on-going impact.	Council's Local laws will be progressive, modern and up to date.
Prepare and distribute a quarterly newsletter for food premises.	◊	Minimal on-going impact	Council is proactive in providing food premises with contemporary information relevant to the safe operation of food premises.

## Performance Indicators

Indicator	2012/13	2011/12	2010/11	2009/10	2008/09
Community satisfaction score for council's general town planning policy (score out of 100).	54	Not recorded	Not recorded	Not recorded	Not recorded
Number of building permits issued.	103 issued by council 280 issued by private building surveyors	96 issued by council 265 by private building surveyors	95 issued by council 283 by private building surveyors	115 issued by council 280 by private building surveyors	Not recorded
Number of planning permits issued compared to those received.	Issued – 280 Received - 305	303 - 355	326 - 343	384-327	319 – 293
Number of fire prevention notices issued.	495	260	335	538	232
Amount of ECO-Buy recycled products purchased	\$83,971	\$191,396	\$737,719	\$281,018	\$244,498
Number of septic permits issued	100	92	109	113	101
Community Satisfaction score for Environmental Sustainability	60	Not recorded	Not recorded	Not recorded	Not recorded
Community Satisfaction score for Enforcement of Local Laws	65	Not recorded	Not recorded	Not recorded	Not recorded



## National asset management assessment framework reporting

Major changes in functions of the council, organisation structure and/or policy initiatives and how these changes might impact on the council's Strategic Longer Term Plan

Major service changes	Impact
Beach renourishment and other coastal hazard works at Port Fairy	As a result of findings from the Coastal Hazard Research completed in 2013, there will be a need for ongoing annual sand renourishment and seawall repair works at East Beach and other mitigation at South Beach.
Weed Control on Roadsides	Recent changes to legislation passes full responsibility to Local Government. If the State Government does not maintain the funding implemented with the changes, the cost will transfer to council's budget and ratepayers.

# The Future

## Major initiatives for the coming year

- Continue to plan and implement an upgrade of Killarney waste facility.
- Rehabilitation of Wangoom waste facility.
- Implement through an amendment to the Moyne Planning Scheme the adopted Rural Housing and Settlement Strategy and Land Capability and Biodiversity Strategy.
- Complete implementation of the Port Fairy Floodplain Management Plan by amending the Moyne Planning Scheme to reflect the recommendations of the Study.
- Implement the recommendations of the Moyne Heritage Study and the Port Fairy Heritage Precinct Review by amending the Planning Scheme.
- Establish protocols based on a risk matrix for compliance and enforcement of the provisions of the Moyne Planning Scheme having particular regard to the recent handover of compliance for Ministerial permits for major energy projects.
- Roadside weed control –Legislative change has resulted in council being accountable for controlling regionally controlled and regionally prohibited weeds on municipal roads subject to a roadside weed management plan.
- Respond to issues identified in the Port Fairy Local Coastal Hazard Assessment Report.

# Key Result Area Three physical services







**Moyne Shire is responsible for over 200 bridges and large culverts.  
During 2012/13 bridges across the shire have been constructed, upgraded and replaced.**

# Objectives

- To ensure that the shire is an attractive and desirable place in which to live, work and visit.
- To continuously improve our roads to ensure they are safe and trafficable.
- To protect, preserve and improve required assets.

## Services provided under this key result area

- Roads, buildings, bridges, footpaths, playgrounds and drainage maintenance, renewal and new construction
- Township street facilities, parks and toilets maintenance
- Asset management
- Mount Shadwell Quarry management
- Design, contract management and project management
- Rural Access
- Recreation
- Arts and Culture
- Libraries
- Community engagement and support
- Youth services

## Highlights for the Year

- Secured grant funding for Nullawarre Community Facility project (\$600,000), Port Fairy Streetscape (\$500,000) and Gardens Oval Netball Court (\$80,000).
- Completed \$500,000 road widening project on Wangoom Road to enhance safety for cyclists.
- Finalised upgrade of 170 kilometres of gravel roads across the Shire using State Government Country Roads and Bridges Program.
- The administration, design and reconstruction of 32km of local roads and intersection projects.
- Re-rating the condition of all of the sealed road network at a cost of \$90,000.
- Completion of the streetscape project in Officer St Mortlake at a cost of \$180,000.
- Design and continued implementation of the Buildings Renewal Program.
- Completed halls cluster projects at Koroit Theatre, Willatook Hall and Purnim Hall.
- Construction of the Reedy Creek Pedestrian Bridge and associated footpath works at a cost of \$180,000.
- Pedestrian Safety Improvements on the Panmure Bridge at a cost of \$110,000.
- Constructed an additional 1.1 kilometres of footpath across different locations in Mortlake , Koroit and Port Fairy.
- Reconstruction of Kents Ford Road and Bromfields Road bridge at a cost of almost \$1.7 million.
- Commenced a street furniture replacement program at various locations across the Shire at a cost of \$160,000.
- Commenced intersection improvements at Dwarroon Road Cudjee with a total cost of \$180,000.
- Constructed public toilets at Panmure at a cost of \$100,000.
- Completed an upgrade of the Sackville St toilets in Port Fairy at a cost of \$90,000.
- Completed an upgrade of the Irvine St toilets in Peterborough at a cost of \$50,000.
- Refurbished tennis/netball courts at DC Farran Oval in Mortlake at a cost of \$70,000.



- Renewed approximately 130 metres of sea wall on East Beach Port Fairy at a cost of \$130,000.
- Purchased a new mobile screening unit for Mt Shadwell Quarry at a cost of \$900,000.

Activity	2012/13	2011/12
Local Roads Reconstructed	134,577 sq m	32km (note change in measure)
Area resealed and final seal	451,400 sq m	581,120 sq m
Income from external works	\$3.64 m	\$4.62m
Length of gravel roads graded	1,730 km	2,066 km
Unsealed roads re-sheeted	141 km	163 km
Sealed road verge slashing	3,739 km	4,772 km
Unsealed road verge slashing	910 km	1,006 km
Sealed road drain cleaning	24 km	35 km
Unsealed road drain cleaning	31 km	32 km
Unsealed road upgrading-including drains, shaping and re-sheeting	149 km	23 km

## Challenges for the year

- Completion of all gravel road upgrades, rehabilitation of our road network and additional Vicroads road projects.
- The administration, design and construction of local roads, two bridges and over 2000m<sup>2</sup> of footpath projects
- Completion of Halls Cluster projects at Koroit Theatre, Willatook Hall and Purnim Hall while planning for further works at Port Fairy Lecture Hall and Grasmere Hall.
- Completing works on East Beach in a timely fashion to avoid issues with tides.
- Ensuring the community continues to be engaged in our project implementation and planning.

# Our Strategy Statements

Key: ✓ Complete / implemented

■ Incomplete

► Deferred to 2013/14

◊ Continuing / ongoing

## Set and monitor service levels for the council's assets

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Review the estimated asset renewal gap for key asset categories: sealed roads, unsealed roads, footpaths, bridges, drainage, buildings and playgrounds	✓	Knowing the gap will not impact on the plan other than to provide greater confidence in future renewal forecasts.	New data collected that will inform the council of predicted funding requirements to ensure the renewal of required assets when it is required.
Review and adopt the council's Asset Management Policy and Asset Strategy	✓	No impact on Strategic Long Term Plan.	Adopted by and gives council and the community a clear understanding of direction regarding asset management.
Documented Service Plans for services that rely on assets as major part of service delivery	✓	Crucial to the inception and regular review of the council's Strategic Long Term Plan	Most completed that will provide information that enables the formulation of the council's long term Financial Plan
Undertake data and condition collection for sealed road network throughout the shire	✓	No impact other than greater confidence.	New data collected that enables monitoring of assets, understanding of useful lives of assets, and basis for program of renewal works

## Develop and implement townscape improvements

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Complete planning of Port Fairy CBD streetscape improvements	√	Planning only. Will have no impact	Plans completed and funding has been awarded
Complete implementation of Mortlake Streetscape improvements	√	The renewal part of the works will improve the condition, thus reducing future renewal requirements. Upgrade works will add to renewal demand long term.	Streetscape has been improved for all users including pedestrians and cyclists

## Develop and implement improvements to town entrances, recreation facilities and open space amenities

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Complete construction of the Garvoc tennis courts	√	Will add to future required maintenance and renewal demand	Improved sporting facilities
Construct Nirranda Recreation Reserve playground	√	Will add to future required maintenance and renewal demand	Improved play facilities
Construct new playground at Caramut Recreation Reserve	■	Should have no impact on future renewal as it is not a council asset	Works are ordered and almost complete
Construct town entrance signs to Peterborough	√	Will add to future required maintenance and renewal demand	Town entrances at similar level to other shire centres

## Improve the condition of the road network – roads, bridges, streets and footpaths

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Reconstruct at least 30km of sealed municipal roads	✓	Meets the required renewal for the sealed road network	Moyne crews rehabilitated 134,577 square metres of road this financial year.
Provide reseals and/or final seals to 7.6% of the sealed municipal road network	✓	Meets the required renewal for the sealed road network	The wearing surface provides improved waterproofing of roads, improving the life and safety for all motorists. 451,400 square metres resealed this financial year.
Rehabilitate three municipal road bridges	✓	Meets the required renewal for these bridges	Three bridges had load limits removed so large transport vehicles can better access properties in rural areas
Resheet 150km of unsealed resheeting	✓	Will reduce the renewal gap for unsealed road network	Re-sheeting of 290km of unsealed road re-sheeting was carried out, providing safer access roads funded under the Country Roads and Bridges program.
Carry out 60km of drain restoration works	✓	Will improve the life of the road assets	Improved drainage of roads leading to longer life and lower maintenance costs for 180km of the gravel road network including the new upgrades funded under the Country Roads and Bridges program.
Complete 1000km of unsealed verge slashing and 4000km sealed road verge slashing	✓	Will improve the life of the assets and improve safety	Slashed verges of 910km of unsealed road and 3739km of sealed road, improving drainage and safety in a slow growing year.

Provide a strategic approach to the management of transport movement in the shire

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Monitor compliance of the Road Management Plan for Council-managed municipal roads	◊	No impact on Strategic Long Term Plan	The plan has been monitored for accountability of maintenance, ensuring a safer road network for users
Seek and receive additional funding for Country Roads and Bridges Program to enable drainage works and reshaping of unsealed roadsides	√	Will improve the life of the assets and improve safety, and reduce future demand for renewal	Sought and advised of success in receiving an additional \$1,000,000 to improve drainage on the sealed road network, improve line-marking and upgrade signs.
Liaise with major transport industries and operators	◊	May indirectly have a reduction in future demand	Increased awareness of issues regarding transport industries and operators allows the council to better address road maintenance and encourages reciprocal understanding of issues facing all parties



## Support the community to maintain and enhance community used facilities

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Complete concept and estimates and obtain funding for Public Local Halls Project	✓	No impact for the council because they are not council assets	Completed works at the Purnim Hall, Willatook Hall and Koroit Theatre with Port Fairy Lecture Hall works and Grasmere Hall works planned for the coming months.
Complete and facilitate occupation of the upgraded The Sisters Soldiers' Memorial Hall	✓	Reduce need for immediate renewal costs	Hall now better suits the needs of the community

Increase the diversity of, and satisfaction with, arts and cultural opportunities within the shire

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Implement arts and culture strategy	√	New focus for arts with regards to whole of council approach and more strategic and developmental initiatives	Commenced the Pitch project that will lead to more public arts projects across the Shire
Support artists and organisations in the shire	√	Create opportunities and skills development Generate new networks and communication	Continued to support new partnership with Regional Arts Victoria via the Regional Arts Development Officer (expanded to 5 local governments, increasing access to support and opportunities)  Provided a workshop on the use of social media for artists and other community members.
Support local art projects across the shire	◊	Connect communities to artists, arts initiatives and relevant information	RADO continued to assist with funding applications and worked in an advisory capacity

## Plan for and support the development of services for our young people

What we said we would do to meet this strategic statement	Status	Impact on Strategic Long Term Plan	What it means
Ensure that the views and needs of young people are taken into account in council activities and policies.	◊	The views and needs of the youth are considered in reviewing the Strategic Long Term Plan.	Youth council met with senior council on a regular basis to ensure that the views and needs of young people are taken into account in council activities and policies. Youth council represented in various council committees e.g. Port Fairy and Mortlake Streetscape Committee
In conjunction with young people, develop, implement and support a range of recreation, leisure, arts and cultural opportunities across the shire.	◊	No impact on the Strategic Long Term Plan	Better facilities and projects for young people living in all areas of the shire.
Explore and develop the Mobile Youth Centre concept – The Uber Bus Project.	◊	No impact on the Strategic Long Term Plan	Continued to engage various stakeholders to promote the project
Promote and improve community awareness and recognition of young people.	◊	No impact on the Strategic Long Term Plan	Media releases for all Youth council activities, projects and events.

## Performance Indicators

Indicator	2012/13	2011/12	2010/11	2009/10	2008/09
% of capital works completed in the financial year	96%	92%	92%	84%	82%
Square metres of municipal road reconstructed	119,073m <sup>2</sup>	141,452 m <sup>2</sup>	144,435 m <sup>2</sup>	160,730 m <sup>2</sup>	108,183 m <sup>2</sup>
Annual review of all asset management plans including service levels	Completed	N/A	N/A	N/A	N/A
Facilitation of at least one Public Art project in the Shire	Hawkesdale Hall mural	N/A	N/A	N/A	N/A
Fully expending the Community Assistance Fund budget	100%	100%	100%	100%	100%
Square metres of concrete footpath constructed	3696 m <sup>2</sup>	1,812m <sup>2</sup>	2,000m <sup>2</sup>	11,200 m <sup>2</sup>	2,500m <sup>2</sup>
Community Satisfaction score for the condition of local streets and footpaths (score out of 100)	43	Not recorded	Not recorded	Not recorded	Not recorded
Community Satisfaction score for the recreational facilities (score out of 100)	68	Not recorded	Not recorded	Not recorded	Not recorded
Community Satisfaction score for community and cultural activities (score out of 100)	68	Not recorded	Not recorded	Not recorded	Not recorded

## National Asset Management Assessment Framework Reporting

Major changes in functions of the Council, organisation structure and/or policy initiatives and how these changes might impact on council's Strategic Long-Term Plan

Major service changes	Impact
One-off VicRoads \$1.0m funding for roads and bridges – Road Drainage and Unsealed Road renewal.	Will improve sealed road drainage, linemarking and roadside signs.
Change to the council contribution structure for community meeting spaces	TBA



# The Future

## Major initiatives for 2013/2014

- Spend \$1 m of Country Roads and Bridges funding on sealed road drainage (\$800,000), line marking (\$100,000) and sign improvements (\$100,000).
- Complete the Port Fairy Streetscape Project at a cost of \$900,000.
- Undertake further sea wall renewal works at East Beach Port Fairy.
- Adopt an “Infrastructure Design Manual” for development, construction and gifted assets.
- Continue the implementation of the Halls Cluster Project by completing works at Port Fairy Lecture Hall and Grasmere Hall.
- Complete Community Hub works in Mailors Flat including new tennis courts, public toilets, playground, BBQ shelter and car parking.
- Construct the new community facility at Nullawarre.
- Construct the new Pre School at Koroit.
- Significant drainage and major culvert works to the value of \$430,000.
- Continue the Community Pathways Program which includes various footpath links in Port Fairy and Mortlake.
- Construct a new community playground at Panmure.
- Commission the new mobile screening plant for Mt Shadwell Quarry.
- Secure funding for a new meeting place at Peterborough and a skate park in Koroit.
- Construct new car parks at Port Fairy Railway Place and adjacent to the public hall at Woolsthorpe.
- Complete a new shire wide recreation strategy and youth strategy.

# corporate governance reporting







**Visitor numbers to the Port Fairy Visitor Information Centre rose to 74,451 during 2012/13. This is a 3.7 per cent increase in visitors compared to the average for the previous four years.**



## Our Governance Systems

Moyne Shire Council's corporate governance systems are in place to ensure that the organisation operates within the intent and spirit of legislation that outlines its authorities. The term "corporate governance" refers to the aim of instilling corporate fairness, transparency and accountability. It is the structure through which an organisation sets its goals and the strategies to reach those goals. It also determines performance monitoring guidelines and encourages the efficient use of resources.

Many of these corporate governance processes – whether internal or guided by Acts of Parliament – interrelate with one another with the requirements embedded in the organisational culture and overseen by the council.

This section of Moyne Shire Council's 2012/13 annual report outlines our corporate governance systems and performance for the year.

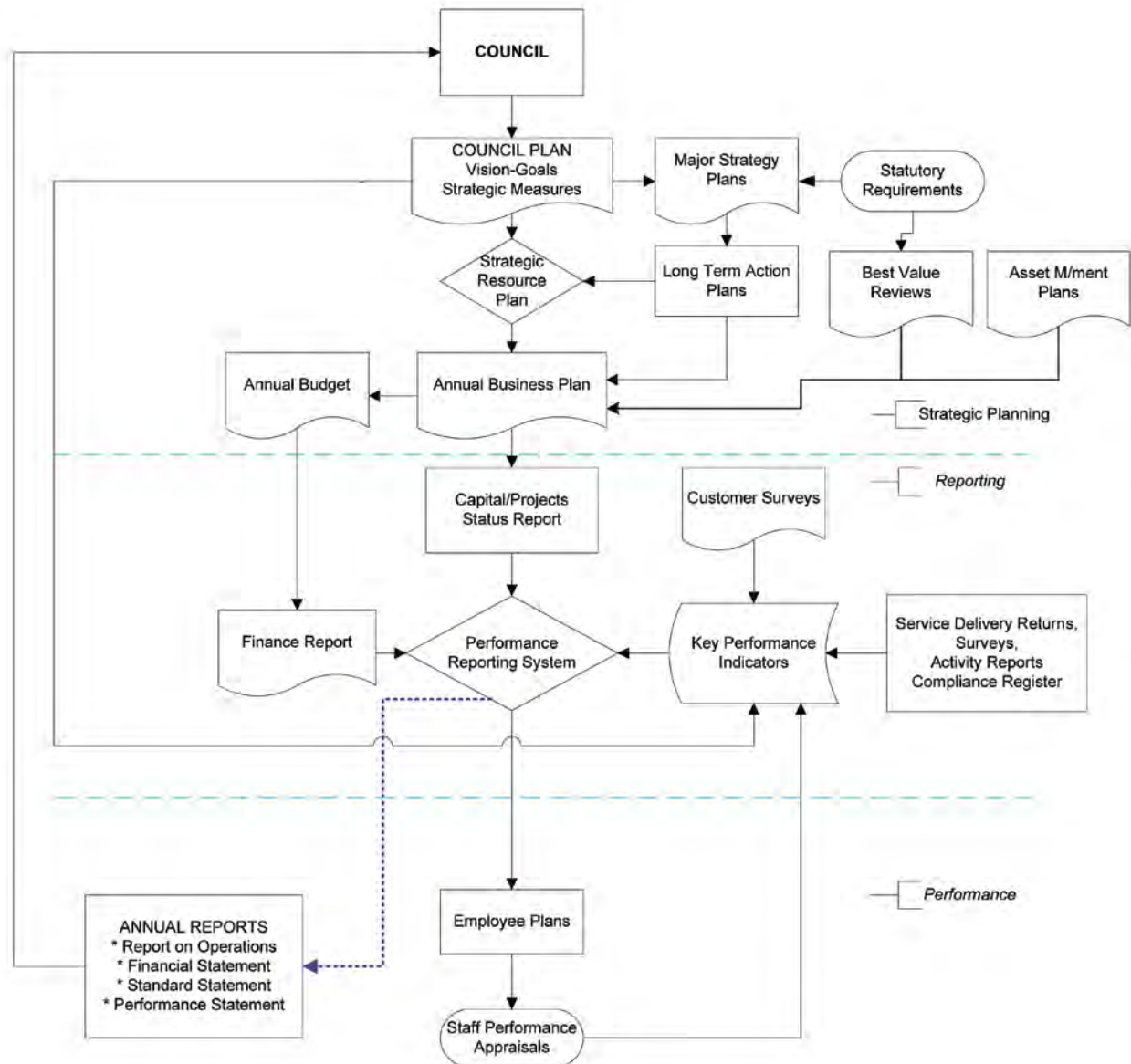
## Moyne's Strategic Planning Framework

The Moyne Shire Council Plan is the key document that drives the strategic direction of the council. It is on the council plan that this annual report is based to ensure we report on how council have performed against our core organisational goals.

The Strategic Resources Plan contained in the council plan identifies the financial and non-financial resources available for the next four years to achieve the strategic objectives. A copy of the council plan is available on council's website.

The framework for the council plan includes a series of strategic planning tools as outlined in the flowchart on the following page.

# Strategic Planning Framework





# Indicators

The Victorian Local Government Indicators are standard markers councils are required to measure and report on each year. The indicators aim to establish clearly defined benchmarks which enable comparisons of data between councils, and over time. Some of the indicators can be compared with other Victorian councils of a similar size. They comprise community satisfaction ratings and financial ratios, which are set to represent a council's overall health.

Category	Indicator	Moyne Shire 2013 Result	Large Rural Shires 2013	Moyne Shire 2012 Result
Overall Performance	Community satisfaction rating for overall performance	59	57	57
Advocacy	Community satisfaction rating for lobbying on behalf of the community	57	53	56
Community Consultation	Community satisfaction rating for community consultation and engagement	59	55	61
Overall council direction	Community satisfaction rating for overall direction	54	51	51

Category	Indicator	2013 Result	2012 Result
All rates	Average rates and charges per assessment	\$1,360	\$1,291
Residential rates	Average residential rates and charges per residential assessment	\$1,166	\$1,093
Operating costs	Average operating expenditure per assessment	\$3,448	\$3,704
Capital expenditure	Average capital expenditure per assessment	\$1,329	\$1,019
Infrastructure	Renewal – spending on capital renewal of infrastructure as a percentage of the depreciation value	104%	97%
	Renewal and maintenance – spending on capital renewal and maintenance of infrastructure as a percentage of the depreciation value plus maintenance	103%	98%
Debts	Average liabilities per assessment	\$1,250	\$1,192
Operating result	Operating result per assessment	\$520	\$343

# Organisational Processes

## Governance Manual

The council maintains a comprehensive and regularly updated Governance Manual that details how the council is governed. The manual can be obtained from council offices in Mortlake, Port Fairy and Macarthur. The manual defines the role and functioning of the council, accountability and reporting standards, decision-making processes and the support available to councillors.

## Policy Manual

Policy “A general guideline to regulate the organisation’s actions and conduct, and to provide the philosophical standard of criterion to help users exercise good judgement and discretion in the management of daily affairs.”

The council uses a Policy Manual to help encourage the most effective and efficient use and management of the council’s resources. The Policy Manual also helps staff and the council maintain a fair decision-making process.

Policy statements and delegation authorities allow for most of the council’s day-to-day business to be handled by the administration, freeing up the time of the elected members to determine major policy and resource allocation issues. Generally, policies evolve as issues come before the council and should continue to evolve through a process of review and refinement.

## Function Changes

The council is constantly reviewing the staff structure to ensure that we have our human resources maximised. Only minor changes have occurred with changes in the management level of the town planning unit. The audit functions of council now sit under the Manager Finance, while Continuous Improvement and Change Management sit under the Manager Organisational Development.

## Legislative Changes

The council is mindful of the importance of remaining compliant with the many legislative amendments that occur. The following legislative changes have all resulted in changes in council processes

- Protected Disclosure Act 2012
- Tobacco Amendment (smoking at patrolled beaches) Act 2012
- Carers Recognition Act 2012
- Fire Services Levy Monitor Act 2012
- Fire Services Property Levy Act 2012
- Local Government Legislation Amendment (Miscellaneous) Act 2012
- Disability Amendment Act 2012
- Planning and Environment Amendment (General) Act 2013

## Internal Audit

The internal audit program, in conjunction with external audit programs, links closely with the council's risk management policy in aiming to identify areas of risk, assess existing controls and implementing actions to further minimise risk exposure. The internal audit program is determined through consultation with the Moyne Shire Audit Advisory Committee and the Chief Executive Officer. Primarily, an audit program is designed to review the areas of highest risk, but consideration is also given to ensure a periodic review of all council processes. Interaction between the Audit Advisory Committee, internal audit contractors and external auditors ensures that a comprehensive audit program mitigates all areas of risk.

The current committee consists of two independent members and two councillors: The committee also has in attendance the Chief Executive Officer, three Directors and the Manager of Finance. The Audit Committee has played an important role in monitoring and promoting high standards of corporate governance of the council. Moyne Shire Council has contracted an internal auditor to conduct scheduled audits every year. The internal audit program focuses on medium to high risk areas of council operations, and includes internal service delivery. The internal audits identify improvement actions that will improve operational efficiency and maximise service delivery while minimising organisational risk.

## Freedom of Information Requests

The Freedom of Information Act 1982 provides the opportunity for public access to council documents, subject to various exemptions and exceptions. The Act establishes a legally enforceable right for the community to access information in document form held by the council.

Moyne Shire Council received six new Freedom of Information applications during 2012/13, three were granted partial access, one was denied access in full, and two were not preceded with.

Requests for access to information under Freedom of Information are lodged with the council's Freedom of Information Officer. Publications under Sections 7 and 8 of the Freedom of Information Act are available to the public and can be obtained by contacting the Freedom of Information Officer.

## Whistleblower Protection

The Whistleblowers Protection Act 2001 aims to protect people who disclose information about serious wrong-doing within the Victorian public sector, and to provide a framework for the investigation of these matters. The council has detailed procedures for dealing with any disclosures it may receive.

The Act requires the council to report on any whistleblower activity. No disclosures were made under this provision during 2012/13.

## Protected Disclosure

As of 10 February 2013, new legislation implementing recent integrity reform in Victoria came into effect. In particular, the replacement of Whistleblowers Protection Act 2001 with the Protected Disclosures Act 2012.

The reform includes the creation of the Independent Broad-based Anti-corruption Commission (IBAC), a body established to promote integrity and accountability across the Victorian public sector, the Victorian Inspectorate, whose role is to oversee both the IBAC and the Ombudsman, and the new Accountability and Oversight Parliamentary Committee which has oversight over the Ombudsman.

The Protected Disclosure Act 2012 enables people to make disclosures about improper conduct within the public sector without fear of reprisal. The Act aims to ensure openness and accountability by encouraging people to make disclosures and protecting them by doing so.

A Protected Disclosure is any complaint, concern, matter, allegation or disclosure (however described) made in accordance with Part 2 of the Act

Moyne Shire Council is committed to the aims and objectives of the Protected Disclosure Act 2012 ("Act"). It recognises the value of transparency and accountability in its administrative and management practices, and supports the making of disclosures that reveal improper conduct. It does not tolerate improper conduct by the organisation, its employees, officers, or councillors, nor the taking of reprisals against those who come forward to disclose such conduct.

In accordance with section 58 of the "Act", Moyne Shire Council Protected Disclosures procedure have been updated to be consistent with the requirements of the Act. The procedures provide a full explanation of how the council will respond to Protected Disclosures. It outlines definitions of what constitutes corrupt or improper conduct, and outlines the different roles of the various people involved in dealing with Protected Disclosures. These procedures are available on the council website.

## Information Privacy

The Information Privacy Act 2000 sets standards for the way councils collect and handle personal information.

Moyne Shire council believes that the responsible handling of personal information is a key aspect of democratic governance and the council is strongly committed to protecting an individual's right to privacy.

Individuals can lodge a complaint with Privacy Victoria if they believe a privacy breach has occurred. One complaint were received in 2012/13.

# Information Available For Public Inspection

In accordance with Section 11 of the Local Government (General) Regulations 2004, the following documents are available for public inspection:

1. details of current allowances fixed for the mayor and councillors;
2. details of senior officers' total salary packages for the current financial year and previous year;
3. details of overseas or interstate travel undertaken in an official capacity by councillors or any council staff in the previous 12 months;
4. names of council officers who were required to submit a return of interest during the financial year and the dates the returns were submitted;
5. names of councillors who were required to submit a return of interest during the financial year and the dates the returns were submitted;
6. agendas for and minutes of ordinary and special meetings held in the previous 12 months;
7. a list of all special committees established by the council and the purpose for which each committee was established;
8. a list of all special committees established by the council that were abolished or ceased to function during the financial year;
9. minutes of meetings of special committees established under Section 86 of the Local Government Act 1989 and held in the previous 12 months;
10. register of delegations;
11. submissions received under Section 223 of the Local Government Act 1989 during the previous 12 months;
12. agreement to establish a regional library;
13. details of all property, finance and operating leases entered into by council as lessor or lessee;
14. register of authorised officers appointed under Section 224 of the Local Government Act 1989;
15. list of donations and grants made by the council during the financial year;
16. list of names of the organisations of which the council was a member during the financial year; and
17. a list of contracts valued at \$100,000 or more which the council entered into during the financial year without first engaging in a competitive process and which are not contracts referred to in Section 186 (5) of the Local Government Act 1989.



# Council Processes

## Council Meetings

Moyne Shire Council ordinary meetings are held on the fourth Tuesday of each month and alternate between Port Fairy and Mortlake.

In 2012/13 the council held 14 major meetings – 12 ordinary council meetings and two special council meetings.

## Meeting Attendance November 2012– June 2013

Councillor	Ordinary Meetings	Special Meetings
Cr Jim Doukas	7	1
Cr Anthony Keane	8	1
Cr Ralph Leutton	7	1
Cr Jill Parker	7	1
Cr James Purcell	8	1
Cr Colin Ryan	8	1
Cr Mick Wolfe	8	1

## Meeting Attendance July 2012– October 2012

Councillor	Ordinary Meetings	Special Meetings
Cr Jim Doukas	4	1
Cr Ken Gale	3	1
Cr Bernie Harris	4	1
Cr Jill Parker	4	1
Cr James Purcell	4	1
Cr Colin Ryan	4	1
Cr Mick Wolfe	4	1

## Declarations of Interest

Moyne Shire council is committed to making all decisions impartially and in the best interests of the whole community. It therefore recognises the importance of fully observing the requirements of the Local Government Act in regard to disclosures of interest and conflicts of interest.

Councillors must declare direct and indirect interests in any matter – and the nature of the interest – before a matter is to be discussed, and remove themselves from both the discussion and voting.

Councillors declaring an interest at a council meeting or special committee meeting complete a disclosure form which states the type of interest and the nature of the interest. These details are recorded in the minutes of the meeting.

During the year all councillors are required to submit an “ordinary interest” return in a prescribed form. The returns are kept in a register, which is available for public scrutiny under a process established in the Local Government Act.

## Councillor Code of Conduct

The Councillor Code of Conduct sets the standards expected of councillor behaviour and disclosure, and identifies a process for resolving complaints. There were no complaints made under the code in 2012/13.

## Council Special and Advisory Committees

Special committees of the council are appointed under Section 86 of the Local Government Act 1989. These committees are established for a range of reasons, but mainly when the council is sure that a committee is the most efficient way to review policy and/or monitor and assess the performance of a specific function of the council, and manage and/or advise on the operation and maintenance of a council property or service.

Advisory Committees are established by the council to help in the consultative process and to provide valuable information to support the decision making of the council. Both special and advisory committees are made up of council and community representatives, but special committees have more decision-making powers.

Moyne Shire Council had eight special committees and 18 advisory committees active at the end of 2012/13.

Special Committees of council (Section 86) at 30 June, 2013.

Special Committee name	Councillor membership
<p>Business Enterprises and Tourism</p> <p><b>Aims</b> – to enhance the development of business and tourism in the shire; to implement strategies to increase employment and encourage economic growth.</p>	<p>Cr Leutton</p> <p>Cr Parker</p> <p>Cr Ryan</p>
<p>CEO Performance Review</p> <p><b>Aim</b> – to undertake performance reviews of the Chief Executive Officer.</p>	<p>Cr Doukas</p> <p>Cr Keane</p> <p>Cr Leutton</p> <p>Cr Parker</p> <p>Cr Purcell</p> <p>Cr Ryan</p> <p>Cr Wolfe</p>
<p>Conservation and Environment</p> <p><b>Aims</b> – to raise the awareness of environmental issues within Moyne Shire; to oversee the development of strategies that will lead to increased protection and enhancement of the environment.</p>	<p>Cr Parker</p> <p>Cr Wolfe (substitute)</p>
<p>Koroit Theatre</p> <p><b>Aims</b> – to co-ordinate and control the management of the Koroit Theatre; to act as a liaison advisory, promoting and co-ordinating body for the use and further development of the Koroit Theatre.</p>	<p>Cr Ryan</p> <p>Cr Keane (substitute)</p>
<p>Mortlake Recreation Reserve</p> <p><b>Aim</b> – to control and manage the operation and development of the Mortlake Recreation Reserve.</p>	<p>Cr Parker</p>
<p>Port of Port Fairy</p> <p><b>Aim</b> – to control and manage the operation and development of the Port of Port Fairy.</p>	<p>Cr Purcell</p> <p>Cr Wolfe</p>
<p>Southcombe Park Sports</p> <p><b>Aims</b> – to control and manage the sports complex.</p>	<p>Cr Mick Wolfe</p> <p>Cr Purcell (substitute)</p>
<p>Victoria Park (Koroit) Committee</p> <p><b>Aims</b> – to co-ordinate and control the management of the park;</p>	<p>Cr Keane</p> <p>Cr Doukas (substitute)</p>

## Advisory Committees at 30 June, 2013.

Advisory Committee name	Councillor membership
<p>Audit</p> <p><b>Aims</b> – to enhance the credibility and objectivity of financial reports; to overview the organisation’s response to audit reports; to provide a safeguard from exposures; to overview the scope, quality and outcome of the internal audit and the outcome of the external audit.</p>	<p>Cr Doukas</p> <p>Cr Purcell</p>
<p>Hawkesdale and District Family Services Centre Management Advisory Group</p> <p><b>Aim</b> – to provide the council with strategic advice relating to the ongoing operation of the centre, work to ensure the centre meets users’ needs, undertake social and fundraising activities and gather input from the council, staff, parents and the community.</p>	<p>Cr Ryan</p>
<p>Hawkesdale, Ryan Corner and Tarrone Wind Farm Projects</p>	<p>Cr Doukas</p> <p>Cr Keane</p> <p>Cr Ryan</p>
<p>Koroit Geothermal Project Community Engagement</p>	<p>Cr Doukas</p> <p>Cr Ryan</p>
<p>Macarthur/Hawkesdale Wind Farm Consultative</p> <p><b>Aim</b> – to establish a community engagement mechanism to be utilised during the pre-construction, construction and, if necessary, during the operational phase of major private sector projects.</p>	<p>Cr Doukas</p> <p>Cr Leutton</p> <p>Cr Ryan</p>
<p>Major Projects</p> <p><b>Aims</b> – to oversee and review progress with major industrial developments within Moyne Shire; to recommend to the council strategies to facilitate and maximise economic benefits for Moyne Shire and region as a consequence of major developments; to recommend to the council responses to state and regional strategic planning initiatives.</p>	<p>Cr Doukas</p> <p>Cr Ryan</p>
<p>Mt Shadwell Quarry Consultative</p> <p><b>Aims</b> – to provide a forum at which community representatives can raise issues regarding the operations of the quarry and the direction the council is taking to develop the quarry; to assist the council in decision-making about operational and strategic matters.</p>	<p>Cr Parker</p> <p>Cr Keane</p>
<p>Port Fairy Community Services Centre Management Advisory Group</p> <p><b>Aim</b> – to provide advice to the council in relation to operational issues which may include but are not limited to the following areas: Service delivery, Facility management, Fees and budget, community participation, Fundraising, and Service development</p>	<p>Cr Purcell</p>

Advisory Committee name	Councillor membership
<p>Port Fairy Lifeboat</p> <p><b>Aims</b> – To develop a plan of conservation for the Port Fairy Lifeboat Station; to accept responsibility for the buildings and artefacts of the station, thereby recognising the value of this collection for Australian maritime history.</p>	Cr Wolfe
<p>Roads Focus Group</p> <p>The group's role is to gain an understanding of Moyne Shire's road practices and policies, provide a forum on the council's road network practices, policies, and generic issues and to act as a conduit for questions from and dissemination of information to the community regarding levels of service and service delivery, including VicRoads responsibilities within Moyne Shire, for management of the Moyne Road Network.</p>	<p>Cr Doukas</p> <p>Cr Keane</p> <p>Cr Wolfe</p>
<p>Shaw River Power Station Community Engagement</p> <p><b>Aim</b> – to establish a community engagement mechanism to be utilised during the pre-construction, construction and, if necessary, during the operational phase of major private sector projects.</p>	<p>Cr Doukas</p> <p>Cr Ryan</p>
Tarrone Power Station Proposal Community Engagement Committee	<p>Cr Doukas</p> <p>Cr Leutton</p> <p>Cr Ryan</p>
Willatook Wind Farm Proposal Community Engagement Committee	<p>Cr Doukas</p> <p>Cr Leutton</p> <p>Cr Ryan</p>
Halladale Black Watch Project Community Engagement Committee	<p>Cr Doukas</p> <p>Cr Parker</p> <p>Cr Wolfe</p>
Mortlake South Wind Farm Community Engagement Committee	<p>Cr Doukas</p> <p>Cr Keane</p> <p>Cr Parker</p>
Penshurst Wind Farm Community Engagement Committee	<p>Cr Doukas</p> <p>Cr Ryan</p>
Woolsthorpe Wind Farm Proposal Community Engagement Committee	<p>Cr Doukas</p> <p>Cr Purcell</p> <p>Cr Ryan</p>



## Best Value

The Best Value program is a key component of the council's continuous improvement plan – to ensure it continually finds ways to improve its service and ensure it is addressing the community's changing needs.

The Best Value principles allow the council to benchmark services, assess their efficiency and gauge the extent to which they meet community needs. The aim is to improve the responsiveness, quality, efficiency, accessibility and value of the services the council provides to the community.

The State Government introduced Best Value legislation in 1999 to replace Compulsive Competitive Tendering.

The Best Value program aims to ensure local government services are the best available and meet the needs of the community.

### The Best Value Framework

The Local Government (Best Value Principles) Act 1999 required the six Best Value principles to be applied to all council services by 31 December 2005. The legislation also required councils to review all their services by the same date, and continue to review services against the Best Value principles after this date. All of Moyne Shire council's Best Value service reviews were completed by December 2005.

The Best Value principles are:

1. best quality and value-for-money
2. responsiveness to community needs
3. accessibility of services to those who need them
4. continuous improvement of services
5. community consultation on all services and activities
6. regular community reporting on council achievements.

Moyne Shire council has embraced all of these principles by incorporating them into its management planning process to ensure it provides the services that best reflect the needs of our community.

## Moyne's Year in Review

The council continues to apply Best Value principles to its services in accordance with the *Local Government Act*. The program of Service Reviews continued during 2012-2013 to address both cost effectiveness and service quality.

In 2012/13, Moyne Shire council continued to use the Best Value principles and legislation as a framework for striving for best practice in service provision. Since the introduction of Best Value, all Victorian councils have been required to report annually to the Best Value Commission (BVC) on their processes that help meet their commitments. The State Government removed this requirement in 2006 and replaced it with a requirement to report to the community on its Best Value progress. Moyne Shire council believes it is appropriate that the reporting of Best Value processes now form part of its Annual Report.

The following demonstrate the council's Best Value regime, which has been structured to show results against the Best Value principles.

## The Principles – How We Meet Them

### 1. All services provided by a council must meet quality and cost standards

Moyne Shire Council has developed Key Performance Indicators (KPIs) for the majority of its services in an effort to monitor service performance against the standards that have been set.

### 2. All services must be responsive to the needs of the community

Moyne Shire Council's commitment to its Community Engagement Framework ensures the council continues to improve its responsiveness to its community, and continues to better understand community needs. The establishment of special committees, with community representation, for major projects such as the Origin Energy Gas Fired Power Station and the Hawkesdale Wind Farm are examples of the council's intent to develop the shire in a way that is in keeping with the intent of the community.

### 3. Each service must be accessible to those members of the community that the service was intended for

Whether it be via technological advances or physical access improvements, the council is constantly looking for improved ways to deliver services to its customers. The council has developed a free online artists register to provide access to the council's arts and culture services. The development of the Uber Bus Project is an effort to create outreach services for young people in the municipality.

### 4. A council must achieve continuous improvement in the provision of services

All Moyne Shire Council services are required to prepare continuous improvement plans to document processes that can be enhanced. The most important of those improvement initiatives are documented on the following page.

### 5. A council must develop a program of regular consultation with its community in relation to the services it provides

Moyne Shire Council is always looking for opportunities to consult and engage with the community. To reinforce the importance of community engagement, the Moyne Shire Local Roads Focus Group was established to work with the community to identify improvements that can be made to our road construction and maintenance systems.

### 6. A council must report regularly to its community regarding Best Value achievements

Apart from this formal Best Value Report, Moyne Shire council regularly publicises outcomes that are as a result of the Best Value principles. Media releases, council reports, the council's corporate website, its *Country to Coast* community newsletter are some of the vehicles used to inform the community about service improvements.

## Continuous Improvement Summary 2012/13 – Best Value Achievements

This list includes major achievements that indicate the ongoing implementation of a significant number of improvements in process and productivity across the organisation. The application of Best Value Principles (mandated by legislation) requires a commitment to continuous improvement.

- Port Fairy Coastal Hazard Assessment Plan – community consultation. Best Value Principles Section 208B (e) Community Consultation process
- Participant council in the Regional Victoria Living Expo held at the Melbourne Convention and Exhibition Centre. *Best Value Principles Section 208C (f) Potential partnerships*
- Employment Program partnership between Western District Employment Access and the council providing short-term employment program to assist long term unemployed. *Best Value Principles Section 208C (e) Potential for employment Growth or retention*
- Further expansion of kerbside waste collection– now services 5000 properties across the shire. Best Value Principles Section 208C (g) Environmental advantages for the council's municipal district
- Staff Attended Great South Coast Leadership program – a leadership program meeting the needs to develop the regions aspiring leaders. *Best Value Principles Section 208C (e) opportunities for employment retention*
- Upgrade of Koroit Theatre, Willatook Hall and Purnim Hall. Best Value Review Principles Section 208B (d) Continuous Improvement
- Completion of pedestrian safety improvements Panmure Bridge. *Best Value Principles Section 208B (c) Improved Access*

# our people







**From town planners to road crews, from carers to accountants,  
Moynes Shire staff are diverse and highly skilled.**

# Executive management team

## David Madden: Chief Executive Officer

Mr Madden began his four-year term as Chief Executive Officer in January, 2011, bringing a strong focus on service delivery and community engagement.

Previously he was Director Technical Services at Golden Plains Shire Council for fifteen years.

His duties at Golden Plains included planning, building, local laws, roads, contracts and waste management.

Mr Madden holds a Bachelor in Civil Engineering and a Graduate Diploma in Municipal Engineering and Management.

He has been Vice President of Regional Arts Australia and Chairman of Regional Arts Victoria.



## Dean Robertson: Director Community and Corporate Support

Mr Robertson commenced employment with Moyne Shire in 1994

He has strong ties to Moyne Shire having been raised and educated in Mortlake and the surrounding district and having involvement with various community organisations.

Mr Robertson completed a Bachelor of Business degree at Ballarat University College in 1991.

He commenced working in local government at the Shire of Mortlake in 1994 just prior to the shire amalgamations that lead to creation of the Moyne Shire

Since 1994, Mr Robertson has held various positions within Moyne Shire across the finance and business and tourism portfolios, progressing to the appointment of Director – Community and Corporate Services in August 2013.

Mr Robertson is a member of LG Pro and a committee member of Leadership Great South Coast.

Mr Robertson directorate covers the areas of aged care services, early years services, corporate business and tourism, organisational development and finance and information technology.





## **Oliver Moles: Director Sustainable Development**

Mr Moles started with Moyne Shire Council in October 2008, coming to council from the State Government's Department of Planning and Community Development where he was Manager Planning and Development.

Mr Moles has over 30 years' experience in the planning field and has worked with local government both in Australia and overseas.

He has also worked in private practice, assisting a number of Victorian councils with planning and other corporate issues, and he has been a Planning Panel Member appointed by the Victorian Planning Minister.

Mr Moles' qualifications include a Masters of Urban Planning and Bachelor of Arts (Geography), and he is a member of the Victorian Planning and Environmental Law Association.



## **Trevor Greenberger: Director Physical Services**

Prior to joining Moyne Shire Mr Greenberger spent the past 10 years at Corangamite Shire as the manager of recreation, culture and community facilities.

He started his career as a University of Ballarat-trained physical education teacher then moved on to managing facilities in Adelaide before being leisure services manager at Southern Grampians Shire Council for six years.

He has also earned qualifications including project management and business administration.

Mr Greenberger has lived in Port Fairy for the past seven years and is a member of the Port Fairy Golf Club and coach of the Port Fairy under 12 Football team.



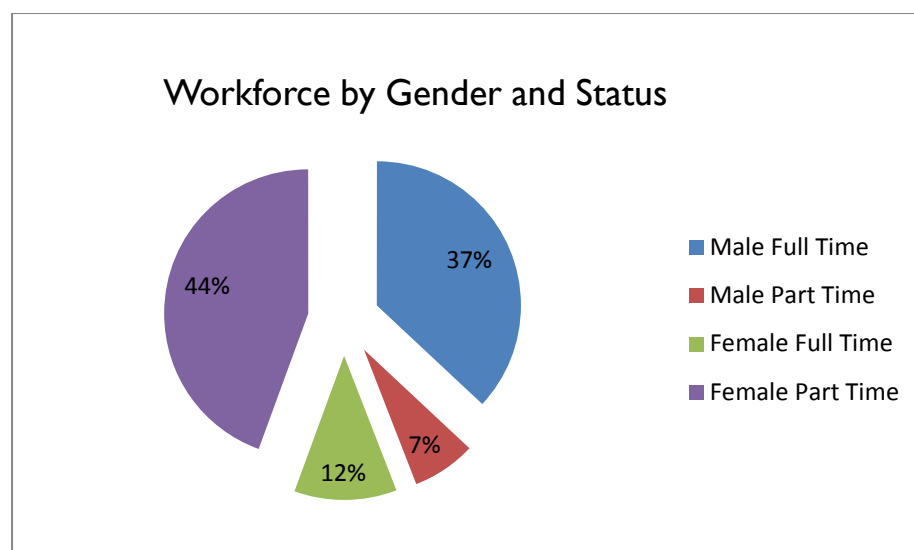
# Workplace Profile

Diverse and highly skilled, Moyne Shire Council is proud of its staff members who boast a variety of skill sets across a broad range of disciplines. From town planning to road maintenance crews, parks and gardens, accounting, community development, organisational administration and public relations, the Council offers fantastic career opportunities for local people and is one of the largest employers within Moyne Shire.

In 2012/13 Moyne Shire Council employed 322 people in the equivalent of 215 full-time positions.

## Workforce by gender and status

Note – ‘part-time’ includes temporary, seasonal and casual staff



## Staff numbers by gender and status

	Physical Services	Community& Corporate Support	Sustainable Development	Total
Female - Full Time	6	22	9	37
Female – Part Time	7	92	8	107
Female - Casual	0	33	3	36
Male - Full Time	88	18	13	119
Male – Part Time	2	0	7	9
Male - Casual	1	4	9	14
	104	169	49	322

## Staff numbers by business unit

	Physical Services	Community & Corporate Support	Sustainable Development	Total
Full Time	94	40	22	156
Part Time	9	92	15	116
Casual & Temporary	1	15	12	49
	104	169	49	322

## Learning and development (education & training)

Learning and development programs continue to offer our people the opportunity to build on skills sets in a number of critical areas including professional development and occupational health and safety.

Employee and elected member training is an important organisational priority at Moyne Shire Council and is a necessary precursor to productivity improvements, enhanced efficiency, legislative compliance, continual improvement and improved business performance.

Council offers all staff a training program in each year. This program is informed by needs analysis, training identified in annual performance appraisals and discussions with management

Some of the training completed include:-

- certificate 3 & 4 courses
- diplomas
- post graduate studies
- traineeships
- cadetships
- management training schemes
- health & wellbeing training
- Continuous improvement 'Can Do' model

## Employee support

The Moyne Shire Employee Assistance Program offers support strategies to assist with people related issues within the organisation. It is specifically designed to support people with either personal or work related issues that are impacting on their well-being and work performance.

Moyne Shire Council provides staff a Health & Wellbeing Program in an effort to assist staff make sound lifestyle decisions. Some of the initiatives over the past 12 months included:-

- Work Health Checks
- Well at Work publications
- Fitness/Gymnasium group
- Immunisation program
- Tai Chi
- Early morning swimming group

## Volunteers

Moyne Shire Council is proud to have many local people contribute their time and skills as volunteers, helping us deliver much-needed services to the community and the many people who visit our Shire each year.

Moyne uses the services of 25 volunteers at the Port Fairy and Region Visitor Information Centre (VIC) advising tourists about what to see and do in the Shire. VIC volunteers are provided with familiarisation tours of local accommodation houses, restaurants and attractions so they are well educated and can provide accurate advice.

The council also has 20 Telecarers who volunteer to provide a telephone support service to aged residents who live alone. Telecarers work on a roster and phone clients five days a week to check on their health and wellbeing, and provide an important social outlet. Our volunteers help provide essential services and make an important contribution to Moyne Shire's social fabric.

We gratefully acknowledge their dedication and thank them for their hard work during 2012/13.

## Customer service commitment

Moyne Shire Council staff members are committed to ensuring our customers receive responsive, courteous and efficient service. In conducting the business of the council we aim to:

- make our customers and visitors feel welcome;
- provide friendly, courteous, accurate, reliable and professional service;
- provide inclusive and accessible customer service;
- listen to and understand the real needs of our customers;
- endeavour to fairly meet customer and community expectations;
- empower our staff to make decisions and take responsibility for responding to customer requests; and
- recognise that complaints are an opportunity to improve service.

## Equal employment opportunity

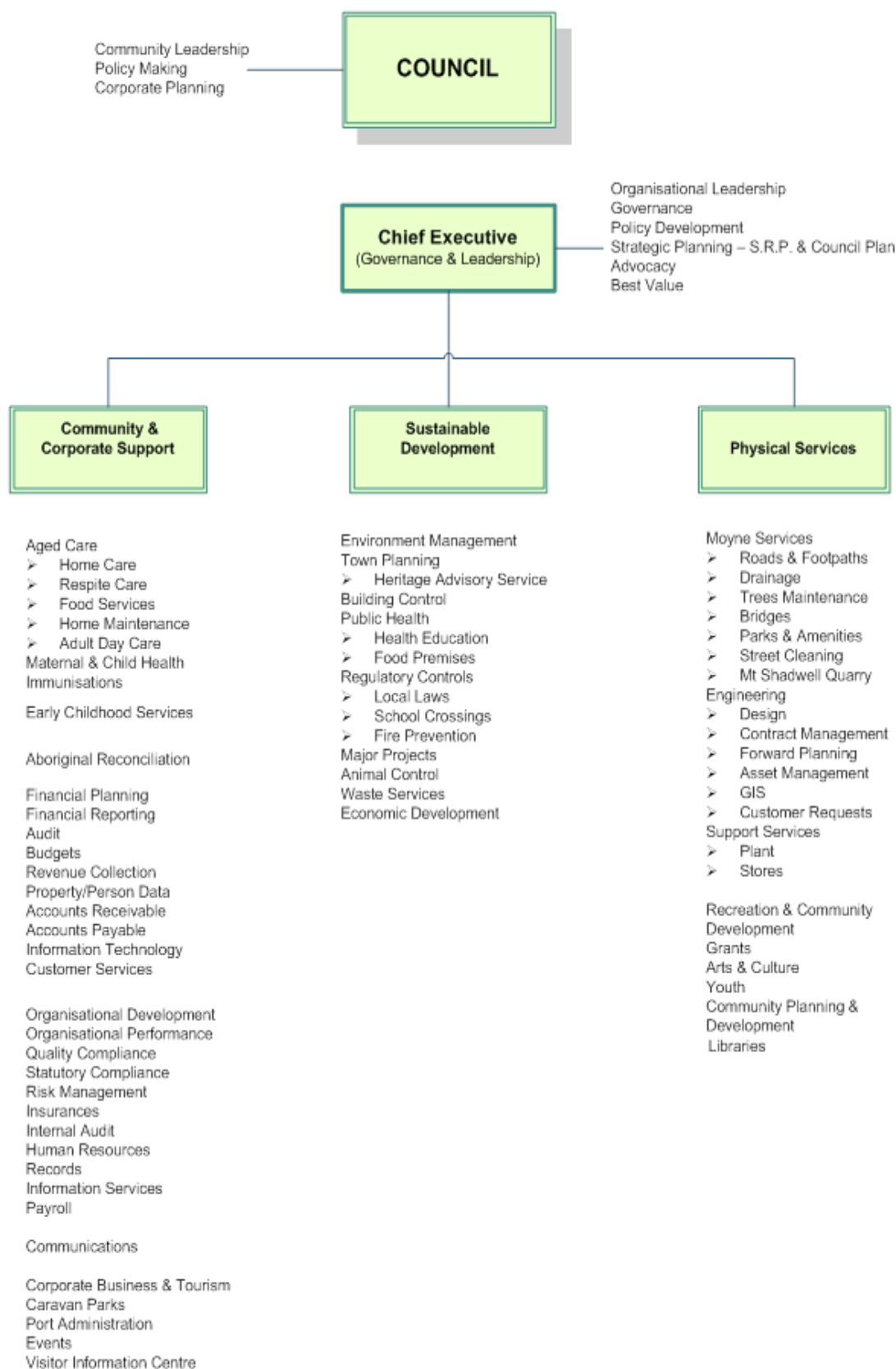
Moyne Shire Council is fully committed to the principles of Equal Employment Opportunity (EEO), ensuring all employees and applicants are treated on their ability to carry out the functions of a position and not on any presumed or real attributes that may be thought to affect job performance. This is implemented by non-discriminatory processes in all areas of Human Resources, including but not limited to, recruitment and selection, conditions of employment and termination of employment.

The council's policy provides that all employees are entitled to work in an environment free from sexual harassment, bullying and discrimination. No person shall be discriminated against on the grounds of sex, age, marital status, national or ethnic origin, physical disability, socio-economic status, sexual preference, political or religious beliefs.

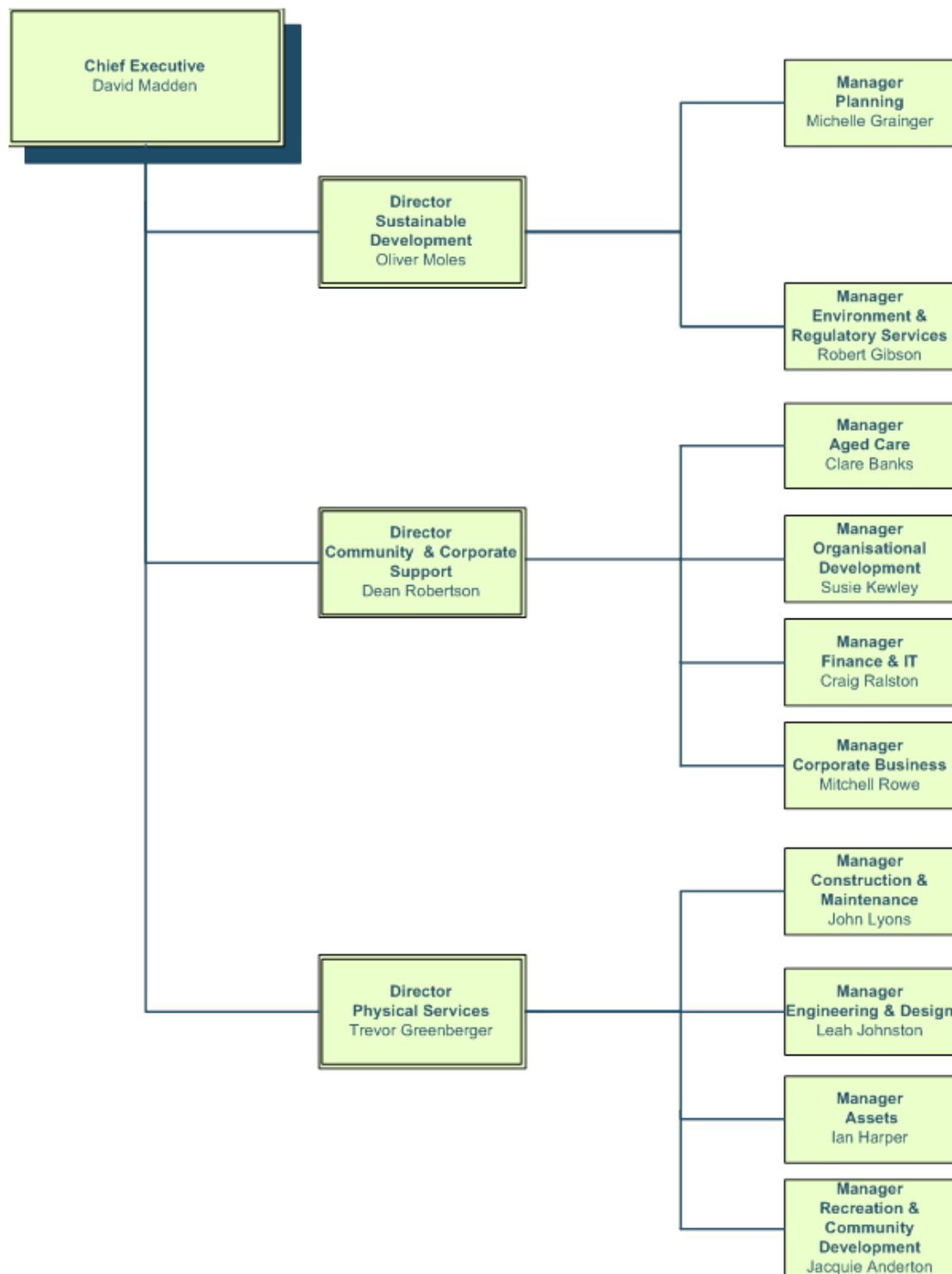
As part of the EEO program the Moyne Shire Council Staff Consultative Committee (SCC) meets regularly to discuss any issues relating to EEO, including any issues of sexual harassment or discrimination. The SCC ensures that all staff have access to a fair and efficient grievance review process, which addresses breaches of meritocracy and equity.



# Organisational Structure: as of 30 June 2013



# Management Structure: as of 30 June 2013



# Staff Service Awards

More than thirty years service	
Name	Years
Mick Holscher	35
David Moulden	35
Leon Porter	35
Terry Trewin	35
Chris Winnell	35
Robertson Gary	30

More than 15 years service			
Name	Years	Name	Years
Nicole Bigham	20	Ray Sanders	20
Sian Burman	20	Keith Hargreaves	15
Frances Dalton	20	Leanne Isles	15
Scott Dempsey	20	Gayle O'Keeffe	15
Kevin Elliott	20	Ann Wilson	15
John Jones	2p0		

10 years service			
Name	Years	Name	Years
Trish Anders	10	Ron Pimblett	10
Ian Brown	10	Kevin Robertson	10
Melinda Taylor	10	Stan Tickner	10
Tanya Murphy	10	David Walters	10
Daryl Niddrie	10	Colin Woods	10

5 years service			
Name	Years	Name	Years
Gerard Auld	5	Susan Lancaster	5
John Bassett	5	Scott Mackay	5
Rodney Batten	5	Geraldine Melican	5
John Brown	5	David Mugavin	5
Danielle Christians	5	Shannon Perrett	5
Heather Dumesny	5	Tracey Ripper	5
Geraldine Ralph	5	Ross Sanders	5
Johanna Hansen	5	Cindy Smith	5
Rob Jenkins	5		



# Annual Financial Report

## Year ending 30 June 2013





**The estimated worth of building works in Moyne Shire during 2012/13 was nearly \$50million, a 15 percent increase on the previous year.**

<b>Financial Statements Index</b>	<b>Page</b>
Comprehensive Income Statement	90
Balance Sheet	91
Statement of Changes in Equity	92
Cash Flow Statement	93
<b>Notes to Financial Statements</b>	
Introduction	94
Note 1      Significant accounting policies	95
Note 2      Rates and charges	102
Note 3      Statutory fees, fines and user fees	102
Note 4      Grants	103
Note 5      Contributions	104
Note 6      Net gain/(loss) on disposal of property, infrastructure, plant and equipment	104
Note 7      Other income	105
Note 8      Employee benefits	105
Note 9      Materials and services	105
Note 10      Depreciation and amortisation	105
Note 11      Finance costs	105
Note 12      Investments in associates	106
Note 13      Cash and cash equivalents	107
Note 14      Trade and other receivables	107
Note 15      Inventories	107
Note 16      Other assets	107
Note 17      Property, plant and equipment, infrastructure	108
Note 18      Trade and other payables	114
Note 19      Trust funds	114
Note 20      Provisions	115
Note 21      Interest bearing loans and borrowings	116
Note 22      Reserves	117
Note 23      Reconciliation of cash flows from operating activities to surplus or deficit	119
Note 24      Reconciliation of cash and cash equivalents	119
Note 25      Financing arrangements	119
Note 26      Restricted assets	119
Note 27      Superannuation	120
Note 28      Commitments	121
Note 29      Operating leases	122
Note 30      Contingent liabilities and contingent assets	122
Note 31      Financial instruments	123
Note 32      Auditors' remuneration	129
Note 33      Events occurring after balance date	129
Note 34      Related party transactions	130
Note 35      Revenue, expenses and assets by functions/activities	131
Note 36      Financial ratios (Performance indicators)	132
Note 37      Capital expenditure	134
Note 38      Special committees and other activities	134
Certification of the Financial Report	135



## Comprehensive Income Statement For the Year Ended 30 June 2013

	Note	2013 \$'000	2012 \$'000
<b>Income</b>			
Rates and charges	2	16,736	15,417
Statutory fees, fines and user fees	3	10,667	12,451
Grants - Recurrent	4	12,851	14,584
Grants - Non-recurrent	4	2,639	2,746
Contributions - Cash	5 (a)	552	519
Contributions - Non-monetary assets	5 (b)	1,407	-
Net gain/(loss) on disposal of property, plant and equipment, infrastructure	6	243	221
Other income	7	760	585
Share of net profits/(losses) of associates and joint ventures accounted for by the equity method	12	(10)	(45)
<b>Total income</b>		<b>45,845</b>	<b>46,478</b>
<b>Expenses</b>			
Employee benefits	8	(14,802)	(17,095)
Materials and services	9	(14,220)	(15,419)
Depreciation and amortisation	10	(10,618)	(9,899)
Finance costs	11	(171)	(172)
<b>Total expenses</b>		<b>(39,811)</b>	<b>(42,585)</b>
<b>Profit/(loss)</b>		<b>6,034</b>	<b>3,893</b>
<b>Other comprehensive income</b>			
Net asset revaluation increment(decrement)	22	13,284	20,139
<b>Comprehensive result</b>		<b>19,318</b>	<b>24,032</b>

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

**Balance Sheet**  
**As at 30 June 2013**

	Note	2013 \$'000	2012 \$'000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	13	9,337	8,196
Financial assets	13	6,500	6,000
Trade and other receivables	14	3,028	3,000
Inventories	15	688	465
Other assets	16	196	164
<b>Total current assets</b>		<b>19,749</b>	<b>17,825</b>
<b>Non-current assets</b>			
Trade and other receivables	14	37	56
Financial assets	13	-	1,000
Investments in associates accounted for using the equity method	12	278	288
Property, plant and equipment, infrastructure	17	366,364	347,098
<b>Total non-current assets</b>		<b>366,679</b>	<b>348,442</b>
<b>Total assets</b>		<b>386,428</b>	<b>366,267</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	18	3,657	2,863
Trust funds and deposits	19	362	332
Provisions	20	7,276	4,165
Interest-bearing loans and borrowings	21	2,145	2,424
<b>Total current liabilities</b>		<b>13,440</b>	<b>9,784</b>
<b>Non-current liabilities</b>			
Provisions	20	1,305	3,950
Interest-bearing loans and borrowings	21	138	306
<b>Total non-current liabilities</b>		<b>1,443</b>	<b>4,256</b>
<b>Total liabilities</b>		<b>14,883</b>	<b>14,040</b>
<b>Net Assets</b>		<b>371,545</b>	<b>352,227</b>
<b>Equity</b>			
Accumulated surplus		195,121	189,862
Reserves	22	176,424	162,365
<b>Total Equity</b>		<b>371,545</b>	<b>352,227</b>

The above balance sheet should be read with the accompanying notes.

## Statement of Changes in Equity For the Year Ended 30 June 2013

	Note	Total 2013 \$'000	Accumulated Surplus 2013 \$'000	Asset Revaluation Reserve 2013 \$'000	Other Reserves 2013 \$'000
2013					
Balance at beginning of the financial year		352,227	189,862	159,070	3,295
Profit/(loss)		6,034	6,034	-	-
Net asset revaluation increment(decrement)	22(a)	13,284	-	13,284	-
Transfers to other reserves	22(b)	-	(775)	-	775
Transfers from other reserves	21(b)	-	-	-	-
<b>Balance at end of the financial year</b>		<b>371,545</b>	<b>195,121</b>	<b>172,354</b>	<b>4,070</b>

		Total 2012 \$'000	Accumulated Surplus 2012 \$'000	Asset Revaluation Reserve 2012 \$'000	Other Reserves 2012 \$'000
2012					
Balance at beginning of the financial year		328,195	186,171	138,931	3,093
Profit/(loss)		3,893	3,893	-	-
Net asset revaluation increment(decrement)	22(a)	20,139	-	20,139	-
Transfers to other reserves	22(b)	-	(235)	-	235
Transfers from other reserves	22(b)	-	33	-	(33)
<b>Balance at end of the financial year</b>		<b>352,227</b>	<b>189,862</b>	<b>159,070</b>	<b>3,295</b>

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

## Cash Flow Statement For the Year Ended 30 June 2013

		2013 Inflows/ (Outflows) \$'000	2012 Inflows/ (Outflows) \$'000
<b>Cash flows from operating activities</b>	<b>Note</b>		
Rates		16,297	15,304
Statutory fees and fines and user fees (including GST)		11,210	12,295
Grants (including GST)		15,965	17,328
Contributions (including GST)		552	519
Interest		656	644
Net GST refund/payment		(369)	210
Payments to suppliers (including GST)		(13,766)	(15,677)
Payments to employees (including redundancies)		(14,352)	(13,877)
<b>Net cash provided by (used in) operating activities</b>	<b>23</b>	<u>16,193</u>	<u>16,746</u>
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment, infrastructure	37	(15,441)	(11,716)
Proceeds from sale of property, plant and equipment, infrastructure		478	373
Payments for other financial assets		(2,000)	(7,000)
Proceeds from sale of other financial assets		2,500	2,250
Loans and advances to community organisations		-	(10)
Repayment of loans and advances from community organisations		31	25
<b>Net cash provided by (used in) investing activities</b>		<u>(14,432)</u>	<u>(16,078)</u>
<b>Cash flows from financing activities</b>			
Finance costs		(172)	(172)
Proceeds from interest bearing loans and borrowings		-	535
Repayment of interest bearing loans and borrowings		(448)	(327)
<b>Net cash provided by (used in) financing activities</b>		<u>(620)</u>	<u>36</u>
Net increase (decrease) in cash and cash equivalents		1,141	704
Cash and cash equivalents at the beginning of the financial year		8,196	7,492
<b>Cash and cash equivalents at the end of the financial year</b>	<b>24</b>	<u>9,337</u>	<u>8,196</u>
Financing arrangements	25		
Restrictions on cash assets	26		

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

**Notes to the Financial Report  
For the Year Ended 30 June 2013**

**Introduction**

- (a) The Moyne Shire Council was established by an Order of the Governor in Council on 22nd September 1994 and is a body corporate.  
The Council's main office is located at Princes Street, Port Fairy.
- (b) The purpose of the Council is to:
- provide for the peace, order and good government of its municipal district;
  - to promote the social, economic and environmental viability and sustainability of the municipal district;
  - to ensure that resources are used efficiently and effectively and services are provided in accordance with the Best Value Principles to best meet the needs of the local community;
  - to improve the overall quality of life of people in the local community;
  - to promote appropriate business and employment opportunities;
  - to ensure that services and facilities provided by the Council are accessible and equitable;
  - to ensure the equitable imposition of rates and charges; and
  - to ensure transparency and accountability in Council decision making.

External Auditor - VAGO

Internal Auditor - Grant Thornton

Bankers - CBA Bank

Website address - [www.moyne.vic.gov.au](http://www.moyne.vic.gov.au)

This financial report is a general purpose financial report that consists of an Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement, and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the Local Government (Finance and Reporting) Regulations 2004.

**Note 1 Significant accounting policies**

**(a) Basis of accounting**

This financial report has been prepared on the accrual and going concern bases.

This financial report has been prepared under the historical cost convention, except where specifically stated in notes 1(h) and 1(l).

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

All entities controlled by Council that have material assets or liabilities, such as Special Committees of Management, have been included in this financial report. All transactions between these entities and the Council have been eliminated in full.



## Notes to the Financial Report For the Year Ended 30 June 2013

### Note 1 Significant accounting policies (cont.)

#### (b) Change in accounting policies

*There have been no changes in accounting policy during the financial year.*

#### (c) Revenue recognition

##### *Rates, grants and contributions*

Rates, grants and contributions (including developer contributions) are recognised as revenues when the Council obtains control over the assets comprising these receipts.

Control over assets acquired from rates is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

A provision for doubtful debts on rates has not been established as unpaid rates represents a charge against the rateable property that will be recovered when the property is next sold.

Control over granted assets is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

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

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in note 4. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at balance date.

##### *User fees and fines*

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

A provision for doubtful debts is recognised when collection in full is no longer probable.

##### *Sale of property, plant and equipment, infrastructure*

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

##### *Rental*

Rents are recognised as revenue when the payment is due or the payment is received, whichever first occurs.

Rental: payments received in advance are recognised as a prepayment until they are due.

##### *Interest*

Interest is recognised progressively as it is earned.

##### *Dividends*

Dividend revenue is recognised when the Council's right to receive payment is established.

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 1 Significant accounting policies (cont.)

(d) Trade and other receivables and inventories

*Trade and other receivables*

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

*Inventories*

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

Other inventories are measured at the lower of cost and net realisable value.

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

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

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

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

Artworks are not depreciated.

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

Major depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

Period 2013

**Buildings**

Buildings 25 - 120 years

**Plant and equipment**

Plant & Equipment 2 - 20 years

Furniture and fittings 3 - 10 years

**Infrastructure**

Roads 40 - 50 years

- Pavement 10 - 15 years

Drainage

- Pits 70 years

- Pipes 120 years

Bridges 30 - 110 years

Ancillary infrastructure assets 10 - 50 years

**Other**

Other structures 33 - 50 years

Playgrounds 3 - 40 years

Waste facilities 7 - 50 years

Recreation 10 - 50 years

(f) Repairs and maintenance

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

## Notes to the Financial Report For the Year Ended 30 June 2013

**Note 1      Significant accounting policies (cont.)**

**(g)            Borrowing costs**

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

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

**(h)            Recognition and measurement of assets**

**Acquisition**

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

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

The following classes of assets have been recognised in note 17. In accordance with Council's policy, the threshold limits detailed below have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year:

	<u>Threshold Limit</u> \$'000
Land	2
Buildings	2
<u>Plant and Equipment</u>	
plant, machinery and equipment	2
fixtures, fittings and furniture	2
<u>Infrastructure</u>	
Roads	
road pavements and seals	5
road substructure	5
Bridges	5
Drainage	5
Ancillary Infrastructure Assets	5
Other Structures	5
Playgrounds	2
Recreation	5
Waste facilities	5

**Notes to the Financial Report  
For the Year Ended 30 June 2013**

**Note 1      Significant accounting policies (cont.)**

**(h)              Recognition and measurement of assets (cont.)**

**Revaluation**

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment and works in progress, are measured at their fair value, being the amount for which the assets could be exchanged between knowledgeable willing parties in an arms length transaction. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date the class of asset was revalued.

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

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

**Land under roads**

Land under roads acquired after 30 June 2008 are brought to account using the cost basis. Council does not recognise land under roads that it controlled prior to that period in its financial report.

**(i)              Cash and cash equivalents**

For the purposes of the cash flow statement, cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments net of outstanding bank overdrafts.

**(j)              Financial assets**

Managed funds are valued at fair value, being market value, at balance date. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

**(k)              Investments**

Investments, other than investments in associates, are measured at cost.

**(l)              Accounting for investments in associates**

Council's investment in associates is accounted for by the equity method as the Council has the ability to influence rather than control the operations of the entities. The investment is initially recorded at the cost of acquisition and adjusted thereafter for post-acquisition changes in the Council's share of the net assets of the entities. The Council's share of the financial result of the entities is recognised in the comprehensive income statement.

## Notes to the Financial Report For the Year Ended 30 June 2013

Note 1 Significant accounting policies (cont.)

(m) Tender deposits

Amounts received as tender deposits and retention amounts controlled by Council are recognised as Trust funds until they are returned or forfeited (refer to note 19).

(n) Employee benefits

*Wages and salaries*

Liabilities for wages and salaries and rostered days off are recognised and measured as the amount unpaid at balance date and include appropriate oncosts such as workers compensation and payroll costs.

*Annual leave*

Annual leave entitlements are accrued on a pro rata basis in respect of services provided by employees up to balance date.

Annual leave is measured at nominal value based on the amount, including appropriate oncosts, expected to be paid when settled.

*Long service leave*

Long service leave entitlements payable are assessed at balance date having regard to expected employee remuneration rates on settlement, employment related oncosts and other factors including accumulated years of employment, on settlement, and experience of employee departure per year of service.

Long service leave expected to be paid within 12 months is measured at nominal value based on the amount expected to be paid when settled.

Long service leave expected to be paid later than one year has been measured at the present value of the estimated future cash outflows to be made for these accrued entitlements. Commonwealth bond rates are used for discounting future cash flows.

*Classification of employee benefits*

An employee benefit liability is classified as a current liability if the Council does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the period. This would include all annual leave and unconditional long service leave entitlements.

*Superannuation*

The superannuation expense for the reporting year is the amount of the statutory contribution the Council makes to the superannuation plan which provides benefits to its employees together with any movements (favourable/unfavourable) in the position of any defined benefits schemes. Details of these arrangements are recorded in note 27.

## Notes to the Financial Report For the Year Ended 30 June 2013

### Note 1 Significant accounting policies (cont.)

#### (o) Leases

##### *Operating leases*

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

#### (p) Allocation between current and non-current

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next twelve months, being the Council's operational cycle, or if the Council does not have an unconditional right to defer settlement of a liability for at least 12 months after the reporting date.

#### (q) Agreements equally proportionately unperformed

The Council does not recognise assets and liabilities arising from agreements that are equally proportionately unperformed in the balance sheet. Such agreements are recognised on an 'as incurred' basis.

#### (r) Web site costs

Costs in relation to websites are charged as an expense in the period in which they are incurred.

#### (s) Goods and Services Tax (GST)

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

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

#### (t) Impairment of assets

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

#### (u) Rounding

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

#### (v) Financial guarantees

Financial guarantee contracts are recognised as a liability at the time the guarantee is issued. The liability is initially measured at fair value, and if there is material increase in the likelihood that the guarantee may have to be exercised, at the higher of the amount determined in accordance with AASB 137 Provisions, Contingent Liabilities and Contingent Assets and the amount initially recognised less cumulative amortisation, where appropriate. In the determination of fair value, consideration is given to factors including the probability of default by the guaranteed party and the likely loss to Council in the event of default.

#### (w) Contingent assets and contingent liabilities and commitments

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

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



## Notes to the Financial Report For the Year Ended 30 June 2013

(x) Pending Accounting Standards

The following Australian Accounting Standards have been issued or amended and are applicable to the Council but are not yet effective.

They have not been adopted in preparation of the financial statements at reporting date.

Pronouncement	What's new?	Impact/Action	Transition	Effective date
AASB 9 Financial Instruments	<p>AASB 9 standard is one of a series of amendments that are expected to eventually completely replace AASB 139. During 2010-11, the standard will be expanded to include new rules on measurement of financial liabilities and hedge accounting. Currently the existing provisions of AASB 139 will continue to apply in these areas. AASB 9 simplifies the classifications of financial assets into those to be carried at amortised cost and those to be carried at fair value – the 'available for sale' and 'held-to-maturity' categories no longer exists. AASB 9 also simplifies requirements for embedded derivatives and removes the tainting rules associated with held-to-maturity assets. The new categories of financial assets are:</p> <ul style="list-style-type: none"> <li>Amortised cost – those assets with 'basic' loan features'.</li> <li>Fair value through other comprehensive income – this treatment is optional for equity instruments not held for trading (this choice is made at initial recognition and is irrevocable).</li> <li>Fair Value through profit and Loss – everything that does not fall into the above two categories.</li> </ul> <p>The following changes also apply:</p> <ul style="list-style-type: none"> <li>Investments in unquoted equity instruments must be measured at fair value. However, cost may be the appropriate measure of fair value where there is insufficient more recent information available to determine a fair value.</li> <li>There is no longer any requirement to consider whether 'significant or prolonged' decline in the value of financial assets has occurred. The only impairment testing will be on those assets held at amortised cost, and all impairments will be eligible for reversal.</li> <li>Similarly, all movements in the fair value of a financial asset now go to the income statement, or, for equity instruments not held for trading, other comprehensive income. There is no longer any requirement to book decrements through the income statement, and increments through equity.</li> </ul>	<p>While the rules are less complex than those of AASB 139, the option to show equity instruments at cost has been largely removed, which is likely to lead to greater volatility within the income statement. However it may also lead to an improved financial position for some entities. This will also create a requirement to measure some instruments annually that has not previously existed. These changes are not expected to impact significantly on Council.</p>	<p>Transitional arrangements are extensive – in general retrospective restatement is required, but there are exceptions. Early-adoption of the standard before 1 January 2014 removes the requirement for restatement of comparatives.</p>	<p>Periods beginning on or after 1 January 2015. The standard was amended in 2012 to delay the effective date by two years (previously 1 January 2013).</p>
AASB 13 Fair Value Measurement	<p>AASB 13 replaces the existing IFRS guidance on fair value measurement and disclosure. It applies whenever another standard permits or requires the use of fair value measurements. It sets out a fair value hierarchy for such measurements:</p> <ul style="list-style-type: none"> <li>Level 1 – quoted prices in active markets for identical assets and liabilities, which can be accessed at the measurement date.</li> <li>Level 2 – inputs other than quoted market prices included within Level 1, which are observable for the asset or liability, either directly or indirectly.</li> <li>Level 3 – unobservable inputs for the asset or liability.</li> </ul> <p>There are also extensive disclosure requirements relating to each of the three levels within the hierarchy.</p>	<p>The standard determines 'how to' rather than 'when' in respect of fair value measurements, and summarises the existing IFRS guidance in one place. This standards may assist those councils that have equity investments that are no longer able to be held at cost. These changes are not expected to significantly impact on Council.</p>	<p>Early adoption is permitted.</p>	<p>Periods beginning on or after 1 January 2013</p>
AASB 128 Investments in Associates and Joint Ventures	<p>AASB 128 has been amended to ensure consistency with the new requirements of AASB 10 <i>Consolidated Financial Statements</i> and AASB 11 <i>Joint Arrangements</i>. The standard sets out how the equity method of accounting is to be applied, defines "significant influence," and how impairment is to be tested for investments in associates or joint ventures.</p>	<p>Some joint ventures which were previously accounted for under the proportionate consolidation method must now be accounted for as associates. These changes are not expected to impact significantly on Council.</p>	<p>Early adoption is permitted, but AASB 10, AASB 11, AASB 12, AASB 127 (revised) and AASB 128 (revised) must all be adopted simultaneously.</p>	<p>Periods beginning on or after 1 January 2013</p>

Notes to the Financial Report  
For the Year Ended 30 June 2013

		2013 \$'000	2012 \$'000
<b>Note 2</b>	<b>Rates and charges</b>		
	Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its defined under the <i>Valuation of Land Act 1960</i> as:		
	"...the sum which land, if it were unencumbered by any lease, mortgage or other charge, might be expected to realise at the time of valuation if offered for sale on any reasonable terms and conditions which a genuine seller might in ordinary circumstances be expected to require."		
	The valuation base used to calculate general rates for 2012/2013 was \$6.105 billion (2011-2012 \$5.962 billion). The 2012/2013 rate in the CIV dollar was 0.00187402 (2011/2012, 0.0018131).		
	Residential	3,625	3,536
	Commercial/Industrial	580	505
	Farm/Rural	9,307	8,695
	Supplementary rates and rate adjustments	7	68
	Garbage charge	2,303	2,143
	Revenue in lieu of rates	914	470
		<u>16,736</u>	<u>15,417</u>
	The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2012, and the valuation first applied in the rating year commencing 1 July 2012.		
	The date of the previous general revaluation of land for rating purposes within the municipal district was 1 January 2010, and the valuation first applied to the rating period commencing 1 July 2010.		
<b>Note 3</b>	<b>Statutory fees, fines and user fees</b>		
	<i>Statutory fees, fines and user fees include:</i>		
	Aged & Disability Services Fees	553	494
	Childcare / Preschool Fees	493	454
	Corporate Fees and Charges	30	13
	Dog and Cat Charges	109	102
	Health Licences and Fees	88	78
	Port Fees and Charges	227	145
	Private Works	746	1,398
	Arterial Roads	2,926	3,203
	Property Rentals	43	34
	Quarry Fees and Charges	1,513	2,649
	Refuse Operations	246	277
	Regulation Fees and Permits	28	18
	Stock Charges	11	10
	Building Fees	139	105
	Town Planning Fees & Certificates	129	156
	Tourism Fees and Charges	25	24
	Caravan Park/Lodge Fees	2,853	2,709
	Southcombe Park	-	40
	Valuation Data	98	6
	Other Fees and Charges	410	536
		<u>10,667</u>	<u>12,451</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

		2013 \$'000	2012 \$'000
Note 4	Grants		
	Grants were received in respect of the following :		
	<b>Summary of grants</b>		
	Federally funded grants	1,963	2,089
	State funded grants	13,515	15,241
	Total	<u>15,478</u>	<u>17,330</u>
	<b>Recurrent</b>		
	Commonwealth Government - Roads to recovery	1,963	1,963
	Victoria Grants Commission - unallocated	* 3,574 ^	4,634
	Victoria Grants Commission - local roads	* 3,562 ^	4,593
	Aged Care	1,092	1,031
	Port of Port fairy	527	408
	Community Services	409	346
	Development Approvals	-	33
	Environment	446	53
	Family & Children	917	844
	Governance	23	44
	Parks and Amenities	3	29
	Recreation	138	182
	Regulatory Services	162	154
	Waste Management	-	18
	Tourism	-	150
	Other	35	102
	Total recurrent	<u>12,851</u>	<u>14,584</u>
	* An amount of \$3.787 million of the 2013/14 grants commission allocation has been received in the 2012/13 financial year.		
	^ An amount of \$3.766 million of the 2012/13 grants commission allocation has been received in the 2011/12 financial year.		
	<b>Non-recurrent</b>		
	Environment	80	3
	Parks and Amenities	66	-
	Recreation	181	447
	Family & Children	319	-
	Roads and Streets	1,948	2,176
	Waste Management	-	120
	Other	45	-
	Total non-recurrent	<u>2,639</u>	<u>2,746</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

		2013 \$'000	2012 \$'000
<b>Note 4</b>	<b>Grants (cont.)</b>		
	Conditions on Grants		
	Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:		
	Family & Children	183	-
	Waste Management	-	38
	Recreation	72	52
	Roads and Streets	-	735
		<u>255</u>	<u>825</u>
	Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:		
	Port of Port Fairy	-	476
	Aged Care	-	90
	Family & Children	-	13
	Environment	-	46
	Waste Management	38	75
	Recreation	52	25
	Roads and Streets	735	-
		<u>825</u>	<u>725</u>
	Net increase (decrease) in restricted assets resulting from grant revenues for the year:	<u>(570)</u>	<u>100</u>
<b>Note 5</b>	<b>Contributions</b>		
	<b>(a) Cash</b>		
	Capital	319	223
	Aged Care	15	42
	Community Services	22	83
	Development Approvals	22	43
	Family & Children	97	83
	Parks and Amenities	-	5
	Recreation	10	40
	Tourism	4	-
	Public Halls	40	-
	Other	23	-
		<u>552</u>	<u>519</u>
	<b>(b) Non-monetary assets</b>		
	Land	67	-
	Roads	201	-
	Drainage	597	-
	Footpaths	414	-
	Ancillary	105	-
	Other	23	-
		<u>1,407</u>	<u>-</u>
	<b>Total</b>	<u>1,959</u>	<u>519</u>
<b>Note 6</b>	<b>Net gain/(loss) on disposal of property, infrastructure, plant and equipment</b>		
	Proceeds of sale	478	373
	Write down value of assets disposed	<u>(235)</u>	<u>(152)</u>
	<b>Total</b>	<u>243</u>	<u>221</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

		2013 \$'000	2012 \$'000
<b>Note 7</b>	<b>Other income</b>		
	Interest on investments	684	524
	Interest on loans and advances	3	2
	Interest on rates	73	59
		<u>760</u>	<u>585</u>
<b>Note 8</b>	<b>Employee benefits</b>		
	Wages and salaries	11,631	11,502
	Annual leave and long service leave	1,639	1,364
	Superannuation	1,079	1,067
	Superannuation - additional call	-	2,794
	Fringe benefits tax and work cover	453	368
		<u>14,802</u>	<u>17,095</u>
	For the 2011/12 period Council was required to make an additional contribution to Vision Super to meet our obligations in relation to members of the defined benefit plan		
<b>Note 9</b>	<b>Materials and services</b>		
	External Contracts	8,270	8,721
	Vehicle Operating Costs	2,237	2,230
	Utilities	892	846
	Insurance	436	391
	Computer & Software Maintenance	471	522
	Donations/Contributions	1,081	905
	Other Materials & Services	833	1,804
		<u>14,220</u>	<u>15,419</u>
<b>Note 10</b>	<b>Depreciation and amortisation</b>		
	Buildings	721	810
	Plant and machinery	1,471	1,411
	Furniture, equipment, and computers	189	175
	Playgrounds	109	110
	Road pavements	4,576	4,379
	Road seals	1,640	1,548
	Drains	116	79
	Bridges	700	304
	Ancillary Infrastructure	685	721
	Other Structures	169	147
	Recreation	106	91
	Waste	136	124
		<u>10,618</u>	<u>9,899</u>
<b>Note 11</b>	<b>Finance costs</b>		
	Interest - Borrowings	171	172
		<u>171</u>	<u>172</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

		2013 \$'000	2012 \$'000
Note 12	Investment in associates Corangamite Regional Library Corporation		
	<i>Background</i>		
	The Corangamite Regional Library Corporation was formed under section 196 of the Local Government Act 1989 on the 01/01/1996. The library receives funding from four municipalities: Colac Otway Shire, Corangamite Shire, Warrnambool City Council and Moyne Shire Council. Council has a 18.6% ownership share of the Corporation as at 30 June 2013.		
	<i>Council's share of accumulated surplus(deficit)</i>		
	Council's share of accumulated surplus(deficit) at start of year	(107)	(3)
	Reported surplus(deficit) for year	(10)	(57)
	Transfers (to) from reserves	-	(47)
	Council's share of accumulated surplus(deficit) at end of year	<u>(117)</u>	<u>(107)</u>
	<i>Council's share of reserves</i>		
	Council's share of reserves at start of year	395	348
	Transfers (to) from reserves	-	47
	Council's share of reserves at end of year	<u>395</u>	<u>395</u>
	<i>Movement in carrying value of specific investment</i>		
	Carrying value of investment at start of year	288	345
	Share of surplus(deficit) for year	(10)	(57)
	Carrying value of investment at end of year	<u>278</u>	<u>288</u>
	<i>Council's share of expenditure commitments</i>		
	Operating commitments	265	251
		<u>265</u>	<u>251</u>



Notes to the Financial Report  
For the Year Ended 30 June 2013

		2013 \$'000	2012 \$'000
<b>Note 13</b>	<b>Cash and cash equivalents</b>		
	Cash on hand	3	3
	Cash at bank	3,334	493
	Money market call account	5,500	5,000
	Term Deposits	500	2,700
		<u>9,337</u>	<u>8,196</u>
	<b>Financial Assets</b>		
	<b>Current</b>		
	Term Deposits	6,500	6,000
	<b>Non-current</b>		
	Term Deposits	-	1,000
		<u>6,500</u>	<u>7,000</u>
	<b>Total</b>	<u>15,837</u>	<u>15,196</u>
	Councils cash and cash equivalents and financial assets are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:		
	- Reserve funds allocated for specific future purposes (Note 22)	4,070	3,295
	- Trust funds and deposits (Note 19)	362	332
	Restricted Funds	<u>4,432</u>	<u>3,627</u>
	Total unrestricted cash	<u>11,405</u>	<u>11,569</u>
<b>Note 14</b>	<b>Trade and other receivables</b>		
	<b>Current</b>		
	Rates debtors	1,096	656
	Government debtors	961	904
	Home care debtors	85	63
	Childcare debtors	38	20
	Quarry debtors	107	154
	Building and planning debtors	28	19
	Loans and advances to community organisations	129	140
	Other debtors	400	1,018
	Provision for doubtful debts - other debtors	(185)	(184)
	Net GST receivable	<u>369</u>	<u>210</u>
		<u>3,028</u>	<u>3,000</u>
	<b>Non-current</b>		
	Loans and advances to community organisations	37	56
		<u>37</u>	<u>56</u>
	<b>Total</b>	<u>3,065</u>	<u>3,056</u>
<b>Note 15</b>	<b>Inventories</b>		
	Inventories held for distribution	232	221
	Inventories held for sale	<u>456</u>	<u>244</u>
		<u>688</u>	<u>465</u>
<b>Note 16</b>	<b>Other assets</b>		
	<b>Current</b>		
	Prepayments	43	114
	Accrued income	<u>153</u>	<u>50</u>
		<u>196</u>	<u>164</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 17 *Property, plant, equipment and infrastructure*

	2013 \$'000	2012 \$'000
<b>Summary</b>		
at cost	36,031	48,930
Less accumulated depreciation	13,528	13,123
	<u>22,503</u>	<u>35,807</u>
at Council valuation as at 30 June 2013	179,354	-
at Council valuation as at 30 June 2012	148,693	148,693
Less accumulated depreciation	2,685	
at Council valuation as at 30 June 2010	937	943
Less accumulated depreciation	271	184
at Council valuation as at 30 June 2009	-	158,230
Less accumulated depreciation	-	14,662
at Council valuation as at 30 June 2008	20,080	20,080
Less accumulated depreciation	2,247	1,809
	<u>343,861</u>	<u>311,291</u>
Total	<u>366,364</u>	<u>347,098</u>
<b>Property</b>		
<b>Land</b>		
at cost	108	-
at Council valuation as at 30 June 2012	39,481	39,481
	<u>39,589</u>	<u>39,481</u>
<b>Land under roads</b>		
at deemed cost	255	255
	<u>255</u>	<u>255</u>
<b>Total Land</b>	<u>39,844</u>	<u>39,736</u>
<b>Buildings</b>		
at cost	700	-
Less accumulated depreciation	-	-
	<u>700</u>	<u>-</u>
at Council valuation as at 30 June 2012	42,171	42,171
Less Accumulated depreciation	721	-
	<u>41,450</u>	<u>42,171</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 17 *Property, plant, equipment and infrastructure (cont)*

	2013 \$'000	2012 \$'000
<i>Total Buildings</i>	42,150	42,171
<i>Total Property</i>	81,994	81,907

Valuation of land (excluding land under roads) and buildings were undertaken by a qualified independent valuer, Barrie Walder, Certified Practising Valuer of Western district Valuation Services. The valuation of buildings is at fair value based on current replacement cost less accumulated depreciation at the date of valuation. The valuation of land is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. All freehold land reserved for public open space is valued at a discount of 70 percent to market value based on legal precedents.

Land under roads is valued at deemed cost. Deemed cost is based on the cost at the date acquired for subsequent acquisitions using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services.

*Plant and Equipment*

**Plant, machinery and equipment**

at cost	14,749	14,278
Less accumulated depreciation	8,050	7,885
	6,699	6,393

**Fixtures, fittings and furniture**

at cost	3,940	3,888
Less accumulated depreciation	3,573	3,384
	367	504

*Total Plant and Equipment*

	7,066	6,897
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Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 17 <i>Property, plant, equipment and infrastructure (cont)</i>	2013 \$'000	2012 \$'000
<b>Infrastructure</b>		
<b>Roads</b>		
at cost	2,835	21,010
Less accumulated depreciation	-	391
	<u>2,835</u>	<u>20,619</u>
at Council valuation as at 30 June 2013	300,221	-
Less accumulated depreciation	120,867	-
	<u>179,354</u>	<u>-</u>
at Council valuation as at 30 June 2012	15,671	15,671
Less accumulated depreciation	912	-
	<u>14,759</u>	<u>15,671</u>
at Council valuation as at 30 June 2009	-	158,230
Less accumulated depreciation	-	14,662
	<u>-</u>	<u>143,568</u>
at Council valuation as at 30 June 2008	12,920	12,920
Less accumulated depreciation	-	-
	<u>12,920</u>	<u>12,920</u>
<b>Bridges</b>		
at cost	1,402	-
Less accumulated depreciation	-	-
	<u>1,402</u>	<u>-</u>
at Council valuation as at 30 June 2012	39,000	39,000
Less accumulated depreciation	700	-
	<u>38,300</u>	<u>39,000</u>
<b>Drainage</b>		
at cost	890	-
Less accumulated depreciation	-	-
	<u>890</u>	<u>-</u>
at Council valuation as at 30 June 2012	6,817	6,817
Less accumulated depreciation	116	-
	<u>6,701</u>	<u>6,817</u>
<b>Ancillary Infrastructure</b>		
at cost	1,245	390
Less accumulated depreciation	34	22
	<u>1,211</u>	<u>368</u>
at Council valuation as at 30 June 2012	5,553	5,553
Less accumulated depreciation	236	-
	<u>5,317</u>	<u>5,553</u>
at Council valuation as at 30 June 2008	7,160	7,160
Less accumulated depreciation	2,247	1,809
	<u>4,913</u>	<u>5,351</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 17 <i>Property, plant, equipment and infrastructure (cont)</i>	2013 \$'000	2012 \$'000
<b>Other Structures</b>		
at cost	3,478	3,329
Less accumulated depreciation	904	737
	<u>2,574</u>	<u>2,592</u>
<b>Playgrounds</b>		
at cost	457	349
Less accumulated depreciation	46	25
	<u>411</u>	<u>324</u>
at Council valuation as at 30 June 2010	937	943
Less accumulated depreciation	271	184
	<u>666</u>	<u>759</u>
<b>Recreation</b>		
at cost	1,661	1,436
Less accumulated depreciation	453	347
	<u>1,208</u>	<u>1,089</u>
<b>Waste</b>		
at cost	3,544	3,470
Less accumulated depreciation	468	332
	<u>3,076</u>	<u>3,138</u>
<b>Total Infrastructure</b>	<u>276,537</u>	<u>257,769</u>
Valuation of unsealed road pavement has been determined in accordance with an independent valuation undertaken by Peter Moloney, DIP CE. EWS. MIE Aust at 30th June 2012.		
Valuation of bridges, drainage and footpaths has been determined in accordance with a valuation undertaken by the council's engineering unit at 30th June 2012.		
Valuation of Playgrounds has been determined in accordance with a valuation undertaken by the council's engineering unit at 30th June 2010.		
Valuation of sealed road pavements and seals has been determined in accordance with an independent valuation undertaken by Peter J Moloney, Dip C E C.E. MIE Aust of Moloney Asset Management Systems at 30th June 2013.		
Valuation of sealed road formation and ancillary infrastructure has been determined in accordance with an Independent valuation undertaken by Ashay Prabhu, Bachelor in Engineering (Civil), I.E (Aust) membership:MIE (Aust), Chartered Professional Engineer, Member of NPER - civil college of ACEAM Pty Ltd at 30th June 2008.		
The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.		
<b>Works in progress</b>		
Land at cost	426	419
Buildings at cost	189	37
Road Pavements at cost	1	1
Plant & Equipment at cost	97	-
Recreation at cost	3	56
Waste at cost	45	6
Drainage at cost	6	6
<b>Total Works in progress</b>	<u>767</u>	<u>525</u>
<b>Total Property, Plant and Equipment, Infrastructure</b>	<u>366,364</u>	<u>347,098</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 17 *Property, plant and equipment, infrastructure (cont.)*

2013	Balance at beginning of financial year	Acquisition of assets	Revaluation increments (decrements)	Depreciation and amortisation	Written down value of disposals	Transfers	Balance at end of financial year
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>							
land	39,481	108	-	-	-	-	39,589
land under roads	255	-	-	-	-	-	255
Total land	39,736	108	-	-	-	-	39,844
buildings	42,171	693	-	(721)	-	7	42,150
Total buildings	42,171	693	-	(721)	-	7	42,150
Total property	81,907	801	-	(721)	-	7	81,994
<b>Plant and Equipment</b>							
plant, machinery and equipment	6,393	2,007	-	(1,471)	230	-	6,699
fixtures, fittings and furniture	504	52	-	(189)	-	-	367
Total plant and equipment	6,897	2,059	-	(1,660)	230	-	7,066
<b>Infrastructure</b>							
roads	192,778	10,023	13,283	(6,216)	-	-	209,868
bridges	39,000	1,402	-	(700)	-	-	39,702
drainage	6,817	890	-	(116)	-	-	7,591
ancillary infrastructure	11,272	855	-	(686)	-	-	11,441
other structures	2,592	150	-	(168)	-	-	2,574
playgrounds	1,083	108	-	(109)	5	-	1,077
recreation	1,089	169	-	(106)	-	56	1,208
waste	3,138	68	-	(136)	-	6	3,076
Total infrastructure	257,769	13,665	13,283	(8,237)	5	62	276,537
<b>Works in progress</b>							
land	419	7	-	-	-	-	426
buildings	37	159	-	-	-	(7)	189
roads	1	-	-	-	-	-	1
plant & equipment	-	97	-	-	-	-	97
recreation	56	3	-	-	-	(56)	3
drainage	6	-	-	-	-	-	6
waste	6	45	-	-	-	(6)	45
Total works in progress	525	311	-	-	-	(69)	767
<b>Total property, plant and equipment, infrastructure</b>	<b>347,098</b>	<b>16,836</b>	<b>13,283</b>	<b>(10,618)</b>	<b>235</b>	<b>-</b>	<b>366,364</b>

**(a) Impairment losses**

Impairment losses are recognised in the income statement under other expenses.

Reversals of impairment losses are recognised in the income statement under other revenue.



Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 17 *Property, plant and equipment, infrastructure (cont.)*

2012	Balance at beginning of financial year	Acquisition of assets	Revaluation increments (decrements)	Depreciation and amortisation	Written down value of disposals	Transfers	Balance at end of financial year
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Property</b>							
land	39,557	64	(140)	-	-	-	39,481
land under roads	255	-	-	-	-	-	255
land improvements	-	-	-	-	-	-	-
<b>Total land</b>	<b>39,812</b>	<b>64</b>	<b>(140)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,736</b>
buildings	41,434	936	611	(810)	-	-	42,171
<b>Total buildings</b>	<b>41,434</b>	<b>936</b>	<b>611</b>	<b>(810)</b>	<b>-</b>	<b>-</b>	<b>42,171</b>
<b>Total property</b>	<b>81,246</b>	<b>1,000</b>	<b>471</b>	<b>(810)</b>	<b>-</b>	<b>-</b>	<b>81,907</b>
<b>Plant and Equipment</b>							
plant, machinery and equipment	6,563	1,393	-	(1,411)	152	-	6,393
fixtures, fittings and furniture	508	171	-	(175)	-	-	504
<b>Total plant and equipment</b>	<b>7,071</b>	<b>1,564</b>	<b>-</b>	<b>(1,586)</b>	<b>152</b>	<b>-</b>	<b>6,897</b>
<b>Infrastructure</b>							
roads	190,911	7,573	221	(5,927)	-	-	192,778
bridges	20,122	531	18,651	(304)	-	-	39,000
drainage	7,695	115	(914)	(79)	-	-	6,817
ancillary infrastructure	10,079	202	1,712	(721)	-	-	11,272
other structures	2,480	259	-	(147)	-	-	2,592
playgrounds	1,176	17	-	(110)	-	-	1,083
recreation	1,017	163	-	(91)	-	-	1,089
waste	2,915	347	-	(124)	-	-	3,138
<b>Total infrastructure</b>	<b>236,395</b>	<b>9,207</b>	<b>19,670</b>	<b>(7,503)</b>	<b>-</b>	<b>-</b>	<b>257,769</b>
<b>Works in progress</b>							
land	418	-	-	-	-	-	418
buildings	53	7	-	-	-	(23)	37
roads	1	-	-	-	-	-	1
bridges	2	-	-	-	-	(2)	-
recreation	57	57	-	-	-	(57)	57
drainage	-	6	-	-	-	-	6
waste	42	6	-	-	-	(42)	6
<b>Total works in progress</b>	<b>573</b>	<b>76</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(124)</b>	<b>525</b>
<b>Total property, plant and equipment, infrastructure</b>	<b>325,285</b>	<b>11,847</b>	<b>20,141</b>	<b>(9,899)</b>	<b>152</b>	<b>(124)</b>	<b>347,098</b>

**(a) Impairment losses**

Impairment losses are recognised in the income statement under other expenses.

Reversals of impairment losses are recognised in the income statement under other revenue.

Notes to the Financial Report  
For the Year Ended 30 June 2013

	2013 \$'000	2012 \$'000
<b>Note 18 Trade and other payables</b>		
Trade payables	3,370	2,593
Accrued expenses	287	270
	<u>3,657</u>	<u>2,863</u>
<b>Note 19 Trust funds and deposits</b>		
Refundable contract deposits	344	309
Trust funds - drainage	7	7
Trust funds - other	11	16
	<u>362</u>	<u>332</u>
Contract deposits are held for the purpose of depositors meeting certain conditions on permits/applications. Drainage trust funds are held for the purpose of maintaining drainage areas within council. Other trust funds are held for the purpose of GlaxoSmithKline scholarships and maintenance and operations of the Port Fairy Lifeboat.		

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 20 Provisions

	Annual leave	Long service leave	Landfill restoration	Other	Unfunded Super	Total
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>2013</b>						
Balance at beginning of the financial year	1,717	2,243	1,195	166	2,794	8,115
Additional provisions	1,056	487		106	-	1,649
Amounts used	(849)	(142)	(12)	(95)	(135)	(1,233)
Increase in the discounted amount arising because of time and the effect of any change in the discount rate	-	6	44	-	-	50
Balance at the end of the financial year	1,924	2,594	1,227	177	2,659	8,581
<b>2012</b>						
Balance at beginning of the financial year	1,596	2,108	1,185	150	-	5,039
Additional provisions	905	203	10	263	2,794	4,175
Amounts used	(784)	(124)	-	(247)	-	(1,155)
Increase in the discounted amount arising because of time and the effect of any change in the discount rate	-	56	-	-	-	56
Balance at the end of the financial year	1,717	2,243	1,195	166	2,794	8,115

2013  
\$'000

2012  
\$'000

(a) Employee benefits

Current

Annual leave	1,924	1,717
Long service leave	2,334	2,091
Other	177	166
Unfunded superannuation liability	2,659	-
	<u>7,094</u>	<u>3,974</u>

Non-current

Long service leave	260	152
Unfunded superannuation liability	-	2,794
	<u>260</u>	<u>2,946</u>

Aggregate carrying amount of employee benefits:

Current	7,094	3,974
Non-current	260	2,946
	<u>7,354</u>	<u>6,920</u>

The following assumptions were adopted in measuring the present value of employee benefits:

Weighted average increase in employee costs	4.50%	4.31%
Weighted average discount rates	3.07%	2.62%

(b) Land fill restoration

Under Council undertaking Council is obligated to restore landfill sites to a particular standard. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Council does not expect to receive reimbursement from a third party.

Landfill restoration		
Current	182	191
Non-current	1,045	1,004
Total	<u>1,227</u>	<u>1,195</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

	2013 \$'000	2012 \$'000
<b>Note 21 Interest-bearing loans and borrowings</b>		
<i>Current</i>		
Borrowings - secured	2,145	2,424
	<u>2,145</u>	<u>2,424</u>
<i>Non-current</i>		
Borrowings - secured	138	306
	<u>138</u>	<u>306</u>
Total	<u>2,283</u>	<u>2,730</u>
The maturity profile for Council's borrowings is:		
Not later than one year	417	448
Later than one year and not later than five years	1,181	1,489
Later than five years	685	793
	<u>2,283</u>	<u>2,730</u>

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 22 Reserves

	Balance at beginning of reporting period	Increment (decrement)	Share of increment (decrement) on revaluation by an associate	Balance at end of reporting period
(a) Asset revaluation reserves	\$'000	\$'000	\$'000	\$'000
<b>2013</b>				
<b>Property</b>				
Land	32,207	-	-	32,207
Buildings	17,945	-	-	17,945
	50,152	-	-	50,152
<b>Infrastructure</b>				
Roads	65,657	13,284	-	78,941
Bridges	30,323	-	-	30,323
Ancillary Infrastructure	9,366	-	-	9,366
Drainage	3,142	-	-	3,142
	108,488	13,284	-	121,772
<b>Plant and Equipment</b>	430	-	-	430
<b>Total Asset revaluation reserves</b>	159,070	13,284	-	172,354
<b>2012</b>				
<b>Property</b>				
Land	32,347	(140)	-	32,207
Buildings	17,334	611	-	17,945
	49,681	471	-	50,152
<b>Infrastructure</b>				
Roads	65,436	221	-	65,657
Bridges	11,672	18,651	-	30,323
Ancillary Infrastructure	7,655	1,711	-	9,366
Drainage	4,057	(915)	-	3,142
	88,820	19,668	-	108,488
<b>Plant and Equipment</b>	430	-	-	430
<b>Total Asset revaluation reserves</b>	138,931	20,139	-	159,070

The Asset Revaluation reserve is held for the purpose of revaluation increments/decrements to assets values.

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 22 Reserves (cont.)

	Balance at beginning of reporting period	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting period
	\$'000	\$'000	\$'000	\$'000
<b>(b) Other reserves</b>				
<b>2013</b>				
Business enterprise reserve	1,082	315	-	1,397
Southcombe park sporting complex	69	3	-	72
Heritage loan reserve	108	-	-	108
Subdivision reserve	440	22	-	462
Quarry reserve	913	253	-	1,166
Waste facilities reserve	683	182	-	865
<b>Total Other reserves</b>	<b>3,295</b>	<b>775</b>	<b>-</b>	<b>4,070</b>
<b>2012</b>				
Business enterprise reserve	944	138	-	1,082
Southcombe park sporting complex	65	4	-	69
Heritage loan reserve	108	-	-	108
Subdivision reserve	399	41	-	440
Quarry reserve	946	-	(33)	913
Waste facilities reserve	631	52	-	683
<b>Total Other reserves</b>	<b>3,093</b>	<b>235</b>	<b>(33)</b>	<b>3,295</b>

Business enterprise reserve funds are used for the Council's major caravan parks and the Port of Port Fairy capital works programs.

Southcombe park sporting complex funds are used for capital works at the Southern Park stadium.

The Heritage loan reserve expenditure is restricted to funding of low interest Heritage loans.  
provided in the Subdivision Act 1988 and Planning and Environment Act 1987.

Quarry reserve funds are used for capital works to the Mount Shadwell Quarry.

Waste facilities reserve funds are used for maintenance, development and rehabilitation works at waste facility sites.

Notes to the Financial Report  
For the Year Ended 30 June 2013

	2013 \$'000	2012 \$'000
<b>Note 23 Reconciliation of cash flows from operating activities to surplus (deficit)</b>		
Comprehensive result	19,318	24,032
Depreciation/amortisation	10,618	9,899
Finance costs	171	172
(Profit)/loss on disposal of property, plant and equipment, infrastructure	(243)	(221)
Net asset revaluation (increment) decrement	(13,284)	(20,139)
Contributions - Non-monetary assets	(1,407)	-
Corangamite Regional Library	10	45
<i>Change in assets and liabilities:</i>		
(Increase)/decrease in trade and other receivables	(9)	(42)
Increase/(decrease) in trade and other payables	808	(357)
(Increase)/decrease in other assets	(255)	281
Increase in provisions	466	3,076
Net cash provided by/(used in) operating activities	<u>16,193</u>	<u>16,746</u>
<b>Note 24 Reconciliation of cash and cash equivalents</b>		
Cash and cash equivalents (see note 13)	9,337	8,196
	<u>9,337</u>	<u>8,196</u>
<b>Note 25 Financing arrangements</b>		
Bank loans (Note 21) are secured over the general rates of the Council and the interest rates are fixed. Council borrowings during 2012/13 were \$0 million. (2011/12 \$0.535 million).		
<b>Note 26 Restricted assets</b>		
Council has cash and cash equivalents (note 13) that are subject to restrictions. As at the reporting date, Council had legislative restrictions in relation to reserve funds (Heritage Loan Reserve).		
Trust funds and deposits (note 19)	362	332
Reserve funds (note 22)	108	108
	<u>470</u>	<u>440</u>

The Heritage Loan reserve is restricted to funding of low interest Heritage Loans.



Notes to the Financial Report  
For the Year Ended 30 June 2013

**Note 27 Superannuation**

Council made contributions to the following funds:

	2013	2012
	\$'000	\$'000
<b>Defined benefit funds</b>		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	284	693
Employer contributions payable to Local Authorities Superannuation Fund (Vision Super) at reporting date.	-	-
<b>Accumulation funds</b>		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	837	799
Employer contributions to ARF Superannuation Fund	196	175
Employer contributions to Hesta Superannuation	53	51
	1,086	1,025
Employer contributions payable to Local Authorities Superannuation Fund (Vision Super) at reporting date.	-	-
Employer contributions payable to ARF Superannuation Fund at reporting date.	-	-
Employer contributions payable to Hesta Superannuation at reporting date.	-	-

Notes to the Financial Report  
For the Year Ended 30 June 2013

**Note 28 Commitments**

The Council has entered into the following commitments

	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000
<b>2013</b>				
<i><b>Operating</b></i>				
Caravan Park Management	81	66	20	167
Cleaning contracts for council buildings	130	134	-	264
Home Maintenance services	165	-	-	165
Meals for delivery	89	-	-	89
Waste Collection & Sorting	894	894	565	2,353
Quarry Services	401	-	-	401
Supply & delivery of fuel	1,400	1,400	1,400	4,200
Haulage and loading roadmaking materials	1,666	1,666	-	3,332
Hire of plant and equipment	2,720	2,720	-	5,440
Swimming Pools	97	100	103	300
Internal Audit	65	-	-	65
Financial services	28	28	28	84
Valuation Services	33	-	-	33
	<b>7,769</b>	<b>7,008</b>	<b>2,116</b>	<b>16,893</b>
<i><b>Capital</b></i>	<b>657</b>	<b>-</b>	<b>-</b>	<b>657</b>
<i><b>Total</b></i>	<b>8,426</b>	<b>7,008</b>	<b>2,116</b>	<b>17,550</b>
<b>2012</b>				
	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000
<i><b>Operating</b></i>				
Caravan Park Management	78	45	-	123
Cleaning contracts for council buildings	130	134	-	264
Home Maintenance services	165	-	-	165
Meals for delivery	89	-	-	89
Waste Collection & Sorting	898	565	565	2,028
Supply & delivery of fuel	1,200	-	-	1,200
Haulage and loading roadmaking materials	1,977	-	-	1,977
Hire of plant and equipment	500	-	-	500
Swimming Pools	96	-	-	96
Internal Audit	65	-	-	65
Financial services	28	28	28	84
Valuation Services	33	-	-	33
Other	130	-	-	130
	<b>5,790</b>	<b>772</b>	<b>593</b>	<b>7,155</b>
<i><b>Capital</b></i>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i><b>Total</b></i>	<b>5,790</b>	<b>772</b>	<b>593</b>	<b>7,155</b>

Notes to the Financial Report  
For the Year Ended 30 June 2013

	2013 \$'000	2012 \$'000
<b>Note 29 Operating leases</b>		
<b>Operating lease commitments</b>		
At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):		
Not later than one year	106	98
Later than one year and not later than five years	165	190
	<u>271</u>	<u>288</u>

**Note 30 Contingent liabilities and contingent assets**

**Contingent liabilities**

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

Council has provided a financial guarantee of \$29,500 as a surety for compliance for rehabilitation and stabilisation of land used for quarry operations.

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 31 Financial Instruments

(a) Accounting Policy, terms and conditions

Recognised financial instruments	Note	Accounting Policy	Terms and Conditions
<b>Financial assets</b>			
Cash and cash equivalents	13	Cash on hand and at bank and money market call account are valued at face value.	On call deposits returned a floating interest rate of 3.43% (4.18% in 2011/2012). The average interest rate at balance date was 4.34% (5.23% in 2011/2012).
		Interest is recognised as it accrues.	Funds returned fixed interest rate of between 3.25% (4% in 2011/2012), and 6.0% (6.4% in 2011/2012) net of fees.
		Investments and bills are valued at cost.	
		Investments are held to maximise interest returns of surplus cash.	
		Interest revenues are recognised as they accrue.	
<b>Trade and other receivables</b>			
Other debtors	14	Receivables are carried at amortised cost using the effective interest method. A provision for doubtful debts is recognised when there is objective evidence that an impairment loss has occurred. Collectability of overdue accounts is assessed on an ongoing basis.	General debtors are unsecured. Credit terms are based on 30 days.
<b>Financial Liabilities</b>			
Trade and other payables	18	Liabilities are recognised for amounts to be paid in the future for goods and services provided to Council as at balance date whether or not invoices have been received.	General Creditors are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.
Interest-bearing loans and borrowings	21	Loans are carried at their principal amounts, which represent the present value of future cash flows associated with servicing the debt. Interest is accrued over the period it becomes due and recognised as part of payables.	Borrowings are secured by way of mortgages over the general rates of the Council. The weighted average interest rate on borrowings was 6.86% (6.34% in 2011/2012).

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 31 Financial instruments (cont.)

(b) Interest Rate Risk

The exposure to interest rate risk and the effective interest rates of financial assets and financial liabilities, both recognised and unrecognised, at balance date are as follows:

2013

	Floating interest rate \$'000	Fixed interest maturing in:				Total \$'000
		1 year or less \$'000	Over 1 to 5 years \$'000	More than 5 years \$'000	Non-interest bearing \$'000	
<b>Financial assets</b>						
Cash and cash equivalents	8,834	500	-	-	3	9,337
Other financial assets	-	6,500	-	-	-	6,500
Trade and other receivables	-	29	35	-	1,905	1,969
<b>Total financial assets</b>	<b>8,834</b>	<b>7,029</b>	<b>35</b>	<b>-</b>	<b>1,908</b>	<b>17,806</b>
Weighted average interest rate	3.68%	4.25%	2.67%			
<b>Financial liabilities</b>						
Trade and other payables	-	-	-	-	3,657	3,657
Trust funds and deposits	-	-	-	-	362	362
Interest-bearing loans and borrowings	-	417	1,181	685	-	2,283
<b>Total financial liabilities</b>	<b>-</b>	<b>417</b>	<b>1,181</b>	<b>685</b>	<b>4,019</b>	<b>6,302</b>
Weighted average interest rate		6.57%	6.66%	7.36%		
Net financial assets (liabilities)	8,834	6,612	(1,146)	(685)	(2,111)	11,504

2012

	Floating Interest rate \$'000	Fixed interest maturing in:				Total \$'000
		1 year or less \$'000	Over 1 to 5 years \$'000	More than 5 years \$'000	Non-interest bearing \$'000	
<b>Financial assets</b>						
Cash and cash equivalents	5,493	2,700	-	-	3	8,196
Other financial assets	-	6,000	1,000	-	-	7,000
Trade and other receivables	-	23	47	-	2,330	2,400
<b>Total financial assets</b>	<b>5,493</b>	<b>8,723</b>	<b>1,047</b>	<b>-</b>	<b>2,333</b>	<b>17,596</b>
Weighted average interest rate	4.68%	5.37%	5.89%			4.44%
<b>Financial liabilities</b>						
Trade and other payables	-	-	-	-	2,863	2,863
Trust funds and deposits	-	-	-	-	332	332
Interest-bearing loans and borrowings	-	447	1,490	793	-	2,730
<b>Total financial liabilities</b>	<b>-</b>	<b>447</b>	<b>1,490</b>	<b>793</b>	<b>3,195</b>	<b>5,925</b>
Weighted average interest rate		5.55%	5.09%	7.36%		
Net financial assets (liabilities)	5,493	8,276	(443)	(793)	(862)	11,671

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 31 Financial Instruments (cont.)

(c) Net Fair Values

The aggregate net fair values of financial assets and financial liabilities, both recognised and unrecognised, at balance date are as follows:

Financial Instruments	Total carrying amount as per Balance Sheet		Aggregate net fair value	
	2013 \$'000	2012 \$'000	2013 \$'000	2012 \$'000
<i>Financial assets</i>				
Cash and cash equivalents	9,337	8,196	9,337	8,196
Other financial assets	6,500	7,000	6,500	7,000
Trade and other receivables	1,969	2,400	1,969	2,400
<i>Total financial assets</i>	<u>17,806</u>	<u>17,596</u>	<u>17,806</u>	<u>17,596</u>
<i>Financial liabilities</i>				
Trade and other payables	3,657	2,863	3,657	2,863
Trust funds and deposits	362	332	362	332
Interest-bearing loans and borrowings	2,283	2,730	2,283	2,730
<i>Total financial liabilities</i>	<u>6,302</u>	<u>5,925</u>	<u>6,302</u>	<u>5,925</u>

(d) Credit Risk

The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of those assets as indicated in the Balance Sheet.

(e) Risks and mitigation

The risks associated with our main financial instruments and our policies for minimising these risks are detailed below.

**Market risk**

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

**Notes to the Financial Report  
For the Year Ended 30 June 2013**

**Note 31 Financial Instruments (cont.)**

***Interest rate risk***

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities that we use. Non derivative interest bearing assets are predominantly short term liquid assets. Our interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk.

Our loan borrowings are sourced from major Australian banks. Finance leases are sourced from major Australian financial institutions. Overdrafts are arranged with major Australian banks. We manage interest rate risk on our net debt portfolio by:

- ensuring access to diverse sources of funding;
- reducing risks of refinancing by managing in accordance with target maturity profiles; and
- setting prudential limits on interest repayments as a percentage of rate revenue.

We manage the interest rate exposure on our debt portfolio by appropriate budgeting strategies and obtaining approval for borrowings from the Department of Planning and Community Development each year.

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

- conformity with State and Federal regulations and standards,
- capital protection,
- appropriate liquidity,
- diversification by credit rating, financial institution and investment product,
- monitoring of return on investment,
- benchmarking of returns and comparison with budget.

Maturity will be staggered to provide for interest rate variations and to minimise interest rate risk.

***Credit risk***

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

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

Trade and other receivables consist of a large number of customers, spread across the consumer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is the Victorian Government. Apart from the Victorian Government we do not have any significant credit risk exposure to a single customer or groups of customers. Ongoing credit evaluation is performed on the financial condition of our customers and, where appropriate, an allowance for doubtful debts is raised.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 30.



## Notes to the Financial Report For the Year Ended 30 June 2013

### Note 31 Financial Instruments (cont.)

Movement in Provisions for Doubtful Debts	2013 \$'000	2012 \$'000
Balance at the beginning of the year	184	104
New Provisions recognised during the year	1	82
Amounts already provided for and written off as uncollectible	-	2
Balance at end of year	185	184

### Ageing of Trade and Other Receivables

At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council's Trade & Other Receivables was:

	2013 \$'000	2012 \$'000
Current (not yet due)	1,884	2,180
Past due by up to 30 days	527	645
Past due between 31 and 180 days	216	46
Past due between 181 and 365 days	208	11
Past due by more than 1 year	230	174
Total Trade & Other Receivables	3,065	3,056

### Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements:

- we will not have sufficient funds to settle a transaction on the date;
- we will be forced to sell financial assets at a value which is less than what they are worth; or
- we may be unable to settle or recover a financial assets at all.

To help reduce these risks we:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal

The Councils exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

## Notes to the Financial Report For the Year Ended 30 June 2013

### Note 31 Financial Instruments (cont.)

#### (f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Council believes the following movements are 'reasonably possible' over the next 12 months (Base rates are sourced from Reserve Bank of Australia):

- A parallel shift of + 1% and -1% in market interest rates (AUD) from year-end rates of 4.34%.

The table below discloses the impact on net operating result and equity for each category of financial instruments held by the Council at year-end, if the above movements were to occur.

		Interest rate risk			
		-1 %		+1%	
		-100 basis points		+100 basis points	
2013	\$'000	Profit \$'000	Equity \$'000	Profit \$'000	Equity \$'000
<b>Financial assets:</b>					
Cash and cash equivalents	9,337	(93)	(93)	93	93
Other financial assets	6,500	(65)	(65)	65	65

		Interest rate risk			
		-1 %		+1%	
		-100 basis points		+100 basis points	
2012	\$'000	Profit \$'000	Equity \$'000	Profit \$'000	Equity \$'000
<b>Financial assets:</b>					
Cash and cash equivalents	8,196	(82)	(82)	82	82
Other financial assets	7,000	(70)	(70)	70	70

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Notes to the Financial Report  
For the Year Ended 30 June 2013

<b>Note 32 Auditors' remuneration</b>	<b>2013</b>	<b>2012</b>
	<b>\$'000</b>	<b>\$'000</b>
Audit fee to conduct external audit - Victorian Auditor-General	31	30
Internal audit fees - Grant Thornton	111	147
	<u>142</u>	<u>177</u>

**Note 33 Events occurring after balance date**

There have been no events occurring after the balance date that have a material impact on the financial report.

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 34 Related party transactions

(i) Responsible Persons

Names of persons holding the position of a Responsible Person at the Council at any time during the year are:

<b>Councillors</b>	Mayor Jim Doukas
	Councillor Ken Gale (01/07/2012 to 28/10/2012)
	Councillor Bernie Harris (01/07/2012 to 28/10/2012)
	Councillor James Purcell
	Councillor Jill Parker
	Councillor Colin Ryan
	Councillor Mick Wolfe
	Councillor Anthony Keane (Elected 28/10/2012)
	Councillor Ralph Leutton (Elected 28/10/2012)

**Chief Executive Officer** David Madden

(ii) Remuneration of Responsible Persons

The numbers of Responsible Officers, whose total remuneration from Council and any related entities fall within the following bands:

	2013 No.	2012 No.
\$1 - \$ 9,999	2	-
\$10,000 - \$19,999	2	-
\$20,000 - \$29,999	4	6
\$70,000 - \$79,999	1	1
\$200,000 - \$209,999	-	1
\$210,000 - \$219,999	1	-
	<u>10</u>	<u>8</u>
	<b>\$'000</b>	<b>\$'000</b>
Total Remuneration for the reporting year for Responsible Persons included above amounted to:	436	414

(iii) No retirement benefits have been made by the Council to a Responsible Person. (2011/12, nil).

(iv) No loans have been made, guaranteed or secured by the Council to a Responsible Person during the reporting year (2011/12, nil).

(v) Other Transactions

No transactions other than remuneration payments or the reimbursement of approved expenses were entered into by Council with Responsible Persons, or Related Parties of such Responsible Persons during the reporting year (2011/12, nil).

(vi) Senior Officers Remuneration

A Senior Officer other than a Responsible Person, is an officer of Council whose total annual remuneration exceeds \$130,000, or if remuneration is less than \$130,000 has management responsibilities and reports directly to the Chief Executive Officer

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands:

Income Range:	2013 No.	2012 No.
\$140,000 - \$149,999	2	2
\$150,000 - \$159,999	-	1
\$160,000 - \$169,999	1	-
	<u>3</u>	<u>3</u>
Total Remuneration for the reporting year for Senior Officers included above, amounted to	454	442

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 35 Income, expenses and assets by function/activities

	Leadership & Governance		Infrastructure & Assets		Sustainable Development		Community & Corporate Support		Other non-attributable *		Total	
	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
INCOME	15	-	15,161	16,582	7,646	7,287	8,590	9,335	14,433	13,274	45,845	46,478
EXPENSES	(1,266)	(1,167)	(19,934)	(20,506)	(8,373)	(8,090)	(10,082)	(12,822)		-	(39,655)	(42,585)
PROFIT (LOSS) FOR THE YEAR	(1,251)	(1,167)	(4,773)	(3,924)	(727)	(803)	(1,492)	(3,487)	14,433	13,274	6,190	3,893
ASSETS ATTRIBUTED TO FUNCTIONS/ACTIVITIES*	16,410	15,875	328,068	309,155	23,108	23,138	17,377	17,233	1,465	866	386,428	366,267

\*For the purpose of Assets Attributed to Functions General Rates Receivable and GST Receivable have not been attributed to functions.

\*For the purpose of Revenue General Rates have not been attributed to functions.

**Leadership and Governance**

The Leadership and Governance area covers the administration of Council , Community Leadership, Policy Development and Procedure, Strategic Planning, Advocacy, Corporate Planning, and Executive Administration.

**Infrastructure and Assets**

Infrastructure and Assets includes the areas of Local and Main Road Maintenance, Footpaths, Drainage, Trees Maintenance, Bridges, Parks & Amenities, Street Cleaning, Mt Shadwell Quarry, Design & Contracts, Asset Management, GIS, Plant and Stores Youth Services, Libraries, Recreation, Swimming Pools, Community Halls and Grants.

**Sustainable Development**

Sustainable Development includes the areas of Environment Management, Economic Development, Town Planning, Building Control, Waste Services, Public Health, Local Laws, Fire Prevention, Emergency Management and Animal Control.

**Community & Corporate Support**

Community Services embraces the areas of Aged Services, Community Development, Maternal & Child Health, Community Transport, Pre-School Centres, Financial Planning & Reporting, Information Technology, Customer Service, Records and Information Services, Organisational Development, Quality Compliance, Statutory Compliance, Risk Management, Insurance, Internal Audit and Communications, Port of Port Fairy, Caravan Parks, Tourism, Festivals and Major events.

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 36	Financial ratios (Performance indicators)	2013 \$'000	2013 (%)	2012 \$'000	2012 (%)	2011 \$'000	2011 (%)
(a)	<b>Debt servicing ratio</b> (to identify the capacity of Council to service its outstanding debt)						
	<u>Debt servicing costs</u>	171		172		56	
	Total revenue	45,845	= 0.37%	46,478	= 0.37%	43,176	= 0.13%
	Debt servicing costs refer to the payment of interest on loan borrowings, finance lease, and bank overdraft.						
	The ratio expresses the amount of interest paid as a percentage of Council's total revenue.						
(b)	<b>Debt commitment ratio</b> (to identify Council's debt redemption strategy)						
	<u>Debt servicing &amp; redemption costs</u>	619		499		230	
	Rate revenue	16,736	= 3.70%	15,417	= 3.24%	14,213	= 1.62%
	The strategy involves the payment of loan principal and interest, finance lease principal and interest.						
	The ratio expresses the percentage of rate revenue utilised to pay interest and redeem debt principal.						
(c)	<b>Revenue ratio</b> (to identify Council's dependence on non-rate income)						
	<u>Rate revenue</u>	16,736		15,417		14,213	
	Total revenue	45,845	= 36.51%	46,478	= 33.17%	43,176	= 32.92%
	The level of Council's reliance on rate revenue is determined by assessing rate revenue as a proportion of the total revenue of Council.						
(d)	<b>Debt exposure ratio</b> (to identify Council's exposure to debt)						
	<u>Total indebtedness</u>	14,413		13,600		8,897	
	Total realisable assets	108,121	= 13.33%	106,990	= 12.71%	99,537	= 8.94%
	For the purposes of the calculation of financial ratios, realisable assets are those assets which can be sold and which are not subject to any restriction on realisation or use.						
	Any liability represented by a restricted asset (note 26) is excluded from total indebtedness.						
	The following assets are excluded from total assets when calculating Council's realisable assets: land and buildings on Crown land; restricted assets; heritage assets; total infrastructure assets; and Council's investment in associate.						
	This ratio enables assessment of Council's solvency and exposure to debt. Total indebtedness refers to the total liabilities of Council. Total liabilities are compared to total realisable assets which are all Council assets not subject to any restriction and are able to be realised. The ratio expresses the percentage of total liabilities for each dollar of realisable assets.						

Notes to the Financial Report  
For the Year Ended 30 June 2013

Note 36	Financial ratios (Performance indicators) (cont.)	2013 \$'000	2013 (%)	2012 \$'000	2012 (%)	2011 \$'000	2011 (%)
	(e) Working capital ratio (to assess Council's ability to meet current commitments)						
	<u>Current assets</u>	19,749		17,825		13,616	
	<u>Current liabilities</u>	13,440	= 146.94%	9,784	= 182.19%	9,558	= 142.46%
	The ratio expresses the level of current assets the Council has available to meet its current liabilities.						



Notes to the Financial Report  
For the Year Ended 30 June 2013

	Note	2013 \$'000	2012 \$'000
<b>Note 37 Capital expenditure</b>			
<b>Capital expenditure areas</b>			
Roads		11,562	8,262
Drainage		293	121
Parks, open space and streetscapes		794	671
Buildings		734	958
Plant and equipment		2,058	1,704
Total capital works		<u>15,441</u>	<u>11,716</u>
Represented by:			
Renewal	(a)	11,346	9,562
Upgrade / Expansion	(b)	3,464	1,288
New infrastructure		410	649
New buildings		203	79
New plant and equipment		18	138
Total capital works		<u>15,441</u>	<u>11,716</u>

**Property, plant and equipment, infrastructure movement**

The movement between the previous year and the current year in property, plant and equipment, infrastructure as shown in the Balance Sheet links to the net of the following items:

Total capital works		15,441	11,716
Landfill Provision		(13)	10
Contributions - non-monetary assets	5(b)	1,407	-
Asset revaluation movement	21(a)	13,284	20,139
Depreciation/amortisation	9	(10,618)	(9,899)
Written down value of assets sold	6	(235)	(152)
Net movement in property, plant and equipment, infrastructure	17	<u>19,266</u>	<u>21,814</u>

**(a) Renewal**

Expenditure on an existing asset which returns the service potential or the life of the asset up to that which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. As it reinstates existing service potential, it has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time.

**(b)**

**Upgrade**

Expenditure which enhances an existing asset to provide a higher level of service or expenditure that will increase the life of the asset beyond that which it had originally. Upgrade expenditure is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in the council's asset base.

**Expansion**

Expenditure which extends an existing asset, at the same standard as is currently enjoyed by residents, to a new group of users. It is discretionary expenditure which increases future operating and maintenance costs, because it increases council's asset base, but may be associated with additional revenue from the new user group.

**Note 38 Special committees and other activities**

Council has control of the Mortlake Recreation Reserve and the Koroit Victoria Park Reserve which are managed through special committee's. The financial transactions of these Reserve's are not material.

### **Certification of the Financial Report**

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Finance and Reporting) Regulations 2004*, Australian Accounting Standards and other mandatory professional reporting requirements.



**Craig Ralston (Bbus, CPA)**  
**Principal Accounting Officer**

**Date :** 10 September 2013  
Port Fairy

In our opinion the accompanying financial statements present fairly the financial transactions of Moyne Shire Council for the year ended 30 June 2013 and the financial position of the Council as at that date.

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

We have been authorised by the Council on the 27th of August 2013 to certify the financial statements in their final form.

**Jim Doukas**  
**Mayor**



**Date :** 10 September 2013  
Port Fairy

**James Purcell**  
**Councillor**



**Date :** 10 September 2013  
Port Fairy

**David Madden**  
**Chief Executive Officer**



**Date :** 10 September 2013  
Port Fairy

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# standard statements



## **Notes to the Standard Statements**

### **1. Basis of preparation of Standard Statements**

Council is required to prepare and include audited Standard Statements within its Annual Report.

These statements and supporting notes form a special purpose financial report prepared to meet the requirements of the Local Government Act 1989 and Local Government (Finance and Reporting) Regulations 2004.

The Standard Statements have been prepared on accounting bases consistent with those used for General Purpose Financial Report and the Budget. The result reported in these statements are consistent with those reported in the General Purpose Financial Report.

The Standard Statements are not a substitute for the General Purpose Financial Report, which are included on pages 1 to 48 of the Annual Report. They have not been prepared in accordance with all Australian Accounting Standards or other authoritative professional pronouncements.

The Standard Statements compare council's financial plan, expressed through its budget, with actual performance. The Local Government Act 1989 requires explanation of any material variances. The Council has adopted a materiality threshold of 10 per cent. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures included in the Standard Statements are those adopted by Council on 10 July 2012. The budget was based on assumptions that were relevant at the time of adoption of the budget. The Council set guidelines and parameters for revenue and expense targets in this budget in order to meet council's business plan and financial performance targets for both the short and long term. The budget did not reflect any changes to equity resulting from assets revaluations, as their impacts were not considered predictable.

Detailed information on the actual financial results are contained in the General Purpose Financial Statements Report on pages 90 to 134. The detailed budget can be obtained by contacting council or through the council's website. The Standard Statements must be read with reference to these documents.

# STANDARD INCOME STATEMENT

For the year ending 30 June 2013

	<i>Budget</i> 2012/2013 \$'000	<i>Variances</i> \$'000 %	<i>Ref</i>	<i>Actuals</i> 2012/2013 \$'000
<b>Revenue</b>				
Rates and charges	16,515	221 1.3		16,736
User fees and fines	9,710	957 9.9		10,667
Contributions - Operating	208	25 12.0	1	233
Contributions - Capital	339	(20) (5.9)		319
Contributions - Non-monetary assets	-	1,407 -	2	1,407
Grants - Operating	12,932	(81) (0.6)		12,851
Grants - Capital	3,154	(515) (16.3)	3	2,639
Other revenue	398	362 91.0	4	760
<b>Total revenue</b>	<b>43,256</b>	2,356		<b>45,612</b>
<b>Expenses</b>				
Employee benefits	14,435	(367) (2.5)		14,802
Materials and services	13,851	(379) (2.7)		14,230
Depreciation	9,884	(734) (7.4)		10,618
Finance costs	183	12 0.1		171
<b>Total expenses</b>	<b>38,353</b>	(1,468)		<b>39,821</b>
Net gain (loss) on disposal of assets	-	243 -	5	243
<b>Surplus (deficit) for the period</b>	<b>4,903</b>	<b>1,131</b>		<b>6,034</b>

## STANDARD INCOME STATEMENT

For the year ending 30 June 2013

### Variance Explanation Report

<u>Ref.</u>	<u>Item</u>	<u>Explanation</u>
1	Contributions - Operating (revenue)	Minor increase in contributions towards non recurrent projects.
2	Contributions - Non-monetary assets (revenue)	These primarily relate to gifted assets from private subdivision works. No budget has been allowed for these contributions.
3	Grants - Capital (revenue)	\$0.5 million funding towards the Port Fairy Streetscape project not received as works will be carried over to the 2013/14 year.
4	Other Revenue	Increase in interest income received due to increased cash holdings during the year. This has been due to the advanced payment in the Victorian Grants Commission grant and some major capital works that will be carried over to the 2013/14 year.
5	Net gain (loss) on disposal of assets	Profit on sale of plant and equipment.

# STANDARD BALANCE SHEET

As at 30 June 2013

	<i>Budget 2012/2013 \$'000</i>	<i>Variances \$'000</i>	<i>%</i>	<i>Ref</i>	<i>Actuals 2012/2013 \$'000</i>
<b>Current assets</b>					
Cash and cash equivalents	5,714	3,623	63.4	<b>6</b>	9,337
Financial assets	-	6,500	-	<b>7</b>	6,500
Trade and other receivables	2,849	179	6.3		3,028
Other financial assets	1,007	(123)	12.2	<b>8</b>	884
<b>Total current assets</b>	<b>9,570</b>	<b>10,179</b>			<b>19,749</b>
<b>Non-current assets</b>					
Trade and other receivables	26	11	42.3		37
Property, plant and equipment, infrastructure	335,272	31,092	9.3		366,364
Other	333	(55)	(16.5)	<b>9</b>	278
<b>Total non-current assets</b>	<b>335,631</b>	<b>31,048</b>			<b>366,679</b>
<b>Total assets</b>	<b>345,201</b>	<b>41,227</b>			<b>386,428</b>
<b>Current liabilities</b>					
Trade and other payables	2,641	(1,378)	(52.2)	<b>10</b>	4,019
Interest bearing loans and borrowings	437	(1,708)	(390.8)	<b>11</b>	2,145
Provisions	4,108	(3,168)	(77.1)	<b>12</b>	7,276
<b>Total current liabilities</b>	<b>7,186</b>	<b>(6,254)</b>			<b>13,440</b>
<b>Non-current liabilities</b>					
Interest bearing loans and borrowings	1,849	1,711	92.5	<b>11</b>	138
Provisions	1,021	(284)	27.8	<b>13</b>	1,305
<b>Total non-current liabilities</b>	<b>2,870</b>	<b>1,427</b>			<b>1,443</b>
<b>Total liabilities</b>	<b>10,056</b>	<b>(4,827)</b>			<b>14,883</b>
<b>Net assets</b>	<b>335,145</b>	<b>36,400</b>			<b>371,545</b>
<b>Equity</b>					
Accumulated surplus	194,082	1,039	0.5		195,121
Asset revaluation reserve	138,931	33,423	24.1	<b>14</b>	172,354
Other reserves	2,132	1,938	90.9	<b>15</b>	4,070
<b>Total equity</b>	<b>335,145</b>	<b>36,400</b>			<b>371,545</b>



## STANDARD BALANCE SHEET

As at 30 June 2013

### Variance Explanation Report

<u>Ref.</u>	<u>Item</u>	<u>Explanation</u>
6	Cash assets and cash equivalents	The increase to the cash position is primarily due to the following significant variances, 50% or \$3.8 million of the 2013/14 Victoria Grants Commission paid in June 2013, delayed expenditure for capital works, and increase in external works surplus of \$0.73 million.
7	Financial Assets	Surplus cash invested in Term Deposits on a rolling schedule of 4 to 12 months.
8	Other financial assets	Actual inventory less than forecast.
9	Other (non current asset)	Movement in the Corangamite Regional Library Investment. No allowance is made for movement in the carrying value of this investment.
10	Trade and other payables	Increased trade creditors of \$1.20 million, accrued expenses of \$0.06 million, and trust deposits \$0.14 million compared to budget.
11	Interest bearing loans and borrowings	Two Council loans now treated as a current liability due to periodic review clause in loan agreements.
12	Provisions (current)	Includes unfunded superannuation liability of \$2.66 million taken up as a provision following notification from Vision Super in August 2012.
13	Provisions (non current)	Landfill restoration provision increase reflecting the present value of the expected cost of works.
14	Asset revaluation reserve	No reliable estimate able to be budgeted.
15	Other reserves	Significant increases relate to the Quarry, Port of Port Fairy and Waste reserves.

# STANDARD CASH FLOW STATEMENT

For the year ending 30 June 2013

	Budget 2012/2013 \$'000	Variances \$'000	%	Ref	Actuals 2012/2013 \$'000
<b>Cash flows from operating activities</b>					
<b>Receipts</b>					
General rates	16,483	(186)	1.1		16,297
Operating grants	12,944	382	3.0		13,326
Contributions	546	6	1.1		552
Capital grants	3,157	(518)	16.4	16	2,639
Interest	398	258	64.8	17	656
Fees and charges	9,717	852	8.8		10,569
	43,245	794			44,039
<b>Payments</b>					
Employee costs	(14,215)	721	5.1		(13,494)
Materials and services	(14,183)	(169)	1.2		(14,352)
	(28,398)	552			(27,846)
<b>Net cash inflow (outflow) from operating activities</b>	<b>14,847</b>	<b>1,346</b>			<b>16,193</b>
<b>Cash flows from investing activities</b>					
Proceeds from sale of property, plant and equipment, infrastructure	507	(29)	(5.7)		478
Payments for property, plant and equipment, infrastructure	(16,164)	723	4.5		(15,441)
Payments for other financial assets	-	(2,000)	-	18	(2,000)
Proceeds from sale of other financial assets	-	2,500	-	18	2,500
Repayment of loans and advances	32	(1)	3.1		31
<b>Net cash inflow (outflow) from investing activities</b>	<b>(15,625)</b>	<b>1,193</b>			<b>(14,432)</b>
<b>Cash flows from financing activities</b>					
Finance Costs	(182)	10	5.5		(172)
Proceeds from interest bearing loans and borrowings	-	-	-		-
Repayment of interest bearing loans and borrowings	(444)	(4)	0.9		(448)
<b>Net cash inflow (outflow) from financing activities</b>	<b>(626)</b>	<b>6</b>			<b>(620)</b>
<b>Net Increase (decrease) in cash and cash equivalents</b>	<b>(1,404)</b>	<b>2,545</b>	<b>181.3</b>		<b>1,141</b>
Cash and cash equivalents at the beginning of the year	7,118	1,078	15.1		8,196
<b>Cash and cash equivalents at the end of the year</b>	<b>5,714</b>	<b>3,623</b>			<b>9,337</b>
<b>Reconciliation of Surplus (Deficit) and Net Cash Flows from Operating Activities</b>					
<b>For the year ending 30 June 2013</b>					
<b>Surplus (deficit)</b>	<b>4,903</b>	<b>1,131</b>			<b>6,034</b>
Depreciation and amortisation	9,884	734	7.4		10,618
Contributions - Non-monetary assets	-	(1,407)	-		(1,407)
Net movement in current assets and liabilities	60	732	1,220.0		792
<b>Net cash inflow (outflow) from operating activities</b>	<b>14,847</b>	<b>1,190</b>			<b>16,037</b>

## STANDARD CASH FLOW STATEMENT

For the year ending 30 June 2013

### Variance Explanation Report

<u>Ref.</u>	<u>Item</u>	<u>Explanation</u>
16	Capital grants	\$0.5 million funding towards the Port Fairy Streetscape project not received as works will be carried over to the 2013/14 year.
17	Interest	Additional interest income received from greater cash holdings than anticipated.
18	Payments / Proceeds other financial assets	Surplus cash invested in Term Deposits on a rolling schedule of 4 to 12 months.

# STANDARD STATEMENT OF CAPITAL WORKS

For the year ending 30 June 2013

<b>Capital Works Areas</b>	<b>Budget 2012/2013 \$'000</b>	<b>Variances \$'000</b>	<b>%</b>	<b>Ref</b>	<b>Actuals 2012/2013 \$'000</b>
Roads	10,694	868	8.1		11,562
Drainage	170	123	72.4	<b>19</b>	293
Open space	1,705	(1,151)	67.5	<b>20</b>	554
Buildings	1,280	(397)	31.0	<b>21</b>	883
Plant and equipment and other	2,315	(166)	7.2		2,149
<b>Total capital works</b>	<b>16,164</b>	<b>(723)</b>			<b>15,441</b>
<b>Represented by:</b>					
Asset Renewal	11,212	134	1.2		11,346
New Assets	4,952	(857)	17.3	<b>22</b>	4,095
<b>Total capital works</b>	<b>16,164</b>	<b>(723)</b>			<b>15,441</b>

<b>Property, plant and equipment, infrastructure movement</b>	<b>Budget 2012/2013 \$'000</b>	<b>Variances \$'000</b>	<b>%</b>		<b>Actuals 2012/2013 \$'000</b>
The movement between the previous year and the current year in property, plant and equipment, infrastructure as shown in the Balance Sheet links to the net of the following items:					
Total capital works	16,164	(723)	4.5		15,441
Asset revaluation movement	-	(13,284)	-	<b>23</b>	13,284
Landfill Rehabilitation Provision	-	(13)	-		(13)
Contributions - Non-monetary assets	-	1,407	-		1,407
Depreciation and amortisation	(9,884)	(734)	7.4		(10,618)
Written down value of assets sold	(507)	272	(53.6)	<b>24</b>	(235)
<b>Net movement in property, plant and equipment, infrastructure</b>	<b>5,773</b>	<b>13,493</b>			<b>19,266</b>

## STANDARD STATEMENT OF CAPITAL WORKS

For the year ending 30 June 2013

### Variance Explanation Report

<u>Ref.</u>	<u>Item</u>	<u>Explanation</u>
19	Drainage	Phillip Street and Albert St drainage were carried forward projects and completed in 2012/13.
20	Open Space	Significant items include the Killarney transfer station upgrade which is awaiting draft design to be finalised, and the Hawkesdale Streetscape project which has undergone extensive consultation prior to works commencing.
21	Buildings	Significant items include the Nirranda Sports Complex which is pending grants from state and federal government before works commence.
22	New Assets	A number of upgrade/new projects have been delayed including Port Fairy Streetscape, Killarney Transfer station development and the Nirranda sports complex development.
23	Asset Revaluation Movement	Not able to reliably estimate for budget purposes.
24	Written down value of assets sold	Relates to the carrying amount of plant and equipment cyclical replacement.

**STANDARD STATEMENTS  
FOR THE YEAR ENDING 30 JUNE 2013**

**CERTIFICATION OF STANDARD STATEMENTS**

In my opinion the accompanying standard statements have been prepared on accounting bases consistent with the financial statements and in accordance with the Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2004.



**Craig Ralston  
Principal Accounting Officer  
Dated 10 September 2013  
Port Fairy**

In our opinion the accompanying standard statements have been prepared on accounting bases consistent with the financial statements and in accordance with the Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2004.

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

We have been authorised by the Council on the 27th of August 2013, to certify the standard statements in their final form.



**Jim Doukas  
Mayor  
Dated 10 September 2013  
Port Fairy**



**James Purcell  
Councillor  
Dated 10 September 2013  
Port Fairy**



**David Madden  
Chief Executive Officer  
Dated 10 September 2013  
Port Fairy**



## INDEPENDENT AUDITOR'S REPORT

### To the Councillors, Moyne Shire Council

#### *The Financial Report and Standard Statements*

The accompanying financial report for the year ended 30 June 2013 of the Moyne Shire Council which comprises comprehensive income statement, balance sheet, statement of changes in equity, cash flow statement, notes comprising a summary of the significant accounting policies and other explanatory information, and the certification of the financial report have been audited.

The accompanying standard statements for the year ended 30 June 2013 of the Council which comprises standard income statement, standard balance sheet, standard cash flow statement, standard statement of capital works, the related notes and the certification of standard statements have been audited.

#### *The Councillors' Responsibility for the Financial Report and Standard Statements*

The Councillors of the Moyne Shire Council are responsible for the preparation and the fair presentation of:

- the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*
- the standard statements in accordance with the basis of preparation as described in Note 1 to the statements and the requirements of the *Local Government Act 1989*.

The Councillors are responsible for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial report and standard statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

As required by the *Audit Act 1994* and the *Local Government Act 1989*, my responsibility is to express an opinion on the financial report and standard statements based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report and standard statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report and standard statements. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report and standard statements, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report and standard statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Councillors, as well as evaluating the overall presentation of the financial report and standard statements.



## Independent Auditor's Report (continued)

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### *Independence*

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

### *Opinion*

In my opinion:

- (a) the financial report presents fairly, in all material respects, the financial position of the Moyne Shire Council as at 30 June 2013 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*
- (b) the standard statements present fairly, in all material respects, in accordance with the basis of preparation as described in Note 1 to the statements and the requirements of the *Local Government Act 1989*.


### *Basis of Accounting for Standard Statements*

Without modifying my opinion, I draw attention to Note 1 to the standard statements, which describes the basis of accounting. The standard statements are prepared to meet the requirements of the *Local Government Act 1989*. As a result, the standard statements may not be suitable for another purpose.

### *Matters Relating to the Electronic Publication of the Audited Financial Report and Standard Statements*

This auditor's report relates to the financial report and standard statements of the Moyne Shire Council for the year ended 30 June 2013 included both in the Moyne Shire Council's annual report and on the website. The Councillors of the Moyne Shire Council are responsible for the integrity of the Moyne Shire Council's website. I have not been engaged to report on the integrity of the Moyne Shire Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report and standard statements are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report and standard statements to confirm the information contained in the website version of the financial report and standard statements.

MELBOURNE  
17 September 2013

  
John Doyle  
Auditor-General



# Performance Statement – 2013

Council's actual indicator results compared to targets set for 2013 are detailed below.

Key Result Area: Governance					
Strategic Activity	Key Performance Indicator	Target 2013	Result 2013	Achieved /Not Achieved	Comment
Advocacy and leadership	Community Satisfaction Rating - advocacy	>62	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.
Community engagement	Community Satisfaction Rating - community engagement	>62	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.

Key Result Area: Infrastructure and Assets					
Strategic Activity	Key Performance Indicator	Target 2013	Result 2013	Achieved /Not Achieved	Comment
Safer and more trafficable road system	Community Satisfaction Rating - Roads and Footpaths	>53	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.
Creation of an attractive and desirable place to live	Community Satisfaction Rating - Recreational facilities	>66	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.

Key Result Area: Environment, Planning and Regulation					
Strategic Activity	Key Performance Indicator	Target 2013	Result 2013	Achieved /Not Achieved	Comment
Promoting sustainable development	Community Satisfaction Rating - Town Planning	>53	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.
Waste management	Community Satisfaction Rating - Waste management	>66	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.

Key Result Area: Community Services					
Strategic Activity	Key Performance Indicator	Target 2013	Result 2013	Achieved /Not Achieved	Comment
Providing quality community services	Community Satisfaction Rating - Health & Human Services	>77	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.
Aged & Disability Care	Percentage of assessments completed within 7 days	>90%	91%	Achieved	

Key Result Area: Business and Tourism					
Strategic Activity	Key Performance Indicator	Target 2013	Result 2013	Achieved /Not Achieved	Comment
Economic development	Community Satisfaction Rating - Economic Development	>59	Unable to measure	Not Achieved	Changes to the methodology and content of the 2013 Community Satisfaction Survey data collection.
Caravan Parks	Return visitation @ Moyne Port Fairy managed caravan parks during peak holiday period	>60%	64%	Achieved	

**PERFORMANCE STATEMENT  
FOR THE YEAR ENDING 30 JUNE 2013**

**CERTIFICATION OF PERFORMANCE STATEMENT**

In our opinion, the accompanying performance statement of the Moyne Shire Council in respect of the 2012-13 financial year is presented fairly in accordance with the Local Government Act 1989.

The statement outlines the performance indicators and targets set out in relation to the achievement of the goals and strategies in respect of the year described in Council's 2012-13 Budget and describes the extent to which those goals and strategies were met in that year having regard to those indicators.

As at the time of signing, we are not aware of any circumstances which would render any particular in the statement to be misleading or inaccurate.



**Jim Doukas**

**Mayor**

**Date: 10 September 2013**

**Port Fairy**



**James Purcell**

**Councillor**

**Date: 10 September 2013**

**Port Fairy**



**David Madden**

**Chief Executive Officer**

**Date: 10 September 2013**

**Port Fairy**

## INDEPENDENT AUDITOR'S REPORT

### To the Councillors, Moyne Shire Council

#### *The Performance Statement*

The accompanying performance statement for the year ended 30 June 2013 of the Moyne Shire Council which comprises the statement and the certification of performance statement have been audited.

#### *The Councillors' Responsibility for the Performance Statement*

The Councillors of the Moyne Shire Council are responsible for the preparation and fair presentation of the performance statement in accordance with the *Local Government Act 1989* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the performance statement that is free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

As required by the *Local Government Act 1989*, my responsibility is to express an opinion on the performance statement based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the performance statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance statement. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the performance statement, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the performance statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the overall presentation of the performance statement.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

## Independent Auditor's Report (continued)

### *Independence*

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.


### *Auditor's Opinion*

In my opinion, the performance statement of the Moyne Shire Council in respect of the 30 June 2013 financial year presents fairly, in all material respects, in accordance with the *Local Government Act 1989*.

### *Matters Relating to the Electronic Publication of the Audited Performance Statement*

This auditor's report relates to the performance statement of the Moyne Shire Council for the year ended 30 June 2013 included both in the Moyne Shire Council's annual report and on the website. The Councillors of the Moyne Shire Council are responsible for the integrity of the Moyne Shire Council's website. I have not been engaged to report on the integrity of the Moyne Shire Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this statement. If users of the performance statement are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited performance statement to confirm the information contained in the website version of the performance statement.

MELBOURNE  
17 September 2013

  
John Doyle  
Auditor-General



# GLOSSARY

**Advisory committee** – established to help Council in the consultative process and to provide valuable information to support decision making.

**Advocacy** – lobbying for the needs of the community through reasoned argument to authorities such as State and Federal governments.

**Asset** – a physical component of a facility that has a value, enables a service to be provided, and has an economic life greater than 12 months.

**Auditor General** – an independent officer of the Parliament appointed under legislation to examine and report to Parliament and the community on the efficient and effective management of public sector resources, and provide assurances on the financial integrity of Victoria's system of government.

**Benchmark** – a desirable level or standard that is used as a measurable target to reach or better.

**Best Value** – best-on-offer services that meet the needs of the community encouraged by State Government legislation that required Councils to review all their services.

**Capital works** – work undertaken on Council-owned assets including new, expansion, upgrade, renewal or disposal.

**Code of Conduct** – a statement of how Councillors will interact and work with colleagues, Council staff and the community.

**Community** – members of the public, residents and ratepayers who make up the population of Moyne Shire and who have the potential to use Council services.

**Community Satisfaction Survey** – an annual survey undertaken by the State Government to measure the community's perception of how its local Council is performing in key service areas.

**Continuous improvement** – the process by which Council ensures its services are relevant, up-to-date and meet the needs of all people who use them.

**Corporate governance** – the aim of instilling corporate fairness, transparency and accountability; the structure through which an organisation sets its goals and how it will reach those goals, determines performance monitoring guidelines, and encourages the efficient use of resources.

**Councillor (Cr)** – a member of The Council, elected by the residents who live in their municipality.

**Council Plan** – a document that guides The Council's activities for a four-year period, with strategic statements that define what it aims to achieve and how it will achieve them.

**Continuous improvement** – the process of ensuring that review and improvement practices are built into operational activities.

**Eco-Buy** – a local government scheme to encourage purchases of environmentally friendly products and services such as recycled paper for photocopiers.

**HACC** – an abbreviation of “home and community care” services.

**Infrastructure** – the physical assets required to enable the community to be connected and operational. This includes roads, drains, footpaths, public open spaces and public buildings.

**Integrated** – a term used to describe when a variety of services, plans or actions are designed to work together to add up to a better outcome.

**Internal audit** – an independent appraisal function to examine and evaluate The Council’s financial, management and internal control systems. Audits are carried out on many areas of The Council from finance to Occupational Health and Safety and Home and Community Care services.

**IT** – information technology.

**Local Government Act 1989** – an Act of the State Parliament that governs the operations of local government throughout Victoria.

**Networking** – describes the beneficial communication opportunities between parties whether social or business related. All parties gain by learning from each other and improving their relationships for the future.

**Occupational Health and Safety (OH&S)** – the process by which Council creates a safe environment for its employees, contractors, visitors and customers, as well as encouraging healthy work habits.

**Organisational Development** – a unit of Council that services internal needs such as organisational and staff health and well-being, Occupational Health and Safety, records management, communications, payroll and human resources.

**Performance statement** – the audited statement showing results against key strategic activities and indicators.

**Policy** – a written document that sets out the rules by which a certain topic or issue is dealt with by The Council.

**Procedure** – a written document that specifies the way in which employees are to carry out certain tasks.

**Risk** – refers to the hazards and threats to safety that occur within an organisation. Risks are addressed through Council’s Occupational Health and Safety (OH&S) policies and procedures.



**SafetyMAP** – an audit tool used to test the organisation’s OH&S policies and procedures to ensure they and other legislation is being followed. The audit leads to The Council being re-accredited through the Victorian Workplace Authority.

**Senior management team** – the senior staff at The Council including the Chief Executive Officer, directors and managers. This team meets regularly to discuss issues affecting the organisation.

**Special Committee** – a committee established under Section 86 of the Local Government Act 1989 to help manage Council-owned facilities or to advise Council on specific subjects. A Section 86 Committee is able to make recommendations to The Council.

**Stakeholders** – individuals, groups or organisations that have an interest in the outcome of a project or issue. Stakeholders can be internal (Council staff) or external such as government departments, suppliers, community groups, residents and ratepayers.

**Strategic Indicator (SI)** – required by the Local Government Act, strategic indicators show progress against the objectives of the four-year Council Plan.

**Sustainability** – the ability to provide for the needs of the current community without damaging the ability of future generations to provide for themselves. When a process is sustainable, it can be carried out over and over without negative environmental effects or impossibly high costs to anyone involved.

# Acronyms and abbreviations

**CEO** – Chief Executive Officer, the head of the organisation.

**CFA** – Country Fire Authority, a volunteer-based emergency service that responds to fire emergencies.

**CMA** – Catchment Management Authority, an authority established to manage waterways and water catchments.

**CMP** – Civic Mutual Plus, an organisation that conducts public liability risk audit for The Council.

**DHS** – Department of Human Services, a State Government department involved in community and health services.

**DPCD** – the Department of Planning and Community Development, a State Government department that leads and supports the development of liveable communities.

**DSE** – Department of Sustainability and Environment, a State Government department involved in natural resource management.

**EEO** – Equal Employment Opportunity, the process whereby all employees and applicants are treated on their ability, not any presumed or real attributes that may be thought to affect job performance.

**EFT** – equivalent full time, used in relation to staffing numbers.

**GIS** – Geographical Information System, an electronic mapping system that captures, stores, retrieves, analyses and displays spatial data.

**HACC** – Home and Community Care, a service The Council provides to elderly residents and residents with a disability.

**IT** – Information Technology, computers, technology and their associated software and operating systems.

**JMAPP** – Jardine-Lloyd-Thompson Municipal Asset Protection Plan, a property risk management audit that tests Council's procedures when dealing with the management and maintenance of our assets.

**KRA** – key result area, as outlined in the Moyne Shire Council Plan.

**LGPro** – Local Government Professionals Association, the peak body of local government professionals in Victoria.

**MAV** – Municipal Association of Victoria, a body established protect the interests, rights and privileges of local government. Moyne Shire Council is an MAV member.

**MCH** – Maternal and Child Health, a service The Council offers to ensure the health and well-being of our youngest residents and their parents.

**MECC** – Municipal Emergency Coordination Centre, set up at the direction of the police and/or other emergency services in times of emergencies such as fire or flood.

**OH&S** – Occupational Health and Safety, the process by which Council creates a safe environment for its employees, the community, contractors, and visitors.

**RADO** – Regional Arts Development Officer, a staff position funded by Regional Arts Victoria to provide support to the arts community.

**RAV** – Regional Arts Victoria, a State Government department aimed at promoting and supporting the arts in regional and rural Victoria.

**SCC** – Staff Consultative Committee, a committee made up of staff members and management that meets to discuss employee-related issues.

**UDF** – Urban Design Framework, a strategic document used to plan for future development in a town.

**VIC** – Visitor Information Centre, where visitors are given information and advice about attractions to see in our shire. The Council operates the Port Fairy VIC.

**VLGA** – Victorian Local Government Association, a lobbying body for the local government sector. Moyne Shire Council is a VLGA member.

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