

Attachment 1.

INFRASTRUCTURE CAPITAL WORKS PROGRESS REPORT

	High
	Medium
	Low
	Assessed and no longer required

Project	Anticipated Commencement Date	Anticipated Completion Date	\$	Level of Confidence in Delivery	Comments
Sealed Road/Bituminous Sealing Program	January, 2016	April, 2016	\$2,619,937		
Shoulder Resheeting Program	November, 2015	June, 2016	\$50,000		
Traffic Treatments	February, 2016	March, 2016	\$20,000		Possible delay due to need to undertake community consultation process.
Gravel Road Resheeting Program	November, 2015	June, 2016	\$340,822		
Bridge Program	May, 2016	June, 2016	\$914,556		Moore's Bridge replacement is highlighted as a possible delivery risk within the financial year due to environmental factors. This site has been part of a spawning research site for the endangered Macquarie Perch. Initial advice provided is that construction will need to be undertaken outside of the spawning times. The recommended times for construction is between May and September.
Path Program	January, 2016	February, 2016	\$209,429		
Kerb and Channel Program	November, 2015	December, 2015	\$93,120		
Road Safety Program	September, 2015	April, 2016	\$70,059		Ongoing program
Stormwater Program	January, 2016	May, 2016	\$202,250		

Community Land Program – Apex Park – BBQ replacement	Not Required		\$7,000		The BBQ's at Apex Park have been inspected and found to be in good working order with replacement not required for another three years.
Community Buildings Program		Complete			
- Terip Terip Pavilion – Painting					
- Alexandra Library – Render repairs/Painting	November	December	\$40,000		
- Shade sail repairs	November	December	\$15,600		
- Eildon Community Centre Works	Not Required		\$4000		Consultation with the user group has confirmed that the renewal of window furnishings is not required. This funding is a saving to the program.
- Kinglake Community Centre Signage	February	March	\$9,900		
- Leckie Park Expansion Facilities	April	June	\$78,000		These works require extensive community consultation prior to construction.
- Yea Shire Hall	On Hold		\$27,500		Current proposed works are not recommended to proceed.

- Yea High Street Toilets - Refurbish	February	April	\$30,000		Due to funding restraints, only limited works can be completed.
- Yea Station Park Toilets - Extension			\$35,000		Recommendation not to proceed. Suggestion that funds be reallocated to Yea High Street Toilets
Playground Equipment Program	Not Required		\$20,000		Recommendation that funds be reallocated
Swimming Pools Program	October, 2015	May, 2016	\$385,332		
Bus Shelters/Bus Routes Program	July, 2015	June, 2016	\$20,000		Ongoing Program
Waste Management Facilities Program	July, 2015	June, 2016	\$854,451		Due to the various environmental factors involved in this project, delays are possible
Corporate Land Program					
- Yea Depot Pavement repairs	February, 2016	March, 2016	\$10,000		
- Corporate Buildings Program					
- Alexandra Depot – Expand Open Shed/ Main Shed Concrete	February, 2016	March, 2016	\$160,000		
- Alexandra Chambers/ Mayors office roofing	December, 2015	December, 2015	\$12,000		
- Alexandra Shire Hall - Seating	April, 2016	April, 2016	\$50,000		
- Alexandra Shire Offices – Disabled Access			\$6,000		Design works only.
- Building Energy Improvements – Solar Panels	January, 2016	June, 2016	\$180,000		
- Alexandra Shire Offices – Exterior Renewal	April, 2016	June, 2016			
- Alexandra Shire Offices – Air Conditioning	January, 2016	June, 2016	\$247,527		

Kinglake Art History Walk	November, 2015	December, 2015	\$244,837		
Eildon Town Centre – Stage 1 and 2	February, 2015	June, 2016	\$326,269		
Yea Civic Centre Precinct Works	September, 2015	June, 2016	\$258,965		
Missing Links – Footpaths including Kinglake Path Extension		Complete	\$183,485		
Yea Railway Station Works	June, 2015	November, 2015	\$74,000		
Yarck Village Hub			\$104,221		
Yea Recreation Reserve – Multi Purpose Court			\$109,500		Officers have reviewed and reduced the scope of work in consultation with the Yea Football, Netball and Tennis Clubs and the funding body to meet the budget but there currently remains a funding shortfall
Marysville Cricket Nets	October, 2015	November, 2015	\$65,250		
Eildon Bowls Club	October, 2015	November, 2015	\$92,589		
Timber Tramway Museum - Renewal			\$50,098		Project will be postponed. Awaiting the completion of the master plan. Funds proposed to be carried forward.
Vegetation Projects	July, 2015	June, 2016	\$126,000		Negotiations with the Department of Economic Development, Jobs, Transport and Resources ongoing. It is unlikely planting will be able to occur by 30 June, 2016.



Council Plan 2013-2017

Year 3 Actions

Quarterly Report

September 2015

Table of Contents

Council Plan 2013-2017 Year 3 – Quarter One Highlights	5
1. Our Council.....	7
1.1 Leadership.....	8
Key Performance Indicators.....	8
Leadership Year 3 Actions.....	9
1.2 Customer Service	10
We will deliver quality customer outcomes by implementing better ways of doing things	10
Key Performance Indicators.....	10
Customer Service Year 3 Actions	11
1.3 Financial Sustainability.....	12
Key Performance Indicators.....	12
Financial Sustainability Year 3 Actions.....	12
1.4 Staff	14
Key Performance Indicators.....	14
Staff Year 3 Actions	15
2. Our Community.....	17
2.1 Health and Wellbeing.....	18
Key Performance Indicators.....	18



**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Health and Wellbeing Year 2 Actions..... 19

2.2 Social Connectedness..... 21

 Key Performance Indicators..... 21

 Social Connectedness Year 3 Actions..... 22

2.3 Community Engagement 24

 Key Performance Indicators..... 24

 Community Engagement Year 3 Actions..... 25

3. Our Environment..... 26

We will manage our natural and built environment in a responsible manner..... 26

3.1 Conservation of Resources 27

 We will use resources more efficiently and effectively 27

 Key Performance Indicators..... 27

 Conservation of Resources Year 3 Actions 28

3.2 Protection of the Natural Environment 29

 Key Performance Indicators..... 29

 Protection of the Natural Environment Year 3 Actions 30

3.3 Planning for Future Growth 33

 Key Performance Indicators..... 33

 Planning for Future Growth Year 3 Actions 34

3.4 Asset Management 36

 Key Performance Indicators..... 36

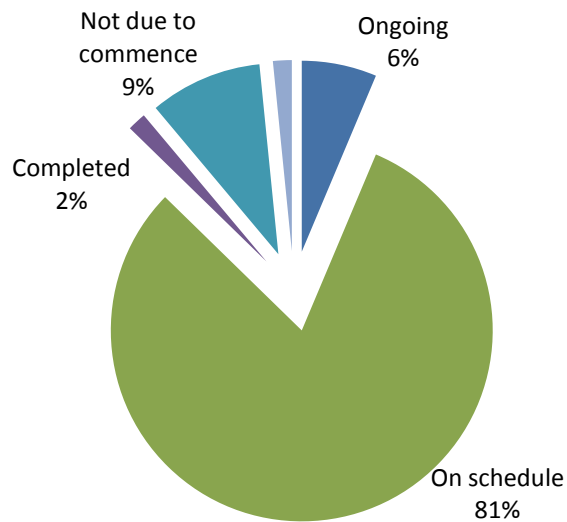


**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

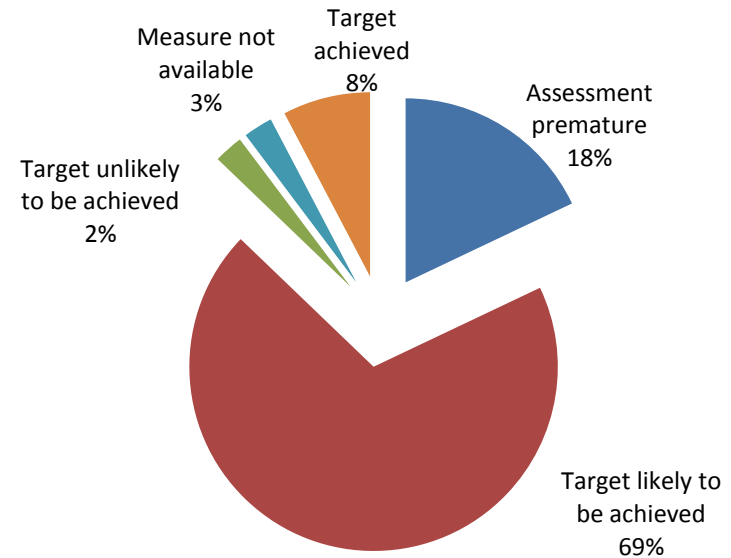
- Asset Management Year 3 Actions 37
- 4. Our Economy..... 39
 - 4.1 Workforce Development 40
 - Key Performance Indicators..... 40
 - Workforce Development Year 3 Actions 40
 - 4.2 Improving Business Infrastructure..... 41
 - Key Performance Indicators..... 41
 - Improving Business Infrastructure Year 3 Actions..... 42
 - 4.3 Investment Attraction..... 43
 - Key Performance Indicators..... 43
 - Investment Attraction Year 3 Actions..... 44
 - 4.4 Tourism Development 45
 - We will increase the economic, social and cultural benefits to the Shire of a growing tourism sector..... 45
 - Key Performance Indicators..... 45
 - Tourism Development Year 3 Actions..... 46

Council Plan 2013-2017 Year 3 – Quarter One Highlights

**Council Plan 2013-2017 - Year 3
Activities
Quarter One**



**Council Plan 2015-2016 - KPI's
Quarter One**



The highlights for the first quarter include the following:

- An Integrated Early Years Steering Group was established to progress the development of integrated early years services in Alexandra.
- A submission to the Community Sport Infrastructure Fund has been completed to supplement Council funding to undertake the Recreation and Open Space plan in partnership with community.

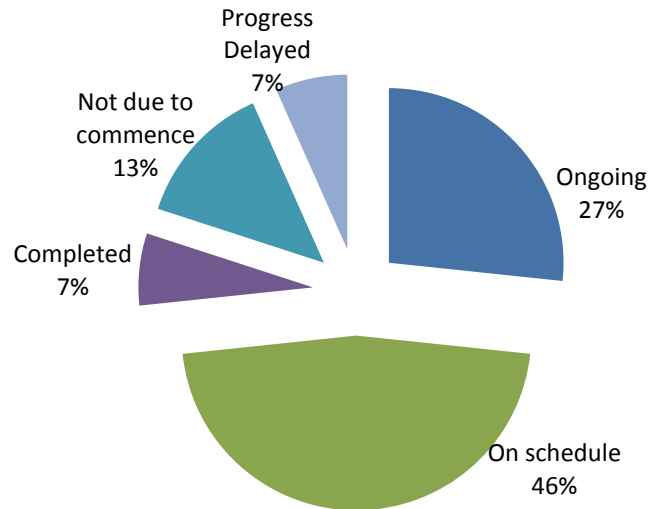
- There has been a reduction of 21% in paper consumption at the Alexandra offices of Council compared to the same period in 2014.
- The upgrade of all Council public street lighting to energy efficient T5 systems has now been completed.
- Plans for the redevelopment of the Taylor Bay Bin Compound were completed in conjunction with the local Taylor Bay community.
- The Municipal Fire Management Plan was updated to include structural fire and hazardous material incidents and was endorsed by both the Municipal Fire Management Planning Committee and the Municipal Emergency Management Planning Committee.
- Council adopted amendment C54 (Murrindindi Planning Scheme Review) to the Murrindindi Planning Scheme in July which will ensure Council's strategic policy framework in the Scheme is updated to reflect current and future land planning and development needs .
- Additional grant funding has been received for the renewal of Council's road network through the Federal Government's Road to Recovery program.
- An application for State funding to support the reintroduction of the Murrindindi Business Awards was successful and negotiations began with Murrindindi Inc. and a contractor to develop the process and deliver the awards.
- Five consultation sessions were held with Community Groups and Service Providers to consult on the Municipal Relief and Recovery Plan (two sessions in Kinglake and sessions in Eildon, Yea and Marysville).
- Council finalised its Annual Report for 2014/15 during the quarter which incorporated the requirements of the new Local Government Performance Reporting Framework.

1. Our Council

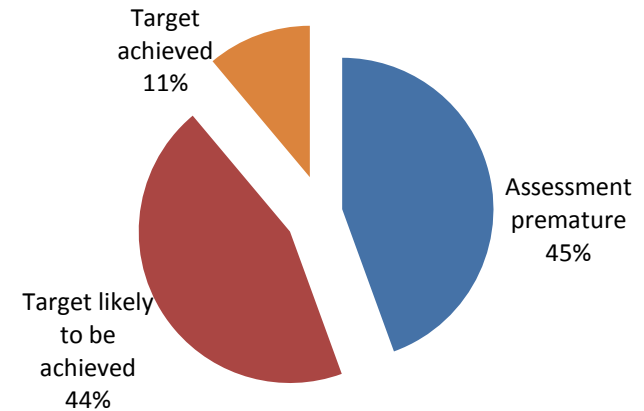
We will provide strategic leadership and effective governance that supports the aspirations of our community.

By ensuring our long term financial sustainability, Council’s priorities will be directed towards the implementation of the Murrindindi Vision 2030. Achieving the outcomes of this community-driven vision will be our strong advocacy to all levels of government on local needs and issues, the implementation of a master plan to grow the Murrindindi rate base through sound planning and support for economic development and the effective and efficient operation of the Council. By achieving this Murrindindi Shire will be a place of prosperity and opportunity.

**Our Council - Year 3 Activities
Quarter One**



**Our Council - KPI's
Quarter Three**



1.1 Leadership

We will deliver leadership and advocacy

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Community participation in forums: Number of forums held	Deliver a minimum of one non-statutory community forum a year that actively encourages community participation.	Jun-16	Target likely to be achieved	Council provided a number of opportunities and forums for community input and engagement during the quarter. Five consultation sessions were held with Community Groups and Service Providers to consult on the Municipal Relief and Recovery Plan (two sessions in Kinglake and sessions in Eildon, Yea and Marysville). Community meetings were also held in Alexandra and Kinglake to consult on the Municipal Relief and Recovery Plan.
Advocacy to the State and Federal Governments	Advocate on behalf of the community on a minimum of 10 issues a year	Jun-16	Target likely to be achieved	Council has provided support to the Upper Goulburn Landcare Network in a funding application to the State Government Threatened Species Protection Initiative-Community Volunteer Action grants program for the Ribbons of Remanent Roadsides Project and a Green Army (personnel workforce). Council also contributed to the State Government's review of the Native Vegetation Permitted Clearing Regulations which informs the agreement between the State and Council for Roadside Safety and Maintenance Works.

Leadership Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
1.1.1	Involve community leaders in regular advocacy to State and Federal Governments on local needs and issues	1.1.1.1	Advocate in behalf of the community on relevant local issues	Jun-16	On schedule	Council met with the Murray Darling Basin Authority (MDBA) and Catchment Management Authority (CMA) to discuss the Constraints Management Strategy. Council also presented a submission to the Senate Inquiry looking at the Murray Darling Basin Plan.
1.1.2	Actively develop and implement a long term vision for Murrindindi Shire	1.1.1.1	Continue the implementation of Council's 2030 Vision	Jun-16	Ongoing	The Murrindindi 2030 Vision has been used as the starting point for Council's corporate planning framework.
1.1.3	Building community relationships and trust through community forums and engagement	1.1.3.1	Identify and work with community leaders to progress Council's asset management transition strategy.	Jun-15	Ongoing	Council officers have met with State Government agencies, Ministers and Ministerial advisors to progress its asset management transition strategy. In addition, it has continued to be a focus in community engagement sessions and discussions with community leaders.
1.1.4	Communicate key Council decisions and strategies to the community in a variety of ways	1.1.4.1	Outline to the community how Council will implement its strategy to give greater responsibility to communities for managing infrastructure.	Jun-15	On schedule	Council attended an Essential Services Commission meeting (ESC) and made a submission on rate capping to the ESC. As part of the Peri Urban group of Councils, Council also engaged with the State Government on planning for educational facilities, funding for infrastructure in peri urban areas and intensive animal husbandry issues.

1.2 Customer Service

We will deliver quality customer outcomes by implementing better ways of doing things

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Community perception of performance for customer service	Achieve a score of 66 or more in the annual community satisfaction survey	Jun-15	Target achieved	Murrindindi Shire Council achieved an average index score of 69 for customer satisfaction with its customer service, which is three points higher than 2014 and exceeds the target set of "66 or more". This is occurred against an increase of six points in the number of residents who have had any contact with Murrindindi Shire Council over the last 12 months (69% in 2015 compared with 63% in 2014).
Number of business processes implemented	Improve a minimum of five business processes a year	Jun-15	Target likely to be achieved	During the first quarter of 2015/16, a number of operational processes have been improved, particularly with regard to the management of Council's archives and the further development of Council's IT Disaster Recovery Plan.

Customer Service Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
1.2.1	Build on our customer service and communications with the community	1.2.1.1	Further develop Council's customer response tracking processes and establish indicators of Council's responsiveness	Jun-16	On schedule	Internal consultation regarding system improvement issues and processes was undertaken during the period under review.
1.2.2	Continue to improve our processes to enhance the efficiency and effectiveness of the organisation	1.2.2.1	Adjust Council's reporting of its performance to meet the requirements of the new Local Government Performance Reporting Framework and the introduction of the 'My Council' website	Jun-16	On schedule	Council finalised its Annual Report for 2014/15 during the quarter which incorporated the requirements of the new Performance Reporting Framework. The report was reviewed both by Council's external auditors and Council's Audit Committee. The report was published and is available on Council's website.
1.2.2	Continue to improve our processes to enhance the efficiency and effectiveness of the organisation	1.2.2.2	Explore the potential and consequences of shared services and collaborative activities across the Local Government sector.	Jun-16	On schedule	Council commenced a shared services relationship with Mansfield Shire Council for the provision of building surveying works in 2015/16. Joint tender opportunities as well as participation in sector wide collaborative activities conducted by the MAV continue to be explored and reviewed.

1.3 Financial Sustainability

We will administer sound financial management practices

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Rate base increased by overall Capital Improved Value	Increase the Shire's Capital Improved Value by 1.5% each year	30-Jun-16	Assessment premature	Council will receive preliminary estimates on the 2016 revaluation in the January to March quarter of the financial year.
Rate base increased by new and quality developable lots	Increase the number of lots for development across the Shire	30-Jun-16	Assessment premature	This indicator will be available for measure at the conclusion of the 2015/16 financial year.

Financial Sustainability Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
1.3.1	Growing our rate base through diligent planning	1.3.1.1	Develop and coordinate a master plan for growing the rates base	Jun-16	Progress delayed	Progress was delayed during the quarter due to the need to undertake two by-elections and to respond to the Essential Services Commissions regarding the proposed Fair Go Rates policy, It is proposed that work will re-commence on this project in the second and third quarters of this financial year.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
1.3.2	Provide value for money through the delivery of long term financial plans	1.3.2.1	Reflect the Council's strategies for asset renewal and greater community stewardship of asset management into Council's Longer Term Financial Planning.	Jun-16	On schedule	Planning for the development of Council's budget for 2016/17, which will incorporate the expected requirements of the State Government's Rate Capping initiatives has commenced. This will include consideration of Council's asset renewal strategies.
1.3.3	Practice responsible grants management and how we access grants	1.3.3.1	Increase capacity to attract grants to support the achievement of Council's strategic objectives.	Jun-16	Ongoing	Internal mentoring and training of staff in grant application writing and grant management has been ongoing during the quarter.
1.3.4	Promote an equitable rating strategy for all ratepayers	1.3.4.1	Implement Council's newly adopted Rating Strategy.	Jun-16	Completed	Council's newly adopted rating strategy was implemented for the 2015/16 rating year, with rates notices issued in August 2015.

1.4 Staff

We will have engaged and professional staff

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Staff Satisfaction	<p>Improve internal staff satisfaction results year on year</p> <p>Reduce staff sick leave days by 1% per annum</p>	Jun-16	Assessment premature	<p>The 2015 staff satisfaction survey is scheduled to be conducted in the October to December quarter.</p> <p>Staff sick leave days for the first quarter is 4.37% which is tracking above the annual target of 3.24%; but is consistent with higher rates of illness or dependents' illness in the winter period.</p>
Number of staff training days	Increase staff training days by 1% per annum	Jun-16	Target likely to be achieved	During the quarter 102 participants (equivalent to 76 staff training days) have undertaken training and development in 19 different, which is a 1.1% increase on the first quarter in 2014-15.
Health and safety	Reduce Time Lost through workplace injury by 5% per annum	Jun-16	Assessment premature	In the first quarter, the injury rate is tracking at 0.52%. This is slightly above the same period in the first quarter for 2014-15 (which recorded a very low rate of lost time across the year) but significantly lower than the three preceding years.

Staff Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
1.4.1	Ensure a healthy and safe workplace for all staff	1.4.1.1	Continue to develop Council's policy framework and monitoring systems to improve workplace health and safety practices.	Jun-16	Ongoing	Three workshops relating to health and safety were run during the first quarter including Asbestos awareness, anaphylaxis training, and information on working with customers with mental health and behavioural issues. Council staff celebrated women's health week, with a range of information and activities for all staff with information around healthy heart sessions, domestic violence and gender equity, and yoga. This was in addition to regular information in fortnightly newsletters on healthy eating and exercise.
1.4.2	Provide staff training and professional development opportunities	1.4.2.1	Progress the development of a voluntary staff rotation program across the organisation.	Jun-16	Not due to commence	The staff rotation program is to be incorporated into a review of customer service delivery.
1.4.3	Provide workforce development and succession planning opportunities	1.4.3.1	Identify opportunities to incorporate cadetships, traineeships and apprenticeships into the workforce.	Jun-16	Not due to commence	This action is not due to commence until the January to March quarter.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

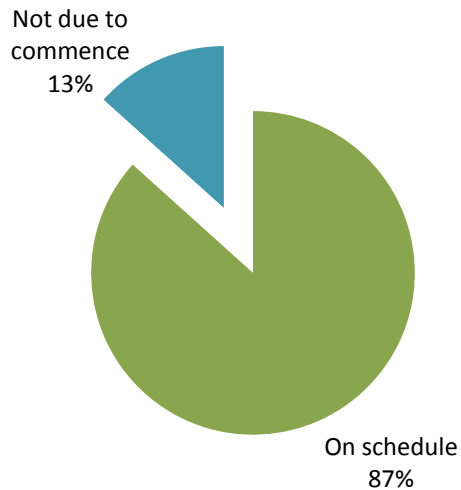
Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
1.4.3	Provide workforce development and succession planning opportunities	1.4.3.2	Identify and develop a work experience program linked to local secondary schools	Jun-16	On schedule	A new work experience and vocational placement policy was developed and approved during the quarter.

2. Our Community

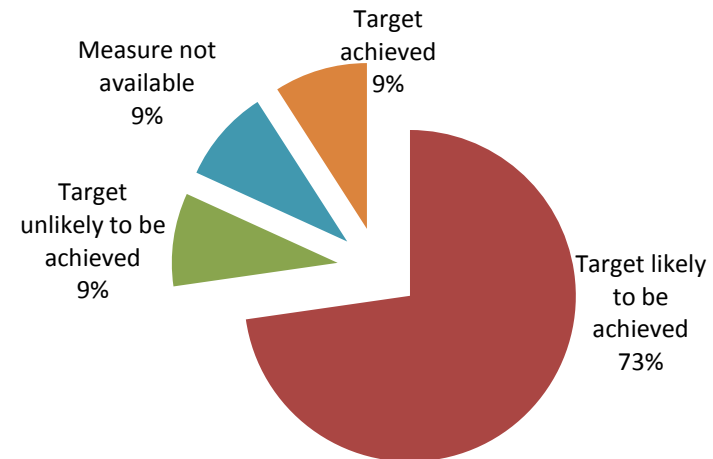
We will support and promote health and well being, social connectedness and community involvement.

Our goal is to create vibrant, interconnected and inclusive communities. Murrindindi Vision 2030 supports a strong sense of pride and belonging across the Shire. From arts programs, improved footpaths, on-going support of fire affected communities and new and upgraded recreational facilities we aim to put the pieces in place for healthy and active communities. We will achieve this vision through strong support programs and robust policy decisions.

**Our Community - Year 3 Activities
Quarter One**



**Our Community - KPI's
Quarter One**



2.1 Health and Wellbeing

We will advocate for and support the lifelong needs of our communities at all ages and all stages.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Implementation of actions in the Municipal Public Health and Wellbeing Plan	100% completion by June 2016	Jun-16	Target likely to be achieved	The Year Three Implementation Plan of the Municipal Public Health and Wellbeing Plan has been completed in conjunction with a growing number of community reporting partners. Actions across all themes in the report are progressing.
Home and Community Care (HACC) services delivered to the community in accordance with Service Agreements	95% of HACC targets reached	Jun-16	Target likely to be achieved	Home and Community Care services continue to be delivered in accordance with service agreements and delivery is on track to meet required targets.
Development of a Recreation and Open Space Plan in partnership with the community	Complete by July 2016	Jun-16	Target likely to be achieved	A submission to the Community Sport Infrastructure Fund has been completed to supplement Council funding to undertake the Recreation and Open Space plan in partnership with community and other key stakeholders.

Health and Wellbeing Year 2 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
2.1.1	Advocate for and support flexible delivery of early years services				On schedule	Council continues to deliver early years services including Home Based Child Care and Maternal and Child Health Services. Council coordinates the Murrindindi Children's Network, working with key Community and Health Service providers to advocate for better outcomes for children across the Shire.
2.1.2	Promote and deliver effective transition through integrated aged care options	2.1.2.1	Support a partnership between aged care providers to retain and strengthen aged care services in the Shire.	Jun-16	On Schedule	A meeting was hosted by Kellock Nursing Home on the 4 August with Health and Community Care service providers (including Council) and Residential Aged Care service providers. There was broad agreement from all parties to continue to explore the potential of developing an ongoing network to support closer partnerships and collaboration. The network aims to meet on a quarterly basis.
2.1.3	Support older people to remain active and healthy and connected to their community				On schedule	Council provides a range of services that actively support older people to remain active and connected including support in the home and social support through a range of activities, outings and groups.
2.1.4	Strengthen partnerships with service providers to meet the demonstrated health needs of our communities	2.1.4.1	Work with the Health and Wellbeing Consortium to advocate for improved access to services across Murrindindi Shire.	Jun-16	On schedule	The Health and Wellbeing Consortium has undertaken a strategic planning session with a further session planned for October 2015. The sessions will result in the development of a strategic action plan that will guide the Consortium's advocacy efforts.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
2.1.5	Actively engage with community health and wellbeing issues through implementation of the Municipal Public Health and Wellbeing Plan.	2.1.5.1	Undertake key initiatives outlined in the Municipal Public Health and Wellbeing Plan, in conjunction with community and service providers	Jun-16	On schedule	<p>The progress report on the Year 2 Implementation plan has been finalised and presented to Council. The development of the Year 3 implementation plan is near completion with a number of new partners participating in initiatives.</p> <p>The Murrindindi Children's Network and Murrindindi Youth Partnership continue to operate with strong participation from service providers. The Resilient Youth Project has been implemented with most Shire-based schools completing the survey with students, and initial data reports have been received.</p> <p>An Integrated Early Years Steering Group was established to progress the development of integrated early years services in Alexandra.</p>
2.1.6	Work with young people and service providers to identify and respond to youth priorities across their respective communities				On schedule	<p>Young people continue to be supported through Council's Youth programs. The third Change It Up program was undertaken this year providing an opportunity for young people to identify priority issues and develop ideas to address them. Council continue to support young people through the FReeZA program to operate youth led events.</p>
2.1.7	Support participation in a range of sport recreation and leisure activities				On schedule	<p>Council support local sporting clubs and groups by providing information and guidance on grant seeking, strategic planning and promotion. In this quarter, Council officers have finalised the Marysville Cricket Nets project and the Terip Terip Tennis Court project. Council has also actively assisted an application for funding for the Alexandra Football and Netball Club.</p>

2.2 Social Connectedness

We will encourage inclusive, creative and resilient communities.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Facilitate an increase in multi-community participation in artistic and cultural events	Measured participation matches or exceeds the Victorian average. Support a minimum of four events per annum	Jun-16	Target likely to be achieved	Council has worked in partnership with Alexandra and District Health to host an afternoon tea celebrating NAIDOC week in July 2015. Council continues to run a range of library service programs focusing on artistic and cultural pursuits.
Progress the Urban Access Program (pathways and related infrastructure, total identified projects – 101)	100% of annual identified projects completed per annum	Jun-16	Target likely to be achieved	Projects for the year have been identified and are in the design phase.
Update and progress on the Missing Links program (total projects identified – 29)	5 projects per annum	Jun-16	Target unlikely to be achieved	The budget allocation is unlikely to cover five separate projects this financial year. The design specifications for the projects chosen are currently being prepared.
Audit of disability access issues regarding pathways and missing links.	Audit of disability access issues complete by June 2015	Jun-15	Target achieved	This strategy has been achieved in the 2014/15 year.
Number of community network building activities initiated by Council	One event between July and December and one event between January and June each year	Jun-16	Target likely to be achieved	As part of the review of the Municipal Relief and Recovery Plan, Council officers hosted five community sessions targeting service clubs and community groups. The sessions were used to provide information to the community on Councils role in Emergency Management and to discuss and determine community capacity during relief and recovery operations in an effort to improve collaboration.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Promote and acknowledge volunteers	Minimum of 1 Council-initiated event per annum Ongoing participation in the Murrindindi Volunteer Advisory Group	Jun-16	Target likely to be achieved	Council is planning an annual volunteer celebration for 2016.
Feasibility study and advocacy plan to governments to improve public and social housing options	Advocacy plan developed	Jun-16	Target likely to be achieved	The advocacy plan is in the initial planning stage.

Social Connectedness Year 3 Actions

Council Plan Strategy		Year 3 Actions		Estimated Completion Date	Status	Quarter One Comments
2.2.1	Prioritise the activities of Council and engage other stakeholders to improve peoples' access and inclusion			Jun-16	On schedule	The Access and Inclusion Committee continues to meet on a six weekly basis and now includes Alexandra Self Advocacy Group, made up of representatives from the community who are living with a disability, as members. Key access and inclusion actions have been included in the Municipal Public Health and Wellbeing Plan Year 3 Implementation Plan.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Actions		Estimated Completion Date	Status	Quarter One Comments
2.2.2	Ensure access and social connectedness is considered in the planning and development of facilities and infrastructure	2.2.2.1	Undertake an assessment of community needs with respect to recreation and use of open space facilities and programs.	Jun-16	Not due to commence	This action will be undertaken as part of the development of the new Recreation and Open Space Planning. The project is due to commence in 2016.
2.2.3	Support participation in a wide range of artistic and cultural pursuits	2.2.3.1	Facilitate the development of a Community Arts and Culture Forum.	Jun-16	Not due to commence	This action is due to take place in 2016.
2.2.4	Work with communities to build resilience and prepare for future unplanned events			Jun-16	On schedule	Five community group sessions and a further two general community information sessions were held as part of the review of the Municipal Relief and Recovery Plan, in July and August 2015. Further communication and consultation was undertaken with key community groups and service clubs including Lions, Rotary, Firefoxes and Community and Neighbourhood Houses.
2.2.5	Support people and groups to work together to strengthen connections and community networks	2.2.5.1	Strengthen the capacity of the community to access available grant funds to meet community objectives.	Jun-16	On schedule	Assistance during the quarter has been provided to a number of community groups to guide the development of funding applications through Council's Community Grants Program. Further advice has been provided to a number of groups on alternate funding options. Ongoing meetings with the Marysville and Triangle Foundation have been established. Assistance has been provided to local groups to

Council Plan Strategy		Year 3 Actions		Estimated Completion Date	Status	Quarter One Comments
						access funding for Children's Week activities undertaken in October 2015
2.2.6	Recognise, support and value volunteers	2.2.6.1	Work collaboratively with key partners to support the coordination of volunteer recruitment and training.	Jun-16	On schedule	The Kinglake Ranges Neighbourhood House is in the process of developing an online volunteer database that can be extended across Murrindindi Shire. The Volunteer Advisory Committee is currently not operational however there are plans to reinvigorate the group early in the new year.
2.2.7	Advocate for better access to public and social housing options				On Schedule	Two strategic planning sessions have been held with the Health and Wellbeing Consortium where social and community housing was raised as an issue. Initial discussions have taken place with Rural Housing Network and SalvoCare to explore joint advocacy on the issue.

2.3 Community Engagement

We will actively engage with our communities to increase participation and community input.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Community perceptions of performance for health and human services	The Community Satisfaction Survey achieves a score in this category that is more than or equal to the indexed mean of 77.	Jun-16	Measure not available	Data indicators measuring community perceptions of performance in health and human services have been added to the Community Satisfaction Survey. This measure will be available when the next survey is undertaken in the first quarter of 2016.

Community Engagement Year 3 Actions

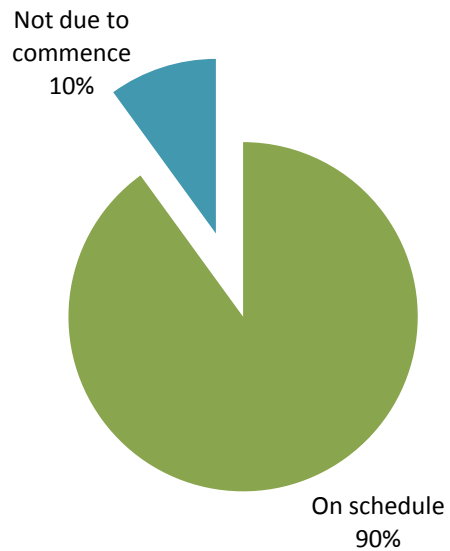
Council Plan Strategy		Year 3 Actions		Estimated Completion Date	Status	Quarter One Comments
2.3.1	Trial and evaluate locality-based planning, that involves local communities.	2.3.1.1	Seek funding to increase the capacity of communities to undertake their own local planning and management of community projects and facilities	Jun-16	On schedule	Further work has been completed this quarter on a potential local community planning model. Several discussions have been held with external funding bodies to ascertain opportunities to progress the project. A briefing to Council on progress will be undertaken in the next quarter.

3. Our Environment

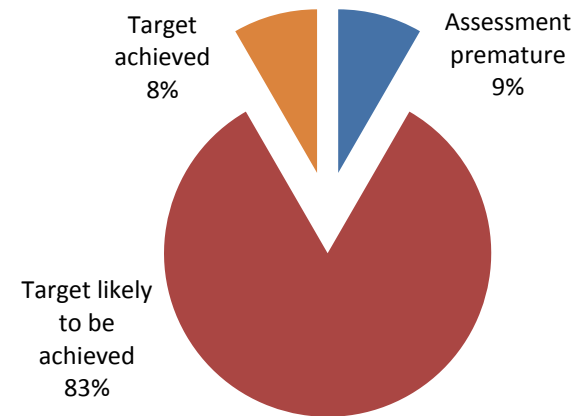
We will manage our natural and built environment in a responsible manner.

Council will continue to protect significant environmental values and assets whilst balancing the need to develop and manage our built environment. This will be achieved through leadership and cooperation with other agencies and community networks. Our Council will be recognised for its environmental practices as we look to balance our natural surrounds with our need to grow. We aim to achieve communities that are sustainable in the use of natural resources while developing planning policies that embrace and protect our rural landscapes.

**Our Environment - Year 3 Activities
Quarter One**



**Our Environment - KPI's
Quarter One**



3.1 Conservation of Resources

We will use resources more efficiently and effectively

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Our practices show a reduction in the use of energy, waste, paper and water resources	<p>35% diversion of waste from landfill</p> <p>Overall reduction of 5% annually in paper consumption is targeted on 2013-2014 baseline information.</p> <p>Overall reduction of 5% in energy consumption across a selection of high use Council buildings per annum.</p>	Jun-16	Targets likely to be achieved	<p>At the Resource Recovery Centres, Council is recycling 76.1% of all waste entering the site, including metal items, batteries, mattresses, green-waste and other streams. Of the waste collected at the kerbside 32.3% is commingled recycling and is taken for recycling to Visy in Melbourne. The overall diversion rate including commercial waste taken direct to landfill is 39.2%.</p> <p>There has been a reduction of 21% in paper consumption at the Alexandra offices compared to the same period in 2014.</p> <p>A reduction of 3% of the total energy used across all Council buildings was recorded for the quarter in comparison to the same time in 2014-2015. Council is continuing to implement its energy reduction plan and further reduction in energy use is expected throughout the remainder of the 2015-2016 financial year.</p>
Implementation of the Waste Management Strategy	Implementation of year three actions	Jun-16	Target likely to be achieved	The development of the design for the Alexandra Landfill leachate pond and the finalisation of the proposed redevelopment of the Taylor Bay Bin Compound in conjunction with the local Taylor Bay

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
				community have been the key achievements for the this quarter.
Revision of Environment Strategy	Adoption of Revised Environment Strategy	Jun-16	Target likely to be achieved	A draft project plan and community consultation plan has been developed during the quarter.

Conservation of Resources Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.1.1	Reduce our corporate footprint by using energy, water and materials more responsibly	3.1.1.1	Continue to improve Council's energy management planning and practices.	Jun-16	On schedule	A resource consumption monitoring program for electricity consumption at Council owned buildings has been established.
3.1.2	Encourage and recognise environmentally responsible behaviour and practices within Council and across the Murrindindi Shire community	3.1.2.1	Implement capital improvement works to Leachate Pond.	Jun-16	On schedule	The initial design of the leachate pond at the Alexandra Landfill site has been completed and was submitted for review by the Environment Protection Authority auditor.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.1.3	Strengthen Council's capacity to use resources more sustainably by cooperating with the Goulburn Broken Greenhouse Alliance (GBGA) and community networks			Jun-16	On Schedule	The upgrade of all Council public street lighting to energy efficient T5 systems has been completed. Council has also contributed to the steering group for the Climate Smart Agriculture Project and specifically in the selection of the commodities for modelling suitability under varying climate change scenarios.
3.1.4	Implement the Waste Management Strategy that seeks to promote waste minimisation strategies and increase opportunities for recycling and reuse of resources			Jun-16	On schedule	The development of the design for the Alexandra Landfill leachate pond and the finalisation of the proposed redevelopment of the Taylor Bay Bin Compound in conjunction with the local Taylor Bay community have been the key achievements for the first quarter.

3.2 Protection of the Natural Environment

We will protect and enhance the natural environment.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Plans, policies and processes to protect the environmental values on Council owned land are developed and continually refined	Annual action plans for managing the environment on Council owned land are implemented	Jun-16	Target likely to be achieved	The development of action plans commenced during the quarter for sites incorporated in the Ribbons of Remanent Roadsides project and the works program for the Upper Goulburn Landcare Networks Green

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
				Army (personnel works team).
Partnerships developed that deliver regionally funded projects across the Murrindindi Shire	Number of partnerships with other organisations developed	Jun-16	Target likely to be achieved	The Council has worked in partnership with the Goulburn Broken Greenhouse Alliance on the Watts Working Better Project and the Climate Smart Agricultural Development project. Council has partnered the Upper Goulburn Landcare Network in a funding application to the State Government Threatened Species Protection Initiative-Community Volunteer Action grants program for the Ribbons of Remanent Roadsides Project and a Green Army (personnel workforce).
Number of communication materials planned and delivered with and/or to agencies, households and business groups	At least one environmental communication activity is held with each group	Jun-16	Target achieved	The Council has initiated or supported two events and the distribution of three information brochures during the quarter – Refer 2.2.3.1 for more information.

Protection of the Natural Environment Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.2.1	Ensure Council operations are managed in a way that minimises impact on the natural environment.	3.2.1.1	Implement Council's agreed native vegetation offset management actions	Jun-16	On Schedule	Council has continued to negotiate the development of an offsets program with the Department of Economic Development, Jobs, Transport and Resources and the Upper Goulburn Landcare Network. Council is continuing to support the Goulburn Broken Local Government Biodiversity Reference Group in the regional partnership of undertaking the Goulburn

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
						Broken Regional Native Vegetation Offset Feasibility Study.
3.2.1	Ensure Council operations are managed in a way that minimises impact on the natural environment.	3.2.1.2	Implement Council's roadside weed control program.	Jun-16	On Schedule	<p>The Chilean Needle Grass roadside control program was developed and scheduled for implementation in October 2015.</p> <p>The annual Roadside Weed Control Program was developed and the contract and schedules were finalised during the quarter.</p>
3.2.2	Conserve high value sites on Council controlled land and roadside reserves by reducing environmental threats			Jun-16	On Schedule	<p>During the quarter Council contributed to the State Government's review of the Native Vegetation Permitted Clearing Regulations which informs the Memorandum of Understanding between DELWP and the Council for Roadside Safety and Maintenance Works.</p> <p>Environmental Site Assessments also commenced on the 2015/2016 capital works projects and planning permit applications for native vegetation removal have been progressed.</p>

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.2.3	Encourage property development across the Shire that protects and enhances environmental values	3.2.3.1	Deliver environmental initiatives with agencies, schools, households and businesses.	Jun-16	On Schedule	A number of activities or publications were undertaken or supported by Council in the quarter including; 1. Invasive Plants in Your Patch brochure which was dispersed at various community events 2. Chilean Needle Grass brochure which was provided to adjoining landholders along infested roadsides. 3. Fruit Fly Management Event which included an interactive display of control tools. The event was attended by representatives from commercial operations, Government agencies, Landcare and the general public. 4. Energy Efficiency in Schools Video Competition was facilitated through the Watts Working Better Project and information was presented to schools encouraging their participation in the competition. 5. Bird Life Australia's Aussie Backyard Bird Count National program was promoted to the community through bird watches club, field naturalists and Landcare groups.
3.2.4	Strengthen Council's capacity to work with key agencies that have responsibility to deliver local, regional, state and federal environmental policy and programs	3.2.4.1	Collaborate with key local Landcare networks to identify and deliver environmental projects in the Murrindindi Shire and to advocate for relevant funding	Jun-16	On Schedule	Council provided support to the Upper Goulburn Landcare Network in a funding application to the State Government Threatened Species Protection Initiative-Community Volunteer Action grants program for the Ribbons of Remanent Roadsides Project and a Green Army (personnel workforce).

3.3 Planning for Future Growth

We will plan for future growth that is sensitive to the constraints of our natural environment whilst considering development needs.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Adoption of environmentally sustainable design principles	The inclusion of environmentally sustainable features in new developments	Jun-16	Target likely to be achieved	Environmentally sustainable principles are applied through Building and Planning regulations and statutory approvals. These are regularly reviewed and updated by the State Government. Any changes to regulations are implemented at a local level through statutory approval processes.
Implementation of ongoing changes to the Murrindindi Planning Scheme (MPS)	Implementation of year three actions	Jun-16	Target likely to be achieved	Council is engaged in an active ongoing program for implementing changes to the Murrindindi Planning Scheme. The MSS review, which includes the LPPF review was adopted by Council in July 2015. C46, the implementation of the Yea Structure Plan, was adopted by Council in September 2015.
Strategic and settlement planning adequately addresses bushfire risk and strengthens community resilience	Implementation of Bushfire protection measures	Jun-16	Target likely to be achieved	Council has prepared schedules of the Bushfire Management Overlay (BMO) to support the BMO mapping changes prepared by the State Government. There have been no further changes this year as the task of preparing and approving an amendment rests with the Minister for Planning.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Planning for Future Growth Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.3.1	Improve the flexibility of the Murrindindi Planning Scheme's to respond to growth in a way that balances environmental values and improves the level of safety of our community.			Jun-16	On schedule	Three major initiatives were progressed during the quarter to improve responsiveness and balance in the Planning Scheme. These were: 1. A revised planning scheme, C54 - see 2.3.4 below. 2. The Yea Structure Plan - being implemented through amendment C55, for which Council has sought a panel to hear objections; 3. Eildon Structure Plan has commenced and the inception meetings have been held.
3.3.2	Ensure that Council's emergency management planning responds to community safety needs.			Jun-16	On Schedule	Council's emergency planning management framework is constantly reviewed to ensure preparedness for any eventuality that addresses community safety. The Municipal Fire Management Plan has been updated to include structural fire and hazardous material incidents and endorsed by both the Municipal Fire Management Planning Committee and the Municipal Emergency Management Planning Committee and is due to be considered by Council in the October to December quarter.
3.3.3	Improve Council and community capacity to respond to the impacts of extreme weather events and longer term climate change			Jun-16	On schedule	Further planning scheme improvements for climate change and community responsiveness to emergencies have been addressed under C54, which is before the Minister for approval – see 2.3.5 below.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.3.4	Adopt and implement the Municipal Strategic Statement (MSS) to establish future directions that align to the Council Plan			Jun-16	On schedule	Council adopted amendment C54 (Murrindindi Planning Scheme Review) to the Murrindindi Planning Scheme in July and was subsequently forwarded to the Minister for Planning for approval in late July.
3.3.5	Promote environmentally sustainable design in future developments to achieve more energy and water efficient outcomes in our built environment			Jun-16	On Schedule	The Hume Landscapes Study is currently being undertaken and will form the basis for a review of landscape controls in the Murrindindi Planning Scheme.
3.3.6	Review and progress Council's implementation of the Urban Design Frameworks for settlements within the Shire	3.3.6.1	Advocate for funding assistance to deliver infrastructure improvements identified through relevant Council and regional strategies.	Jun-16	Not due to commence	This action is due to commence in the January to March quarter.

3.4 Asset Management

We will apply a whole of life approach to the management and maintenance of Council's assets.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Reduction in the infrastructure renewal gap	Develop strategies to ensure resources are appropriately allocated across all asset groups to reduce the infrastructure renewal gap over time.	Jun-16	Target likely to be achieved	The asset management plans for Council's assets are currently being reviewed and updated. The modelling of various renewal scenarios has commenced as part of next financial year's budget preparations.
Delivery of the capital works program	Deliver 95% of annual scheduled Capital Works projects	Jun-16	Assessment premature	The delivery of the capital works program in the first quarter normally consists of the design, development and quotation phase along with the completion of projects carried over from the previous year. Currently the program is slightly ahead of the schedule for delivery.
Defined levels of service for maintenance activities.	Implement levels of service for roads and drainage maintenance by June 2016	Jun-16	Target likely to be achieved	The development of a reporting system has commenced to track the performance of Council's service provision in the Roads and Parks operations.

Asset Management Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.4.1	Manage and renew our existing infrastructure assets in a responsible manner.	3.4.1.1	Develop a policy to guide Council in its decisions to take on or divest to the community, management responsibility for community assets	Jun-16	Not due to commence	This is part of a larger project and the policy development will be the final stage of the review to be undertaken.
3.4.1	Manage and renew our existing infrastructure assets in a responsible manner.	3.4.1.2	Develop policy that defines the basis by which Council will fund infrastructure renewal and seek government endorsement	Jun-16	On schedule	Preliminary work has begun on the development of the policy
3.4.1	Manage and renew our existing infrastructure assets in a responsible manner.	3.4.1.3	Continue to seek infrastructure grants to support future capital works, with a priority on infrastructure renewal.	Jun-16	On schedule	Additional grant funding has been received for the renewal of Council's road network through the Federal Government's Road to Recovery program. Applications continue to be submitted for grants to support capital works such as the Victorian Governments Road Black Spot Program.
3.4.2	Engage with relevant communities on the development of community infrastructure and services	3.4.2.1	Assist community groups in the development of grant applications for infrastructure or services.	Jun-16	On Schedule	Project reference groups have been formed with community representatives to assist with the delivery of some major contracts. These include the Eildon Township Project, the Kinglake Ranges Art History Walk and the Yea Civic Centre Precinct Works.

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

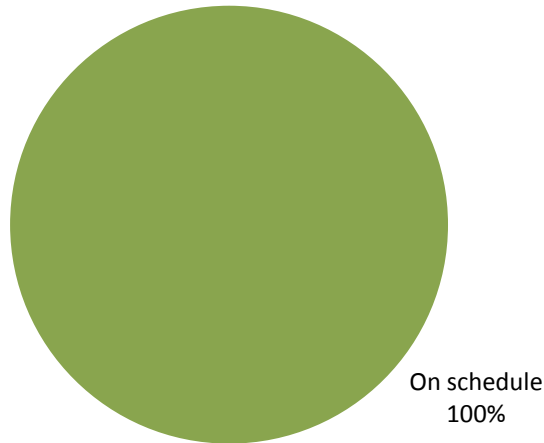
Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
3.4.3	Develop and deliver services with consideration of the impacts on the natural environment that meet community needs	3.4.3.1	Support sustainable industries within the region through the provision of infrastructure advice and support	Jun-16	On schedule	Council's adopted Capital Works Program for 2015/16 was commenced, as was preparations for the review of Council's longer term asset management plans as a part of the 2016/17 budget requirements.

4. Our Economy

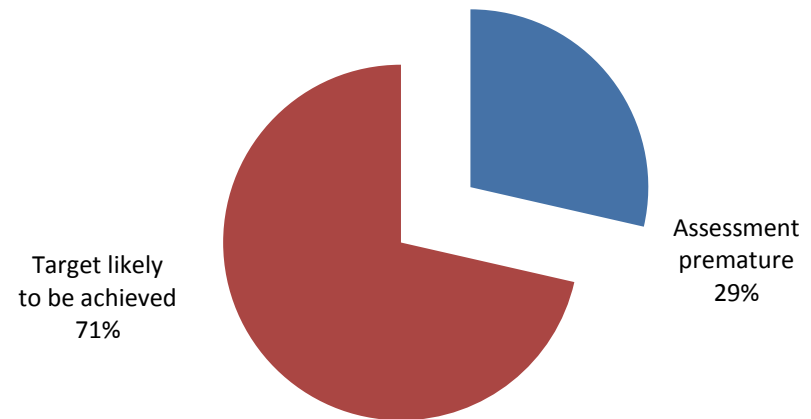
We will support the sustainable growth of Murrindindi’s businesses and the local economy.

A vibrant economy will attract people to our region and in turn will open further opportunities for business expansion and investment. This will increase employment prospects, social and cultural benefits and population growth. A key focus of our activities will be the further development and enhancement of educational and training options across the shire. While our attention will continue to be focused on a vibrant tourism and agricultural-based economy, we need to also advocate for improved telecommunications networks that will encourage diverse and entrepreneurial businesses the opportunity to establish.

**Our Economy - Year 3 Activities
Quarter One**



**Our Economy - KPI's
Quarter One**



4.1 Workforce Development

We will maximise the potential of the local workforce through education, training and employment opportunities.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Number of training and/or workforce development initiatives implemented that address needs identified in the Murrindindi Training Needs Analysis 2013	2 new initiatives per annum.	Jun-16	Target likely to be achieved	During the quarter plans to hold a workshop with all key stakeholders involved in local provision of education and training to develop a common plan/direction and collaborative effort were confirmed.

Workforce Development Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
4.1.1	Advocate for and support initiatives to improve post-secondary education opportunities in the Shire, including development of the Murrindindi Training Institute	4.1.1.1	Advocate for and support initiatives to improve post-secondary education opportunities in the Shire, including development of the Murrindindi Training Institute	Jun-16	On schedule	Advocacy was undertaken with the Executive Officer of the Central Ranges Local Learning and Employment Network (CRLLEN) to host and facilitate a workshop with key locally-based education stakeholders to establish a common direction. A date was set for October 2015 and invitations to be involved were extended to Alexandra CEACA, Murrindindi Training Institute, Murrindindi Employers Training and Murrindindi Inc.

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
4.1.2	Support initiatives and activities of the Murrindindi Strategic Skills Training and Employment Network	4.1.2.1	Work as part of the Murrindindi Strategic Skills Training and Employment Network to implement the recommendations of the Murrindindi Training Needs Analysis Report 2013	Jun-16	On schedule	The role of the Murrindindi Strategic Skills and Employment Network is currently under review pending further discussions amongst the local stakeholders outlined in action 3.1.1.1 above.
4.1.3	Work closely with the Central Ranges Local Learning and Employment Network (CRLLEN) to improve local workforce development opportunities	4.1.3.1	Advocate to Federal and State Governments for ongoing funding to support the Central Ranges Local Learning and Employment Network (CRLLEN) or similar organisations in providing local training and employment programs.	Jun-16	On schedule	At the CRLLEN Annual General Meeting, Cr John Walsh was elected to the CRLLEN Board as the Local Government representative and John O'Meara (Yea High School Principal) was elected as the Murrindindi Shire representative.

4.2 Improving Business Infrastructure

We will advocate for the provision of infrastructure and services that support business growth.

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Number of actions implemented from the Council's Economic Development Strategy	4 initiatives implemented per annum	Jun-16	Target likely to be achieved	Officers brokered the delivery of significant earth works and road making activity during the quarter on the land zoned for industrial purposes, adjacent to the DELWP offices in Alexandra. These works increase

**Council Plan 2013-2017
Year 3 Actions
September Quarterly Report**

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
				the likelihood that industrial land will become available in this location in the future as well as creating improved access for the existing business to the south of the DELWP complex.

Improving Business Infrastructure Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
4.2.1	Support the development and implementation of the Hume ICT (Digital) Strategy and the Hume NBN Business Readiness Plan	4.2.1.1	Provide opportunities for mobile phone providers to establish the provision of additional and encourage additional infrastructure to address the blackspots in Murrindindi Shire.	Jun-16	On schedule	Following strong advocacy and the signing of a Memorandum of Understanding between Council and Telstra earlier in 2015, the Federal Government made an announcement confirming funding to improve mobile phone infrastructure in eight locations across Murrindindi Shire. Engagement with Telstra (as the successful bidder in the Federal Government's mobile blackspot improvement program) as to how Council can support the process of improvement in those locations was initiated during the quarter.
4.2.2	Support further growth and development of the Yea Sale Yards subject to the availability of grant and reserve funds	4.2.2.1	Implement the business case for the potential lease of additional land to support further enhancement of facilities at the Yea Saleyards for Council's consideration	Jun-16	On schedule	Options continue to be explored with neighbouring land owners to lease or purchase additional land adjacent to the existing saleyards facility. Council expects to discover the outcome of the grant application submitted last financial year by the end of 2015 that could be utilised to advance plans to improve facilities at the saleyards for cattle weighing and additional holding pens.

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
4.2.3	Facilitate opportunities to increase utilisation of available industrial land in the Shire	4.2.3.1	Enhance the provision of data access to support existing and potential future business opportunities.	Jun-16	On schedule	An economic modelling tool, REMPLAN, is currently being trialled as an appropriate data source to support existing and potential industry sectors and businesses.

4.3 Investment Attraction

We will support local business retention and growth and attract new business and residential investment to the Shire

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Value of new commercial and industrial building developments	3% increase per annum	Jun-16	Assessment premature	During the reporting period the value of commercial and industrial building permits totalled \$643,781.
Number of investment attraction events/initiatives delivered	2 per annum	Jun-16	Target likely to be achieved	Officers delivered a survey to all businesses in the Pheasant Creek Industrial area to ascertain what opportunities and impediments to growth of those businesses exist. Plans for an investor/land holder forum progressed well with a date set for 6 October, 2015.

Investment Attraction Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
4.3.1	Implement a business attraction and investment campaign	4.3.1.1	Investigate the creation of seed funding to support the establishment of new businesses in the Shire.	Jun-16	On schedule	The Business Investment Prospectus development is in its final stages and will be presented to Council in the October to December quarter.
4.3.2	Investigate opportunities to attract investment in residential facilities for retiree and aged sectors	4.3.2.1	Investigate opportunities to attract investment in residential facilities for retiree and aged sectors	Jun-16	On schedule	Development of the platform for the Murrindindi Investment Prospectus progressed well during the quarter with layout and design confirmed by the steering committee. This platform will provide an avenue to promote opportunities in the retiree and aged care sectors.
4.3.3	Identify and promote opportunities for growth in housing and business development in and around the Shire's main townships	4.3.3.1	Promote opportunities to expand residential and business investment in and around the Shire's major townships including associated Open Days.	Jun-16	On schedule	Work on the structure plan for Eildon and surrounds continued with the inception meetings being completed and a timetable for agency and stakeholder consultation being developed and approved. The project inception was undertaken in September 2015.

4.4 Tourism Development

We will increase the economic, social and cultural benefits to the Shire of a growing tourism sector

Key Performance Indicators

Year 3 Key Performance Indicator	Target	Estimated Completion Date	Status	Quarter One Comments
Tourism visitation to the Shire	3% per annum increase in day trips	Jun-16	Target likely to be achieved	The most recent figures (year ended March 2015) estimated an increase of 9.3% of domestic daytrip travellers compared to the previous 12 month period.
Tourism visitation to the Shire	3% per annum increase in overnight stays	Jun-16	Target likely to be achieved	The most recent figures (year ended March 2015) estimated an increase of 17.4% for domestic overnight travellers compared to the previous 12 month period. The Goulburn River Valley Tourism Board took a decision to investigate another means to ascertain visitation levels in future.
Visitation to Visitor Information Centres	3% per annum increase in visits	Jun-16	Assessment premature	Aggregated figures for the four Visitor Information Centres were not available at the time this report was produced.

Tourism Development Year 3 Actions

Council Plan Strategy		Year 3 Action		Estimated Completion Date	Status	Quarter One Comments
4.4.1	In partnership with GRVT actively encourage investment in, and support development of new tourism product, attractions and accommodation options in the Shire	4.4.1.1	Support the development of a Master Plan for the Alexandra Railway Precinct	Mar-16	On Schedule	The project to develop the Master Plan commenced during the quarter with the formation of a Project Reference Group of key stakeholders and the completion of a community and visitor survey concerning visitation trends and future potential uses of the site.
4.4.2	Maintain strong relationships with government departments and agencies to promote enhanced tourism opportunities and infrastructure in the Shire such as the Giant Trees Trail and Toolangi Zip Line.	4.4.2.1	In Partnership with other agencies, undertake a feasibility study for the Giant Trees Trail linking all our State and National Parks.	Jun-16	On schedule	The state government released new guidelines for funding opportunities relating to improving local infrastructure. Positive discussions with Regional Development Victoria set the foundation for the development of an application under the Regional Jobs and Infrastructure Fund (the visitor economy stream) to develop a feasibility study for the Giant Trees Trail concept.
4.4.3	Assess the feasibility of extending the Great Victorian Rail Trail from Alexandra to Eildon	4.4.3.1	Progress the first stage of the trail link between Alexandra and Eildon	Jun-16	On schedule	Preliminary scoping works have commenced to develop the plan for the trail link extension
			Support recognition of business excellence through the establishment of the Business Excellence Awards with Murrindindi Inc.	Jun-16	On schedule	A funding application to secure financial support for the reintroduction of the Murrindindi Business Awards was lodged with Regional Development Victoria. The application was successful and negotiations began with Murrindindi Inc and a contractor to develop the process and deliver the awards.

Statement A						
Murrindindi Shire Council						
Income Statement						
For the period ended 30th September 2015						
	Original Budget	Revised Budget	YTD Budgets	YTD Actual	Budget / Actual Variance (unfav)	%
	2015/16	2015/16	30/09/15	30/09/15		
	\$	\$	\$	\$	\$	
Revenue						
Rates & Charges	18,220,528	18,220,528	18,175,252	18,247,067	71,815	0%
Special Charge	-	-	-	-	-	
Statutory fees and fines	685,061	687,561	125,131	126,750	1,619	1%
User fees	1,991,592	1,996,337	407,503	359,664	(47,839)	-12%
Grants - Recurrent	8,309,733	6,804,022	1,281,225	1,247,179	(34,046)	-3%
Grants - Non-Recurrent	596,250	1,510,346	470,062	467,478	(2,584)	-1%
Contributions - Cash	54,525	147,025	7,663	8,989	1,326	17%
Contributions - Non Cash	-	-	-	-	-	
Reimbursements	251,323	315,823	51,216	53,361	2,145	4%
Other revenue	927,851	927,851	178,315	163,053	(15,262)	-9%
Total Revenue	31,036,863	30,609,493	20,696,367	20,673,541	(22,826)	0%
Expenses						
Employee Benefits	12,948,727	13,286,895	3,504,390	3,219,199	285,191	8%
Materials and Services	10,600,600	11,925,209	2,680,186	2,266,753	413,433	15%
Depreciation and amortisation	7,907,525	8,273,090	-	-	-	0%
Bad and Doubtful Debts	-	-	-	-	-	
Other Expense	285,056	285,056	53,528	49,632	3,896	7%
Finance Costs (Interest)	284,050	255,255	(32,598)	(32,599)	1	0%
Total Expenses	32,025,958	34,025,505	6,205,506	5,502,986	702,520	11%
Net gain(loss) on disposal of property, infrastructure, plant and equipment	(625,294)	(85,035)	46,912	72,298	25,386	
Surplus (deficit) for the period	(1,614,389)	(3,501,047)	14,537,773	15,242,853	705,080	5%
<i>Net gain (loss) on disposal of property, infrastructure, plant & equipment</i>						
<i>Proceeds from Sale of Fixed Assets</i>	1,832,848	2,554,989	46,912	72,298	25,386	54%
<i>Carrying value of assets sold</i>	2,458,142	2,640,024	-	-	-	
<i>Total</i>	(625,294)	(85,035)	46,912	72,298	25,386	
Total Materials and Contractors						
Utilities	525,611	534,639	97,158	75,757	21,401	22%
Contractors	7,233,130	8,410,253	1,669,952	1,467,781	202,171	12%
Legal Expenses	236,008	236,008	44,565	39,868	4,697	11%
Insurance	511,955	511,955	449,855	373,169	76,686	17%
Materials	1,003,116	1,025,576	212,385	160,850	51,535	24%
Contributions	583,486	724,644	148,731	137,035	11,696	8%
Consultants	507,294	482,134	57,540	12,294	45,246	79%
	10,600,600	11,925,209	2,680,186	2,266,753	413,433	15%

Statement A (Alternative Format)						
Murrindindi Shire Council						
Income Statement						
Underlying Operational Result Format						
For the period ended 30th September 2015						
	Original Budget	Revised Budget	YTD Budgets	YTD Actuals	Budget/ Actual Variance (unfav)	%
	2015/16	2015/16	30/09/15	30/09/15		
	\$	\$	\$	\$	\$	
Revenue						
Rates & Charges	18,220,528	18,220,528	18,175,252	18,247,067	71,815	0%
Statutory fees and fines	685,061	687,561	125,131	126,750	1,619	1%
User fees	1,991,592	1,996,337	407,503	359,664	(47,839)	-12%
Grants - Recurrent Operating	6,711,241	4,520,580	1,281,225	1,247,179	(34,046)	-3%
Grants - Recurrent Capital	1,598,492	2,283,442	-	-	-	0%
Grants - Non-Recurrent (Operating Only)	223,590	647,210	163,346	160,762	(2,584)	-2%
Contributions - Cash (Operating Only)	19,525	50,025	7,663	8,989	1,326	17%
Reimbursements	251,323	315,823	51,216	53,361	2,145	4%
Other revenue	927,851	927,851	178,315	163,053	(15,262)	-9%
Total Revenue	30,629,203	29,649,357	20,389,651	20,366,825	(22,826)	0%
Expenses						
Employee Benefits	12,948,727	13,183,027	3,504,390	3,219,199	285,191	8%
Materials and Services	10,600,600	12,029,077	2,680,186	2,266,753	413,433	15%
Depreciation and amortisation	7,907,525	8,273,090	-	-	-	0%
Bad and Doubtful Debts	-	-	-	-	-	
Other Expense	285,056	285,056	53,528	49,632	3,896	7%
Finance Costs (Interest)	284,050	255,255	(32,598)	(32,599)	1	0%
Total Expenses	32,025,958	34,025,505	6,205,506	5,502,986	702,520	11%
Underlying Surplus (deficit) for the period	(1,396,755)	(4,376,148)	14,184,145	14,863,839	679,694	-11%
Reconciliation to Income Statement						
<i>Proceeds from Sale of Fixed Assets</i>	1,832,848	2,554,989	46,912	72,298	25,386	54%
<i>Less Carrying value of assets sold</i>	(2,458,142)	(2,640,024)	-	-	-	
Capital Grants	372,660	863,136	306,716	306,716	(0)	0%
Capital Contributions	35,000	97,000	-	-	-	0%
Contributions - Non Cash	-	-	-	-	-	
Contributed Assets	-	-	-	-	-	
Net Movement in Asset Revaluation Reserve	-	-	-	-	-	
Special Charge Rate for Capital Projects	-	-	-	-	-	
Operating Result as per Income Statement	(1,614,389)	(3,501,047)	14,537,773	15,242,853	705,080	5%

Statement B					
Murrindindi Shire Council					
Balance Sheet					
as at 30th September 2015					
	Original Budget	Revised Budget	YTD Budget	Actual	Variance (unfav)
	2015/16	2015/16	30/09/15	30/09/15	
	\$	\$	\$	\$	\$
Assets					
Current assets					
Cash and cash equivalents	19,897,499	20,869,247	22,575,595	23,309,147	733,552
Trade and other receivables	2,673,837	2,673,837	17,865,787	17,848,533	(17,254)
Other financial assets				-	-
Accrued Income	80,000	80,000	-	-	-
Prepayments	135,000	135,000	-	-	-
Non Current Assets Held for sale			837,158	837,158	
Inventories	150,000	70,000	70,000	57,007	(12,993)
Total current assets	22,936,336	23,828,084	41,348,540	42,051,844	703,304
Non current assets					
Intangible Assets	-	259,471	259,471	259,471	-
Property & Plant & Equipment	294,708,927	305,282,849	304,312,068	304,293,701	(18,367)
Receivables	66,500	66,500	33,500	30,310	(3,190)
Total non-current assets	294,775,427	305,608,820	304,605,039	304,583,481	(21,558)
Total assets	317,711,763	329,436,904	345,953,579	346,635,326	681,746
Liabilities					
Current liabilities					
Trade and other payables	2,368,280	2,363,645	480,000	456,788	23,212
Trust funds and deposits	463,918	587,513	952,906	978,421	(25,515)
Provisions - Employee Entitlements	3,412,004	3,412,004	3,193,223	3,143,223	50,000
Interest-bearing loans and borrowings	752,621	712,547	-	-	-
Total Current Liabilities	6,996,823	7,075,709	4,626,129	4,578,432	47,697
Non-Current Liabilities					
Provisions - Employee Entitlements	271,061	271,061	271,061	295,424	(24,363)
Provisions - Other	1,465,105	1,465,105	1,392,815	1,392,815	-
Interest-bearing loans and borrowings	2,219,147	1,796,995	2,796,720	2,796,721	(1)
Total Non Current Liabilities	3,955,313	3,533,161	4,460,596	4,484,960	(24,364)
TOTAL LIABILITIES	10,952,136	10,608,870	9,086,725	9,063,391	23,334
NET ASSETS	306,759,627	318,828,034	336,866,854	337,571,935	705,080
Equity					
Accumulated Surplus	124,931,524	129,302,775	129,201,955	129,201,955	(0)
Surplus for the Year	(1,614,389)	(3,501,047)	14,537,773	15,242,853	705,080
Asset Revaluation Reserve	171,452,414	180,546,910	180,546,910	180,546,910	0
Other Reserves	11,990,078	12,479,396	12,580,216	12,580,216	0
TOTAL EQUITY	306,759,627	318,828,034	336,866,854	337,571,934	705,080

Statement C					
Murrindindi Shire Council					
Cash Flow Statement					
For the period ended 30th September 2015					
	Original Budget 2015/16 Inflows/ (Outflows)	Revised Budget 2015/16 Inflows/ (Outflows)	YTD Budget 30/09/15 Inflows/ (Outflows)	Actual 30/09/15 Inflows/ (Outflows)	Variance (unfav)
	\$	\$	\$	\$	\$
Cash Flow From Operating Activities					
Rates & Charges	18,096,095	18,132,154	2,885,928	2,523,410	(362,518)
User charges and other fines	3,305,976	3,408,668	640,011	969,705	329,694
Grants	8,905,983	8,125,363	1,562,282	1,595,061	32,779
Interest	567,572	669,967	255,855	253,514	(2,341)
Net GST Refund/Payment	-	-	-	-	-
Payments to suppliers	(10,950,656)	(12,576,136)	(4,569,585)	(4,162,476)	407,110
Payments to employees	(12,827,071)	(13,150,404)	(3,836,680)	(3,577,126)	259,554
Net cash flow provided by operating activities	7,097,899	4,609,612	(3,062,189)	(2,397,912)	664,277
Cash flow from investing activities					
Payment for property, plant and equipment,infrastructure	(7,516,619)	(12,145,215)	(1,098,478)	(1,080,109)	18,369
Payments for investments	-	-	-	-	-
Proceeds from sale of property, plant and equipment,infrastructure	1,832,848	2,554,989	46,912	72,298	25,386
Net cash used in investing activities	(5,683,771)	(9,590,226)	(1,051,566)	(1,007,811)	43,755
Cash flows from financing activities					
Trust funds and deposits	60,767	(247,953)	117,439	142,958	25,519
Finance costs	(216,175)	(186,919)	(1)	-	1
Proceeds from interest bearing loans and borrowings	500,000	500,000	-	-	-
Repayment of interest bearing loans and borrowings	(824,952)	(787,178)	-	-	-
Net cash provided by (used in) financing activities	(480,360)	(722,050)	117,438	142,958	25,519
Net increase/(decrease) in cash and cash equivalents	933,768	(5,702,664)	(3,996,317)	(3,262,766)	733,551
Cash and cash equivalents at the beginning of the financial year	18,963,731	26,571,911	26,571,911	26,571,911	-
Cash and cash equivalents at the end of the financial year	19,897,499	20,869,247	22,575,594	23,309,145	733,551
Reconciliation of result from ordinary activities with net cash from operations					
Surplus for the financial year	(1,614,389)	(3,501,047)	14,537,773	15,242,853	705,080
Depreciation and amortisation	7,907,525	8,273,090	-	-	-
Bad and Doubtful debts	-	-	-	-	-
Contributions Non Monetary Assets	-	-	-	-	-
Financing Costs (Cash Portion)	216,175	186,919	1	-	(1)
(Profit)/loss on disposal of property, plant and equipment,infrastructure	625,294	85,035	(46,912)	(72,298)	(25,386)
Change in assets and liabilities					
(Increase)/decrease trade and other receivables	(161,237)	(370,718)	(15,529,668)	(15,509,227)	20,441
(Increase)/decrease in inventories	-	(16,879)	(16,879)	(3,887)	12,991
(Increase)/decrease in other current assets	(40,000)	97,019	312,019	312,019	-
Increase/(decrease) in provisions	213,946	316,708	25,637	0	(25,637)
Increase/(decrease) in trade and other payables	(49,415)	(460,515)	(2,344,160)	(2,367,373)	(23,212)
Net cash provided by operating activities	7,097,899	4,609,612	(3,062,189)	(2,397,913)	664,276

Statement D						
Murrindindi Shire Council						
Statement of Capital Works						
For the period ended 30th September 2015						
	Original Budget	Revised Budget	YTD Budget	Actuals	Budget/ Actual Variance (unfav)	%
	2015/16	2015/16	30/09/15	30/09/15		
	\$	\$	\$	\$	\$	
Land	-	-	-	-	-	
Land Under Roads	-	-	-	-	-	
Buildings	1,853,949	3,637,914	403,965	418,721	(14,756)	-4%
Plant , Machinery & Equipment	1,051,042	1,544,733	267,217	226,590	40,627	15%
Roads & Paths	3,118,359	4,393,699	13,452	16,230	(2,778)	-21%
Bridges	637,280	1,074,360	252,093	255,709	(3,616)	-1%
Footpaths and Cycleways	209,429	654,440	73,909	74,705	(796)	-1%
Stormwater Network	249,050	268,834	20,000	21,109	(1,109)	-6%
Heritage	-	-	-	-	-	
Furniture, Office Equipment and Software	301,808	453,927	36,300	36,027	273	1%
Library Materials	95,702	117,308	31,542	31,019	523	2%
Works in Progress	-	-	-	-	-	
Total Capital Works	7,516,619	12,145,215	1,098,478	1,080,109	18,369	2%
Represented by:						
Renewal	4,761,408	7,429,452	826,219	791,403	34,816	4%
Upgrade	1,597,144	2,819,338	146,930	160,036	(13,106)	-9%
New Assets	1,158,067	1,896,425	125,329	128,670	(3,341)	-3%
Total Capital Works	7,516,619	12,145,215	1,098,478	1,080,109	18,369	2%
Property, Infrastructure, Plant and Equipment						
movement Reconciliation Worksheet	Original Budget	Revised Budget	YTD Budget	YTD Actual	Variance	
	2015/16	2015/16	30/09/15	30/09/15		
	\$	\$	\$	\$	\$	
Total Capital Works	7,516,619	12,145,215	1,098,478	1,080,109	18,369	
Impaired assets					-	
Asset revaluation movement		(0)	0	-	(0)	
Depreciation & amortisation	(7,907,525)	(8,273,090)	-	-	-	
Written down value of assets sold	(2,458,142)	(2,640,024)	-	-	-	
Contributed Assets		0	0	-	-	
Transfer to intangibles						
Transfer to Non Current assets held for for sale						
Net movement in property, infrastructure, plant and equipment	(2,849,048)	1,232,101	1,098,478	1,080,109	18,369	

Statement E					
Murrindindi Shire Council					
Reconciliation of Non Discretionary Cash & Reserves					
as at 30th September 2015					
Cash Flow Statement Reconciliation - Non discretionary Cash Requirements					
Required Cash at year End	Original Budget	Revised Budget	YTD Budget	Actual	Budget/ Actual Variance
	2015/16	2015/16	30/09/15	30/09/15	
Non discretionary Cash Requirements to be held:					
Reserves		\$	\$	\$	
Account					
070300 Public Open Space Reserve	(454,004)	(451,754)	(416,754)	(416,754)	(0)
070305 Infrastructure Contributions - Parking	(41,080)	(41,080)	(41,080)	(41,080)	-
070312 - Infrastructure Maintenance Reserve 2% Rates	(734,760)	(734,760)	(950,076)	(950,076)	-
070313 - Infra. Maint. New & Expanded Assets (bal. \$1.2m)	(3,396,300)	(3,421,834)	(3,521,318)	(3,521,318)	-
070314 - Infra. Maint. Gifted & Novated Assets - \$920K	(920,000)	(920,000)	(920,000)	(920,000)	-
070316 - Infra. Balance MAP's Funding	(434,022)	(434,022)	(434,022)	(434,022)	-
070336 - Marysville Community Fund	(63,531)	(63,531)	(63,531)	(63,531)	-
070315 - Defined Benefits Superannuation	(300,000)	(600,000)	(600,000)	(600,000)	-
070325 Garbage Reserve	(4,596,031)	(4,691,871)	(4,677,985)	(4,677,985)	-
070340 Coster Street Units Reserve	-	-	-	-	-
070345 Shaw Avenue Redevelopment Reserve	(43,752)	(43,752)	(43,752)	(43,752)	-
070355 Alexandra Community Leisure Centr	(4,805)	(16,384)	(16,384)	(16,384)	-
070370 Road Maintenance Reserve	(16,044)	(16,044)	(16,044)	(16,044)	-
070420 Yea Saleyards Reserve	(288,024)	(316,004)	(264,027)	(264,027)	-
070430 Alexandra Saleyards Reserve					-
070440 Yea Caravan Park Reserve	(40,430)	(40,000)	-	-	-
070445 Marysville Caravan Park Reserve	(194,139)	(197,087)	(152,087)	(152,087)	-
070318 - Infra. Unexpended Capital Works	(463,156)	(491,273)	(463,156)	(463,156)	-
Total Cash backed reserves	(11,990,078)	(12,479,396)	(12,580,216)	(12,580,216)	(0)
Other Cash Requirements					
070000 Deposits	(315,918)	(416,033)	(451,033)	(476,351)	(25,318)
70041 Provision for Employee Entitlement - A/L 25%	(305,910)	(280,565)	(274,564)	(274,564)	-
070040 Provision for Employee Entitlement LSL (progression to 25% over 4 years)	(273,546)	(273,546)	(258,871)	(255,621)	3,250
070060 General Trust Accounts	(13,000)	(13,000)	(27,211)	(28,515)	(1,304)
Quarry Security ANZ	-	(19,500)	(19,500)	(19,500)	-
Fires Service Property Levy	(110,000)	(133,480)	(375,564)	(377,931)	(2,367)
					-
Total Required Cash	(13,008,452)	(13,615,519)	(13,986,959)	(14,012,698)	(25,739)
					-
Total Available Cash	19,897,499	20,869,247	22,575,594	23,309,145	733,551
					-
Surplus/(Deficit)	6,889,047	7,253,728	8,588,635	9,296,448	707,812

Statement of Commitment

We commit to action that promotes gender equity and respectful relationships.

- We will be respectful in all relationships
- We will speak out about sexism, gender inequity and gender stereotypes
- We will provide a safe, inclusive and supportive environment
- We will provide a structural and cultural environment that promotes gender equity.

Principles

- Living in safety is a basic human right
- All forms of family and community violence are unacceptable
- Violence against women and children harms the whole community
- All relationships must be based on respect and equity
- Men and women will have equal opportunities to participate and have access to equal decision making powers

Adapted from the Courageous Conversations Charter
www.courageousconversations.org.au

Murrindindi Shire Council Policy

Title: Service Provision on Code Red Days

Type: Council

File No: 13/8300

Date Adopted: 27 November 2013

Next Review Date: 27 November 2015

Revision History:

Date	Action	Who
Jan- Mar 2013	Consultation with stakeholders Drafted policy	Coordinator HR Manager Communications
October 2013	EMT Review	EMT
November 2013	Staff consultation	Coordinator HR
November 2013	Council Briefing	GMCCS
27 November 2013	Approved	Council
19 October 2015	Review	Emergency Management & Fire Coordinator; Health and Safety Coordinator

1. Purpose

The purpose of this policy is to outline how Council will respond to a Fire Danger Rating of Code Red in terms of its service provision to the community.

2. Rationale

Fire Danger Ratings, issued by the Bureau of Meteorology in consultation with fire agencies, predict how dangerous a fire would be if one started. A Code Red Rating is the highest level of Fire Danger Rating, where fire behaviour is predicted to be uncontrollable, unpredictable and fast moving. On Code Red Days the Country Fire Authority (CFA) advises people living in high risk bushfire areas to leave the area the night before or early in the morning and to enact their bushfire survival plans. Fire Danger Ratings are usually forecast up to four days in advance enabling some level of preparation.

With the exception of the central urban areas of Yea and Alexandra, the Murrindindi Shire is predominantly classified by the State Government as bushfire prone. Consequently it is anticipated that the public will be on heightened alert on Code Red Days and vigilant for information that assists them in their contingency planning. It is therefore important that information is readily available to the public on Council's preparedness and service availability on such days to aid individual decision making.

Such information is important as it is likely that Council will operate with altered or reduced service levels on Code Red Days for the following reasons:

- The large area within the Shire considered to be of high bushfire risk
- The need to ensure Council's operations do not unintentionally cause a fire to start
- The need to provide for the safety of Council staff and to ensure that the public is not placed in situations of undue risk when travelling to and accessing Council services
- To ensure sufficient staff resources can be re-deployed to emergency response planning functions and, in the event of a fire event, provision of support to fire combating agencies and emergency relief centres
- The likelihood that some staff will take approved leave on Code Red Days to attend to family arrangements and to enact personal bushfire survival plans.

This Policy therefore addresses Council's responsibility to plan and manage for the provision of services and Council information on Code Red Days in order to maximise employee and community safety, whilst ensuring appropriate emergency responses can be enacted as required.

3. Scope

This policy applies to all Councillors, employees, contractors, committees and volunteers engaged in Council Business.

This policy is in operation during the Fire Danger Period as declared by the CFA. The dates of the Fire Danger Period are available from the CFA website and may vary from year to year due to seasonal variation in environmental conditions and rainfall.

The Chief Executive Officer may enact parts of this policy on severe or extreme fire danger days based on advice from the Emergency Management Coordination Group (EMCG)), that includes the Municipal Emergency Resource Coordinator (MERC) from Victoria Police, the Municipal Recovery Manager (MRM) and the Municipal Emergency Resource Officer (MERO).

4. Policy

Customer Service Centres and Libraries

~~Council will, as far as practicable, maintain access to customer services from the Alexandra, Kinglake and Yea Council offices on Code Red Days. Murrindindi Library services will also, where practicable, operate during normal opening hours at the Alexandra, Kinglake and Yea locations.~~

Non-essential Travel and Council Meetings

All travel for Council business on Code Red Days involving Councillors, staff, contractors or volunteers will be kept to an absolute minimum. Travel for the delivery of essential services will be subject to manager approval. All non-essential travel and meetings will be suspended.

Consequently, several services that typically involve extensive travel to remote sites or through bushfire prone areas will be suspended. These include all mobile library services and non-essential property inspection services associated with planning, building, health and infrastructure approvals.

Council's local law enforcement services will continue to respond to emergency callouts, where there is imminent danger to human life. All non-essential patrols and inspection services will be temporarily postponed.

File:\\ARAPILES\kenneilm\$\\AAA TRIM pending\Council Policy - Code Red Days.DOCX	Page 2 of 4
Author: Murrindindi Shire Council	Created: Last 19/11/13 8:56:00 AM saved: Last 28/11/13 2:35:00 PM saved by: Last kenneilm printed: 28/11/13 2:35:00 PM
Comment:	

Due to the extensive travel that may be required by Council personnel and members of the public, any Ordinary or Special meetings of Council that are scheduled on a Code Red day will be cancelled and re-scheduled. In addition any scheduled meetings of Delegated Committees of Management (S86) or Council appointed Advisory Committees (S87) will also be cancelled and re-scheduled.

Customer Service Centres and Libraries

Council will, as far as practicable, maintain access to customer services from the Alexandra, Kinglake and Yea Council offices on Code Red Days. Murrindindi Library services will also, where practicable, operate during normal opening hours at the Alexandra, Kinglake and Yea locations. In accordance with the suggested approach regarding non-essential travel, the Mobile Library will not operate on Code Red Days.

Infrastructure Works and Waste Management

In order to minimise the risk of unintentionally starting a fire and to avoid non-essential travel all infrastructure maintenance operations and capital works will be suspended on Code Red Days, with staff enacting emergency standby arrangements. Similarly all transfer stations and the Council's Landfill site will be closed to the public.

Council's kerbside waste and recycling collection service contractors advise that collection services will generally be maintained on Code Red Days, with some services commencing earlier on the day. Collection services would cease in the event of perceived or immediate risk from fire activity.

Recreation, Parks and Pools

The Alexandra and Yea swimming pools will remain open during normal hours of operation on Code Red Days, subject to qualified staff being available, as ~~they are~~ these pools are not located in bushfire prone areas if staff are available. The Eildon and Marysville pools will be closed ~~however due to the increased bushfire risks in these locations and the likelihood of reduced availability of appropriately qualified lifeguards in these areas.~~

Council-managed outdoor recreation reserves, parks and the Great Victorian Rail Trail will remain open, with visitors to these facilities encouraged to be vigilant for fire warning messages.

Community Services

Some Community Services will be suspended or altered on Code Red Days. Family Day Care and In Home Care will operate in accordance with ~~DEECD~~ Department of Education and Training DET directives to local primary and secondary education facilities. Child care will continue to be offered, subject to educator availability, in Eildon, Alexandra and Yea. Services based in areas where local schools are directed to close on code red days will not operate.

Maternal and Child Health (MCH) Services in Yea and Alexandra will operate as normal subject to staff availability. MCH Services will not operate in other areas including Eildon, Toolangi, Marysville, Kinglake and Flowerdale, due to the travel involved and the elevated bushfire risk in these areas.

Council's Aged and Disability Services will be restricted to essential services on Code Red Days. Council staff will, where possible, contact vulnerable clients informing them of the fire danger and a possible reduction or cessation of services.

Communications

Whilst the above represents Council's intended service levels on Code Red Days, it is possible that service levels could change from those listed above at short notice due to the prevailing conditions,

File:\\ARAPILES\kenneilm\$\AAA TRIM pending\Council Policy - Code Red Days.DOCX	Page 3 of 4
Author: Murrindindi Shire Council	Created: Last 19/11/13 8:56:00 AM saved: Last 28/11/13 2:35:00 PM saved by: Last kenneilm printed: 28/11/13 2:35:00 PM
Comment:	

the presence of a fire emergency and/or lack of available staff on the day.

Therefore Council will, wherever possible, issue media releases outlining its services available on Code Red Days. Council's website will include a specific banner that will be updated regularly concerning the availability of Council services and Council will utilise the services of UGFM Local Community Radio to issue bulletins where possible.

5. Supporting Documents

- Murrindindi Shire Council and Lake Mountain Alpine Resort Municipal Emergency Management Plan – Section 3.11 – Public Information and Warning.

6. Related Policies

- [Code Red and Fire Danger Policy – Employees \(15/30871\)](#)
- [Community Services Aged & Disability Services Policy No. 48 \(Extreme Heat\) \(15/44909\)](#)
- [Emergency and Defence Services Leave Policy \(13/794\)](#)
- [Health and Wellbeing Policy \(13/773\)](#)
- [Risk and Safety Policy \(13/774\)](#)
- [Ultraviolet Radiation \(UV\) and Working in Seasonal Heat Policy \(14/44699\)](#)
- ~~Risk and Safety Policy~~
- ~~Emergency and Defence Services Leave~~

7. Governance

Policy implementation is the responsibility of Departmental Managers until such time as the CEO or EMCG enacts the Municipal Emergency Management Plan (MEMP) and overrides this policy during declared emergencies.

8. Responsible Officer

General Manager Corporate and Community Services or delegated officer.

9. Human Rights Charter

This policy has been developed with consideration of the requirements under the Victorian Charter of Human Rights and Responsibilities.