



# Council Meeting Agenda

**Bannockburn Shire Hall**

**Tuesday 25 July 2017, 4.00pm**

**Embargoed until 5pm on Friday 21 July 2017**

## **Our Vision**

*Golden Plains Shire offers a lifestyle and opportunities that foster social, economic and environmental wellbeing. In partnership with the community we will provide strong leadership, encourage sustainable development and ensure quality services, to continue to improve the quality of life of residents.*

## **Opening Prayer**

*Almighty God,  
Help us to undertake our duties impartially and honestly,  
in the best interests of the people of the Golden Plains Shire.  
We make this prayer through Jesus Christ Our Lord.  
Amen.*

## **Acknowledgement of Traditional Custodians**

*Council acknowledges the traditional Wadawurrung owners of this land. Council pays its respects to Wadawurrung Elders both past and present and extends that respect to all Aboriginal and Torres Strait Islander People who are part of Golden Plains Shire.*

## Code of Conduct Principles

### WORKING TOGETHER

We Councillors will:

- acknowledge and respect that a diversity of opinion exists among us;
- recognise that each of us has different life experience, knowledge and values, and that all of these contribute collectively to our discussions;
- behave with courtesy towards each other, Council officers and our citizens;
- conform to the policy and precedents that guide the conduct of meetings;
- attend punctually and participate in all relevant meetings, workshops and briefings;
- share reasonably in the representation, ceremonial and hosting tasks of the full Council; and
- honour the majority decisions made by the Council, irrespective of our own position, and explain these decisions frankly to the community, once made.

### BEHAVING WITH INTEGRITY

We Councillors will:

- identify our financial and personal interest, or potential interest, in any matter that comes before the Council;
- be honest and truthful;
- comply with laws and the regulations deriving there from;
- respect Council property and be frugal in its use, where allowed;
- avoid using our position for personal gain or to achieve advantage over others or to obtain preferential treatment;
- be sympathetic to the legitimate concerns of our citizens;
- act impartially when making decisions and have due regard to the needs of the community as a whole, rather than that of narrow vested interest; and
- acknowledge the role of Council officers in providing advice to us and in implementing Council decisions.

### MAKING COMPETENT DECISIONS

We Councillors will:

- without diminishing the short term focus, approach decisions with due regard to the long term needs of the municipality;
- form policies with regard to the needs of the entire Shire;
- direct our attentions to the strategic and statutory needs of the municipality rather than short term, transient, operational issues;
- seek to fully inform ourselves on the issues before Council before making a decision;
- take all reasonable steps to improve our knowledge of matters relevant to our municipal duties; and
- use and respect the professional knowledge of Council officers and other advisers to Council.

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## 1. PRESENT

Cr Des Phelan, Mayor  
Cr David Evans  
Cr Joanne Gilbert  
Cr Nathan Hansford  
Cr Helena Kirby  
Cr Les Rowe  
Cr Owen Sharkey

Rod Nicholls  
Greg Anders  
Jillian Evans  
Richard Trigg  
Mike Barrow  
Petra Neilson (Minutes)

Chief Executive Officer  
Director Assets & Amenity  
Director Community Services  
Director Corporate Services  
Manager Executive Unit  
Council Support Officer

**Gallery**

## 2. APOLOGIES

### **3. DECLARATIONS, MINUTES & ASSEMBLIES**

#### **3.1. DECLARATIONS OF INTEREST**

Councillors must disclose a conflict of interest in accordance with Section 79 of the *Local Government Act 1989*.

#### **3.2. CONFIRMATION OF MINUTES**

*Recommendation*

***That the Minutes of the Ordinary meeting of Council held 27 June 2017, as circulated, be confirmed.***

### 3.3. ASSEMBLIES OF COUNCILLORS

File: 02-03-004

#### 3.3.1 Council Briefing: Related Party Disclosure Council (27 June 2017)

Meeting type and name	Council Briefing: Related Party Disclosure Council
Meeting date and time	9.30am Tuesday 27 June 2017
Matters discussed	Related Party Disclosure
Councillor information	1. DELWP Fact Sheet 2. Accounting for Related Party disclosures 2017 3. Declaration form – sample 4. Memo
	Cr Des Phelan, Mayor Cr David Evans Cr Nathan Hansford Cr Helena Kirby Cr Les Rowe Cr Owen Sharkey
Apology	Cr Joanne Gilbert
Staff	Rod Nicholls, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Corporate Services Felicity Bolitho, Acting Manager Executive Unit Jason Clissold, Finance Manager Petra Neilson, Council Support Officer
Guests	Nil
Declarations of Interest	Nil

#### 3.3.2 Council Briefing: Tourism Greater Geelong & the Bellarine (27 June 2017)

Meeting type and name	Council Briefing: Tourism Greater Geelong & the Bellarine
Meeting date and time	10.30am Tuesday 27 June 2017
Matters discussed	Tourism Greater Geelong and the Bellarine
Councillor information	Geelong Advertiser article 1 June 2017, Moorabool Valley Taste Trail
	Cr Des Phelan, Mayor Cr David Evans Cr Joanne Gilbert Cr Nathan Hansford Cr Helena Kirby Cr Les Rowe Cr Owen Sharkey
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Corporate Services Felicity Bolitho, Acting Manager Executive Unit Jason Clissold, Finance Manager Petra Neilson, Council Support Officer
Guests	John Stevens, Chair Tourism Greater Geelong & the Bellarine Roger Grant, Executive Director Tourism Greater Geelong & the Bellarine
Declarations of Interest	Nil



### 3.3.3 Council Briefing: Agribusiness (27 June 2017)

Meeting type and name	Council Briefing: Agribusiness
Meeting date and time	1.00pm Tuesday 27 June 2017
Matters discussed	Regional Agribusiness
Councillor information	Nil
	Cr Des Phelan, Mayor Cr David Evans Cr Joanne Gilbert Cr Nathan Hansford Cr Helena Kirby Cr Les Rowe Cr Owen Sharkey
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Corporate Services Felicity Bolitho, Acting Manager Executive Unit Jason Clissold, Finance Manager Petra Neilson, Council Support Officer
Guests	Russell Coad, Chair G21 Agribusiness Forum Mark Kelly, Secretary, G21 Agribusiness Forum Andrew Young, Chair, Cultivate agribusiness
Declarations of Interest	Nil

### 3.3.4 Council Briefing: Community Satisfaction Survey (27 June 2017)

Meeting type and name	Council Briefing: Community Satisfaction Survey
Meeting date and time	2.00pm Tuesday 27 June 2017
Matters discussed	Community Satisfaction Survey
Councillor information	Community Satisfaction Survey 2017 Community Satisfaction Survey – Tailored Report
	Cr Des Phelan, Mayor Cr David Evans Cr Joanne Gilbert Cr Nathan Hansford Cr Helena Kirby Cr Les Rowe Cr Owen Sharkey
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Corporate Services Felicity Bolitho, Acting Manager Executive Unit Jason Clissold, Finance Manager Petra Neilson, Council Support Officer
Guests	Mark Zuker, Managing Director JWS Research
Declarations of Interest	Nil

***Recommendation***

***That Council notes the record of assemblies of Councillors:***

- 1. Council Briefing: Related Party Disclosure Council (27 June 2017)***
- 2. Council Briefing: Tourism Greater Geelong & the Bellarine (27 June 2017)***
- 3. Council Briefing: Agribusiness (27 June 2017)***
- 4. Council Briefing: Customer Satisfaction Survey (27 June 2017)***

### **3.4. ADVISORY COMMITTEES OF COUNCIL**

#### **3.4.1 Audit & Risk Committee Richard Trigg, Director Corporate Services**

File: 02-01-001

No meeting held.

#### **3.4.2 Confidential: Chief Executive Officer (CEO) Review Committee Cr Des Phelan, Chairperson**

File: 02-01-002

No meeting held.

## 4. REPORTS

### 4.1. KEY RESULT AREA – CITIZEN & CUSTOMER SERVICE

#### 4.1.1 Community Satisfaction Survey 2017

Directorate	Corporate Services
Unit	Executive Unit & Corporate Services
Senior Manager	Richard Trigg, Director Corporate Services
Responsible Manager	Claire Tehan, People and Culture Manager
Author	Claire Tehan, People and Culture Manager
File References	EDMS files: 05-03-001 and 34-02-001
Council Plan Link	To foster a culture across the organisation which addresses the needs of the community through communication and the provision of excellent customer service
Relevant Council Strategies	<ul style="list-style-type: none"> <li>▪ Customer Service Strategy</li> <li>▪ Community Engagement Strategy</li> </ul>
Relevant Policies & Legislative Frameworks	Nil
Attachments	1. Community Satisfaction Survey 2017

#### *Declarations of Interest: Councillors & Officers*

Richard Trigg: In providing this advice as the senior manager, I have no disclosable interests in this report.

Claire Tehan: In providing this advice as the responsible manager and author, I have no disclosable interests in this report.

#### *Purpose*

The purpose of this report is to convey the results of the 2017 Community Satisfaction Survey and consider how the results can be used to improve service provision.

#### *Background*

In February and March 2017, JWS Research on behalf of the Department of Environment, Land, Water and Planning conducted the annual Council Community Satisfaction Survey. This was the sixth survey undertaken in the revised format.

#### *Discussion*

Mark Zuker, Managing Director - Operations from JWS Research, provided a briefing to Council on 27 June 2017.

Mark Zuker has more than 25 years of experience in market research.

#### **Summary of Report**

The data was collected through 400 telephone surveys with respondents being a representative random sample of Golden Plains Shire residents aged 18 and over. In 2017, 68 Councils participated in the survey (2016 = 68).

Golden Plains Shire Council has been included in the Large Rural Council category since 2015.

The Community Satisfaction Survey 2017, shows that Council continues to perform below similar Councils in all core measures.

The overall performance index score of 49 for Golden Plains Shire Council is unchanged from 2016 and remains well below previous years (index scores of 54 in 2015, and 62 and above from 2012 to 2014). In summary:

- Positively, the downward trend in overall performance ratings has been halted.
- Golden Plains Shire Council's overall performance is significantly lower (at the 95% confidence interval) than the average rating for Large Rural councils and councils State-wide (index scores of 54 and 59 respectively).

Review of the core performance measures shows that Council's performance on five of the seven measures has either increased or remained stable compared to Council's own results in 2016. The exceptions are the **condition of sealed roads** and **customer service** where ratings have declined in the past year. In the case of sealed roads, this is a *significant decline*.

On all measures, Golden Plains Shire Council's 2017 performance ratings are *significantly lower* than the Large Rural and State-wide group averages. The largest gap with each group is:

- Council is 15 index points behind the State-wide average on sealed local roads.
- Council is 7 index points behind the group average on overall council direction.

Making community decisions is the one area where Council performance is *significantly better* than previous results for Council (index score of 48, up 4 index points from 2016).

- A key factor in this increase since last year are *significantly more favourable* ratings among women, adults aged 35 to 49 and 65+ years, and residents in the South.

Council performance has *improved slightly* in the past year on *overall council direction* (index score of 45, up 4 index points from 2016). Current ratings are not at the levels seen in 2014 and earlier (index scores of 53 and above). Nevertheless, the downward trend that was evident from 2013 to 2016 has abated. Contributing to this change are *significantly more favourable* ratings among adults aged 35 to 49 years and residents in the South.

Golden Plains Shire Council performs best in the area of **customer service** (index score of 61).

In the Strategic Indicator categories Council scored lower than the State-wide and Large Rural Shires median scores in all categories.

	State-wide comparison	Large Rural Shire comparison
<b>Overall performance</b>	GPS scored lower	GPS scored lower
<b>Community consultation</b>	GPS scored lower	GPS scored lower
<b>Advocacy</b>	GPS scored lower	GPS scored lower
<b>Customer service</b>	GPS scored lower	GPS scored lower
<b>Overall Council direction</b>	GPS scored lower	GPS scored lower

The key recommendations made by Mark Zuker during his briefing to Council included:

- 50-64 year old cohort dissatisfaction levels – Council could consider developing and implementing an engagement and communication strategy focussed on this group.
- Sealed roads dissatisfaction – Let the community know what advocacy and lobbying is being undertaken to address the VicRoads roads; communication about road maintenance programs and plans so that citizens understand what is planned to happen; include a tailored question next year which will identify which roads are of most concern.

### *Community Engagement*

The survey results were obtained by telephone contact (including mobile phone) to 400 residents of the Shire.

### *Financial & Risk Management Implications*

It is considered that there are no financial implications at this time; however future decisions in responding to the survey conclusions will need to be considered when developing the Council Plan and the Strategic Resource Plan and consequently may impact on future budgets.

### *Economic, Social & Environmental Implications*

It is considered that there are no economic, social or environmental implications.

### *Communications*

A summary of the results will be included in Council's Annual Report, and a full report will be posted to Council's web site. A summary of the survey results, acknowledging the community's feedback will be included in the Gazette.

### *Conclusion*

A review of the core performance measures shows that Council's performance on five of the seven measures has either increased or remained stable compared to Council's own results in 2016. The exceptions are the **condition of sealed roads** and **customer service** where ratings have declined in the past year. In the case of sealed roads, this is a *significant decline*.

In summary:

- Positively, the downward trend in overall performance ratings has been halted.
- Golden Plains Shire Council's overall performance is significantly lower (at the 95% confidence interval) than the average rating for Large Rural councils and councils State-wide (index scores of 54 and 59 respectively).

### *Recommendation*

#### **That Council:**

- 1. Notes the 2017 Community Satisfaction Survey report;**
- 2. Publishes the report on Council's web site and provides a summary in the Gazette; and**
- 3. Reviews the targeted questions for the next survey.**

## 4.2. **KEY RESULT AREA – CIVIC LEADERSHIP**

### 4.2.1 **Review of Council Policies (a) 4.10: Mobile Devices in the Council Chamber and (b) 4.12: Use of Customer Service Centres.**

Directorate	Corporate Services
Unit	Corporate Services
Senior Manager	Richard Trigg, Director Corporate Services
Responsible Manager	Richard Trigg, Director Corporate Services
Author	Richard Trigg, Director Corporate Services
File References	EDMS File: 34-03-001 and 02-03-005
Council Plan Link	Nil
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	Council Policy Manual
Attachments	2. Council Policy 4.10 Mobile Devices in the Council Chamber 3. Council Policy 4.12 Use of Customer Service Centres

#### ***Declarations of Interest: Councillors & Officers***

Richard Trigg, Director Corporate Services: In providing this advice as the senior manager, responsible manager and author, I have disclosable interests in this report.

#### ***Purpose***

The purpose of this report is to review and adopt Council Policy 4.10: Mobile Devices in the Council Chamber and Council Policy 4.12: Use of Customer Service Centres.

#### ***Background***

Policy 4.10 – first adopted in 2003 and last reviewed in 2013.

Policy 4.12 – first adopted in 1996 and last reviewed in 2012.

#### ***Discussion***

Policy 4.10 – This is a short policy that outlines the appropriate use of mobile devices in the Council Chamber to avoid disruption to the meeting.

The policy has served Council well in the past and there does not seem to be any reason to alter it. It is worth noting that the policy makes reference to positioning phones to ensure any vibration capability does not disrupt the Chamber.

Policy 4.12 – This policy indicates Council's support for local groups to maximise the hiring of community and recreational halls to the community and restricting Council customer service centres to Council functions.

The policy has served Council well in the past and there does not seem to be any reason to alter it.

#### ***Community Engagement***

A formal consultation process is not required.

#### ***Financial & Risk Management Implications***

It is considered that there are no financial or risk management implications.

*Economic, Social & Environmental Implications*

It is considered there are no economic, social and environmental implications.

*Communications*

It is considered that a communication plan is not required.

*Conclusion*

As there are no proposed changes to these policies, Council should adopt Council Policy 4.10 and Policy 4.12, which will be reviewed again in 5 years unless there is a need to amend earlier.

*Recommendation*

***That Council adopts Council Policy 4.10: Mobile Devices in the Council Chamber and Council Policy 4.12: Use of Customer Service Centres as presented.***



#### 4.2.2 Review of Delegation – Council to Council Staff – Section 98 Local Government Act 1989 (as amended)

Department	Corporate Services
Unit	Corporate Services
Senior Manager	Richard Trigg, Director Corporate Services
Responsible Manager	Richard Trigg, Director Corporate Services
Author	Richard Trigg, Director Corporate Services
File References	EDMS file: 02-04-001
Council Plan Link	
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	Local Government Act 1989
Attachments	4. Instrument of Delegation – Council to Council Staff with changes marked

#### ***Declarations of Interest: Councillors & Officers***

Richard Trigg: In providing this advice as the senior manager, responsible manager and author I have no disclosable interests in this report.

#### ***Purpose***

The purpose of this report is to update the Delegation from Council to Council Staff.

#### ***Background***

Under the *Local Government Act 1989*, a Council must review its delegations regularly to ensure they are current.

The delegation from Council to Council Staff relates to various Acts and Regulations (or specific parts of those Acts or Regulations) which contain a specific power of delegation.

Following recent updates received from Maddocks Lawyers, this delegation needs to be amended and a review has been undertaken.

#### ***Discussion***

Maddocks Lawyers have provided the most recent updates for the Authorisations and Delegations which make revision of the previous delegations necessary.

As there are no cemeteries which Golden Plains Shire Council is responsible for, this section is irrelevant and therefore not delegated.

The new change to the delegation is:

1. The addition of s224 (8) of the *Planning and Environment Act 1987* being the duty to provide information requested by Growth Areas Authority under s.201UAB(1) not yet provided to Growth Areas Authority to Victorian Planning Authority

#### ***Community Engagement***

A formal consultation process is not required.

#### ***Financial & Risk Management Implications***

It is considered that there are no financial implications.

*Economic, Social and Environmental Implications*

It is considered that there are no environmental implications.

*Communications*

It is considered that a communication plan is not required.

*Conclusion*

To ensure the delegations remain current, the recent update from Maddocks Lawyers should be incorporated into the document.

*Recommendation*

**That Council:**

***In the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached Instrument of Delegation to Council staff and schedule, Golden Plains Shire Council (Council) RESOLVE THAT –***

- 1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.***
- 2. The instrument comes into force immediately the common seal of Council is affixed to the instrument and remains in force until Council resolves to vary or revoke it.***
- 3. On the coming into force of the instrument, all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.***
- 4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.***

#### 4.2.3 Council Plan 2013-2017 Implementation – Quarterly Report

Department	Corporate Services
Unit	Corporate Services
Senior Manager	Richard Trigg, Director Corporate Services
Responsible Manager	Richard Trigg, Director Corporate Services
Author	Richard Trigg, Director Corporate Services
File References	EDMS file: 01-01-002
Council Plan Link	Council Plan 2013-2017
Relevant Council Strategies	<ul style="list-style-type: none"> <li>▪ Customer Services Strategy</li> <li>▪ Communications and Marketing Strategy</li> <li>▪ Emergency Management Plan</li> <li>▪ Healthy Ageing Action Plan</li> <li>▪ Arts Strategy</li> <li>▪ Town Place Plans</li> <li>▪ Recreation Strategy</li> <li>▪ Road Strategy</li> <li>▪ Asset Management Strategy</li> </ul>
Relevant Policies & Legislative Frameworks	
Attachments	<p>Council Plan 2015-16 Actions Quarterly Report for June 2017:</p> <p>5a KRA – Citizen &amp; Customer Service                      5b KRA – Civic Leadership                      5c KRA – Economic Development                      5d KRA – Environment &amp; Land Use Planning                      5e KRA – Financial Management                      5f KRA – Human Support Services                      5g KRA – Recreation &amp; Community Development                      5h KRA - Roads &amp; Streets Infrastructure                      5i KRA – Waste Management</p>

#### *Declarations of Interest: Councillors & Officers*

Richard Trigg: In providing this advice as the senior manager, responsible manager and author, I have no disclosable interests in this report.

#### *Purpose*

The purpose of this report is to update Council on the progress made in completing the 2016-17 actions to finalise the Council Plan 2013-2017.

#### *Background*

The Council Plan 2013-2017 contains of 97 actions framed around 9 Key Result Areas. This is the final quarterly report to Council regarding implementation of the Plan for 2016-17. Council's management team has established an implementation timetable and monitor the organisation's progress of the Plan on a monthly basis, to ensure that all of the actions set by Council are achieved by the end of the financial year. These Actions are completed over 12 months with the report being provided in the allocated quarter each year. This is to ensure that the Actions are progressed over the 12 months and that all Actions are not due at the same time, to establish a smooth transition of all tasks. Each of the actions is numbered for ease of reference.

### Discussion

The following table indicates the quarter the actions are to be finalised (●) and the quarter they are completed and reported on to Council is shown by a tick (✓).

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
1.1.2.03	1. Regularly consult with communities				✓
1.1.3.01	2. Provide high quality point of contact customer service at Customer Service Centres by telephone and manage requests effectively				✓
1.1.2.01	3. Provide tailored and targeted communications and marketing actions aligned to the requirements and expectations of Shire residents, businesses and internal stakeholders				✓
1.7.2.02	4. Implement volunteer support programs				✓
1.1.2.05	5. Develop an Advocacy and Lobbying Plan to advocate on behalf of the community with Members of Parliament and other key stakeholders	✓			
1.2.1.05	6. Implement Council's obligations within the Bushfires Royal Commission's recommendations				✓
1.2.2.05	7. Secure Representation on Federal, State, regional and local government bodies			✓	
1.2.2.07	8. Promote support to Council including professional development opportunities				✓
1.2.2.01	9. Facilitate and support community celebrations of important national events and days				✓
1.2.2.03	10. Consider community plan priorities when conducting Council planning activities and community grant allocation			✓	
1.2.1.09	11. Advocate and lobby for Bannockburn Emergency Services Precinct			✓	
1.2.1.11	12. Advocate and lobby for Municipal Emergency Resourcing Program			✓	
1.3.1.05	13. Continue to develop the Golden Plains Food Production Precinct				✓
1.3.1.05	14. Facilitate natural gas connection to townships				✓
1.3.1.05	15. Attract investment in the Gheringhap Employment Precinct				✓
1.3.1.05	16. Facilitate development of Lethbridge Airport				✓
1.3.1.05	17. Facilitate Bannockburn Plaza redevelopment				✓
1.3.1.05	18. Facilitate development of Bannockburn Civic Heart				✓
1.3.1.05	19. Investigate the opportunity for the development of the aged care industry				✓
1.3.1.05	20. Further develop and enhance the Golden Plains Farmers' Market				✓
1.1.2.01	21. Partner with Arts & Culture in the development of the Golden Plains Arts Trail				✓

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
1.1.2.01	22. Provide facilitation support for community/township events				✓
1.1.2.01	23. Provide local small businesses with information on and access to business support services				✓
1.3.1.15	24. Advocate and lobby for improved high speed broadband	✓			
1.3.1.16	25. Advocate and lobby for improved mobile phone coverage	✓			
1.3.3.03	26. Advocate and lobby for industrial development in the north west of the Shire			✓	
1.3.1.17	27. Advocate and lobby for major infrastructure project funding				✓
1.3.1.18	28. Advocate and lobby for recognition and funding for Greater Geelong and Bellarine tourism region				✓
1.4.3.05	29. Review the Greenhouse Action Plan			✓	
1.4.1.10	30. Participate in State Government's Peri Urban Group of Rural Councils			✓	
1.4.1.02	31. Participate in Regional Land Use Planning Groups	✓			
1.4.1.09	32. Promote Council's Heritage Advisory Service			✓	
1.4.3.02	33. Develop and implement a new Domestic Waste Water Management Plan			✓	
1.4.1.14	34. Undertake compliance and enforcement for the Planning Scheme, Local Laws and Animal Control, and Swimming Pools			✓	
1.4.1.02	35. Develop a comprehensive Settlement Strategy for the north of the Shire		✓		
1.4.1.16	36. Advocate and lobby for protection of viable agricultural land for farming purposes		✓		
1.5.1.01	37. Acquire property within the municipality for future development				✓
1.5.1.09	38. Invest surplus funds to maximise return and minimise risk				✓
1.5.1.05	39. Maintain accurate property and valuation records, including supplementary valuations			✓	
1.5.1.11	40. Preparation and auditing of financial statements	✓			
1.5.1.12	41. Implement Council's Procurement Policy and Procurement Strategy to ensure best value outcomes for the Shire				✓
1.5.1.13	42. Advocate and lobby for resources for a developing municipality				✓
1.5.1.04	43. Advocate and lobby for equitable share of Federal and State taxes			✓	
1.5.1.14	44. Advocate and lobby for minimising cost shifting by Federal and State Governments			✓	
1.5.1.08	45. Advocate and lobby for minimising the effects of the defined benefits scheme				✓
1.6.1.09	46. Facilitate the development of a network of community health providers				✓
1.6.1.12	47. Facilitate the Health Planning Network in Golden Plains Shire				✓
1.6.1.03	48. Establish services at the Meredith Early Learning Centre		✓		

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
1.6.1.17	49. Complete Stage 2 development of the Smythesdale Well		✓		
1.6.1.03	50. Manage the planning and delivery of Council's Kindergarten, Long Day Care, Family Day Care and Occasional Child Care services		✓		
1.6.1.03	51. Provide enhanced Maternal and Child Health home visiting services for families who are isolated or at risk		✓		
1.6.1.03	52. Provide support and advice to local Playgroups, including the 'Playgroup Plus' health promotion program		✓		
1.6.1.03	53. Enhance the service planning and deliver relationships with district nursing, community health and disability service providers in Ballarat and Geelong		✓		
1.6.1.19	54. Undertake emergency relief and recovery services as necessary				✓
1.6.1.18	55. Provide a range of Home and Community Care Services to older residents and people with disabilities to enable them to remain in their own homes				✓
1.6.1.18	56. Continue to provide community transport through a network of volunteer drivers				✓
1.6.1.08	57. Advocate and lobby for public transport needs in the Shire				✓
1.6.1.01	58. Advocate and lobby for co-location of schools with community facilities			✓	
1.6.1.14	59. Advocate and lobby for health and community services needs				✓
1.6.1.15	60. Advocate and lobby for secondary and post compulsory education and support provision	✓			
1.6.1.20	61. Advocate and lobby for continuation of Federal funding for universal access to 15 hours of kindergarten	✓			
1.7.1.01	62. Implement Community Grants program			✓	
1.7.1.09	63. Develop Northern Equestrian Centre as a state centre			✓	
1.7.1.08	64. Review volunteer committees including S86 Committees of Management			✓	
1.7.2.03	65. Facilitate development of Bannockburn Civic Heart community and recreation facilities			✓	
1.7.2.01	66. Facilitate the development of Community Plans in towns across the Shire, including Bannockburn				✓
1.7.2.01	67. Provide seed funding for the implementation of local projects identified in community plans				✓
1.7.2.05	68. Develop volunteer policies, procedures, newsletters and promotional material to encourage recruitment and retention of volunteers				✓
1.7.2.01	69. Establish an online community portal to increase community participation and capacity				✓

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
1.7.1.04	70. Support the development of young people in the Shire		✓		
1.7.1.06	71. Deliver the annual Arts Trail event				✓
1.7.4.01	72. Participate in the management of the Geelong Regional Library Corporation			✓	
1.7.5.01	73. Improve organisational community engagement processes				✓
1.7.1.10	74. Advocate and lobby for regional youth service providers to service the Golden Plains Shire			✓	
1.7.4.02	75. Advocate and lobby for increased funding for library services			✓	
1.7.2.04	76. Advocate and lobby for increased funding for recreation and community infrastructure development			✓	
1.8.2.19	77. Advocate for continuation of the Regional TIRES (Timber Impacted Roads Evaluation Study) funding program	✓			
1.8.2.07	78. Participate in regional roads groups		✓		
1.8.1.01	79. Implement bridge replacement program		✓		
1.8.2.23	80. Support the Development of the Ballarat Western Link project	✓			
1.8.1.02	81. Implement routine pavement maintenance, patching and resealing for the sealed road network				✓
1.8.1.02	82. Implement cyclical re-sheeting and routing maintenance grading of gravel roads				✓
1.8.1.02	83. Implement bridge and culvert reconstruction, replacement or maintenance				✓
1.8.1.03	84. Implement maintenance of drainage systems			✓	
1.8.1.02	85. Implement maintenance on all footpaths and join-use paths located on road reserves with constructed roads				✓
1.8.1.03	86. Implement restoration program for Council utilised gravel pits and former landfill sites			✓	
1.8.1.04	87. Support small township restoration and development through safety clearing of road side trees, maintenance of avenues of honour, streetscape beautification tree planting, grass mowing and parks and reserves maintenance				✓
1.8.1.02	88. Implement maintenance of Ballarat-Skipton Rail Trail				✓
1.8.2.24	89. Advocate and lobby for Regional Transport Plans	✓			
1.8.2.15	90. Advocate and lobby for increased VicRoads expenditure on maintenance of the main road network	✓			
1.8.2.13	91. Advocate and lobby for duplication of Midland Highway between Geelong and Bannockburn	✓			
1.8.2.14	92. Advocate and lobby for duplication of the Glenelg Highway between Ballarat and Smythesdale	✓			

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
1.9.1.01	93. Implement a new garbage collection service that is highly focused on sustainability and recycling			✓	
1.9.1.01	94. Investigate opportunities for transfer stations within the Shire			✓	
1.9.2.05	95. Participate in the Regional Waste Management Group			✓	
1.9.2.01	96. Advocate and lobby for local projects funded by the State Landfill Levy			✓	
1.9.2.04	97. Advocate and lobby for Ballarat's Regional Landfill compliance with the planning scheme and EPA licences		✓		

A detailed explanation of actions can be obtained from Attachments 1a to 1i – Council Plan 2016 - 17 Actions Quarterly Report for June 2017.

### *Community Engagement*

A formal consultation process was not required.

### *Financial & Risk Management Implications*

It is considered that there are no financial or risk management implications.

### *Economic, Social and Environmental Implications*

It is considered that there are no economic, social or environmental implications.

### *Communications*

It is considered that a communication plan is not required.

### *Conclusion*

The implementation timetable adopted by officers is an effective monitoring method to enable Council to complete the 2016-17 actions, therefore finalising the 2013-2017 Plan.

### *Recommendation*

***That Council note the report and achievements attained in the implementation of the actions contained in the Council Plan 2013-2017.***



#### 4.3. **KEY RESULT AREA – ECONOMIC DEVELOPMENT**

No report.

#### 4.4. **KEY RESULT AREA – ENVIRONMENT & LAND USE PLANNING**

##### 4.4.1 **Planning application P16-338 for a dwelling at Crown Allotment 36 Taylor Road, Meredith**

Directorate	Assets and Amenity
Unit	Development
Senior Manager	Greg Anders, Director Assets and Amenity
Responsible Manager	Tim Waller, Development Manager
Responsible Team Leader	Sarah Fisher, Planning Team Leader
Author	Peter O'Brien, Town Planner
File References	Planning Application P16-338
Relevant Policies & Legislative Frameworks	Golden Plains Planning Scheme
Proposal Summary	Dwelling
Land Address	Crown Allotment 36 Parish of Meredith (Taylor Road, Meredith)
Applicant	Thanh Thai
Zone & Overlay Summary	<ul style="list-style-type: none"> <li>▪ Farming Zone (FZ)</li> <li>▪ Part Environmental Significance Overlay – Schedule 3 (ESO3)</li> <li>▪ Part Land Subject to Inundation Overlay (LSIO)</li> </ul>
Attachments	<ul style="list-style-type: none"> <li>6. P16-338 Copy of application and plans</li> <li>7. P16-338 Locality map</li> </ul>

##### ***Declarations of Interest: Councillors & Officers***

Greg Anders: In providing this advice as the senior manager, I have no disclosable interests in this report.

Tim Waller: In providing this advice as the responsible manager, I have no disclosable interests in this report.

Sarah Fisher: In providing this advice as the responsible team leader, I have no disclosable interests in this report.

Peter O'Brien: In providing this advice as the author, I have no disclosable interests in this report.

##### ***Purpose***

This report relates to a planning permit application for a dwelling at Crown Allotment 36 Taylor Road, Meredith. The application has been referred to the Council Meeting for determination because Council officers' consider that the application does not satisfy the provisions of the planning scheme and should be refused.

##### ***Proposal***

The application proposes the use and development of the land for a dwelling (refer to Attachment 6 – copy of application and plans). The dwelling is proposed to be located at the front of the property with a setback distance of 30m from the Taylor Road boundary and 87m from the north-western property boundary. The proposed dwelling is a single storey residence containing three bedrooms, living and meals areas, and amenities. The external materials of the dwelling consist of weatherboard walls and colourbond roofing.

The report submitted with the application states that the owner wishes to reside on the property in order to save transportation costs, enjoy a country lifestyle and establish an olive farm. The proposed olive farm will consist of between 6,000 to 6,500 trees. No information was submitted with the application regarding the capacity of the land to sustain the proposed olive farm, including whether the soil and climatic conditions are appropriate.

### ***Site Description***

The subject land is situated on Taylor Road, Meredith and is formally described as Crown Allotment 36 Parish of Meredith. The site is located in a farming area approximately 500 metres south of the Meredith township boundary (refer to Attachment 7 – locality map). The total area of the site is approximately 9.2 hectares. The site is vacant and contains existing sheds and two dams. The site runs longways between Taylor Road and Coolebarghurk Creek which forms the rear boundary. The site is generally flat however the rear of the site falls to the creek. The land is mostly cleared with and contains pasture. Access to the site is from Taylor Road which is an all-weather gravel road managed by Council. The surrounding area is predominately used for farming purposes with the exception of dwellings on the two adjoining lots.

### ***History***

The application was received by Council on 19 December 2016 and a preliminary assessment of the application was undertaken. There are no referral authorities specified in the planning scheme for an application of this type.

### ***Communications***

Notice of the application was given in accordance with Section 52(1)(a) and (d) of the *Planning and Environment Act 1987*. Notice was sent by mail to 4 neighbouring owners and occupiers. There were no objections received to the application.

### ***Golden Plains Planning Scheme***

#### **State Planning Policy Framework (SPPF)**

##### Clause 11.07-2 Peri-urban areas

The policy for Peri-urban areas (Clause 11.07-2) seeks to manage growth in peri-urban areas to protect and enhance their identified valued attributes such as landscapes and agricultural activities. This policy includes strategies to strengthen and enhance the character and identities of towns, prevent dispersed settlement and establish growth boundaries for peri-urban towns to avoid urban sprawl and protect agricultural land and environmental assets.

##### Clause 11.08 Central Highlands

The policy for agricultural productivity (Clause 11.08-8) aims to support long-term agricultural productivity by identifying land for primary production and protecting key agricultural assets from incompatible uses. The Central Highlands Regional Growth Plan (Clause 11.08-10) identifies the site within a designated broad acre cropping and grazing area.

##### Clause 14.01-1 Protection of agricultural land

The objective of this policy is to protect productive farmland which is of strategic significance in the local or regional context. The policy seeks to ensure that the State's agricultural base is protected from the unplanned loss of productive agricultural land and limit new housing development in rural areas by directing housing growth into existing settlements and discouraging development of isolated small lots in the rural zones from use for single dwellings. Factors to be considered for a proposal to develop agricultural land include the impacts of the proposed development on the continuation of primary production on adjacent land, with particular regard to land values.

## Clause 16.02-1 Rural residential development

This policy aims to identify land suitable for rural residential development to avoid or significantly reduce adverse economic, social and environmental impacts. This is to be achieved in part by discouraging development of isolated small lots in rural zones from use for rural living or other incompatible uses, minimising or avoiding property servicing costs carried by local and State governments and by encouraging consolidation of existing isolated small lots in rural zones.

## Local Planning Policy Framework (LPPF)

### Clause 21 Municipal Strategic Statement (MSS)

According to the Municipal Profile (Clause 21.01) the main use of land in the shire is for primary production including grazing and broad acre cropping. Agricultural industries generate approximately \$44 million worth of product and 14% of the workforce is employed in primary industry.

Clause 21.01-7 identifies managing residential growth, economic growth and maintaining and encouraging viable agricultural industries as major issues affecting the Shire's land use planning and development. The policy states that the Shire contains a relatively large number of small townships and that Council seeks to focus residential development within the boundaries of these townships. It is recognised that there is pressure for development outside these townships particularly for hobby farm development therefore the urban-rural interface needs to be managed appropriately. The policy also recognises that the Shire relies on the strength of its grazing and cropping industries as its economic base therefore it is vitally important to maintain a viable agricultural sector.

The vision for the Shire contained in Clause 21.02 includes, among other things, recognising a prosperous agricultural industry. This will be achieved in part by focusing urban development into existing townships, sustainable management and protection of natural resources, facilitating productive agricultural activities, and protecting rural areas.

Town structure plans have been prepared for most settlements and establish a basis for future strategic planning decisions in each town. The Meredith Structure Plan, which is a reference document to the planning scheme, encourages infill residential development and strategically planned new development. The Structure Plan seeks to protect residential amenity as well as the ongoing farming activities of the surrounding district. This will be achieved by providing a strong town boundary to ensure an appropriate buffer between residential and farming activities. The subject land is located approximately 500 metres south of the township boundary shown on the Structure Plan (Figure 21.02-2H).

The Settlement policy (Clause 21.03) states that the Shire is characterised by a number of small towns located in the midst of productive agricultural areas and the maintenance of a clear distinction between urban and rural areas is essential to continued agriculture. The policy contains strategies which seek to direct residential development to township areas provided with water, sewerage and social infrastructure, establish an urban edge to all settlements by using zoning to provide a clear urban growth boundary, and protect land in agricultural production from adjoining uses and development inconsistent with normal farming practices.

The Agriculture policy (Clause 21.05-2) emphasises the economic importance of agricultural industries to the Shire however this is potentially threatened by the fragmentation of land for non-agricultural purposes, including rural residential development and conflict between sensitive uses and agricultural practices. The policy aims to ensure that agricultural land is protected and used as an economically valuable resource and to maintain farm size to allow for viable agriculture. This will be achieved by ensuring that the use and development of rural land is both compatible and complementary to agricultural activities and by avoiding the fragmentation of land for non-agricultural purposes, including rural residential development.

## Rural land use strategy

The Golden Plains Rural Land Use Strategy was adopted by Council in 2008 and is a reference document to the planning scheme. The strategy is designed to guide future land use and development across the Shire's rural areas. The strategy recognises the existence of inappropriate subdivisions containing small lots located in broad acre farming areas. These areas have limited access to social and physical infrastructure that would be required for residential development. The strategy states that although these lots can be sold individually no provision should be made for their development. The strategy recognises that the loss of agricultural land through conversion of land to rural living is a significant issue and that these changes have caused the inflation of rural land values thereby preventing farmers from purchasing land for agriculture.

## Zone and overlay provisions

### Farming Zone

The site and surrounding area is in a Farming Zone. The purpose of the Farming Zone is, among other things, to provide for the use of land for agriculture, to encourage the retention of productive agricultural land and to ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture. The schedule to the Farming Zone specifies that a permit is required for a dwelling where the lot area is less than 100 hectares.

Before deciding on an application Council must consider, among other things, the decision guidelines for dwellings which are as follows:

- Whether the dwelling will result in the loss or fragmentation of productive agricultural land.
- Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.
- Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.
- The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.

### Environmental Significance Overlay – Schedule 3 and Land Subject to Inundation Overlay

The site is partly affected by an Environmental Significance Overlay – Schedule 3 (ESO3) and Land Subject to Inundation Overlay (LSIO) however the proposed dwelling is not located within these overlays. Therefore a permit is not required under these overlays and the provisions of these overlays do not apply.

## General provisions

The decision guidelines contained in Clause 65 of the planning scheme require Council to consider the following matters, as appropriate:

- The matters set out in Section 60 of the Act.
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

### *Discussion*

The proposed dwelling is not considered to satisfy the relevant policies and decision guidelines contained within the Golden Plains Planning Scheme. An assessment against the relevant provisions of the planning scheme is provided as follows:

#### **State and local planning policies**

The State and Local Planning Policy Frameworks and Rural Land Use Strategy recognise the importance of agriculture to State and local economies and aim to avoid the loss of productive agricultural land. The policies referred to in this report seek to direct residential development to existing townships and discourage the development of isolated small lots in rural areas for single dwellings. Residential development should be contained within existing townships to avoid conflict between agricultural and non-agricultural uses and maximise use of existing infrastructure. The subject land is located outside the Meredith township boundary and any residential development in this area will further increase servicing costs to Council including physical services such as road maintenance and garbage collection. The approval of this application would also set an undesirable precedent which may lead to the development of other small lots in the surrounding area and result in the loss of valuable farmland.

#### **Farming Zone**

The decision guidelines of the Farming Zone sets out the matters that must be considered before deciding on an application for a dwelling. The matters relevant to this application are addressed as follows:

#### **Whether the dwelling will result in the loss or fragmentation of productive agricultural land.**

The planning scheme seeks to maintain viable farm sizes and sets a minimum lot size of 100 hectares in the Farming Zone. The subject land has an area of only 9.2 hectares and based on the proposed agricultural activities the need for a dwelling is questionable. The application provides no information to demonstrate that the subject land has the capacity to sustain the proposed olive farm or whether an olive farm is a viable proposal. Furthermore the application does not reasonably explain why the owner would need to reside on the property on a permanent basis in order to manage the proposed olive farm. It is inevitable that due to the unviable size of the lot that the land will at some stage be used for rural residential purposes or become a hobby farm which will mean that the land will be lost for productive agricultural purposes.

#### **Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.**

The use of the land for a dwelling is considered to be inappropriate because it is inconsistent with agricultural uses in the surrounding area and may result in land use conflicts that constrain 'as of right' agricultural uses on nearby land. With the exception of the two adjoining lots which contain dwellings, the surrounding area contains larger farming properties which are used for agricultural activities such as broad acre cropping and grazing. The use of the land for a dwelling has the potential to result in conflicts with nearby agricultural uses and hinder existing farming operations.

#### **The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.**

The site is one of many similar small lots located in the surrounding farming area. In the Taylor Road area to the south-east of the Meredith township boundary there are approximately a dozen small lots and only two of these lots contain dwellings. Most of the small vacant lots are contained in larger farming parcels however the lots could be individually sold and developed. The approval of a dwelling on such a small lot would set an undesirable precedent which would lead to pressure for residential development of surrounding small lots, the inflation of land values preventing farmers purchasing land for agriculture and resulting in the loss of productive agricultural land. The development of dwellings to the south of Meredith may also encroach into areas containing existing poultry farms and the Food Production Precinct which is identified for intensive agriculture.

#### ***Cultural Heritage Implications***

It is considered there are no cultural heritage implications.

### *Financial & Risk Management Implications*

It is considered that there are no financial or risk management implications.

### *Economic, Social & Environmental Implications*

It is considered that there are no economic, social or environmental implications.

### *Conclusion*

The application is not considered to satisfy the provisions of the planning scheme including State and Local Planning Policies relating to Agriculture, the Rural Land Use Strategy and the decision guidelines of the Farming Zone. The use of the land for a dwelling has the potential to lead to a proliferation of dwellings in the area, affect the operation of nearby agricultural uses and result in the loss of productive agricultural land. It is therefore recommended that the application be refused.

### *Recommendation*

***That Council resolves to issue a Notice of Decision to Refuse to Grant a Permit for the use and development of a dwelling at Crown Allotment 36 Taylor Road, Meredith for the following reasons:***

- 1. The proposal is inconsistent with the State Planning Policy Framework (Clauses 11.07-2, 11.08, 14.01-1 & 16.02-1) which aims to protect productive agricultural land and minimise or avoid property servicing costs carried by local and State governments by directing housing to existing settlements and discouraging the development of small lots in rural areas for dwellings.***
- 2. The proposal is contrary to the Local Planning Policy Framework in particular Clauses 21.02 (Meredith Structure Plan), 21.03, 21.05-2 and the Rural Land Use Strategy which seek to protect agricultural land, by discouraging use and development that is inconsistent with agricultural activities and by containing residential development within existing town boundaries.***
- 3. The proposal does not satisfy the provisions of the Farming Zone, because it does not adequately justify the need for a dwelling based on the agricultural activities proposed to be conducted on the land and has the potential to lead to a proliferation of dwellings in the area, affect the operation of nearby agricultural uses and result in the loss of productive agricultural land.***

#### 4.4.2 Planning Application P16-331; Development of the Land for Telecommunications Facility, at 2699 Midland Highway, Lethbridge

Directorate	Assets and Amenity
Unit	Development
Senior Manager	Greg Anders, Director Assets and Amenity
Responsible Manager	Tim Waller, Development Manager
Responsible Team Leader	Sarah Fisher, Planning Team Leader
Author	Leigh Page, Town Planner
File References	P16-331
Relevant Policies & Legislative Frameworks	Golden Plains Planning Scheme
Proposal Summary	The development of the land for a Telecommunications Facility
Land Address	2699 Midland Highway, Lethbridge; Crown Allotment 25, Township of Lethbridge, Parish of Wabdallah
Applicant	Aurecon
Zone & Overlay Summary	<ul style="list-style-type: none"> <li>▪ Township Zone</li> <li>▪ Development Plan Overlay 12</li> </ul>
Attachments	<ul style="list-style-type: none"> <li>8. P16-331 Application, Site and Elevation Plans</li> <li>9. P16-331 Locality Plan</li> <li>10. P16-331 Copy of Objections</li> </ul>

#### *Declarations of Interest: Councillors & Officers*

Greg Anders: In providing this advice as the senior manager, I have no disclosable interests in this report.

Tim Waller: In providing this advice as the responsible manager, I have no disclosable interests in this report.

Sarah Fisher: In providing this advice as the responsible team leader, I have no disclosable interests in this report.

Leigh Page: In providing this advice as the author, I have no disclosable interests in this report.

#### *Purpose*

This report relates to a planning permit application for the development of a telecommunications facility at 2699 Midland Highway, Lethbridge. The application has been referred to Council for determination as objections to the application have been received and no resolution found.

It is considered that the proposal fails to adequately respond to sections of the Telecommunications Code of Practice and in particular Principle 1 of the code which relates to visual amenity. This report provides a background to the application, a summary of the relevant planning considerations and an officer recommendation.

#### *Proposal*

The application proposes the development of the land for a telecommunications facility (refer to attachment 8). The proposed facility is for the purpose of providing improved broadband services for Lethbridge and surrounds. The proposed development would involve the construction of 50 metre high lattice tower as well as associated outdoor cabinets which would be installed adjacent to the facility.

Access to the site is proposed to be from the existing driveway for the dwelling at 2699 Midland Highway, Lethbridge.



### *Site Description*

The facility is proposed to be located at the north east corner of 2699 Midland Highway, Lethbridge (refer to attachment 9). The land is not affected by any restrictive covenants. The development is proposed to be setback 2.3 metres from the front (Midland Highway) boundary. The land has a total area of approximately 8.1 hectares and contains an existing dwelling and associated outbuilding. The dwelling is accessed via the Midland Highway. There is existing established vegetation along the Midland Highway within the road reserve. These established trees appeared to be planted as opposed to remnant native vegetation features of the landscape.

### *History*

The application was received by Council on 14 December 2016 and a preliminary assessment of the application was undertaken. The application was referred to VicRoads for their information and comments relating to the proposal given the proximity to the Midland Highway. VicRoads have responded and advised that they do not have any in principle objection to the proposal.

There are no statutory referral authorities specified in the planning scheme for an application of this type.

### *Communications*

Notice of the application was given in accordance with Section 52 (1)(a) and (d) of the Planning and Environment Act 1987 (the Act). Notice was provided by mail to 8 adjoining and neighbouring owners and occupiers. Notice was also carried out by placing a sign on the site and by publishing a notice in the Geelong Advertiser.

### *Summary of Objections*

As a result of the public notice three objections were received (refer attachment 10). The objections relate to:

- Visual impact;
- How the proposal aligns with the Lethbridge Structure Plan;
- Health concerns;
- Lightning striking the tower; and
- Devaluation.

A consultation meeting was held on 29 March 2017 to attempt to address the objector's concerns and to determine if a resolution to the issues could be reached.

Discussion was held in relation to repositioning of the tower within the site to move it further away from the Midland Highway and existing residential development, as well as other potentially more suitable sites within Lethbridge. Despite lengthy discussion, at the consultation meeting, no agreements or resolutions were reached.

### *Golden Plains Planning Scheme*

#### **State Planning Policy Framework (SPPF)**

##### Clause 19.03-4 Telecommunications

The objective of this policy is to facilitate the orderly development, extension and maintenance of telecommunication infrastructure. The policy seeks to ensure that communications technology is widely accessible and meets the needs of business, domestic, entertainment and community services.

Planning should have regard to national implications of a telecommunications network and the need for consistency in infrastructure design and placement. Planning must consider the Code of Practice for Telecommunications Facilities in Victoria (Department of Sustainability and Environment, 2004).

## Local Planning Policy Framework (LPPF)

### Clause 21.02 Municipal Strategic Statement (MSS)

The vision for the Golden Plains Shire states that the Shire, in partnership with the community, and through its decisions and actions, will work for the sustainable development of the Shire based on, among other things, the efficient and environmentally sensitive provision of essential infrastructure.

### **Zone & Overlay Provisions**

The site is in a Township Zone and the Development Plan Overlay 12 applies the entire parcel. The purpose of the zone is provide for residential development and a range of commercial, industrial and other uses within small towns, as well as encouraging development that respects the neighbourhood character of the area.

No planning permit is required for the building works for the telecommunication facility under the Development Plan Overlay.

### **Particular Provisions**

#### Clause 52.19 Telecommunications facility

A permit is required under Clause 52.19 to construct a building or construct or carry out works for a telecommunications facility. The purpose of this Clause is, among other things, to ensure the application of consistent provisions for telecommunications facilities and to encourage the provision of telecommunication facilities with minimal impact on the amenity of the area.

Before deciding on an application the responsible authority is required to consider:

- The principles for the design, siting, construction and operation of a telecommunications facility set out in the Code of Practice for Telecommunications Facilities in Victoria.
- The effect of the proposal on adjacent land.

### General Provisions

The decision guidelines contained in Clause 65 of the planning scheme require Council to consider the following matters, as appropriate:

- The matters set out in Section 60 of the Act.
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The purpose of the zone, overlay or other provision.
- Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the amenity of the area.
- The proximity of the land to any public land.
- Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction.
- Whether native vegetation is to be or can be protected, planted or allowed to regenerate.
- The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.

### The Code of Practice for Telecommunications Facilities in Victoria (the Code)

The Code sets out guidelines for the design, siting, construction and operation of a telecommunications facility which a responsible authority must consider when deciding on an application for a planning permit. It is an aim of the Code, among other things, to encourage the provision of telecommunications facilities with minimal impact on the amenity of the area.

The Code sets out four principles for the design, siting, construction and operation of telecommunications facilities. These are:

- Principal 1 – A facility should be sited to minimise visual impact.
- Principal 2 – Facilities should be co-located wherever practical.
- Principal 3 – Health standards for exposure to radio emissions will be met.
- Principal 4 – Disturbance and risk relating to siting and construction should be minimised.

### *Discussion*

The application is considered to generally satisfy the provisions of the State Planning Policy Framework, the Local Planning Policy Framework, Township Zone (TZ), and Clause 65 of the Victoria Planning Provisions, with the exception of orderly planning as per Clause 65. Whilst it is understood that a site is chosen by the applicant based on factors including siting to best provide the telecommunication service and landowner agreement, this site is not considered to be the best site in terms of visual amenity for the community and passers-by. This is exacerbated by being proposed in such a prominent location at the town's entrance (approaching from the south), and therefore is not considered to be consistent with the orderly planning of the area.

#### Compliance with the Code

The application is not considered to satisfy the Code of Practice for Telecommunications Facilities in Victoria. The principles set out in the Code are addressed as follows:

#### Principle 1 – A facility should be sited to minimise visual impact.

The location of the proposed facility is considered to be inappropriate as the siting and design of the facility cannot adequately minimise the visual impact on the surrounding area.

It is the aim of the Code to ensure that telecommunications facilities are designed, where practical, to minimise the visual impact on an area rather than completely screening the facility.

This view has been reinforced in numerous VCAT cases where it has been established that planning policy does not require a facility to be completely screened from all view, rather the visual impact of a facility must be balanced against the wider community benefit of providing important telecommunications infrastructure.

The Code also provides that a telecommunications facility should be located so as to minimise any interruption to a significant view of a streetscape, vista or panorama.

The site is located along the Midland Highway which is a main entrance into the town of Lethbridge from the south. There is a large number of established screen trees within the road reserve along this section of the Midland Highway, however it is not sufficient to reduce the impact of the facility from both the public realm and adjoining property owners given the proposed overall height of 50 metres.

The visual impact photo's (included as part of attachment 1), shows the visual impact of the tower within the context of the area coming into and leaving Lethbridge. No amount of further landscape screening will assist in lessening the visual impact that this telecommunications tower would create.

#### Principle 2 – Facilities should be co-located wherever practical.

There are no existing telecommunications facilities within the surrounding area that the proposal could be co-located with as a line of sight is required for the broadband to be implemented effectively. The development of a new facility in this area will provide an improved wireless network service in the Lethbridge area. .

#### Principle 3 – Health standards for exposure to radio emissions will be met.

The Code requires that telecommunications facilities be designed and installed so that the maximum human exposure levels to radio frequency emissions comply with the Australian standard determined by ARPANSA (Australian Radiation Protection and Nuclear Safety Agency).

In order to demonstrate compliance with the standard, ARPANSA has developed a prediction report ('Electromagnetic Energy (EME) report'). The EME report submitted with the application demonstrates that the proposed facility will operate well within the required standards. The report shows that the maximum EME level possible at the site will be 0.087% of the maximum EME level allowed under the ARPANSA limits, the maximum level is 1%.

Principle 4 – Disturbance and risk relating to siting and construction should be minimised.

Construction of the facility is unlikely to cause any disruption to adjoining properties or public land. The site is easily accessed from the Midland Highway and no vegetation is proposed to be removed as part of the application. Construction activity will comply with relevant environmental management and health and safety guidelines.

**Matters Raised by Objectors**

The concerns raised by objectors to the application are addressed as follows:

**Health concerns;**

A telecommunications facility must comply with national electromagnetic energy emission (EME) standards set by ARPANSA. The EME report submitted with the application shows that the predicted emission levels from the facility will be within the allowable limits. VCAT has consistently ruled that potential health issues are not a basis to refuse an application if the relevant health standards are met.

How the proposal aligns with the Lethbridge Structure Plan;

Structure plans set out the long term vision for townships by identifying the type and form of development that should be encouraged; the areas in which development should be directed and infrastructure and service upgrades required to meet the overall vision for the area.

The Lethbridge Structure Plan promotes consolidation and infill development within the existing residential zoned land. The proposed site land is zoned township and abuts the Midland Highway towards the southernmost boundary of the residential growth area.

Residential zoned land in Lethbridge has significant potential for further development. The proposed construction of a telecommunications facility at this site may compromise the future development of land in the immediate vicinity.

Council should consider the location of new infrastructure and services, however the Lethbridge Structure Plan does not go into specific details in relation to where telecommunications facilities should be located.

**Lightning;**

The proposed tower would be fitted with appropriate lightning conductors and grounding equipment to earth the lightning and reduce the risk of fire. The security fencing surrounding the facility will restrict persons getting too close to the tower.

**Visual Impact;**

The Code of Practice for Telecommunications Facilities in Victoria requires that facilities be sited to minimise visual impact. As stated the Code does not require that a facility be completely screened from view from adjoining properties and this position has been reiterated by VCAT.

The site does have established vegetation, but it is considered that no amount of further screening would lessen the visual impact of the facility on the surrounding area on account of the proposed height.

Given the proximity of the tower to the Midland Highway (being a main entrance into the Lethbridge from the south), as well as the position of the tower in relation to further developable township areas, the tower is considered to be inappropriately positioned. Alternate locations on the site and other sites have been considered, however, these have been rejected by the land owner and the applicant.

**Property values;**

Property devaluation is not a planning consideration and cannot be considered in the assessment of this application.

***Cultural Heritage Implications***

This proposal does not require the preparation of a Cultural Heritage Management Plan under the Aboriginal Heritage Regulations 2007.

***Financial & Risk Management Implications***

It is considered that there are no financial or risk management implications.

***Economic, Social & Environmental Implications***

It is considered that there are no economic, social, or environmental implications.

***Conclusion***

It is considered overall that the proposed development in this location does not adequately address the amenity considerations of the neighbouring property owners nor is there an acceptable level of screening existing or achievable. The proposed site also exacerbate the visual intrusion of the tower at a prominent town entry and exit point on the Midland Highway.

Whilst it is acknowledged that it is impossible to entirely screen the development from the highway and the surrounding allotments, the visual impact on the highway and surrounding lands is unacceptable.

Minimising visual impacts from these facilities is a core objective of the telecommunications code of practice and it is considered that all principles should be met in order to obtain planning approval.

The site does have a significant amount of established vegetation within the road reserve, however, the tower would still have a high visual impact when entering and exiting the town as well as from the surrounding allotments. It is considered that Principle 1 of the telecommunications code of practice cannot be met in this instance and therefore it is considered to be a poorly positioned site.

***Recommendation***

***That Council resolves to refuse to grant a Permit for the development of a telecommunications facility at Crown Allotment 25, Township of Lethbridge, Parish of Wabdallah (2699 Midland Highway, Lethbridge), on the following grounds:***

- 1. The proposed development fails to meet Principle 1 of the Code of Practice for Telecommunications Facilities in Victoria, in that it presents an unacceptable visual impact to a prominent town entry/exit point, an unacceptable visual impact on surrounding land including neighbouring dwellings and public areas and will have adverse amenity impacts on the closest neighbouring dwellings due to the location of the proposed telecommunications tower.***

## 4.5. KEY RESULT AREA – FINANCIAL MANAGEMENT

### 4.5.1 In Principle Performance Statement and In-Principle Financial Statements for the year ended 30 June 2017

Department	Corporate Services
Unit	<ul style="list-style-type: none"> <li>▪ Corporate Services</li> <li>▪ Finance</li> </ul>
Senior Manager	Richard Trigg, Director Corporate Services
Responsible Manager	Jason Clissold, Finance Manager
Author	Jason Clissold, Finance Manager
File References	EDMS file: 31-01-002
Council Plan Link	<ul style="list-style-type: none"> <li>▪ Delivering Good Governance and Leadership</li> <li>▪ Strategic Resource Plan</li> </ul>
Relevant Council Strategies	Nil
Relevant Policies & Legislative Frameworks	<ul style="list-style-type: none"> <li>▪ Local Government Act 1989</li> <li>▪ Local Government (Planning and Reporting) Regulations 2014</li> <li>▪ Audit Act 1994</li> </ul>
Attachments	Nil

#### *Declarations of Interest: Councillors & Officers*

Richard Trigg: In providing this advice as the senior manager, I have no disclosable interests in this report.

Jason Clissold: In providing this advice as the responsible manager and author, I have no disclosable interests in this report.

#### *Purpose*

The purpose of this report is to:

1. delegate the approval of the 'In-Principle' Performance Statement and 'In-Principle' Financial Statements to the Audit and Risk Committee; and
2. authorise the Mayor and a second Councillor to certify these two statements on behalf of Council.

#### *Background*

Section 131 of the LGA requires Council to prepare an Annual Report containing:

- a) a Report of Operations of the Council;
- b) an audited performance statement;
- c) audited financial statements;
- d) a copy of the auditor's report on the performance statement prepared under section 132;
- e) a copy of the auditor's report on the financial statements under Part 3 of the Audit Act 1994;
- f) any other matter required by the regulations.

Section 132 to 134 of the LGA provides the following:

- The Annual Report must be submitted to the Minister by 30 September each year;
- Council must pass a resolution giving its approval in principle to the performance statement and financial statements;
- Council must authorise 2 Councillors to certify the performance statement and financial statements in their final form, after any changes have been made following the audit; and
- Council must hold a publically advertised meeting to discuss the Annual Report as soon as practicable after it has been sent to the Minister.

### *Discussion*

The following timetable outlines the process to achieve the requirements of *The Act*:

<b>Task</b>	<b>Date</b>
Council to delegate approval of In Principle Statements to the Audit and Risk Committee and authorise 2 Councillors to sign annual statements.	25/07/2017
Accounts available for audit	14/08/2017
Completion of audit	25/08/2017
Distribution of completed financial statements to Auditor-General	05/09/2017
First review by Audit and Risk Committee with Auditor-General	12/09/2017
Committee resolution to adopt the In Principle Statements (under delegation)	12/09/2017
Audit Opinion issued by Auditor-General	13/09/2017
Annual report posted to Minister	22/09/2017
Advertise Annual Report and Council meeting to consider it	07/10/2017
Council meeting to consider Annual Report financial statements and auditor's report	24/10/2017

### *Community Engagement*

A formal consultation process is not required. However, as per S.134 of the LGA, the Council meeting to consider the annual report will be advertised to ratepayers on 7 October 2017.

### *Financial & Risk Management Implications*

It is considered that there are no financial implications.

### *Economic, Social & Environmental Implications*

It is considered there are no economic, social or environmental implications.

### *Communications*

A communication plan is in place to ensure the Annual Report is completed on time and the public are notified as required.

### *Conclusion*

Due to the relatively tight timetable required to meet the legislative requirements, it is necessary to have appropriate delegations in place to ensure that decisions can be made promptly to comply with the deadlines. In the absence of this delegation, Special Meetings of Council would need to be called at short notice.

This system of delegation has operated effectively in the past and is in accordance with the Charter of the Audit and Risk Committee.

### *Recommendation*

- 1. That, due to the need to convene meetings at short notice, Council delegate approval of the 'In-Principle' Performance Statement and 'In-Principle' Financial Statements to the Audit and Risk Committee with power to act in accordance with Section 132 of the Local Government Act 1989.**
- 2. That Council authorise the Mayor (or his deputy) and a second Councillor representative of the Audit and Risk Committee to certify the Performance Statement and the Financial Statements on behalf of Council, in accordance with Section 132 of the Local Government Act 1989.**

**4.6. KEY RESULT AREA – HUMAN SUPPORT SERVICES**

No report.

**4.7. KEY RESULT AREA – RECREATION & COMMUNITY DEVELOPMENT**

No report.



## 4.8. KEY RESULT AREA – ROADS & STREETS INFRASTRUCTURE

### 4.8.1 Contract GPS-T1/2017 – Inverleigh Sporting Complex - Upgrade of Sports Lighting

Directorate	Assets and Amenity
Unit	Works Department
Senior Manager	Greg Anders, Director Assets and Amenity
Responsible Manager	David Greaves, Works Manager
Author	<ul style="list-style-type: none"> <li>▪ David Miocic, Team Leader Community Projects</li> <li>▪ David Greaves, Works Manager</li> </ul>
File References	<ul style="list-style-type: none"> <li>▪ EDMS file: 39-130-002</li> <li>▪ Contract Number: GPS-T1/2017</li> </ul>
Council Plan Link	Implement the Recreation Strategy
Relevant Council Strategies	<ul style="list-style-type: none"> <li>▪ Golden Plains Shire Recreation Strategy 2015-2019</li> <li>▪ G21 AFL Barwon Regional Football Strategy</li> </ul>
Relevant Policies & Legislative Frameworks	<ul style="list-style-type: none"> <li>▪ Local Government Act 1989</li> <li>▪ GPSC Procurement Policy</li> </ul>
Attachments	11. Confidential GPS-T01/2017 Inverleigh Sporting Complex - Tender Evaluation Report

#### *Declarations of Interest: Councillors & Officers*

Greg Anders: In providing this advice as the senior and responsible manager, I have no disclosable interests in this report.

David Greaves: In providing this advice as the Works Manager, I have no disclosable interests in this report.

David Miocic: In providing this advice as the author, I have no disclosable interests in this report

#### *Purpose:*

This report seeks Council approval to the awarding of a tender for an experienced contractor to undertake the upgrading of sports lighting on oval 1 (AFL) at the Inverleigh Sporting Complex.

Works will include:

- Upgrading of the existing transformer on site from 100kVA to 200kVA
- Decommissioning of the existing electrical pillar and upgrade to a new group meter enclosure (GME) which will house existing/relocated meters for the netball club, bowling club, Telstra, water irrigation, NBN tower (to be established) and a new council CT for the football club and the new sports lighting.
- Installation of four (4) light towers with switching systems to allow the capacity to switch from 50 lux for training purposes to 100 lux for official games
- Installation of twenty (20) 2kW Metal Halide lamps (5 per tower)
- Removal of existing light towers and all electrical infrastructure associated

In general, the project will include new floodlights, supply and installation of light poles, upgrading of power supply to the reserve, cabling, underground works and the installation of a new general metering board.

***Background:***

Council has undertaken a significant amount of planning over the past few years in the sport and recreation area. Particular focus has been directed towards open space planning and active sporting pursuits resulting in the need for upgrading key sports precincts such as the Inverleigh Sporting Complex.

This project is identified as a priority 1 project in Council's Recreation Strategy 2015-19 and the Inverleigh Sporting Complex Master Plan and will help address the need for community infrastructure for the existing and growing young families that reside in the area.

The works have been funded through the Community Development Grants Programme (CDGP) with the outcome to upgrade facilities to provide long term improvements in social and economic viability of local communities.

The table below summarises the tenders that were received.

	<b>Tenderers</b>	<b>Conforming (C) / Non-Conforming (NC)</b>
1	DeAraugo & Lea Electrical Contractors (VIC) Pty Ltd	C
2	ACE Electrical Infrastructure Pty Ltd	C
3	Eastern Data & Electrical Pty Ltd	NC
4	Power Street Electrics	NC
5	QA Electrical Pty Ltd	NC

***Discussion***

Further detail on pricing is included in the confidential attachment.

Tender Evaluation: The tenders received were assessed for compliancy. Only two (2) submissions were successful in providing all required documentation relating to OHS, Insurances, Risk Management and Quality Control documentation. Therefore, only two (2) tenderers were compliant and assessed against items (B) and (C) in the below table. The remaining three (3) were removed from discussion.

The Tender Evaluation Panel (TEP) was formed by the following personnel:

1. David Miotic, Team Leader Community Projects Engineer
2. James Kingsbury, Community Projects Engineer
3. Dean Veenstra, Recreation Team Leader

Chairperson: Julie Brown (Contract and Procurement Officer)

Tenders were rated using the following criteria and weightings:

<b>A</b>	<b>Compulsory Criteria</b>	<b>Weighting</b>
	OH & S	Pass
	Insurance	Pass
	Risk Management Policy	Pass
	Quality Policy & Management System	Pass
<b>B</b>	<b>Qualitative Assessment</b>	
	Demonstrated understanding of and ability to meet the Specification Requirements	15%
	Key Personnel, Subcontractors, Referees and Experience	25%
<b>C</b>	<b>Quantitative Assessment</b>	
	Pricing	60%

### *Scoring*

The tender evaluation panel conducted a thorough evaluation of all conforming tenders. The evaluation panel determined a consensus for each weighted criteria to allow an evaluation score for each tender, out of 100.

DeAraugo & Lea Electrical Contractors (VIC) Pty Ltd.....	74.50
ACE Electrical Infrastructure Pty Ltd.....	53.50

Referee checks were conducted for DeAraugo & Lea Electrical as they were the preferred contractor on completion of the scoring of the evaluation criteria stipulated in the tender documents. Two referees were contacted, both of Local Government background, in which both spoke glowingly of DeAraugo & Lea Electrical and would have no hesitation in reappointing them for any future lighting projects. Referees were requested to provide comments relating to scope of works of projects completed, communication, contract administration and quality of works. All commentary was of a positive nature.

### *Community Engagement*

It is considered that a formal consultation process is not required. Consultation with the relevant stakeholders was completed prior to issue of the tender documentation.

### *Financial Implications*

Please note, the following figures relating to the budget are GST **exclusive**.

The available funding for this project incorporated the appointment of a professional consultant for the detailed design phase of the project with the remaining funds to be directed towards the construction phase. Therefore, the available funding for the construction phase of the project is:

<b>Available funding (excl GST)</b>	
Community Development Grants Program (CDGP) - Dept. Infrastructure and Regional Development	\$220,000.00
Professional Design Services and Permits	-\$12,800.00
<b>Total</b>	<b>\$207,200.00</b>

<b>Anticipated Expenditure (excl GST)</b>	
DeAraugo & Lea Electrical Contractors (VIC) Pty Ltd	\$189,600.00
plus (5% contingency sum)	\$9,480.00
<b>Total</b>	<b>\$199,080.00</b>

Due to the contract sum being the sum of \$199,080.00 (inclusive of a 5% contingency sum) and the available funding being \$207,200.00 there are deemed to be no financial implications.

The remaining funds will be held for any variations relating to rock should rock be encountered in the excavation of the light pole footings additional to the 5% contingency sum held within the contract.

### *Risk Management Implications*

There are no risk implications associated with the officer's recommendation to award this tender.

### *Economic, Social & Environmental Implications*

The project will provide for the following economic benefits:

- Local businesses will have the opportunity to partner with the club and collaborate on special community projects
- Employment will be generated and maintained through the construction phase of the project
- The facility upgrade will allow the facility to host evening events in addition to sport such as markets, concerts and special events

The project will provide for the following social benefits:

- The improved lighting will address safety issues with the current state of the lighting and will provide a more welcoming environment for participation in sport during evenings.
- The project will allow the club to provide a quality facility that will assist with attracting new players to the club and progress their level of competition.
- The project will allow the club to offer night games which would open up increased participation and spectating viewing opportunities
- Improved lighting will allow the club to train across the entire oval surface as the current lighting standard creates dark spots in certain areas.
- The upgrade will allow the club to improve its financial sustainability and self-sufficiency, building the resilience of club and community

Other benefits the project will provide will be to:

- accommodate the population expansion proposed for the region
- provide a viable and sustainable community
- create opportunities for direct and indirect employment
- encourage private enterprise to invest in the area
- address issues of disadvantage for families unable to afford housing or access services in regional cities

It is considered that there are no environmental implications for the project.

### *Conclusion*

The Tender Evaluation Panel conducted a thorough evaluation of the two (2) compliant tenders using the specified evaluation criteria resulting in referee checks being completed for the recommended tenderer.

DeAraugo and Lea Electrical obtained positive feedback from all referees contacted with no hesitation in appointing them for further works.

### *Recommendation*

***That Council resolves to award Contract GPS-T1/2017 – Inverleigh Sports Complex – Lighting Upgrade to DeAraugo & Lea Electrical Contractors (VIC) Pty Ltd, for the tendered amount of \$199,080.00 inclusive of a contingency sum of \$9,480.00 (all figures are excl. GST).***

#### 4.8.2 Review of Council Policy 6.3 – Township Maintenance

Directorate	Assets and Amenity
Unit	Works
Senior Manager	Greg Anders, Director Assets & Amenity
Responsible Manager	David Greaves, Works Manager
Author	David Greaves, Works Manager
File References	EDMS file: 42-31-002
Council Plan Link	We will work to promote and protect the natural environment and ensure that growth and change in the Shire will be managed for the benefit of all of the community
Relevant Council Strategies	<ul style="list-style-type: none"><li>▪ Environment Strategy 2011-2016</li><li>▪ Roadside Weed Management Plan</li><li>▪ Road Management Plan</li><li>▪ Road Strategy</li></ul>
Relevant Policies & Legislative Frameworks	
Attachments	12. Policy 6.3 Township Maintenance

#### *Declarations of Interest: Councillors & Officers*

Greg Anders: In providing this advice as the senior manager, I have no disclosable interests in this report.

David Greaves: In providing this advice as the responsible manager and author, I have no disclosable interests in this report.

#### *Purpose*

The Township maintenance policy has been reviewed and updated to better reflect current maintenance requirements within townships. This update was required as part of the roadside slashing contract which is to be put to tender in the near future.

#### *Background*

The current policy was last reviewed in 2014. Since that time there have been changes in township boundaries (extension of 60 & 80 km/hr boundaries), additions of public land by developers and mowing/slashing requirements. During the last roadside slashing contract for fire prevention, some deficiencies were identified in linking the contract to the township maintenance policy. As part of developing the new roadside slashing fire prevention contract these deficiencies have been addressed in this policy update.

#### *Discussion*

The Council Policy regarding township maintenance has not been updated since 2014. Significant changes in land portfolio, staffing arrangements, expansion of works due to customer complaint and increasing community expectation of service levels have occurred since this time. Additionally, the maintenance policy appears to have previously been reviewed largely in isolation with a Works Department focus which did not take into account the fire prevention works or other mowing/slashing works undertaken each year.

In the current policy, Council outdoor staff generally address all mowing works within Service Levels 1 and 2. Service Level 3 has been addressed through the annual use of contractors backed up by ad hoc mowing from Council outdoor staff. Annual fire prevention works carried out by contractors within township.

The contract for roadside slashing and township mowing is currently in development following two years of the previous contract which identified a number of issues.

The township mowing component of the contract is based on the existing Council Policy. The roadside slashing for fire prevention outside township areas is based on Councils Municipal Fire Management Plan.

Therefore, in order for the new contract to be released for tender, Council Policy requires updating to reflect changes in Councils land portfolio, address inaccuracies in the current policy, incorporate existing annual fire prevention works and to inform expected service levels.

An extensive review of the current policy and existing works has been undertaken with Works Department management and the Environment Services team. As such the review identified the following changes to the current Council policy:

- The addition of Service Level 4 for pre-summer fire prevention slashing. This program is not recognised in the existing Township Maintenance policy but is carried out in the lead up to summer each year. It picks up areas such as unused road reserves and vacant Council managed land that is not addressed by existing Council mowing services. It is a separate program to roadside slashing outside of township areas. To minimise confusion and clarify requirements and responsibilities, it is included in the new policy.
- Update of Service Levels 1, 2, and 3 to reflect current on ground works and address inaccuracies in the current policy mapping.
- Update of Service Level 3 to include new and existing land that should now receive a minimum of two cuts per year due to township development and increased community use and expectation.
- Update of Services Level 2 to incorporate new and existing land that should receive a minimum of six cuts per year due to township development and increased community use and expectation.
- Removal of the pre-summer roadside slashing program within urbanised areas reflecting that most residents maintain their own nature strip. Reactive cutting of unmaintained nature strips will be carried out by Council staff prior to summer each year.

The updated policy will provide:

- Clarity regarding service delivery on Council managed land in township areas
- Improved mapping identifying Council managed land, contracted works, Council works and community expectation.
- Improved accountability for current budgets and future growth requirements

The updated policy does not address the mowing arrangements for recreation reserves and public halls. These are addressed separately through Council Policy – Recreation Reserves, Public Halls and Buildings Maintenance.

### ***Community Engagement***

A formal consultation process was not required.

### ***Financial & Risk Management Implications***

Cost implications are expected to be minimal as many of the amendments simply reflect existing works that were not recognised in the existing Council Policy. Some additions of unused road reserves on township boundaries have been included to provide a higher level of fire prevention for these communities which will incur some additional cost which can be met within existing budgets.

### ***Economic, Social & Environmental Implications***

It is considered there are no economic, social or environmental implications.

### ***Communications***

It is considered that a communication plan is not required.

*Conclusion*

The Township maintenance policy had not been reviewed since 2014. Under this review the policy has been updated to better reflect current maintenance requirements within townships and remove existing discrepancies in Council Policy. This update was required as part of roadside slashing contract which is to be put to tender in the near future.

*Recommendation*

***That Council endorses the adoption of updated policy 6.3 – Township Maintenance.***

**4.9. KEY RESULT AREA – WASTE MANAGEMENT**

No report.



## 5. NOTICES OF MOTION

### 5.1. NO PLASTIC BAGS POLICY

File: 02-03-004 &  
Cr Owen Sharkey

***“That Council;***

- 1. Write to the Premier, State Environment Minister, Local Legislative Council and Local Legislative Assembly Members of Parliament in support of a Statewide legislation banning plastic gabs at the check out; and***
- 2. Receives a report from the Golden Plains Shire Chief Executive Officer regarding the feasibility of our Shire enacting Surf Coast Shire’s ‘plastic wise’ policy. This policy imposes a ban on all disposable plastic products at Council festivals and events.”***

#### **Proposal**

This motion pertains to the usage of plastic bags within the State of Victoria and in the Golden Plains Shire in particular.

The proposer is of the opinion that the continued use of plastic bags has a detrimental effect on the environment.

The proposer is also concerned that the Golden Plains Shire has not formally declared its position with regard to this issue.

#### **Rationale**

Golden Plains Shire made a significant decision in 2016 to reduce landfill garbage and double the recycling within the Shire.

I believe that our Council should continue the stance of looking after our environment and acting as the champion on environmental matters.

Of significant concern is that a plastic bag is used by our community for as little as 12 minutes and persists in the environment for up to 1000 years, representing a significant environmental and waste impact.

Furthermore, Victoria, Western Australia and New South Wales are the only states within Australia who have not introduced a ban on the use of plastic bags.

I would like our Council to continue to be seen as a champion for the environment and to urge the State Government to legislate a ban on the use of plastic bags in our communities.

#### ***Officer’s comment:***

Council is in the process of preparing a report into the issue of plastic bags use in the Shire, to be tabled at the August meeting of Council. A survey conducted in the early part of 2017 indicates support for a policy that reduces or eliminates single-use plastic bags and plastic waste more generally.

**6. PETITIONS**

## **7. OTHER BUSINESS**

### **7.1. MAYOR'S REPORT**

Cr Des Phelan, Mayor  
File: 02-03-003

The Mayor reported on a range of meetings and activities that he was engaged in over the past month.

<b>Date</b>	<b>Details</b>
30/6/17	G21 Board meeting
30/6/17	Launch of the new Regional Victoria Living Campaign
5/7/17	2017 NAIDOC Victoria State Government reception
11/12/7/17	Emergency Management Conference
17/7/17	MAV Rural South Central meeting
20/7/17	Committee for Ballarat's Round Table dinner
24/7/17	Community Grants Presentation ceremony

### **7.2. MUNICIPAL ASSOCIATION OF VICTORIA (MAV) REPORT**

Cr Nathan Hansford, MAV Delegate  
File: 03-05-001

### **7.3. COUNCILLOR REPORTS**

### **7.4. IN CAMERA MEETING**

## 8. ATTACHMENTS

Attachment 1	Item 4.1.1	Community Satisfaction Survey
Attachment 2	Item 4.2.1	Council Policy 4.10
Attachment 3	Item 4.2.1	Council Policy 4.12
Attachment 4	Item 4.2.2	Instrument of Delegation – Council to Council Staff with changes marked
Attachment 5a	Item 4.2.3	KRA – Citizen & Customer Service
Attachment 5b	Item 4.2.3	KRA – Civic Leadership
Attachment 5c	Item 4.2.3	KRA – Economic Development
Attachment 5d	Item 4.2.3	KRA – Environment & Land Use Planning
Attachment 5e	Item 4.2.3	KRA – Financial Management
Attachment 5f	Item 4.2.3	KRA – Human Support Services
Attachment 5g	Item 4.2.3	KRA – Recreation & Community Development
Attachment 5h	Item 4.2.3	KRA – Roads & Streets Infrastructure
Attachment 5i	Item 4.2.3	KRA – Waste Management
Attachment 6	Item 4.4.1	P16-338 Copy of application and plans
Attachment 7	Item 4.4.1	P16-338 Locality map
Attachment 8	Item 4.4.2	P16-331 Application, Site and Elevation Plans
Attachment 9	Item 4.4.2	P16-331 Locality Plan
Attachment 10	Item 4.4.2	P16-331 Copy of Objections
Attachment 11	Item 4.8.1	Confidential GPS-T1/2017 Inverleigh Sporting Complex - Tender Evaluation Report
Attachment 12.	Item 4.8.2	Policy 6.3 Township Maintenance

Attachments are available upon request.

## 9. CLOSE OF MEETING

### *Next Ordinary Meeting*

The next Ordinary meeting of Council will be held on Tuesday 22 August 2017 at the Linton Customer Service Centre. The meeting is open to the public.

### *Close of Meeting*

It is recorded that the meeting closed at \_\_\_\_\_ pm.

## 10. CERTIFICATION

In accordance with Section 93(5) of the Local Government Act 1989, I hereby certify that the minutes of this Council meeting have been confirmed as a true and correct record.

\_\_\_\_\_  
Confirmed, Mayor, Cr Des Phelan

\_\_\_\_\_  
Date