



ORDINARY MEETING OF COUNCIL

Minutes of the Ordinary Meeting of Council
held at Council Chamber, 15 Stead Street, Ballan on
Wednesday 01 August 2018, at 6:00 p.m.

Members:

Cr. Paul Tatchell (Mayor)	Central Moorabool Ward
Cr. John Keogh (Deputy Mayor)	East Moorabool Ward
Cr. David Edwards	East Moorabool Ward
Cr. Tonia Dudzik	East Moorabool Ward
Cr. Jarrod Bingham	East Moorabool Ward
Cr. Tom Sullivan	West Moorabool Ward
Cr. Pat Toohey	Woodlands Ward

Officers:

Mr. Danny Colgan	Acting Chief Executive Officer
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Ms Sharon McArthur	Acting General Manager Social and Organisational Development

Danny Colgan
Acting Chief Executive Officer

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1. OPENING OF MEETING AND PRAYER

The Mayor, Cr. Paul Tatchell, opened the meeting with the Council Prayer at 6.01pm

2. ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the traditional owners of this land, their spirits and ancestors.

3. RECORDING OF MEETING

In accordance with Moorabool Shire Council's Meeting Procedure Local Law, the Council will be recording this meeting. The following organisations have been granted permission to make an audio recording also:

- *The Moorabool News; and*
- *The Star Weekly*

4. PRESENT

<i>Cr. Paul Tatchell (Mayor)</i>	<i>Central Moorabool Ward</i>
<i>Cr. John Keogh (Deputy Mayor)</i>	<i>East Moorabool Ward</i>
<i>Cr. David Edwards</i>	<i>East Moorabool Ward</i>
<i>Cr. Tonia Dudzik</i>	<i>East Moorabool Ward</i>
<i>Cr. Jarrod Bingham</i>	<i>East Moorabool Ward</i>
<i>Cr. Tom Sullivan</i>	<i>West Moorabool Ward</i>
<i>Cr. Pat Toohey</i>	<i>Woodlands Ward</i>

Officers:

<i>Mr. Danny Colgan</i>	<i>Acting Chief Executive Officer</i>
<i>Mr. Phil Jeffrey</i>	<i>General Manager Infrastructure</i>
<i>Mr. Satwinder Sandhu</i>	<i>General Manager Growth and Development</i>
<i>Ms. Sharon McArthur</i>	<i>Acting General Manager Social and Organisational Development</i>
<i>Mr. Andrew Goodsell</i>	<i>Manager, Strategic Planning & Development</i>
<i>Ms. Sarah Kernohan</i>	<i>Co-Ordinator Strategic Planning & Development</i>
<i>Mr. Ian Waugh</i>	<i>Manager Community & Recreation Development</i>
<i>Mr. Tristan May</i>	<i>Co-Ordinator Capital Works</i>
<i>Mr. Daniel Smith</i>	<i>Manager, Operations</i>
<i>Ms. Michelle Morrow</i>	<i>Co-Ordinator Governance</i>
<i>Ms. Emma Szymanski</i>	<i>Minute Taker</i>

5. APOLOGIES

Nil.

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council – Wednesday 04 July 2018

Resolution:

Crs. Bingham/Keogh

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 04 July 2018.

CARRIED.

7. DISCLOSURE OF CONFLICT OF INTEREST

Under the Local Government Act (1989), the classification of the type of interest giving rise to a conflict is; a direct interest; or an indirect interest (section 77A and 77B). The type of indirect interest specified under Section 78, 78A, 78B, 78C or 78D of the Local Government Act 1989 set out the requirements of a Councillor or member of a Special Committee to disclose any conflicts of interest that the Councillor or member of a Special Committee may have in a matter being or likely to be considered at a meeting of the Council or Committee.

Definitions of the class of the interest are:

- a direct interest
 - (section 77A, 77B)

- an indirect interest (see below)
 - indirect interest by close association (section 78)
 - indirect financial interest (section 78A)
 - indirect interest because of conflicting duty (section 78B)
 - indirect interest because of receipt of gift(s) (section 78C)
 - indirect interest through civil proceedings (section 78D)
 - indirect interest because of impact on residential amenity (section 78E)

Time for Disclosure of Conflicts of Interest

In addition to the Council protocol relating to disclosure at the beginning of the meeting, section 79 of the Local Government Act 1989 (the Act) requires a Councillor to disclose the details, classification and the nature of the conflict of interest immediately at the beginning of the meeting and/or before consideration or discussion of the Item.

Section 79(6) of the Act states:

While the matter is being considered or any vote is taken in relation to the matter, the Councillor or member of a special committee must:

- (a) leave the room and notify the Mayor or the Chairperson of the special committee that he or she is doing so; and
- (b) remain outside the room and any gallery or other area in view of hearing of the room.

The Councillor is to be notified by the Mayor or Chairperson of the special committee that he or she may return to the room after consideration of the matter and all votes on the matter.

There are important reasons for requiring this disclosure immediately before the relevant matter is considered.

- Firstly, members of the public might only be in attendance for part of a meeting and should be able to see that all matters are considered in an appropriately transparent manner.
- Secondly, if conflicts of interest are not disclosed immediately before an item there is a risk that a Councillor who arrives late to a meeting may fail to disclose their conflict of interest and be in breach of the Act.

7.1 Disclosure of a Direct Conflict of Interest

Cr. Tatchell declared an indirect interest by close association (section 78) in relation to Item 17.1 – Confidential Item, due to his wife being the Editor of the Moorabool News.

8. PUBLIC QUESTION TIME

The aim of Public Question Time is to provide an opportunity for the public to ask general questions at Council Meetings requiring routine responses. Public Question Time is conducted in accordance with Section 6.9 of the Council's Meeting Procedure Local Law No. 9.

Questions must be in writing on the form provided by the Council and submitted by 5.00pm on the day before the meeting. Members of the public can contact a Councillor and raise a question which the Councillor will submit on their behalf.

A question will only be read to the meeting if the Chairperson or other person authorised for this purpose by the Chairperson has determined that:

- i) the person directing the question is present in the gallery;
- ii) the question does not relate to a matter of the type described in section 89(2) of the Act (for confidential matters);
- iii) the question does not relate to a matter in respect of which Council has no power to act;
- iv) the question is not defamatory, indecent, abusive or objectionable in language or substance;
- v) the question is not a repetition of a question already asked or answered (whether at the same or an earlier meeting); and
- vi) the question is not asked to embarrass a Councillor, member of Council staff or member of the public.

A Councillor or Council officer may:

- i) immediately answer the question asked; or
- ii) elect to have the question taken on notice until the next Ordinary meeting of Council; at which time the question must be answered and incorporated in the Agenda of the meeting under Public Question Time; or
- iii) elect to submit a written answer to the person asking the question within 10 working days.

Responses to public questions answered at the meeting, will be general in nature, provided in good faith and should not exceed two minutes. These responses will be summarised in the minutes of the meeting.

Public Question Time does not substitute for other forms of communication with or other formal business procedures of the Council.

Nil.

9. PETITIONS

Nil.

10. PRESENTATIONS / DEPUTATIONS

The Council has made provision in the business of the Ordinary Meetings of the Council for the making of presentations or deputations to Council in relation to matters presented on the agenda for Council consideration.

Presentations or deputations are required to be conducted in accordance with the requirements contained within the **Presentation/Deputations Protocols and Procedural Guidelines**.

Persons wishing to make a presentation or deputation to Council on a matter included in the agenda shall inform Council prior to the meeting by contacting the Chief Executive Officer's office and registering their name and agenda item being spoken to.

At the meeting the Mayor will invite the persons wishing to make a presentation or delegation to address the Council on the agenda item.

The person making the presentation or deputation is to stand and address Council on the item. No debate on the item is permitted between the person making the presentation or delegation and the Council.

A maximum of three minutes per presentation or delegation will be allocated. An extension of time may be granted at the discretion of the Mayor.

Councillors, through the Mayor, may ask the person making the presentation or delegation for clarification of matters presented.

The Mayor may direct that a member of the gallery ceases speaking if the above procedure is not followed.

List of Persons making Presentations/Deputations other than in relation to a planning item listed on the agenda:

Item No	Description	Name	Position
11.3.2	<i>Draft Report – Youth strategy 2018-2021</i>	<i>Shannon McGowan</i>	<i>Supporter</i>
11.3.2	<i>Draft Report – Youth strategy 2018-2021</i>	<i>Corey Williams</i>	<i>Supporter</i>
11.3.2	<i>Draft Report – Youth strategy 2018-2021</i>	<i>Jessica Newman</i>	<i>Supporter</i>
11.3.2	<i>Draft Report – Youth strategy 2018-2021</i>	<i>Sarah Hageman</i>	<i>Supporter</i>
11.3.2	<i>Draft Report – Youth strategy 2018-2021</i>	<i>Thomas Bamford</i>	<i>Supporter</i>
11.3.2	<i>Draft Report – Youth strategy 2018-2021</i>	<i>Louis Maxwell</i>	<i>Supporter</i>

List of Persons making Presentations/Deputations to a planning item listed on the agenda:

Nil.

11. OFFICER'S REPORTS

11.1 CHIEF EXECUTIVE OFFICER

Item 17.1 – Confidential Report

11.2 GROWTH AND DEVELOPMENT

11.2.1 Parwan Employment Precinct - Update on the Business Case, other studies and recent initiatives

Introduction

Manager: Andrew Goodsell
General Manager: Satwinder Sandhu

Background

The purpose of this report is to brief Council on the findings of the recently completed Parwan Employment Precinct (*PEP*) Business Case (SED, March 2018).

A copy of the Parwan Business Case is provided at **Attachment 11.2.1**.

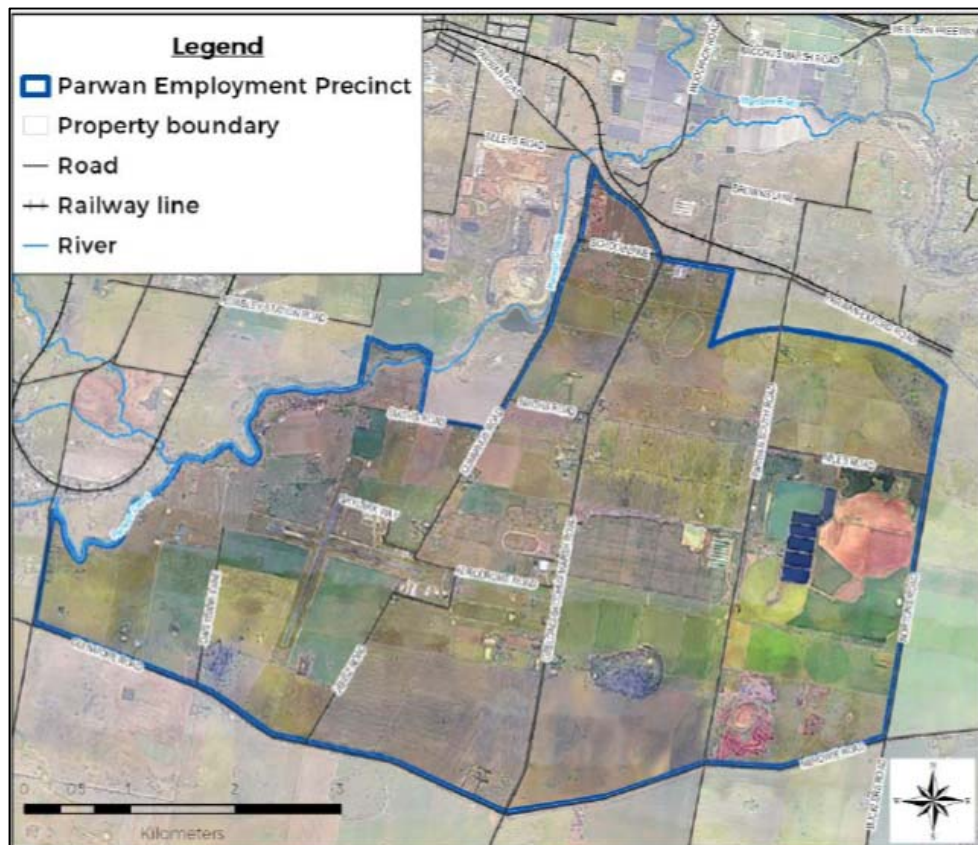


Figure 1 Boundaries of the Parwan Employment Precinct Study Area (source: SED, March, 2018)

The Business Case underpins Council's recent *Streamlining for Growth* funding application to the Victorian Planning Authority (VPA) for the 2018-2019 and 2019-2020 financial years. The Business Case also sets an important financial base line argument that quantifies what key investments and initiatives are needed to realise Parwan as a major employment generator for the region.

Economic modelling that determined the key findings of the Business Case

The following were modelled to determine the preferred scenario for the Business Case:

- Infrastructure costs with costs sourced from infrastructure providers;
- Potential development and activation driven by consultation from existing businesses;
- Sequence of infrastructure development to meet the activation of the precinct; and
- Value added per employee.

Figure 1 below shows the annual economic value generated once the precinct is fully developed. Scenario 1 been modelled to take three (3) years, Scenario 2 been modelled to take nine (9) years and Scenario 3 been modelled to take 13 years.

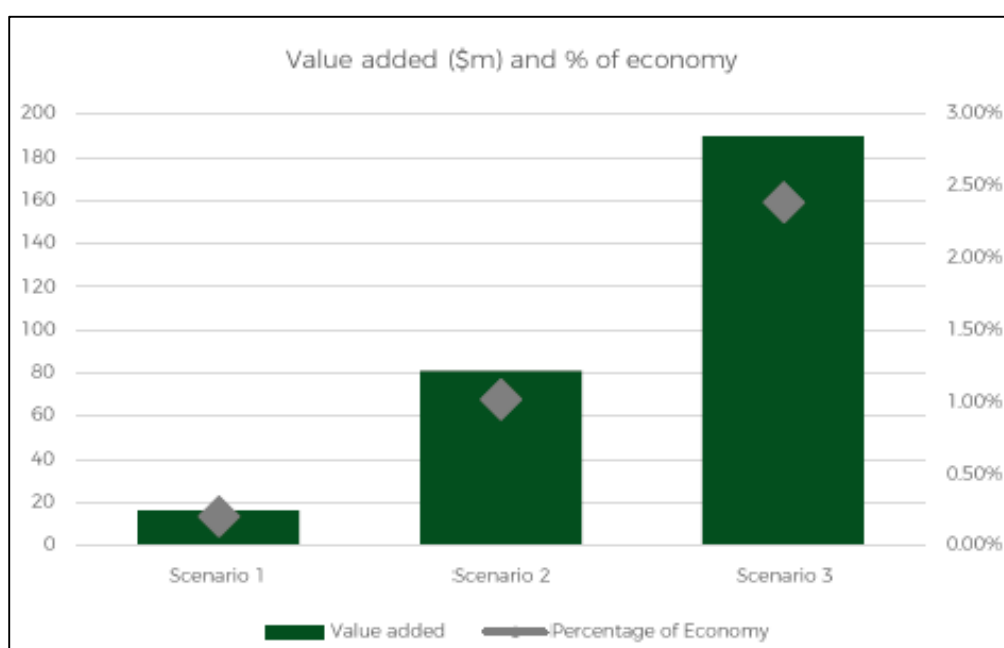


Figure 1 Economic value added (source: SED March, 2018)

Key findings of the Business Case

The PEP comprises a number of businesses and activities that generate economic wealth and local employment (see Figure 2). However, for the PEP to develop to its full potential it must establish a competitive advantage compared with other employment precincts in the region.

The preferred option is a staged development approach realised over a decade.

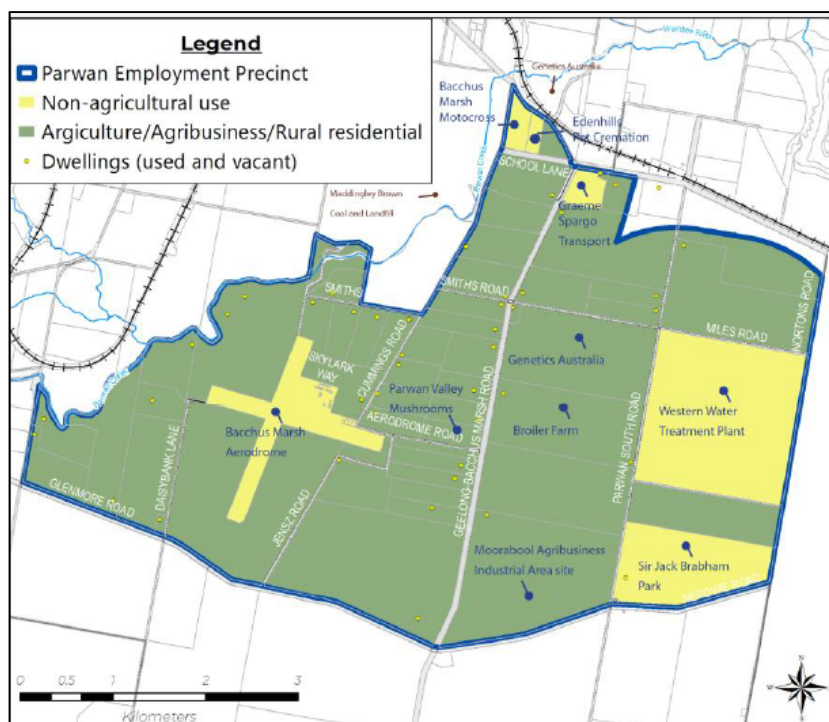


Figure 2 Existing Businesses (source: SED March, 2018)

Findings confirm that PEP has the potential to generate over 1560 FTE and potentially add \$16 million to the Central Highlands economy within five (5) years increasing to \$189 million within 15 years. This option depends on:

- Access to the Western Freeway being improved;
- Full infrastructure and land use planning, cultural heritage and development controls completed within 3 years;
- In two (2) to three (3) years, the provision of gas and electricity supplies;
- In three (3) to four (4) years, the provision of local roads;
- In four (4) to six (6) years the provision of potable water, sewerage and trade waste services; and
- In six (6) to nine (9) years the provision of Class A water, drainage and additional roads and power.

The land use scenario which underpins the Business Case is found in the planning study.

Gas and Electricity

Gas infrastructure has been singled out within the Business Case as one of the key enabling investments which need to be delivered to attract business to the PEP. Council is presently working with Regional Development Victoria (RDV) and other stakeholders on the optimal system of gas delivery (reticulated versus virtual network) along with finalising costings and timing of construction. Likewise, Council is also working with utilities to confirm sufficient power supply for businesses to establish in PEP.

Whilst many of the infrastructure investments required in PEP can be designed and costed through the Precinct Structure Plan, for which the VPA will be the Planning Authority, it is generally the responsibility of Government to ensure sufficient gas and electricity supply exists.

Key documents that advised the Business Case

The Business Case draws on a number of strategic plans and infrastructure projects either underway or completed. They are summarised below in Table 1:

Table 1: Key documents

Study	Influence on the Business Case
PEP Planning Study	<p>Status: Completed.</p> <p>The Planning Study provides high level recommendations for land use zones in the <i>PEP</i>. It was undertaken to ensure that employment number estimates (EFT) provided in the Business Case were consistent with likely land use and development typologies. The study also considered key physical features which may restrict development and reduce the potential for employment generating investment through increased setbacks and environmental buffers to:</p> <ul style="list-style-type: none"> • Environmental features (such as Bingham's swamp); and • The Western Water plant and Maddingley Brown Coal. <p>The study also considered:</p> <ul style="list-style-type: none"> • The positive impact of the Eastern Link Road and the likelihood that it will boost investment along a (yet to be confirmed) preferred alignment; • Comments from key land owners and infrastructure providers and their future expansion, relocation plans. For example, Westside Meats, Parwan Valley Mushrooms, Western Water and Stankovic's chicken broiler operation are all planning upgrades or growth; and • Projects currently underway in the area including the UGF. <p>The findings of the report will be used to inform the Precinct Structure Plan proposed to commence in the 2018-19 financial year.</p>
Bacchus Marsh UGF	<p>Status: Awaiting final panel report (due August, 2018).</p> <p>The UGF provides a critical high level strategic context for future land use and infrastructure planning for Bacchus Marsh, including the <i>PEP</i>.</p> <p>It sets the policy context for the forthcoming Precinct Structure Plan which will provide future planning controls for the <i>PEP</i>.</p> <p>The controls will facilitate employment generating development to enable the Business Case.</p>
Western Irrigation Network	<p>Status: WW have committed up to \$4.4 million for a pipe extension.</p> <p>Western Water's recently completed feasibility study has provided a basis for the \$4.4million commitment for a pipe extension providing Class C water to the <i>PEP</i>.</p>
Eastern Link Road	<p>Status: VicRoads have committed \$3million for a feasibility study for the new road.</p> <p>VicRoads' commitment to undertake this comprehensive study confirms a financial commitment to the region and the economic value in this transport link.</p>

Consultation

The consultants engaged on key infrastructure needs to inform the Business Case. The outcomes are summarised below in Table 2:

Table 2: Consultation Activity

Infrastructure type	Stakeholders	Influence on the Business Case
Gas	Providers: SPAusnet, and APA Gasnet for reticulated gas. Brookfield for compressed natural gas (CNG).	These companies provided high level estimates for the cost of providing gas.
	Land owners and potential investors: Westside Meats, Parwan Valley Mushrooms, Maddingley Brown Coal, Latrobe Fertilisers Limited, Stankovic's chicken broiler farm and others.	Land owners and potential investors confirmed a strong preference for reticulated gas given the high volumes needed. There was a fear that CNG would not be a reliable and plentiful enough. An approach for sharing the cost of this infrastructure with the private sector, council and the state government will be provided in the Infrastructure Delivery Plan and Infrastructure Contributions Plan.
Electricity	Provider: Powercor.	Powercor provided high level estimates for the cost of upgrading power in the <i>PEP</i> .
	Land owners and potential investors: Westside Meats, Parwan Valley Mushrooms, Maddingley Brown Coal, Latrobe Fertilisers Limited, Stankovic's chicken broiler farm and others.	Land owners and potential investors confirmed the need for power upgrades. One potential investor needed 4 megawatts of power. Powercor requires applications from individual investors in order to quantify costs and lead times. Further review is required.
Local and State Road Connections	Providers: Council and VicRoads.	The Eastern Link Road and improvements to the Western Freeway are critical for heavy vehicle movements both locally and regionally. Local upgrades are critical for site access and permeability.
Sewerage and Water	Provider: Western Water.	Western Water has committed \$4.4million for a Class C water pipe extension. This will increase the capacity of certain types of agribusinesses in the <i>PEP</i> in the short term whilst the planning for Class A water is confirmed.

Infrastructure type	Stakeholders	Influence on the Business Case
	Land owners and potential investors: Westside Meats, Parwan Valley Mushrooms, Maddingley Brown Coal, Latrobe Fertilisers Limited, Stankovic's chicken broiler farm and others.	Land owners and potential investors confirmed a strong preference for potable and Class A water for agribusiness operations.

Key Business Case Outputs

Taking the studies and consultations into account, the Business Case has:

- Quantified the costs and benefits of providing gas, water, electricity and other services;
- Identified a high level 'road map' to facilitate and attract potential business and investment;
- Acknowledged key land uses in the area being cognisant of the key drivers for continuing to invest; and
- Identified opportunities and constraints.

Business Case Total Costs to Moorabool Shire

The Business Case and associated land use planning study were funded by Council with contributions from the RDV and the VPA respectively:

Table 3: Business Case Total Costs

Organisation	Total Funds Business Case	Total Funds Planning Study
RDV	\$30,000.00	-
Council	\$39,417.70	\$8000
VPA	-	\$30,000
Total Project Cost	\$69,417.70	\$38,000

Project Governance

The Business Case has been overseen by a Project Control Group (PCG) comprising Moorabool Shire Council (MSC), the Victorian Planning Authority, Regional Development Victoria, Western Water and VicRoads who continue to meet on a monthly basis.

Key Council officers include the General Manager Growth and Development, the Manager Strategic & Sustainable Development and the Parwan Project Officer.

There have also been regular internal reporting and updates to the Chief Executive Officer and Council as required.

The PCG will continue to function to oversee the PEP projects for the 2018-19 and 2019-20 financial years.

Policy Implications

The Council Plan 2017–2021 identifies the importance of best practice planning for Bacchus Marsh and Parwan through its direction to “Facilitate Parwan Employment Precinct Planning and marketing”.

Strategic Objective 3: Stimulating Economic Development

Context 3a: Land Use Planning

In partnership with the VPA and RDV, Council has shown leadership in best practice land use planning in the ongoing delivery of the *PEP* and associated Bacchus Marsh UGF.

Council Plan 2017-2021 also notes the importance to deliver “improved economic, social, and environmental outcomes” and “improved ability to access employment” across the Shire.

Strategic Objective 3: Stimulating Economic Development

Context 3b: Investment and Employment

In partnership with the VPA, RDV and other key stakeholders VicRoads and Western Water, Council has worked successfully to plan key infrastructure for Parwan. To date, this work has largely been funded by Council’s strategic partners.

Plan Melbourne 2017-2050 and the Central Highlands Regional Growth Plan 2014

The Victorian Government has an ongoing commitment to invest in regional Victoria.

Plan Melbourne 2017-2050 and the Central Highlands Regional Growth Plan 2014 (CHRGP) identifies Parwan as a priority future employment precinct for the region. The CHRGP directs that for Bacchus Marsh, “Undertake investigations for employment and agribusiness opportunities at the Bacchus Marsh aerodrome and in Parwan”.

Outcome 7 of Plan Melbourne seeks to ensure that “Regional Victoria is productive, sustainable and supports jobs and economic growth.” It notes Bacchus Marsh as a key regional centre within 100km of central Melbourne in relative close proximity to an airport and seaport interconnected to Victoria’s major centres by rail and major road networks.

Policy 7.1.2, “Support planning for growing towns in peri-urban areas” identifies the opportunity for peri urban towns such as Bacchus Marsh and Ballan to have capacity for more housing and employment-generating development without impacting on the economic and environmental roles that surrounding non-urban areas serve.

To deliver on these policies, Plan Melbourne’s Implementation Plan prioritises planning for peri urban townships and improving freight and transport linkages across regional Victoria and to Melbourne. This has been enabled through funding from the Victorian Planning Authority, Regional Development Victoria and VicRoads who will be commencing a feasibility study on the Geelong Bacchus Marsh Road shortly.

Financial Implications in Delivering PEP

There are two key components:

(i) \$7.8 million for studies, consultancies and on-ground works scheduled for the next two financial years:

- \$200,000 of funding has been sought from the VPA's *Streamlining for Growth* programme with \$200,000 of matching funding from Council for the 2018-19 and 2019-20 financial years to provide for ongoing studies and planning.
- Additional funding recently committed by other agencies includes:
 - \$3 million from VicRoads for the Eastern Link Road feasibility study; and
 - \$4.4 million from Western Water for the water pipe extension.

(ii) \$17.2 million for infrastructure upgrades:

The Business Case provides a high level estimate of \$17.2 million for capital costs for the delivery of gas, potable water, trade waste and local road upgrades.

Gas was costed as a reticulated system and a new Citygate following engagement with key stakeholders who confirmed that a constant supply was needed to meet the demands of intensive operations proposed. The lower cost option, compressed natural gas estimated at \$2million, was not preferred by existing stakeholders with landholdings and business operations in the *PEP*.

These high level costs will be further refined in a staged programme set out in the proposed Infrastructure Delivery Plan (IDP) and Infrastructure Contributions Plan (ICP) to be undertaken in 2019.

To respond to investors and land owners in the short term, an RFQ led by Council is currently being prepared for reticulated gas. This will quantify the actual costs and time frames to enable Council to provide more clarity to investors and applicants.

Risk & Occupational Health & Safety Issues

A high level risk plan was provided in Project Plan.

Community Engagement Strategy

A high level stakeholder/community engagement approach was provided in the Project Plan.

A detailed Advocacy Plan will be provided to the *PCG* for review in late July, 2018.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

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

Author – Alison Blacket

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

Conclusion

The Parwan Employment Precinct Business Case confirms the investment value in providing gas infrastructure to the *PEP* and the need to confirm the merits of allocating appropriate funds in future budgets.

Resolution:

Cr. Bingham/Sullivan

That Council adopts the Parwan Employment Precinct Business Case to be used as a supporting document for ongoing advocacy in reference to Council and State Government funding initiatives.

CARRIED.

Report Authorisation

Authorised by:

Name: Satwinder Sandhu
Title: General Manager Growth and Development
Date: Thursday, 15 March 2018



11.2.2 Amendment C79 – Bacchus Marsh Housing Strategy

Introduction

Author: Geoff Alexander
General Manager: Satwinder Sandhu

This report considers the outcome of the Planning Panels Victoria (the Panel) Hearing held for Amendment C79 in May and June, 2018 and provides a recommendation for Council to adopt the amendment in the form recommended by the Panel and forward the amendment to the Minister for Planning for approval.

Background

Amendment C79 is a Council initiated amendment designed to implement the adopted Council strategy *Housing Bacchus Marsh to 2041* (the housing strategy). It affects the existing residential zoned areas of Bacchus Marsh (including Darley and Maddingley). The amendment nominates areas for minimal, natural or increased growth depending on an assessment in relation to the land. The amendment promotes good design that is specific to 32 mapped preferred neighbourhood character precincts.

The amendment was exhibited for a period of six (6) weeks in November and December, 2017 and submissions were received including 15 objections. The submissions were considered by Council on 28 March, 2018 at the Special Meeting of Council. As changes were only made to address one submission which was partially supported, Council resolved to appoint an independent Panel to hear from all parties to the amendment.

A Panel hearing was held in Bacchus Marsh on May 28, 29 and 14 June, 2018. The Panel heard from a total of six (6) parties to the hearing including Moorabool Shire. The Panel delivered its report on 13 July, 2018. The report is provided as **Attachment 11.2.2a** to this report.

The Panel considered all submissions to the amendment. The Panel's report was generally supportive of Council's position, whilst recommending a number of minor changes which were based on submissions and a general critique of the amendment. The Panel's report states in the executive summary that:

“Moorabool Shire Council and its consultants have completed extensive research and are to be congratulated on the vision and the strategic direction sought to be advanced via its Housing Strategy – “Housing Bacchus Marsh to 2041.

The Housing Strategy and its translation into the Moorabool Planning Scheme achieves a reasonable balance of facilitating medium density residential growth opportunities in locations well serviced by public transport and other facilities and services, whilst recognising the significant neighbourhood character elements and other factors that warrant greater protection”.

Amendment C79 was heard by the Panel at the same time as Amendment C81 Bacchus Marsh Urban Growth Framework. The Panel Report for C81

has not yet been received by Council is not due until mid-August 2018. The C79 Panel Report was received early as the Panel hearing was relatively straightforward, with limited issues for the Panel to consider.

Due to the impending State Government elections, it is important that Council consider these amendments at the earliest opportunity, to ensure adequate time for the amendments to be submitted to the Department of Environment, Land, Water and Planning (DELWP) and the Minister for Planning for approval. The current State Government will enter a caretaker period on the 30 October 2018 and will be unable to approve amendments after this date.

Subject to the nature of the Panel's recommendations, and the extent of changes and/or further work required, Officers will seek to take Amendment C81 to the first available Council Meeting.

Changes Recommended by Planning Panel

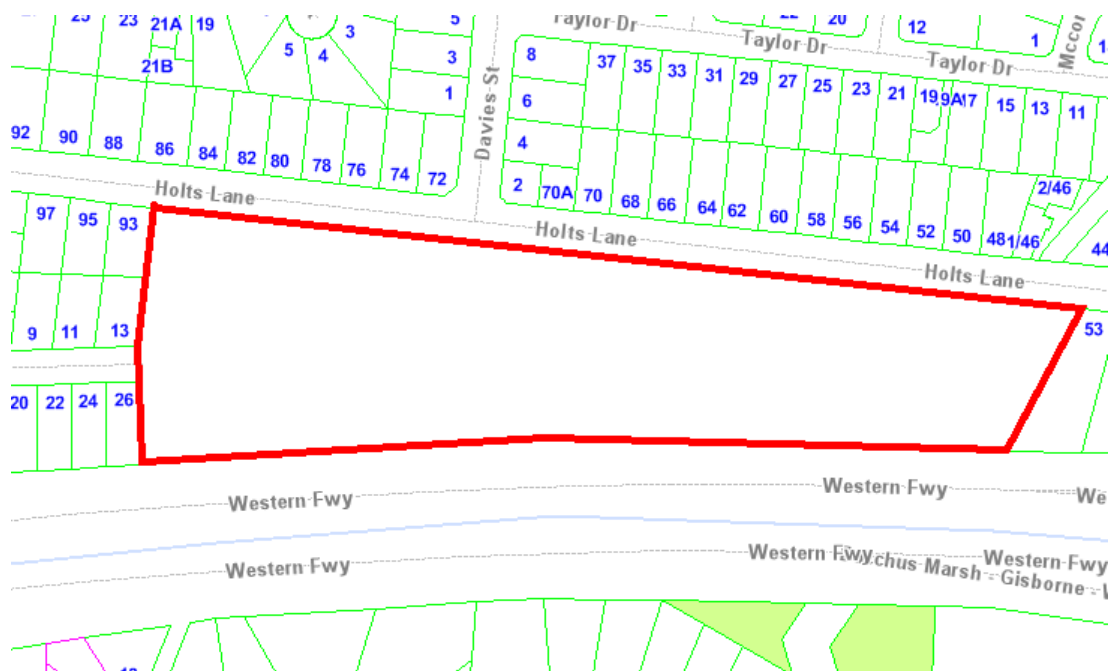
The Panel considered the amendment and submissions in detail and made number of minor changes. All changes, together with officer discussion providing context are provided in Table 1 below. It is recommended that all of the Panel's changes are adopted.

Table 1:

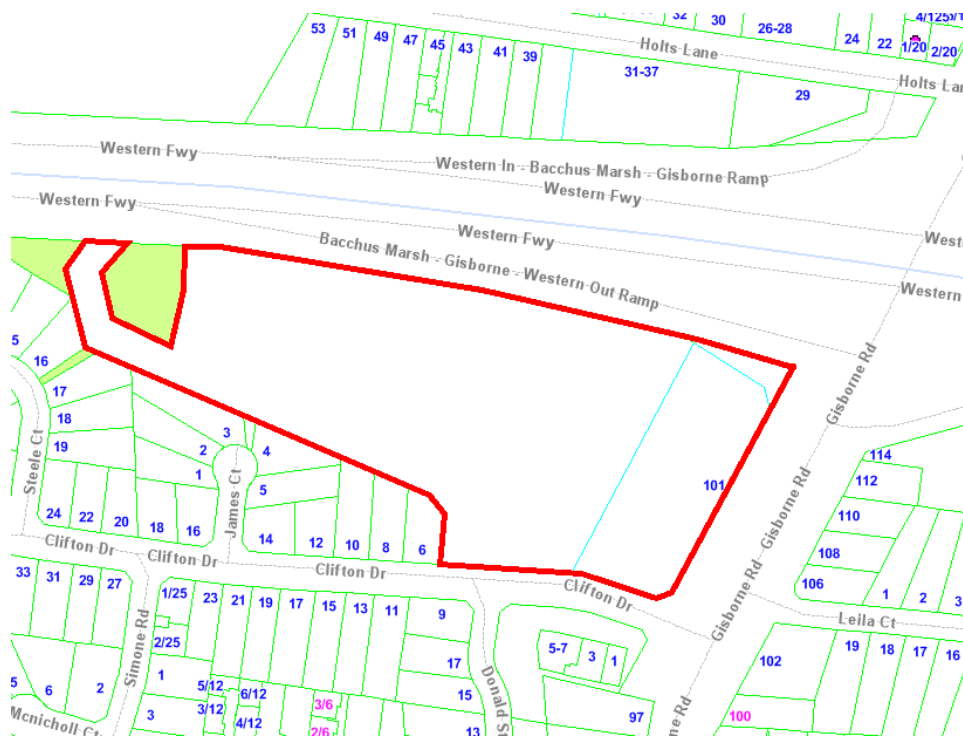
Panel Recommended Change	Officer Advice on Panel Recommendation	Officer Discussion
<p>1. Amend "Housing Bacchus Marsh to 2041", to:</p> <p>a) show Lot C Holts Lane, Darley within the Increased Residential Growth Area in Precinct 11 on Figure 9 – Settlement Framework Plan.</p> <p>b) show Lot C Holts Lane, Darley within the Increased Residential Growth Area on the Neighbourhood Character Brochure for Precinct 11 in Annexure 4.</p> <p>c) show 101 Gisborne Road within the Increased Residential Growth Area in Precinct 15 on Figure 9 -</p>	<p>Support</p>	<p>Lot C relates to the site shown at Map 1 which is on the border between the natural and increased residential growth precinct. Due to the size of the site, its location on the boundary of increased and natural growth and the ability of the site to create its own neighbourhood character its inclusion is considered reasonable.</p> <p>A settlement type was not initially provided for 101 Gisborne Road within the Housing Strategy, because at the time of preparation of the strategy the site was proposed for rezoning to the Commercial 2 Zone as a part of Amendment C71. Later, Amendment C71 was abandoned and the site remained residential but the strategy was not updated to reflect the change in circumstances.</p> <p>The Panel have recommended a settlement type where the strategy was silent. This is a large site with the potential to create its own neighbourhood character. The site also has good access to services</p>

<p>Settlement Framework Plan.</p> <p>d) show 101 Gisborne Road within the Increased Residential Growth Area on the Neighbourhood Character Brochure for Precinct 15 in Annexure 4.</p>		<p>at the nearby Darley Plaza and the Panel's recommendation is considered reasonable.</p> <p>The site is shown at Map 2 to this report below.</p>
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Map 1 – “Lot C” situated on Holts Lane Darley



Map 2 – 101 Gisborne Road Bacchus Marsh



Panel Recommended Change	Officer Advice on Panel Recommendation	Officer Discussion
<p>2. a) delete the second dot point under the heading 'Strategies' that states "<i>Ensure at least 15 years of appropriately zoned land is always available in Bacchus Marsh and Ballan</i>".</p>	<p>Support</p>	<p>This dot point is not necessary as Clause 11.02-1 (supply of urban land) already provides direction on providing a 15 year supply of land.</p>
<p>3. Amend the Residential Settlement Framework Plan at Clause 21.07 to:</p> <p>a) show Lot C Holts Lane, Darley within the Increased Residential Growth Area in Precinct 11</p> <p>b) to show 101 Gisborne Road within the</p>	<p>Support</p>	<p>This is required to ensure consistency with recommendation 1, as the Settlement Framework Plan corresponds to the Housing Strategy.</p>

Panel Recommended Change	Officer Advice on Panel Recommendation	Officer Discussion
<p>Increased Residential Growth Area in Precinct 15.</p>		
<p>4. Amend Clause 21.07-2 to:</p> <p>a) delete the seventh dot point under the heading 'Strategies' that states "<i>Retain the intrinsic character elements of Bacchus Marsh and surrounds</i>".</p>	<p>Support</p>	<p>The reference to "intrinsic character elements" is a relatively vague statement as it does not clarify what the character elements are.</p>
<p>5. Amend Clause 21.07-6 to:</p> <p>a) delete the first dot point under the heading 'Strategies' that states "<i>Ensure that new development is consistent with any relevant Council adopted Urban Design Framework, Urban Design Guidelines or Gateways Strategy</i>".</p> <p>b) to vary the first dot point under the heading 'Policy guidelines' to read "<i>Housing Bacchus Marsh to 2041 (Mesh Pty Ltd, 2016)</i>."</p>	<p>Support</p>	<p>The Panel was concerned that this statement references strategies that are not incorporated documents and have not yet been finalised.</p> <p>This would delete the reference to neighbourhood character brochures, which are already a part of the Strategy and therefore do not need to be referred to separately.</p>
<p>6. Amend Clause 2 in Schedule 2 to Clause 32.08 General Residential Zone to:</p>	<p>Support</p>	

Panel Recommended Change	Officer Advice on Panel Recommendation	Officer Discussion
<p>a) insert the word “No” in response to the question “Is a permit required to construct or extend one dwelling on a lot between 300 and 500 square metres?”</p>		<p>The word “No” was accidentally omitted from the exhibited version. There is no specific reason to require a permit for individual dwellings on lots between 300 and 500 square metres in size and doing so would significantly raise the number of planning permit applications which would be resource intensive for Council officers.</p>
<p>7. Amend planning scheme Maps 34 and 35 to:</p> <p>a) show Lot C Holts Lane, Darley within the General Residential Zone Schedule 3</p>	<p>Support</p>	<p>This corresponds to the change at 1 as areas deemed for “increased residential growth” corresponds to the GRZ3.</p>
<p>8. Amend planning scheme Map 35 to:</p> <p>a) show 101 Gisborne Road within the General Residential Zone Schedule 3</p>	<p>Support</p>	<p>This recommendation corresponds to recommendation 1 as areas identified for “increased residential growth” correspond to a zoning of GRZ3 in the amendment and strategy.</p> <p>The portion of the site zoned Public Use Zone 1 (for an irrigation channel) cannot be developed and will remain as is.</p>
<p>9. Amend the final form of all Amendment documentation to ensure consistency with recently</p>	<p>Support</p>	<p>A number of amendments have been approved since the exhibition of C79. The amendment documentation needs to be updated to conform to the latest Planning Scheme</p>

Panel Recommended Change	Officer Advice on Panel Recommendation	Officer Discussion
<p>approved planning scheme amendments including Amendments C76, C78, and C89 and any relevant consequential changes resulting from the finalisation of Amendment C81.</p>		<p>templates which have been updated as a result of these amendments.</p>

Stage in the Amendment Process

The flow chart below is from the DELWP guide “Using Victoria’s Planning System 2015” and as notated, depicts the progression of the amendment in terms of the amendment approval process (circled in green).

Should Council decide to adopt the amendment the next stage would be to forward the amendment to the Minister for Planning for approval.

Figure 2.1: Outline of the planning scheme amendment process



Proposal

It is proposed to adopt Amendment C79 in the form recommended by the Panel (shown at **Attachment 11.2.2b** to this report) and forward to the Minister for Planning for approval. It is proposed to endorse the changes recommended by the Panel for *Housing Bacchus Marsh to 2041*.

In addition, as a minor housekeeping matter it is proposed to delete the schedule to the Low Density Residential Zone (LDRZ). This is currently an empty schedule in the Moorabool Planning Scheme and there is no benefit in retaining it. As Amendment C79 proposes the introduction of the Low Density Residential Zone Schedule 1 (LDRZ1), it is considered that deleting the empty LDRZ schedule will eliminate confusion between these schedules. This is not considered to require any further community engagement..

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 3: Stimulating Economic Development.

Context 3A: Land Use Planning.

Key Result Area	Enhanced Infrastructure and Natural and Built Environment.
Objective	Effective and integrated strategic planning in place to create sustainable communities.
Strategy	Development of Urban and Rural Growth Strategies in conjunction with other related plans. The Amendment reflects a part of the implementation phase of a key Urban Growth Strategy.

The proposal is consistent with the Council Plan 2017 – 2021.

Financial Implications

The continued processing of the amendment has being undertaken in-house by Council and therefore generated only limited costs to date.

Costs for the amendment progressing hereafter (including officer time) are likely to be minimal as all substantive work has been now completed.

Risk & Occupational Health & Safety Issues

There are no identified risks associated with the amendment.

Community Engagement Strategy

Implementation of the amendment has included statutory notification processes including a mail out to all households in Bacchus Marsh. That notification period ran for six (6) weeks, not the mandated minimum of four (4) weeks. In addition officers held four drop in sessions/information nights at the library (combined with amendment C81) which attracted approximately 150 attendees.

Those who lodged a submission from the exhibition process later had the opportunity to present their case at the Panel hearings in late May and June 2018.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Satwinder Sandhu

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

Author – Geoff Alexander

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

Conclusion

Amendment C79 is a key component of Moorabool 2041. It seeks to implement Council's adopted housing strategy and provides a substantial update to the Moorabool Planning Scheme relating to neighbourhood character and housing growth in the existing areas of Bacchus Marsh.

Having been through a rigorous Panel and exhibition process involving direct notification to over 11,000 households in Bacchus Marsh and surrounds, it is now appropriate to adopt the amendment in the modified form recommended by the Panel. As the amendment is based on the adopted Council Strategy "Housing Bacchus Marsh to 2041" the Panel have also put forward corresponding minor changes to the strategy which are simultaneously proposed for endorsement.

Recommendation:

That Council:

- 1. Pursuant to Section 29 of the *Planning and Environment Act 1987*, adopt Amendment C79 in the form provided at Attachment 2.**
- 2. Pursuant to Section 31 of the *Planning and Environment Act 1987*, submit the adopted amendment, together with the prescribed information, to the Minister for Planning for approval.**
- 3. Endorse the changes to "Housing Bacchus Marsh to 2041" as per the Planning Panel to Amendment C79 recommendations as follows:**

4. **Delete the Schedule to the Low Density Residential Zone as a part of Amendment C79.**

Resolution:

Crs. Sullivan/Edwards

That Council:

1. ***Pursuant to Section 29 of the Planning and Environment Act 1987, adopt Amendment C79 in the form provided at Attachment 2.***
2. ***Pursuant to Section 31 of the Planning and Environment Act 1987, submit the adopted amendment, together with the prescribed information, to the Minister for Planning for approval.***
3. ***Endorse the changes to “Housing Bacchus Marsh to 2041” and amendment C79 as per per the Planning Panel recommendations as follows:***
 - (3.1) ***Amend “Housing Bacchus Marsh to 2041”, to:***
 - a) ***show Lot C Holts Lane, Darley within the Increased Residential Growth Area in Precinct 11 on Figure 9 – Settlement Framework Plan.***
 - b) ***show Lot C Holts Lane, Darley within the Increased Residential Growth Area on the Neighbourhood Character Brochure for Precinct 11 in Annexure 4***
 - c) ***show 101 Gisborne Road within the Increased Residential Growth Area in Precinct 15 on Figure 9 - Settlement Framework Plan***
 - d) ***show 101 Gisborne Road within the Increased Residential Growth Area on the Neighbourhood Character Brochure for Precinct 15 in Annexure 4.***
 - (3.2) ***Amend Clause 21.03-2 to:***
 - a) ***delete the second dot point under the heading ‘Strategies’ that states “Ensure at least 15 years of appropriately zoned land is always available in Bacchus Marsh and Ballan”.***
 - (3.3) ***Amend the Residential Settlement Framework Plan at Clause 21.07 to:***
 - a) ***show Lot C Holts Lane, Darley within the Increased Residential Growth Area in Precinct 11.***
 - b) ***to show 101 Gisborne Road within the Increased Residential Growth Area in Precinct 15.***
 - (3.4) ***Amend Clause 21.07-2 to:***
 - a) ***delete the seventh dot point under the heading ‘Strategies’ that states “Retain the intrinsic character elements of Bacchus Marsh and surrounds”.***

- (3.5) Amend Clause 21.07-6 to:**
- a) *delete the first dot point under the heading 'Strategies' that states "Ensure that new development is consistent with any relevant Council adopted Urban Design Framework, Urban Design Guidelines or Gateways Strategy".*
 - b) *to vary the first dot point under the heading 'Policy guidelines' to read "Housing Bacchus Marsh to 2041 (Mesh Pty Ltd, 2016)."*
- (3.6) Amend Clause 2 in Schedule 2 to Clause 32.08 General Residential Zone to:**
- a) *insert the word "No" in response to the question "Is a permit required to construct or extend one dwelling on a lot between 300 and 500 square metres?"*
- (3.7) Amend planning scheme Maps 34 and 35 to:**
- a) *show Lot C Holts Lane, Darley within the General Residential Zone Schedule 3*
- (3.8) Amend planning scheme Map 35 to:**
- a) *show 101 Gisborne Road within the General Residential Zone Schedule 3*
- (3.9) Amend the final form of all Amendment documentation to ensure consistency with recently approved planning scheme amendments including Amendments C76, C78, and C89 and any relevant consequential changes resulting from the finalisation of Amendment C81.**
- 4. Delete the Schedule to the Low Density Residential Zone as a part of Amendment C79.**

CARRIED.

Report Authorisation

Authorised by:

Name: Satwinder Sandhu
Title: General Manager Growth and Development
Date: Thursday, 19 July 2018

11.3 SOCIAL AND ORGANISATIONAL DEVELOPMENT

11.3.1 Moorabool Health and Wellbeing Plan 2013-2017 – Year Four Review Report

Introduction

File No.: 12/01/001
Author: Tania Barry
General Manager: Danny Colgan

Background

The purpose of this report is to recommend that the Council endorse the report on the review of the fourth and final year of the Moorabool Health and Wellbeing Plan 2013-2017.

The Victorian Public Health and Wellbeing Act 2008 requires that the Council conducts an annual review of the Municipal Public Health Plan, which is the Moorabool Health and Wellbeing Plan 2013-2017. The Department of Health has developed a guide for Councils in undertaking the annual review process. The guide specifies that conducting an annual review entails making sure that the actions identified in the plan are being implemented satisfactorily and that they remain the best way for council to invest in health and wellbeing over the life of the plan.

The Moorabool Health and Wellbeing Plan 2013-2017 was a four year plan for enhancing the health and wellbeing of our residents. The plan captured the health and wellbeing status of our communities and presented a plan in partnership with local health providers and community organisations to improve the health of the Moorabool community.

Under section 26 of the Public Health and Wellbeing Act 2008, the Council is required to develop a Health and Wellbeing Plan within 12 months of a Council Election. The Health and Wellbeing Plan must be consistent with the Council Plan and the Municipal Strategic Statement and be reviewed annually and evaluated at the end of the four year period. The Plan was adopted by the Council at the Ordinary Meeting of Council on November 6 2013.

The review and development of this report was undertaken through the following:

- Review of the Council's Health and Wellbeing Committee meetings for the past 12 months
- Review of the fourth year action plan
- Workshop with the Health and Wellbeing Committee members
- Analysis of the Department of Health Annual review guidelines
- Benchmarking against other council review processes

The outcomes of the fourth year are as follows:

- 9 actions were completed in the twelve months being:
 - Continue to promote the Council as an employer of young people through apprenticeships;
 - Identify and promote alternative education programs for secondary school students;
 - Develop a dedicated space for youth/family arts activities including use of existing buildings/spaces for potential use;
 - Promote prevention of violence against women (PVAW) and Gender Equity (GE) to the community through local media and events;
 - Promote existing transport options and links to current services and activities through the Moorabool website;
 - Increase engagement with local and regional committees that focus on integrated service provision – for example, Grampians Integrated Family Violence Committee, Grampians Indigenous Family Violence Regional Action Group, Moorabool Family Violence Prevention Network;
 - Implement cultural training programs for staff and community groups;
 - Build sustainable partnerships with community groups i.e. sports clubs to implement programs that promote healthy eating i.e. breakfast clubs;
 - Improve the community's perception of safety through utilising safe design principles in subdivision planning and improve maintenance of public places and infrastructure.

- The following actions are in progress and will be carried over into the 2017-2021 Health and Wellbeing Plan for finalisation
 - Develop a Healthy Workplace Policy
 - Increase support available to residents by advocating for religious groups to continue to provide pastoral care to the community
 - Promote existing walking trails through an online guidebook or 'app'.
 - Promote opportunities for families to access existing physical activity programs in the community i.e. community sporting clubs
 - Adopt a leadership statement on the issues of violence against women to increase community awareness and demonstrate Council's commitment to the issue.

Health Profile

Overall the data included in the health profile was still considered relevant and current.

Proposal

It is proposed that the Council adopt the report on the review of the fourth year of the Moorabool Health and Wellbeing Plan 2013-2017.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 4: Improving Social Outcomes

Context 4A: Health and Wellbeing

The proposed Moorabool Health and Wellbeing Plan 2013-2017 Year Four review report is consistent with the 2017-2021 Council Plan.

Financial Implications

There are no financial implications from the recommendations proposed.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Health and Wellbeing Plan	Council is required to review the Health and Wellbeing Plan annually under the Public Health and Wellbeing Act 2008	Low	Council to review the Health and Wellbeing Plan annually.

Communications and Consultation Strategy

The following community engagement activities have been undertaken, in accordance with the Council's Community Engagement Policy and Framework:

Level of Engagement	Stakeholder	Activities	Outcome
Involve	Health and Wellbeing Committee	Review Workshop Submissions on draft report	Committee provided feedback and endorsed recommendations

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Tania Barry

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

Conclusion

The review determined that the fourth year of the Moorabool Health and Wellbeing Plan 2013-2017 was successfully implemented.

Resolution:


Crs. Dudzik/Sullivan

That Council:

- 1. *Endorses the report on the review of the fourth and final year of the Moorabool Health and Wellbeing Plan 2013-2017.***
- 2. *Refers the following incomplete actions from the 2013-2017 Moorabool Health and Wellbeing Plan for inclusion in the 2017-21 Health and Wellbeing Plan Action plan for completion:***
 - *Develop a Healthy Workplace Policy***
 - *Increase support available to residents by advocating for religious groups to continue to provide pastoral care to the community***
 - *Promote existing walking trails through an online guidebook or 'app'.***
 - *Promote opportunities for families to access existing physical activity programs in the community i.e. community sporting clubs***
 - *Adopt a leadership statement on the issues of violence against women to increase community awareness and demonstrate Council's commitment to the issue.***

CARRIED.

Report Authorisation

Authorised by: 
Name: Danny Colgan
Title: General Manager Social & Organisational
Development
Date: Thursday, 12 July 2018

11.3.2 Draft Report- Youth Strategy 2018-2021

Mr. Shannon McGowan addressed Council as a supporter of the recommendation in relation to Item 11.3.2 – Draft Report – Youth Strategy 2018-2021.

Mr. Corey Williams addressed Council as a supporter of the recommendation in relation to Item 11.3.2 – Draft Report – Youth Strategy 2018-2021.

Miss Jessica Newman addressed Council as a supporter of the recommendation in relation to Item 11.3.2 – Draft Report – Youth Strategy 2018-2021.

Miss Sarah Hageman addressed Council as a supporter of the recommendation in relation to Item 11.3.2 – Draft Report – Youth Strategy 2018-2021.

Mr. Thomas Bamford addressed Council as a supporter of the recommendation in relation to Item 11.3.2 – Draft Report – Youth Strategy 2018-2021.

Mr. Louis Maxwell addressed Council as a supporter of the recommendation in relation to Item 11.3.2 – Draft Report – Youth Strategy 2018-2021.

Introduction

File No.: 12/09/017
Author: Sharon McArthur
General Manager: Danny Colgan

The purpose of this report is to recommend that the Council endorse the Draft Youth Strategy 2018-20 for the purposes of public exhibition for a period of four (4) weeks.

Background

The preparation of the Draft Youth Strategy ('draft strategy') is an action in the Council Plan 2017-2021 within the strategic objective of 'Improving Social Outcomes' under 'Health & Wellbeing'. The draft strategy is a four year strategy that provides the framework for the future provision of Youth Services in the Shire with a focus on mental health, education and training and participation and connection.

A mixed methodological approach was used to inform the development of the draft Strategy. This included:

- Electronic data obtained from surveys of young people, parents, carers and local agencies.
- Postcard style surveys in shops, post offices and schools across the shire. The postcards contained questions, which allowed quick completion.
- Focus groups in Bacchus Marsh and Ballan.

- Data collected from young people attending events and programs over the past 12 months. Including at FReeZA events, Youth Holiday Programs.
- Direct feedback from FReeZA and the Youth Action Group (YAG) members.
- Data collected at the end of the Active8 program each year. Active8 is a Health & Wellbeing Program ran with year eight students at Bacchus Marsh Secondary College.
- Moorabool Shire's demographic profile analysis.
- Moorabool Agencies and Schools Together (MAST) Workshop.
- Information collected during the evaluation phase of Council programs.
- Data from the electronic surveys and focus groups associated with the Youth Space(s) Feasibility Study.

Proposal

Young people represent a significant proportion of Moorabool's total population, with 19 percent of all persons living in Moorabool being aged between 12 and 25 years. Young people bring unique perspectives, ideas, and aspirations for our communities due to their age, stage of development and life experiences. By giving particular focus to addressing young people's needs we foster their wellbeing, invest in their potential and support them to actively engage in their community.

Population growth places pressure on the provision of youth services in Moorabool, but equally the significant size of the Shire and overall low population density increases the challenges faced by youth. It is therefore crucial that this plan meet the current needs of young people and also responds to their emerging needs while planning for future service delivery.

The draft strategy was developed through significant community engagement, with young people, parents/carers of young people, schools and services that support young people in Moorabool. This strategy brings together both evidenced-based research and local knowledge and community aspirations to improve the outcomes for young people. The voices of young people and their families have guided and informed this strategy which aims to ensure that Moorabool is a youth-friendly place to live, play, work, learn and grow.

The draft strategy outlines the existing provision for youth services in the Shire and presents a plan in collaboration with other external agencies and community organisations that will further improve the health and wellbeing, education and employment opportunities and participation in the Community of the young people in Moorabool.

The draft strategy serves as a plan for Council to work in partnership with youth and family service providers and the education sector in the municipality to meet the needs of young people. The goals of the strategy are categorised into three key strategic directions. These are:

1. Health and Well Being
2. Education & Employment
3. Connection & Participation

It is proposed that the Council endorse the Draft Moorabool Youth Strategy 2018-2021 for the purposes of public exhibition for a period of four (4) weeks. Following the exhibition period and consideration of feedback, the draft strategy will be then be presented to the Council at the September Ordinary Meeting for consideration.

Policy Implications

The 2017– 2021 Council Plan provides as follows:

Strategic objective 4 Improving social outcomes

Context 4A Health and Wellbeing

The proposed draft Youth Strategy is consistent with the 2017-2021 Council Plan.

Financial Implications

The draft Strategy 2018 - 2021 was prepared using existing resources. The draft action contains actions to be implemented over the next four years. Officers will continue to source funding externally and implement the action plan in partnership with young people and local agencies through existing resources and the annual budget process.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Needs	Service gaps if priorities in strategy are not implemented	High	Future strategic planning for high priority recommendations identified in context of other priorities
Financial	Funding required to progress actions set out in strategy	Medium	Business cases will be prepared for consideration in future Council's budgets along with applications for external funding.

Communications and Consultation Strategy

Community Engagement was undertaken with young people, parents, teachers and external agency staff to inform the preparation of the draft strategy. The engagement included social media, youth program and events evaluation surveys, forums with young people, meeting key networks and stakeholders including the Moorabool Agencies and Schools Together (MAST) network, State Government and Agencies.

The community engagement included:

- Electronic data obtained from surveys of young people, parents, carers and local agencies.
- Postcard style surveys in shops, post offices, studio 22 and schools across the shire. The postcards contained questions, which allowed quick completion.
- Focus groups in Bacchus Marsh and Ballan.

- Direct feedback from FReeZA and the Youth Action Group (YAG) members at meetings.
- Moorabool Agencies and Schools Together (MAST) meetings.

Level of Engagement	Stakeholder	Activities	Location	Date
Inform	Community members	Media Release	Local Newspapers	December 2017
Inform	Community members	Social media and digital advertising	Facebook, Twitter, Council website	December 2017- February 2018
Collaborate	Local Education & Service Providers	Surveys Meetings	Bacchus Marsh	December – March 2018
Consult	Parents and carers of Young people Community Members	Surveys Focus Groups	Online, hard copies at customer service Ballan & Darley	December 2017- February 2018
Consult	Young people	Surveys Focus Groups Youth Action Group	Online, hard copies at events Ballan & Bacchus Marsh Facebook & Bacchus Marsh	December 2017- March 2018

A total of 113 parent/carers and 13 service providers contributed through face-to-face consultations or surveys, with a further 4 completing a postcard.

A total of 185 young people contributed through face-to-face meetings or surveys with a further 21 young people completing a postcard.

The following community engagement activities have been undertaken, in accordance with the Council's Community Engagement Policy and Framework:

The draft report will be placed on public exhibition for four (4) weeks. The exhibition of the draft report will involve:

- The Have Your Say website, Council's online engagement portal;
- Promotion to the community via Council's various communication channels including through the local newspapers, social media, email groups and website;
- Making copies of the draft report available at Council's Customer Service locations;
- Making copies of the draft report available directly to local service providers;
- Meeting with the Youth Action Group (YAG) to obtain direct feedback;
- Forums with young people;
- Meetings with stakeholders including Moorabool Agencies and Schools Together (MAST)

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Sharon McArthur

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

Conclusion

The draft strategy serves as a plan for Council to work in partnership with youth and family service providers and the education sector in the municipality to meet the needs of young people. The goals of the strategy are categorised into three key strategic directions. These are:

1. Health and Well Being
2. Education and Employment
3. Connection & Participation

It is proposed that the Council endorse the Draft Moorabool Youth Strategy 2018-2021 for the purposes of public exhibition for a period of four weeks. Following the exhibition period and consideration of feedback, the draft strategy will be then be presented to the Council at the September Ordinary Meeting for consideration.

Resolution:

Crs. Toohey/Dudzik

That Council:

1. ***Endorses the draft Youth Strategy for the purpose of public exhibition for a period of four weeks.***
2. ***Receives a further report at the conclusion of the exhibition period for consideration of feedback and finalisation of the Youth Strategy.***

Councillor Bingham called for a Division.

Councillors voting for the resolution:

***Cr. Toohey
Cr. Dudzik
Cr. Keogh
Cr. Edwards
Cr. Bingham
Cr. Tatchell***

Councillors voting against the resolution;

Cr. Sullivan

The resolution was determined to be CARRIED.

Report Authorisation

Authorised by:



Name:

Danny Colgan

Title:

General Manager Social & Organisational
Development

Date:

Thursday, 26 July 2018

Cr. Bingham adjourned from the meeting at 6.50 pm.

11.3.3 Memorials Policy (August 2018)

Introduction

File No.: 06/03/004
Author: Ian Waugh
General Manager: Danny Colgan

The purpose of this report is to recommend that the Council adopt the revised Memorials Policy.

Background

At the Ordinary Meeting of Council on Wednesday 4 July 2018, Council considered the revised Memorials Policy (July 2018) and the following was resolved:

Resolution: Crs. Sullivan/Edwards

That the Council in accordance with Moorabool Shire Council Policy Protocol, Consideration of items which affect beyond the current year, the revised draft Memorials Policy now lay on the table for further consideration at the next Ordinary Meeting of Council on the 1 August 2018.

The Memorials Policy was initially adopted by Council in 2014 to address requests received from community members wanting to install memorials in public places across the Shire. The policy assists Council to assess and manage requests in relation to memorials as they arise.

The aims of the revised Memorials Policy are to:

- Outline the types of memorials that will be considered
- Provide an application and approval process
- Determine the responsibility of costs and maintenance
- Outline timeframes for the process and management of the lifespan of memorials
- Clearly demonstrate the responsibility of Council and the responsibilities of the applicant

In accordance with the resolution of Council on Wednesday 4 July 2018, the *Memorials Policy (August 2018)* is now presented to Council for adoption.

Proposal

Feedback has been received on the revised draft policy and it is recommended that the policy be revised to reflect this feedback. Details of the feedback received and officer recommendations are contained in **Attachment 11.3.3a.**

The Memorials Policy, as contained in **Attachment 11.3.3b**, comprises a statement of purpose and scope as well as the process for the implementation of the Policy. The process includes the responsibility for the cost of the memorials; the lifespan of memorials; maintenance; maintaining a register and public safety.

Consideration

The policy protocol relating to the consideration of items which affect beyond the current year is applied for consideration of matters whose impact or influence will extend to directly affect the activities and/or financial planning of Council for a period beyond the term of the Current Council Budget, and whether relating to Council policy pronouncements or specific projects.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 4: Providing good governance and leadership

Context 1B: Our People

Financial Implications

The revised Memorials Policy has been reviewed within existing budgetary allocations.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Requests for memorials from community	Without a current policy, memorials could be installed with no process or management plan in place	Medium	Policy adopted and Implemented

Community Engagement Strategy

Community Engagement was conducted in accordance with the Council's Community Engagement Policy and Framework. Feedback was sought on the draft policy through making them available on Have Your Say, Council's on-line engagement portal and advertising on social media; if adopted, policies will be available on the Council Website. Details of the feedback received and officer recommendations are contained in **Attachment 2**.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Ian Waugh

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

Conclusion

The Memorials Policy assists Council to assess and manage requests for memorials as they arise. Having resolved on the 4 July 2018 that the policy lay on the table for further consideration and adoption at the next Ordinary Meeting of Council, the Memorials Policy is now placed before the Council for adoption.

Cr. Bingham returned to the meeting at 6.51 pm.

Recommendation:

That the Council, in accordance with Moorabool Shire Council Policy Protocol, 'Consideration of items which affect beyond the current year', now adopts the Memorials Policy (August 2018) with the following changes:

1. That item 3.5 be altered from:

“An assessment panel will consider applications and provide recommendations to Council’s executive group. The panel will include officers from Council’s Community and Recreation Development and Assets units and, at the discretion and invitation of the Chief Executive Officer, will also include community members. When the site of a proposed memorial will be in public space managed by a delegated committee of Council it would be appropriate for the chairperson or a delegate of the committee to be invited to join the panel.”

To

“An assessment panel will consider applications and provide recommendations to Council’s executive group. The panel will include officers from Council’s Community and Recreation Development and Assets units and, at the discretion and invitation of the Chief Executive Officer, will also include community members. When the site of a proposed memorial will be in public space managed by a delegated committee of Council the chairperson or a delegate of the committee to be invited to join the panel.”

- 2. That item 5.3 be altered from:**

“Any costs associated with any replacement plaque needed for the memorial item shall be the responsibility of the applicant/donor.”

To

“Any costs associated with any replacement plaque needed for the memorial item shall be the responsibility of the applicant/donor or the relevant family.”

- 3. That item 10.2 “All non-permanent memorials existing within the Shire prior to the adoption of this policy will be subject to the provisions of this policy.” be removed from the policy as it is no longer applicable.**
- 4. That the Purpose and Scope of the policy be updated to include the following:**

“This policy does not cover non-permanent memorials or tributes.”

- 5. That item 10.5 be altered from:**

“Any paraphernalia or belongings such as flowers, photos, balloons, streamers or similar that may be placed in proximity of a memorial shall be removed after 30 days and disposed of by Council”

To

“Any paraphernalia or belongings such as flowers, photos, balloons, streamers or similar that may be placed in proximity of a memorial shall be respectfully removed by Council after 30 days in consultation with family members or the community. Any paraphernalia deemed to be inappropriate or unsafe may be removed earlier.

Resolution:**Crs. Sullivan/Edwards**

That the Council, in accordance with Moorabool Shire Council Policy Protocol, 'Consideration of items which affect beyond the current year', now adopts the Memorials Policy (August 2018) with the following changes:

1. That item 3.5 be altered from:

"An assessment panel will consider applications and provide recommendations to Council's executive group. The panel will include officers from Council's Community and Recreation Development and Assets units and, at the discretion and invitation of the Chief Executive Officer, will also include community members. When the site of a proposed memorial will be in public space managed by a delegated committee of Council it would be appropriate for the chairperson or a delegate of the committee to be invited to join the panel."

To

"An assessment panel will consider applications and provide recommendations to Council's executive group. The panel will include officers from Council's Community and Recreation Development and Assets units and, at the discretion and invitation of the Chief Executive Officer, will also include community members. When the site of a proposed memorial will be in public space managed by a delegated committee of Council the chairperson or a delegate of the committee to be invited to join the panel."

2. That item 5.3 be altered from:

"Any costs associated with any replacement plaque needed for the memorial item shall be the responsibility of the applicant/donor."

To

"Any costs associated with any replacement plaque needed for the memorial item shall be the responsibility of the applicant/donor or the relevant family."

3. That item 10.2 "All non-permanent memorials existing within the Shire prior to the adoption of this policy will be subject to the provisions of this policy." be removed from the policy as it is no longer applicable.**4. That the Purpose and Scope of the policy be updated to include the following:**

"This policy does not cover non-permanent memorials or tributes."

5. ***That item 10.5 be altered from:***

“Any paraphernalia or belongings such as flowers, photos, balloons, streamers or similar that may be placed in proximity of a memorial shall be removed after 30 days and disposed of by Council”

To

“Any paraphernalia or belongings such as flowers, photos, balloons, streamers or similar that may be placed in proximity of a memorial shall be respectfully removed by Council after 30 days in consultation with family members or the community. Any paraphernalia deemed to be inappropriate or unsafe may be removed earlier.

6. ***That Council develop a set of guidelines for consideration by the selection panel, and that the criteria be made publicly available when applying for an approval permit.***

CARRIED.

Report Authorisation

Authorised by:



Name:

Danny Colgan

Title:

General Manager Social & Organisational
Development

Date:

Tuesday, 24 July 2018

11.3.4 Fourth Quarter (April – June) Report – 2017/18 Council Plan Actions

Introduction

File No.: 02/02/002
Author: Vanessa O'Toole
General Manager: Danny Colgan

Background

The 2017-2021 Council Plan was adopted by Council in July 2017. As part of the development of the framework of the Council Plan, Council determines appropriate actions which will support the framework, delivering agreed outcomes for the Community.

The Council Plan outlines four Strategic Objectives or main themes that guide new initiatives and continuing services, these being:

1. Providing Good Governance and Leadership
2. Minimising Environmental Impact
3. Stimulating Economic Development
4. Improving Social Outcomes

Each Strategic Objective has a set of Contexts or desired outcomes with sets of Strategic Actions to be undertaken over the planned 4 years to achieve the objectives.

All Council actions aligned with the Strategic Actions are linked back to the Council Plan. The Council Plan is reviewed annually.

Discussion

The 2017/18 Council Plan Actions Fourth Quarter Progress Report, contained in Attachment 11.3.4, shows each of the actions and their progress comments for the 2017/18 Financial Year. Overall there are 80 actions being reported in quarter four, with 67 actions having reached 90% or greater of their target for the period, and 10 actions having achieved between 60 and 90% of target. 3 actions remain at less than 60% of their target.

As at 30 June 2018, of the 80 actions reported on for the 2017/18 financial year, 52 actions were at 100% completion.

The following table summarises the status of the 2017/18 Council Plan Actions for this quarter:

Strategic Objective	Not Started	In Progress	Deferred	Completed	Total
1. Providing Good Governance and Leadership	0	6	0	18	24
2. Minimising Environmental Impact	0	4	0	9	13
3. Stimulating Economic Development	0	6	1	10	17
4. Improving Social Outcomes	0	4	0	13	17
2016/17 actions carried over from the previous Council Plan	1	3	0	5	9
Totals	1	23	1	55	80

Proposal

This report is to inform Council and the community on the progress of key Council Plan actions for the 2017/18 Financial Year.

Policy Implications

The 2017–2021 Council Plan provides as follows:

Strategic Objective Providing Good Governance and Leadership

Context Our Business and Systems

Strategic Action Service Reviews

Financial Implications

There are no financial implications from this report.

Risk & Occupational Health & Safety Issues

There are no Risk or Occupational Health and Safety issues in relation to this report.

Communications and Consultation Strategy

Specific projects may have their own communications strategy nevertheless this report will be displayed on Council's website and the annual progress will be reported in Council's Annual Report.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Danny Colgan

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

Author – Vanessa O'Toole

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

Conclusion

Council is making strong progress in all areas of the Council Plan for this final quarter for the 2017/2018 period. Overall there are 80 actions being reported in quarter four, with 67 actions having reached 90% or greater of their target for the period, and 10 actions having achieved between 60 and 90% of target.

As at 30 June 2018, of the 80 actions reported on for the 2017/18 financial year, 52 actions were at 100% completion.

Of the 3 remaining actions indicating below 60% of target, one action, which will be actioned over the life of the Council Plan was deferred until 2018/19, the second has been recommended to be withdrawn to allow for budget resources to be made available to further scope the project and the final action requires further discussion and investigation to achieve the outcome of the project.

Resolution:

Crs. Dudzik/Bingham

That Council receives the Fourth Quarter (April – June) 2017/18 Council Plan Actions Progress Report.

CARRIED.

Report Authorisation

Authorised by: 
Name: Danny Colgan
Title: General Manager Social and Organisational Development
Date: Thursday, 12 July 2018

11.4 INFRASTRUCTURE

11.4.1 Capital Improvement Program Quarterly Report – June 2018

Introduction

File No.: 16/01/001
Author: Ewen Nevett
General Manager: Phil Jeffrey

Background

The delivery of the Capital Improvement Program (CIP) is an important function of Council's operations and represents a significant portion of Council's overall expenditure. Accordingly, the status of the overall program is reported to Council every quarter.

Proposal

This quarterly report provides Council with an overview of the progress of Council's 2017/18 Capital Improvement Program to 30 June 2018.

Implementation of the 2017/2018 Capital Improvement Program

The 2017/18 Capital Improvement Program consists of 48 projects, of which there are 6 that are either being delivered by others and outside Council's control or they are currently inactive and cannot commence. Therefore the table below reports on the 42 active projects in terms of percentage.

This list incorporates projects from various sources including but not limited to the following:

- Projects carried forward from 2016/17 program
- 2017/18 Council budgeted projects
- Grant funded projects

Also for simplicity sake the reseal, final seal, gravel road resheet and shoulder resheet programs have been listed as 4 projects in total rather than listing each individual road under each respective program.

The Engineering Services Unit nominates 6 key stages of the project delivery process and will report with reference to these stages in regard to the overall program status.

The table below summarises the overall program status as at 30 June 2018:

CIP Program Delivery Stage	Actual as of 30 June 2018	
	No. of Projects	%
Not Commenced (inactive or on hold)	6	-
Not Commenced	0	0.0
Documentation/Design Preparation	0	0.0
Tender/Quote Stage	0	0.0
Project Awarded – Waiting Commencement	0	0.0
In Progress/Under Construction	4	9.5
Complete	38	90.5
TOTAL	42	100.00

The attached report details the proposed timeframe and progress of each individual project. In addition the report also provides specific comments in relation to each project and its status.

Program Status and Financial Year Performance

Of the 48 projects, there are 6 projects that have not commenced and are either deemed inactive due to funding issues or are projects which are currently underway and are either multi-year projects or are being delivered by others and are outside council officer's control. An overview of these projects and a comment on the status are included in the attached report.

The inactive or on hold projects account for 6 projects listed in the 2017/18 CIP. These projects have not been included in the overall end of year performance calculations as the inactive projects were unable to be completed and although the projects delivered by others were closely monitored by council officers the responsibility for delivery was with the respective Committee of Management.

Of the 42 projects that could be completed, there are 4 projects that will be carried forward into the 2018/19 CIP. The table below outlines each of these projects and their current status;

Project Name	Project Status
Inglis Street, Ballan	This project has been awarded to ACE Landscaping Pty Ltd. Construction commenced in February 2018 and was completed in mid-July 2018. The project has had its challenges throughout the construction phase which has caused minor delays and extended the expected date for completion from late June to early July 2018.
Haddon Drive, Ballan	The design has been awarded to TGM Group Pty Ltd. Design works are currently being finalised with the tender period anticipated for August 2018. Construction works are scheduled to take place in November 2018 during the period of more favourable weather conditions.
Main Street, Gordon Township Improvements Project	This design project has been awarded to RMG Pty Ltd. Preliminary design work commenced in October 2017 with subsequent community engagement sessions undertaken in November 2017 & March 2018. Following detailed feedback from a range of stakeholders, conceptual work has been finalised with detailed design now well underway. Final design work is expected to be complete late August 2018 with Stage 1 (Russell Street / Main Street intersection) to be tendered soon after.
Fisken Street, Bacchus Marsh	This project has been awarded to Meinhardt Group Pty Ltd. Design works are currently in progress with completion anticipated for August 2018. Minor delays have been experienced due to the consultant not having adequate resourcing levels.

Taking these into account, 38 of a possible 42 projects were completed resulting in 90.5% of the program being completed in the financial year.

Of the 6 projects that are considered 'on hold' or 'outside council control', there have been a number of updates to these projects in recent months. An overview is provided below;

Project Description	Project Status
Ballan Recreation Reserve Netball / Tennis Court Reconstruction	The Ballan Recreation Reserve Masterplan development process has been underway throughout 2017/18 which has now been endorsed by Council. The recent State Government funding announcement will supplement Council's allocation to deliver the project in 2018/19.
Bacchus Marsh Racecourse Recreation Reserve – Active Sports Precinct Design & BMX Track	The design consultancy services has been awarded to Group GSA Pty Ltd. Bulk earthworks commenced on site in March 2018 and were completed in July 2018. Formation of the BMX track has been completed with final shaping and surfacing to be completed as a separate package. Construction packages for the Cross Country Course and Sports Oval have been tendered and are currently being evaluated. Design works for other components are currently in progress, there have been some delays in finalising the design due to the consultant not providing adequate resourcing. It is not anticipated final completion of the overall project will be affected.
Ballan Depot Preplanning	Following the deferral of the Ballan Depot Relocation project by Council, a feasibility report has been commissioned for the Ballan Depot Relocation. The brief includes master planning of the existing Ballan municipal site and will allow Council to make an informed decision regarding the future of the Ballan Depot. The project has been awarded to Currie and Brown with the final report anticipated for completion in September 2019.
Clarendon Community Hub	The Committee of Management in conjunction with council officers are delivering the project. Construction commenced in March with the structure and cladding now complete. Final fit out works are continuing with completion expected to be finalised in September 2018.

Halletts Way, Darley	Recent amendments to the Road Management Act resulted in VicRoads accepting responsibility for particular segments of Halletts Way adjacent the new interchange project. At the May OMC, it was resolved to retain these funds to offset over expenditure in the 2017/18 CIP.
Maddingley Park, Oval Lighting	This project is being delivered by specific user groups of Maddingley Park. Preliminary works are underway including electrical designs, Powercor approvals and light tower foundation assessments. Construction of the towers and lights are expected to commence in September / October 2018. Council officers have been assisting with the delivery of this project where required.

Program Financial Status

A review of the financial aspect of the program has been completed through comparison of expenditure against the available budget. The final expenditure has been confirmed and the program has come in over budget by a total of \$66,067 representing a 0.4% over spend.

The predominate contributor to the budget over spend in the Inglis Street, Ballan – Streetscape project. This project was awarded at Council's December Special Meeting of Council.

Council officers have been constantly looking at ways to minimise expenditure over the program, post awarding this contract, whilst balancing all other projects and ensuring they achieve the desired objectives.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective	Providing Good Governance and Leadership
Context	Our Assets and Infrastructure
Action	Deliver Annual Capital Improvement Programs

The proposal is consistent with the Council Plan 2017 – 2021.

Financial Implications

There are no financial implications from this report. All projects identified for funding are from existing budget allocations.

Risk & Occupational Health & Safety Issues

There are no irregular Risk and Occupational Health and Safety issues identified in this report. Specific risk elements are analysed and dealt with as part of the delivery of each individual project.

Communications Strategy

Progress on the Capital Improvement Program will be reported in the following formats:

- Infrastructure update on active projects Weekly
- Update on major projects Monthly
- Moorabool Matters Quarterly
- Moorabool News As required
- Report to Council Quarterly

Specific projects are communicated to the community and affected residents as required through a range of methods including but not limited to advertisements, mail outs and letter drops.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

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

Author – Ewen Nevett

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

Conclusion

This report provides a summary of the progress of the Capital Improvement Program for the final quarter of the 2017/18 period for the information of Councillors.

A review of the overall 2017/18 Capital Improvement Program (CIP) expenditure has occurred in comparison to the available budget. The final expenditure has come over budget by a total of \$66,067.

Resolution:

Crs. Sullivan/Edwards

That Council receives the Capital Improvement Program quarterly report to 30 June 2018.

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey

Title: General Manager Infrastructure

Date: Thursday, 12 July 2018



11.4.2 Kerbside Greenwaste Collection Service

Introduction

File No.: 16/05/005
Author: Daniel Smith
General Manager: Phil Jeffrey

Background

It is estimated that 15% to 20% of kerbside garbage is typically greenwaste, and this is expected to increase as housing developments continue to grow across the Shire.

The 2014 *Moorabool Waste Management and Resource Recovery Strategy* sets Council's direction for waste management up until 2024. Under Section 4: Options for Future Management, Subsection 4.4 discusses the opportunity for diverting garden waste from landfill through the introduction of a kerbside greenwaste service.

In keeping with State and Federal waste policies, the provision of a greenwaste service lessens environmental impacts and extends the life of existing landfills.

Prior to a kerbside greenwaste collection service option, Council was diverting approximately 1,000 tonnes of garden waste per year from landfill, sourced from tenements dropping off greenwaste directly at Council's three transfer stations. It is however recognised that this option is neither practicable nor possible for all residents.

Prior to consideration of a greenwaste service, an extensive community engagement process was undertaken to ascertain a level of support for the service. Of the 498 survey respondents, 69% lived in the urban Ballan and Bacchus Marsh areas. Of these, 55% supported a greenwaste service provided by Council. Conversely, a very low likelihood of uptake was indicated by rural and rural/farming area residents. Refer **Attachment 11.4.2** for survey service options and results.

Upon analysis of the responses, Council resolved at the Ordinary Meeting of Council on 6 April 2016:

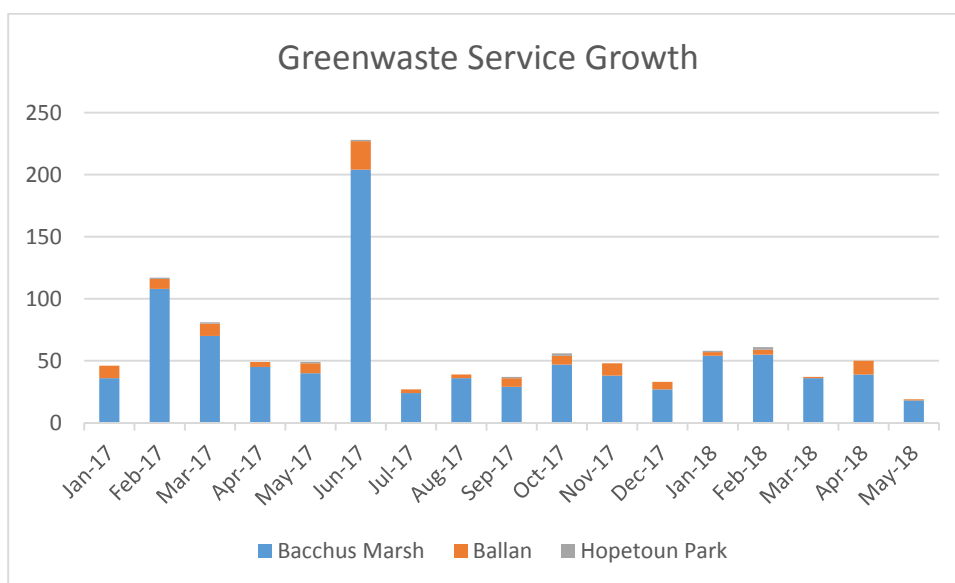
That Council:

- 1. Implement a non-compulsory kerbside greenwaste collection service within the urban (residential and low density residential zoned) areas of Bacchus Marsh and Ballan.*
- 2. Provided the service for a trial period from January 2017 to June 2019, at a cost of approximately \$85-\$100 per tenement including corporate overheads.*
- 3. Request that a further report be presented to Council regarding the feasibility for a continued service at least 6 months prior to the completion of the trial period.*
- 4. Adopts the proposed amendment to the April 2016, Version No. 003, Waste & Resource Recovery Policy (IS002) with the following addition under Greenwaste/Organics:*

- a) *Areas outside these zones will be considered for inclusion in the service if sufficient demand is evident in a locality or area that would make extension of the service to these areas viable.*
- 5. *Refer the costs associated with the implementation of the service to the annual budget process.*

Results of the Trial Period

Since implementation in January 2017 to May 2018, the service has attracted a healthy level of uptake, with 961 tenements signing up prior to the trial commencing and this figure has steadily grown to approximately 2,000 tenements. See below graph showing take up rates since implementation.



Since the implementation of the greenwaste trial, the volume of putrescible waste collected from kerbside collections has decreased from 6,122 tonnes in the 2016 calendar year to 5,935 in the 2017 calendar year. During this period there were 635 tonnes of greenwaste collected from households. This material is diverted from landfill, where its methane properties have impacts, to the Pinegro reprocessing facility at Mt Wallace. Greenwaste tonnages received at the transfer stations has not decreased over this trial period, possibly indicating that tenements which have not opted into the trial are continuing to deposit their greenwaste at the transfer stations.

Modelling in the post-survey report to Council on 6 April 2016 suggested a potential ratio of approximately a 250kg per participating household. Pleasingly, the present figures show a higher rate of over 300kg per property is being received, suggesting that those who have taken up the service are making use of it.

Whilst the original non-compulsory service projected a potential take up rate of 40%, or 3,200 properties, we are currently tracking at 25% but this number is growing monthly.

Bin Supply

The service utilises 240L greenwaste bins. The property owner purchase the bin from Council at a one-off cost, currently \$115 as per the adopted 2018/19 budget. This bin remains the property of the property owner even if they decide to cease the service.

Service Options

Based on the successful trial that has been undertaken to date the following options are available:

1. Discontinue the opt-in kerbside greenwaste collection service
2. Permanently implement the non-compulsory kerbside greenwaste collection service within the residential and low density residential zoned (urban) areas.
3. Implement a compulsory kerbside greenwaste collection service

Option	Benefits	Risks
Discontinue the service	<ul style="list-style-type: none"> • Nil 	<ul style="list-style-type: none"> • Increase of greenwaste contamination in kerbside waste bins • Increase in greenwaste going to landfill • Decrease level of service to the community
Permanently implement the non-compulsory service	<ul style="list-style-type: none"> • Continuation of a service that is proven to be cost effective whilst giving residents the option to be part of the service 	<ul style="list-style-type: none"> • Decline in take up rates or exit from the service
Implement a compulsory service	<ul style="list-style-type: none"> • Cost reduction of service charge per tenement as efficiency gains would be realised • Potential further reduction in greenwaste received at transfer stations 	<ul style="list-style-type: none"> • Imposing a service on residents that is not wanted • Smaller dwellings may not want a green bin for space reasons e.g. units • Increased contamination

Proposal

The current trial runs until 30 June 2019, coinciding with the end of all of Council's existing waste contracts.

Based on an analysis of the success of the trial over the past 18 months, and taking into consideration the benefits and risks of the three service options available, it is recommended that Council implement the fortnightly kerbside greenwaste collection across its urban areas as a permanent non-compulsory service.

Implementation

Subject to Council approval, it is anticipated that a permanent non-compulsory service could simply roll on from the end date (June 2019), when it would align with other waste contracts.

Community awareness raising (education) should be undertaken in conjunction with the continued service, to ensure that residents are aware of the option and are also educated about the types of materials that can be accepted in greenwaste bins, in order to minimise contamination issues.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 2	Minimising Environmental Impact
Context 2A:	Built Environment / 2B: Natural Environment

The proposal is consistent with the Council Plan 2017 – 2021.

Financial Implications

Full cost recovery has been reached, and take-up rates of this non-compulsory service continue to increase steadily. In line with the annual 2018/19 budget, the annual service fee will drop from \$80 to \$71 per tenement.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
OH&S	Manual handling risks	Low	Collection process is fully automated. Contractors have OH&S systems in place.
Financial	Low take up or reduction in tenements opting into the service	Medium	Appropriate financial controls are in place and full cost recovery has been reached.
Public Liability	Contractor damages property	Low	Contractor has appropriate insurances and operating procedures.

Communications Strategy

An extensive consultation period was undertaken in late 2015 to help inform community views on the provision of a greenwaste service. Once the opt-in trial service was agreed upon by Council, flyers were produced, the website used and local newspaper ads placed, to promote the service and how to use it.

The community has continued to gain awareness since that time. A permanent greenwaste opt-in (non-compulsory) service would follow the same pattern and most likely extend to all print and online media available to Council to reach the community.

Victorian Charter of Human Rights and Responsibilities Act 2006

In developing this report to Council, the officer considered whether the subject matter raised any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in the report. It is considered that the subject matter does not raise any human rights issues.

Officer's Declaration of Conflict of Interests

Under section 80C of the Local Government Act 1989 (as amended), officers providing advice to Council must disclose any interests, including the type of interest.

General Manager – Phil Jeffrey

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

Author – Daniel Smith

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

Conclusion

The completion of the trial and review of the greenwaste service is a key action in the 2017-2021 Council Plan.

The results of the 2015 survey indicate that there is support for a kerbside service in the urban areas of the Shire. Uptake since January 2017 has been healthy, with continued and increasing diversion of significant tonnage of greenwaste from landfill per annum.

Resolution:

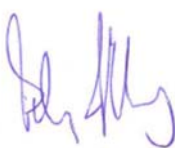
Crs. Edwards/Dudzik

That Council permanently implement the non-compulsory kerbside greenwaste collection service within residential and low density residential zoned (urban) areas of the municipality.

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey 
Title: General Manager Infrastructure
Date: Thursday, 12 July 2018

12. OTHER REPORTS

12.1 Assembly of Councillors

File No.: 02/01/002

Section 76(AA) of the Local Government Act 1989 defines the following to be Assemblies of Councillors; an advisory committee of the Council that includes at least one Councillor; a planned or scheduled meeting of at least half the Councillors and one member of council staff which considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a Council function, power or duty by a person or committee acting under Council delegation.

It should be noted, an assembly of Councillors does not include an Ordinary Council meeting, a special committee of the Council, meetings of the Council's audit committee, a club, association, peak body or political party.

Council must ensure that the written record of an assembly of Councillors is, as soon as practicable –

- a) reported to the next ordinary meeting of the Council; and
- b) incorporated in the minutes of that council meeting. (s. 80A(2))

Council also records each Assembly of Councillors on its website at www.moorabool.vic.gov.au

A record of Assemblies of Councillors since the last Ordinary Meeting of Council is provided below for consideration:

- Assembly of Councillors – Wednesday 27 June 2018 – Waste Management Update

Resolution:

Crs. Edwards/Bingham

That Council receives the record of Assemblies of Councillors as follows:

- ***Assembly of Councillors – Wednesday 27 June 2018 – Waste Management Update***

CARRIED.

12.2 Section 86 – Delegated Committees of Council – Reports

Section 86 Delegated Committees are established to assist Council with executing specific functions or duties. By instrument of delegation, Council may delegate to the committees such functions and powers of the Council that it deems appropriate, utilising provisions of the Local Government Act 1989. The Council cannot delegate certain powers as specifically indicated in Section 86(4) of the Act.

Section 86 Delegated Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Section 86 – Delegated Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Greendale Recreation Reserves Committee of Management	Thursday 17 May 2018	Cr. Toohey
Lal Lal Soldiers' Memorial Hall Committee of Management	Tuesday 12 June 2018	Community Members
Section 86 Development Assessment Committee Meeting To download these minutes, go to councils website: https://www.moorabool.vic.gov.au/my-council/council-meetings/council-committees	Wednesday 20 June 2018	Cr Tatchell Cr Keogh Cr Bingham Cr Dudzik Cr Edwards
Blacksmith Cottage and Forge Committee of Management	Tuesday 26 June 2018	Cr. Edwards
Elaine Recreation Reserve Committee of Management	Sunday 8 July 2018	Community Members

Resolution:

Crs. Sullivan/Toohey

That Council receives the reports of the following Section 86 - Delegated Committees of Council:

- ***Greendale Recreation Reserves Committee of Management – Thursday 17 May 2018***
- ***Lal Lal Soldiers' Memorial Hall Committee of Management – Tuesday 12 June 2018***
- ***Section 86 Development Assessment Committee Meeting – Wednesday 20 June 2018***
- ***Blacksmiths Cottage and Forge Committee of Management – Tuesday 26 June 2018***

- ***Elaine Recreation Reserve Committee of Management – Sunday 8 July 2018***

CARRIED.

12.3 Advisory Committees of Council – Reports

Advisory Committees are established to assist Council with executing specific functions or duties.

Advisory Committees of Council currently have no delegated powers to act on behalf of Council or commit Council to any expenditure unless resolved explicitly by Council following recommendation from the Committee. Their function is purely advisory.

Advisory Committees are required to report to Council at intervals determined by the Council.

Councillors as representatives of the following Advisory Committees of Council present the reports of the Committee Meetings for Council consideration.

Committee	Meeting Date	Council Representative
Heritage Advisory Committee	Wednesday, 20 June 2018	Cr Keogh

Resolution:

Crs. Bingham/Keogh

That Council receives the report of the following Advisory Committee of Council:

- ***Heritage Advisory Committee meeting held on Wednesday 20 June 2018.***

CARRIED.

13. NOTICES OF MOTION

13.1 Cr. Keogh: N.O.M No. 273 – Car Parking Policy

Resolution:

Crs. Keogh/Dudzik

That a report be presented for consideration at an Ordinary Meeting of Council, outlining the steps, issues and options associated with the development of the following policies:

- ***Internal Car Parking Policy that guides the exercise of discretion within the planning permit process, and the grounds upon which discretion should be reasonably considered,***
- ***Introduction of Car Parking Overlay within the Moorabool Planning Scheme.***

CARRIED.

14. MAYOR'S REPORT

Since the last Ordinary Meeting of Council, the Mayor, Cr. Tatchell attended the following meetings and activities:

Cr Paul Tatchell – Mayor's Report	
Date: 1 August, 2018	
6 July	<ul style="list-style-type: none"> • Ministerial Funding Announcement – Ballan Recreation Reserve, 11.00am, Ballan
8 July	<ul style="list-style-type: none"> • Smoking Ceremony and Welcome to Country for NAIDOC Week
11 July	<ul style="list-style-type: none"> • Assembly of Councillors – Confidential
18 July	<ul style="list-style-type: none"> • Assembly of Councillors – Draft Youth Strategy • Assembly of Councillors – Bacchus Marsh Basketball Association: Court Hire Fees • S86 Development Assessment Committee
24 July	<ul style="list-style-type: none"> • Community Grants Presentation Night, Ballan
25 July	<ul style="list-style-type: none"> • Meeting with Andrew Kilmartin, Liberal Candidate
1 August	<ul style="list-style-type: none"> • Assembly of Councillors - Community Sports Borrowing Fund Program • Assembly of Councillors - Bacchus Marsh Basketball Association: Court Fee Hire • Ordinary Meeting of Council

Resolution:

Crs. Sullivan/Edwards

That the Mayor's report be received.

CARRIED.

15. COUNCILLORS' REPORTS

Since the last Ordinary Meeting of Council, Councillors have attended the following meetings and activities:

Cr. Edwards	
July	PeriUrban Group of Councils

Cr. Bingham	
8 July	<ul style="list-style-type: none"> Smoking Ceremony and Welcome to Country for NAIDOC Week

Cr. Dudzik	
8 July	<ul style="list-style-type: none"> Smoking Ceremony and Welcome to Country for NAIDOC Week
16 July	<ul style="list-style-type: none"> Moorabool Health & Wellbeing Advisory Committee Meeting

Cr. Keogh	
24 July	<ul style="list-style-type: none"> Community Grants Presentation Night
26 July	<ul style="list-style-type: none"> 'Through the eyes of the Child' – Community of Practice Event, conducted by the Central Highlands Integrated Family Violence Committee

Cr. Sullivan	
16 July	<ul style="list-style-type: none"> MAV Rural South Central Meeting

Resolution:

Crs. Keogh/Bingham

That the Councillors' reports be received.

CARRIED.

16. URGENT BUSINESS**16.1 Community Sports Infrastructure Loan Scheme****Background**

A \$100 million Community Sports Infrastructure Loans Scheme was announced as part of the 2018-19 Victorian Budget. The Community Sports Infrastructure Loans Scheme will support the delivery of community sport and recreation infrastructure by providing organisations access to low-interest government guaranteed loans between \$500,000 and \$10 million.

The objectives of the Community Sports Infrastructure Loans Scheme include:

- Increase opportunities for Councils, clubs, associations, educational institutions and facility managers to invest in the development of community sport and recreation infrastructure, in addition to existing funding opportunities.
- Incentivise organisations such as local government to bring forward community sport and recreation infrastructure delivery.
- Increase the capacity and access to sport and recreation opportunities in Victoria.
- Facilitate the upgrade and development of significant metropolitan and regional community sport and recreation infrastructure.
- Support projects which provide the greatest community access and benefit.
- Support a range of organisations who can demonstrate the capability and capacity to deliver the Victorian Government's objectives as outlined in the Active Victoria Strategic

Loans through the scheme will be provided at the Treasury Corporation of Victoria's borrowing rate at the date of contract execution. In addition to accessing a low interest rate loan from the Treasury Corporation of Victoria, organisations will receive additional interest subsidies that will further reduce the interest rate paid by borrowers by at least 50 per cent. (Officers estimate that the rate applicable in 2018/19 under the scheme would be 1.75% versus an estimated 4.50% under current borrowing arrangements).

The Community Sports Infrastructure Loans Scheme will administer its first round of loan applications within the following timelines.

Loans scheme applications open	Mid July 2018
Loans scheme applications close	31 August 2018
Notification of outcomes	Early October 2018
Loan Agreements signed	October 2018 onwards

The scheme will seek delivery of projects within 24 months from the execution of the contract.

The timelines imposed by the Community Loan Infrastructure scheme reflect the State Government's desire to execute and finalise the scheme prior to the commencement of the State Government caretaker period. As a result, it requires Council to determine its position in relation to a proposal to bring forward the construction of certain projects and in turn, maximise the potential funds it can access under this facility.

Key Issues

The Community Sports Infrastructure Loans scheme could provide Council with heavily subsidised loans with interest rate anticipated to be 1.75% versus current budget estimates of 4.50%. Due to the potential savings Council would achieve under a Community Sports Infrastructure Loan, Officers have reviewed both planned borrowings for the next two years and current CIP projects to determine if Council has the ability to apply for Community Infrastructure Loans and eliminate the need for borrowings from more costly sources.

The current SFP forecasts borrowings of \$5.966M this financial year. This is comprised of:

2017/18 Carry Forward Borrowings	3.149M
2018/19 Budgeted Borrowings	2.817M
Total	5.966M

A review of new and upgrade projects and major projects from the long term list has been undertaken to ascertain what would fit the criteria - namely sports related projects that can be completed within two years. It is considered that the following two projects have the potential to be eligible for funding under the Community Sports Infrastructure Loans Scheme. Based on this review, Council could submit two applications for Community Sports Infrastructure Loans for the following two projects for loans totalling 9.089M.

The drawdown of the loans totalling \$9.089m would likely be spread over the 18/19 Budget and the 19/20 Budget and fit within established budget processes.

Bacchus Marsh Racecourse Recreation Reserve Upgrade

The current budget includes \$3.200M for this project and carry forwards from 2017/18 are anticipated to be \$1.578M. Hence, based on the current program for the 18/19 year an application for \$4.778M will be made. We have also recently received notification that the federal BBRF funding application has been unsuccessful for this project.

An option available to Council is to make use of the loans scheme to increase the budget of the project by \$2.820M and submit an application for a \$7.598M. This would enable completion of full Stage 1 of the project including relocation of all equestrian activities, BMX track and other Stage 1A components that are currently on the capital works program. It is also dependent on successful funding applications of \$250k for sports lighting and \$800k for pavilion that have recently been applied for.

It is anticipated that the additional \$2.820M in loan borrowings would not be needed until the 2019/20 year and would be included in the 2019/20 Budget process.

Sportsground Lighting at Various Venues

Council has recently commenced a program of upgrading lighting of sports fields in the municipality and was proposed to progressively roll this out across all active sports surfaces over the next 5 years. Sports fields recently completed or funded include Masons Lane, Maddingley Park and Darley Park.

Council's small advocacy project list includes other reserves being Ballan, Gordon, Wallace, Bungaree and Dunnstown. A report has also recently been undertaken in relation to upgrade of lighting at all reserves that places these projects in a good state of readiness.

By grouping these smaller projects together we could potentially apply for a Community Sports Infrastructure Loan to fund these works. It is estimated that \$1.500M would be required for this project and would free up significant funds in the new and upgrade program to direct to other projects in the next five years.

It should be noted that delivery of this program may only be possible if the Bacchus Marsh Racecourse Recreation Reserve Upgrade loan is approved.

It is anticipated that the additional \$1.500M in loan borrowings would not be needed until the 2019/20 year and would be included in the 2019/20 Budget process.

Impact on the Strategic Financial Plan

Alternate modelling for Council's 10 year financial plan has been prepared assuming Council was successful in obtaining Community Sports Infrastructure Loans and it demonstrates that Council has the capacity to increase borrowing as described and still perform well against key financial measures.

The below table highlights the key changes to the SFP:

	Current SFP	Community Sports Infrastructure Loans
2018/19 Borrowings	\$5.966M	\$9.089M
Borrowing Costs	\$6.099M over 10 years	\$6.022M over 10 years
Debt and loan borrowing capacity	Within prudential limits. With Council's debt level as a percentage of rate revenue peaking at 50.6% in 2019/20	Within prudential limits. With Council's debt level as a percentage of rate revenue peaking at 59.7% in 2018/19
Capital Program		
Major Projects	\$29.9M over 10 years	\$34.2M over 10 years
New & Upgrade Projects	\$7.49M over 10 years	\$7.49M over 10 years
Asset Renewal Program	\$149.038M over 10 years	\$145.517M over 10 years
Total Capital Program	\$186.428M over 10 years	\$187.227M over 10 years
Total increase in Capital program	\$0M	\$0.799M

Communications Strategy

If Council was successful in obtaining Community Sports Infrastructure Loans as described in this report a further report would be brought to Council.

Conclusion

Due to the potential savings Council would achieve with Community Sports Infrastructure Loans, there is an opportunity for Council to apply for two loans under the scheme for the following projects.

- Bacchus Marsh Racecourse Recreation Reserve Upgrade (\$7.589M)
- Sports ground lighting at various venues (\$1.500M)

Resolution:

Crs. Edwards/Dudzik

1. ***That Council authorise Officers to apply for two loans under the Community Sports Infrastructure loans scheme being:***
 - a. ***Bacchus Marsh Racecourse Recreation Reserve Upgrade (\$7.589M)***
 - b. ***Sportsground lighting at various venues (\$1.500M)***

2. ***That Council authorise Officers to vary or adjust the proposed loan amounts where it has updated or revised estimates based on updated information.***
3. ***That a further report be presented to Council following the outcome of the funding application outlining incorporation into the annual budget process.***

CARRIED.

ADJOURNMENT OF MEETING – 7.18 pm

Crs. Bingham / Dudzik

That the meeting now stand adjourned for a period of 5 minutes.

CARRIED.

RESUMPTION OF MEETING – 7.25 pm

Crs. Toohey/Bingham

That the meeting now be resumed.

CARRIED.

17. CLOSED SESSION OF THE MEETING TO THE PUBLIC**17.1 Confidential Report****Resolution:****Crs. Sullivan/Edwards**

That pursuant to the provisions of the Local Government Act 1989, the meeting now be closed to members of the public to enable the meeting to discuss matters, which the Council may, pursuant to the provisions of Section 89(2) of the Local Government Act 1989 (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters;*
- (b) the personal hardship of any resident or ratepayer;*
- (c) industrial matters;*
- (d) contractual matters;*
- (e) proposed developments;*
- (f) legal advice;*
- (g) matters affecting the security of Council property;*
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;*
- (i) a resolution to close the meeting to members of the public.*

CARRIED.

Item 17.1 is a confidential item
and therefore not included
as part of these Minutes.

MOTION IN OPEN SESSION

Council resolved to release the Resolution from Confidential Item 17.1 to the public section of the agenda as follows:

Resolution:

Crs. Edwards/Bingham

That Council:

- 1. Receives the report on the newspaper advertising tender.***
- 2. Resolves to go to tender for weekly newspaper advertising.***
- 3. Authorises the CEO to enter into and finalise a tender for newspaper advertising.***
- 4. Approves the resolution to be released in the public section of the Minutes.***

CARRIED.

18. MEETING CLOSURE

Acting Chair Cr. Keogh closed the meeting at 8.02pm.

Confirmed.....Mayor.