



CORANGAMITE
SHIRE

agenda

CORANGAMITE SHIRE

ORDINARY MEETING OF COUNCIL

TUESDAY 23 JULY 2019

To be held at the Killara Centre
210-212 Manifold Street, Camperdown
commencing at 7.00 pm

COUNCIL:

Cr Neil Trotter (South West Ward)
MAYOR

Cr Ruth Gstrein (Central Ward)
DEPUTY MAYOR

Cr Helen Durant (Central Ward)

Cr Wayne Oakes (Central Ward)

Cr Simon Illingworth (Coastal Ward)

Cr Lesley Brown (North Ward)

Cr Jo Beard (South Central Ward)

WWW.CORANGAMITE.VIC.GOV.AU

Order of Business

1. PRAYER

We ask for guidance and blessing on this Council. May the true needs and wellbeing of our communities be our concern. Help us, who serve as leaders, to remember that all our decisions are made in the best interests of the people, culture and the environment of the Corangamite Shire.

Amen

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Owners of the land on which we are meeting, and pay our respects to their Elders, past and present.

3. APOLOGIES

4. DECLARATIONS OF CONFLICT OF INTEREST

5. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the Corangamite Shire Ordinary Council meeting held on Tuesday 25 June 2019 be confirmed.

6. DEPUTATIONS & PRESENTATIONS

7. COMMITTEE REPORTS

8. PLANNING REPORTS

9. OFFICERS' REPORTS

10. OTHER BUSINESS

11. OPEN FORUM

12. CONFIDENTIAL ITEMS

DAVID RAE
ACTING CHIEF EXECUTIVE OFFICER

DISCLAIMER

The advice and information contained herein is given by the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written enquiry should be made to the Council giving the entire reason or reasons for seeking the advice or information and how it is proposed to be used.

Table of Contents

Item No.	Page No.
1. PRAYER.....	1
2. ACKNOWLEDGEMENT OF COUNTRY	1
3. APOLOGIES.....	1
4. DECLARATIONS OF CONFLICT OF INTEREST.....	1
5. CONFIRMATION OF MINUTES.....	1
6. DEPUTATIONS & PRESENTATIONS.....	3
7. COMMITTEE REPORTS.....	4
7.1 AUDIT COMMITTEE INDEPENDENT MEMBER APPOINTMENT	4
8. PLANNING REPORTS.....	7
8.1 PP2019/025 - USE AND DEVELOPMENT OF LAND FOR SERVICE INDUSTRY AND CARETAKER'S HOUSE, 1108 CROSS FOREST ROAD, COBDEN	7
9. OFFICERS' REPORTS.....	19
9.1 RECREATION RESERVES MANAGEMENT POLICY.....	19
9.2 REVIEW OF DARLINGTON COMMUNITY PLAN	27
9.3 REVIEW OF DERRINALLUM COMMUNITY PLAN	31
9.4 COUNCIL GRANTS PROGRAM 2019-2020	36
9.5 HIGHER MASS LIMIT LOAD INCREASES ON LOCAL ROADS	47
9.6 CORPORATE RISK REGISTER - STRATEGIC RISK REPORT	54
9.7 QUICK RESPONSE GRANTS ALLOCATION JULY 2019.....	58
9.8 RECORDS OF ASSEMBLY OF COUNCILLORS	61
9.9 GREAT OCEAN ROAD REGIONAL TOURISM BOARD AGREEMENT 2019-2022	66
10. OTHER BUSINESS	69
11. OPEN FORUM	70
12. CONFIDENTIAL ITEMS	71
12.1 CONSIDERATION OF LAND ACQUISITION FOR TRANSFER STATION.....	71

6. DEPUTATIONS & PRESENTATIONS

1. Members of the public may address Council under this section of the Agenda of an Ordinary Meeting of the Council if:
 - a) The person is addressing the Council in respect to a submission on an issue under Section 223 of the *Local Government Act*, or
 - b) The person has requested that they address Council on an issue and the Mayor has agreed that they be heard.
2. Requests to address Council must be received by 5.00 pm on the day prior to the scheduled Ordinary Meeting of the Council.
3. Presentations made to Council in this section of the Agenda may not exceed five minutes in length, although Councillors may ask questions proceeding each presentation. If a presentation exceeds five minutes in length, the Mayor may request that the presenter ceases to address Council immediately.

7. COMMITTEE REPORTS

7.1 Audit Committee Independent Member Appointment

Author: David Rae, Acting Chief Executive Officer

File No: D19/51

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Summary

The purpose of this report is to recommend the appointment of an independent member to Council's Audit Committee to fill a temporary, casual vacancy.

Introduction

Council's Audit Committee (the Committee) is established under Section 139 of the *Local Government Act 1989* and is an advisory committee to Council. Committee appointments can only be made by Council.

In accordance with the Committee's Charter, the Committee is comprised of five members consisting of two Councillors and three external or independent members. The three independent members are appointed with varying term expiration dates to ensure continuity and knowledge retention.

Independent member Mr Simon Buccheri has taken a leave of absence as he has been engaged by Council as a contractor. Whilst absences for short periods can normally be accommodated, it's prudent to fill them where an extended period is anticipated. It's expected Mr Buccheri will resume his role mid-2020. Accordingly, it's recommended Council appoint to the Committee an alternate independent member until the earlier of the return of Mr Buccheri or the expiration of his term.

Issues

Mr Buccheri, an accountant, has been engaged by Council to assist the Finance Department in the preparation of the 2018-2019 Financial Statements and associated reporting obligations.

Officers have obtained advice that following the cessation of Mr Buccheri's engagement with Council an additional period of leave is required before he resumes his role as an independent member. It is also not possible for Mr Buccheri to serve as an independent member and be engaged as a contractor simultaneously due to the conflict of interest that would arise. The extended period (6 months) is required to ensure Mr Buccheri resumes his role in an independent capacity.

Council's Audit Committee Charter is silent on filling temporary and casual vacancies. However, it is usual practice to co-opt persons of interest to fill such vacancies until such time a permanent appointment is made or the incumbent resumes their position. Not filling the position puts the Committee at risk to not achieving a quorum (two independent members, one Council appointed member) at each meeting.

It is recommended Mr Matt Makin be appointed to fill the temporary casual vacancy. Mr Makin is a qualified veterinarian with an MBA, is a resident and former Councillor of Corangamite Shire and a consultant to the agriculture sector. The remaining independent members and Council appointed Committee members are supportive of Mr Makin's appointment.

Should Council choose not to appoint Mr Makin it would need to seek alternate members though either co-opting or advertising for expression of interests. Advertising is not proposed as it would not be cost effective to do so. It would also result in unnecessary delays.

Policy and Legislative Context

The appointment of an independent member to Council's Audit Committee is consistent with the Committee's Charter and in accordance with the following commitments in the Council Plan 2017-2021 that:

We are committed to ensuring the ethical behaviour of Councillors and staff, maintaining good governance and remaining financially sustainable.

Council will demonstrate high levels of ethical behaviour and governance standards.

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Internal / External Consultation

As a consequence of a temporary, casual vacancy on Council's Audit Committee, due to an extended leave of absence by Mr Simon Buccheri, the Director Corporate and Community Service tested Mr Matt Makin's interest in serving on the Committee. After Mr Makin affirmed his interest, all committee members were consulted independently. All were unanimous in their support for Mr Makin's appointment to the Committee in a temporary capacity.

Financial and Resource Implications

There are no additional Financial and Resource Implications as a consequence of Mr Makin's appointment. Mr Makin would be entitled to meeting fees (currently \$416 per meeting) and travel reimbursement. Consequently, Mr Buccheri would not be entitled to any fees or travel reimbursement whilst on a leave of absence from the Committee.

Options

Council may choose to:

- Appoint Mr Makin to the Committee to fill a temporary, casual vacancy. This is the recommended option.
- Appoint an alternative individual after seeking expressions of interest from other interested persons. This is not recommended.
- Not appoint Mr Makin to the Committee. In which case there is a risk to not achieving a quorum (two independent members, one Council appointed member) at each meeting. This is not recommended.

Conclusion

A temporary, casual vacancy has arisen on Council's Audit Committee. Council's Audit Committee consist of three independent members and two Council appointed Members. It is recommended Council appoint Mr Matt Makin to fill the temporary, casual vacancy until such time Mr Simon Buccheri resumes his role or his tenure expires, whichever comes earlier.

RECOMMENDATION

That Council appoints Mr Matt Makin as an independent (external) member of the Corangamite Shire Council Audit Committee, until Mr Simon Buccheri resumes his role as an independent member or until Mr Buccheri's term expires on 31 January 2021.

8. PLANNING REPORTS

8.1 PP2019/025 - Use and Development of Land for Service Industry and Caretaker's House, 1108 Cross Forest Road, Cobden

Author: Sophia MacRae, Planning Officer

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - Sophia MacRae

In providing this advice to Council as the Planning Officer, I have no interests to disclose in this report.

Summary

Council must consider a planning permit application seeking to use and develop the land for a Service Industry and Caretaker's House. The use has been occurring for approximately 12 months at the subject site without a permit and does not have existing use rights. The subject land is located at 1108 Cross Forest Road, Cobden.

One objection has been received. The objection relates to concerns for amenity and traffic safety.

The proposal has been assessed against the relevant provisions of the Corangamite Planning Scheme, including the Planning Policy Framework, having regard to the protection of productive agricultural land and support for economic development in rural towns. It is recommended that Council issue a Notice of Decision to Grant a Planning Permit.

Introduction

Planning Permit Application PP2019/025 was received by Council on 26 March 2019 and seeks approval for *Use and Development of Land for a Service Industry and Caretaker's House* located at 1108 Cross Forest Road, Cobden. A permit is required to use land for a service industry and caretaker's house, and for the associated development, under the Farming Zone.

Council has given public notice of the application and has received one (1) objection.

The matters raised in the objection are summarised as:

- Traffic safety concerns for site access, loading and unloading
- Adverse amenity impact from noise and dust emissions from the site

This report provides a planning assessment of the application.

History

The history of the site includes:

- PP1996/047, issued June 1996, for Construction of Dwelling and Shed. The shed was constructed, but the house was not constructed
- PP2008/175, refused 23/12/2008 for 'Use and Development of a Dwelling'. Refusal was based upon agricultural grounds and impacts from the existing concrete batching plant nearby.

Subject Land

The subject site consists of one title and has a total area of 0.4ha. The site is within the Farming Zone Schedule 1 (FZ1) with no overlays - see Figure 1.

The site currently contains:

- An existing 20m by 10m building, with attached section of 7m by 6m, set back 25m from Cross Forest Road
- The building is currently used for mechanics workshop and amenities (toilet, shower, laundry and kitchen)
- One 10,000L water tank; wastewater management system
- One small demountable building used for sleeping room, and one caravan, on south-eastern side of shed
- Multiple vehicles and mechanical parts stored on the land
- One driveway crossover to Cross Forest Road, with gates
- Scattered perimeter vegetation (native trees).

Surrounding Area

The characteristics of the surrounding area are:

- Exclusively Farming Zone locality
- Mixture of small lots used for rural residential purposes, and surrounding land used for agriculture
- Approximately 1km north and east of Cobden settlement boundary
- Topography of subject site and adjacent land is sloping to the south
- The adjoining site to the south previously operated a concrete batching plant, no longer in operation. No permit or existing use rights for concrete batching plant apply
- There is one dwelling within 70m directly east of the subject building, across the road. There are three dwellings within 200m of the site
- Locality is identified as Bushfire Prone Area.

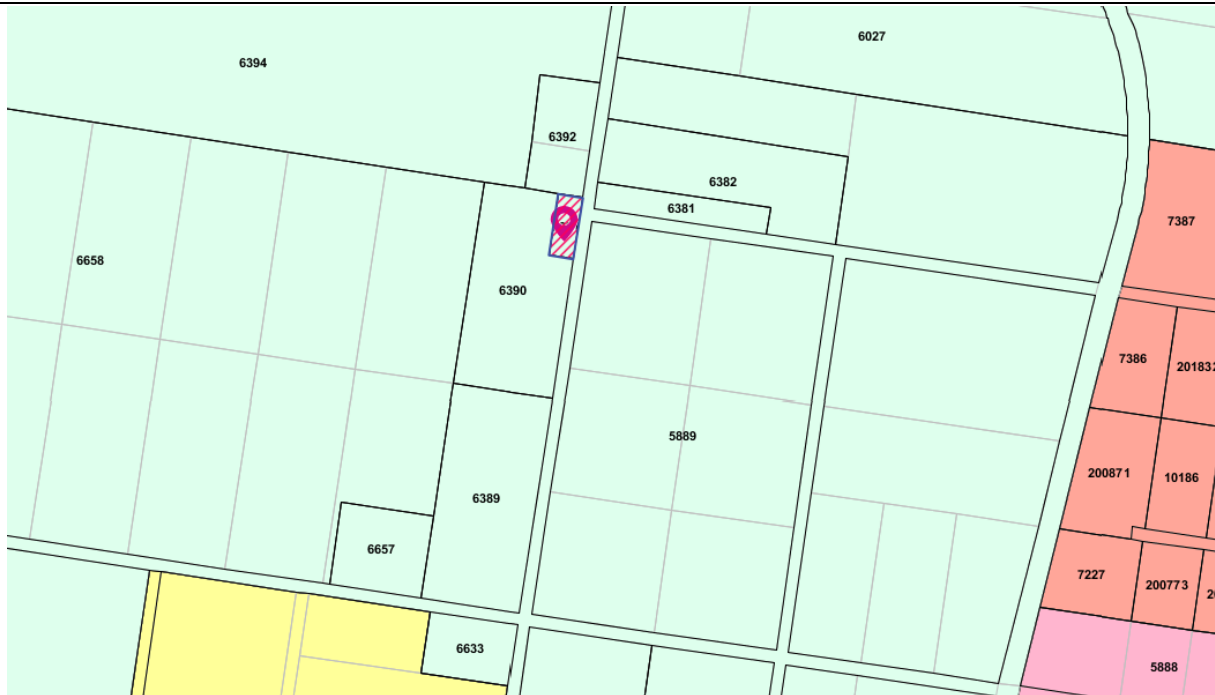


Figure 1. Planning Zone Map; subject site highlighted, located in Farming Zone.

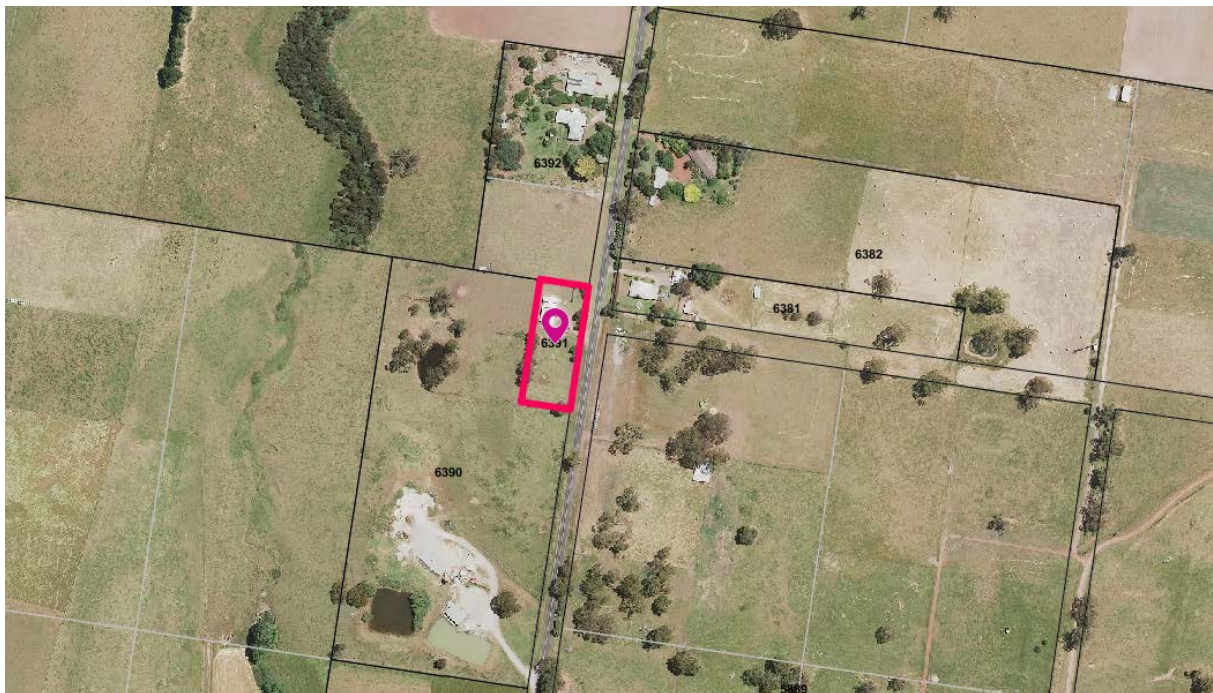


Figure 2. Aerial Map; subject site highlighted

Proposal

The proposal seeks to use the land for a mechanics workshop (defined as 'Service Industry' in the Planning Scheme) and Caretaker's House. It is also proposed to extend the existing building to create a new bedroom and construct a carport. Plans accompanying the application show an existing kitchen, laundry, storage and bathroom facilities.

The use of the site for Service Industry has been occurring for approximately twelve (12) months at the subject site without a planning permit and does not have existing use rights.

The proposed hours of operation are 9am to 6pm, Monday to Friday. The volume of customer traffic has been from one (1) to five (5) cars per day. The types of vehicles serviced are proposed to include cars, motor bikes, light commercial vehicles and tractors. The application does not propose to change any of the existing operational arrangements.

A complete set of the application documents are provided under separate cover.

Policy and Legislative Context

Zoning

The site is located within the Farming Zone (FZ1). A permit is required to use and develop land for Service Industry, and for a Caretaker's House on a lot less than 40ha. A permit is also required to carry out building and works within 100m of a dwelling not in the same ownership.

The purpose of the Farming Zone is:

- To implement the Municipal Planning Strategy and the Planning Policy Framework
- To provide for the use of land for agriculture
- To encourage the retention of productive agricultural land
- To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture
- To encourage the retention of employment and population to support rural communities
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

Decision guidelines are provided within the Farming Zone which include:

- General issues
- Agricultural issues and the impacts from non-agricultural uses
- Dwelling issues
- Environmental issues
- Design and siting issues.

Planning Policy Framework (including Municipal Strategic Statement and local policy)

The following clauses from the PPF are considered relevant to this permit application:

- Clause 14 Natural Resource Management
 - Clause 14.01 Agriculture
 - Clause 14.01-1S Protection of Agricultural Land
- Clause 15 Built Environment and Heritage
 - Clause 15.01 Built Environment
 - Clause 15.01-6S Design for Rural Areas
- Clause 17 Economic Development
 - Clause 17.01 Employment
 - Clause 17.01-1R Diversified Economy – Great South Coast.
 - Clause 17.02 Commercial
 - Clause 17.02-1S Business
 - Clause 17.03 Industrial
 - Clause 17.03-2S Industrial Development Siting

Clause 21 Municipal Strategic Statement

- Clause 21.01 Introduction

- Clause 21.01-1 Municipal Profile
- Clause 21.01-2 Key Issues and Influences
- Clause 21.01-3 Vision and Strategic Framework Plan

Clause 21.01 emphasises both the importance of agricultural production to Corangamite Shire, and the facilitating small business opportunities in townships and maintaining the viability of townships and rural communities.

- Clause 21.02 Settlement, Built Form and Heritage
 - Clause 21.02-1 Township Settlement

Planning strategies include the minimization of conflict between agricultural and non-agricultural land uses in rural areas, providing a clear urban edge for towns, and protecting land used for agricultural production from adjoining uses and development.

- Clause 21.03 Environment and Natural Resources
 - Clause 21.03-3 Environmental Risks
- Clause 21.04 Economic Development
 - Clause 21.04-1 Agriculture
 - Clause 21.04-3 Commercial and Industrial Areas

The objective of Clause 21.04-1 is 'to protect agricultural land.' Strategies include the avoidance of non-agricultural land use and development in rural areas that prejudices the productive use of agricultural land.

Strategies for Clause 21.04-3 include promoting the Camperdown, Cobden and Terang cluster as the regional commercial centre for the Shire and supporting commercial and industrial activity that can provide a service and/or processing function for the agricultural industry.

Particular Provisions

Clause 52.06 Car Parking

The proposed use has an area of 176m². 2.9 car parking spaces should be provided to each 100m² for 'Industry', totaling a requirement of five (5) spaces.

General Provisions

Clause 63 Existing Use Rights

An existing use right is established if proof of continuous use for 15 years is established. An existing use right expires if the use has stopped for a continuous period of 2 years.

The subject site does not have any existing use rights, nor does the land previously used for the concrete batching plant.

Clause 65 Decision Guidelines

- 65.01 Approval of an Application or Plan

Before deciding on an application or approval of a plan, the responsible authority must consider all relevant parts of the planning scheme including the purpose of the zone, the adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts, and any other matters required to be considered.

Internal / External Consultation

Referrals

No mandatory external referrals are required for the application.

Internal referral comments were sought for the application:

Internal Unit	Response
Assets Unit	No comments.
Environmental Health Officer	Standard comments for on-site wastewater disposal.
Building Unit	No comments.

Notification

Notice of the application was provided in accordance with the *Planning and Environment Act 1987* to all adjoining landowners and occupiers and notice being placed on Council's website.

One (1) submission was received, provided for review under separate cover.

The matters raised in the objection are summarised as:

- Traffic safety concerns for site access, loading and unloading
- Adverse amenity impact from noise and dust emissions from the site.

Consultation

Consultation for the application was undertaken with the applicant and Manager Planning and Building on 4 February 2019, prior to the submission of the application.

A copy of the objection was forwarded to the applicant for review.

Planning Assessment

Assessment of the planning application will address how the proposal responds to the applicable planning controls of the Corangamite Planning Scheme, including the Planning Policy Framework (PPF), zone and decision guidelines of Clause 65.

The application raises matters for Council to consider, including the management of conflict between agricultural and non-agricultural land uses in rural areas, the need to support small rural business, controlling the scale of the use and the avoidance of adverse impact to local amenity and traffic safety.

Planning Policy Framework

The PPF provides broad support for agricultural production and seeks to protect areas that are important for food production. The PPF also supports economic development opportunities and industrial uses in the Great South Coast region that are planned and designed appropriately.

The proposed use for Service Industry (mechanics workshop), is not directly associated with rural production, as it does not feature the servicing of agricultural machinery as a major part of its operation. However, a mechanics workshop is an important industry in a rural context, with residents and businesses of these townships are largely dependent on their vehicles.

The PPF also seeks to ensure commercial and industrial development is designed appropriately and does not undermine agricultural uses.

At a local level the PPF further reinforces the need to protect productive agricultural land so that non-agricultural land use does not prejudice the productive use of agricultural land, and

to facilitate small businesses. Industrial activity that provides a rural service and can occur in a way that does not restrict or impact upon agriculture should be supported.

When considering a proposal for use and development in rural zones, the PPF directs that the compatibility between the proposal and the existing use of the surrounding land must be considered. Lots adjacent to and opposite the subject site have a variety of land uses. Three lots are rural-residential, one lot supports agricultural production, and one lot contains a former concrete batching plant that has not been in operation for several years. Existing use rights have lapsed for the industrial use of the concrete batching plant and its land.

The proposed Service Industry and Caretaker's House will not compromise the use of nearby land for agriculture or lead to the loss of productive land. In considering protection of the amenity of the rural-residential properties within proximity of the site, noting these properties are not afforded the same level of amenity protection offered within a residential zone, appropriate conditions can be included on any permit to manage adverse impacts from noise, waste, air emissions and appearance of the use.

The proposed industrial use of the land will not prejudice the productive use of adjoining agricultural land. As a small business enterprise that provides servicing of vehicles, it is considered that the proposal complies with policy with regard to economic development.

Having regard to the particular provisions at 52.06 for Car Parking, five (5) car parking spaces are required to be provided on-site. This outcome can be achieved and aligns with the application outlining between 1-5 customer vehicles per day.

General provisions at Clause 65 require that traffic safety and site access is considered. The design of the existing vehicle crossover in relation to the road sightlines and speed of vehicles on the road is acceptable. Conditions can be included with any planning permit that address these concerns and ensure the site access and road reserve is kept clear at all times.

On balance, the proposal sufficiently aligns with policy outlined in the PPF.

Farming Zone

The purpose of the zone is to provide for the use of land for agriculture, retain productive agricultural land, and ensure that dwellings and other non-agricultural uses does not adversely affect the use of land for agriculture.

Having regard to the decision guidelines of the zone, the following comments are made:

- The subject site can accommodate the proposed use and development.
- Whilst the proposal is not associated with agricultural production, the site area is 0.4ha which compromises the potential for agriculture to occur. The site has already been removed from agricultural production, prior to this proposal.
- The proposal will not limit the operation of adjoining and nearby agricultural uses. However, a key consideration is how the use can be managed and controlled by Council. Adequate steps have been taken to include draft conditions on any permit granted which strictly limit the nature and extent of the use for Service Industry. Such conditions include restrictions on vehicle numbers to be stored, limits on the types of goods and vehicles stored and for mechanics activities to only occur within the existing workshop building. These are reasonable conditions in this context.
- The Caretaker's House, as defined in the Planning Scheme, is a specific type of dwelling, ancillary to the use of the land for a Service Industry. The use of the land

for a Caretaker's House will not have any adverse impact on nearby agricultural use, nor is it inconsistent with the established character of the area.

- The application proposes an on-site wastewater treatment system for the dwelling and sullage pit for the mechanics workshop. Plans for the application show a single bedroom, bathroom and kitchen. The site has sufficient capacity to accommodate wastewater treatment, subject to Council wastewater approval, and environmental impacts of the proposal can be managed by conditions.
- Noise and air emissions associated with the mechanics workshop must comply with EPA regulations and will be included as conditions on any permit granted.
- Waste and fuel storage is a typical component of any mechanics business, whereby conditions can be included to ensure this is managed in an appropriate manner.
- The visual impact and appearance of the proposal can be managed by conditions requiring vegetation screening to be put in place. To further assist in managing the proposed use, a condition will be included to restrict the number of any vehicles or machinery stored externally of the buildings, so as to not cause detriment to the character or appearance of the area.
- The proposal will require appropriate controls for site access, parking of vehicles, loading and unloading, and traffic management. This can be managed by conditions on the permit.
- To manage the extent of the use and prevent any unreasonable expansion or entrenchment, conditions can be included on any permit limiting the servicing of vehicles to the indoor workshop area, and that the number of staff not exceed two (2) persons without the written consent of Council.

Overall, the proposal sufficiently complies with the purpose and decision guidelines of the zone. While not an agricultural use, the Service Industry and Caretaker's House do not adversely affect the use of adjoining and nearby land for agriculture. The nature and extent of the mechanics workshop can be properly managed by permit conditions to ensure the scale of the use is consistent within the context of the site and surrounding area.

Response to Objections

One (1) submission objecting to the application has been received. A copy of this submission can be found under separate cover.

The key issues raised in the objection and an officer response are provided below.

Objection	Officer response
Site access and traffic Safety:	<u><i>Objection supported in part</i></u> The existing vehicular crossover have been inspected and is in a condition which provides for safe and clear access to the site. Standard conditions can be included on any permit to manage site access and ensure vehicles and machinery are not stored in the road reserve.
Amenity impacts from noise and dust.	<u><i>Objection supported in part</i></u> Operation of a mechanics workshop may result in noise and air emissions. A condition will be included on any permit to ensure that noise emissions from the facility comply with EPA Publication – <i>Noise from</i>

Objection	Officer response
	<i>industry in Regional Victoria</i> at all times, and for amenity impacts to be managed with regard to dust, vermin and other industrial impacts.

Options

Council has the following options:

1. Issue a Notice of Decision to Grant a Planning Permit, subject to conditions as set out in the recommendation. **(Recommended option)**. This option enables the use to legally continue and provides an opportunity for Council to impose conditions to control the use and address site management, amenity and traffic safety impacts.
2. Issue a Notice of Decision to Grant a Planning Permit, with changes to recommended conditions.
3. Issue a Notice of Refusal to Grant a Planning Permit.

Conclusion

The application for the Use of the land for a Service Industry and Caretaker's House, and associated Development of the Caretaker's House, is sufficiently supported by the relevant policy and decision guidelines of the Corangamite Planning Scheme.

The proposal complies with the purpose of the Farming Zone, providing for an industrial activity to occur, managed by clear and detailed permit conditions, and will result in a proper and orderly planning outcome.

It is recommended that Council issue a Notice of Decision to Grant a Planning Permit.

RECOMMENDATION

That Council having caused notice of Planning Permit Application No. PP2019/025 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987*, decides to issue a Notice of Decision to Grant a Permit under the provisions of the Corangamite Planning Scheme in respect of the land known and described as 1108 Cross Forest Road, Cobden, for Use and Development of Land for Service Industry and Caretaker's House, subject to the following conditions:

Layout Not Altered

1. The use and development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

Site Access and Traffic Management

2. The vehicular access to the site from Cross Forest Road must be kept clear at all times to the satisfaction of the Responsible Authority.
3. All vehicular entry to and egress from the site shall be in a forward direction to the satisfaction of the Responsible Authority.
4. Parking of goods, machinery and vehicles associated with the use within the Cross Forest Road reserve must not occur at any time, to the satisfaction of the Responsible Authority.

Hours of Operation

5. The use hereby permitted must operate only between the following hours, unless varied with the written consent of the Responsible Authority:

- (a) Monday to Friday 9am – 6pm

Amenity

6. The use and development must be managed so that the amenity of the area is not unreasonably affected, through the:

- (a) transport of materials, goods or commodities on the land;
- (b) appearance of any building, works or materials;
- (c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
- (d) presence of vermin and insects or otherwise;

7. In the event of any nuisance being caused by activities related to the use and development the Responsible Authority may direct, in writing, such actions or works, as deemed appropriate, to eliminate or mitigate such nuisance be undertaken.

External Lighting

8. External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority.

Use and Site Management

9. No more than five (5) registered and five (5) unregistered vehicles or machines associated with the use may be stored externally of any building, at any one time, to the satisfaction of the Responsible Authority.

10. No storage of any goods, machinery or vehicles may occur on the land for purposes not connected with the approved use, including any waste materials, car bodies, vehicle components and scrap metal products, to the satisfaction of the Responsible Authority.

11. Any vehicles or machines associated with the use may only be serviced internally within the workshop building, as shown on the endorsed plans, to the satisfaction of the Responsible Authority.

12. No more than two (2) staff may be present and work within the use at any one time to the satisfaction of the Responsible Authority.

13. The permit holder must use appropriate site management practices to prevent the transfer of mud, dust, sand or slurry from the site into drains or onto nearby roads and properties, to the satisfaction of the Responsible Authority.

14. All unsealed crushed rock or gravel surfaces shall be regularly maintained to ensure that dust is minimised so as not to cause a nuisance to the satisfaction of the Responsible Authority.

Car Parking

15. A minimum of five (5) car parking spaces must be provided on-site for the use to the satisfaction of the Responsible Authority.

Noise

16. The use and development must be designed and operated to comply with EPA publication 1411-Noise from Industry in Rural Victoria Guidelines and State Environment Protection Policy (Control of Noise from Commerce, Industry and Trade) N-1 to the satisfaction of the Responsible Authority.

Air Quality

17. The use and development must at all times comply with the standards of the State Management Policy (Air Quality Management) to the satisfaction of the Responsible Authority.

Stormwater Management

18. All stormwater and drainage discharge from the development must be contained on-site to the satisfaction of the Responsible Authority.

Waste Water Management

19. All wastewater generated on the property must be treated and retained on-site in accordance with the State Environment Protection Policy (Waters of Victoria) under the *Environment Protection Act 1970*, including any on-site wastewater disposal system, sillage and dirt traps.

Fuel and Wastes

20. All fuel products, chemical and stored wastes must be kept in a designated area with covers containers to prevent escape into the environment or drainage system to the satisfaction of the Responsible Authority.

Landscaping

21. Within three (3) months of the date of this permit, a two (2) metre wide landscaping buffer must be established for visual screening purposes along the Cross Forest Road boundary, to the satisfaction of the Responsible Authority. The landscaping buffer must include indigenous species and a mix of ground and mid-storey vegetation.

22. The landscaping buffer must be maintained to the satisfaction of the Responsible Authority, including the replacement of any dead, diseased or damaged plants.

Permit Expiry

23. This permit will expire if one of the following circumstances applies:

- (a) The development is not commenced within two (2) years of the date of this permit.
- (b) The development is not completed and the use commenced within four (4) years of the date of this permit.

In accordance with section 69 of the *Planning and Environment Act 1987*, the Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within six months of the permit expiry date, where the development allowed by the permit has not yet started; or within 12 months of the permit expiry date, where the development has lawfully started before the permit expires.

Permit Note

This permit does not authorise expansion of the use of the land for Service Industry beyond the area of the existing workshop or within additional buildings, as shown on the endorsed plans.

Attachments

1. Application Planning Permit PP2019/025 6391P - Under Separate Cover
2. Submission Planning Permit Application PP2019/025 6391P - Under Separate Cover

9. OFFICERS' REPORTS

9.1 Recreation Reserves Management Policy

Author: Jane Hinds, Acting Manager Facilities and Recreation

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - Jane Hinds

In providing this advice to Council as the Acting Manager Facilities and Recreation, I have no interests to disclose in this report.

Summary

This report recommends Council adopt a revised Recreation Reserves Management Policy as a guide to the funding and management arrangements for recreation reserves located within the Corangamite Shire. The policy has been reviewed with minor changes recommended.

Introduction

There are a number of recreation reserves throughout the Corangamite Shire, providing recreational opportunities for residents and visitors to the region.

Corangamite Shire contributes to the operation of 10 township recreation reserves in Camperdown, Cobden, Derrinallum, Lismore, Noorat, Simpson, Skipton, Terang and Timboon. The Recreation Reserve Management Policy applies to township reserves, rural recreation reserves and lake reserves in the Corangamite Shire which provide general public access and are used predominantly for sport and recreation purposes on both Council owned land and land not owned by Council.

Issues

The Recreation Reserves Management Policy identifies and outlines the funding and management responsibilities for each.

The reserves are located on either Council or Crown land and financial assistance has been provided in the past to recreation reserve committees.

This policy does not include:

- Port Campbell Recreation Reserve and the Princetown Recreation Reserve, whose management and maintenance are supported substantially by the operations of the caravan and camping parks

- Port Campbell Public Purpose Reserve and Lake Tooliorook Reserve, which are both managed and operated by a special committee of Council under section 86 of the *Local Government Act 1989* and subject to an Instrument of Delegation
- Timboon Hockey Ground, Mockridge Park and Lakes Recreation Reserve which are managed directly by Council via lease and license agreements, or
- Lake Purrumbete Foreshore Reserve, whose management and maintenance are supported substantially by the operations of the Lake Purrumbete Caravan Park.

The reserves are used predominantly for sporting activity and recreation purposes.

The policy outlines the allocation of Council funds to each recreation reserve committee based on a tiered structure.

The tiered structure takes into account:

- The existing quality of reserves
- The size of the population for which the reserves cater
- The levels of utilisation at reserves (i.e. participation)
- The level of infrastructure to be maintained at reserves
- The variety of use of the reserves (e.g. sporting, community etc.)

The policy has been reviewed with only minor changes recommended including:

- Removal of the allocation of funding to the Port Campbell Recreation Reserve as per previous policy changes, given it is supported substantially by the operations of the caravan and camping park.

Policy and Legislative Context

The Recreation Reserves Management Policy is a Council policy which provides an approach to the funding and management arrangements for recreation reserves throughout the Corangamite Shire. The policy has been developed in accordance with Council's Policy Development Framework.

The Recreation Reserves Management Policy aligns with a number of actions outlined in Council's Plan 2017-2021:

Deliver high quality, optimally used, sustainable community facilities.

Improve the appearance of our towns and public spaces.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

The Great South Coast Regional AFL, Cricket and Netball Strategy has been completed which provides a strategic framework to support the future development, governance and growth of AFL, cricket and netball throughout the Great South Coast Region. There is considerable pressure on facility managers to monitor, maintain and upkeep their facilities to achieve community expectations and meet minimum facility provision guidelines set down by the respective state sporting association, in an environment of increasing operating costs.

It will be imperative that whilst Council will use the Great South Coast Regional AFL, Cricket and Netball Strategy to identify and prioritise projects, that this is balanced with availability of external funding sources, reserve committee and/or club capacity to fund, and community need including participation retention.

Internal / External Consultation

The Recreation Reserves Management policy is an existing policy that has been reviewed internally by Council's Facilities and Recreation team and senior officers.

The Port Campbell Recreation Reserve Committee of Management were advised on 12 April 2016 that their funding would cease after the 2017-2018 financial year. Funding support is provided for the Community Centre under Council's Public Halls Management Policy.

Financial and Resource Implications

The Recreation Reserves Management Policy recommends Council allocate a financial contribution as a part of its recurrent budget to assist reserve committees with managing their facilities.

This level of service is a financial contribution of \$146,059, which has been budgeted as part of recurrent budget allocations for 2019-2020 financial year.

Options

Council can opt to endorse the Recreation Reserves Management Policy as proposed or choose to increase or reduce its service level.

Conclusion

Recreation reserves are important in providing recreational and health benefits to residents and visitors to the Corangamite Shire. With the provision of active sport and recreation opportunities, a number of reserves are managed and maintained by volunteers. This policy recommends a continuation of the current financial arrangements to ensure the reserves are managed and maintained appropriately into the future.

The Recreation Reserves Management Policy outlines the role of Council in the management and maintenance of reserves across the Corangamite Shire.

RECOMMENDATION

That Council:

- 1. Revokes Recreation Reserves Management Policy dated June 2016.**
- 2. Adopts the Recreation Reserves Management Policy dated July 2019.**

Attachments

1. Policy Recreation Reserves Management Draft Track Changes - Under Separate Cover
2. Policy Recreation Reserves Management Draft



**CORANGAMITE
SHIRE**

Recreation Reserves Management Policy

Corangamite Shire
July 2019

Council Policy



Recreation Reserves Management

Introduction

Sport and recreation play an important role in promoting a sense of community, social inclusion and community wellbeing. Recreation reserves are important assets that encourage broad community use and opportunities for a well-balanced lifestyle with a range of physiological, mental, social and educational benefits.

Purpose

This policy aims to detail Council's involvement in the funding and management arrangements of Recreation Reserves located within Corangamite Shire.

Scope

This policy applies to township recreation reserves in Camperdown, Cobden, Derrinallum, Lismore, Noorat, Port Campbell, Simpson, Skipton, Terang and Timboon, rural recreation reserves and lake reserves in the Corangamite Shire which provide general public access and are used for community purposes on both Council owned land and land not owned by Council.

This policy does not include Princetown Recreation Reserve whose management and maintenance are supported substantially by the operations of the caravan and camping park.

This policy does not include Lake Tooliorook Reserve which is managed and operated by a special committee of Council under section 86 of the *Local Government Act 1989* and subject to an Instrument of Delegation.

This policy does not include Port Campbell Recreation Reserve whose management and maintenance are supported substantially by the operations of the caravan and camping park.

This policy does not include Timboon Hockey Ground, Mockridge Park and Lakes Recreation Reserve which are managed directly by Council via lease and license agreements.

This policy does not include Lake Purrumbete Foreshore Reserve whose management and maintenance are supported substantially by the operations of the Lake Purrumbete Caravan Park.

Council will provide an annual operating allocation consistent with current arrangements to assist with reserve operations during the term of the policy and may need to review the policy, subject to Council's annual budget and evidence of ongoing facility use.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights Act (2006)*.

Adopted at Council on: 23 July 2019
Agenda Item:
Responsibility: Facilities and Recreation Manager
File Number: 2801391

Department: Facilities and Recreation
To be reviewed by: July 2022
Policy Number: INFRA 07-04
Page Number: 2

Corangamite Shire Council Policy – Recreation Reserves Management Policy

References

Corangamite Shire Recreation Facilities Development Policy
 Corangamite Shire Lakes & Waterways Strategy (2004)
 Corangamite Shire Facility Grants Program Guidelines
 Corangamite Shire Recreation & Public Open Space Strategy 2016-2026
 Corangamite Shire Municipal Public Health and Wellbeing Plan 2017-2021

Definition

‘Committee’ – Committee of Management responsible for the day to day management and operation of the Reserve as delegated by Department of Environment Land Water and Planning or trustees. .

‘Instrument of Delegation’ – charter of responsibility, terms and conditions of committees delegated under Section 86 of the *Local Government Act 1989*.

‘Lake Reserve’ – a reserve collocated with Deep Lake, Lake Elingamite and South Beach Lake Bullen Merri which provides general public access and is extensively used for community recreation purposes particularly due to lake associated water activities.

‘Rural recreation reserve’ – a reserve located within Corangamite Shire that is not specified as a ‘Township Recreation Reserve’ but which provides general public access and is used for community recreation purposes.

‘Township Recreation Reserve’ – a recreation reserve located in Camperdown, Cobden, Derrinallum, Lismore, Noorat, Simpson, Skipton, Terang and Timboon and which provides general public access and is used for community recreation purposes.

Policy Detail**Township Recreation Reserve**

1. Council will allocate an amount for each township recreation reserve as a part of its recurrent budget to assist with operational expenses.

Funding will be allocated in accordance with the following funding levels as a percentage of Council’s budget discussions in each financial year.

Funding Levels:

	2019-2020	2020-2021	2021-2022
Category 1	Funding Allocation	Funding Allocation	Funding Allocation
Cobden Recreation Reserve	13.2%	13.2%	13.2%
Leura Oval	13.2%	13.2%	13.2%
Terang Recreation Reserve	13.2%	13.2%	13.2%
Category 2	Funding Allocation	Funding Allocation	Funding Allocation
Noorat Recreation Reserve	10.6%	10.6%	10.6%
Simpson Recreation Reserve	10.6%	10.6%	10.6%
Skipton Recreation Reserve	10.6%	10.6%	10.6%
Timboon Recreation Reserve	10.6%	10.6%	10.6%

Adopted at Council on: 23 July 2019
 Agenda Item:
 Responsibility: Facilities and Recreation Manager
 File Number: 2801391

Department: Facilities and Recreation
 To be reviewed by: July 2022
 Policy Number: INFRA 07-04
 Page Number: 3

Corangamite Shire Council Policy – Recreation Reserves Management Policy

Category 3	Funding Allocation	Funding Allocation	Funding Allocation
Derrinallum Recreation Reserve	10.6%	10.6%	10.6%
Lismore Recreation Reserve	7.4%	7.4%	7.4%

2. Council will maintain building and contents (limited) insurance for the buildings.
3. Council will reimburse Derrinallum and Noorat Recreation Reserves Committees (delegated under Trustees) costs incurred for public liability insurance.
4. Township Recreation Reserve Committees will be responsible for all operational expenses.
5. Township Recreation Reserve Committees will be responsible for maintaining relevant contents insurance above that provided by Council.
6. Township Recreation Reserve Committees will retain all income received through the hire of the facility.
7. Township Recreation Reserve Committees will co-ordinate hiring of the facility and will ensure that all hiring arrangements are appropriately documented.
8. Township Recreation Reserve Committees will forward a report to Council at the end of each financial year which will include a financial statement and usage figures.
9. Township Recreation Reserve Committees will be responsible for sound asset planning and implementation of facility improvements.
10. Township Recreation Reserve Committees can seek funding for capital works in accordance with Council's Recreation Facilities Development Policy.
11. Township Recreation Reserve Committees will be invited to apply to Council's Facilities Grants Program each year for minor infrastructure works or related projects.
12. Township Recreation Reserve Committees are encouraged to participate in and undertake strategic facility planning in order to inform future funding requirements.

Rural Recreation Reserve

1. Rural Recreation Reserve Committees will be responsible for all day to day operational and maintenance costs.
2. Rural Recreation Reserve Committees will be responsible for maintaining relevant contents insurance above that provided by Council.
3. Rural Recreation Reserve Committees will be invited to apply to Council's Facilities Grants Program each year for minor infrastructure works or related projects.
4. Rural Recreation Reserve Committees are encouraged to participate in and undertake strategic facility planning in order to inform future funding requirements.
5. Council will reimburse Boorcan Recreation Reserve Committee (delegated under Trustees) costs incurred for public liability insurance.
6. Council will maintain building and contents (limited) insurance for the buildings.

Adopted at Council on: 23 July 2019
 Agenda Item:
 Responsibility: Facilities and Recreation Manager
 File Number: 2801391

Department: Facilities and Recreation
 To be reviewed by: July 2022
 Policy Number: INFRA 07-04
 Page Number: 4

Corangamite Shire Council Policy – Recreation Reserves Management Policy

Lake Recreation Reserve

1. Lake Recreation Reserve Committees will be responsible for all day to day operational and maintenance costs including utility costs.
2. Lake Recreation Reserve Committees will be responsible for maintaining relevant contents insurance above that provided by Council.
3. Lake Recreation Reserve Committees will be invited to apply to Council's Facilities Grants Program each year for minor infrastructure works or related projects
4. Lake Recreation Reserve Committees are encouraged to participate in and undertake strategic facility planning in order to inform future funding requirements.
5. Council will maintain building and contents (limited) insurance for the buildings.
6. Council will provide an annual operating allocation and/or service support consistent with current arrangements to assist with operations, toilet cleaning and waste disposal subject to Council's annual budget and evidence of high demand as demonstrated by reserve usage and where relevant facilities are present.

Facility	Operating Allocation	Toilet Cleaning / Consumables	Electricity	Waste Collection
Deep Lake	Nil	Nil	Nil	Yes
Lake Elingamite	Nil	Nil	Nil	Yes
Lake Bullen Merri	Yes	Yes	Nil	Yes

Review Date

July 2022

Adopted at Council on: 23 July 2019
 Agenda Item:
 Responsibility: Facilities and Recreation Manager
 File Number: 2801391

Department: Facilities and Recreation
 To be reviewed by: July 2022
 Policy Number: INFRA 07-04
 Page Number: 5

9.2 Review of Darlington Community Plan

Author: Garry Moorfield, Community Development Officer

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - Garry Moorfield

In providing this advice to Council as the Community Development Officer, I have no interests to disclose in this report.

Summary

This report provides advice to Council on the review and updating of Darlington's community plan *Spotlight on Darlington*, which was developed through March and April of 2014 and received by Council on 21 May 2014.

Introduction

Darlington was the last of Corangamite Shire's 12 townships to engage in Council's community planning initiative, through the past *Building Stronger Corangamite Communities* partnership with the State Government. The township is sited on an historic crossing of the Mount Emu Creek, half in Corangamite Shire and half in Moyne Shire. The estimated township population is around 80 people, but there are no publicly-available figures from the ABS Census on the population of the Gazetted Locality of Darlington, as it contains fewer than 200 people.

A lot has happened since Darlington's first Community Plan was assembled in early 2014. The 16 initial town priorities were gathered around six themes. The first theme was improving the appearance of the town. The second cluster of priorities was concerned with improving the experience of the town through walking tracks and a picnic area on Nuggets Flat. Another group of priorities centred on upgrading aspects of the Recreation Reserve. The other three themes were reopening the Elephant Bridge Hotel, improving town services and assuring the future for Darlington's Mechanics Institute Hall. Good progress has been made on each of these themes, except for improving township services. A scorecard report on each of the 16 priorities is given in the attached paper. That report also catalogues the major achievements of the township community, a remarkable list of social activities and events which have brought together the local community and the larger Darlington district.

A township survey was conducted in February and March of 2019 in close partnership with the Darlington Community Association. The results of the survey (involving 23 respondents) have recast the township priorities. Most of these priorities continue the aims of the previous formulation, except that some have been given a sharper focus.

To date Council has provided \$30,000 in seed funding for Darlington Community projects, a figure that has been augmented through the community's own fund-raising efforts over the past five years. Over the past two years Corangamite Shire has negotiated with GPG P/L (Berrybank Wind Farm) and signed a contract for an amount of \$40,000 to be provided for the re-roofing of the Darlington Hall as a 'community benefit' contribution. This work will be completed over the coming 2019–2020 financial year.

Issues

Through the township community survey Darlington now has a clear set of priorities for the next four years. Setting aside a number of completed projects, comparisons with survey mentions and voting between 2014 and 2019 reveal a fairly stable set of interests. They are all practical, except that four priorities (6, 10, 16, 17) will require the assistance of State Government agencies and may be beyond the immediate influence of the local community.

Priority		2019
1	Re-roof the Darlington Mechanics Institute Hall	16
2	Upgrade the Mechanics Institute Hall toilets	12
3	Upgrade the kitchen at the Hall	12
4	Continue to prepare an annual calendar of community events	11
5	Install historic timeline notice at the Hall	11
6	Continue to maintain the town's CFA presence	11
7	Develop a town walking track including historic features	11
8	Construct a short track to a platypus viewing platform	9
9	Continue work to clean up town	8
10	Alter the entry road to the speedway to make it safer	8
11	Survey and construct a walking track along Mount Emu Creek	8
12	Enforce regulations of building permits, rubbish and grass removal	7
13	Plant more nature strip trees and water them	6
14	Provide for camping at the Speedway	5
15	Build toilets at the Recreation Reserve	5
16	Arrange a new bus shelter with Public Transport Victoria	5
17	Continue to lobby to reduce township speed limit to 60 KM	5

Note: 2019 survey support mentions (N=23)

Darlington Mechanics Institute Hall

The top five priorities (1 to 5) in the revised community plan centre on the Darlington Hall. A considerable amount of work has already been completed to make the Hall serviceable, including repairs to tanks and toilets, interior painting and installation of equipment. Corangamite Shire has negotiated funding through the Berrybank Wind Farm to re-roof the building and a tender specification has already been prepared. The community has so far raised some \$10,000 to fund other Hall improvements. Investment in the Darlington Hall underscores the investment in the local community through a rich and varied program of inclusive social activities.

Walking tracks

Three township priorities (7, 8 and 11) call for the establishment of walking tracks. The short track to the platypus viewing platform is under construction. Some groundwork has been done on a township walk highlighting historic features of the town. The Mount Emu Creek track is a bigger project which for now is a lower priority.

Town appearance and presentation

The local community is still keen to continue working towards cleaning up the town (priorities 9 and 12) and improving the appearance of the town through additional tree-planting and maintenance (priority 13).

Recreation Reserve

Darlington has continued to strengthen its relationship with the Moyne Shire Council, and received a small amount of funding to commence the upgrading of the public toilets at the Speedway. (An initial investment that is a step towards addressing priorities 10, 14 and 15, which are sited within Moyne Shire.)

Policy and Legislative Context

The Council Plan 2017-2021 outlines Corangamite Shire's community planning initiative and describes how, over the past six years, it has systematically surveyed local residents and assisted them to develop Community Plans.

The review is also consistent with the following Council Plan 2017-2021 objectives:

Council will advocate strongly in relation to roads, cost shifting, and other Council and community priorities.

Engage with and listen to our communities.

Internal / External Consultation

This review of Darlington's Community Plan was conducted in close partnership with the Darlington Community Association, which has overseen most aspects of the Plan's implementation since its priorities were set in April 2014. Discussions began in July 2018 and continued over several months at Community Association meetings and included reflections on what had been achieved, what remained to be done, and new directions for the township. By the end of 2018 a detailed chronology of activities and events had been compiled and a list of 'project ideas' assembled. A four page summary of achievements (in words and pictures) was printed and distributed to all Darlington households by Association members. This was designed for people to keep (see copy attached) and a survey form was included for people to return. The survey was promoted locally over several months through meetings, events, media and Facebook. It was delivered in person, door-to-door, by members of the Association. The 23 completed survey forms were collected through February and March 2019 and results compiled in April. The revised set of township priorities was reported back the Community Association in May 2019.

Financial and Resource Implications

This report is for information only and does not entail any recommendations relating to increased or reduced financial and other resources.

Options

Council may choose to receive the revised Derrinallum Community Plan review or not.

Conclusion

The community of Darlington has extracted great value out of Corangamite Shire's community planning initiative as can be seen from the amazing list of achievements for such a small community. Notably the town has kept its focus on bringing community members together through a range of social activities. This program has drawn out the interests and

talents of local people who have made the most of a variety of partnerships to deliver truly remarkable outcomes.

While Darlington has had some success with its priority projects (such as the Mechanics Institute Hall and Nuggets Flat), it has been hard to get any movement on larger scale issues requiring the intervention of the State. Rather than lament that lack of progress, instead the community has focussed on what it can do. This self-reliance has rewarded the community over and over again.

It is evident that the talented and capable members involved in the Darlington Community Association value each other, enjoy each other's company and are keen to pitch in for their community. There is a grounded model of goodwill, purpose and pragmatism from which others could well take lessons.

RECOMMENDATION

That Council:

- 1. Receives the review of the Darlington Community Plan.**
- 2. Provides a copy of the revised plan to Moyne Shire Council.**

Attachments

1. Darlington Community Plan Review - Under Separate Cover

9.3 Review of Derrinallum Community Plan

Author: Garry Moorfield, Community Development Officer

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - Garry Moorfield

In providing this advice to Council as the Community Development Officer, I have no interests to disclose in this report.

Summary

This report provides advice to Council on the recent review and updating of Derrinallum's community plan, *A Plan for Derrinallum: Community Priorities for Township Development 2012–2022*.

Introduction

Derrinallum was the fourth of Corangamite Shire's 12 townships to develop its community plan under the Building Stronger Corangamite Communities partnership with the Victorian Government.

A review of the Plan has included a public meeting held on 30 October 2014, a town survey conducted in February and March 2019 with a further public meeting held in April 2019.

Issues

The Derrinallum Community Plan was received by Council on 22 April 2012. Achievements since that time have included:

- Installation of new town entry signage
- Completion of the curving gravel path through the elms
- The trail to the entrance of the Mount Elephant Reserve
- New gas BBQs and shelter at Deep Lake.

These projects were financed (in whole or part) using the \$52,500 in seed-funding provided by Council.

The State funding announcement for the Mount Elephant Centre on 6 November 2014 (with \$50,000 contributed by Corangamite Shire) was another success for both the Derrinallum and Lismore communities. These projects were a demonstration of the value of building partnerships to assemble resources and secure funding to develop community assets.

In 2014, the Derrinallum Community Plan was in need of review as many priorities had been achieved, and some of the remaining priorities were broadly aspirational and practically

beyond the local community to directly influence. Whereas 45 people participated in the formulation of the original Plan, only nine people attended the 2014 review public meeting (with written responses from another four). Then In 2018 a younger generation of Derrinallum residents stepped forward to propose some new projects for the town. They called for a review of the Community Plan so that their ideas could find a place alongside those priorities already established. The offer to take a leading role in securing wider community participation was taken up. It led, directly and indirectly, to an increase in participation in the 2019 review, to 214 persons in all.

A contested issue was the proposal from some community members to create a garden in the Walker Street median strip where the old elms had been taken down and a new planting opportunity created.

A town survey was conducted. Of the 172 people who recorded their postcode in the survey, only 90 (52 per cent) were from the Darlington, Derrinallum, Lismore area. A further 28 (16 per cent) were visitors to Derrinallum or passers-by. The survey was completed by 97 females and 50 males, with 36 people not disclosing their gender. Using the 2016 Census as a baseline, the Town Survey sampled a broad age demographic.

The Town Survey established that the things respondents value most about Derrinallum are the town's friendly people (88 survey mentions); the town's safe and quiet character (45), location (33), Mount Elephant (29), the avenue (28), village atmosphere (27) and shops (25). A group exercise involving 31 Derrinallum P-12 students arrived at similar conclusions.

The upshot of the Town Survey was a comprehensive review of the Derrinallum community Plan, giving twelve clearly-supported priorities.

REVISED PRIORITIES

	PRIORITY	SURVEYS	YES	NO	NET
1	Encourage tradespeople to town		114	13	+ 101
2	Upgrade toilet block	24	105	19	+ 86
3	Fitness Equipment	13	95	39	+ 54
4	Walking track to Deep Lake	8	88	27	+ 61
5	Bike path between Derrinallum and Lismore	3	85	49	+ 36
6	Walker Street garden		84	41	+ 43
7	Develop small retirement village	9	75	28	+ 47
8	Open a local produce store		73	41	+ 32
9	Improve shops/ Opening hours/ More shops	30			
10	Develop Recreation Reserve	24			
11	Upgrade Hotel	19			
12	Provide more things to do	16			
	Splash park		68	63	+ 5
	Establish Northern Food trail		56	46	+ 10
	Skate park		53	70	- 17

(N=175)

	Existing community plan priority
	New project proposal
	Priority identified in Survey

The twelve established priorities in the 2019 Derrinallum Community Plan are:

1 *Encourage tradespeople to town*

Originally Priority 8 in 2012, and Priority 10 in 2014, this is now nominally Derrinallum's Priority 1 in 2019. Some work will be required on the part of interested community members to develop this idea if it is to become a project capable of implementation. At the heart of this proposition is the recognition locally that some active steps need to be taken to stabilise and to grow the township population.

2 *Upgrade toilet block*

There is strong community member view that the current 1950s public toilets require replacement. This was the top priority in 2012 and again in 2014 and is still arguably the town's top priority in 2019 (taking the 18 April public meeting into account). The community generally considers that the toilets are inadequate.

3 *Fitness equipment*

The Derrinallum Fitness Project was originally proposed as a Pick My Project initiative in 2018. It was costed at \$20,400 and attracted 60 votes, which fell short of the funding cut-off mark. The project has now become Derrinallum's Priority 3, with 94 supporters (and 39 detractors). The 'No' response may be overstated here due to the framing of the question which included reference to using the equipment.

4 *Walking track to Deep Lake*

Walking tracks were a strong theme in the original 2012 Community Plan, coming in at Priority 2. Following completion of the walking track from the town centre to Mount Elephant, the proposal for a walking track to Deep Lake became Priority 7 in 2014. It now sits at Priority 4 in 2019. Some work was done on mapping and costing this project, which uncovered some difficulties associated with the terrain, changing width of road verges and safety concerns with required multiple road crossings. Additional scoping work is required to assess whether these difficulties could be overcome.

5 *Bike path between Derrinallum and Lismore*

A proposed bike path between Derrinallum and Lismore became Derrinallum's Priority 5 in 2019, with 85 supporters. This was also Priority 2 for Lismore in 2016 (rising from priority 4 in 2012) with another 42 supporters. One proposal is to form a gravel track along the fire break on the north side of the Hamilton Highway, crossing to the south as it nears Lismore. The 12 kilometre track would cross the rail line as it nears Derrinallum. Another route proposal involves using railway reserve land to connect both towns through Lake Tooliorook. Scoping work is required to identify options and to assess the practicability of these and perhaps other proposals.

6 *Walker Street garden*

According to the Town Survey results this previously contested project has become Derrinallum's new Priority 6. The project concept did eventually secure support from the Shire, however the Progress Association decided to withdraw its support however this does not prevent another community group coming forward to deliver the project.

7 *Development of small retirement village*

Priority 4 in 2012, Priority 5 in 2014, and now priority 7 in 2019 with 75 supporters, the idea of developing a small retirement village remains an aspiration for the Derrinallum community. The capacity to influence such a development may be minimal but supporting

the notion of ageing in place is linked to the broader issue of retaining and growing the town's population.

8 *Open a local produce store*

This was Priority 3 in the original Derrinallum Plan, and became Priority 4 in the 2014 review. These ranking we based on some low numbers, but the idea has 73 supporters in 2019. Forty-one (41) people oppose it. The convenor of the working group set up to investigate and develop the idea decided it could be realised through an existing retail food outlet, but that concept has since lapsed with the closure of the Front Paddock café.

9 *Improve shops/ Opening hours/ More shops*

Painting the town's shopfronts was Priority 6 in both 2012 and in 2014, and this broadened priority slips to Priority 9 in 2019. The earlier rankings were prior to the introduction of Council's Retail Area Façade Improvement Program. The aspiration that Derrinallum could have more shops and/or shops with longer hours of opening is noted, however the practicality of influencing this priority is questionable, especially given recent closures in the township.

10 *Develop Recreation Reserve*

This item, now Priority 10 for Derrinallum in 2019, includes a range of project ideas, from establishing a new playground at the Reserve (Priority 12 in 2014), building a fence along the Highway frontage (for child safety), establishing an outdoor gym, building a dirt bike track and constructing outdoor eating areas, to name the main ones. Proposals to establish a Splash Park (Priority 13) and a Skate Park (Priority 15) are also centred on the Recreation Reserve.

11 *Upgrade Hotel*

Priority 9 in 2012, then Priority 13 in 2014, 'Upgrading the Hotel' becomes Priority 11 in 2019. As noted at the previous review, this is a matter for the owners of the establishment to consider and to undertake, however the community's aspirations for their 'local pub' and recognition of its importance to the social life of the town for locals, visitors and potential new residents are acknowledged.

12 *Provide more things to do*

There was a wide range of ideas put forward including that there should be a greater range of things to do, for children, teenagers and adults.

Three other ideas received some level of support, but insufficient to fall within the twelve priorities. These were:

- Splash Park
- Establish northern food trail
- Skate Park.

Policy and Legislative Context

The Council Plan 2017-2021 outlines Corangamite Shire's community planning initiative and describes how, over the past six years, it has systematically surveyed local residents and assisted them to develop Community Plans. Recognising the many benefits of community planning and supporting its delivery, the Council Plan includes a commitment to support Council's Community Planning Program as part of its objective to engage with and listen to our communities.

Importantly, the Derrinallum Community Plan review process contributes to Council's Vision: 'We strive for a thriving and connected community' and gives expression to Council's Values of Respect, Innovation and Collaboration.

Internal / External Consultation

The Derrinallum Community Plan review process was developed in consultation with members of the Derrinallum community and through meetings of the Derrinallum Progress Association. It was promoted through local Facebook networks and the *News and Natter* newsletter. It involved an extensive Town Survey available in print and on-line versions and workshops held with different groups of students at the Derrinallum P-12 School. Townspeople, including local retailers and service providers helped promulgate the survey and collected completed responses. All surveys were collected and collated by Corangamite Shire and results reported through the *News and Natter* newsletter and to an open public meeting held on 18 April 2019, where different perspectives were shared and a further voting exercise was conducted.

More recently the township community has worked with Council to develop a set of priorities to be addressed in the town's \$200,000 Streetscape Improvements project scheduled for completion in the 2019-20 budget year. Local networks and new partnerships have brought external resources and expertise to support local experience, knowledge, talent and drive.

Derrinallum community members have also been enthusiastic participants in Council's current 'We Volunteer' Volunteer Training program.

Financial and Resource Implications

This report is for information only and does not entail any recommendations relating to increased or reduced financial and other resources.

Options

Council may choose to receive the Derrinallum Community Plan Review or not.

Conclusion

The community of Derrinallum made great progress on its Community Plan to complete five of its 15 priorities in two-and-a-half years. Derrinallum community members have also contributed strongly to the Volcanic Lakes & Plains tourism development project, and to the establishment and operation of the Mount Elephant Visitor Centre and its related projects.

A Plan for Derrinallum has been recast through the 2019 process of review, with a high level of participation across the local community and beyond. It has outlined some practical projects for Derrinallum to build on its impressive track record of community strengthening and development.

RECOMMENDATION

That Council receives the Review of the Derrinallum Community Plan

Attachments

1. Derrinallum Town Survey Results 2019 - Under Separate Cover

9.4 Council Grants Program 2019-2020

Author: Roland Herbert, Environment Project Officer

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author/ Assessor – Roland Herbert

In providing this advice to Council as the Environment Project Officer, I have no interests to disclose in this report.

Assessor - Lyall Bond

In providing this advice to Council as the Manager of Environment and Emergency, I have an indirect interest due to conflict of duty, as I hold an executive position with the Lismore Primary School Council. I have not been involved in the development, evaluation or assessment of the grant submitted on behalf of the Lismore Primary School.

Assessor – Joanne McInnes

In providing this advice to Council as the Accounting Officer, I have no interests to disclose in this report.

Author/ Assessor - Jane Hinds

In providing this advice to Council as the Acting Manager of Recreation and Facilities, I have no interests to disclose in this report.

Assessor – Wendy Williamson

In providing this advice to Council as the Property Officer, I have no interests to disclose in this report.

Assessor – Steven Fisher

In providing this advice to Council as the Infrastructure Projects Officer, I have no interests to disclose in this report.

Author/ Assessor - Samantha Fox

In providing this advice to Council as the Economic Development and Tourism Coordinator, I have no interests to disclose in this report.

Assessor - Tammy Young

In providing this advice to Council as the Economic Development and Events Officer, I have a direct interest in relation to the Environment Support Grant program. I have not been involved in the evaluation or assessment of the Environment Grant program.

Assessor - Adam Taylor

In providing this advice to Council as the Manager Finance, I have no interests to disclose in this report.

Summary

The purpose of this report is for Council to approve the allocation of funds for Council's 2019-2020 Community Grants, Facility Grants, Events and Festivals Grants and Environment Grants programs.

Introduction

Council's 2019-2020 annual funding programs include the Community Grants, Facility Grants, Environment Grants and the Events and Festivals Grant programs.

In total, 112 grant submissions were received across all four grant programs, requesting a total of \$261,127. Following an assessment process, it is proposed to allocate funding to 106 applications at a total value of \$209,792.

A summary of all applications received are provided in Attachment 1 – Under Separate Cover.

Issues

Community Grants

The purpose of the program is to provide 'one off' financial assistance to community groups operating in the Corangamite Shire for:

- workshops or equipment purchases
- development of new community, leisure, cultural or recreational programs
- community events
- planning activities (e.g. business plans).

Funding of up to \$1,000 is provided on a matching dollar for dollar basis (matching contributions can be cash and/or in-kind).

The Community Grants program received 28 grant submissions from 25 organisations with a total application for funds of \$23,527. This was an increase from 24 grant submissions in 2018-2019 and a total application for funds of \$19,216. This could be a result of the changes to the Events and Festivals Grant program, with community events being transferred back into the Community Grants category.

It is proposed that 28 projects be funded under the Community Grants program. (Refer Attachment 1.) The total amount of funding being recommended is \$22,752, resulting in a surplus of \$27,248 from the \$50,000 budget allocation for Community Grants in 2019-2020.

Facility Grants

The aim of the Facility Grants program is to provide financial assistance to committees of management to assist with improvements at Council's halls and recreation reserves. It is expected that applications will be submitted for:

- equipment purchases
- minor repairs
- minor works.

The Facility Grants program provides funding up to and not exceeding \$2,000 per project on a dollar for dollar funding basis.

The Facility Grants program received 45 submissions from 39 organisations, with a total application for funds of \$77,209. This was an increase from 34 submissions in 2018-2019 with a total application for funds of \$55,022.

The project evaluation panel has identified a total funding allocation of \$49,226 to 26 Facility Grant applicants, within the budget provision. Should the surplus funds from the Community Grants category be reallocated to the Facility Grants program, a further 18 applicants can be funded. One application was deemed ineligible based on being received after the close date.

It is proposed that the surplus funds from Community Grants be transferred to Facility Grants and that 44 projects be funded at a total of \$76,588, resulting in a surplus of \$660 from the \$50,000 budget allocation for Facility Grants in 2019-2020.

Events and Festivals Grant Program

The Events and Festivals Grant Program (EAFGP) was open to community groups and incorporated not-for-profit organisations to apply for grant funding and in-kind support. Commercial organisations and individuals with an ABN could only apply for in-kind support.

The Grants Policy (June 2019) and the Events and Festivals Grant Program Policy (January 2019) provide the overall guidance for the program. The objectives of event and festival funding are to:

- stimulate economic activity in the Shire
- increase visitation and overnight stay
- assist in the growth of existing events
- assist the development and implementation of new events
- attract new events to the region
- promote greater social connection
- build the capacity of the local community.

A maximum funding of up to \$15,000 is available per application. This is made up of a maximum of \$10,000 grant funding and maximum \$5,000 of in-kind support.

In-kind support is a non-monetary form of funding that assists event organisers with covering the costs of using Council resources and services. In-kind support consists of fee waivers, venue hire, road closures, road grading, equipment use, waste removal and cleaning services.

Following the application period, 16 applications were received with two applications referred to the Community Grants program.

14 applications requested a total \$138,512 of support. This comprised \$98,296 grant funding and \$40,216 of in-kind support.

Applications were received for:

- two one-off events
- two new annual events
- two existing events, that have not previously received Council support
- eight existing events, that have previously received Council support.

Due to the large number of applications received and applicants applying for high levels of grant funding, the proposed allocations of funding are less than amounts applied for in most cases. The reduced funding allocations for some events may require the applicants to alter

their event, these changes are not envisaged to result in the events being unable to go-ahead.

The EAFGP has a funding allocation of \$60,000 for the 2019-2020 annual grant program. This budget allocation would fund applications ranked 1 to 9 only.

It is proposed that available funds from 2018-2019 (\$20,000) be carried forward and that all applications (1 to 14) be partially funded through; grant funding of \$57,750, in-kind support for Council services to the value of \$22,042 and in-kind support for fee waivers to the value of \$6,140. Proposed allocations total \$85,932, this includes financial contributions and forgoing of income for fee waivers.

Environment Support Grants

The aim of the Environment Support Grants program is to provide financial assistance to incorporated community groups, organisations, and individuals to undertake environmental and sustainability projects within Corangamite Shire. It is expected that applications will be submitted for:

- weed control to protect and enhance environmental assets
- protection and enhancement of remnant native vegetation
- an increase in the extent, condition and connectivity of native vegetation
- improvements to soil health and water quality
- waste reduction and education
- increased community understanding of environmental and sustainability issues.

The Environment Support Grants program provides funding up to and not exceeding \$2,000 per project on a dollar for dollar funding basis, matched with cash or in-kind.

The Environment Support Grants program received 25 submissions with a total application for funds of \$43,616.

Partial funding is recommended for some projects due to the exclusion of ineligible items, budget restrictions and projects achieving identical ranking. This enables Council to support a greater number of projects.

Twenty-five applications were considered with total funding requested equalling \$43,616, which is \$13,616 greater than the \$30,000 allocation in the 2019-2020 Budget.

It is proposed that 16 projects be fully funded and that a further four projects be partially funded to a total value of \$30,000.

Policy and Legislative Context

All grants programs are consistent with the following Council Plan 2017-2021 commitments and objectives:

We value the importance of local business to our economy and the overall prosperity of Corangamite Shire.

Support and facilitate the development of the visitor economy.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

Support our small towns and dispersed population.

Improve the health and wellbeing of our community.

Deliver high quality, optimally used, sustainable community facilities.

We are committed to improving the liveability of Corangamite Shire through the management of our facilities, town planning and environmental sustainability.

Preserve the natural environment of Corangamite Shire.

The EAFGP program is consistent with the following Economic Development Strategy 2017-2021 objectives:

Grow the Visitor Economy.

Encourage and promote festivals and events in Corangamite Shire.

The EAFGP program is consistent with the vision of the Events and Festivals Strategy 2017-2021:

Corangamite Shire will support, develop and foster events that contribute to our community values and provide economic and social benefits for our residents.

Council's Grants Policy provides policy guidance for the administration of the grant programs. The Events and Festivals Grant Program Policy Guidelines provide detailed guidance on the administration of the Events and Festivals Grant Program.

The Environment Support Grants program aligns with the following objective from the Environment and Sustainability Strategy 2014-2019:

Engage and empower the community to address environmental and sustainability concerns in Corangamite Shire.

Internal / External Consultation

Applicants for all grant programs were invited to apply through various forms of media in online and print form. The programs have been the subject of media releases and advertisements in Council's Noticeboard, community newsletters and posts placed on the Corangamite Shire Council Facebook page.

Applicants were invited and encouraged to discuss their project with Council officers prior to submitting an application.

The grant applications were assessed by officers and funding allocations proposed in consultation with the Senior Officer Group. Councillors were briefed on the applications and proposed allocations on 9 July 2019.

Financial and Resource Implications

Council has allocated \$190,000 to the Council grants programs in the 2019-2020 Budget. Evaluation of all applications recommends funding of 28 Community Grants, 44 Facility Grants, 14 Events and Festivals Grants and 20 Environmental Grants. Recommendations total \$209,792, comprised of \$23,527 to the Community Grants program, \$76,473 to the Facility Grants program, \$79,792 to the Events and Festivals Grants Program and \$30,000 to the Environment Grants program.

The Community Grants program has a funding allocation of \$50,000 for the 2019-2020 annual grant program. The Facility Grants program has a funding allocation of \$50,000 for the 2019-2020 annual grant program. It is proposed to reallocate surplus funds of \$26,473

from the Community Grants program, to the Facility Grants program to fund additional applicants.

The EAFGP has a funding allocation of \$60,000 for the 2019-2020 annual grant program. It is proposed to carry-forward \$20,000 to enable the partial funding of all applicants. The carry-forward is to be allocated to in-kind support for applicants use of Council's own costed services. The proposed allocations for event and festival support includes grant funding of \$57,750, in-kind support for Council services to the value of \$22,042 and further in-kind support for fee waivers to the value of \$6,140.

Options

Community Grants Program

Councillors may consider the following options for allocation of funds under the Community Grants Program 2019-2020:

1. Allocate funds of \$22,752 to Community Grant applications and fund recommended projects.
2. Allocate funds of \$22,752 to Community Grant applications and fund recommended projects and transfer balance of \$27,248 to Facility Grants.
3. Consider adjusting the proposed funding allocations.

Facility Grants Program

Councillors may consider the following options for allocation of funds under the Facility Grants Program 2019-2020:

1. Allocate funds of \$49,226 to Facility Grant applications and fund recommended projects and transfer \$27,248 of surplus funds from the Community Grants Program and fund a total of \$76,588 Facility Grant applications.
2. Allocate funds of \$49,226 to Facility Grant applications and fund recommended projects within budget.
3. Consider adjusting the proposed funding allocations.

Events and Festivals Grants Program

Council may choose to consider the following options for the allocation of funds under the Events and Festivals Grant Program:

1. Carry-forward \$20,000 of unallocated grant funding from 2018-2019 budget, to the 2019-2020 Events and Festivals Grant Program.
2. Allocate \$57,750 in grant funding, \$22,042 in-kind support for the use of Council services, and a further \$6,140 in-kind support for fee waivers to the Events and Festivals Grant Program 2019-2020 applicants.
3. Consider alternative funding allocations.
4. Not allocate funding through the program.

Environment Grants Program

Council may choose to consider the following options for the allocation of funds under the Environment Grants Program:

1. Allocate \$30,000 in grant funding to the Environment Grant applications and fund recommended projects.
2. Consider alternative funding allocations.

3. Not allocate funding through the program.

Conclusion

Council's grants programs provide financial assistance and/or in-kind support to community groups, not-for-profit organisations, committees of management, individuals with an ABN, commercial organisations and schools located in Corangamite Shire.

The Community Grants program provides funding for community groups for workshops and equipment purchases, development of new community and cultural programs, community events and planning activities.

Redevelopment, refurbishment and upgrades to ageing infrastructure are entirely reliant on the local committee's time, input and minimal financial income. The Facility Grants program reflects the nature of management of these facilities being dependent on volunteers, by allowing both cash and in-kind labour as the committees' matching contribution.

The Events and Festivals Grant Program provides funding and in-kind support for bigger events and festivals that increase visitation and stimulate economic activity in the Shire.

The Environmental Grants program provides funding to incorporated community groups, organisations and individuals to undertake environmental and sustainability projects within Corangamite Shire, on a dollar for dollar basis, to further enhance the environment and support sustainability projects within the community.

RECOMMENDATION

That Council That Council:

1. **Allocates funds of \$1,000 to the following Community Grant applicant:**

COMMUNITY GRANTS	
ORGANISATION	AMOUNT
Port Campbell Surf Lifesaving Club	\$1,000

2. **Allocates funds of \$1,650 to the following Community Grants applicants:**

COMMUNITY GRANTS	
ORGANISATION	AMOUNT
Camperdown Uniting Church	\$1,000
Lions Club of Camperdown	\$650

3. **Allocates funds of \$20,102 to the following Community Grant applicant:**

COMMUNITY GRANTS	
ORGANISATION	AMOUNT
Aberlea Timboon	\$1,000

Camperdown & District Historical Society Inc.	\$632
Cobden Business Network	\$1,000
Cobden Business Network	\$1,000
Cobden Visitor Information Centre auspiced by Progressing Cobden	\$1,000
Corangamite Film Society	\$1,000
Corangamite Film Society	\$800
Derrinallum Progress Association	\$700
Ecklin Community Hall Committee	\$485
Great South Coast Events	\$1,000
Heytesbury Pony Club Inc.	\$1,000
Lake Bookaar Recreational Reserve Committee of Management	\$1,000
Lismore Men's Shed	\$225
Lismore Progress Association Inc.	\$1,000
Progressing Cobden Inc.	\$1,000
Quota International of Cobden Inc.	\$600
Rotary Club of Camperdown Inc.	\$750
South Western District Restoration Group Inc.	\$1,000
Terang Athletic Club Inc.	\$1,000
Terang Lions Club	\$500
Terang Lions Club	\$800
Timboon Action Inc.	\$500
Timboon Lions Club	\$585
Timboon Recreation Reserve	\$1,000
Weerite Public Hall Inc.	\$525

4. Allocates funds of \$76,588 (including surplus fund of \$27,248 from the Community Grants) to the following Facility Grants applicants:

FACILITY GRANTS	
ORGANISATION	AMOUNT
Boorcan Recreation Reserve Inc.	\$2,000
Bostock Hall Committee	\$2,000
Camperdown & District Community House Inc.	\$2,000
Camperdown Amateur Basketball Association	\$2,000
Camperdown Golf Club	\$2,000
Camperdown Poultry Club Inc.	\$2,000
Camperdown Swimming Pool Committee of Management	\$2,000
Camperdown Timboon Rail Trail Committee of Management	\$1,192

Camperdown Timboon Rail Trail Committee of Management	\$320
Carpentait Public Hall & Recreation Reserve	\$307
Cobden Amateur Angling Club	\$592
Cobden Civic Hall Committee of Management	\$2,000
Cobden Civic Hall Committee of Management	\$2,000
Committee of Management	\$2,000
Darlington Mechanics Institute and Recreation Res Inc.	\$1,875
Derrinallum Bowling Club	\$2,000
Derrinallum Bowling Club	\$2,000
Dixie Hall & Tennis Court Reserve Committee of Management	\$2,000
Dixie Hall & Tennis Court Reserve Committee of Management	\$835
Ecklin Hall Committee	\$1,500
Hampden Tennis Association	\$2,000
Heytesbury Pony Club Inc.	\$1,085
Lismore Golf Club Inc.	\$2,000
Pomborneit Cricket Club	\$587
Rotary Club of Cobden	\$2,000
Rotary Club of Cobden Inc.	\$1,200
Scotts & Cowleys Creek Public Hall	\$2,000
Simpson & District Lions Club	\$2,000
Simpson Cricket Club Inc.	\$2,000
South Purrumbete Recreation Reserve Committee of Management	\$1,940
South West Healthcare	\$2,000
South Western Restoration Group	\$2,000
Terang and District Indoor Sports Recreation Centre	\$2,000
Terang and District Indoor Sports Recreation Centre	\$2,000
Terang Cricket Club Inc.	\$1,329
Terang Football Netball Club	\$2,000
Terang Recreation Reserve Committee	\$2,000
Terang RSL	\$2,000
The Mission District of St Francis of Assisi, trading as The Anglican Parishes of Camperdown and the Holy Apostles	\$2,000
The Scouts Association of Australia, Victoria Branch	\$1,876
Timboon Bowling Club	\$2,000
Timboon Field & Game Club	\$1,950
Timboon Recreation Reserve Committee of Management	\$2,000
Weerite Public Hall Inc.	\$2,000

5. **Carries-forward \$20,000 of unallocated grant funding from 2018-2019 budget, to the 2019-2020 Events and Festivals Grant Program as in-kind support.**
6. **Allocates \$7,000 in grant funding, \$3,000 in-kind support for the use of Council services, and a further \$2,000 in-kind support for fee waivers to the following Events and Festivals Grant applicant:**

EVENTS AND FESTIVALS GRANT PROGRAM		
ORGANISATION	FUNDING	IN-KIND
Robert Burns Festival 2020	\$7,000	\$5,000

7. Allocates \$50,750 in grant funding, \$19,042 in-kind support for the use of Council services, and a further \$4,140 in-kind support for fee waivers to the following Events and Festivals Grant applicants:

EVENTS AND FESTIVALS GRANT PROGRAM		
ORGANISATION	FUNDING	IN-KIND
Botanic Gardens 150th Anniversary Exhibition	\$3,500	\$ -
Camperdown Car & Bike Show 2020	\$3,000	\$1,130
Cobden Spring Festival	\$2,500	\$5,000
Colour Terang	\$7,500	\$172
Crayfest	\$5,000	\$3,000
Guzzlers Prison Break Weekend	\$4,750	\$250
Heytesbury Horse Trials	\$5,000	\$ -
Heytesbury Settlement 60th Anniversary	\$3,500	\$1,000
Lakes & Craters International Horse Trials	\$2,500	\$5,000
Loch Hart Music Festival	\$ -	\$2,130
Noorat Show	\$2,500	\$ -
Rock the Clock	\$8,000	\$5,000
Timboon Australia Day	\$3,000	\$500

8. Allocates funds of \$30,000 to the following Environment Support Grants applicants:

ENVIRONMENT SUPPORT GRANTS	
ORGANISATION	AMOUNT
Audrey Deppeler	\$2,000
Barbara Cowley	\$250
• Brad Collins	\$800
Camperdown Golf Club	\$900
• Camperdown Pastoral & Agricultural Society	\$2,000
Camperdown-Timboon Rail Trail Committee of Management	\$1,665
Curdies Valley Landcare Group	\$2,000
• Elingamite Cobrico Landcare Group	\$2,000
Heytesbury District Landcare Network	\$2,000
JE & CM Woodward	\$884
Kerryn Guthrie	\$2,000

Lismore Land Protection Group	\$1,200
Lismore Primary School	\$500
Scott Guthrie	\$2,000
Simpson Recreation Reserve	\$1,636
South Purrumbete Recreation Reserve Committee of Management	\$1,820
Timboon Action Inc.	\$500
Terang College	\$2,000
Terang and District Indoor Sports and Recreation Centre INC	\$2,000
Timboon Recreation Reserve	\$1,845

Attachments

1. Council Grant Applicants and Recommendations - Under Separate Cover

9.5 Higher Mass Limit Load Increases on Local Roads

Author: John Kelly, Manager Assets Planning

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - John Kelly

In providing this advice to Council as the Manager Assets Planning, I have no interests to disclose in this report.

Summary

Council has received several applications via the National Heavy Vehicle Regulator (NHVR) for milk processors to operate Higher Productivity Freight Vehicles on various Shire local roads at up to 78 tonnes total mass.

Introduction

High Productivity Freight Vehicles (HPFV) such as B-Doubles and Higher Mass Limit (HML) vehicles are important to the efficiency of the freight task in Corangamite Shire. The larger capacity of these vehicles reduces the number of vehicles required for a given amount of freight.

Allowing higher mass on a truck with A-Double configuration will reduce the overall number of movements required by smaller, less road friendly, heavy vehicle combinations accessing the local road network. It will also improve productivity for industry without significantly increasing the overall wear on road surfaces arising from vehicles entering/exiting the local road network.

Council currently permits higher mass limits of 68.5 tonnes generally across its local road network with the exception of roads where access, topography and other conditions restrict vehicle movement and/or the infrastructure is not considered conducive to carrying the loads of the vehicles.

Access to the local road network should be considered where it can be demonstrated by consistent assessment that these vehicles can operate safely with other traffic and where road infrastructure is suitable.

Issues

Approving an increase in the mass limits on local roads where appropriate supports the dairy industry productivity and in turn will improve the local economy as well as reduces the administrative burden for transport operators.

Council has received via the NHVR an application from a dairy transporter to increase the mass limit of its fleet from the currently approved 68.5 tonnes to 78 tonnes on Neylon Street in Cobden and Scanlons Road and Cobden South Ecklin Road in Elingamite.

Council has also received via the NHVR applications from a milk transport company and the dairy processors to increase the mass limit of their fleets from the currently approved 68.5 tonnes to 71.8 tonnes on various local roads in Corangamite Shire.

Council's Assets Planning team has assessed each local road application on its merits. The assessment for the higher mass limit increases have taken into consideration, but not limited to, the following:

- The HPFV's ability to interact with surrounding traffic
- The HPFV's ability to interact with the infrastructure and road environment
- Dimensions of the road such as its width and length of stretches of road
- Location of infrastructure on or near the road pavement
- Usual traffic conditions of the road – such as what vehicles use the road eg: school buses
- The use of properties near the road – for example does the road pass a property used by vulnerable road users such as children
- Sight distances for other road users
- Clearance zones for the road
- The results of road safety assessments, audits and road accident history
- Load capacities of bridge, major culverts and road pavements.

Details on the axle loadings on the various HPFVs as well as further notes on the criteria used for the assessment for an increase in the mass limits on the roads are provided under separate cover.

With the criteria, assessments have been made by Council officers as to the suitability or otherwise of each of these roads to cater for the increase in mass limits. A list is attached of those roads that have been assessed as suitable or otherwise to have the mass limit increased to 71.8 tonnes and 78 tonnes. The roads assessed as suitable for the increases are also shown on the attached map.

Policy and Legislative Context

An increase of HML of vehicles on local roads within Corangamite Shire is dependent on the truck operators obtaining a permit issued by the NHVR. Within the process the NHVR refers the permit application to Council officers for consent.

Council's Heavy Vehicle Access Policy, adopted in June 2017, stipulates that Council approval will be sought if a requested increase in the HML of vehicles on the Shire's local roads is considered warranted.

This report aligns with the key themes in the Council Plan 2017-2021 as follows:

Vibrant Economy, Agriculture and Tourism.

We value the importance of local business to our economy and the overall prosperity of Corangamite Shire.

Internal / External Consultation

As part of the assessment of the suitability of the local roads for mass limit increases discussions have taken place with the applicants, the vehicle designers, VicRoads and Moyne Shire.

The assessments have taken into consideration where there are existing school bus routes on the roads.

Financial and Resource Implications

From the assessments referred to above, any local roads and/or structures that require upgrades to cater for an increase in the mass limits have been rejected in the current applications. Infrastructure upgrades would be proposed for Council's future capital works programs if it is considered there is strategic benefit in future permitting mass limit increases on roads which currently cannot cater for the increases.

Options

Council has the option of either approving or rejecting the applications for mass limit increases on its roads.

Conclusion

Council officers have assessed the applications for increases to the higher mass limit for HPFVs to 71.8 tonnes and 78 tonnes on various local roads in Corangamite Shire. Those roads that are recommended for an increase to the limits to improve dairy industry productivity and efficiency are shown on the attached list.

RECOMMENDATION

That Council

1. **approves the increase of higher mass limit to 71.8 tonnes for High Productivity Freight Vehicles travelling on the local roads within Corangamite Shire which are deemed as suitable for an increase as follows:**

Black Rock Road
Blackwood Park Road
Boorcan Road
Boorook Road (sealed section)
Borthwicks Road
Castle Carey Road
Cobden-South Ecklin Road
Cooriemungle Road
Coradjil Road (sealed section)
County Boundary Road East
Cross Forest Road
Curdies-Leichfield Road
Danedite Road (between Princes Hwy and Lenehans Lane)
Erreys Road
Fords Road
Forest Park Road
Garners Road

Glenfyne-Brucknell Road
Jancourt Road
Lenehans Lane
Lilleys Lane
Majestic Drive
McMahons Road
Melrose Road
Milangil Estate Road (to McMahon's Road only)
Moreys Road
Naroghid Road (sealed section)
Scanlons Road
Sisters Noorat Road
Sunday Ridge Road
Tesbury Road
Timboon-Terang Road
Waarre Road (to Iona gas plant from Melrose Road only)
Walshs Road (Cobden-Stonyford Road to Clarkes Road only)

2. Approves the increase of higher mass limit to 78 tonnes for High Productivity Freight Vehicles travelling on the local roads within Corangamite Shire which are deemed as suitable for an increase as follows:

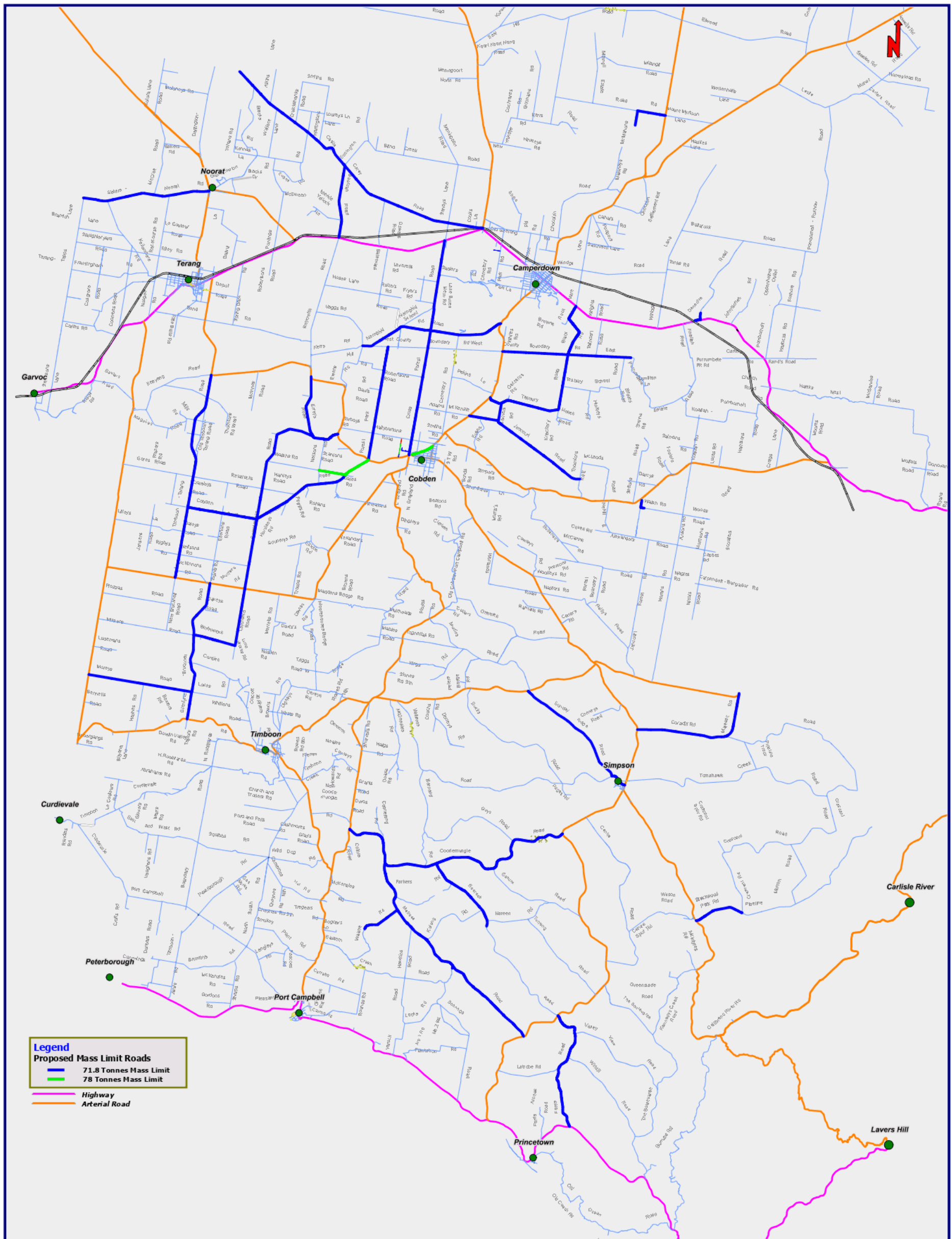
Neylon Street
Cobden-South Ecklin Road (Cobden-Warrnambool Road to Scanlons Road)
Scanlons Road (Cobden-South Ecklin Road to 40 Scanlons Road Entrance)

Attachments

1. Criteria for Approving Local Road Access for Vehicles Exceeding 68.5 Tonnes - Under Separate Cover
2. List of Local Roads With Higher Mass Limit Increase Request Assessments
3. Map of Proposed Higher Mass Limit Increases on Local Roads in Corangamite Shire

COUNCIL ASSESSMENT OF LOCAL ROADS WHERE THERE HAVE BEEN REQUESTS FOR INCREASES OF HIGHER MASS LIMIT OF HIGHER PRODUCTIVITY FREIGHT VEHICLES TO 71.8 TONNES	
ROADS ASSESSED AS SUITABLE	ROADS ASSESSED AS NOT SUITABLE
Black Rock Road	Boggy Creek Road (T'boon-C'vale Rd) - Upgrade works required at Boggy Creek bridge in Curdievale
Blackwood Park Road	Coradjil Road (unsealed) BR00020 36m bridge – assessment required
Boorcan Road	Curdievale-Port Campbell Road (Upgrade works required at Boggy Creek bridge in Curdievale)
Boorook Road (sealed section)	East Hill Road Narrow seal width, inadequate shoulder depth, deteriorating pavement/seal condition
Borthwicks Road	Goonans Road Narrow carriageway, limited two-way traffic provisions
Castle Carey Road	Koallah-Pomborneit Road Unfavourable geometry presents an unacceptable risk to road users
Cobden-South Ecklin Road	Maddens Bridge Road Unfavourable geometry presents an unacceptable risk to road users
Cooriemungle Road	Marida Yallock Road Narrow pavement, inadequate shoulder depth, evidence of pavement stress
Coradjil Road (sealed section)	Missens Road Soft spots present in pavement
County Boundary Road East	Murfitts Road BR00034 12.2m bridge – assessment required Narrow carriageway width at land slip
Cross Forest Road	New Brucknell Road No existing B-double approval, potential for dust issues for residential housing close to roadway,
Curdies-Leichfield Road	Newminster Road Pavement stress and shape loss, rehab candidate
Danedit Road (between Princes Hwy and Lenehans Lane)	Tesbury School Road Narrow carriageway, inadequate shoulder depth
Erreys Road	Williams Road BR00048 31m bridge – assessment required
Fords Road	
Forest Park Road	
Garners Road	
Glenfyne-Brucknell Road	
Jancourt Road	
Lenehans Lane	
Lilleys Lane	
Majestic Drive	
McMahons Road	

Melrose Road	
Milangil Estate Road (to McMahons Road only)	
Moreys Road	
Naroghid Road (sealed section)	
Scanlons Road	
Sisters Noorat Road	
Sunday Ridge Road	
Tesbury Road	
Timboon-Terang Road	
Waarre Road (to Iona gas plant from Melrose Road only)	
Walshs Road (Cobden-Stonyford Road to Clarkes Road only)	
COUNCIL ASSESSMENT OF LOCAL ROADS WHERE THERE HAVE BEEN REQUESTS FOR INCREASES OF HIGHER MASS LIMIT OF HIGHER PRODUCTIVITY FREIGHT VEHICLES TO 78 TONNES	
ROADS ASSESSED AS SUITABLE	ROADS ASSESSED AS NOT SUITABLE
Neylon Street	
Cobden-South Ecklin Road (Cobden-Warrnambool Road to Scanlons Road)	
Scanlons Road (Cobden-South Ecklin Road to 40 Scanlons Road Entrance)	



**Proposed 71.8 tonnes & 78 tonnes
mass limit road approvals for
heavy vehicles**



Office: Asset Planning	File Location: H:\gis\Neils\Roads\Mass Limit Roads\Proposed Mass Limit Road Approvals.WOR
Author: Neil B	Projection: MGA54 GDA94
Date: 14/03/2019 Updated: 26/03/2019 11/07/2019 17/07/2019	Scale: 1:200,000

About this Document
This map has been created for the purpose of showing basic locality information over Corangamite Shire Council.
Property boundary line network data is supplied by State Government.
Any error should be reported to the GIS Section, Corangamite Shire Council.

Disclaimer
This map is a representation of the information currently held by Corangamite Shire Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.
Any feedback on omissions or errors would be appreciated.

9.6 Corporate Risk Register - Strategic Risk Report

Author: Michele Stephenson, Manager Human Resources/Risk

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - Michele Stephenson

In providing this advice to Council as the Manager Human Resources/Risk, I have no interests to disclose in this report.

Summary

This report presents the six-monthly update on Council's strategic risk profile. The Corporate Risk Register (CRR) Strategic Risk Report Executive Summary, which includes the strategic risk profile, is attached under separate cover. The report is provided in accordance with the Local Government Performance Reporting Framework requirement for 'Six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies'.

Introduction

It is essential that all risks are managed, communicated and considered consistently at all levels within Council.

The Corangamite Shire Risk Management Framework, incorporating the Risk Policy, has been developed to provide an integrated approach to managing risk across Council. Part 2 of the Framework (Risk Strategy) deals with risk appetite and strategic risk profile, and it describes how the risk profile is managed through the CRR. The CRR documents the strategic and operating risks to Council's operations, including their likelihood and consequence of occurring and the associated risk mitigation strategies.

Issues

Council's risk management process conforms to the international standard for risk management - AS/NZ ISO 31000:2009. Through the CRR, all risks and the implementation of the associated controls and treatments can be monitored and reported.

The CRR is regularly reviewed, with operational risks adapted due to changing and emerging circumstances. The strategic risks were reviewed in 2018 to align with the objectives in the 2017–2021 Council Plan. The CRR has been updated to reflect the new or modified strategic risks, their risk profile and risk mitigations. New and existing operational risks have been aligned to the new strategic risk profile.

The Risk Assessment Process

The CRR is not static, and the identification of new operational risks, controls and treatments is ongoing by 'risk owners'.

For each risk the CRR contains:

- A description of the risk
- The likelihood that the risk may occur
- The impact or consequence if the risk occurs
- Existing controls in place to mitigate the risk
- The Risk Rating (likelihood x consequence)
- Treatment plans to mitigate the risk.

From this analysis the Current Risk Level is determined.

The following Risk Matrix is used to determine the **Risk Rating** for a risk.

	Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Is almost certain to occur in most circumstances (80% plus)	Almost Certain	Medium	High	Extreme	Extreme	Extreme
Will probably occur (50-80%)	Likely	Medium	High	High	Extreme	Extreme
Might occur at some time in future (20-50%)	Possible	Low	Medium	Medium	Extreme	Extreme
Could occur but doubtful (5-20%)	Unlikely	Low	Low	Medium	High	Extreme
May occur but only in exceptional circumstances (<5%)	Rare	Low	Low	Low	Medium	High

Level	Description
Low	Manage by routine procedures
Medium	Specific Management responsibility
High	Needs senior management attention
Extreme	Detailed action plan required

Council's Strategic Risk Profile (June 2019)

Previous reporting has focussed on the top 10 operational risks to Council, however current and future reporting will show Council's top 10 strategic risks. The new reporting format is consistent with the higher level reporting described in the LGPRF.

Current Strategic Risk Profile – All Strategic Risks

Likelihood (Probability)	Consequence (Impact)				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain Is almost certain to occur in most circumstances (80% plus)					
Likely Will probably occur (50-80%)		<i>(Numerals indicate no. of risks)</i>			
Possible Might occur at some time in future (20-50%)		1	12		
Unlikely Could occur but doubtful (5-20%)					
Rare May occur but only in exceptional circumstances (<5%)					
	Low	Medium	High	Extreme	

The Strategic Risk profile is contained in the Strategic Risk Report, detailing the top ten current strategic risks (before treatment plans). The risk assessment of each risk shows current controls, and additional identified treatments to further reduce the risk.

Overdue treatments as at the reporting date will be followed up with the respective officer. We expect these to be resolved by 30 September 2019.

Policy and Legislative Context

Consideration of this report is in accordance with the following objectives in the 2017-2021 Council Plan:

We are committed to ensuring the ethical behaviour of Councillors and staff, maintaining good governance and remaining financially sustainable.

Council will demonstrate high levels of ethical behaviour and governance standards.

We value our employees, their contribution and are committed to providing a safe workplace. We will ensure our organisation delivers a high level of customer service and our employees act with integrity at all times.

The report is also provided in accordance with the requirements of the Local Government Performance Reporting Framework and in accordance with the Council's Risk Management Framework.

Internal / External Consultation

The Audit Committee, Councillors and Leadership Group were involved in the identification of the new strategic risks to Council operations in 2018. The Leadership Group continues to manage and monitor risks in consultation with the Senior Officer Group.

Financial and Resource Implications

There are no financial or resource implications as a consequence of this report.

Conclusion

Corangamite Shire Council objectives are set out in the Council Plan, and the management of risks to the achievement of these objectives is the primary aim of the Risk Management Framework.

In order to manage these risks, it is essential that consistent processes are adopted within the framework. The Corporate Risk Register is a critical element of the Risk Management Framework, and regular reporting to Council assists in the management and oversight of risk effectively and efficiently across the organisation. This report and the accompanying Corporate Risk Register Strategic Risk Report Executive Summary inform Council about the organisation's strategic risk profile as at 30 June 2019.

RECOMMENDATION

That Council receives the Corporate Risk Register Strategic Risk Report.

Attachments

1. Strategic Risk Report Executive Summary - Under Separate Cover

9.7 Quick Response Grants Allocation July 2019

Author: David Rae, Acting Chief Executive Officer

File No: D19/130

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Summary

The purpose of this report is to approve the July 2019 allocation of funds under the Quick Response Grants Program.

Introduction

The Quick Response Grants Program is beneficial in supporting instances of community need that are not readily able to be considered under the Community, Events and Festivals, Facilities or Environmental Grants Programs. Applications for Quick Response Grants are considered by Council as they are received.

Issues

The Quick Response Grants Program has a fixed budget that Council provides annually for the distribution of funds to Shire community groups. The Quick Response Grants Program has a rolling intake and this flexible approach allows Council to allocate small amounts to various community groups which results in positive outcomes.

Applications received for this allocation are attached under separate cover. Each application has been assessed against the following criteria, as detailed in the Quick Response Grants Policy:

- a. Eligible recipient
- b. Council Plan alignment
- c. Community benefit
- d. Eligible expenditure.

The assessment has also been provided as a separate attachment to this report.

Policy and Legislative Context

Consideration of applications for the Quick Response Grants Program is in accordance with the Quick Response Grants Policy and the following 2017-2021 Council Plan commitments:

We are committed to working towards ensuring the safety, health and wellbeing of our communities.

Council will continue to provide and support a range of community and social support services.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

Improved educational outcomes in Corangamite Shire.

Support our small towns and dispersed population.

Improve the health and wellbeing of our community.

Internal / External Consultation

Applications for the Quick Response Grants Program are available from Council's website or by contacting Council's Community Relations team. Applicants are encouraged to discuss their application with the respective Ward Councillor prior to submission. Applicants may also contact Council's Director Corporate and Community Services for further information. Applicants will be advised of the outcome of their application following the Council meeting. Successful applicants will also be requested to provide a grant acquittal following completion of the event or project, including return of unexpended amounts.

Financial and Resource Implications

The 2019-2020 Quick Response Grants Program budget allocation is \$17,500. Annual allocations for each Ward shall not exceed 1/7th of the fund's annual budget in the case of North, South West, Coastal and South Central Wards, and 3/7th of the fund's annual budget in the case of Central Ward. Should the allocations be approved as recommended in this report, the remaining allocation is outlined in the table below.

Ward	Annual Allocation \$	Previous Allocations \$	This Allocation \$	Remaining Allocation \$
Coastal	2,500.00	0.00	0.00	2,500.00
North	2,500.00	0.00	0.00	2,500.00
South Central	2,500.00	0.00	0.00	2,500.00
South West	2,500.00	0.00	478.00	2,022.00
Central	7,500.00	0.00	0.00	7,500.00
	17,500.00	0.00	478.00	17,022.00

Options

Council can consider:

1. Allocating the funds as requested by the applicants
2. Allocating the funds for a reduced amount
3. Not allocating funds as requested by the applicants.

Conclusion

The Quick Response Grants Program provides financial assistance to community groups to undertake beneficial projects and activities. The applications recommended for funding in this allocation are in accordance with Quick Response Grants Policy and will result in positive outcomes for the community.

RECOMMENDATION

That Council approves the following applications for funding from the Quick Response Grants Program for July 2019:

Applicant	Purpose	Ward	Amount
Timboon and District Kindergarten - Parent Advisory Group	Assistance with costs associated with fundraiser event for landscaping improvements at Timboon Kindergarten.	South West	\$478.00

Attachments

1. Quick Response Grants Assessment - July 2019 Allocation - Under Separate Cover
2. Application Timboon and District Kindergarten Parent Group Part A - Under Separate Cover
3. Application Timboon and District Kindergarten Parent Group Part B - Under Separate Cover

9.8 Records of Assembly of Councillors

Author: David Rae, Acting Chief Executive Officer

File No:

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Summary

This report documents the Assembly of Councillors to be reported since the last Ordinary Meeting of Council on 25 June 2019.

Introduction

The *Local Government Act 1989* (the Act) requires that records of meetings which constitute an Assembly of Councillors be tabled at the next practicable meeting of Council and be incorporated in the minutes of the Council meeting.

Issues

An 'Assembly of Councillors' is defined in the Act as a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or subject to the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present; or
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

Typical meetings classed as an Assembly of Councillors at Corangamite Shire include Councillor briefings, advisory committees and planning site inspections. However, from time to time additional records may be reported in accordance with the Act.

Section 80A of the Act requires that a record must be kept of an Assembly of Councillors which lists:

- The Councillors and members of Council staff attending
- The matters considered
- Disclosures of conflict of interest (if any are made)
- Whether a Councillor left the meeting after making a disclosure.

Records of an Assembly of Councillors are documented by a Council officer present at a meeting designated as an Assembly of Councillors. Responsibility for the maintenance of records associated with Assembly of Councillors rests with the Chief Executive Officer.

Policy and Legislative Context

Tabling of the records of Assembly of Councillors ensures Council is compliant with the Act. In addition, this report is consistent with the Council Plan 2017-2021 objective that "Council will demonstrate high levels of ethical behaviour and governance standards".

Conclusion

The records documenting the below Assembly of Councillors are attached:

- Councillor Briefing 25 June 2019
- Planning Inspection 2 July 2019
- Councillor Briefing 9 July 2019.

RECOMMENDATION

That Council accepts the attached Records of Assembly of Councillors.

Attachments

1. Record of an Assembly of Councillors 25 June 2019
2. Record of an Assembly of Councillors Planning Inspection 2 July 2019
3. Record of an Assembly of Councillors 9 July 2019

Council

Record of an Assembly of Councillors

**Councillor Briefing****Date:** 25 June 2019 2019**Time:** 2.30 pm**Place:** Killara Centre**Present:**

☒ Cr Beard ☒ Cr Brown ☒ Cr Durant ☒ Cr Gstrein
☒ Cr Illingworth ☒ Cr Oakes ☒ Cr Trotter

Officers:

☒ Ian Gibb ☒ Brooke Love ☒ Andrew Mason ☒ David Rae

Penny MacDonald (Item 1)

Rory Neeson and Samantha Fox (Item 3)

Guests:

Nil

Issues Discussed:

Item	Discussion Topic
1	Local Government Bill Proposed Reforms
2	Strategic Issues Update
3	Economic Development and Tourism Update
4	Hot Topics: <i>Agenda Items, VCAT Bookaar, Water Fluoridation, Princetown, Acting CEO, Rural Councils Transformation, GOR Authority Consultation, Stadium Management, Timboon Land Purchase, Sale Creek Wind Farm – Road Safety Audit, Staff Retirements</i>
5	Councillor Items: <i>Playspace Issues, Historic Society Plumbing, Correspondence from Master Cooper Beard, ALGA Conference Report, Terang Road Issues, Western Plains Kinder Visit, Truck Traffic in Derrinallum, Lismore Water Tower Reference Group Meeting, Berrybank Windfarm, Running Effective Meeting Training, Road Issues around Timboon.</i>

Conflict(s) of Interest declared: Nil.**Councillor(s) left the meeting at:** NA**Councillor Conflict of Interest Form(s) Completed:** NA**Meeting close:** 6.00 pm**Note taker:** Andrew Mason

Planning Inspection

Record of an Assembly of Councillors



Date: 2 July 2019

Time: 9.30 am

Location: 1108 Cross Forest Road, Cobden

Application No: PP2019/025

Present:

<input checked="" type="checkbox"/> Cr Beard	<input type="checkbox"/> Cr Brown	<input checked="" type="checkbox"/> Cr Durant	<input checked="" type="checkbox"/> Cr Gstrein
<input checked="" type="checkbox"/> Cr Illingworth	<input type="checkbox"/> Oakes	<input checked="" type="checkbox"/> Cr Trotter	

Officers:

- Sophia MacRae

Applicant:

- Terrence Carpenter
- Margaret Hamilton (friend of applicant)

Issues Discussed:

- Application summary and overview
- Assessment criteria and policy
- Planning assessment process and reporting
- Vehicle crossover and traffic safety
- Previous use of shed
- Concrete batching plant

Conflicts of Interest declared: Nil

Meeting close: 10.00 am

Note taker: Sophia MacRae

Council

Record of an Assembly of Councillors

**Councillor Briefing****Date:** 9 July 2019**Time:** 10.00 am**Place:** Killara Centre**Present:**☒ Cr Beard☒ Cr Brown☒ Cr Durant☒ Cr Gstrein☒ Cr Illingworth☒ Cr Oakes☒ Cr Trotter*Cr Oakes arrived at 10.04 am***Officers:**☒ Ian Gibb☒ Brooke Love☐ Andrew Mason☒ David Rae

Jane Hinds (Items 1 and 4)

Wendy Williamson (Item 1)

Aaron Moyne (Item 2)

Roland Herbert, Samantha Fox and Tammy Young (Item 4)

Guests:

Richard and Ashleigh Nesseler (Item 2)

Issues Discussed:

Item	Discussion Topic
1	Intention to Consider Sale – 30-32 William Street, Lismore
2	Peterborough Airfield – Proposed Planning Scheme Amendment
3	Hot Topics: <i>Draft EMV Community Report, GOR Authority, Bookaar Solar Farm, Planning Matter, Ordinary Returns, Flouridation, Native Title Claim, Port Campbell Footbridge, Camperdown Botanic Gardens, Montarosa.</i>
4	Council Grants Programs 2019-2020
5	Councillor Items: <i>Skipton Toilets, Lismore Toilets, Signage – Places of last resort Lismore and Derrinallum, Tree Planting, Coghlan St Terang Repair, Disabled Parking, Manifold St Road Maintenance, Planning Matter, Nature Strip Hazards, Rural Councils Transformation Project, Rail Freight Alliance, Timboon Action Workshop, Timboon Hall, Victorian Show Society Event, Noorat Drop-in Session, NAIDOC, LG Bill 2019, Recreation Reserve Upgrades, Lismore Footpath Special Charge Scheme.</i>

Conflict(s) of Interest declared:

Cr Neil Trotter declared an indirect conflict of interest in Item 4 Council Grants Program 2019-2020

Cr Wayne Oakes declared an indirect conflict of interest in Item 4 Council Grants Program 2019-2020

Cr Ruth Gstrein declared an indirect conflict of interest in Item 4 Council Grants Program 2019-2020

Tammy Young declared a direct conflict of interest in Item 4 Council Grants Program 2019-2020

Councillor(s) left the meeting at: Specific details were not discussed so Councillors did not leave the meeting

Councillor Conflict of Interest Form(s) Completed: Yes

Meeting close: 2.08 pm

Note taker: David Rae

9.9 Great Ocean Road Regional Tourism Board Agreement 2019-2022

Author: Ian Gibb, Director Sustainable Development

File No: D16/359

Previous Council Reference: Nil

Declaration

Acting Chief Executive Officer – David Rae

In providing this advice to Council as the Acting Chief Executive Officer, I have no interests to disclose in this report.

Author - Ian Gibb

In providing this advice to Council as the Director Sustainable Development, I have no interests to disclose in this report.

Summary

To consider a new three year funding agreement between the Corangamite Shire Council and Great Ocean Road Regional Tourism Board (GORRTB), for the period 1 July 2019 to 30 June 2022.

Introduction

Great Ocean Road Regional Tourism Ltd (GORRT) was established in 2013 with the support and recognition of Tourism Victoria and the six local government councils of the south-west region to lead the development, marketing and management of tourism for the region.

Council is required to consider a Memorandum of Understanding (MOU) proposed by GORRT in relation to funding arrangements for the three year period 1 July 2019 to 30 June 2022.

Issues

GORRT was established to lead the development, marketing, advocacy and management of tourism for the Great Ocean Road region. It includes the local government areas of Surf Coast, Colac Otway, Corangamite, Warrnambool, Moyne, and Glenelg.

The existing three year funding agreement between GORRT and Councils ended on 30 June 2019. GORRT are seeking Council's commitment to a further three years of funding. The proposed MOU between GORRT Limited and the six municipalities is attached (Refer Attachment 1).

GORRT has approved a Strategic Business Plan 2019-2022 (Refer Attachment 2). This provides the overall framework for the activities of GORRT and is provided to Council for information. GORRT has also adopted an Annual Business Plan for 2019-2020 (Refer Attachment 3) which details the strategic planning, development, management, marketing and advocacy strategies and performance targets that have been established.

The MOU nominates five goals:

- (a) To increase the return from the visitor economy:
 - i. Create sustained growth in visitor numbers, length of stay, spend, dispersal and satisfaction
 - ii. Increase jobs in the visitor economy
 - iii. Support the growth and success of business owners investing in the visitor economy
 - iv. Introduce the region to visitors who may go on to consider living, learning or investing in the region
- (b) To conduct product and industry development to create compelling visitor experiences
- (c) To attract investment into world class products and experiences
- (d) To provide leadership and create productive partnerships, that raise the profile of the Visitor Economy among stakeholders, and
- (e) Advocate on behalf of stakeholders in the visitor economy.

The proposed agreement outlines the services and outputs that are to be delivered by GORRT in return for funding provided and scheduled by Council. GORRT will be responsible for the expenditure of the funding provided under the agreement, meeting the requirements and scheduled activities as detailed.

The MOU also provides for an annual funding contribution by Corangamite Shire to GORRT. This is set at \$70,134 plus GST and will be indexed annually for the agreement period.

The agreement proposes that GORRT will provide Council with:

- Six monthly progress reports and annual audited financial statements
- Regular statistical reports relating to the performance of the visitor economy of the Great Ocean Road
- On request, attend Council meetings to discuss visitor economy related issues and/or to provide updates on Business Plan and projects progress
- Councils will each nominate a Director to the Board of GORRT
- Board Minutes and relevant reports will be provided to Board Directors to facilitate reporting to Councils.

In addition, funding for specific projects may be considered on a case by case basis through the annual budget process.

Policy and Legislative Context

The agreement between GORRT and Council is consistent with the 2017-2021 Council Plan objectives:

Council will build strong and effective partnerships with key stakeholders including peak organisations and the State and Federal Governments.

Support and facilitate the development of the visitor economy.

Internal / External Consultation

Council officers have reviewed the MOU and no amendments are proposed. It is understood that all local governments within the Great Ocean Road region are broadly supportive of the new three year proposal by GORRT. It should also be noted that Cr Illingworth is a Council appointed member of the GORRT Board.

Financial and Resource Implications

Council in its 2019-2020 budget, has agreed an annual funding of \$70,134 plus GST. This will be paid in quarterly contributions on receipt of an invoice. The budget amount is consistent with the funding requested under the MOU.

Future funding allocations beyond 2019-2020, consistent with the MOU, will need to be provided through the annual budget process. Future allocations are reflected in Council's five year Strategic Resource Plan.

The Agreement provides that the annual indexation increase shall be the lesser of:

- CPI – being the Melbourne All Groups index as published by the ABS as at March each year; or
- The prescribed rate cap as advised by the Minister for local government under the "Fair Go Rates" legislation.

There are no other direct financial implications for Council. Any additional funding for specific projects or other service arrangements with GORRT are not impacted by the Agreement, and would be subject of the usual Council budget process.

Options

The options available to Council are to either:

1. Enter into the three (3) year MOU funding agreement as proposed by GORRT.
2. Decline to enter into the three (3) year MOU funding agreement with GORRT.

Conclusion

It is recommended that Council authorise the Acting Chief Executive Officer to enter into a Memorandum of Understanding between Corangamite Shire Council and the Great Ocean Road Regional Tourism Board, noting that the MOU Agreement will run for a three year term from 1 July 2019 to 30 June 2022.

RECOMMENDATION

That Council authorises the Acting Chief Executive Officer to enter into the Memorandum of Understanding between the Great Ocean Road Regional Tourism Board and Corangamite Shire for the period 1 July 2019 to 30 June 2022.

Attachments

1. GORRT Memorandum of Understanding - Under Separate Cover
2. GORRT Strategic Plan 2019-2022 - Under Separate Cover
3. GORRT Annual Business Plan 2019-2020 - Under Separate Cover

10. OTHER BUSINESS

11. OPEN FORUM

Members of the public are very welcome to make statements or ask questions relevant to Corangamite Shire at the Open Forum section of Council meetings.

To assist with the smooth running of the meeting, we ask that you raise a maximum of two items at a meeting and please follow this procedure:

1. Wait until the Mayor asks if there are any items in Open Forum and invites you to speak.
2. Stand if you are able and introduce yourself.
3. Speak for a maximum of five minutes.

We will undertake to answer as many questions as possible at a meeting and if we cannot answer a question at the meeting we will provide a written response no later than five working days after the Council meeting.

12. CONFIDENTIAL ITEMS

RECOMMENDATION

That pursuant to the provisions of Section 89(2) of the *Local Government Act* the meeting be closed to the public to enable consideration of the following reports as they relate to contractual matters and a matter which the Council considers would prejudice the Council or any person.

12.1 Consideration of Land Acquisition for Transfer Station