



Council Meeting Minutes

Linton Customer Service Centre

**Tuesday 18 October 2016
4.00pm-4.35pm**

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 Jenny Blake
Cr Andrew Cameron
Cr Helena Kirby
Cr Bill McArthur
Cr Greg Vaughan

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

Chief Executive Officer
Director Assets & Amenity
Director Community Services
Director Corporate Services
Manager Executive Unit
Acting Environmental Services Team Leader
Council Support Officer

Gallery

2. APOLOGIES

Cr Nathan Hansford

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*.

Nil

3.2. CONFIRMATION OF MINUTES

Moved Crs Blake/Vaughan

That the Minutes of the Ordinary meeting of Council held 27 September 2016, as circulated, be confirmed.

Carried

3.3. ASSEMBLIES OF COUNCILLORS

File: 02-03-004

3.3.1 Council Briefing: Community Planning in Bannockburn (27 September 2016)

Meeting type and name	Council Briefing: Community Planning in Bannockburn
Meeting date and time	1.47pm Tuesday 27 September 2016
Matters discussed	Community Planning in Bannockburn
Councillor information	Nil
Councillors	Cr Des Phelan, Mayor Cr Jenny Blake Cr Andrew Cameron Cr Nathan Hansford Cr Helena Kirby Cr Bill McArthur Cr Greg Vaughan
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Community Services Mike Barrow, Manager Executive Unit Louisa White, Community Development Manager Breanna Doody, Community Development Team Leader Petra Neilson, Council Support Officer
Guests	Nil
Declarations of Interest	Nil

3.3.2 Council Briefing: Miniature Aircraft Club Lease of Land (27 September 2016)

Meeting type and name	Council Briefing: Miniature Aircraft Club Lease of Land
Meeting date and time	2.06pm Tuesday 27 September 2016
Matters discussed	Geelong Miniature Aircraft Club Lease of Land Teesdale Tip Road at Lot 2 PS 326994 Parish of Burtwarrah
Councillor information	1. Plan of subdivision 2. Site plans 3. List of community leases 4. Miniature Aircraft information
Councillors	Cr Des Phelan, Mayor Cr Jenny Blake Cr Andrew Cameron Cr Nathan Hansford Cr Helena Kirby Cr Bill McArthur Cr Greg Vaughan
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Community Services Mike Barrow, Manager Executive Unit Petra Neilson, Council Support Officer
Guests	Nil
Declarations of Interest	Cr Andrew Cameron declared an indirect interest in item 4.1.1 as he is an objector to the application.

Moved Crs McArthur/Kirby

That Council notes the record of assemblies of Councillors:

- 1. Council Briefing: Community Planning in Bannockburn (27 September 2016)***
- 2. Council Briefing: Miniature Aircraft Lease of Land (27 September 2016)***

Carried

3.4. SPECIAL COMMITTEES OF COUNCIL

3.4.1 Planning Committee (11 October 2016)

Cr Bill McArthur, Chairperson

File: 02-01-005

Meeting type and name	Planning Committee Meeting
Meeting date and time	Tuesday 11 October 2016
Matters discussed	1. P16-127 the use and development of land for an outdoor recreation facility at Lot 2 PS326994 Teesdale Tip Road Teesdale
Councillor information	1. P16-127 application and plans 2. P16-127 locality plan 3. P16-127 objections
Councillors	Cr Bill McArthur, Chairperson Cr Des Phelan, Mayor Cr Jenny Blake Cr Andrew Cameron Cr Nathan Hansford Cr Helena Kirby Cr Greg Vaughan
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer Richard Trigg, Director Corporate Services Greg Anders, Director Assets & Amenity Laura Wilks, Planning Team Leader Petra Neilson, Council Support Officer
Guests	Murray Ellis Donald Clarke
Declarations of Interest	Cr Andrew Cameron declared an indirect interest due to residential amenity in item 4.1.1 P16-127 for the use and development of land for an outdoor recreation facility at Lot 2 PS326994 Teesdale Tip Road, Teesdale.

3.4.2 Confidential: Chief Executive Officer (CEO) Review Committee (11 October 2016)

Cr Des Phelan, Chairperson

File: 02-01-002

Meeting type and name	Chief Executive Officer Review Committee Meeting
Meeting date and time	Tuesday 11 October 2016
Matters discussed	CEO Performance Review
Councillor information	1A – Citizenship and Customer Service 1B – Civic Leadership 1C – Economic Development 1D – Environmental & Land Use Planning 1E – Financial Management 1F – Human Support Services 1G – Recreation & community Development 1H – Roads & Streets Infrastructure 1I - Waste Management
Councillors	Cr Des Phelan, Mayor Cr Jenny Blake Cr Andrew Cameron Cr Nathan Hansford Cr Helena Kirby Cr Bill McArthur Cr Greg Vaughan
Apology	Nil
Staff	Rod Nicholls, Chief Executive Officer
Guests	Nil
Declarations of Interest	Rod Nicholls, CEO, declared an interest in item 4.1 being his performance review.

4. REPORTS

4.1. KEY RESULT AREA – CITIZEN & CUSTOMER SERVICE

No report.

4.2. KEY RESULT AREA – CIVIC LEADERSHIP

4.2.1 Firewood Collection from Crown Land or Council Owned or Managed Land and Roadsides

Directorate	Assets and Amenity
Unit	Development
Senior Manager	Greg Anders Director, Assets and Amenity
Responsible Manager	Tim Waller, Development Manager
Author	Dale Smithyman, Natural Resources Officer
File References	EDMS File: 55-02-005
Council Plan Link	To enhance Council's decision making capacity by strengthening the governance and advocacy of Council.
Relevant Council Strategies	Environment Strategy
Relevant Policies & Legislative Frameworks	<ul style="list-style-type: none">▪ Forests Act 1958▪ Crown Land Reserves Act 1978▪ Planning and Environment Act 1987▪ Road Management Act 2004
Attachments	Nil

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.

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

Purpose

This report reviews the current policies/practice which prohibit the collection of firewood from Crown Land reserves, roadsides and Council owned or managed reserves. The report presents a recommendation to Council that it maintains its current policy and practice.

Background

The issue of fire hazard in Crown Land reserves, on Council roadsides and in Council managed or owned reserves is regularly raised by the community in the context of unmanaged fine fuels (i.e. leaves, bark, twigs and grass) in the lead up to each fire season. It is a well-established fact that firewood sized timber is not an issue and it is the management of fine fuels as the primary driver of bushfire and grassfire behaviour that is most important in reducing fire hazard. In early 2016 the issue of fire hazard and the desire to 'clean up' untidy Crown Land reserves and Council managed reserves was raised with Council within the context of allowing the collection of firewood size timber to achieve a reduction in fire hazard.

Crown Land Reserves under State Government Management

It is Department of Environment, Land, Water and Planning (DELWP) policy that Crown Land reserves are not available for firewood collection by the public outside of designated firewood collection areas.

Collection of firewood by the public from Crown Land reserves is managed under the *Forests Act 1958* and associated regulations which establish the rules and outline penalties for domestic firewood collection. Further public guidance is provided via the Victorian Firewood Strategy for Public Land 2010.

Under the *Forests Act 1958*, designated firewood collection areas within Crown Land reserves are determined annually and published in the Victorian Government Gazette. No permits are required to collect fallen timber for domestic use from designated firewood collection areas within the firewood collection season and no fees are levied. The collection of up to 2m³ of firewood for domestic use is allowed per person per day up to a maximum of 16m³ per household per financial year. DELWP manage the firewood collection system. Within Golden Plains Shire, firewood collection areas are operated primarily out of the Enfield State Forest.

Council owned reserves, Council managed Crown Land reserves and Council managed roadsides

It is DELWP policy that Crown Land reserves are not available for firewood collection by the public. Under this policy, firewood collection by members of the public from Council managed Crown Land reserves is not permitted. However, Council can remove fallen or lopped timber in the process of implementing Council approved management actions in the operational management of the reserves.

Golden Plains Shire does not have an adopted Council Policy regarding the collection of firewood on Council owned or managed reserves and roadsides.

It is known that a small amount of illegal firewood collection occurs on Council roadsides and occasionally on Council owned or managed reserves. Where the practice is discovered, it is discouraged through communication with the offender or installation of signs.

The collection of firewood by the public from Council owned reserves and Council managed reserves and roadsides has not been permitted because of the issues of risk management, difficulties in regulation and enforcement, protection of fauna habitat, and possible breaches of legislation targeted at protecting native vegetation and fauna.

Works to undertake management of trees at risk of falling and creating a road hazard or fallen timber within road reserves is carried out by Council staff or qualified contractors with appropriate safety measures in place.

Where the management of firewood size timber through the need to manage hazardous trees, storm damage fallen timber or removal of non-indigenous species has been necessary in Council owned reserves or Council managed reserves, Council uses contractors or Council staff to undertake the work safely with some firewood size timber occasionally being offered to community groups for community events or fundraising.

Discussion

Firewood as Fire Hazard

The common misconception that firewood size timber is a major contributor to fire hazard is largely due to its very visual form in the forest as fallen or dead timber. The visual nature of the perceived hazard is clearly demonstrated by regular approaches to Council regarding the 'untidiness' of reserves with 'all the timber lying around', and the assertion that it should be 'cleaned up'.

It is well established and understood that the primary drivers behind bushfire intensity and spread; outside of weather influences, are fine fuels. That is fuels that are typically dead plant material such as leaves, bark, grass and twigs thinner than 6mm and live plant material thinner than 3mm thick. Once ignited, these fine fuels generally burn out rapidly with great intensity contributing to pre-heating of larger fuels and rapid fire spread. Without fine fuels, bushfires will not readily ignite or spread rapidly.

The arrangement of fine fuel contributes significantly to fire intensity and spread. Fine fuels that have little vertical structure (e.g. slashed grass compared to standing grass) cannot readily develop or carry a fire.

Fire hazard or fuel load can be empirically assessed through destructive quadrat sampling techniques that require the collection of all available fire fuel from a sample area that is then processed, weighed and scaled against other samples. While the method is objective and robust in its results, it is rarely used due to its complexity and inability to provide a rapid, reliable and readily available assessment of fuel load.

Rapid assessment of fire hazard within the landscape in Victoria is guided through the application of the *Overall fuel hazard assessment guide 4th Edition July 2010*. This document assesses each of the primary and readily available fire fuel types according to their position in the forest structure by visual and textual assessment means. Bark, elevated, near surface and surface fine fuels are assessed and graded resulting in an overall assessment of the readily available fire fuel in the assessment area.

At no point in the fuel hazard rapid assessment process is firewood size timber considered as it is not regarded as being fuel that is readily available to burn. That is, firewood size timber does not contribute significantly to the fire front. Its larger size precludes rapid and easy ignition and contributes to the retention of both fuel and soil moisture further reducing its flammability. Firewood size timber will mainly burn immediately after the main fire front has passed.

Therefore, the removal of firewood size timber does not contribute significantly to the removal of fire hazard. At best, it may alter the structural arrangement of available fire fuels by removing some supporting structures that aid in development of the vertical arrangement of fine fuels.

Firewood collection economic impacts

Facilitating the collection of firewood from Council owned or managed reserves and roadsides may have adverse economic impacts on farmers and local businesses.

Permitting the collection of firewood from Council owned or managed reserves or roadsides may negatively impact farmers who achieve additional farm income through the harvesting of plantation timbers on their land. Similarly, permitting the collection of firewood may impact on small, local firewood supply businesses who derive income from the legal and controlled collection and distribution of firewood.

Firewood collection environmental impacts

The removal of firewood size timber from natural environments has detrimental impacts on native species and ecological processes.

The loss of coarse woody debris (i.e. firewood size timber) has been listed as a potentially threatening process under the *Flora and Fauna Guarantee Act 1988*. In New South Wales, the removal of dead wood on the ground has been recognised as a threatening process and contributing factor to the loss of biodiversity.

Firewood size timber provides essential habitat for small animals (e.g. insects, reptiles, birds) both as places to live and breed and places to forage.

A diverse range of invertebrate species specialise in exploiting dead wood, and depend on dead wood for their survival.

Fallen timber can provide a refuge for mycorrhizal fungi during disturbance events such as fire. Retention of fallen timber may therefore allow the symbiotic plant–fungi relationships to re-establish quickly, and the vegetation community to recover from disturbance more effectively.

Twenty-one species of native birds are considered to be threatened by firewood collection in Australia; nineteen of these species occur in Victoria.

The retention of larger fallen timber protects soil structure and aids in the prevention of erosion and the retention of soil moisture.

Firewood collection permits, regulation and enforcement

The collection of firewood (dead vegetation) from Council owned freehold land is regulated under the *Planning and Environment Act 1987*. Under this Act, the removal, destruction or lopping of dead vegetation is exempt from the requirement for a Planning Permit. Council can collect and sell or give permission to others to take fallen or standing dead vegetation from Council freehold land. A Planning Permit would be required if the material to be removed is dead standing timber with a diameter at breast height of greater than 40cm thereby protecting large old trees. However, allowing the uncontrolled or unmanaged collection of firewood from Council owned reserves exposes Council to significant risk and it is recommended that Council does not follow this approach.

Firewood collection liability and risk management

Collection of firewood from Council owned or managed reserves and roadsides may expose Council to significant risk either through injury to firewood collectors or members of the public or failure to comply with relevant legislation or any permit conditions imposed.

Golden Plains Shire does not currently have an adopted Council Policy regarding the collection of firewood on Council owned or managed reserves or roadsides. Consequently if the practice was to occur without permission, Council may be considered to be ignoring a practice that occurs and essentially be acquiescing to the practice. Accordingly, by not placing regulation around the activity it may be seen to breach its Duty of Care. It is suggested that Council should not continue with this approach.

If Council were to adopt a policy position of allowing collection of firewood on Council owned reserves and roadsides without controls (i.e. permits), it would be exposing itself to significant risk of liability. It would be seen to be allowing this potentially dangerous activity to occur without taking any measures to protect itself. These dangers can include damage to property, injury to the person collecting the firewood or someone else, as well as the potential to start a fire. Additionally, it may be questionable if Council would be covered under their current insurance policy in taking this approach. Accordingly, taking this policy position is also not recommended.

If Council were to adopt a policy allowing collection of dead timber on Council owned reserves and roadsides but with controls (i.e. permits), it would be exposed to minimal liability if appropriate risk management controls were in place. There would remain some risk associated with Council allowing what can be a risky activity, but measures could be implemented to minimise the risk.

Risk exposure under a firewood collection permit could be lessened by the adoption of a permit system with the following risk control measures:

- Permit to record name, address, age of applicant. Minimum age restriction on permit applicant and firewood collection participants
- Permit to record areas where collection is allowed and timeframes
- Permit applicant to provide an indemnity/waiver
- Permit applicant to have appropriate Public Liability insurance to the value of \$10,000,000
- Permit applicant to provide a statement of existing medical conditions that could be exacerbated by firewood collection
- Collection from roadsides will require a Traffic Management Plan to minimise risk to reserve or road users (i.e. motorists)
- No collection during the Fire Danger Period
- Restriction as to locations where collection can occur to minimise risk to reserve users, traffic

- Collection restricted to dead fallen timber only. No live trees or dead standing timber to be fallen
- Collection restricted to those persons listed on the permit only
- Collection restricted to 2m³ per permit applicant
- Collection restricted to weekdays only when compliance staff are available
- Collected firewood not permitted to be sold
- Vehicles to remain on formed tracks at all times. No vehicles allowed off road to collect firewood
- No heavy equipment (e.g. bobcat, skid steer) to be used to collect firewood
- No timber to be towed or winched along the ground. Firewood to be cut where it has fallen and carried to the collection vehicle
- No firewood to be collected within 20 metres of a watercourse
- Permit requires compliance with Council Safe Work Method Statement GPS-SWMS-1037 Chainsaw
- Permit requires Personal Protective Equipment (i.e. chaps, safety helmet, ear muffs, visor/safety glasses, steel capped boots, leather gloves) to be worn

The costs and staff resources associated with the establishment and management of such a system would be significant. Adequate management of the permit system would require supervision and enforcement to ensure the risk management controls are addressed. This cost would need to be carried by either an additional budget allocation to the appropriate department and/or a cost recovery fee for each permit.

The reality is however that Council clearly lacks the resources to be able to adequately supervise and enforce the application of a permit system for the collection of firewood and the associated risk management issues.

Management of hazardous trees and fallen timber

As part of the management responsibility over Council owned and managed reserves and roadsides, Council is required to regularly deal with fallen timber, directly by Council staff or by engaging contactors with appropriate safety measures in place.

Fallen timber (e.g. storm damage) in township areas and recreational reserves is normally cut and removed from the location to maintain amenity. Where Council staff undertake the work, the heads are taken away to be stacked off site and later burnt as Council does not have a chipper to deal with the heads. The larger timber is left on the road verge.

In Council conservation reserves, fallen timber is normally left where it falls unless it is blocking a track, damaging a fence or presents a hazard to reserve users. Contractors undertaking trimming works for fire access or safety in Council conservation reserves, chip and remove all timber.

On Council roadsides, fallen timber is normally cut and moved off the road to remove the hazard to road users. Where Council staff undertake the work, the heads are left on the roadside thereby increasing fire hazard as Council does not have a chipper. The larger timber is pushed off the road to be left lying in situ. Where contractors are utilised, the heads are normally chipped and removed while the larger timber is pushed off the road and onto the roadside to be left lying in situ.

In order to ensure the safe and efficient operation of Council roads a 'clear zone' is applied to roadsides in the form of a separation distance between the edge of the road and hazards such as trees. This requires fallen timber within the clear zone to be removed back to the point where the hazard is addressed with the heads and firewood sized timber removed off site. In the interest of fuel hazard reduction, all fallen heads should be chipped or removed from roadsides. Hazardous trees that require removal, should be removed completely with the heads removed and/or chipped and firewood size timber removed off site.

Community Engagement

Council currently provides advice to the community via the Golden Plains Gazette regarding effective fire hazard management in the lead up to each fire season.

A formal consultation process is not required.

Financial & Risk Management Implications

If Council adopts a permit system for collection of firewood from Council owned reserves and roadsides, an additional budget allocation for the implementation and ongoing management of the system will be required and/or a permit fee for cost recovery implemented. Current budget allocations allow for the management of hazardous trees and fallen timber (e.g. storm damage) only.

If Council adopts a permit system for collection of firewood from Council owned reserves and roadsides, the risks from the permitted activity could be minimised through conditions on the permit. However, the permit system will still need to be regulated and enforced to ensure permit conditions are met.

Economic, Social & Environmental Implications

If Council adopts a permit system for collection of firewood from Council owned reserves and roadsides, economic implications are considered to be limited with some impact on local small firewood collection and delivery businesses and farmers harvesting timber plantations.

If Council adopts a permit system for collection of firewood from Council owned reserves and roadsides, social implications are considered to be limited. Concerns around fair, affordable and equitable access to permits may be raised.

If Council adopts a permit system for collection of firewood from Council owned reserves and roadsides, environmental implications are considered to be significant as most collection would be coming from reserves and roadsides with noteworthy conservation values.

Communications

It is considered that a communication plan is not required.

Conclusion

Firewood sized timber is not considered as a major contributor to fire hazard or fire behaviour. Fine fuels are the primary drivers of fire behaviour and the maximum reduction in fire hazard can be achieved through the management of fine fuels.

Council can permit the collection of firewood from Council owned reserves and roadsides but it would require a rigorous permit system to ensure that the risks to Council are minimised. Any such permit system/procedure would be costly to administer and enforce and the resources required are currently well beyond the means of Council to provide.

It is DELWP policy that Crown Land reserves are not available for firewood collection by the public. Under this policy, firewood collection from Council managed Crown Land reserves is not permitted. However, Council can remove fallen or lopped timber in the process of implementing Council approved management prescriptions in the day to day management of the reserve.

Council Policy 4.16 – election Period (Caretaker) prohibits Council from making any decisions during the caretaker period that are of a significant nature and which would unnecessarily bind an incoming Council. On this basis it is suggested that in regard to the matter of the collection of firewood from Council owned or managed reserves, Council can only decide at this meeting to maintain its current position of not allowing collection.

Caretaker Statement

The recommended decision is not a 'Major Policy Decision', as defined in Section 93A of the *Local Government Act 1989*, or a 'Significant Decision' within the meaning of the Election Period (Care-taker) Policy however any alternative resolution may constitute a significant decision under the Act.

Recommendation

That Council maintains its current policy position of not allowing the removal of firewood from Council owned or managed reserves and roadsides by members of the public.

Moved Crs McArthur/Cameron

That Council:

- 1. Maintains its current policy position of not allowing the removal of firewood from Council owned or managed reserves and roadsides by members of the public, and***
- 2. Reviews this policy position of Council within six (6) months of the new Councillors taking office.***

Carried

4.2.2 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"> ▪ Customer Services Strategy ▪ Communications and Marketing Strategy ▪ Emergency Management Plan ▪ Healthy Ageing Action Plan ▪ Arts Strategy ▪ Town Place Plans ▪ Recreation Strategy ▪ Road Strategy ▪ Asset Management Strategy
Relevant Policies & Legislative Frameworks	
Attachments	<p>Council Plan 2015-16 Actions Quarterly Report for September 2016</p> <p>1a KRA – Citizen & Customer Service</p> <p>1b KRA – Economic Development</p> <p>1c KRA – Environment & Land Use Planning</p> <p>1d KRA – Financial Management</p> <p>1e KRA – Human Support Services</p> <p>1f KRA – Roads & Streets Infrastructure</p> <p>1g 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 contained in the Council Plan 2013-2017.

Background

The Council Plan 2013-2017 contains 97 actions framed around 9 Key Result Areas. This is the first quarterly report to Council regarding implementation of the Plan for 2016-17. Council's management team has established an implementation timetable and monitors 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 year. Each of the actions is numbered for ease of reference.

Discussion

The following table summarises the progress towards completing the actions within the Council Plan, with particular reference to the actions completed in the September quarter.

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				
1.1.2.01	22. Provide facilitation support for community/township events				

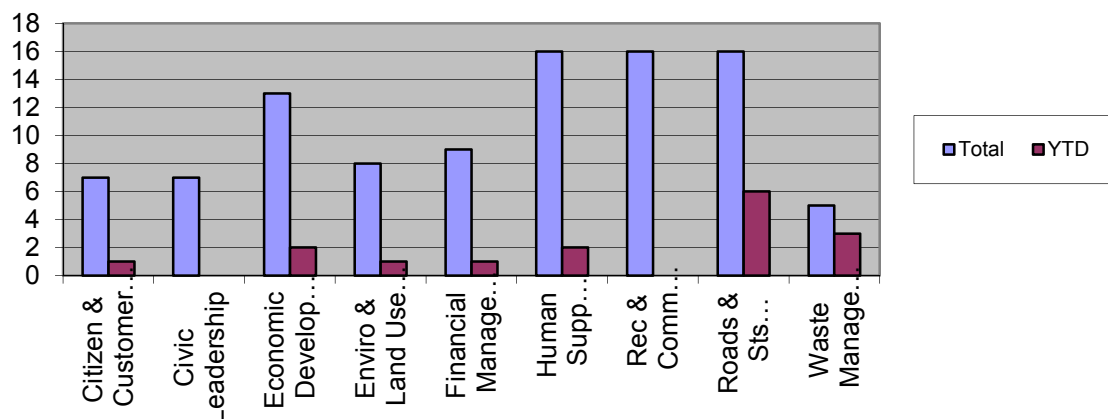
PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
1.1.2.01	23. Provide local small businesses with information on and access to business support services				
1.3.1.15	24. Advocate and lobby for improved high speed broadband	✓			
1.3.1.16	25. Advocate and lobby for improved mobile phone coverage	✓			
1.3.3.03	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				
1.6.1.17	49. Complete Stage 2 development of the Smythesdale Well				

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
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				
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				

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
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	✓			
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				

PM Ref	Actions	Quarter			
		Sept	Dec	Mar	Jun
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	✓			

The graph below indicates the total number of actions for each Key Result Area (KRA) and the number completed this the year.



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

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 contained in the 2013-2017 Plan.

Caretaker Statement

The recommended decision is not a 'Major Policy Decision', as defined in Section 93A of the *Local Government Act 1989*, or a 'Significant Decision' within the meaning of the Election Period (Caretaker) Policy however any alternative resolution may constitute a significant decision under the Act.

Moved Crs McArthur/Vaughan

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

Carried

4.3. KEY RESULT AREA – ECONOMIC DEVELOPMENT

No report.

4.4. KEY RESULT AREA – ENVIRONMENT & LAND USE PLANNING

No report.

4.5. KEY RESULT AREA – FINANCIAL MANAGEMENT

4.5.1 Golden Plains Shire Annual Report 2015-16

Directorate	Corporate Services
Unit	Finance Organisational Development
Senior Manager	Rod Nicholls, Chief Executive Officer
Responsible Manager	Richard Trigg, Director Corporate Services
Author	Jason Clissold, Finance Manager
File References	EDMS File: 78-06-001
Council Plan Link	<ul style="list-style-type: none"> ▪ Implement Council Plan ▪ Implement Strategic Resource Plan
Relevant Council Strategies	<ul style="list-style-type: none"> ▪ Council Plan 2013-2017 ▪ Strategic Resource Plan ▪ Annual Budget 2015-16
Relevant Policies & Legislative Frameworks	<ul style="list-style-type: none"> ▪ Local Government Act 1989 (LGA) ▪ Local Government (Planning and Reporting) Regulations 2014
Attachments	2. Annual Report

Declarations of Interest: Councillors & Officers

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

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

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

Purpose

The purpose of this report is for Council to receive and consider the 2015-16 Annual Report.

Background

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

1. a Report of Operations of the Council;
2. an audited performance statement;
3. audited financial statements;
4. a copy of the auditor's report on the performance statement prepared under section 132;
5. a copy fo the auditor's report on the financial statements under Part 3 of the Audit Act 1994;
6. any other matter required by the regulations.

Both the 'Report of Operations' and 'Performance Statement' contained in the Annual Report have been based on the 'Better Practice Guide' developed by the Department of Environment, Land, Water and Planning (DELWP).

The Financial Statements have been prepared utilising the Local Government Model Financial Report, as 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.

Council has complied with all these requirements.

Discussion

The following is an extract from the Annual Report that highlights Council's major achievements over the past year. These are just some of the achievements that contributed to Council completing all of its actions allocated to 2015-16, within the Council Plan 2013-2017. Please refer to 'Highlights and achievements' from pages 5 to 7 of the Annual Report for a more detailed list of achievements.

COMMUNITY GRANTS

In 2015-16 Council funded 44 Community Grants to deliver \$340k worth of projects to benefit the Golden Plains community. For every \$1 Council invested, a return of \$2.30 resulted.

ADVOCACY

Council represented the interests of Golden Plains residents, ratepayers and businesses in over 35 meetings with Federal and State politicians.

PLANNING

428 planning permit applications were processed, with 64% of new planning permit applications issued within a 60 day statutory timeframe.

ENVIRONMENT

All roadsides within the identified settlement areas of Golden Plains Shire were inspected for fire hazards during the fire danger period.

BUDGET

The Council Plan, Strategic Resource Plan and Annual Budget were adopted by Council at the June Council Meeting.

TRANSFORMING DEREEL

Dereel has been transformed with construction of a new men's shed, upgrade to the hall and a new skate park, significantly reinvigorating the area.

UPGRADES TO CHILDCARE FACILITIES

Four important early years projects have taken shape across the Shire – a multi-million dollar suite delivering state-of-the-art facilities in Meredith, Bannockburn, Teesdale and Rokewood.

FOOTPATH NETWORK

2,025 metres of new footpath network was constructed across 4 townships.

KERBSIDE COLLECTION

The changes to the kerbside collection service allowed Council to reduce the 2015-16 annual garbage charge by \$12, from \$250 to \$238. It was estimated that the charge would have increased to \$289 had the service not been altered.

FOOD FOR THOUGHT PROJECT

This project aims to consider how food is available at the local level. Food sharing fosters good social connections.

ENGAGING WITH YOUNG PEOPLE

22 young volunteers were part of committees which delivered projects such as Battle of the Bands, People of Golden Plains and the Barwon South West Skate Competition.

RATE REVALUATION

The revaluation was completed during 2015 with new valuations set on 1 January 2016. These valuations will be used to calculate the rates due for each property in the 2016-17 financial year.

Council Plan

Council's performance for the 2015-16 year has been reported against each strategic objective to demonstrate how Council is performing in achieving the 2013-2017 Council Plan. Performance has been measured as follows:

- Results achieved in relation to the strategic indicators in the Council Plan.
- Progress in relation to the major initiatives identified in the Budget.
- Services funded in the Budget and the persons or sections of the community who are provided these services.
- Results against the prescribed service performance indicators and measures.

In relation to the four major initiatives undertaken during 2015-16, the following three have been completed:

- Establish services at the Meredith Early Learning Centre
- Development of a Community Engagement Strategy
- Implement a new household waste collection service focussed on sustainability and recycling

The fourth major initiative, Stage 1 of the Bannockburn Civic Heart, is yet to commence as the project was dependent on relevant funding. Subsequent to the Annual Report being prepared, \$1.2m of Federal funding has been announced, which along with funding of \$400k from Regional Development Victorian and Council's budgeted contribution of \$800k will see Stage 1 of the project delivered over the 2017-18 and 2018-19 financial years.

Further detail of these indicators, measures, initiatives and services is contained in the 'Council Plan' section of the Annual Report beginning on page 24.

Statements

The 'In Principle' performance statement and financial statements were presented, along with the Auditor's Management Letter and Closing Report, to Council's Audit and Risk Committee at its meeting held 13 September 2016.

Having considered the Audit Closing Report and Management Letter, the Committee resolved:

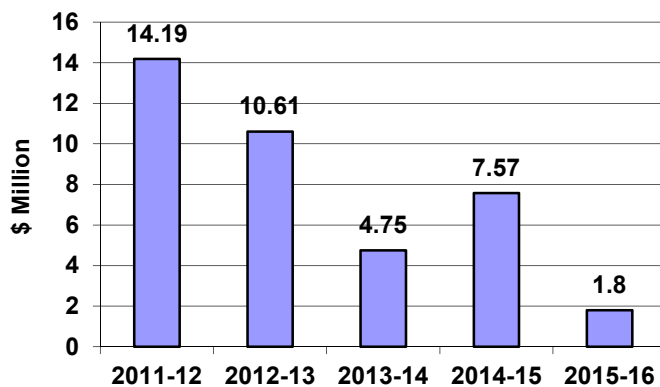
1. That the Audit and Risk Committee, having delegated power to act and in accordance with section 132 of the Local Government Act (1989) give its approval in principle to the performance statement and financial statements and submit the statements to the auditor for reporting on the audit.

- That, as authorised by Council, the Mayor (or his deputy) and Cr Nathan Hansford, representative of the Audit and Risk Committee, certify the performance statement and financial statements in accordance with the regulations.

The following key indicators provide a brief overview of Council's financial performance for the year, including graphs which visually demonstrate the recent trend of each.

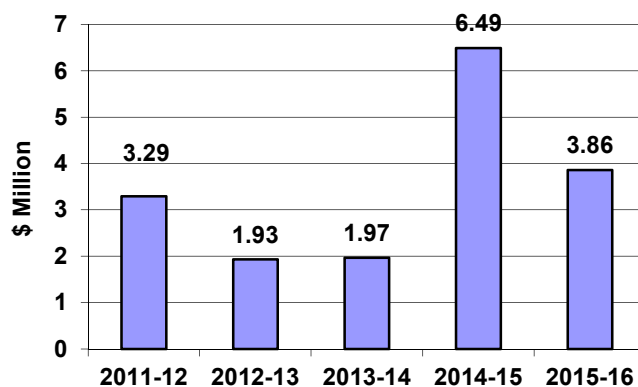
Operating Result

The operating result shows Council's overall performance for the year. The surplus for 2015-16 totalled \$1.8 million, which is \$415 thousand less than budget. However, this 'headline' figure can be misleading. The 'Adjusted Underlying Result', which removes any non-recurrent grants used to fund capital expenditure, non-monetary asset contributions and other contributions to fund capital expenditure from the result, is actually a deficit of \$1.2 million. Both the operating and adjusted underlying result for 2015-16 were negatively impacted by the Federal Government's decision to re-implement the practice of making 50% of the 2015-16 Financial Assistance Grant available in the June prior (decreasing income for the year by \$2.6m). Without this timing issue, the underlying result would have been a \$1.4m surplus.



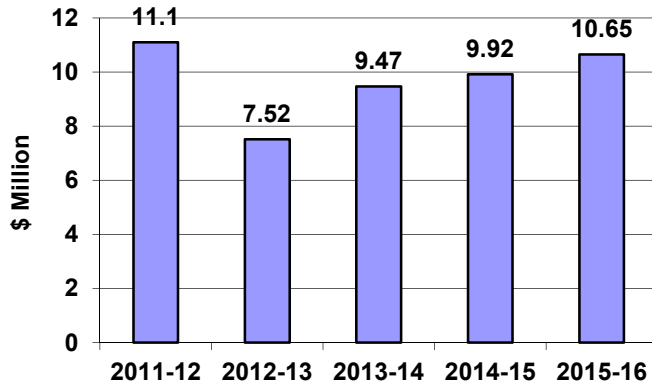
Discretionary Retained Earnings

Discretionary Retained Earnings is the surplus funds that Council has available to take advantage of unexpected opportunities. These are primarily utilised to match grants offered by third party funding. Council has been able to maintain a healthy balance for the past five years. It should be noted that the 2015-16 balance of \$3.86 million includes \$1.5 million in profits held from the sale of Bakers Lane. It is planned that the profits from Bakers Lane will be utilised to fund the capital investment required for the fourth, and final, stage of the same development.



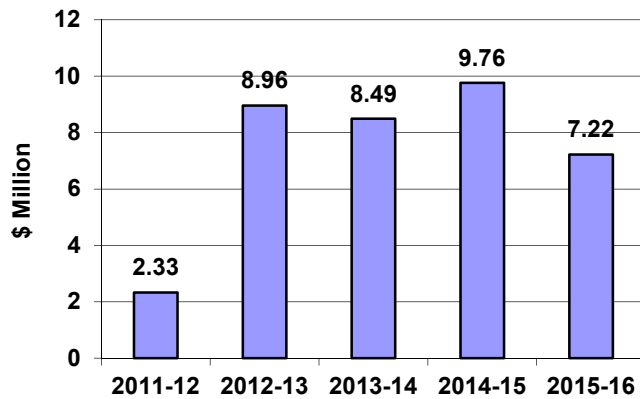
Capital Expenditure

The capital program for 2015-16 of \$10.65 million, takes Council's total capital expenditure over the last three years to \$30.04 million. These programs have been consistent with Council's Strategic Resource Plan and have been funded by a combination of government grants, borrowings and discretionary retained earnings (as outlined above).



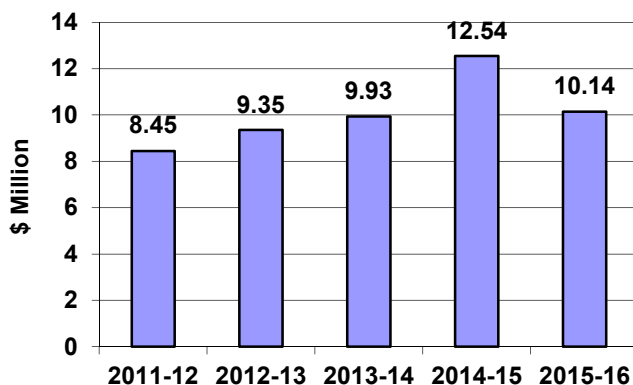
Working Capital

Working Capital is the amount by which current assets exceed current liabilities. This is a measure of Council's ability to meet its short term obligations. At 30 June 2016 the surplus is \$7.2 million compared to a budget of \$2.2 million. This large working capital surplus is primarily a result of a higher than anticipated cash balance, which is explained below.



Cash Balance

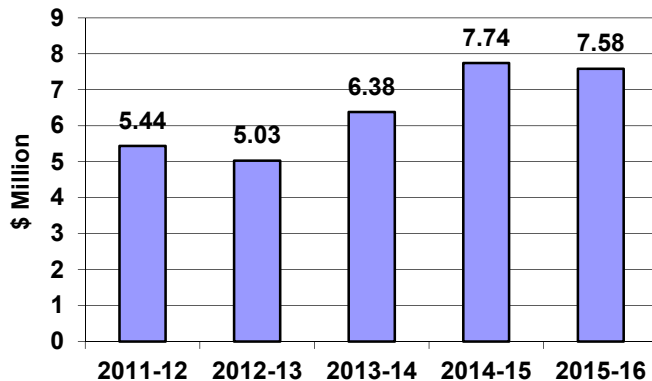
Council's cash balance at 30 June 2016 totalled \$10.14 million, which is \$7.01 million favourable to budget but a decrease of \$2.4 million from the previous year. The balance is greater than anticipated primarily due to \$2.9 million being held to complete funded and capital works projects from prior years and recent operating surpluses.



Borrowings

Borrowings have decreased by \$159 thousand from the previous year to a total of \$7.58 million. New borrowings of \$150 thousand were undertaken to fund Council's capital program. These amounts are in accordance with Council's Strategic Resource Plan.

Council has structured borrowings to ensure costs are spread fairly over current and future generations. Council has also availed itself of the benefits from the Municipal Association of Victoria's Local Government Funding Vehicle which has seen the cost of borrowing reduce for Victorian Councils.



The above indicators demonstrate that Council remains in a stable financial position and has been able to balance the use of operating revenue; discretionary retained earnings and borrowings to ensure services and projects are delivered to meet the demand of the Golden Plains community.

The overall financial position remains strong and continues to be consistent with that depicted in Council's Strategic Resource Plan. This is further supported by the following table which compares the key financial indicators from the 2015-16 actual results with the original budget and the levels Council considers best practice.

Indicator	Actual 2015-16 \$'000	Budget 2015-16 \$'000	Variance \$'000	Best Practice \$'000
Operating Surplus	1,827	2,242	(415)	> 0
Adjusted Underlying Result	(1,242)	(522)	(720)	> 0
Working Capital (%)	219%	146%	73%	> 100%
Disc. Retained Earnings	3,857	1,378	2,479	> 1,000
Borrowings (% of Rates and charges)	39%	39%	-	< 60%
Cash and Investments	10,137	3,133	7,004	> 0
Rate Determination	(2,540)	(368)	(2,172)	> 0

The three indicators that measure annual performance (Operating Surplus, Adjusted Underlying Result and Rate Determination) are unfavourable to budget primarily due to 50% of the budgeted Federal Assistance Grants (FAG's) being received in advance, in the previous financial year. Without this timing issue, these indicators would be \$2.6m greater and would all be favourable to budget.

The remaining indicators that measure Council's financial position as at 30 June 2016 are positive, confirming a healthy level of discretionary retained earnings, cash and borrowings.

Please refer to pages 110 and 111 of the Annual Report to view the 12 Financial Performance Indicators prescribed by DELWP.

Given the introduction of the 'Fair Go Rates' system (rate capping), Council will need to review the strategies contained within its future Council Plan, Strategic Resource Plan and Long term Financial Plan to ensure it continues to deliver the services required by a growing municipality, whilst remaining financially sustainable.

Auditor General's Reports

No material changes have been made to the financial statements since the adoption of the in principle statements. The audit provides a positive reflection of the quality of Council's staff, its financial management policies and procedures, good governance and strong internal controls. Pages 103 and 114 of the Annual Report contain the Auditor's Report on the Financial Statements and the Auditor's Report on the Performance Statement respectively. Both audit opinions are unqualified.

Community Engagement

As this agenda item is part of a legislative compliance process 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 & Environmental Implications

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

Communications

A communication plan has been developed to inform stakeholders of the Annual Report's completion and how it can be accessed.

Conclusion

The achievements and financial result contained within the 2015-16 Annual Report is further evidence of how Council's discipline in adhering to its four year Strategic Resource Plan has allowed Council to sustainably deliver the projects and services being demanded from a rapidly growing community. This is a challenge that Council has been able to meet through responsible planning and implementation of such plans.

The objectives set out in the Council Plan, along with the other outcomes described in the Annual Report, were delivered within the parameters established in Council's Strategic Resource Plan.

This outcome has only been achieved through the hard work, dedication and professionalism of Councillors, staff, volunteers and the community, as well as the unique partnerships that have been formed over many years between Council, other levels of Government and community service providers. The 2015-16 Annual Report is therefore a testament to the efforts of everyone that has been involved in making Golden Plains a shire where opportunities grow.

This hard work, dedication and professionalism will need to continue for Council to meet the challenges it faces in managing the growing population and the increased demand for services, within the rate capping and variation framework.

Caretaker Statement

The recommended decision is not a 'Major Policy Decision', as defined in Section 93A of the *Local Government Act 1989*, or a 'Significant Decision' within the meaning of the Election Period (Caretaker) Policy' Policy however any alternative resolution may constitute a significant decision under the Act.'

Moved Crs Blake/Kirby

That Council:

- 1. Notes the completion of the 2015-16 Annual Report document and process.***
- 2. Notes the Auditor's unqualified reports on the Performance Statement and Financial Statements.***
- 3. Notes that the Annual Report was submitted to the Minister for Local Government by 30 September 2015.***
- 4. Endorses, by way of receiving and considering, the 2015-16 Annual Report as presented in accordance with sections 132 and 134 of the Local Government Act 1989.***

Carried

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

No report.

4.9. KEY RESULT AREA – WASTE MANAGEMENT

No report.

5. NOTICES OF MOTION

Nil

6. PETITIONS

Nil

7. OTHER BUSINESS

7.1. MAYOR'S REPORT

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

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

Date	Details
14/10/16	Peri Urban Group meeting
17/10/16	MAV Rural South Central Region meeting

- Craig Lapsley, Victoria's Emergency Management Commissioner, regarding the relocation of the Bannockburn CFA and SES to the new site on VicTrack land. The new council will need to pursue.
- Thanked fellow councillors for support over the last four years and two as mayor. Much has been achieved including:
 - the changes to the garbage collection
 - Consultation with communities
 - Budgets
 - Staff who are professional and inclusive
 - The CEO who I speak with regularly to stay on the same page
- Congratulations to Councillors Blake and Cameron on their input.
- All the best to the councillors who are re-standing.
- We have worked together well and had some healthy debates.
- Wish all the councillors well.
- It has been a privilege to serve as mayor to move the shire forward.

7.2. CHIEF EXECUTIVE OFFICER'S REPORT

Rod Nicholls, Chief Executive Officer
File: 02-03-004

Nil

7.3. MUNICIPAL ASSOCIATION OF VICTORIA (MAV) REPORT

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

Nil

7.4. COUNCILLOR REPORTS

Cr Jenny Blake

- Melbourne to Warrnambool Bike Race has taken the locals by surprise. Mr Anders, Director Assets & Amenity, advised future permits will be closely monitored.
- Cr Blake thanked her fellow councillors for their efforts over the last four years and that much had been achieved. Also thanked her supporters who have assisted her to perform the role of councillor over the last 20 years.

Cr Andrew Cameron

- Enquired on how flood works and funding will be accounted for in the application for Disaster Relief. Mr Anders, Director Assets & Amenity, advised that all information has been collated and a claim will be submitted.
- NBN has been updating its wireless networks in the centre of the shire and the speed is good and positive for this area.
- Cr Cameron thanked his fellow councillors for the previous four years and reminded the council that a great deal has been achieved.

Cr Helena Kirby

Cr Kirby thanked her fellow councillors for the previous four years where there had been productive meetings. Congratulations to Cr Blake on achieving 20 years as a councillor. Also thanks go to all the staff for their support.

Cr Bill McArthur

- Cr McArthur advised that it had been a privilege to serve as a councillor for the last four years where significant outcomes have been achieved for our communities.
- Also a farewell to Councillors Blake and Cameron.

Cr Greg Vaughan

- Optus information on co-locating its recent activities in the interest of the community and the well-being of the future.
- Thanked his fellow councillors for the previous four years.

Moved Crs Vaughan/McArthur

That thanks go to Bill Grigg for his assistance with tree removal etc. during the recent heavy rains.

Carried

7.5. IN CAMERA MEETING

Should Council wish to consider any matters in camera, in accordance with Section 89 of the Local Government Act 1989, it may resolve to close the meeting to members of the public if the meeting is discussing:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

8. ATTACHMENTS

Attachment 1a	Item 4.2.2	Citizen & Customer Service
Attachment 1b	Item 4.2.2	Economic Development
Attachment 1c	Item 4.2.2	Environment & Land Use Planning
Attachment 1d	Item 4.2.2	Financial Management
Attachment 1e	Item 4.2.2	Human Support Services
Attachment 1f	Item 4.2.2	Roads & Streets Infrastructure
Attachment 1g	Item 4.2.2	Waste Management
Attachment 2	Item 4.5.1	Annual Report

Attachments are available upon request.

9. DATE OF NEXT MEETING

The Special Meeting of Council will be held at 11.00am on Tuesday 8 November 2016 at the Bannockburn Shire Hall.

The next Ordinary Meeting of Council will be held at 4.00pm on Tuesday 22 November 2016 at the Bannockburn Shire Hall.

10. CLOSE OF MEETING

The meeting closed at 4.35pm.

11. 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

Date