



Alpine Shire

Alpine Shire Council Quarterly Report

1 April 2014 – 30 June 2014

Presented to Ordinary Council Meeting – 5 August 2014

Contents

Contents	2
Alpine Shire Council Plan 2013-2017 – Progress Report	3
Alpine Shire Council Plan 2013-2017 – Indicators.....	18
Capital Works Budget and Status	19

Alpine Shire Council Plan 2013-2017 – Progress Report

1 April – 30 June 2014

Please note: Key Strategic Activities have not been presented as part of this report, as they will ultimately be reported in the 2013/14 Annual Report as part of the Performance Statement, which will be audited. The Annual Report will be presented to Council in October.

Theme 1: Inspired community leadership

“Council values effective community advocacy and partnership”

Highlights to end of June 2014

Media coverage

During this quarter there were a number of key announcements that received widespread positive media coverage. These included the announcement of several significant projects scheduled for Mount Beauty.

Council’s draft budget also received considerable coverage in the press and electronic media. This coverage raised awareness of the steps Council has implemented to reduce recurring operational costs.

Facebook reach

During this quarter the number of followers of the Council Facebook page rose by 38%. At the start of the quarter the page had 954 ‘likes’, which rose to 1319 by the end of June. This is an excellent result in that it enables Council to communicate more regularly with more Alpine Shire residents at very little cost.

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective 1.1: To effectively communicate and engage with stakeholders			
<i>Strategy 1.1.1: Regularly inform and involve our community</i>			
Grow the use of internet-based communications	Communications	Council launched its Facebook page in December 2013, which has seen a very high up-take amongst Shire residents. By 30 June 2014 the page had over 1,300 'likes', which is a particularly high number given the small number of residents living in the Alpine Shire. This has proven to be a useful and cost effective way of communicating with Shire residents.	Complete
Strategic Objective 1.2: To advocate on behalf of and represent stakeholders on key issues			
<i>Strategy 1.2.1: Advocate for beneficial community outcomes</i>			
Prepare an advocacy strategy addressing key accountabilities under legislation	Governance	Progress on the advocacy strategy has been delayed during 2013/14. Council will use the Strategic Alignment Project to determine whether this strategy is still a priority for Council in 2014/15.	Not complete - on hold pending review
Strategic Objective 1.3: To provide exceptional emergency response and recovery services			
<i>Strategy 1.3.1: Proactively manage emergency response and recovery</i>			
Support the Alpine Resilience Committee	Communities	Bi-monthly meetings were coordinated by Council during 2013/14, and were well attended by a variety of government and community organisations. Activity is determined by the Community Resilience Committee's Plan 2012-2015. The Plan is reported on every second meeting and presented to the committee.	Complete

Theme 2: Enhancing the environment and liveability

"An environment managed for now and the future"

Highlights to end of June 2014

Arboriculture and Open Spaces

The arboriculture team has been proactively working throughout the Shire, and has been able to reduce the number of tree services requests from 300 in quarter three to approximately 50 during quarter four.

Further updates to procedural manuals have meant improvement in work practices.

Colour displays were planted throughout each town for a splash of winter brightness.

Road maintenance programs

Council's road maintenance crews have kept busy during the year, completing the annual gravel re-sheet program, rural road drainage improvement programs, bridge and major culvert inspections, and the annual resealing program. Footpath inspections were also carried out, and the program for repairs is ongoing.

Waste and Recycling

'Get it Right on Bin Night'

Council participated in Sustainability Victoria's state-wide campaign for 'Get it Right on Bin Night' during the quarter, raising awareness of the importance of recycling, and presenting recyclables in the acceptable manner.

Improvements to waste and recycling at community facilities

Council implemented new infrastructure for appropriate waste disposal at various community facilities during the quarter. Previously, only waste bins had been provided, meaning that all waste was going directly to landfill. The installation of new bins, and the inclusion of both waste and recycling bins means that all recoverable waste is now being diverted from landfill and recycled.

A total of 42 bins (21 waste & 21 recycle) were installed at the Dederang Recreation Reserve, with additional bins also being installed at the Myrtleford Showgrounds.



Before



After

Solar energy improvements

A 30 kW photovoltaic system was installed at the Bright Sports Centre. The system will provide an average yield of approximately 45,000 kWh, which equates to the annual energy usage of seven average (four-person) households. This will result in a dollar saving of approximately \$9,000 annually, equating to approximately 25% of energy usage at the facility.

Roadside weeds

Council's annual roadside weeds and pests programs were completed, with over 300km of roadsides treated throughout the Shire. The key species targeted were Blackberry, English Broom and Montpellier Broom.

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective: 2.1: To provide and maintain quality parks, gardens and natural environment			
<i>Strategy 2.1.1: Use sustainable practices to manage open spaces</i>			
Develop an open spaces management strategy	Public Works and Services	An open spaces management plan and procedural manuals have been developed. They are currently in draft form and are being trialled by Open Spaces staff. The document will be finalised in 2014/15. The Open Spaces Management Strategy is a subsequent document which has been referred to the Strategic Alignment Project for prioritisation.	Not complete - will be finalised in 2014/15
Strategic Objective: 2.2: To improve the quality of the built environment and amenity			
<i>Strategy 2.2.1: Minimise the impact of Council services on environmental amenity of the community</i>			
Introduce an organics collection service	Public Works and Services	Council has market tested the collection cost of a kerbside garden waste collection. Further analysis is still required to determine full cost implications and viability of service. An full organics collection still requires further exploration.	Not complete - on hold pending review
<i>Strategy 2.2.2: Control development to protect the environment</i>			
Review the Municipal Strategic Statement – as part of the legislated review of the Alpine Planning Scheme	Strategic Planning	The draft amendment to the Local Planning Policy Framework (which includes the Municipal Strategic Statement) has been submitted to the Victorian Department of Transport, Planning and Local Infrastructure for authorisation. It is intended that exhibition of the amendments will occur in 2014/15.	Not complete - will be finalised in 2014/15

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective 2.3: To improve the condition and management of Council's assets			
<i>Strategy 2.3.1: Manage Council assets to ensure sustainability</i>			
Finalise a 10 year plant replacement program	Public Works and Services	The ten year plan plant replacement program is completed in draft form. It is currently being reviewed and will be completed in 2014/15.	Not complete - will be finalised in 2014/15
Strategic Objective 2.4: To reduce Council's ecological footprint			
<i>Strategy 2.4.1: Reduce impact of Council's operations on the environment</i>			
Conduct an annual audit of Council's carbon footprint for water and energy consumption	Environment	The annual audit of Council's carbon footprint for water and energy consumption will be completed in the first quarter of 2014/15. This is due to quarter 4 data not being available until after 30 June 2014.	Not complete - will be finalised in 2014/15

Theme 3: Strengthening the community

"A community supported to be healthy, active and involved"

Highlights to end of June 2014

North East Skate Event Mount Beauty and Youth Week Arts Workshop, Saturday, 26 April.

This event combined Council's annual skate event in Mount Beauty with an engaging and hands-on street arts workshop run by a young local artist. More than 100 young locals turned out to enjoy an evening of art, skate, scoot and BMX competition and live music.

Grants and funding announced

Council was awarded a grant from the Natural Disaster Resilience Grant Scheme (NDRGS) to complete a case study on Council's Community Resilience Committee.

Grants for Myrtleford Skate Park, Gapsted Hall redevelopment, and Mount Beauty Netball Court were also announced during the quarter.

A-team

The A-team met regularly to identify and initiate projects to assist older people improve their quality of life, as part of the Positive Ageing Strategy. A High Tea, cooking class and social interaction project was enjoyed.

The Sensational Seniors Project continued to identify and acknowledge older people throughout the Shire, who have made a significant contribution to their community.

L2P program

The L2P program is running smoothly across the Shire after its transition from an external provider back to Council. The appointment of a coordinator has ensured the integrity of the program.

Maternal and Child Health

Pilot project – Seedlings

During the quarter, Council participated in the Seedlings pilot program focused on children and sustainability. As part of the project Council's Maternal and Child Health (MCH) staff developed Tip Sheets for families to encourage sustainability education in the home. These Tip Sheets were then used and adapted by other municipalities participating in the pilot.

Activity Calendar

MCH staff developed a calendar as an information resource for families with children in the Alpine Shire. The calendar contains a daily schedule of children's activities, including information on MCH session times, playgroup, toy library hours, children's activities offered at the local libraries, Council immunisation sessions, and various other groups and activities. This initiative was developed from feedback received on the annual MCH Client Satisfaction Survey.

MCH Upper Hume regional meeting

Council hosted the MCH Upper Hume regional meeting / education day, which involved 30 MCH nurses from across the region visiting the Alpine Shire. The theme of the meeting was the "Baby Makes 3" program, which is a family violence prevention program targeting first time parents who have recently experienced the transition to parenthood.

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective 3.1: To support the health and wellbeing of communities			
<i>Strategy 3.1.1: Facilitate increased community participation</i>			
Deliver priority actions from the Alpine Liveability Plan	Communities	<p>A new Liveability Plan Action Plan was adopted by Council on 19 December 2013. The plan outlines key actions to be achieved in the next four years. Activities delivered from the plan in 2013/14 include:</p> <ul style="list-style-type: none"> - Connectivity: Liaising with the Harrietville Community Forum to further strengthen and better connect the community. - Sustainability: the Community Resilience Committee's monthly newspaper column is one method of educating the community to be prepared for emergencies. 	Complete
Strategic Objective 3.2: To improve the resilience of communities			
<i>Strategy 3.2.1: Strengthen the capacity and resilience of communities</i>			
Prioritise and implement actions from the Alpine Community Resilience Plan	Communities	<p>The Alpine Community Resilience Plan 2012-2015 identifies the priorities for the Resilience Committee. Activities delivered in 2013/14 include:</p> <ul style="list-style-type: none"> - A pilot program identifying Resilience Champions within areas affected by 2009 fires, where champions held events to better connect neighbours. - Resilience week was delivered in the week of 19-26 October 2013. This will be further expanded in October 2014. <p>The Plan is reported back to the committee three times per year, at every second meeting.</p>	Complete

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective 3.3: To ensure appropriate services and programs for early years, youth and families			
<i>Strategy 3.3.1: Best possible start for children and families within the Alpine Shire</i>			
Deliver priority actions from the Alpine Early Years Plan	Alpine @ Home	<p>The MCH service has completed several key items from the Alpine Early Years Plan, including:</p> <ul style="list-style-type: none"> - Infant mental health clinics. - First aid awareness for carers of 0-8 year olds. - Implementation of the 'All Hazard' Workshops into the First Time Parent's Groups (FTPG), co-facilitated with the CFA. - Pram walks in all three major towns. - Production of an activities calendar summarising activities for young children in the Alpine Shire. - Participation in the Seedlings pilot program which focused on children and sustainability education in the home. - The annual client satisfaction survey identified several improvements, including a return session for the FTPGs when the child turns 2, and a father's session. These initiatives were actioned during 2013/14. 	Complete
Strategic Objective 3.4: To support positive living and ageing			
<i>Strategy 3.4.1: Support independence and accessibility</i>			
		No Council Plan Activities to report	

Theme 4: Prosperous economy, employment and investment

“A dynamic local economy that is sustainable and supported to respond to opportunities and attract appropriate new investment”

Highlights to end of June 2014

Tourism Marketing

Autumn is peak visitation across the Shire and the marketing aligned with this time of the year was highly successful. The Today Show visited Bright and did their weather crosses highlighting the food, wine, beer, chocolate and outdoor activities on offer. Council has not been able to keep up with demand for the Shire wide walks and trails brochures, and the town based videos produced for Myrtleford, Mount Beauty and Harrietville have proven very popular.

Alpine Community Plantation Inc. – New Zealand study trip

In June a Council representative, the Project Manager for Alpine Community Plantation Inc. and representatives from HVP undertook a study trip to New Zealand to inspect a number of projects similar to ACP. The trip yielded some great insights into management practices and marketing programs as well as identifying a range of commercial opportunities to progress the project.

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective 4.1: To effectively plan and deliver strategic and major projects			
<i>Strategy 4.1.1: Develop and deliver a major projects plan</i>			
		No Council Plan Activities to report	
Strategic Objective 4.2: To support investment and existing enterprise			
<i>Strategy 4.2.1: Implement targeted tourism and business support</i>			
Focus on event attraction as a way of promoting growth in tourism	Economic Development	There were 8 new events attracted to the Shire for 2013-14. These events covered a broad range of interests and all are returning in 2014-15 with the view that they will become annual events.	Complete
<i>Strategy 4.2.2: Support a diverse and sustainable economy</i>			
Focus on the implementation of the Economic Development Strategy. This will revolve around attainment of objectives associated with the themes: Invest & Grow; Vibrant Economic Precincts; Business Sustainability; Regional Collaboration; and Tourism Development	Economic Development	The Economic Development Strategy remains in draft form. Future economic development activity will be subject to Strategic Alignment Project prioritisation.	Not complete - on hold pending review

Theme 5: Performance focused organisation

"A customer focused, equitable and sustainable service to the community"

Highlights to end of June 2014

Council Plan review

Council completed the formal review of the Council Plan, and adopted the Alpine Shire Council Plan 2013-2017 (review 2014) on 24 June 2014. Three submissions (one external and two internal) were considered. The document includes the activities that will be carried out in 2014/15, which are mirrored in the 2014/15 budget.

Council Values

Council adopted its organisational core values ALPINE: Accountability, Leadership, Productive, Integrity, Nurturing, Engaged on 3 June 2014. These values were embedded in the Councillor Code of Conduct and the Council Plan to ensure that they are consistently reinforced across the organisation.

Internal reviews

The organisation completed the Human Resources review and the first stage of the Strategic Alignment Project (SAP) during the quarter. The SAP will be further developed during the first quarter of 2014/15 and used to guide decision making about project and service delivery into the future.

Budget

Council's budget was released for exhibition on 3 June 2014. New legislation relating to the Local Government Performance Reporting Framework required a change in the way that the budget was presented. The new layout and increased transparency provides ratepayers with additional information on the budget that has not been presented in previous years. The budget was scheduled for presentation to Council for adoption on 22 July.

Procurement Policy

Council updated its procurement policy, in line with a legislated annual review. Alpine, Indigo and Towong Shire Councils have been working together to achieve a harmonised or aligned procurement policy across the three councils. This work is part of the North East Business Collaboration Project, which is a collaboration between Alpine, Indigo and Towong Shire Councils to assess opportunities for a collaborative approach to projects and services. The new procurement policy was adopted by Council on 3 June 2014.

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategic Objective 5.1: To provide excellent customer service			
<i>Strategy 5.1.1: Deliver outstanding customer service</i>			
		No Council Plan Activities to report	
Strategic Objective 5.2: To manage resources well to ensure sustainability			
<i>Strategy 5.2.1: Deliver responsible and prudent financial management</i>			
Reach agreement on the 2014 Enterprise Agreement	Human Resources	The Alpine Shire Council Enterprise Agreement 2013 received approval of the Fair Work Commission on 10 January 2014, with a date of operation of 17 January 2014. The document was implemented across the organisation, and will remain in effect until the agreement end date of 30 June 2016.	Complete
<i>Strategy 5.2.2: Deliver best value programs and services</i>			
		No Council Plan Activities to report	
Strategic Objective 5.3: To support people and business practices			
<i>Strategy 5.3.1: Develop and maintain a dedicated and passionate workforce</i>			
Develop an Alpine@Home workforce strategy	Alpine @ Home	As part of improved training for the Alpine@Home workforce, detailed work was undertaken to investigate and deliver a Certificate III in Home and Community Care within the Shire. The course commenced on 22 April, providing places for 15 students. Alpine@Home provided placement for a number of their staff in this course. The course was delivered by the Alpine Institute (Alpine Health). The provision of this locally based certified training provided through the Alpine Institute has meant that the requirement for an Alpine@Home workforce strategy has been superseded, and the strategy will no longer be completed.	Complete

Performance Measure	Responsible Department	Progress to 30 June 2014	Status
Strategy 5.3.2: Deliver effective and innovative process and technology solutions			
Investigate and deliver business improvement opportunities through the development of innovative technology solutions	Finance and Business Services	<p>Council undertook a Business Systems review in 2012/13, which recommended a number of projects – the majority of these will be prioritised by the Strategic Alignment Project.</p> <p>Those projects delivered or commenced during the year were:</p> <ul style="list-style-type: none"> - implementation of a Point of Sale (POS) system at Council's Swimming Pools and Transfer Stations - commencement of a new purchase to pay electronic system - scheduling of a 'go live' date for agenda preparation software 	Not complete - will be finalised in 2014/15
Strategic Objective 5.4: To ensure a high standard of governance			
Strategy 5.4.1: Provide good governance			
Continued implementation of fraud minimisation strategy	Finance and Business Services	<p>Council's strategy for minimising fraud is documented in the Internal Audit Report: Fraud Controls Review 2012. A significant proportion of the recommended and agreed actions of the review were completed during the year. Of the 27 agreed actions, 25 are completed with the remaining initiatives either well advanced or set to be phased in over the 2014/1015 year. Significant achievements in this area include:</p> <ul style="list-style-type: none"> - Point of Sale (POS) systems for Council's swimming pools and transfer stations were rolled out. - Cash handling procedures were upgraded at several outlying Council service locations. - Updates on progress against the review recommendations have been provided to the audit committee on a regular basis, most recently in May 2014. <p>In addition to fraud minimisation, a strategic risk audit was conducted by external auditors in February 2014.</p>	Not complete - will be finalised in 2014/15

Alpine Shire Council Plan 2013-2017 – Indicators

The Alpine Shire Council Plan 2013-2017 contains indicators sourced from the Local Government Performance Reporting Framework (LGPRF), with many of them a 'calculation' returning a numeric result. These indicators are intended to be collated at 'end of year'. They will be presented as part of the 2013/14 Annual Report, which is due to be reported to Council in October.

Capital Works Budget and Status

1 January 2014 – 31 March 2014

An overall capital works report will be prepared as part of the 2013/14 Annual Report, presented to Council in October.