



Council Meeting Agenda

Bannockburn Shire Hall

Tuesday 27 March 2018

6.00pm

Embargoed until 5pm on Friday 23 March 2018

Our Vision

A healthy, safe, vibrant, prosperous and sustainable community supported by strong leadership, transparent governance and community partnerships
- *Our Community, Our Economy and Our Pride.*

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.

Order of Business

1.	APOLOGIES	5
2.	DECLARATIONS, MINUTES & ASSEMBLIES	5
2.1	DECLARATIONS OF INTEREST.....	5
2.2	CONFIRMATION OF MINUTES.....	5
2.3	ASSEMBLIES OF COUNCILLORS.....	6
3.	PRESENTATIONS	10
3.1	Citizen Recognition.....	10
4.	REPORTS	11
4.1	Review Council Policy 10.3 Timber Plantations Setback.....	11
4.2	Review of Council Policy 4.7: Condolences – Councillors & Former Councillors ...	16
4.3	Review of Council Policy 4.11: Display of Australian National Flag.....	19
4.4	Review of Council Policy 7.1: Smoking in Council Facilities and Vehicles	21
4.5	Councillors Expenses Report: 1 July – 31 December 2017	24
4.6	Old Batesford Cemetery Management Plan 2018 – Endorse to Exhibit	26
4.7	Planning Application P17-217 for a dwelling and shed at Lot 1 Title Plan 352919L Glenelg Highway, Linton.....	29
4.8	Planning Application P16-331; Development of the Land for Telecommunications Facility, at 2699 Midland Highway, Lethbridge.....	36
4.9	Planning Application P14-206 for a dwelling at Lot 1 of Plan of Subdivision 135627, Sutherland Street, Teesdale.....	44
4.10	Sons of the West Program	49
4.11	Community Engagement Strategy (2016-2020) Progress Report September 2016 –December 2017	53
4.12	Contract GPS-RFT2/2018: Provision of Concreting Services.....	56
5.	NOTICES OF MOTION - Nil	59
6.	PETITIONS - Nil	59
7.	OTHER BUSINESS	59
7.1	MAYOR’S REPORT.....	59
7.2	MUNICIPAL ASSOCIATION OF VICTORIA (MAV) REPORT	59
7.3	COUNCILLOR REPORTS	60
7.4	IN CAMERA MEETING	60
8.	CLOSE OF MEETING	60

1. APOLOGIES

2. DECLARATIONS, MINUTES & ASSEMBLIES

2.1 DECLARATIONS OF INTEREST

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

2.2 CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the Ordinary meeting of Council held 27 February 2018, as circulated, be confirmed.

2.3 ASSEMBLIES OF COUNCILLORS

File: 02-03-004

Directorate	Chief Executive Office
Unit	Chief Executive Office
Senior Manager	Eric Braslis, Chief Executive Officer
Responsible Manager	Eric Braslis, Chief Executive Officer
Author	Petra Neilson, Council Support Officer
File References	EDMS file: 02-03-004
Council Plan Link	Delivering Good Governance and Leadership We will govern with integrity, plan for the future, and advocate for our community
Relevant Council Strategies	N/A
Relevant Policies & Legislative Frameworks	N/A
Attachments	Assembly of Councillors Record

Declarations of Interest: Councillors & Officers

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

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

Purpose

To present Council with written records of Assembly of Councillors in accordance with section 80A of the Local Government Act 1989 from 28 February to 26 March 2018.

Background

In accordance with Section 80A of the Local Government Act 1989 a written record of assembly of Councillors must be reported at an ordinary Council meeting and minuted as soon as practicable.

Discussion

The record must include:

1. The names of all councillors and members of Council staff attending
2. The matters considered
3. Any conflict of interest disclosures made by a Councillor attending
4. Whether a Councillor who has disclosed a conflict of interest left the assembly.

Community Engagement

A formal consultation process is not required.

Financial & Risk Management Implications

It is considered that there are no risk management implications.

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

This information provided in this report is compliant with Section 76A of the Local Government Act 1989.

Recommendation


That Council notes the Assembly of Councillors records, from 28 February to 26 March 2018 as attached.



Assembly of Councillors Record

Date of meeting:	Tuesday 20 March 2018
Time:	9.00am
Purpose of meeting:	<ul style="list-style-type: none"> - Budget Workshop - Council reports: - Council Updates - Citizenship ceremony - SMT/CEO/Councillors Session - CEO/Councillor Session
Councillors present:	<p>Cr Helena Kirby, Mayor Cr David Evans Cr Joanne Gilbert Cr Nathan Hansford Cr Des Phelan Cr Les Rowe Cr Owen Sharkey</p>
Apologies:	Nil
Council staff present:	<p>Eric Braslis, Chief Executive Officer Greg Anders, Director Assets & Amenity Jillian Evans, Director Community Services Richard Trigg, Director Corporate Services Jason Clissold, Finance Manager Tim Waller, Development Manager Felicity Bolitho, Economic Unit Team Leader Asanka Jayakody, Finance Team Leader Nic Howard, Management Accountant Dale Smithyman, Natural Resources Offices Sarah Fisher, Planning Team Leader Angela Vary, Strategic Planner Lisa Shaw, Farmers Market Officer Ann Card, Senior Communications & Marketing Officer Olivia Naughtin, Community Development Team Leader Susan Firth-McCoy, Community Engagement Officer</p>
Other people present:	Nil
Conflict of Interest Disclosures (Councillors)	Cr Owen Sharkey declared a direct interest in item PA P14-206 for a dwelling at Lot 1 Plan of Subdivision 135627 Sutherland Street Teesdale as his brother is the land owner.
Conflict of Interest Disclosures (Officers)	Nil
Matters discussed:	<ol style="list-style-type: none"> 1. Budget Workshop 2. Council reports: <ul style="list-style-type: none"> - Review of Council Policy 10.3 Timber Plantations Setback - Review of Council Policy 4.7 Condolences – Councillors & Former Councillors - Review of Council Policy 4.11 Display of Australian National Flag - Review of Council Policy 7.1 Smoking in Council Facilities and Vehicles - Councillors Expenses Report 1 July – 31 December 2017 - Old Batesford Cemetery Management Plan 2018-2023 - Sons of the West Program



	<ul style="list-style-type: none">- PA P17-217 for a dwelling and shed at Lot 1 Title Plan 352919L Glenelg Highway Linton- PA P16-331 Development of Land for Telecommunications Facility at 2699 Midland Highway Lethbridge- PA P14-206 for a dwelling at Lot 1 of Plan of Subdivision 135627 Sutherland Street Teesdale- Community Engagement Strategy (2016-2020) Progress Report September 2016-December 2017- Contract GPS_RFT2/2018 Provision of Concreting Services3. Council Updates<ul style="list-style-type: none">- Capital Works Update – Plan Variation- Capital Expenditure Update – Sport & Recreation Variation- Smythesdale Landfill Facility- High Street Bannockburn – Landscape Masterplan- Council Plan Review – Results Analysis- Communications Update- Golden Plains Farmers' Market Update4. Citizenship ceremony5. SMT/CEO/Councillors Session6. CEO/Councillor Session
Completed by:	Eric Braslis, Chief Executive Officer 

3. PRESENTATIONS

3.1 Citizen Recognition

Golden Plains Shire is proud to recognise the fantastic achievements and contributions made by young people in the community. We are fortunate today to present a Citizen Recognition Award, which includes a certificate of recognition and a grant of \$250 to Meah Sharkey.

Meah Sharkey is being recognised for her achievement in sport.

- She is 12 years old and lives in Batesford.
- She has been fencing for nearly three years.
- Meah competed in her first state competition on 17 July 2016 where she won gold for the U11 and she competed in her first nation competition on 23 November 2017
- Meah has most recently travelled to Adelaide to represent Victoria in the U13s.

4. REPORTS

4.1 Review Council Policy 10.3 Timber Plantations Setback

Directorate	Assets and Amenity
Unit	Development
Senior Manager	Greg Anders, Director of Assets and Amenity
Responsible Manager	Tim Waller, Development Manager
Author	Tim Waller, Development Manager
File References	EDMS file:
Council Plan Link	Managing natural and built environments We work to promote, conserve, enhance and protect the natural environment and ensure that growth and change in the built environment is managed for the benefit of all of our community
Relevant Council Strategies	Council Policy 10.3 Timber Plantations Setback
Relevant Policies & Legislative Frameworks	Golden Plains Planning Scheme
Attachments	Code of Practice for Timber Production 2014

Declarations of Interest: Councillors & Officers

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

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

Purpose

To seek Council approval to revoke Council Policy 10.3 Timber Plantations Setback. This policy was adopted by Council in 2002 to protect the amenity of properties in rural living locations adjoining proposed timber production sites. This report describes the development of the policy, how it has been referred to in past decision making and in conclusion details why the policy is no longer required.

Background

In 2002 Golden Plains Shire Council considered a number of planning permit applications for timber plantations directly adjoining land zoned for rural living purposes. This policy was subsequently developed to protect dwelling amenity and fire protection envelopes for properties located in the Rural Living Zone.

The policy sought to replicate provisions contained within Clause 35.07 (Farming Zone) of the Golden Plains Planning Scheme. Relevant Farming Zone provisions addressed issues such as setbacks from dwellings in separate ownership, land zoned for residential, business or industrial use and any site specified on a permit (in force) which permits a dwelling to be constructed.

Discussion

Council Policy 10.3 sought to ensure that conditions were applied consistently wherever there was potential for the establishment of a new timber plantation.

The policy states:

'Where a planning permit is required for Timber production the following setback guidelines should be considered:

The plantation must not be within 100 metres of:

- *Any dwelling not in separate ownership.*
- *Any land zoned for residential, business or industrial purposes including land in a Rural Living Zone.*
- *Any site specified on a permit which is in force which permits a dwelling to be constructed.'*

In a planning law context the legality of the currently policy is questionable. The policy effectively attempts to prohibit a Section 2 Use (permit required use as defined by the Golden Plains Planning Scheme).

Recent developments

Following the most recent revision of Council Policy 10.3 in December 2012 there have been a significant number of planning policy developments that negate the need for Council Policy 10.3.

In 2014 the Department of Environment and Primary Industries developed and adopted a new Code of Practice for Timber Production. The new code provides greater clarity around the approval and management of timber plantations in all zones and is formally referenced within the Golden Plains Planning Scheme under Clause 52.19 (Timber Production).

Code of Practice for Timber Production 2014

The new code defines different types of timber production, making a clear distinction between State forest coupes and private land plantations. The code requires that all new plantations on private land are designed, managed and operated in accordance with particular specifications addressed through either a planning permit process or detailed within a Plantation Development Notice.

The adopted specifications will ensure the protection and safety of residential developments and other sensitive uses. A copy of the code is provided as an attachment to this report.

Community Engagement

A formal consultation process is not required.

Financial & Risk Management Implications

It is considered that there are no financial implications associated with the removal of Council Policy 10.3.

It is considered that there are no risk management implications.

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 new Code of Practice for Timber Production 2014 provides a robust framework for the approval and management of timber production activities in all zones. The requirements of the new code must be complied with to the satisfaction of the responsible authority irrespective of whether or not a planning permit is required for the plantation activities. It is therefore recommended that Council supports the revocation of Council Policy 10.3 Timber Plantations Setback.

Recommendation

That Council resolves to revoke Council Policy 10.3 Timber Plantations Setback.

10.3 Timber Plantations Setback

<i>Policy Title:</i>	<i>Timber Plantations Setback</i>
<i>Date Adopted:</i>	<i>28/03/2002</i>
<i>Date Revised:</i>	<i>22/11/2007; 18/12/2012</i>
<i>Minute Book Reference:</i>	<i>Council Minutes</i> <i>28/03/2002 Item 4.3.2(a), page 15</i> <i>22/11/2007 Item 5.10.1(a), page 13 (refer Audit and Finance Committee Minutes 8/11/07, item 4.1, page 6)</i> <i>18/12/2012 Item 4.10.5(a), page 21 (refer Governance Committee Minutes 11/12/12, item 4.1.1, pages 5-66)</i>
<i>Next Revision Due:</i>	<i>December 2017</i>

PURPOSE

- To provide requirements for the assessment of planning permit applications for timber production within Golden Plains Shire.
- To protect the amenity of properties adjoining proposed timber production sites.

POLICY

Where a planning permit is required for timber production, the following setback guidelines should be considered.

The plantation must not be within 100 metres of:

- Any dwelling in separate ownership;
- Any land zoned for residential, business or industrial purposes including land in a Rural Living Zone;
- Any site specified on a permit which is in force which permits a dwelling to be constructed.

52.18 TIMBER PRODUCTION

29/10/2015
VC101

52.18-1 Timber production on Crown land

29/10/2015
VC101

Any requirement of this scheme which:

- requires timber production to be conducted in a particular way
- requires that a permit be obtained to use or develop land for timber production or to carry out timber production in a particular way
- requires that some aspect of timber production be carried out to the satisfaction of the responsible authority

does not apply to timber production on unalienated land of the Crown managed and controlled by the Minister responsible for administering the *Forests Act 1958* and the *Sustainable Forests (Timber) Act 2004*, or the Secretary to the Department of Environment, Land, Water and Planning (as constituted under Part 2 of the *Conservation, Forest and Lands Act 1987*), whether or not occupied under a licence or other right. All requirements of this scheme apply to Crown land which has been leased.

52.18-2 Timber production to comply with the Code of Practice for Timber Production

29/10/2015
VC101

All timber production activities (except agroforestry (the simultaneous and substantial production of forest and other agricultural products from the same land unit), windbreaks and commercial plantations of 5 hectares or less) must comply with the Code of Practice for Timber Production (Department of Environment and Primary Industries, 2014). In accordance with Section 6(4A) of the *Planning and Environment Act 1987*, this applies whether the use of land for timber production is commenced before or after the coming into effect of this requirement.

The Code must be complied with to the satisfaction of the responsible authority.

A permit may require that matters required by the Code must be done to the satisfaction of the responsible authority or a Minister, public authority or referral authority, and may require the responsible authority to seek comments from any other person or authority before making a decision.

52.18-3 Road repairs

15/09/2008
VC49

After a Timber Harvesting Plan is lodged with the responsible authority under the Code and before the commencement of harvesting operations, the responsible authority, in consultation with the forest owner or manager, must establish the condition of any roads which are proposed to be used as a cartage route.

The forest owner or manager must advise the responsible authority when harvesting operations are complete. After receiving this advice, the responsible authority, in consultation with the forest owner or manager, must establish the condition of any roads which were used as a cartage route.

It is the responsibility of the forest owner or manager to restore any roads which were used as a cartage route to the same condition that they were in before the commencement of harvesting operations to the extent of any damage caused as a result of the harvesting operations.

The cartage of timber associated with harvesting operations is extraordinary traffic for the purpose of Section 112 of the *Road Management Act 2004*.

52.18-4 Decision guidelines

15/09/2008
VC49

Before deciding on an application to use or develop land for timber production, in addition to the decision guidelines in Clause 65, the responsible authority must consider:

- The need to encourage plantation establishment and timber production in locations where it is of significance to national, state and regional economies, and in areas affected by salinity and other forms of land degradation.
- The role of native forest and plantations in:
 - Protecting water quality.
 - Conserving flora and fauna.
 - Preventing land degradation, including soil erosion, salinisation and water logging.
 - Preventing adverse effects on groundwater recharge.
- The preservation of and impact on the natural environment, cultural heritage and visual amenity.
- Whether it is appropriate to require environmental protection standards greater than those in the Code.

4.2 Review of Council Policy 4.7: Condolences – Councillors & Former Councillors

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; 02-03-005
Council Plan Link	Delivering good governance and leadership We will govern with integrity, plan for the future, and advocate for our community
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	Council Policy Manual
Attachments	Council Policy 4.7: Condolences – Councillors & Former Councillors

Declarations of Interest: Councillors & Officers

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

Purpose

To review and adopt Council Policy 4.7: Condolences – Councillors & Former Councillors.

Background

Policy 4.7 was first adopted in 1998 and last reviewed in 2014.

Discussion

The policy provides guidance on the appropriate recognition on the death of a sitting Councillor or spouse, or former Councillor.

The amendment to the policy is to include the option of a charitable donation in lieu of flowers, both options to a maximum value of \$100.

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

The current policy has served the Council well in the past and is improved by the amendment.

Recommendation

That Council adopt Policy 4.7: Condolences – Councillors & Former Councillors as amended in the attachment.

New policy 4.7

4.7 Condolences – Councillors and Former Councillors

<i>Policy Title:</i>	<i>Condolences – Councillors & Former Councillors</i>
<i>Date Adopted:</i>	<i>21/10/98</i>
<i>Date Revised:</i>	<i>22/1/04; 26/02/09; 25/03/14</i>
<i>Minute Book Reference:</i>	<i>Council Minutes</i>
	<i>21/10/1998 Item 4.6.1 page 43 (refer Audit & Finance Committee Minutes 14/10/98, item 5.3.1, page 15)</i>
	<i>22/01/2004 Item 4.3(c) page 34 (refer Audit & Finance Committee Minutes 08/01/04, item 4.3, page 10)</i>
	<i>26/02/09 Item 4.10.1(e) page 30 (refer Audit & Finance Committee Minutes 12/02/09, item 4.5 page 13)</i>
	<i>25/03/14 Item 4.10.5(a) page 19 (refer Governance Committee Minutes 11/03/14, item 4.1.1, pages 5-6)</i>
<i>Next Revision Due:</i>	<i>January 2018</i>

PURPOSE

To authorise the Chief Executive Officer (CEO) or his delegate to express condolences on behalf of Council to the family of recently deceased Councillors and former Councillors.

POLICY

On the death of a sitting Councillor or spouse, or former Councillor of the Golden Plains Shire, the CEO shall arrange the following:

- Bereavement notice under the Shire's crest in a newspaper generally circulating the Shire;
- An appropriate notice on social media; and
- Provision of a floral tribute or charitable donation (as directed) up to a value of \$100.

Current policy 4.7

4.7 Condolences – Councillors and Former Councillors

<i>Policy Title:</i>	<i>Condolences – Councillors & Former Councillors</i>
<i>Date Adopted:</i>	<i>21/10/98</i>
<i>Date Revised:</i>	<i>22/1/04; 26/02/09; 25/03/14</i>
<i>Minute Book Reference:</i>	<i>Council Minutes</i>
	<i>21/10/1998 Item 4.6.1 page 43 (refer Audit & Finance Committee Minutes 14/10/98, item 5.3.1, page 15)</i>
	<i>22/01/2004 Item 4.3(c) page 34 (refer Audit & Finance Committee Minutes 08/01/04, item 4.3, page 10)</i>
	<i>26/02/09 Item 4.10.1(e) page 30 (refer Audit & Finance Committee Minutes 12/02/09, item 4.5 page 13)</i>
	<i>25/03/14 Item 4.10.5(a) page 19 (refer Governance Committee Minutes 11/03/14, item 4.1.1, pages 5-6)</i>
<i>Next Revision Due:</i>	<i>January 2018</i>

PURPOSE

To authorise the Chief Executive Officer (CEO) or his delegate to express condolences on behalf of Council to the family of recently deceased Councillors and former Councillors.

POLICY

On the death of a sitting Councillor or spouse, or former Councillor, the CEO shall arrange the following:

- Bereavement notice under the Shire's crest in a newspaper generally circulating the Shire; and
- Provision of a floral tribute.

4.3 Review of Council Policy 4.11: Display of Australian National Flag

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; 02-03-005
Council Plan Link	Delivering good governance and leadership We will govern with integrity, plan for the future, and advocate for our community
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	Council Policy Manual
Attachments	Council Policy 4.11 – Display of Australian National Flag

Declarations of Interest: Councillors & Officers

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

Purpose

To review and adopt Council Policy 4.11: Display of Australian National Flag.

Background

Policy 4.11 was first adopted in 2004 and last reviewed in 2014.

Discussion

The policy provides guidance on the appropriate flying of the Australian National Flag with reference to the Government Procedure. The policy is current and as such, no amendment is proposed.

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

The current policy has served the Council well in the past and no amendment is required.

Recommendation

That Council adopt Policy 4.11: Display of Australian National Flag without amendment as per the attachment.

4.11 Display of Australian National Flag

<i>Policy Title:</i>	<i>Display of Australian National Flag</i>
▲ <i>Date Adopted:</i>	<i>22/1/04</i>
<i>Date Revised:</i>	<i>26/2/09; 25/3/14</i>
<i>Minute Book Reference:</i>	<i>Council Minutes</i>
	<i>22/1/04 Item 4.10.1(d) page 35 (refer Audit & Finance Committee Minutes 8/1/04, Item 4.4, pages 12-13)</i>
	<i>26/2/09 Item 4.10.1(f) page 30 (refer Audit and Finance Committee Minutes 12/2/09, item 4.6 page 16)</i>
	<i>25/3/14 Item 4.10.5(a) page 19 (refer Governance Committee Minutes 11/3/14, item 4.1.1, pages 5-6)</i>
<i>Next Revision Due:</i>	<i>February 2018</i>

PURPOSE

To establish policy on the display of the Australian National Flag.

POLICY

On weekdays, commemorative days, civic occasions and other special ceremonial days, the Australian National Flag is flown from flagpoles outside municipal buildings at Bannockburn and Linton.

Flags are flown at half-mast position as a sign of mourning in the case of the death of a sitting or former Councillor of Golden Plains Shire Council or when directed by the Australian Government through the Commonwealth Flag Network.

Procedures for flying the Australian National Flag can be obtained from the website:
www.itsanhonour.gov.au/symbols/flag.cfm

4.4 Review of Council Policy 7.1: Smoking in Council Facilities and Vehicles

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; 02-03-005
Council Plan Link	Delivering good governance and leadership We will govern with integrity, plan for the future, and advocate for our community
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	Council Policy Manual
Attachments	Council Policy 7.1: Smoking in Council Facilities and Vehicles

Declarations of Interest: Councillors & Officers

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

Purpose

To review and adopt Council Policy 7.1: Smoking in Council Facilities and Vehicles.

Background

Policy 7.1 was first adopted in 1994 and last reviewed in 2013.

Discussion

Since the last review, the State Government has introduced amendments to legislation which place restrictions on where smoking is allowed. As a result, this Policy has been simplified to avoid duplication with legislation and to only describe additional restrictions mandated by Council. The amendments are shown in a "track changes" version of the existing policy.

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

The current policy has served the Council well in the past and the amendments will avoid duplication with current legislation.

Recommendation

That Council adopt Policy 7.1: Smoking in Council Facilities and Vehicles.

New policy 7.1:

7. SMOKING & TOBACCO ADVERTISING

7.1 Smoking: Council Owned & Controlled Buildings, Council Vehicles

▲ Policy Title:	<i>Smoking: Council Owned & Controlled Buildings, Council Vehicles, Council Playgrounds, Skate Parks & Youth Facilities (formerly Smoking – Council Owned and Controlled Buildings and Vehicles)</i>
Date Adopted:	30/06/1994
Dates Revised:	24/09/1998; 18/12/2008; 17/12/2013
Minute Book Reference:	Council Minutes
	30/06/94 Item 5, page 28 & Appendix A, page 12
	24/09/98 Item 4.6.1, page 48 (refer Audit & Finance Committee Minutes 16/09/98, pages 12, 59 & 74)
	23/10/03 Item 4.10.1 (b), pages 85-86 (refer Audit & Finance Committee Minutes 9/10/03, page 10)
	18/12/09 Item 4.10.1(c), page 14 (refer Audit & Finance Committee Minutes 11/12/08, item 5.3, pages 9-10)
	17/12/13 Item 4.10.5(c), page 24 (refer Governance Committee Minutes 10/12/13, item 5.1.3, pages 9-10)
Next Revision Due:	December 2017

PURPOSE

To protect individuals from passive smoking and to promote a healthy community.

POLICY

1. Smoking in Council Owned & Council Controlled Buildings

- Smoking of e-cigarettes and all forms of tobacco products in Council owned and controlled buildings is prohibited.
(As Council owned and controlled buildings are classified as enclosed workplaces they are covered under the *Tobacco Act 1987* (as amended).
- Separate smoking areas be provided more than five metres from opening windows and the entrances to all buildings occupied by Council staff.

2. Smoking in Council Owned & Council Controlled Vehicles

Smoking in Council vehicles is prohibited.

3. Smoking – General

Council will promote healthier communities through the distribution of the Government's anti-smoking material.

The *Tobacco Act 1987* (as amended) was introduced by the Victorian State Government and children's service premises, play centres, education and care services and premises and many other areas are covered in the legislation with regard to smoking being prohibited or restricted.

4. Tobacco advertising

The *Tobacco Advertising Prohibition Act 1992* prohibits Council from broadcasting or publishing a tobacco advertisement.

Current policy 7.1:

7. SMOKING & TOBACCO ADVERTISING

7.1 Smoking: Council Owned & Controlled Buildings, Council Vehicles, Council Playgrounds, Skate Parks & Youth Facilities

<i>Policy Title:</i>	<i>Smoking: Council Owned & Controlled Buildings, Council Vehicles, Council Playgrounds, Skate Parks & Youth Facilities (formerly, Smoking – Council Owned and Controlled Buildings and Vehicles)</i>
<i>Date Adopted:</i>	<i>30/06/1994</i>
<i>Dates Revised:</i>	<i>24/09/1998; 18/12/2008; 17/12/2013</i>
<i>Minute Book Reference:</i>	<i>Council Minutes 30/06/94 Item 5, page 28 & Appendix A, page 12 24/09/98 Item 4.6.1, page 48 (refer Audit & Finance Committee Minutes 16/09/98, pages 12, 59 & 74) 23/10/03 Item 4.10.1 (b), pages 85-86 (refer Audit & Finance Committee Minutes 9/10/03, page 10) 18/12/09 Item 4.10.1(c), page 14 (refer Audit & Finance Committee Minutes 11/12/08, item 5.3, pages 9-10) 17/12/13 Item 4.10.5(c), page 24 (refer Governance Committee Minutes 10/12/13, item 5.1.3, pages 9-10)</i>
<i>Next Revision Due:</i>	<i>December 2017</i>

PURPOSE

To protect individuals from passive smoking and to promote a healthy community.

POLICY

1. Smoking in Council Owned & Council Controlled Buildings

- Smoking of cigarettes and tobacco in Council owned and controlled buildings is prohibited.
- Separate smoking areas be provided more than five metres from opening windows and the entrances to all buildings occupied by Council staff.

2. Smoking in Council Owned & Council Controlled Vehicles

Smoking in Council vehicles is prohibited.

3. Smoking within 10 metres of a playground

Smoking within 10 metres of any playground, [skate park](#), youth recreational facility (active or passive) is prohibited in accordance with the *Tobacco Act 1987* (as amended).

4. Smoking – General

Council will promote healthier communities through the distribution of the Government's anti-smoking material.

5. Tobacco advertising

The *Tobacco Advertising Prohibition Act 1992* prohibits Council from broadcasting or publishing a tobacco advertisement.

4.5 Councillors Expenses Report: 1 July – 31 December 2017

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	EDCM file: 31-01-001
Council Plan Link	Delivering good Governance and Leadership We will govern with integrity, plan for the future, and advocate for our community.
Relevant Council Strategies	
Relevant Policies & Legislative Frameworks	Council Policy Manual
Attachments	Councillors Expense Report

Declarations of Interest: Councillors & Officers

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

Purpose

To review Councillor's expenses on a regular basis.

Background

This report has been prepared in accordance with Council Policy 4.14 – Councillor Reimbursement.

Discussion

Summarised in the attached document are the figures for allowances and expenses for the Mayor and Councillors for the period 1 July 2017 to 31 December 2017.

Community Engagement

A formal consultation process is not required.

Financial & Risk Management Implications

Costs are in accordance with Council's 2017-18 Budget and there are no 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

The information attached details the expenses for Councillors for period 1 July – 31 December 2017.

Recommendation

That Council note the contents of the Councillor Expense Report as at 31 December 2017.

SCHEDULE OF COUNCILLOR EXPENSES - 2017/2018

	Cr Helena Kirby	Cr Des Phelan	Cr Nathan Hansford	Cr David Evans	Cr Owen Sharkey	Cr Joanne Gilbert	Cr Les Rowe	TOTAL
July 2017	51	1,151	18	51	19	19	14	1,323
August 2017	78	1,273	1,223	93	17	43	14	2,742
September 2017	51	1,065	16	60	168	16	14	1,389
October 2017	53	986	1,252	14	17	15	14	2,351
November 2017	56	1,207	436	14	22	22	14	1,770
December 2017	14	193	724	14	14	14	14	985
January 2018	-	-	-	-	-	-	-	-
February 2018	-	-	-	-	-	-	-	-
March 2018	-	-	-	-	-	-	-	-
April 2018	-	-	-	-	-	-	-	-
May 2018	-	-	-	-	-	-	-	-
June 2018	-	-	-	-	-	-	-	-
TOTAL Expenses	302	5,875	3,669	245	258	129	82	10,560

	Cr Helena Kirby	Cr Des Phelan	Cr Nathan Hansford	Cr David Evans	Cr Owen Sharkey	Cr Joanne Gilbert	Cr Les Rowe	TOTAL
1. Conferences & Training Expenses	28	2,795	2,076	28	-	28	-	4,953
2. Travel Expenses	-	177	1,497	-	-	-	-	1,674
3. Car Mileage Expenses	148	2,135	-	-	-	-	-	2,283
4. IT & Communication Expenses	275	620	96	218	258	101	82	1,649
5. Childcare Expenses	-	-	-	-	-	-	-	-
TOTAL Expenses	450	5,727	3,669	246	258	128	82	10,560

1. Conferences & Training Expenses

This category covers registration fees & all other costs (eg accommodation, meals) associated with attendance by Councillors at local conferences, training, functions and seminars. These are normally held by Local Government related organisations, professional bodies and institutions, education institutions and private sector providers on areas and events which impact the roles of Councillors and the Shire in general. This category also includes memberships and subscriptions to bodies and organisations whose activities are relevant to the role of Councillors.

2. Travel Expenses

This category covers costs associated with assisting Councillors in meeting the transport costs incurred in attending meetings, functions and other commitments within and outside the municipality. This comprises use of a taxi, reimbursement for use of private vehicle while conducting Council business, car parking fees, the provision of car parking permits etc as described in the Councillor Expenses Policy. This category also comprises costs associated with accommodation and incidentals when travelling on Council business.

3. Car Expenses

This category covers car expenses for the use of Council vehicles by Councillors whenever travelling to conduct Council business.

4. IT & Communication Expenses

This category covers mobile device use associated with ensuring that Councillors are accessible and are able to communicate with constituents, stakeholders, other Councillors, Council Officers and family members while conducting Council business.

5. Childcare Expenses

The Council will reimburse the cost of necessary carer expenses incurred by Councillors in the course of carrying out their duties, at functions of which partners are invited. This covers childcare and other forms of care needed to support immediate family members.

4.6 Old Batesford Cemetery Management Plan 2018 – Endorse to Exhibit

Directorate	Assets and Amenity
Unit	Assets and Amenity
Senior Manager	Greg Anders, Director Assets and Amenity
Responsible Manager	Tim Waller, Development Manager
Author	Dale Smithyman, Natural Resources Manager
File References	EDMS File: 41400882 54-02-005 – Natural Heritage
Council Plan Link	Managing natural and built environments We work to promote, conserve, enhance and protect the natural environment and ensure that growth and change in the built environment is managed for the benefit of all of our community
Relevant Council Strategies	Environment Strategy
Relevant Policies & Legislative Frameworks	
Attachments	Draft Old Batesford Cemetery Management Plan 2018

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

To seek Council support to take the draft Old Batesford Cemetery Management Plan 2018 out on public exhibition.

Background

The Old Batesford Cemetery comprises two parcels of land on Hills Road in Batesford. The parcels; which are freehold land held by Council, contain an old unmarked cemetery, a mobile phone tower and an area of native vegetation.

The land was first used as a cemetery in the early 1860's, about the same time as a new township, was built west of Batesford to accommodate workers building the railway viaduct to take the Ballarat line over the Moorabool Valley.

A total of 22 burials are recorded for the site; sadly, many of them children who died in infancy. The first recorded burial was of John Kneebone; aged 3 days, on the 5 of March, 1860. The final recorded burial was Alfred Dessauls; aged 27, who drowned in the Moorabool on the 23 of February 1882.

The land comprising 1.8 hectares (4.4 acres) was purchased from the Victorian Railways Commissioners by the Bannockburn Shire Council in 1884 for the purpose of establishing a public cemetery. Four local gentlemen; James Henry Dardel, George Madden, George Hill and Henry Aaron Smith were proposed as Trustees for the management of the cemetery. The Central Board of Health considered the application and recommended that the proposal be adopted and the application was approved by the Office of Lands and Survey in 1886.

There are no burials recorded after the purchase of the property for a cemetery. While the cemetery was approved, it appears that the land was never gazetted as a cemetery and therefore never achieved formal status under law.

The Reserve has historic and native vegetation values that require preservation and enhancement. The Reserve has been rabbit free since 2016 and is Council's only rabbit free reserve.



Discussion

The Management Plan aims to provide a repository for information regarding the history, landscape, issues and management actions associated with the Reserve. The Plan provides guidance and actions to direct the future management of the Reserve. The Plan has been developed in consultation with Mark Batty who has an avid interest in historical cemeteries of the region.

Community Engagement

It is considered that the draft Plan be taken out to public consultation with the Batesford community via the Community Coordinators and residents who have registered their interest on Council's community engagement database.

Financial & Risk Management Implications

Current and planned management actions are largely able to be funded through existing budgets and programs with specialist actions being funded through grant applications where possible. Improved management of the Reserve will reduce Council's risk exposure.

Economic, Social & Environmental Implications

Improved management of the Reserve will assist in recognising and improving the social and cultural aspects of the Reserve. Improved management of the Reserve will aid in the recovery of native vegetation with positive environmental outcomes.

Communications

It is considered that a communication plan is not required.

Conclusion

The Old Batesford Cemetery Management Plan 2018 will aid in the ongoing management of this important historical and environmental asset in the Batesford area.

Recommendation

That Council endorse the draft Old Batesford Cemetery Management Plan 2018 for public exhibition and consultation.

4.7 Planning Application P17-217 for a dwelling and shed at Lot 1 Title Plan 352919L Glenelg Highway, Linton

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 P17-217
Relevant Policies & Legislative Frameworks	Golden Plains Planning Scheme
Proposal Summary	Dwelling and shed
Land Address	Lot 1 on Title Plan 352919L Glenelg Highway, Linton
Applicant	Julie Lee, NR Links Pty Ltd
Zone & Overlay Summary	<ul style="list-style-type: none"> ▪ Farming Zone (FZ) ▪ Abutting Road Zone, Category 1 (RDZ1) ▪ Bushfire Management Overlay (BMO)
Attachments	P17-217 Copy of application and plans P17-214 Locality map

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.

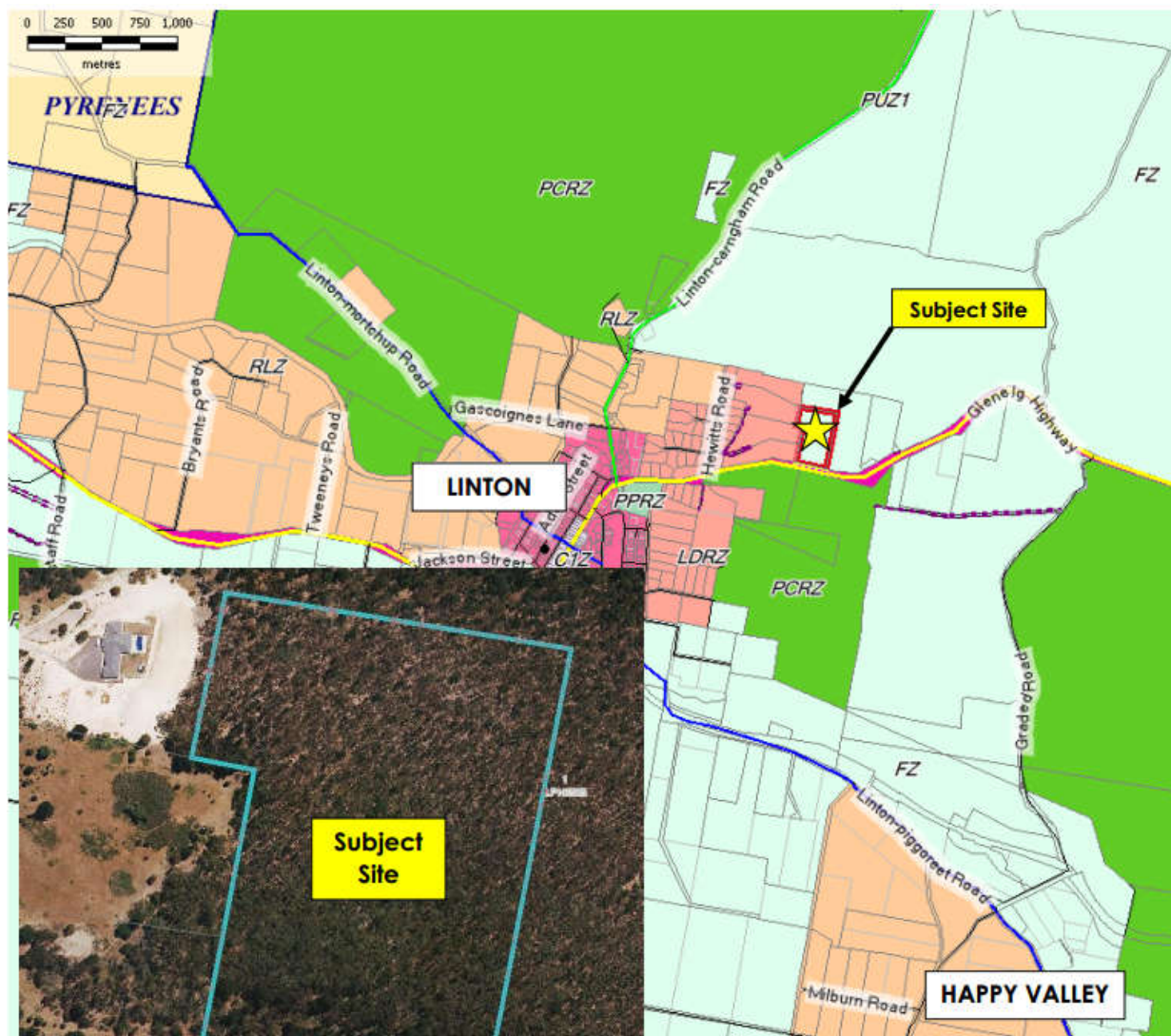
Peter O'Brien: In providing this advice as the author, I have no disclosable interests in this report.

Purpose

This report again presents to Council a planning permit application for a dwelling and shed at Lot 1 on Title Plan 352919L Glenelg Highway, Linton. The report was originally presented to the 23 January 2018 Ordinary Council meeting however Council deferred determination of the application to allow notice of the application to be given to the owners and occupiers of adjoining land.

Proposal

The application proposes the use and development of the land for a dwelling and shed (refer to Attachment – copy of application and plans). The dwelling is proposed to be located towards the rear of the property with a setback distance of approximately 260m from the front (Glenelg Highway) boundary and 31m from the side (western) property boundary. Professionally drawn plans of the dwelling were not submitted with the application. The proposed dwelling is a two bedroom residence with a total floor area of 93.5m². The proposed shed has a floor area of 72m² and the external materials consist of colourbond.



P17-217 locality Map - Lot 1 TP352919Glenelg Highway, Linton

The application describes the proposed dwelling as a manager's residence which will enable the owner to reside on site to manage environmental issues. The environmental issues identified in the land management report submitted with the application are the removal of weeds, including pine wildings, and pest control. The report states that the owner purchased the property with the intention of building a dwelling that provided a lifestyle opportunity and privacy.

Site Description

The subject land is situated on the Glenelg Highway, Linton and is formally described as Lot 1 on Title Plan 352919L (refer to Attachment – locality map). The total area of the site is approximately 8 hectares. The site is vacant and contains remnant bushland. There is an existing clearing where the dwelling is proposed to be sited. The site is undulating with a small watercourse running through the southern part of the lot. Access to the site is from the Glenelg Highway which is a road in a Road Zone, Category 1.

The site is located to the east of the Linton township and adjoins the township boundary. Adjoining land to the west is in a Low Density Residential Zone (LDRZ), land to the north and east is in a Farming Zone (FZ) and is predominately used for timber production and land to the south is in a Public Conservation & Resource Zone (PCRZ) and consists of Crown Land for conservation and public recreation purposes.

History

The application was received by Council on 25 August 2017 and a preliminary assessment of the application was undertaken. The application was referred under Section 55 of the *Planning & Environment Act 1987* to the CFA and VicRoads in accordance with the provisions of the Bushfire Management Overlay and Clause 52.29 of the planning scheme respectively. The CFA and VicRoads had no objection to the issue of a permit subject to conditions being placed on a permit.

Communications

Notice of the application was given in accordance with Section 52(1)(a) of the Act. Notice was sent by mail to 4 adjoining 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) shows the site within a broad acre cropping and grazing area with areas of high value terrestrial habitat.

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 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 timber production is an important industry in the shire with production mainly from pine plantations, but there is a growing demand for land for hardwood plantations.

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, forestry and mining 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 Linton Structure Plan (Figure 21.02G) shows the subject land located outside the township boundary. The Structure Plan encourages infill residential development within the existing township.

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 and efficient township development. Historic subdivisions have left a legacy of fragmented landholdings in the north-west of the shire. 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, including timber production 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 created conflicts between agricultural and non-agricultural uses and 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.

Bushfire Management Overlay (BMO)

The land is affected by the Bushfire Management Overlay. The BMO seeks to ensure that the development of land prioritises the protection of human life and to ensure that development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level. A permit is required for a dwelling and an application must be referred to the CFA under the provisions of the BMO.

Particular provisions

Clause 52.29 Land adjacent to a Road Zone, Category 1

A permit is required under this clause to create or alter access to a road in a Road Zone, Category 1. An application to create or alter access must be referred to VicRoads under Section 55 of the Act. The application was referred to VicRoads and VicRoads had no objection to the issue of a permit subject to conditions being placed on the permit.

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 agricultural industries 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 Linton township boundary and additional development outside the township boundary will further increase servicing costs to Council including physical services such as road maintenance and garbage collection. In recent years Council has refused 5 applications for dwellings on small lots in the Farming Zone in the Linton district. The approval of this application would set an undesirable precedent which may lead to the development of other small lots in the area and result in the loss of valuable farmland.

Farming Zone

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 8 hectares and the proposed dwelling is not related to any agricultural use.

The decision guidelines of the Farming Zone relevant to this application are addressed as follows:

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. The surrounding area contains a number of timber plantations which have existing use rights. The use of the land for a dwelling has the potential to result in conflicts with nearby agricultural uses including timber harvesting 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 farming area surrounding the Linton township. Many 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 similar small lots in the area, the inflation of land values preventing farmers purchasing land for agriculture and resulting in the loss of productive agricultural land.

VCAT reviews

VCAT has consistently refused applications for dwellings on small lots in the Farming Zone where the dwelling is not directly related to an agricultural use (see *Parry v Moorabool SC* [2015] VCAT 1570). Where dwelling approvals have been granted by VCAT there have been clear reasons established regarding the need for a dwelling based on the agricultural use and the context of the site. One such example within our Shire was *Parkin v Golden Plains SC* [2016] VCAT 1391 where Senior Member Hewet cited the following reasons as the basis for his decision to allow a dwelling on a small lot in the Farming Zone:

1. That the dwelling was necessary for the establishment of the proposed agricultural use.
2. That the property was located in an area that had assumed a rural residential character. The site was one of many small lots in the area and that the majority of these lots contained a dwelling.

The application before Council fails on both of these counts. Firstly, the proposed dwelling is not related to an agricultural use. The application states that the owner purchased the property with the intention of living on the property for lifestyle purposes. It is claimed that the dwelling will enable the owner to reside on site to manage environmental issues including weeds and pest animals. It is considered that weed and pest control measures on such a small lot (8ha) do not adequately justify the need for the owner to permanently reside on site. Secondly, the rural area surrounding Linton contains very few dwellings and mainly consists of farmland, timber plantations and bushland reserves. Residential uses are generally confined within the township boundary and areas zoned for rural living purposes.

Impact of approval

Council has maintained a clear and consistent approach to its assessment of applications for dwellings within the Farming Zone by refusing those that are not reasonably required for an agricultural use. Officers are of the opinion that a dwelling is not reasonably required for the proposed use of the land and the approval of this application would set an undesirable precedent which would lead to a proliferation of dwellings in the area. This would result in the following impacts:

- The loss of productive agricultural land through the inflation of land values thereby preventing farmers from purchasing land for agricultural use.
- Introducing impediments to the establishment of agricultural industries which require substantial buffers and creating land use conflicts between existing farm operations and dwellings that are not related to agriculture.
- Increasing the demand for services and infrastructure away from existing townships which will increase costs to Council.

Cultural Heritage Implications

It is considered that 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, environmental and social 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 Lot 1 Title Plan 352919L Glenelg Highway, Linton 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 21.01, 21.02, 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 the dwelling is not reasonably required for the proposed use of the land and the proposal 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.***

4.8 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"> ▪ Township Zone ▪ Development Plan Overlay 12
Attachments	P16-331 Application, Site and Elevation Plans P16-331 Copy of Objections P16-331 Locality map

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. The report provides background to the application, a summary of the relevant planning considerations and an officer recommendation.

Background

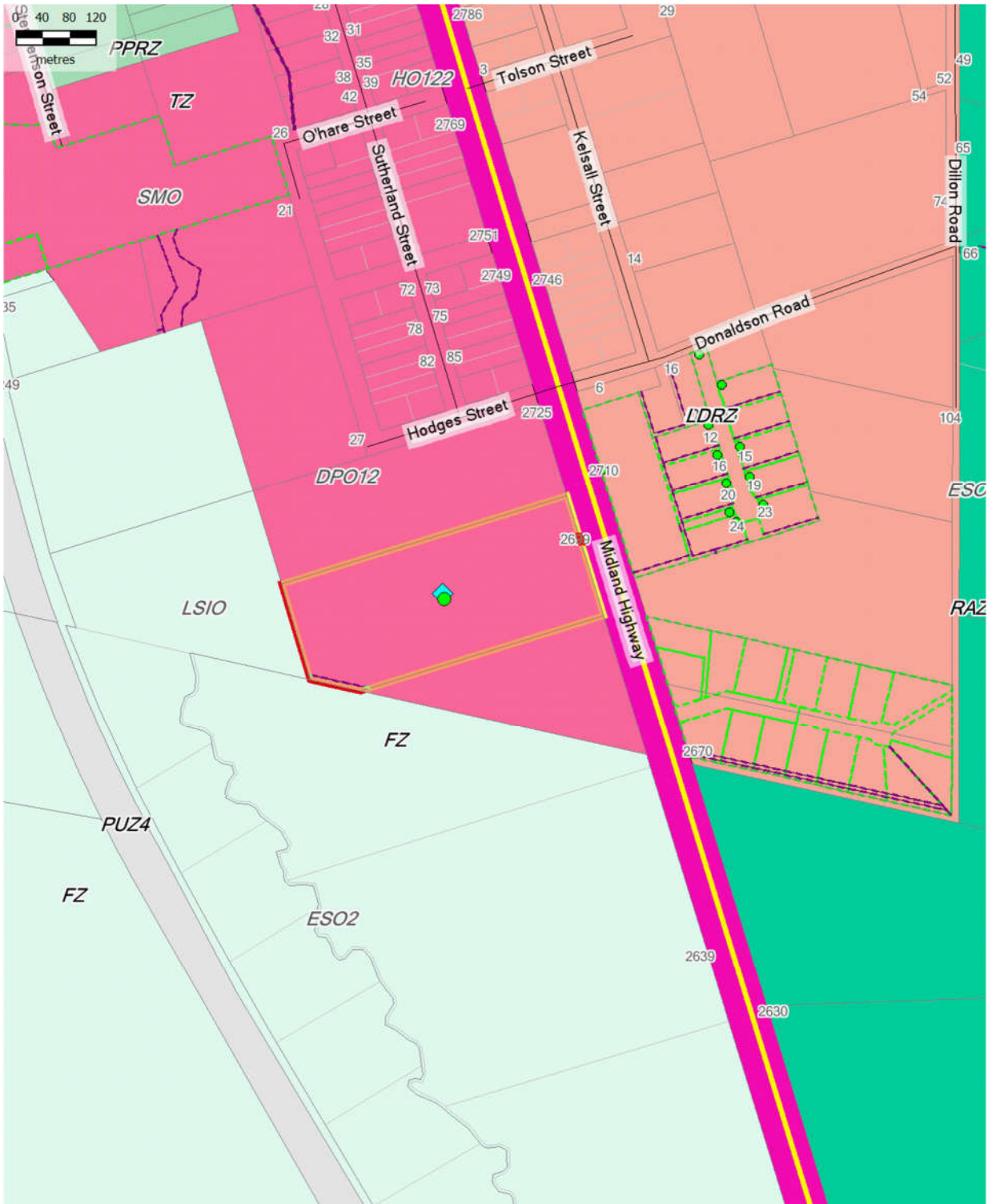
The initial planning application, lodged December 2016, proposed a 50 metre high lattice tower to be located towards the north east corner of 2699 Midland Highway, Lethbridge. The proposal was presented at a Council Meeting on 25 July 2017 for determination with a recommendation to refuse the application.

It was the recommendation that the proposal failed to adequately respond to sections of the Telecommunications Code of Practice and in particular Principle 1 of the code which relates to visual amenity.

Title: P16-331 locality map

Map Zoom: 1456 m

Scale: 1:3,432



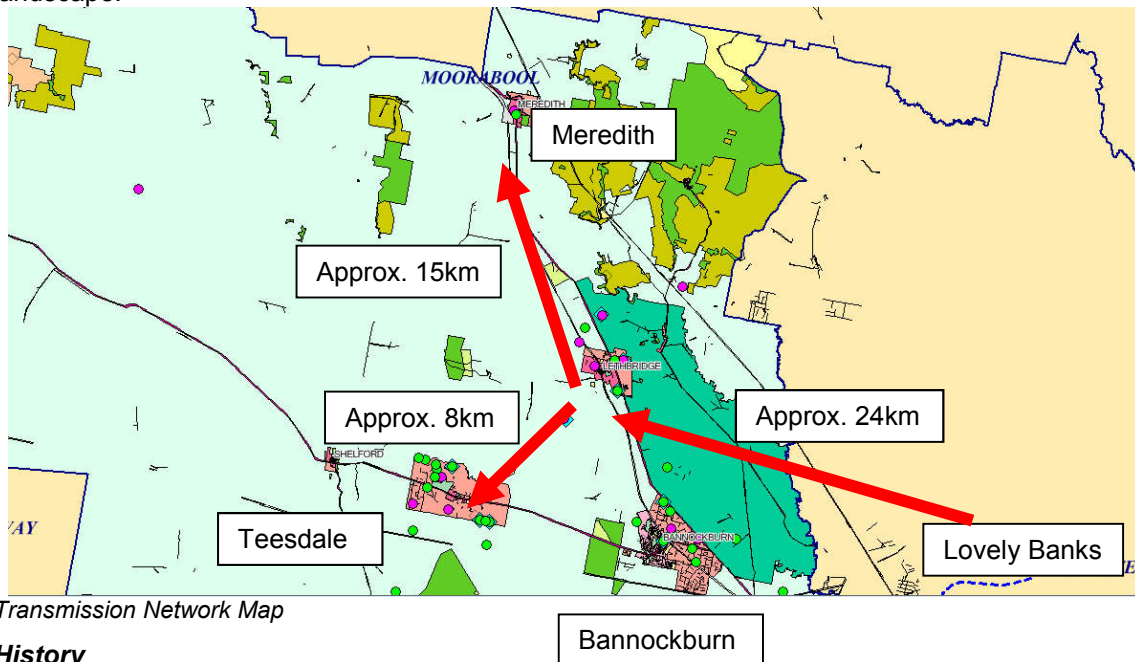
It was determined at this Council Meeting that the application lay on the table to allow the applicant the opportunity to consider amending the application by selecting a more suitable location for the proposed development.

Proposal

The amended application seeks approval for the construction of 45 metre high monopole (previously 50 metre high lattice tower) as well as associated outdoor cabinets which would be installed adjacent to the facility. The altered location is located approximately 300 metres east of the originally proposed location. The proposed facility is for the purpose of providing improved broadband services for Lethbridge and surrounds. There are no new permit triggers. 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 2699 Midland Highway, Lethbridge (refer to attachment 14). The subject site is zoned Township Zone with the Development Plan Overlay 12 applying. The land is not affected by any restrictive covenants. The land has a total area of approximately 8.1 hectares and contains an existing dwelling and associated outbuildings. 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.



Transmission Network Map

History

The amended plans were received by Council on 16 November 2017 and a preliminary assessment of the application was undertaken. There are no statutory referral authorities specified in the planning scheme for an application of this type.

Communications

The amended application was notified in accordance with Section 52 (1)(a) and (d) of the Planning and Environment Act 1987 (the Act). The amended proposal was advertised in accordance with the initial proposal, with a new purchaser being included to the list. A total of 10 adjoining and neighbouring owners and occupiers were notified by mail. 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 for the amended position, one (1) additional objection was received, with a total of four objections received for the proposal (refer attachment).

The objections relate to:

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

As a result of an additional objection being received, a consultation meeting was held on 13 February 2018 to attempt to address the objector's concerns and to determine if a resolution to the issues could be reached.

Discussions at the meeting addressed the potential repositioning of the tower within the site to move it further away from adjoining lots and existing residential development, as well as other potentially more suitable sites within Lethbridge. Despite lengthy discussion, 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 to the entire parcel. The purpose of the zone is to 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, and it is noted that there is no approved Development Plan at this point in time.

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 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.

Although fixed wireless facilities are submitted to Council as standalone developments from a planning perspective, they are highly interdependent. Each fixed wireless facility is connected to another to form a chain of facilities that link back to the fibre network. This is called the 'transmission network'.

The transmission network requires line of sight from facility to facility until it reaches the fibre network. The fixed wireless network will remain unconnected without the transmission network and a break in this chain can have flow on effects to multiple communities.

A typical fixed wireless facility will include three antennas mounted above the surrounding area. Each antenna is designed to cover a set area to maximise signal strength. These network antennas communicate to a small antenna installed on the roof of each customer's home or business.

The proposed fixed wireless facility at Lethbridge has been designed not only to provide fixed wireless services to the surrounding premises, but has also been designed to be connected to proposed facilities at Lovely Banks, Meredith, and Teesdale.

Compliance with the Code

The application is 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 appropriate as the siting and design of the facility cannot adequately minimise the visual impact on the surrounding area. The tower has been re-sited further away from the Midland Highway towards the outer area of the Township Zone.

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 location of the facility will not interrupt any significant views.

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, as well as Meredith and Teesdale.

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 0.11% 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, the Township Zone and the Development Plan Overlay;

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 some established vegetation along the northern boundary, as well as within the road reserve fronting the site. Further screen trees can be required to be established around the perimeter of the facility to assist in lessening the visual impact.

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

The application satisfies the provisions of the State and Local Planning Policy Framework, the provisions of the Township Zone, Clause 52.19 (Telecommunication Facility) and the decision guidelines of the Planning Scheme (Clause 65). The application complies with the Code of Practice for Telecommunications in Victoria. The site of the proposed facility is considered to be appropriate as it provides important telecommunications services whilst minimising the potential for impacts on the amenity of the area. It is therefore considered that the grant of a permit will not cause material detriment to any person.

Recommendation

That Council resolves to issue a Notice of Decision 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), subject to the following conditions:

- 1. Before the development starts, a landscaping plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The landscaping plan must show:***
 - b) An additional row of trees along the northern perimeter of the compound consisting of a minimum of six trees with a height at maturity of 12m.***
 - c) The establishment of a row of semi-mature large shrubs around the perimeter of the compound to partially screen the development.***
- 2. The development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.***
- 3. All telecommunications and power connections (where by means of cable) and associated infrastructure to the land must be underground to the satisfaction of the responsible authority.***
- 4. The landscaping works shown on the endorsed plans must be carried out and completed before the use commences and thereafter be maintained to the satisfaction of the responsible authority.***
- 5. The telecommunications facility must comply with Radiation Protection Standard – Maximum Exposure Level to Radiofrequency Fields – 3kHz to 300Ghz, ARPANSA, May 2002, or such other standard as is adopted from time to time by the Australian Communications Authority, to the satisfaction of the responsible authority.***
- 6. The development must be managed so that the amenity of the area is not detrimentally affected, through the:***
 - a) Transport of materials, goods, or commodities to and from the land;***
 - b) Appearance of any building, works, or materials;***
 - c) Emissions of noise, artificial light, vibrations, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste product, grit or oil.***
- 7. This permit will expire if one of the following circumstances applies:***
 - a) The development is not started within two years from the date of issue;***
 - b) The development is not complete within four years of the date of this permit.***

The responsible authority may extend the periods to if a request is made in writing before the permit expires, or within six months afterwards (or twelve months after the permit expires for a request to extend the time to complete the development).

4.9 Planning Application P14-206 for a dwelling at Lot 1 of Plan of Subdivision 135627, Sutherland Street, Teesdale

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 P14-206
Relevant Policies & Legislative Frameworks	Golden Plains Planning Scheme
Proposal Summary	Dwelling
Land Address	Lot 1 on Plan of Subdivision 135627 (Sutherland Street, Teesdale)
Applicant	Fiona Arnold
Zone & Overlay Summary	<ul style="list-style-type: none"> • Low Density Residential Zone (LDRZ) • Environmental Significance Overlay – Schedule 2 (ESO2) • Design & Development Overlay – Schedule 5 (DDO5) • Part Floodway Overlay (FO) • Part Land Subject to Inundation Overlay (LSIO)
Attachments	P14-206 Copy of application and plans P14-206 CCMA referral response P14-206 Locality map

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 Lot 1 on Plan of Subdivision 135627, Sutherland Street, Teesdale. The application has been referred to the Council Meeting for determination because officers are of the opinion that the application does not satisfy the provisions of the planning scheme and should be refused.

Proposal

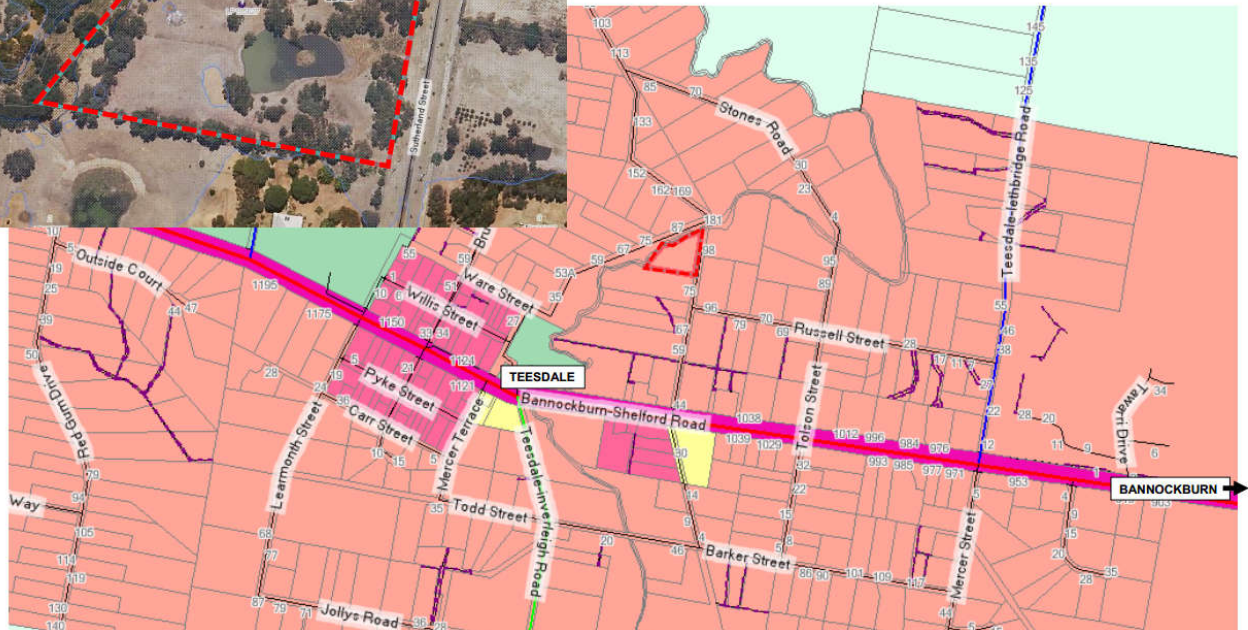
The application proposes the development of the land for a dwelling (refer to Attachment). The dwelling is proposed to be setback 30m from the front boundary (Sutherland Street) and 20m from Native Hut Creek, which forms the northern property boundary. The dwelling site is partly affected by the Land Subject to Inundation Overlay (LSIO). The proposed dwelling is a single-storey residence containing three bedrooms, open plan kitchen and dining area, a separate living room, utilities rooms, two verandahs and a double carport with a total footprint of 298m².



P14-206

LOCALITY PLAN

LOT 1 PS 135627, SUTHERLAND STREET, TEESDALE



The plans indicate that the external materials of the dwelling would consist of weatherboard walls and colorbond roofing. Access to the dwelling is proposed from Sutherland Street.

Site Description

The subject land is situated in Sutherland Street, Teesdale and is formally described as Lot 1 on Plan of Subdivision 135627. The site is located in a low density residential area within the Teesdale township (refer to Attachment – locality map). The site has an area of approximately 1.4ha and is almost triangular in shape. There is a dam located near to the centre of the site with planted trees running along the boundaries and scattered across the site. The site is located on the Native Hut Creek floodplain. Access to the site is from Sutherland Street which, is a sealed road managed by Council.

History

The application was received by Council on 24 July 2014. The application was referred under Section 55 of the *Planning & Environment Act 1987* to the Corangamite Catchment Management Authority (CCMA) in accordance with the provisions of the Land Subject to Inundation Overlay and Floodway Overlay. The application was also referred internally to Council's Environmental Health Officer.

In October 2014 the CCMA objected to the issue of a permit due to the flood risk associated with the site. A copy of the CCMA referral response is provided in Attachment. The key concern of the CCMA relates to access/egress to the property which it deems to be unsafe. Council's Environmental Health Officer also requested that the applicant provide further information in the form of a Land Capability Assessment.

At this time the applicant had discussions with the CCMA regarding the application. The CCMA sought additional information from a suitably qualified engineer addressing any future design for an access road to the property that meets the relevant flood hazard safety criteria. The applicant requested that Council place the application on hold whilst investigating the costs associated with designing safe access to the property.

Council provided additional time to submit the requested information however no further supporting information has been provided in the intervening time. Since then Council officer's attempts to contact the applicant have been unsuccessful. Council's Rates records indicate that the applicant sold the property in May 2017.

Council contacted the CCMA in June 2017 to confirm that the referral advice from the CCMA remained relevant. The CCMA advised that as a result of a recent flood study the flood levels had increased from the 2014 levels and therefore the authority was firmer in its view that the application should not be supported.

Communications

Notice of the application was given in accordance with Section 52(1)(a) of the Act to adjoining owners and occupiers. There were no objections received to the application.

Golden Plains Planning Scheme

State Planning Policy Framework (SPPF)

Clause 13.02 Floodplains

The objective of the State Policy for Floodplain management (Clause 13.02-1) is, among other things, to assist the protection of life, property and community infrastructure from flood hazard. The policy seeks to identify land affected by flooding, including floodway areas, as verified by the relevant floodplain management authority, in planning scheme maps, and avoid intensifying the impacts of flooding through inappropriately located uses and developments.

Local Planning Policy Framework (LPPF)

Clause 21.03 Environment and Natural Resources

The Environment and Natural Resources policy identifies a key challenge facing the shire includes minimising and managing the effects of flooding. An objective of Clause 21.03-2 Floodplains is to ensure the future use and development of land prone to flooding minimises the consequences of inundation. This is achieved by avoiding use and development on land prone to flooding.

Clause 22.11 Local policy for Floodplain Management

This policy applies to all land affected by the Floodway Overlay (FO) or the Land Subject to Inundation Overlay (LSIO). The policy states that sound floodplain management in the municipality is the critical means by which the economic, social and environmental risks associated with floodplain use and development can be minimised. The objectives of the policy include, among other things, to minimise flood risk, to ensure land use and development on the floodplain is compatible with flood risk and to discourage the intensification of land use and development in the floodplain. It is policy to discourage any new buildings and works in the Floodway Overlay and in the Land Subject to Inundation Overlay.

Zone and overlay provisions

Low Density Residential Zone

A dwelling is a Section 1 use in the Low Density Residential Zone, or 'as-of-right', therefore no planning permit is required under the zone.

Land Subject to Inundation Overlay

The site is partly affected by a Land Subject to Inundation Overlay. The Land Subject to Inundation Overlay identifies land in a flood storage or flood fringe area affected by the 1 in 100 year flood. The Overlay seeks to ensure that development maintains the free passage and temporary storage of floodwater, minimises flood damage and is compatible with flood hazard. A permit is required to construct a building or to construct or carry out works in the Land Subject to Inundation Overlay (Clause 44.04-1).

An application in the Land Subject to Inundation Overlay must be referred under Section 55 of the Act to the relevant floodplain management authority (Corangamite Catchment Management Authority). The CCMA is a recommending referral authority under Clause 66.03 of the planning scheme. The decision guidelines of the Land Subject to Inundation Overlay require Council to consider any comments of the relevant floodplain management authority before deciding on an application. The overlay also requires Council to consider the potential flood risk to life, health and safety associated with the development. Flood risk factors include the frequency, duration, extent, depth and velocity of flooding of the site and access way and the danger to the occupants of the development, other floodplain residents and emergency personnel if the site and access way is flooded.

Floodway Overlay

The dwelling is located outside the extent of the Floodway Overlay.

Environmental Significance Overlay – Schedule 2 (Watercourse Protection)

The site is affected by the Environmental Significance Overlay – Schedule 2. The purpose of this overlay is to ensure the protection of watercourses, in this instance the Native Hut Creek. The environmental objective is to maintain the quality and quantity of water within the watercourse. This is to be achieved in part by restricting the intensity of use and development of land and activities which are environmentally sensitive and to ensure that development is compatible with potential drainage or flooding hazards.

Design & Development Overlay – Schedule 5 (DDO5)

The land is affected by the Design & Development Overlay Schedule 5 (DDO5) which applies setbacks to the construction of buildings. The proposed building meets the setbacks specified in the DDO5 therefore a permit is not required under the DDO5.

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 relevant planning considerations for this application are addressed as follows:

Financial and risk management implications

The officer recommendation to refuse the application does not present any financial or risk management implications for Council. However if Council decided to issue a permit it would expose itself to risk of legal action being brought against it in the event that a flood caused death, injury or damage as a result of the decision. Advice was previously sought from Council's lawyer and insurer for a similar application where access was deemed unsafe due to flooding and both parties advised against the issue of a permit in the strongest possible terms. Council's lawyer advised that the issue of a permit would expose Council to legal and financial risk due to breach of statutory duty and negligence.

Flood risk

The planning scheme identifies land subject to flooding for the purpose of minimising flood risk and avoiding the intensification of flooding through inappropriately located uses and development. The local policy for Floodplain Management (Clause 22.11) discourages the intensification of use and development in the floodplain. The Land Subject to Inundation Overlay requires Council to consider the potential flood risk to life, health and safety associated with the development.

The Corangamite Catchment Management Authority (CCMA), as the expert authority in these matters, does not support the proposal and has advised Council against issuing a permit. Flood data provided by the (CCMA) shows that the dwelling site is partly located within the 1 in 100 year flood extent with the access way for the property via Sutherland Street also subject to significant inundation. The CCMA has advised that the proposed development does not meet the objectives of the State Planning Policy Framework which with regards to floodplain management seek to assist the protection of:

- Life, property and community infrastructure from flood hazard;
- The natural flood carrying capacity of rivers, streams and floodways;
- The flood storage function of floodplains and waterways;
- Floodplain areas of environmental significance or of importance to river health.

Cultural Heritage Implications

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

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 the State and Local Planning Policy Frameworks, Local Policy for Floodplain Management (Clause 22.11), and the Land Subject to Inundation Overlay. The development of the land for a dwelling presents an unacceptable risk to life due to flooding. The Corangamite Catchment Management Authority, as the relevant floodplain management authority, does not support the grant of a permit.

Recommendation

That Council resolves to issue a Notice of Decision to Refuse to Grant a Permit for the development of a dwelling at Lot 1 on Plan of Subdivision 135627, Sutherland Street, Teesdale for the following reason:

- 1. The proposal fails to accord with the State & Local Planning Policy Frameworks, in particular Clauses 13.02 & 22.11, and the Land Subject to Inundation Overlay, because the flood risk associated with the proposed dwelling and access presents an unacceptable danger to the life, health and safety of the occupants of the dwelling and emergency services.***

4.10 Sons of the West Program

Directorate	Community Services
Unit	Recreation and Community Development
Senior Manager	Jill Evans, Director Community Services
Responsible Manager	Louisa White, Community Development Manager
Author	Dean Veenstra, Recreation Team Leader
File References	EDMS file: 90-06-018
Council Plan Link	Promoting healthy and connected communities We commit to creating a healthy, active and safe community that provides opportunities for all residents to connect and engage with their local and broader community
Relevant Council Strategies	Recreation Strategy 2015-2019 Municipal Health & Wellbeing Plan 2017-2021
Relevant Policies & Legislative Frameworks	Nil.
Attachments	Golden Plains SOTW Evaluation Report Golden Plains SOTW Participant letter

Purpose

To provide Council with an update on the “Sons of the West” program planned for 2018.

Background

In 2017, as part of a coordinated effort to address the declining health of men residing in Golden Plains Shire, Council in partnership with the Western Bulldogs successfully delivered the highly regarded “Sons of the West” program.

Over 10 weeks, twenty men from across Golden Plains Shire participated in health education and physical activity sessions, improving their knowledge and understanding of key health topics whilst also increasing their physical activity levels. The program provided an opportunity, within a safe and non-judgemental environment, for men to discuss a range of issues including:

- Mental health (drugs & alcohol)
- Addiction
- Heart disease
- Challenging masculinity
- Prostate cancer
- Nutrition

Participants established and built strong friendships, challenged one another and improved their health. A letter of support has been provided by a previous participant. (Refer attachment).

A pre and post program evaluation was undertaken to help identify behaviour change and gain a stronger understanding of the needs of participants. The evaluation showed the positive impact the program had on participants and the need for it to continue. (Refer attachment 22).

Discussion

The **Sons of the West** program aims to improve the health of all men aged 18 years and over who live, work or recreate in Golden Plains Shire. The program is scheduled to commence on the 20 March 2018.

The north of the Shire has been chosen as the location for this program as the Western Bulldogs has recently committed to a presence in the Greater Ballarat region and has established partnerships with health providers in Ballarat in order to successfully deliver this program. The program is also run in the City of Ballarat (Sebastopol and Wendouree). Although the program will operate from Smythesdale, it is open to all men in the Golden Plains Shire.

The program is designed to be run over 10-weeks addressing 3 key areas - Healthy Eating, Physical Activity and Mental Health. A range of giveaways and incentives are used to encourage participation and reward effort, with social connection and relationship building at the core of the program.

Activities will be delivered on site at the Woody Yaloak Recreation Reserve (Smythesdale) which provides a safe and welcoming space with access to a number of sporting and recreational facilities. By hosting the program at a local community centre, it also provides an opportunity for local clubs and groups to establish relationships with participants and provide a link to ongoing activities and support.

Project Aims:

The **Sons of the West** program aims to:

- Improve the health of all men aged 18 years and over who live, work or recreate in Golden Plains Shire.
- Contribute to the health of communities in Golden Plains Shire.
- Use sport as a vehicle to provide an understanding and awareness of health services and establish connections between participants and local community groups.

Health issues to be addressed include:

- Increasing physical activity;
- Increasing healthy eating;
- Raising awareness of family violence and violence against women;
- Reducing overall smoking rates;
- Developing healthy social networks that aim to increase social connection and cohesion;

There will be targeted communication and education strategies that aim to:

- Raise awareness of anxiety and depression, whilst providing resources for recovery, management and resilience;
- Address problem gambling;
- Address gender equality;
- Address the importance of screening for cancer.

Staff negotiated a reduce rate with the Western Bulldogs. The total cost of the program is \$17,750. Council's contribution is \$5,991 (consisting of cash and staff resources) and the Bendigo Bank Community Enterprise in Buninyong will be contributing \$11,759.

Council staff are also looking at external funding options to make the program sustainable into the future.

Anticipated Outcomes:

Council anticipates that participants who take part in the **Sons of the West** Program will:

- Have an increased awareness of men's health issues,
- Improved social connections,
- Improved connections to local services (particularly clubs and recreation groups and local health providers),
- Increased knowledge and understanding of healthy eating principles,
- Behaviour change associated with improved eating habits and healthier choices,
- Increased exercise and;
- Increased visits to general practitioners for health assessments including blood sugar levels, cholesterol and prostate health.

Future Programs:

Council is working with the Western Bulldogs on running a program in the south of the Shire. The Western Bulldogs need to establish partnerships with health providers in the Geelong region before this program can go ahead.

Community Engagement

A range of promotional tools will be used to promote the program.

Financial & Risk Management Implications

It is considered that there are no risk management implications.

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.

Recommendation

That Council acknowledges the value of the Sons of the West program and the funding contribution from the Buninyong & District Bendigo Bank Community Enterprise.

To whom it may concern,

My name is [REDACTED] In 2016 I was diagnosed with severe depression anxiety and PTSD.

In 2017 I attended The Sons of the West program at Smythesdale. The SOTW program to put it simply "SAVES LIVES" It brings men of all ages, fitness levels and backgrounds together. We are all there for our own reasons. The program has two parts, a guest speaker on a topic and a fitness component. Each of the guest speakers talk about their experiences in men's health issues.

I joined the program to help improve my life, unsure of what to expect. From the moment David spoke with the group, you knew this was life changing. It was comforting to be amongst people knew on different levels what I was going through, and I wasn't alone and it's ok to talk about it and knowing there was support.

Over the 10 weeks I learnt a lot about myself and made mates who I still keep in touch with and know we are there 24-7 for each in times of need. It's hard to put into words, how and what this program has done for me, and every other mate that took part in the SOTW program. I do know the program must continue and be expanded in the Golden Plains Shire for men and women.

There is such a need for these programs in our community. If it saves one life, if it changes one life for the better, which it has for many, then how can you put a price on the program. I feel very lucky to have been a part of such an amazing program. I look forward to SOTW 2018.

Yours Sincerely

4.11 Community Engagement Strategy (2016-2020) Progress Report September 2016 – December 2017

Directorate	Community Services
Unit	Recreation and Community Development
Senior Manager	Jill Evans, Director Community Services
Responsible Manager	Louisa White, Community Development Manager
Author	Susan Firth-McCoy, Community Engagement Officer
File References	EDMS File: 95-01-002
Council Plan Link	Delivering good governance and leadership We will govern with integrity, plan for the future, and advocate for our community
Relevant Council Strategies	Community Engagement Strategy (2016-2020)
Relevant Policies & Legislative Frameworks	List relevant policies, legislation, guidelines, statutory obligations
Attachments	Community Engagement Strategy: Progress Report September 2016 – December 2017 (summary) Community Engagement Strategy: Progress Report September 2016 – December 2017 (full report)

Declarations of Interest: Councillors & Officers

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

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

Susan Firth-McCoy: In providing this advice as the author, I have no disclosable interests in this report.

Purpose

To provide Councillors with an update on the implementation of the Community Engagement Strategy (2016-2020) (the Strategy) over its first 15 months (September 2016 – December 2017).

The report aims to:

- inform key stakeholders including Councillors, community members, and staff, about key achievements and areas for improvement;
- increase understanding across the organisation about what is working in our approach, and what may need to be changed to ensure Council achieves our objectives
- guide the priorities and actions in implementing the Strategy over the next 12 months.

Background

Golden Plains Shire Council is committed to enhancing the opportunities it provides to the community to be involved in Council's decision making processes. As part of this ongoing commitment, Council adopted its first Community Engagement Strategy in August 2016. The Strategy was developed in response to feedback from key stakeholders, including: 850 community members; 120 Council staff; and 7 elected representatives (Mayor and Councillors).

The Community Engagement Strategy:

- Guides Council in how to more effectively plan, deliver and evaluate effective community engagement practices
- Describes what is important to the community, and the context for community engagement across the Shire
- Outlines our vision for community engagement: to use well planned, clear, and transparent engagement practices to provide a range of opportunities for the community to be involved in Council's decision making
- Sets out the strategic directions to improve community engagement practice across the organisation, and the actions that will help us achieve our goals.

Discussion

The review has been structured according to the four key principles that underpin the Strategy. These principles were based on the issues most important to the community: genuine participation in decision making; transparency and the need for trust; fairness and equity; and effective planning and management.

1. Genuine participation in decision making

From September 2016 – December 2017, 12 Council departments delivered 36 community engagement processes, which is higher than the national average. Council engaged with over 3,700 community members, which represents over 15% of Golden Plains Shire's total population. Our increased effort seems to be reflected in community satisfaction with Council's performance in engagement, which has continued to improve since the adoption of the Strategy, from 44/100 in 2015 to 48/100 in 2017 (Source: Local Government Community Satisfaction Survey). Nevertheless, community feedback suggests that more needs to be done to demonstrate that Council truly listens to the community, and that community engagement opportunities always provide a genuine opportunity to influence the decision.

2. Transparency and the need for trust

Council has made a concerted effort to improve its transparency and open communication around community engagement. Council regularly communicates about engagement opportunities and outcomes using a range of mediums such as our website, social media, the Gazette, local community newsletters, and posters. 80% of all public engagement processes provided publicly accessible information via Council's online engagement platform 'Have Your Say'. Council has also improved our rate of 'closing the loop' as 95% of all public engagement processes reported back to the community on engagement outcomes, although further improvements are required to ensure Council reports back in a timely manner.

3. Fairness and equity

Council is committed to ensuring that all community members have a fair and reasonable opportunity to participate in engagement activities. As a result, over 85% of all engagement processes provided accessible opportunities such as workshops after work hours, pop-up conversation posts on weekends, or online engagement. Participant ages and geographic locations were also broadly representative of the Shire's demographics: 10% of all engagement processes targeted children and families, 30% targeted young people aged 12-25, and 8% targeted older adults; 50% targeted the whole Shire, 30% targeted communities from the south, and 20% targeted communities from the north of the Shire. There are a number of best-practice examples in the organisation of successful approaches to engaging with diverse groups, however improved internal processes and staff training is required to ensure that all engagement processes are accessible and inclusive for all members of our community.

4. Effective planning and management

A range of new internal systems, resources, and training have been developed to improve community engagement practice across the organisation. Staff feedback indicates that this support has increased their understanding of best-practice principles, and their motivation and capacity to engage with the community. However it is also clear that some areas of Council engage more than others, and there is significant inconsistency in the quality of engagement practice. While the Community Engagement Officer has a number of current and planned actions to enhance knowledge and commitment to engagement across the organisation, achieving true excellence in community engagement will require organisational leaders to create a culture of community engagement, to ensure that best-practice principles and practice are embedded in all areas of the organisation

Community Engagement

This report is the first stage of a review of Council's implementation of the Strategy. Following the report's publication, Council will provide a range of opportunities for stakeholders to provide feedback on Council's performance in community engagement. Feedback from key stakeholders will be used to complete the review, which will inform our ongoing implementation of the Strategy.

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 communications and marketing plan will be developed to share the report's key findings with community, and to invite community members to participate in the review's community engagement activities.

Conclusion

There is significant evidence that Council is improving in community engagement practice across the organisation. However there remain a number of areas for improvement which need to be addressed to ensure Council achieves the Strategy's objectives by 2020. The Community Engagement Officer has a number of current and planned actions which aim to continually improve engagement practice across the organisation. However achieving true excellence in community engagement will require organisational leaders to create a culture of community engagement, in recognition that engagement is fundamental to achieving our primary objective in local government, and to upholding community members' democratic and human rights.

Recommendation

That Council endorse the Community Engagement Strategy (2016-2020) Progress Report for public exhibition and consultation.

4.12 Contract GPS-RFT2/2018: Provision of Concreting Services

Directorate	Assets and Amenity
Unit	Works
Senior Manager	Greg Anders, Director Assets & Amenity
Responsible Manager	David Greaves, Works Manager
Author	Tony Talevski, Team Leader Roads & Waste Services
File References	Contract Number: GPS-RFT2/2018
Council Plan Link	3 Managing Natural and Built Environments 4 We work to promote, conserve, enhance and protect the natural environment and ensure that growth and change in the built environment is managed for the benefit of all of our community 5
Relevant Council Strategies	Insert relevant Council strategies (one, maybe two)
Relevant Policies & Legislative Frameworks	<ul style="list-style-type: none"> • Local Government Act 1989 • GPSC Procurement Policy 6
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.

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

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

Purpose

To seek Council endorsement for the awarding of Contract GPS-RFT2/2018 for the provision of concreting services. This contract will provide for concrete and associated construction work services over the next three year period.

Background

Council requires a suitably qualified contractor to provide Concreting Services in accordance with the requirements of the contract.

Council currently outsources almost all of the works associated with the provision of concreting services for the construction and maintenance of infrastructure, including roads, drains, car parks, footpaths, trails, buildings and recreational assets.

The works under this contract include the provision of concreting services and plant and equipment associated with construction and maintenance of the above infrastructure.

Tender Description

This tender process was conducted by public tender. As this is a Golden Plains Shire Council specific contract with multiple construction interfaces, there was no opportunity to use joint procurement or a procurement aggregator, such as MAV Procurement or Procurement Australia. Public tender was determined to provide best value for money based on a competitive market tender.

Tenders Received

As summarised in the following table, there were a total of two [2] tenders received.

Tenderer	
	D & N Hope Construction & Concreting
Tenderer A	

Tender Evaluation:

The Tender Evaluation Panel (TEP) was comprised of the following personnel David Greaves, Works Manager, Melissa Blyton, Works Planning Engineer, Tony Talevski, Team Leader Roads and Waste and Chairperson Joanne Bettioli, Contract & Procurement Officer.

In determining best value for money, tenders were rated using the following criteria and weightings:

A	Compulsory Criteria	Weighting
	OH&S	Pass/Fail
	Insurance	Pass/Fail
	Risk Management Policy	Pass/Fail
	Quality Policy and Management System	Pass/Fail
B	Qualitative Assessment	
	Capability – Scope of Works	30%
	Capability - Experience	30%
C	Quantitative Assessment	
	Pricing	40%

All four [4] items under Compulsory criteria must be met for tenders to be considered to be conforming. This is a pass/fail process. Any tenders that fail one or more of these items is considered non-conforming and no further assessment is completed.

Weighting of assessment criteria is a critical aspect of the tender evaluation process. It must balance the quality of service being delivered to ratepayers with the cost, to ensure value for money.

Qualitative Assessment

To ensure best value for Council, a total of 60% weighting was attributed to the Qualitative Assessment. This weighting is critical in reducing the risks of engaging a contractor who is not capable of completing the project to a satisfactory standard or within the desired timeframe. The capability criteria was split between Scope of Works (30%) and Experience (30%)

Capability – Scope of Works

Given the visibility of concreting services it was critical that contractors were able to demonstrate their capacity to deliver all facets of the project to a high standard, on time and with minimal disruption to the public. As mentioned above, this project requires delivery of kerb and channel, car parks, new footpath construction and other sundry concreting works.

Capability – Experience

In addition to documenting their capability of delivering the scope of works, contractors were required to provide evidence of where they have completed construction projects of similar size and nature. Previous work completed for Council was also considered.

Quantitative Assessment

Of the three assessment criteria, pricing was given the highest weighting of 40% to ensure that projects will be delivered at a competitive price.

Tender Evaluation Panel for Contract GPS-RFT2/2018 – Provision of Concreting Services.

The Tender Evaluation Panel (TEP) was supported by Joanne Bettiol – Contract and Procurement Officer, (Chair), who assisted the evaluation panel members being:

1. David Greaves, Works Manager
2. Melissa Blyton, Works Engineer
3. Tony Talevski, Team Leader Roads and Waste

The tenders were assessed according to the selection criteria referred to previously in this report.

Tender Scoring and Rating

The TEP scoring for the two tenders received against the weighted criteria was:

- D & N Hope Construction and Concreting 8.2/10
- Tenderer A 6.3/10

The TEP also determined that over the three (3) year period of the contract, the schedule of rates submitted by D & N Hope Construction and Concreting would result in cost savings in the order of 40% when compared to the rates submitted by Tenderer A. Accordingly, the tender received from D & N Hope Construction & Concreting is the preferred and recommended contractor for the provision of concreting service

Community Engagement

Residents impacted by any of the future concrete construction works will be given formal notification prior to work commencing. It is considered that a community engagement plan is not required.

Financial & Risk Implications

There are no detrimental financial implications associated with this report. The risks associated with a construction project of this nature are largely mitigated by the tender evaluation process, which ensures only suitably qualified, experienced and accredited contractors are considered.

Economic, Social & Environmental Implications

It is considered that there are no economic, social or environmental implications associated with this report.

Communications

It is considered that a communication plan is not required.

Conclusion

Based on the tender information received and the detailed assessment by the tender evaluation panel, D & N Hope Construction & Concreting was deemed to provide Best Value to Council with a weighted score of 8.2/10.

Recommendation

That Council resolves to award Contract GPS-RFT2/2018 for the Provision of Concreting Services to D & N Hope Construction & Concreting for the tendered schedules of rates.

5. NOTICES OF MOTION - NIL

6. PETITIONS - NIL

7. OTHER BUSINESS

7.1 MAYOR'S REPORT

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

Date	Details
28/2/18	G21 Arts, heritage and Culture Pillar meeting
1/3/18	Grampians Central West Waste and Resource Recovery Group Local Government Waste Forum
1/3/18	Golden Plains Arts Trail launch
2/3/18	Gayle Tierney meeting
2/3/18	International Women's Day luncheon
5/3/18	Voice FM interview
6/3/18	Wyndham City Council meeting
7/3/18	Visit to Surf Coast Shire
8/3/18	Press for Progress – International Womens Day
13/3/18	Central Highlands Regional Partnership meeting
14/3/18	Golden Plains Shire Business lunch
15/3/18	Committee for Ballarat Round Table dinner
16/3/18	Meredith Community Planning forum
17/3/18	Piggoreet, Golden Lake, Grant Trunk and Happy Valley Old Scholars' Reunion
18/3/18	CFA Thank you day for Volunteers and families
19/3/18	Voice FM interview
21/3/18	Catherine King meeting
22/3/18	Committee for Ballarat breakfast
22/3/18	Disability, Access and Inclusion Network meeting
23/3/18	Linton Primary School district Sports Association Athletic Sports

7.2 MUNICIPAL ASSOCIATION OF VICTORIA (MAV) REPORT

Cr Nathan Hansford, MAV Delegate

7.3 COUNCILLOR REPORTS

Cr Owen Sharkey:

- Golden Plains Arts Trail launch
- Wyndham City Council meeting
- Surf Coast Shire chambers and building
- Rubbish collection meeting with Bannockburn residents
- Business lunch in Inverleigh
- Greater Geelong and the Bellarine Tourism planning day
- CFA Thank You Day for Volunteers and Council listening post in Rokewood
- Golden Plains Arts Trail
- Batesford community meeting regarding highway options
- Batesford community meeting regarding the cemetery

7.4 IN CAMERA MEETING

8. CLOSE OF MEETING

Close of Meeting

It is recorded that the meeting closed at _____ pm.