



ORDINARY MEETING OF COUNCIL

Minutes of the Ordinary Meeting of Council
held at the James Young Room, Lerderderg Library,
215 Main Street, Bacchus Marsh on
Wednesday 6 December 2017,
at 5:00 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. Rob Croxford	Chief Executive Officer
Mr. Phil Jeffrey	General Manager Infrastructure
Mr. Satwinder Sandhu	General Manager Growth and Development
Mr. Danny Colgan	General Manager Social and Organisational Development

Rob Croxford
Chief Executive Officer

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1. OPENING OF MEETING AND PRAYER

The Mayor, Cr. Tatchell, opened the meeting with the Council Prayer at 5.00 pm.

2. ACKNOWLEDGEMENT TO COUNTRY

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

3. RECORDING OF MEETING

As well as the Council for its minute taking purposes, the following organisations have been granted permission to make an audio recording of this meeting of Council:

- The Moorabool News; and
- The Star Weekly

4. PRESENT

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

Officers:

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<i>Mr. Phil Jeffrey</i>	<i>General Manager Infrastructure</i>
<i>Mr. Danny Colgan</i>	<i>General Manager Social and Organisational Development</i>
<i>Mr. Satwinder Sandhu</i>	<i>General Manager Growth and Development</i>
<i>Ms. Cherie Graham</i>	<i>Chief Emergency Officer</i>
<i>Ms. Sam Romaszko</i>	<i>Manager Engineering Services</i>
<i>Ms. Tania Barry</i>	<i>Acting Manager Community and Recreation Development</i>
<i>Ms. Claire Conlon</i>	<i>Manager Active Ageing and Community Access</i>
<i>Mr. Mark Lovell</i>	<i>Senior Statutory Planner</i>
<i>Mr. John Miller</i>	<i>Manager Assets</i>
<i>Mr. Daniel Smith</i>	<i>Manager Operations</i>
<i>Mr. John Whitfield</i>	<i>Governance Coordinator</i>
<i>Ms. Melissa Hollitt</i>	<i>Minute Taker</i>

5. APOLOGIES

Cr. Tonia Dudzik

East Moorabool Ward

6. CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council – Wednesday 1 November 2017

Resolution:

Crs. Edwards/Keogh

That Council confirms the Minutes of the Ordinary Meeting of Council held on Wednesday 1 November 2017.

CARRIED.

6.2 Special Meeting of Council - Statutory and Annual Appointments Meeting – Wednesday 8 November 2017

Resolution:

Crs. Bingham/Edwards

That Council confirms the Minutes of the Special Meeting of Council – Statutory and Annual Appointments meeting, held on Wednesday 8 November 2017.

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 an Indirect Conflict of Interest

Cr. Sullivan declared an Indirect Conflict of Interest in relation to Item 11.2.1 - Planning Permit PA2017100– Use and development of the land for a place of assembly and outdoor shooting range. The nature of the Conflict of Interest is due to Cr. Sullivan having previously carried out survey work on behalf of the objector to this item.

7.2 Disclosure of a Direct Conflict of Interest

Cr. Keogh declared a Direct Conflict of Interest in relation to Item 17.1 as one of the tenderers is a client of his.

Cr. Toohey entered the meeting at 5.04pm.

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.

Mr. Glenn Townsend submitted the following questions.

Question 1:

Was the CEO aware of the Worksafe Audit (Ballan Depot) several years ago and the recommended outcomes?

Response:

There was a Worksafe visit of the Ballan office and depot in 2012 that resulted in a number of observations being noted which were subsequently actioned.

Question 2:

How did the CEO come to the conclusion that the existing Ballan Depot was safe or who advised him of such?

Response:

In relation to the Worksafe inspection, action was undertaken to address the observations raised with a follow up visit proposed by Worksafe. The CEO was not directly involved in the Worksafe visit.

Question 3:

What qualifications and experience does the CEO or his advisor have in OHS, especially the civil/building industry?

Response:

The CEO is not required to have such qualifications, there are specific staff and managers within the organisation to help meet MSC's obligations under the Act.

Question 4:

If as stated there are "better ways to operate" why is this not happening?

Response:

We are unsure where this was stated and would require further information in order to provide a response. Nevertheless, there are plans to construct a new depot at some point in the future.

Ms. Johanna Blain submitted the following questions.**Question 1:**

The Bacchus Marsh Basketball Association would like to request an explanation from Council as to why the directives given by the Councillors at previous meetings were not followed. These include:

- (i) Rate of \$25 per court
- (ii) Agreement to be done in consultation with BMBA in 6 months when expenditure figures from the Leisure Centre are available, and to work with the BMBA to formulate an indoor sports facility policy for Council (as no such policy exists)
- (iii) Work with BMBA to improve the facility and try to reduce costs; receiving no response from Council;

(iv) Why documentation given to the Council questioning the validity of the Council report was never presented to Councillors

Response:

The Council has previously acknowledged that it made an error in an earlier version of the licence agreement regarding the court hire fee offered to the Bacchus Marsh Basketball Association.

The document provided to Council staff by a BMBA representative at a meeting at the Council offices on Tuesday 3 October was provided to Councillors in an internal Briefing Note on the 4 October 2017, the day of the Ordinary Meeting of Council.

The Council will arrange a meeting with the Association to work through the draft licence.

Ms. Debra Bullock submitted the following question.

Question:

My emails to Councillors have been blocked by Council employees with no written communication to myself or to Councillors. Why was this done and what right does a Council employee have to do this?

Response:

Council has previously advised you via a letter dated 25th September, 2013 that all correspondence with the Council has to be through the Manager of Statutory Planning & Community Safety. The subject decision was made after consultation with the full Council in 2013. The request to limit your contact with Council to a single officer has allowed for active management of the issues raised in reference to Love Close and to avoid any duplication.

Mr. Bruce Bullock submitted the following question.

Question:

Mr Mayor, this is the third time in the position of Mayor. On more than one occasion you have told us that this problem would be resolved. What have you or this Council done to resolve the problem?

The question was not asked at the Council meeting

Mr. Godwin Aquilina addressed the Council on several matters relating to his property.

The Mayor undertook to follow up Mr. Aquilina's concerns the next day

9. PETITIONS

No petitions have been made to Council for consideration as part of this Agenda.

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
-	-	-	-

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

Individuals seeking to make a presentation to the Council on a planning item listed on the agenda for consideration at the meeting will be heard by the Council immediately preceding consideration of the Council Officer's report on the planning item.

Item No	Description	Name	Applicant/ Objector
11.2.1	Planning Permit PA2017100– Use and development of the land for a place of assembly and outdoor shooting range	Garry Jones	Applicant
11.2.1	Planning Permit PA2017100– Use and development of the land for a place of assembly and outdoor shooting range	Eric Bullmore	Objector

11. OFFICER'S REPORTS

11.1 CHIEF EXECUTIVE OFFICER

No reports for this meeting.

11.2 GROWTH AND DEVELOPMENT

Cr. Sullivan declared an Indirect Conflict of Interest in relation to Item 11.2.1 - Planning Permit PA2017100– Use and development of the land for a place of assembly and outdoor shooting range. The nature of the Conflict of Interest is due to Cr. Sullivan having previously carried out survey work on behalf of the objector to this item.

Cr. Sullivan left the meeting at 5.26pm and did not participate in the voting on the item.

11.2.1 Planning Permit PA2017100– Use and development of the land for a place of assembly and outdoor shooting range

Application Summary:	
Permit No:	PA2017-100
Lodgement Date:	16 June, 2017
Planning Officer:	Mark Lovell
Address of the land:	Crown Allotments 133, Parish of Balliang 392 Moretons Road Balliang East
Proposal:	Use and development of the land for a place of assembly and outdoor shooting range.
Lot size:	115.20 hectares.
Why is a permit required	Clause 35.07-1 - Farming Zone - Use of land for a place of assembly and an outdoor shooting range Clause 35.07-4 Farming Zone - Works associated with a use in Section 2 Clause 52.06 – Car Parking
Why is this application being presented to Council?	Previous application was determined by Council and seven objections have been received on the current application.

Public Consultation:	
Was the application advertised?	Yes.
Notices on site:	Yes.
Notice in Moorabool Newspaper:	No.
Number of Objections:	Seven objections.
Consultation meeting:	No meeting held as the issue with gun shoot noise is still unresolved from the prior planning application for the same site. There is no change to the noise levels generated by the gun shots except that the days and operating times are reduced.
Policy Implications:	
Strategic Objective 2:	Minimising Environmental Impact
Context 2B:	Natural Environment
Strategic Objective 3:	Stimulating Economic Development
Context 3A:	Land Use Planning
Victorian Charter of Human Rights and Responsibilities Act 2006	
<p>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.</p>	
Officer's Declaration of Conflict of Interests	
<p>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.</p> <p><i>Manager – Robert Fillisch</i></p> <p>In providing this advice to Council as the Manager, I have no interests to disclose in this report.</p> <p><i>Author – Mark Lovell</i></p> <p>In providing this advice to Council as the Author, I have no interests to disclose in this report.</p>	

Executive Summary:	
Application Referred?	The application was referred to DELWP, EPA, Melbourne Water, AusNet Services and Council's Infrastructure section
Any issues raised in referral responses?	Yes, Melbourne Water raised some concerns with the impact on a nearby waterway. The applicant has provided the additional information.
Preliminary Concerns?	No.
Any discussions with applicant regarding concerns	No.
Any changes made to the application since being lodged?	No.
VCAT history?	No.
Previous applications for the site?	PA2016132 was issued 19 August, 2016 for the development of a shed ancillary to an existing dwelling. Planning application PA2016155 was refused on 1 February, 2017 for the development and use of the land for an outdoor shooting range and associated earthworks.
General summary (Pro's/Con's of the proposal)	The applicant has restricted the shooting range component of the application to reduce amenity impacts to nearby residents and now includes a place of assembly which will have minimal noise and other associated impacts. The applicant has provided adequate on site car parking to meet current and future demand due to the large land area available.
Summary Recommendation:	
That, having considered all relevant matters as required by the Planning and Environment Act 1987, Council issue a Notice of Decision to grant a permit for the use and development of the land for a place of assembly and an outdoor shooting range at Crown Allotments 133, Parish of Balliang otherwise known as 392 Moretons Road, Balliang East.	

Background

Council at its Ordinary Meeting of Council on 1 February, 2017 resolved to issue a refusal to grant a planning permit for the development and use of the land for an outdoor shooting range and associated earthworks. The grounds of refusal were:

1. The proposal does not comply with Clause 13.04 (Noise Abatement) of the Moorabool Planning Scheme by not ensuring minimal noise impacts with surrounding sensitive land uses.

2. The proposal does not comply with Clause 14.01 (Agriculture) of the Moorabool Planning Scheme, by adversely impacting upon the continuation of primary production on adjacent or nearby land.
3. The shooting range is incompatible with the surrounding land uses due to the hours of operation.
4. The proposed use does not represent the orderly planning of the area.

There was no appeal lodged against this decision with VCAT. The applicant instead has lodged a fresh planning application.

What are the differences between the original application and the current application now being considered by Council?

The previous proposal involved seven days a week shooting up to 10.00pm at night. The current operation proposes:

- Two (2) days a week non-shooting place of assembly (social club);
- Two (2) days a week shooting up to 6.00pm using sub sonic ammunition; and
- Three (3) days a week shooting up to 6.00pm using normal ammunition.

The applicant proposes to construct a perimeter reflection mound 2 metres in height and 6 metres in width. The mounds will be vegetated. The applicant also proposed an internal reflection mound in an arc formation located in the north-east corner of the site. These mounds are designed to further limit noise impacts and screen the site from public view.

The shooting range moves further to the north, to create 1 kilometre separation distance with the dwelling at 444 Moretons Road, Balliang East.

Public Notice

The application was notified to adjoining and surrounding landowners by mail and by placing a large notice on site for a period of fourteen days. Notification included the owners and occupiers within the boundaries of Wyndham City Council located to the east of the subject land and within the boundaries of the City of Greater Geelong located to the south of the subject land.

Summary of Objections

The objections received are detailed below with officer's comments accompanying them:

Objection	Any relevant requirements
Impact on Moretons Road/Balliang Creek Crossing on Sharkeys Road/Traffic Management	
Officer's response – The site is accessed by a local Council roadway that are constructed with gravel. Ongoing maintenance and removal of pot holes will still be a Council requirement. The applicant anticipates a small number of shooters at any one time with number of around a dozen shooters. This should not adversely affect the daily usage of the roadways.	
Impact upon on livestock/ farming businesses in the area/Biosecurity	
Officer's response – Subject to restrictions to shooting hours, livestock should not be adversely affected. EPA has also consented to the applicant subject to conditions	
Acoustic report results/ request further testing	Clause 13.04-1 Noise Abatement

Officer's response – Several objections have questioned the accuracy of the noise readings recorded by the acoustic engineer and have requested to be present when testing is undertaken. A comprehensive acoustic report was submitted with the application which tested a total of 70 gunshots at two locations. The proposal is considered acceptable despite exceeding the maximum requirement at location 1 with reference to EPA Guideline 'Noise from Outdoor Shooting Ranges'.	
Cumulative impact of second shooting range/ there is already an existing shooting range	
Officer's response - Cumulative effect of two shooting ranges side by side with excessive hours of operation was a valid concern in the previous the planning application. Reducing the shooting days, reducing the shooting times and restrictions to the type of ammunition will lead to an acceptable arrangement.	
Winchelsea Gun Club Inc. had a recent refusal issued by Surf Coast Shire Council.	
Officer's response – Each shooting range has been assessed on its own planning merits and based on its own site context.	
Geelong Sporting Clays conduct competitive events on the Bullmore property and adequately services the needs of the shooting fraternity in the area.	
Officer's response – There are no planning restrictions on competing venues or attracting members from two shooting clubs in the similar location. This is not a valid planning ground.	

Proposal

It is proposed to use the north-east corner of the property for an outdoor shooting range. The shooting range is proposed to consist of a fixed traps line area with reclamation mound, two shooting bunkers that total 100 metres in length and 100 metres in width with dirt side walls and 2 metres high bulka bag walls. The place of assembly would be contained in a clubroom that would be 20 metres in width and 34 metres in length with an external decking area 6 metres in width and 34 metres in length. The clubrooms are proposed to be an open plan area with male and female toilets. No elevation plans of the clubroom have been provided at this stage. Ammunition will be stored in a transportable shipping container. There is a large car park area located to the north of the proposed clubroom.

The place of assembly (social club) would operate seven (7) days a week from 10.00am to 10.00pm on Monday to Saturday and 12.00pm to 10.00pm on Sunday. The shooting use will operate from Wednesday to Saturday 10.00am to 6.00pm and Sunday 12.00pm to 6.00pm. The applicant accepts that no shooting activities will be permitted outside of the shooting times and the clubrooms will only be used as a social gathering of club members.

The clay targets proposed to be used as part of this use are made of biodegradable products while projectiles will made of brass, lead, and steel. Lead and steel will be used in the shot gun ammunition.

The operator is Balliang East Shooting Range Inc. and is described as a not for profit club.

Site Description

The subject site is located on the western side of Moretons Road, south of Sharkey Road, Balliang East. The lot is triangular in shape with a maximum length of 1854 metres and a maximum width of 1204.40 metres for a total land area of 115.2 hectares. The site is comprised of two detached residential dwellings with associated outbuildings and farm shedding concentrated in the south-east part of the site. The site has a relatively flat topography. There are

some established trees covering the dwellings. The site has been used as a sheep farming property.

There is a major electricity transmission line transversing through the south-east corner of the site and is protected by an easement on title. The southern boundary of the property is Balliang Creek which connects into Little River.

The property is located in the south-east corner of the municipality, with the adjacent properties to the south within the City of Greater Geelong and the adjacent properties to the east within Wyndham City Council.

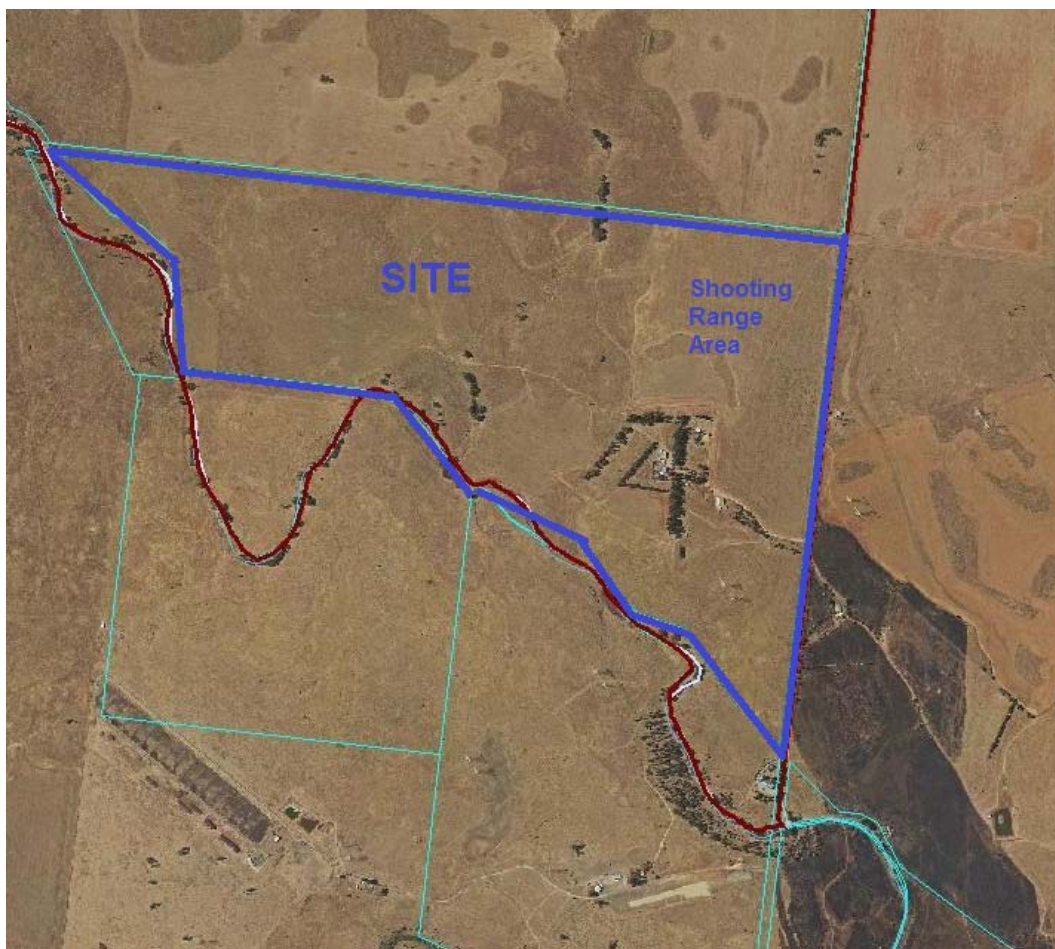
The site and surrounds are located within a Farming Zone while the properties to the east are located within a Rural Conservation Zone.

Surrounding properties are comprising of grazing and livestock farms with scattering of detached shed buildings and residential dwellings. The distance to the nearest dwellings are approximately 850 metres to the south and 2.5 kilometres to the north.

The property to the immediate south comprises of an outdoor shooting range and a residential dwelling. The outdoor shooting range was initially refused by Council (City of Greater Geelong) and then VCAT on review (VCAT reference 2000/041857). A further application was made to use the land for an outdoor shooting range confined to a particular individual with a limited hours of operation, limited number of shooters and restrictive expiry dates which was granted a permit on review by VCAT (VCAT reference P1768/2002). There were two further application for review to alter permit conditions (VCAT references P1681/2012 and P816/2013).

Locality Map

The map below indicates the location of the subject site and the zoning of the surrounding area.



The red line is the municipal boundary.

Planning Scheme Provisions

Council is required to consider the Victoria Planning Provisions and give particular attention to the State Planning Policy Framework (SPPF), the Local Planning Policy Framework (LPPF) and the Municipal Strategic Statement (MSS).

The relevant clauses are:

- Clause 11.07-1 Regional Victoria
- Clause 13.04-1 Noise Abatement.
- Clause 14.02-1 Catchment Planning and Management.
- Clause 14.01-1 Protection of Agricultural Land
- Clause 17.01-1 Business
- Clause 21.02-3 Water and Catchment Management.
- Clause 21.03-2 Urban Growth Management
- Clause 21.04-2 Agriculture.
- Clause 21.05-2 Water Supply.

The proposal complies with the relevant sections of the SPPF and LPPF, with the exception of the clauses outlined in the table below:

SPPF	Title	Response
Clause 13.04-1	Noise Abatement	The proposal can have the potential to cause noise impacts. Subject to conditions to control the hours of operation and construction of reflection mounds around the entire shooting range should limit noise emissions to adjacent properties to an acceptable level.

Zone

The site is located in a Farming Zone under the Moorabool Planning Scheme.

The purpose of the Farming Zone is:

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

The decision guidelines under general issues has the following objectives:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- Any Regional Catchment Strategy and associated plan applying to the land.
- The capability of the land to accommodate the proposed use or development, including the disposal of effluent.
- How the use or development relates to sustainable land management. Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.
- How the use and development makes use of existing infrastructure and services.

Overlays

The subject site is in the Environmental Significance Overlay Schedule 2 and partly in Environmental Significance Overlay Schedule 7, the provisions of Clause 42.01 apply.

The purpose of the overlay is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To identify areas where the development of land may be affected by environmental constraints.
- To ensure that development is compatible with identified environmental values.

Under Part 2 of Schedule 2 of the overlay has the following environmental objectives to be achieved.

- To protect the habitat significance of vegetation.
- To provide for appropriate development of land within 100 metres of either side of a waterway.
- To prevent pollution and increased turbidity of water in natural waterways.
- To prevent increased surface runoff or concentration of surface water runoff leading to erosion or siltation of waterways.
- To conserve existing flora and fauna habitats close to waterways and to encourage generation and regeneration of habitats.

Under Part 2 of Schedule 7 of the overlay has the following environmental objectives to be achieved.

- To prevent a decline in the extent and quality of native vegetation and native fauna habitat of the Victorian Volcanic Plain.
- To enhance the environmental and landscape values of the area.
- To avoid the fragmentation of contiguous areas of native vegetation or native fauna habitat.
- To ensure that any use, development or management of the land is compatible with the long-term conservation, maintenance and enhancement of the grasslands.
- To avoid the destruction of habitat for native fauna resulting from the modification of land form and disturbance of surface soils and rocks.
- To enable areas of environmental significance, due to their native vegetation or habitat values, to be identified.

Under Clause 42.01-2 a planning permit is required to carry out works.

Particular Provisions

52.06 Car parking

An Outdoor Shooting Range is not listed in the use table of Clause 52.06-5. Under Clause 52.06-5A states where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority.

Before deciding that a plan prepared under Clause 52.06-7 is satisfactory, the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.

- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.
- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The workability and allocation of spaces of any mechanical parking arrangement.
- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area. Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.
- Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).
- The relevant standards of Clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.
- Any other matter specified in a schedule to the Parking Overlay

The use of land would also include a place of assembly where the car parking requirement is 0.3 spaces to each patron. The applicant has stated in their written submission that will have 200 members which equates to a car parking rate of 60 spaces. The large land available can easily provide all of the parking spaces on site. The applicant has nominated a large car park area to the north of the clubrooms assessed by the internal single lane driveway. The plans will need to nominate 60 spaces and that number should also adequately service the combined place of assembly and the outdoor shooting range uses. This will be addressed through the submission of revised plans.

Discussion

Use of the land

The use of firearms by farmers is a typical activity on farming zoned land to manage livestock and remove vermin. The zoning of the land does not prohibit an outdoor shooting range where a number of shooters can operate at the one site using specific ammunition in a controlled environment. The issue is to examine the location of the site in relation to sensitive land uses such as dwellings and impact it will have on surrounding land uses. The site is an open field without natural barriers such as screen trees and is readily visible and exposed from a public roadway, Moretons Road. There are scattering of dwellings in the area such as Sharkeys Road to the north and Moretons Road to the south.

The adjacent southern property has planning permission issued by the City of Greater Geelong for an outdoor shooting range.

The applicant proposes a reflecting mounds along the entire shooting range to a height of two metres. This will create a visual barrier from the public realm and assist in reducing noise impacts.

This current application compared to the previous refusal on the same parcel of land is less intensive and contains a more passive use with the place of assembly. The predominant use of the land would be a place of assembly in the form of a social club. This activity is confined to a detached clubroom that is well separated from nearby dwelling on adjacent properties. The large car park area and toilet facilities will ensure the use does not affect the amenity of the surrounding area. The shooting use is restricted to five days a week, is restricted with the type of ammunition used on certain days and is restricted to daylight hours. The shooting use subject to conditions which are enforced can be an acceptable use on farming zoned land without adversely impacting surrounding farming businesses or surrounding dwellings that are scattered in Balliang East.

Development works

The mounds can be vegetated and DELWP has provided a listing of suitable plant species. There will be a permit condition that works are maintained including the removal of any evasive weed species. The perimeter mound would create a visual barrier for surrounding properties that have an outlook to the site.

The clubrooms are proposed to be located to the north of the two existing dwellings on the land and will have no impact upon the Moretons Road frontage due to the large separation distance. The applicant would be required to submit revised plans as no elevation plans of the clubrooms have been provided at this stage.

Noise Impacts.

The applicant has provided an acoustic report prepared by Renzo Tonin Associates. The report acknowledges there is no legislation covering noise controls on shooting ranges. There is an EPA Guideline called 'Noise from Outdoor Shooting Ranges' which is designed to assist Councils and the EPA when assessing noise complaints and provides recommended noise levels. The acoustic report determined that the adjacent dwelling to the south was a commercial property however noise readings were taken which showed 48db(a)^{L_p}, which is 3db above the recommended maximum requirement of 45db for a planned shooting range. The reading taken to the north showed noise levels where within the acceptable levels to the dwelling at 320 Sharkey Road at 34db(a)^{L_p} or 11db below the recommended maximum level. The acoustic report acknowledged the reading were taken on open ground and would be reduced with the proposed mounds along the shooting range borders. With the southern adjacent property containing an operating shooting range, the exceedance by 3db as specified by the EPA Guidelines is considered acceptable. There should be on going noise monitoring and results taken every twelve months to ensure noise levels do not exceed 48db(a)^{L_p} to the south. This can be enforced by permit conditions that requires results to be provided to Council each year and for these results to be publicly available if they need to be reviewed by any interested parties. The site provided it is managed correctly and in accordance with all of the proposed permit conditions can complement the surrounding land uses and not create negative amenity impacts including to residents that are located on farming

zone land. Subject to conditions, the proposed place of assembly and an outdoor shooting range use with restricted operating hours is appropriate for this area.

Car Parking

Due to the lot size, the required 60 bays can be accommodated on the site. There will be requirement for revised plans to show more detailed car parking plans that ensure car space and internal accessways comply with design standard 1 and 2 of Clause 52.06-9.

General Provisions

Clause 65 – Decision Guidelines have been considered by officers in evaluating this application.

Clause 66 - stipulates all the relevant referral authorities to which the application must be referred.

Referrals

The following referrals were made pursuant to s.55 of the Planning and Environment Act 1987 and Council departments were provided with an opportunity to make comment on the proposed development plan.

Authority	Response
Melbourne Water	Consent with conditions
EPA	Consent with conditions
AusNet	Consent
DELWP	Consent with conditions
Infrastructure	Consent with conditions
Environmental Health	Consent with conditions

Financial Implications

There are no financial implications

Risk and Occupational Health and Safety Issues

The recommendation of approval of this use and development does not implicate any risk or OH & S issues to Council.

Communications Strategy

Notice was undertaken for the application, in accordance with s.52 of the Planning and Environment Act 1987, and further correspondence is required to all interested parties to the application as a result of a decision in this matter. All submitters and the applicant were invited to attend this meeting and invited to address Council if desired.

Options

An alternative recommendation would be to refuse the application on the ground that it does not comply with the planning scheme provisions and creates an unacceptable amenity impacts including noise to nearby properties.

Refusing the application may result in the applicant lodging an application for review of Council's decision with VCAT.

Conclusion

The proposed place of assembly and an outdoor shooting range with restricted hours of operation and other restrictions to the type of ammunition will ensure the amenity of surrounding properties is not adversely affected by the uses. It is recommended should Council grant approval permit conditions be imposed to ensure the proposed uses are operated correctly and there will be a requirement for ongoing noise monitoring to prevent noise emissions exceeding an agreed level. It is recommended that Council approve this application subject to the recommended conditions below.

Recommendation:

That, having considered all matters as prescribed by the Planning and Environment Act, Council issue a Notice of Decision to Grant a Permit, application number 2017-100 for the use and development of the land for a place of assembly and outdoor shooting range at Crown Allotments 133, Parish of Balliang otherwise known as 392 Moretons Road, Balliang East subject to the following conditions:

Amended plans

1. **Before the use and/or development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application or some other specified plans but modified to show:**
 - a) **Remove any light tower area from the shooting bunkers**
 - b) **Elevation plans of the clubrooms**
 - c) **Dimensioned car spaces and accessways in accordance with Clause 52.06 of Moorabool Planning Scheme. The car park area must allow for the parking of 60 vehicles.**
 - d) **An approved Melbourne Water SEMP in accordance with condition 33 contained herein.**
 - e) **A Farm Management Plan that outlines how the sheep stock will be maintained, location on the land, measures to prevent access to the shooting range, and measures to prevent contamination of stock from the shooting range activity.**
 - f) **Waste Management Plan generally in accordance with the plan submitted with the application documents but modified to include a section covering record keeping of the volumes and types of shooting waste generated and modified to state**

- that broken clay targets will be removed and disposed of at an approved facility and not left to biodegrade on the land.
- g) Complaint investigation and handling procedure which includes the procedures for responding to complaints, notifying relevant parties, and process to investigate and engage external consultants and/or experts to the satisfaction of the Responsible Authority.

Unless otherwise approved in writing by the Responsible Authority, all buildings and works are to be constructed and or undertaken in accordance with the endorsed plans to the satisfaction of the Responsible Authority prior to the commencement of the use.

Hours of operation

2. The place of assembly (non shooting) use must only operate Monday to Saturday 10.00am to 10.00pm and Sunday 12.00pm to 10.00pm.
3. The shooting use can only operate Wednesday to Thursday 10.00am to 6.00pm using sub ammunition loads only and Friday to Saturday 10.00am to 6.00pm and Sunday 12.00pm to 6.00pm using normal ammunition. No special shooting events beyond these times will be permitted.
4. No shooting may take place on any day where a Total Fire Ban has been declared or is in force.

Amenity

5. The subject use and development must operate in accordance with the recommendations of the current approved acoustic report at all times.
6. The amenity of the area must not be detrimentally affected by the use or development, through the:
 - a) Transport of materials, goods or commodities to or from the land;
 - b) Appearance of any building, works or materials;
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
 - d) Presence of vermin; and
 - e) Any other way.
7. Unless with the written consent of the Responsible Authority, on each anniversary of the issue of the permit, the owner must submit an updated acoustic report demonstrating that gun shoot noise levels does not exceed 48db(a)^l2 or to an approved level determined by the Responsible Authority, from two locations to the nearest to the dwellings at 444 Moretons Road and 320 Sharkeys Road.
8. Any shooting activity on the land must be organised in association with and carried out under the supervision of a registered shooting

club or shooting association, to the satisfaction of the Responsible Authority.

- 9. Before any shooting activity commences, the reflection mounds around the shooting range perimeter must be completed to the satisfaction of the Responsible Authority.**
- 10. No shooting activity can be conducted beyond the mounded perimeter of the shooting range.**
- 11. Unless with the written consent of the Responsible Authority, no more 200 persons may occupy the entire site at any one time.**
- 12. A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with the EPA Publication 347 Bunding Guidelines or as amended.**
- 13. Stormwater contaminated with waste must not be discharged beyond the boundary of the premises.**
- 14. No environmental weeds shall be planted on the site or allowed to invade the site to the satisfaction of the responsible authority.**
- 15. The site must be maintained to the satisfaction of the Responsible Authority.**
- 16. Waste including spent ammunition must be removed in accordance with the approved Waste Management Plan.**
- 17. All complaints about the use of land as a place of assembly and outdoor shooting range must follow the approved complaints investigation and handling procedure.**

Infrastructure

- 18. Prior to the use commencing, the proponent must submit a Traffic Management Plan to the Responsible Authority for approval, detailing the measures to control the flow of traffic entering and exiting the site. The TMP should also include a plan showing the locations and types of advanced warning and directional signs on the approaches to the site.**
- 19. The existing crossing on Moretons Road must be upgraded to a two lane rural standard vehicle crossing with culvert to the satisfaction of the Responsible Authority.**
- 20. Storm water drainage from the proposed buildings and impervious surfaces must be retained and disposed of within the boundaries of the subject land to the satisfaction of the Responsible Authority. Overflows from on-site storage systems must be directed away from any waste water disposal areas.**
- 21. Sediment discharges must be restricted from any construction activities within the property in accordance with relevant Guidelines including Construction Techniques for Sediment Control (EPA 1991).**

22. Unless otherwise approved by the Responsible Authority there must be no buildings, structures, or improvements located over proposed drainage pipes and easements on the property.
23. Prior to the commencement of the development and post completion, notification including photographic evidence must be sent to Council's Asset Services department identifying any existing damage to council assets. Any existing works affected by the development must be fully reinstated at no cost to and to the satisfaction of the Responsible Authority.
24. Any existing works affected by the development must be fully reinstated at no cost to and to the satisfaction of the Responsible Authority.
25. Prior to the use commencing, the car park areas must be constructed with an all-weather surface, markings and drainage to the satisfaction of the responsible authority, and shall incorporate the following:
 - i. Parking bays and aisle widths of the car park shall comply with Australian Standard AS 2890.1:2004 Off-Street car parking. Disabled Parking bays shall comply with Australian Standard AS2890.1:2009 Off-Street Parking for People with Disabilities.
 - ii. The parking areas shall be provided with an all-weather surface and associated drainage.
 - iii. Kerbing of a minimum height of 150mm must be provided between landscaped areas and areas provided for parking and the passage of vehicles.
26. The building shall be provided with disabled access in accordance with the provisions of AS1428 – Design for Access and Mobility.

Environmental Health:

27. An onsite waste water management system must be installed for the clubrooms.
28. The wastewater management system including all effluent must be wholly contained within the property boundaries at all times.
29. The effluent disposal area must be kept free of buildings, driveways, vehicular traffic and services trenching.
30. All setback distances must be adhered to as dictated by Table 5 of the Code of Practice, Onsite Wastewater Management, EPA Publication Number 891.4
31. The owner will maintain all drainage lines at all times to divert surface water and subsurface water clear of the effluent disposal field.
32. Noise levels must comply with the EPA guidelines 'Noise from outdoor shooting ranges', publication number 1508 October 2012.

Melbourne Water

- 33. Melbourne Water requires that the applicant submit a Site Environmental Management Plan (SEMP) with detailed map for Melbourne Water approval; including:**
 - a) Treatment areas for sediment control within the development site, including details of how the sediment controls prevent sediment laden soil entering the waterway; and**
 - b) Treatment areas for sediment control within the development site, including details of how the sediment controls prevent sediment laden soil entering the waterway;**
 - c) An exclusion zone for the Balliang Creek. The exclusion zone is required to mitigate the effects of the proposed development on the local hydrology, geomorphology and/or ecological values of the waterway.**

- 34. Prior to the endorsement of plans Melbourne Water requires the application to be viewed by the Environmental Protection Authority (EPA) and the response to be submitted to Melbourne Water for review.**

Environment Protection Authority

- 35. Nuisance dust must not be discharged beyond the boundaries of the premises.**

- 36. A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with the EPA Publication 347 Bunding Guidelines or as amended.**

- 37. Stormwater contaminated with waste must not be discharged beyond the boundary of the premises.**

- 38. Any fill material brought onto the subject land must meet the specifications contained in EPA publication IWRG621, Soil Hazard Categorisation and Management 2009 or as amended.**

- 39. Construction and post-construction activities must be in accordance with EPA Publication 275 Construction Techniques for Sediment Pollution Control 1991 or as amended.**

Permit Expiry

- 40. This permit will expire if one of the following circumstances applies:**
 - a) The development and the use are not started within two years of the date of this permit; and**
 - b) The development is not completed within four years of the date of this permit. Council may extend the periods referred to if a request is made in writing before the permit expires or in accordance with the timeframes as specified in Section 69 of the Planning and Environment Act 1987.**

Environmental Health Note:

A permit to install must be installed for the onsite wastewater management system

DELWP Note:

Any re-vegetation of the subject site (including reflection mounds) should consist of plants from the following native species list:

Scientific Name	Common Name
<i>Acacia acinacea</i> s.l.	Gold-dust Wattle
<i>Acacia implexa</i>	Lightwood
<i>Acacia mearnsii</i>	Black Wattle
<i>Acacia melanoxylon</i>	Blackwood
<i>Acacia pycnantha</i>	Golden Wattle
<i>Acacia verniciflua</i> s.l.	Varnish Wattle
<i>Allocasuarina luehmannii</i>	Buloke
<i>Allocasuarina verticillata</i>	Drooping Sheoak
<i>Bursaria spinosa</i>	Sweet Bursaria
<i>Carpobrotus modestus</i>	Inland pigface
<i>Dianella revoluta</i> s.l.	Black-anther Flax-lily
<i>Einada hastata</i>	Saloop
<i>Einadia nutans</i>	Nodding saltbush
<i>Enchylaena tomentosa</i>	Ruby Saltbush
<i>Eucalyptus leucoxylon</i>	Yellow Gum
<i>Eucalyptus melliodora</i>	Yellow Box
<i>Eucalyptus microcarpa</i>	Grey Box
<i>Eucalyptus polyanthemos</i>	Red Box
<i>Melicytus dentatus</i> s.l.	Tree Violet
<i>Rhagodia parabolica</i>	Fragrant Saltbush
<i>Rytidosperma caespitosum</i>	Common Wallaby-grass
<i>Solanum laciniatum</i>	Kangaroo Apple

Cr. Toohey proposed the following Motion:

That, having considered all matters as prescribed by the Planning and Environment Act, Council issue a Refusal to Grant a Permit, application number 2017-100 for the use and development of the land for a place of assembly and outdoor shooting range at Crown Allotments 133, Parish of Balliang, otherwise known as 392 Moretons Road, Balliang East subject to the following grounds.

1. The proposal does not comply with Clause 13.04 (Noise Abatement) of the Moorabool Planning Scheme and the EPA Guideline for Noise from Outdoor Shooting Ranges by not ensuring acceptable noise impacts with surrounding sensitive land uses.
2. The proposal does not comply with Clause 14.01 (Agriculture) of the Moorabool Planning Scheme, by adversely impacting upon the continuation of primary production on adjacent or nearby land.

3. The proposed uses do not comply with the objectives of Clause 35.07 (Farming Zone) of the Moorabool Planning Scheme by not ensuring that non-agricultural uses do not adversely affect the use of land for agriculture.
4. The shooting range and place of assembly are incompatible with the surrounding farming land uses.
5. The shooting range use with the associated gun shoot noise will adversely affect health and wellbeing of livestock on surrounding properties, especially during the breeding season.
6. The shooting range use is inappropriately located next to an existing shooting range which will result in cumulative adverse impacts such as noise and traffic.
7. The proposed uses do not represent the orderly planning of the area.

The Motion lapsed due to a want of a Secunder.

RESOLUTION:

Cr. Bingham/Edwards

1. *That this item be deferred to the next Ordinary Meeting of Council, subject to further negotiation between the objectors and the applicant by Council.*
2. *That further advice be sought on whether a CSM is required by the EPA and if so that the recommendation ensures that it occurs.*
3. *That Council assess that the proposal complies with Clause 14.01 (Agriculture) of the Moorabool Planning Scheme; that it does not adversely impact upon the continuation of primary production on adjacent or nearby land.*

CARRIED.

Report Authorisation

Authorised by:

Name: Satwinder Sandhu 
Title: General Manager Growth and Development
Date: Thursday, 16 November 2017

Cr. Sullivan returned to the meeting at 5.55pm.

11.2.2 Municipal Fire Management Plan

Introduction

File No.: 02/13/020
Author: Cherie Graham
General Manager: Satwinder Sandhu

Background

Moorabool Shire Council's Municipal Fire Management Planning Committee (MFMP), which is a sub-committee of the Municipal Emergency Management Planning Committee (MEMPC) is required to develop an integrated Fire Management Plan.

In December 2011, Council endorsed the first fire management plan for Moorabool Shire Council which had been developed using the Integrated Fire Management Planning Process (IFMP). This Plan was endorsed for the 2011 - 2014 period.

Moorabool's Municipal Fire Management Plan 2014 - 2017 was reviewed by the Fire Management Planning Committee and after being endorsed at the MEMPC meeting on 10 February 2015, was adopted by Council at the April 2015 Ordinary Meeting.

The Municipal Fire Management Plan 2017-2020 was endorsed by both the MFMP and MEMPC meetings held on 14 November 2017.

The Municipal Fire Management Plan (MFMP) is a risk based plan that has regard to social, economic, built and natural environment aspects of fire and guides participants involved in fire management activities. The Plan has been reviewed and updated using the Victorian Fire Risk Register (VFRR) principles.

The review has been undertaken using the Planning Guide and the guidance of Part 6A of the Emergency Management Manual Victoria (EMMV).

For Municipalities such as Moorabool in the Country Area of Victoria (as defined by the CFA Act), the MFMP must meet the requirements of a Municipal Fire Prevention Plan (MFPP) under the Act.

Moorabool Shire Council's Municipal Fire Management Plan has been continually reviewed by the Fire Management Planning Committee and Emergency Management Planning Committee during the 2014-2017 period to ensure that it is current and meets audit requirements.

The previous plan has been updated during its 3 year life cycle as per the updates table below to ensure that it is current and meets legislation.

Version Control Table

Version Number	Date of Issue	Author(s)	Brief Description of Change
2	Dec 2014	Moorabool Shire	Full Version 2014-2017
2	April 2015	Moorabool Shire	Adopted at the Ordinary Meeting of Council 1 April 2015
2.1	November 2015	Moorabool Shire	Updated Workplans, Fire Access Tracks
2.2	December 2016	Moorabool Shire	Updated Workplans, Fire Access Tracks.

Proposal

The Municipal Fire Management Plan partner agencies contributing to the development and cited on the endorsement page (ii) include CFA, Central Highlands Water, Western Water, Department of Environment, Land, Water and Planning (DELWP) and VicRoads.

The Plan includes a paragraph as to how partner agencies/stakeholders that are not members of the MFMPC are aware of and committed to undertaking any tasks allocated to them in the MFMP.

Moorabool Shire Council is required to adopt the Municipal Fire Management Plan (MFMP) as a sub-plan of the Municipal Emergency Management Plan (MEMP).

The Municipal Fire Management Planning Committee (MFMPC) members discussed the Plan at the November meeting and any minor adjustments were made by committee members.

The Municipal Emergency Management Planning Committee (MEMPC) met the later that same day, 14 November 2017 and endorsed the Plan for forwarding to Moorabool Shire Council for adoption.

The Draft Plan was provided to the Regional Strategic Fire Management Planning Committee on the 15 November 2017 where they endorsed the Plan.

For Councils wholly or partly within the Country Area of Victoria, the Municipal Fire Management Plan (MFMP) as adopted by Council will be deemed to meet the requirements for a municipal fire prevention plan under Section 55A (1) of the Country Fire Authority Act, provided that it complies with Section 55A (2).

Section 55A(2) states that a municipal fire prevention plan/fire management plan **must contain the following provisions in accordance with the regulations:**

- (a) Identifying areas, buildings and land use in the municipal district which are at particular risk in case of fire; and
- (b) Specifying how each identified risk is to be treated; and
- (c) Specifying who is to be responsible for treating those risks; and

- (ca) Identifying all designated neighbourhood safer places in the municipal district or if no places have been designated recording that fact; and
- (cb) Identifying any places in the municipal district that are community fire refuges within the meaning of section 50A; and
- (d) Relating to any other matter prescribed for inclusion in the plan.

Section 55A(2) and sub sections relate to the information that is contained in the following Appendices within the Municipal Fire Management Plan.

Appendix A Asset Risk Management Register

- A.1 Multi Agency Bushfire Asset Risk Management Register
- A.2 Structure Fire Risk Management Register
- A.3 Hazardous Materials Incident Risk Management Register

Appendix B Multi Agency Work Plan

- B.1 Multi Agency Bushfire Work Plan
- B.2 Multi Agency Structure Fire Work Plan
- B.3 Multi Agency Hazardous Materials Incident Work Plan

Appendix C Statutory Audit Obligations

- C.1 Hazard Trees Identification and Notification Procedures
- C.2 Community Information Guides (CIGs)
- C.3 Neighbourhood Safer Places – Places of Last Resort
- C.4 Community Fire Refuges

Appendix E Maps

- E.1 Municipality Map
- E.2 Strategic Fire Breaks Map and Table

Whilst it is recommended that the MFMP be adopted by Council, it should be noted that the detailed activities contained within the appendices may require modification from time to time. Due to the dynamic nature of the activities, it is suggested that Council enable these modifications to be made and overseen by the MEMPC Committee and its sub-committee being the FMPC.

Policy Implications

The 2017 - 2021 Council Plan provides as follows:

Strategic Objective 4	Improving Social Outcomes
Context 4B	Community Connectedness and Capacity

The Municipal Fire Management Plan adoption is consistent with the 2017-2021 Council Plan.

Financial Implications

The program of activities contained in the MFMP (2017 - 2020) commits Council and Council resources to a range of fire prevention treatments and mitigation actions which are achievable within the limits of Councils budget.

Risk & Occupational Health & Safety Issues

The purpose of the Moorabool Municipal Fire Management Plan is to provide structure and accountability in mitigating the effect of bushfire, grassfire, residential and industrial fires in the community.

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Victorian Fire Risk Register	Review and mitigation options provided	High	Mitigation and Prevention activities undertaken by integrated agencies

Community Engagement Strategy

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Collaborate	MFMPC (local brigades and agency staff)	Meetings	Local Committee	2014-2017	Revised Plan
Inform	Community	Media Release advising new plan adopted Website	Newspapers Plan on Website	Early 2018	Informed community

Communications Strategy

The community will be advised of Councils endorsement of the revised plan on the Council website and with emailed versions to local Group Officers of CFA and committee members. Regional Committees will also be provided with a copy and it will be included on the Emergency Management Victoria (EMV) document gathering website.

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 – Cherie Graham

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

Conclusion

Considering the impact of fire on the Moorabool Shire Council community the Moorabool Shire Council Municipal Fire Management Plan and Appendices are presented to Council for adoption (see attached).

Resolution:

Crs. Edwards/Bingham

That Council:

1. ***Adopts the Moorabool Shire Council Municipal Fire Management Plan 2017 - 2020.***
2. ***Authorises the Municipal Emergency Management Planning Committee (MEMPC) to make any changes to the appendices within the Plan as required subject to the changes not committing the council to additional resources.***

CARRIED.

Report Authorisation

Authorised by:

Name: Satwinder Sandhu 
Title: General Manager Growth and Development
Date: Thursday, 16 November 2017

Cr. Toohy foreshadowed a Motion in Urgent Business regarding the issue of fire permits during the bushfire period.

11.2.3 Review Development Assessment Committee (DAC) Membership

Introduction

Author: Satwinder Sandhu
General Manager: Satwinder Sandhu

Background

The frequency of Ordinary Council meetings was altered in late 2013 from two meetings a month down to one meeting. Planning matters were traditionally presented to the second meeting of the month. The Development Assessment Committee (DAC) was formed as a standalone Section 86 Committee with delegated powers of Council. An additional benefit of a committee solely dealing with Statutory Planning was to provide for a less formal process for dealing with applications outside of officers delegation.

The DAC has been operating successfully in its current form since September, 2014.

Since the inception of the DAC it had been embraced by the community and positive comments have been provided on its less formal nature which makes presenting to it by stakeholders less daunting. The current Terms of Reference (TOR) are enclosed (Attachment 1).

While it has been operating successfully it is considered the committee could benefit with an increase in its membership from four to five Councillors. At the Statutory Meeting, Cr Edwards proposed an increase in number of Councillors however, due to lack of information, this matter was deferred.

Proposal

It is proposed to increase the membership from four to five Councillors.

The Council TOR for the DAC under the Sub Heading 'Membership', allows for review of the membership at each Statutory & Annual Appointment Meeting of Council. As the provision was not exercised at the Statutory & Annual Appointment meeting, a separate report has been drafted to provide further consideration of the matter.

The current format is of four Councillors of which one is the Chair. Protocol dictates the Chair should only vote in a situation where the casting vote is required to ensure an outcome. The four Councillors elected to the committee at the Statutory Special Meeting of Council were Crs Tatchell, Dudzik, Toohey and Keogh.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1C: Our Business and Systems

The proposal to increase the membership of the DAC is consistent with the Council Plan 2017 – 2021.

Financial Implications

The proposal will require the attendance of an additional Councillor to a maximum of eleven meeting per year. Any financial implications are considered to be minimal.

Risk & Occupational Health & Safety Issues

The recommendation of approval of this development does not implicate any risk or OH & S issues to Council.

Communications and Consultation Strategy

Council has not formally consulted with key stakeholders other than Councillors. The terms of reference will need to be modified and made available on Council's website.

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 – Satwinder Sandhu

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

Conclusion

The DAC has been operating successfully in its current form since September, 2014.

While it has been operating successfully, it is considered the committee could benefit with an increase in its membership from four to five Councillors. The current format is of four Councillors of which one is the Chair. Protocol dictates the Chair should only vote in a situation where the casting vote is required to ensure an outcome.

Recommendation:**That Council:**

1. Increase the membership of the Development Assessment Committee from four to five Councillors.
2. Amend the Development Assessment Committee terms of reference to reflect the increase in membership.
3. Add _____ to the Development Assessment Committee.
4. Further request the Development Assessment Committee review the terms of reference within three (3) months. Should any further changes be warranted, a further report be presented to the full Council for consideration.

Resolution:**Crs. Edwards/Bingham*****That Council:***

1. *Increase the membership of the Development Assessment Committee from four to five Councillors.*
2. *Amend the Development Assessment Committee terms of reference to reflect the increase in membership.*
3. *Add Cr Bingham to the Development Assessment Committee.*
4. *Further request the Development Assessment Committee review the terms of reference within three (3) months. Should any further changes be warranted, a further report be presented to the full Council for consideration.*

CARRIED.

Report Authorisation**Authorised by:**

Name: Satwinder Sandhu 
Title: General Manager Growth and Development
Date: Thursday, 23 November 2017

11.2.4 School Crossing Supervisors Preliminary Service Review

Introduction

Author: Andy Gaze
General Manager: Satwinder Sandhu

Background

As part of Council's commitment to continuous improvement and in light of the Victorian State Governments review into the school crossing supervisor service, an internal review of the service has been undertaken. This review has taken into account the initial findings of the State Government review and provides recommendations for council regarding the service taking into account that a further report from state government is likely in the first half of 2018.

School Crossing services have been a long standing service in many westernised countries to improve the safety of children, primarily primary school children, on their way to school. There are many different types of schemes, however the Victorian scheme is a shared service between State and Local Government. In New South Wales (NSW), the program is delivered by State Government and in South Australia (SA) parents, teachers and students volunteer to provide the service and it is arranged by each school. The Victorian program commenced in its present form in 1975 following a number of fatalities and injuries to school children at flagged crossings. The Victorian system provides considerably more crossings and supervisors than any other state, for example there are 817 crossings and 1200 supervisors in NSW whereas in Victoria there are 3029 crossings and 3155 supervisors.

It is considered that there are a number of benefits from having a School Crossing Supervisor Program. Obviously the first benefit is improved safety around schools, however other benefits include the recognition of safety and the need to be vigilant around schools as well as the recognition of school crossing supervisors as trusted and respected individuals within school communities. With improved road safety there is often a reduction in road congestion as people are confident that their children are able to safely access school. The program also provides employment for a variety of different individuals as well as potentially providing opportunities for those providing the service to interact with others in a positive environment. It has positive impacts on children and adults as they know they are safe crossing the road and potentially reduces greenhouse gas emissions as people are more likely to walk to school and as such it reduces the reliance on vehicles.

It must be noted that currently there is no compulsion on councils to provide the service, however as it is so highly praised and respected by the community and education sector any negative changes to it could have a potential for a detrimental impact on Moorabool Council and its standing in the community.

The provision of school crossings also supports many of the actions contained within Moorabool's wider strategies. As school crossings promote walking they play an important role in supporting positive health behaviours in children as well as promoting walking as a form of transport that can lead to life-long positive health outcomes. Within the Hike and Bike strategy, action 19 '....promotes health and wellbeing through the promotion of walking routes...' and action 20 '..Encourage local schools to establish of walking and riding to school buses..' . The Bacchus Marsh Integrated Transport Strategy encourages 'schools, retail and commercial operators to investigate and develop campaigns to encourage walking as a preferred mode of transport for short trips'. The draft Urban Growth Framework states 'Safe and efficient connections are key to encouraging walking and cycling as alternative travel modes. Gaps in existing areas should be closed to facilitate continuous movements between key destinations. New suburbs should provide fully integrated walking and cycling networks, particularly in and around open space and activity centres'. Council's ongoing work on the Community Infrastructure Framework has embedded within the model a strong emphasis on walkability. School crossings help facilitate these aims by allowing children and adults to walk safely to schools, see walking as a viable option of travel and can potentially assist in lifelong behavioural change that promotes walking as a sustainable and healthy alternative for short journeys.

Proposal

The proposals are based on providing safe passage to school for students through 2018/19 and seeking a long term solution to school crossing supervisor provision:

1. Continue the service as currently provided and await final confirmation from the State Government as to what they propose for the School Crossing Program including any long term funding guarantees (including eligibility criteria). The current program is fully funded within the 2017/18 budget and the funding from State Government verbally confirmed for 2018/19.
2. Complete new traffic and pedestrian counts this year (2017) for all current school crossing sites to allow for a funding application for the 2018/19.
3. Complete traffic and pedestrian counts for all primary schools in the Moorabool Shire to establish if any of the currently un-supervised schools meet the funding criteria. If the funding criteria are met provide a further report to Council regarding the provision of a crossing at the site/s.
4. Undertake a further review of the current school crossing program in 2018/19 once the findings from the State Government review in the School Crossing Program is finalised in 2018.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1C: Our Business and Systems

The proposals are consistent with the Council Plan 2017 – 2021.

Financial Implications

The school crossing service is jointly funded between Council and State Government. Initially the State Government only funded \$74,342.00 for 2017/18 which did not account to the 50/50 split. However, through working with officers within State Government, Council were able to successfully lobby for the full 50/50 split (\$111,308.50) and State Government should be thanked for supporting our current program. Continued funding for future years is not guaranteed and depends on a successful application to be submitted at the end of this year.

It is estimated that each school crossing site costs approximately \$15,000 per year to run and any reduction in funding from State Government will result in either Council needing to provide additional resources to fund the provision of the service or ceasing the service at that site.

Risk & Occupational Health & Safety Issues

The School Crossing Supervisor Service has been running within Victoria for over 40 years and not one child has died at a supervised crossing since then. The potential for injury is substantial when children, especially primary school aged children, are crossing roads and the school crossing service significantly reduces this risk. There are other risks related to the service and they are to our Crossing supervisor staff who every day place themselves in potential harms way when entering a road to stop traffic to allow the children to cross. These risks are mitigated by staff training, signage and education of the public and schools.

Communications and Consultation Strategy

Council has not formally consulted with key stakeholders, other than State Government, on this preliminary review. A communication and consultation strategy will be developed and implemented as part of the proposed future report once the State Governments review has been finalised in 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 – Andy Gaze

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

Conclusion

The School Crossing Supervisor Program has been a part of Victorian School life for over 40 years. It is a jointly funded program between the Council and State Government to which council is currently committed to providing for 2018/19 as long as state government funding remains at the 50/50 level.

Resolution:

Crs. Sullivan/Edwards

That Council resolves to:

- Continue the School Crossing supervisor service as currently provided at the following locations:***

<i>Crossing Location</i>	<i>School Serviced</i>
<i>Patterson Street</i>	<i>St Bernard's Primary School</i>
<i>Grey Street East</i>	<i>Darley Primary School</i>
<i>Grey Street West</i>	<i>Darley Primary School</i>
<i>Gisborne Road North</i>	<i>Darley Primary School</i>
<i>Gisborne Road South</i>	<i>St Bernard's Primary School & Bacchus Marsh Primary School</i>
<i>Albert Street</i>	<i>Darley, Primary School</i>
<i>Nelson Street</i>	<i>Darley Primary School</i>
<i>Halletts Way</i>	<i>Pentland Primary School</i>
<i>Wittick Street</i>	<i>Pentland Primary School</i>
<i>Lerderberg Street</i>	<i>Bacchus Marsh Primary School</i>
<i>Labilliere Street</i>	<i>Bacchus Marsh College</i>
<i>Grant Street</i>	<i>Bacchus Marsh College</i>
<i>Inglis Street</i>	<i>St Brigid's Catholic Primary School</i>
<i>Stead Street</i>	<i>St Brigid's Catholic Primary School</i>
<i>Duncan Street</i>	<i>Ballan Primary School</i>

- Await final confirmation from the State Government as to what they propose for the School Crossing Program including any long term funding guarantees (including eligibility criteria).***
- Complete new traffic and pedestrian counts this year (2017) for all current school crossing sites to allow for a funding application for the 2018/19.***

4. ***Complete traffic and pedestrian counts for all primary schools in the Moorabool Shire to establish if any of the currently un-supervised schools meet the funding criteria. If the funding criteria are met provide a further report to Council regarding the provision of a crossing at the site/s.***
5. ***Request a further report on the School Crossing Program to be presented to Council once the State Government complete its review of the School Crossing Program which is to be finalised in 2018.***
6. ***Write to the State Government and thank them for their contribution and supporting our current program.***

CARRIED.

Report Authorisation

Authorised by:

Name: Satwinder Sandhu

Title: General Manager, Growth & Development

Date: Wednesday 29 November, 2017



11.3 SOCIAL AND ORGANISATIONAL DEVELOPMENT

11.3.1 Service Review and Planning Report - Provision of Aged and Disability Services

Introduction

File No.: 02/03/013
Author: Claire Conlon
General Manager: Danny Colgan

The purpose of this report is to recommend that the Council endorse the Service Review and Planning Report – Provision of Aged and Disability Services following the public exhibition period.

Background

At its meeting held on the 6 April 2016, the Council adopted a Service Review and Planning Policy and Framework.

At its meeting held on the 1 June 2016, the Council endorsed a review of the Active Ageing and Community Access Service Unit.

At its meeting held on the 1 November 2017, the Council resolved that:

1. The Council endorse the Draft Service Review and Planning Report – Provision of Aged and Disability Services for the purpose of community exhibition for a period of four weeks including the following recommendations of the report:
 - Council continue to provide aged services in accordance with the current funding agreements in place until 2020.
 - Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements including the provision of Home Care packages to coordinate care and provide case management to eligible clients.
2. A further report be presented following the community exhibition period.
3. In accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper to deliver Aged Services in a consumer directed care (CDC) environment for consideration of the Council by June 2018.
4. A further report be presented to Council containing a business plan on expanding the brokerage and other fee for service arrangements (including people not eligible for subsidised services) from 2018-2020.
5. The Council write to the Federal Minister for Social Services, the Hon. Christian Porter MP and the Victorian Minister Housing, Disability and Ageing, the Hon. Martin Foley MP calling on them to address the shortage of disability service providers in Moorabool to ensure eligible Moorabool residents receive services under the NDIS.

A Service review has been conducted of Council's provision of Aged and Disability Services delivered through the Council's Active Ageing & Community Access Unit. The review has centred on the provision of the Commonwealth Home Support Program (CHSP) and Victorian Government Home and Community Care (HACC) Program for Younger People.

The purpose of the review was to provide an overview of the Aged and Disability services currently provided by Council and the options for Council in relation to the provision of aged and disability services from 2020. The review outlines the implications of national policy and funding changes which have been progressively implemented across Australia since 2012.

The review should inform Council's decision about the most appropriate, effective and sustainable role it can and should play into the future. However, it is unclear at this stage as to what the service system will look like beyond the 1 July 2020, when the current funding agreements expire.

Proposal

Aged Services helps frail, older people living in the community to maximise their independence. Through the delivery of timely, high quality entry-level support services taking into account each person's individual goals, preferences and choices and underpinned by a strong emphasis on wellness and re-ablement, the services help frail older people stay living in their own homes for as long as they can and wish to do so.

The current level of service provided by the Council involves the delivery of 1300 services to 650 Moorabool residents per week employing 48 staff with most of the staff being part time direct care (community support) workers, with the investment shared between Council, State and Federal Government and client fees. The Council provides services to all areas of the municipality where other providers may only provide services to certain areas of the municipality.

The Council has delivered a total of 205,480 hours of services provided across all of the service types over the past three years (2013-2016).

The Council has an agreement with the Commonwealth Government to deliver the Commonwealth Home Support Program (CHSP) and the Victorian Government to deliver the HACC Younger Persons Program and Regional Assessment Services (RAS) until the 30 June 2019. However the CHSP and HACC programs are to be extended until 30 June 2020 while further consideration of the future provision of aged care services in Australia is given by the Commonwealth Government. The Council is also funded to deliver the Building Inclusive Communities Program of the Department of Health and Human Services. The Council has for some years also been funded by the Victorian Department of Health and Human Services to deliver Community Respite Programs (weekends) for people with a disabilities. However, with the transition of clients to the National Disability Insurance Scheme (NDIS) this funding has been significantly reduced and forms part of the Victorian Governments contribution to the NDIS.

The Council is currently the predominant provider of aged care services in the Shire of Moorabool. Other services including Djerriwarrh Health Services and Ballan and District Health and Care provide services as well, however they largely complement the services provided by the Council. Council also provides services to these and many other agencies through a brokerage arrangement whereby council has an agreement to provide services on a fee for service basis.

Information obtained from Council's *Community Satisfaction Survey (2017)*, *Active Ageing and Community Access Client Satisfaction Survey (2016)* and *Meals on Wheels Survey (2016)* showed high overall satisfaction with Council's provision of services in the area of Active Ageing and Community Access. These surveys covered users and non-users of the service.

The services most valued, as listed in the *Active Ageing and Community Access Client Satisfaction Survey* were (in ranked order):

1. Domestic assistance
2. Personal care
3. Meals on wheels
4. Respite
5. Property maintenance

An aggregate summary of stakeholder feedback from the AACA certification assessment, conducted in 2016, showed high levels of satisfaction from clients and carers over the service provided by AACA with a strong commitment articulated by staff to the ongoing provision of services to clients and carers.

The Council's Age Well, Live Well & Access and Inclusion Plan (2015-2021) states that Moorabool has an ageing population, reflecting the national trend with almost 13 per cent of the population aged over 65 years in 2011. People aged 50 years and over represent just under a third (31% or 9,451 people) of the total population in 2011, which is expected to increase to 12,959 people, or 36 per cent of the total population, in 2036. Significantly, there will be almost a 90 per cent increase in population of retirement age (65+) by 2026.

An ageing population not only presents challenges for government agencies, and Council, to meet demand for services and infrastructure, but also in terms of increased incidence of chronic illness and disease as people live longer. For example, the prevalence of dementia in Moorabool is estimated to increase almost four-fold by 2050.

The Commonwealth Government is currently exploring the future arrangements for aged services through a discussion paper entitled: Future Reform – An Integrated Care at Home Program to Support Older Australians. The Commonwealth Government is considering a range of models for the home support service system post 2020.

This may include:

- greater individual client budgets;
- choice of providers;
- block funding for some types of services;
- greater consumer choice and a
- broader market of potential providers.

The Commonwealth has advised the Municipal Association of Victoria (MAV) that no firm decisions have been made as yet on the service design issues, and local governments and the MAV have the opportunity to try and influence design and service models. There is a strong case to be put for block funding for some types of community support services.

At this point, it is too early to make a decision about the role of Council in the provision of aged services beyond 1 July 2020. The future make-up of the aged care sector can be expected to be clearer once the government has considered the feedback on the discussion paper and formulated a position.

The following options have been identified in undertaking the service review:

Options	Implications
<p>Option 1</p> <p>Continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements. No defined percentage cap on Council contribution as is currently in place.</p>	<p>The cost to Council could be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements including the exploration of a commercial arm, resulting in a mixed market of self-funded and government subsidised services.</p>
<p>Option 2</p> <p>Continue needs based services with Council contribution contained within the band of 6-10 per cent of total expenditure.</p>	<p>This option would result in the provision of aged services at the current level but does not take into account variables such as population growth or the ageing population.</p> <p>This could result in demand management strategies such as a waiting list or application of additional eligibility criteria.</p> <p>The cost to Council could continue to be reduced through the generation of additional revenue through increasing the existing brokerage arrangements and introducing other fee for service arrangements.</p>
<p>Option 3</p> <p>Withdraw from the service and do not enter into new contracts for service post 1 July 2020.</p>	<p>This option would see a significant withdrawal in existing services available to the communities of Moorabool, particularly those in more rural areas of the Shire, given the council is the predominant provider of aged services in the municipality.</p>

Feedback was sought on the draft Service Review and Planning Report – Provision of Aged and Disability Services through making it available on Have Your Say, Council's Online Community Engagement Portal; making copies available at Council's Customer Service locations; making copies available at the Lerderderg Library and the Ballan Library; providing copies to all service clients; State and Federal Government Departments; associated community groups and organisations.

At the time of finalising the report, no feedback had been received on the draft report.

It is recommended that the Council continue to provide aged services consistent with the resolution of the Council at its meeting held on September 7, 2016 and in accordance with the current funding agreements. Further that the Council continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements including the provision of Home Care packages to coordinate care and provide case management to eligible clients.

At the Ordinary Meeting held on the 7 October 2016, the Council resolved to:

- Continue to provide aged care services to people aged 65+ through the Commonwealth Home Support Program;
- Continue to provide services to people aged under 65 through the Victorian HACC Program for Younger People;
- Continue to strengthen its role in making Moorabool a more inclusive and accessible community and advocating for the needs of people with disabilities.

The Service Review and Planning report recommends:

1. That in accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper/business plan to deliver Aged Services in a consumer directed care (CDC) market based environment for consideration of the Council by June 2018.
2. That the Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements that includes a mixed market of self-funding and government subsidised services.
3. That the Council seek to become a provider of Home Care packages which includes coordinating care and providing case management to eligible clients.
4. Reviewing existing financial modelling and staffing arrangements for each Home Care service type to be undertaken to prepare for aged care servicing post 2020.
5. Pursuing funding for the Rural Access service under the proposed National Disability Insurance Scheme (NDIS) Information, Linkages & Capacity Building (ILC) arrangements.
6. That Council's Information Technology & Communications (ITC) supports the provision of efficient services, billing arrangements and reporting so we continue to build and refine the Home Care Manager system to ensure it reflects the needs of the service.

7. That Council continue to further strengthen our partnerships with local services including health and social supports that complement Council Home Care services and ensure that we can respond to the needs of Moorabool's ageing community.
8. That Council continue to support and develop volunteering opportunities that benefits both the volunteer and the Moorabool community. Volunteers play an important role in the aged and disability space in Moorabool.
9. That the 2015-2021 Age Well, Live Well and Access and Inclusion plan and plan be revised for 2020 with a focus on social support programs, consumer transport options and Friendly visiting program.
10. That a comprehensive marketing and promotional strategy be developed that highlights the Home Care services in a competitive market which leverages off Council's reputation and brand.
11. To support and lobby the realignment of assessment functions to achieve practice consistency which needs to ensure key strengths such as knowledge of local service systems, local service, local planning and development.
12. Determine whether it is a viable option to continue to provide service for HACC clients post State funding negotiations, subsequent to the NDIS roll out.

The report discusses the roll of out of the National Disability Insurance Scheme (NDIS) in Moorabool this year. The experience of the roll-out of the NDIS in Moorabool, particularly in the Western area of the municipality, has identified gaps in the provider market with some individuals assessed as eligible for the NDIS, provided a package to purchase services but unable to access service providers which reflect the "thin" market.

People that have previously been clients of council are unable to access the services that they were getting from Council prior to transitioning to the NDIS. A key issue has been the pricing structure and the cost of travel not being sufficiently factored into the price. Some providers are not servicing people in "rural and remote" areas as it is at a cost disadvantage to the service to do so.

The State Government recognises the 'thin' market in Moorabool and is continuing to fund Council to support clients as they transition to the NDIS. At this stage, the funding is going to continue until 31 December 2017 and then be reviewed again.

Policy Implications

The 2017 - 2021 Council Plan provides as follows:

Strategic Objective 4: Improving Social Outcomes
Context 4A: Health and Wellbeing.

Strategic Objective 4: Improving Social Outcomes
Context 4B: Community Connectedness and Capacity.

The Draft Report is consistent with the 2017-2021 Council Plan and the Council's Service Review and Planning Policy.

Financial Implications

The Service Review was conducted using existing budget allocations.

The Council's direct expenditure on Aged & Disability Services was \$3.07m in 2016/2017. This comprised of State and Federal Government grants of \$2.220m; Fees of \$655,930 and Council contribution of \$194,061.

Council's contribution was 6.0% of total direct costs. The remaining 94.0% was made up of Commonwealth and State Government grants, brokerage charges and client fees.

The budget for 2017/2018 is under review and subject to change as the funding is to be reconciled at the end of December to reflect the transition of clients to the National Disability Insurance Scheme which will involve a reduction in funding to Council.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Community Needs	Loss of Services - with the changing nature of the funding arrangements and service delivery, community members may miss out on services which has been the experience for some Council clients that have transferred to the National Disability Insurance Scheme.	High	Continued provision of services

Financial	Uncertainty of funding levels.	High (post 2020)	Generate additional revenue through increasing fee of service arrangements. Manage client number to reflect funded hours
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Community Engagement Strategy

The exhibition of the Draft Report involved:

- Have Your Say, Council's Online Community Engagement Portal
- Making copies available at Council's Customer Service locations
- Making copies available at the Lerderderg Library and the Ballan Library.
- Providing copies to all service clients; State and Federal Government Departments; associated community groups and organisations.

Communications Strategy

The outcomes of the review will be communicated through direct mail to clients, local newspapers and other communication processes including Council's Web page and the Moorabool Families and Children Facebook Site and through

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 – Claire Conlon

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

Conclusion

A Service review has been conducted of Council's provision of Aged and Disability Services delivered through the Council's Active Ageing & Community Access Unit.

The purpose of this review is to provide an overview of the Aged & Disability services currently provided by Council and the options for Council in relation to the provision of aged and disability services from 2020. The review outlines the implications of national policy and funding changes which have been progressively implemented across Australia since 2012.

The review should inform Council's decision about the most appropriate, effective and sustainable role it can and should play into the future. However, it is unclear at this stage as to what the service system will look like beyond the 1 July 2020 when the current funding agreements expire.

It is recommended that the Council continue to provide aged services consistent with the resolution of the Council at its meeting held on September 7, 2016 and in accordance with the current funding agreements. Further that the Council continue with, and build upon the existing service including the further development of the existing brokerage and other fee for service arrangements including the provision of Home Care packages to coordinate care and provide case management to eligible clients. Further, that a directions paper/business plan be prepared for consideration by the Council on the operation of aged services post 2020.

Resolution:

Crs. Sullivan/ Edwards

That the Council endorse the Service Review and Planning Report – Provision of Aged and Disability Services (November 2017) including the following recommendations proposed in the report:

- 1. That in accordance with the action in the Council Plan 2017-2021, Officers prepare a directions paper/business plan to deliver Aged Services in a consumer directed care (CDC) market based environment for consideration of the Council by June 2018.***
- 2. That the Council continue with, and build upon the existing services including the further development of the existing brokerage and other fee for service arrangements that includes a mixed market of self-funding and government subsidised services.***
- 3. That the Council seek to become a provider of Home Care packages which includes coordinating care and providing case management to eligible clients.***
- 4. Reviewing existing financial modelling and staffing arrangements for each Home Care service type to be undertaken to prepare for aged care servicing post 2020.***

5. ***Pursuing funding for the Rural Access service under the proposed National Disability Insurance Scheme (NDIS) Information, Linkages & Capacity Building (ILC) arrangements.***
6. ***That Council's Information Technology & Communications (ITC) supports the provision of efficient services, billing arrangements and reporting so we continue to build and refine the Home Care Manager system to ensure it reflects the needs of the service.***
7. ***That Council continue to further strengthen our partnerships with local services including health and social supports that complement Council Home Care services and ensure that we can respond to the needs of Moorabool's ageing community.***
8. ***That Council continue to support and develop volunteering opportunities that benefits both the volunteer and the Moorabool community. Volunteers play an important role in the aged and disability space in Moorabool.***
9. ***That the 2015-2021 Age Well, Live Well and Access and Inclusion plan and plan be revised for 2020 with a focus on social support programs, consumer transport options and Friendly visiting program.***
10. ***That a comprehensive marketing and promotional strategy be developed that highlights the Home Care services in a competitive market which leverages off Council's reputation and brand.***
11. ***To support and lobby the realignment of assessment functions to achieve practice consistency which needs to ensure key strengths such as knowledge of local service systems, local service, local planning and development.***
12. ***Determine whether it is a viable option to continue to provide service for HACC clients post State funding negotiations, subsequent to the NDIS roll out.***

CARRIED.

Report Authorisation:



Authorised by:

Name: Danny Colgan
Title: General Manager Social & Organisational
Development
Date: Tuesday, 28 November 2017.

11.3.2 Community Grants Program Winter 2017

File No.:
Author: Tania Barry
General Manager: Danny Colgan

Background

The purpose of this report is to present Council with an assessment of applications received under the *Winter 2017* round of Community Grants.

Community grants totalling \$140,000 per annum are available in two separate funding rounds of \$70,000 each. The *Winter* round of the Community Grants Program opened on September 1 and closed on 29 September 2017.

At the Ordinary Council Meeting on October 4 2017, Council adopted the revised Community Grants Policy and Guidelines, incorporating the Community Development Fund, introducing a Sustainability and Environmental Engagement funding stream, a funding round change from February to March and funding round title changes. The policy will commence in 2018 and be reviewed again in early 2019. The *Winter 2017* Community Grant Program will be the final round under the current Community Grants Policy and Guidelines.

The *Winter 2017* Community Grants round was the second round where community groups were able to submit their applications online. The number of applications being submitted through the online application is continuing to grow.

Council's Community Grants program enables not for profit community groups to apply for funding under the following three program categories:

- Community Strengthening Grants: Community projects, programs and initiatives with a specific focus on connecting communities and building community capacity (\$50,000 available per round).
- Events Grants: Non-recurrent, seed funding designed to encourage and promote the development of sustainable local events (\$10,000 available per round).
- Arts Grants: Supporting local artists and organisations to use a creative approach to the development of community projects and initiatives (\$10,000 available per round).

Community groups and organisations can apply for up to \$5,000 for Community Strengthening Grants and up to \$3000 for Arts and Events Grants. Groups also need to demonstrate a cash or in-kind contribution toward the cost of their project on a ratio of \$1 for \$1 (Council \$1: Group \$1). Small Community Strengthening Projects under \$1,000 are not required to demonstrate a contribution.

The categories under the Community Grants Program recognise the diverse range of activities that community groups in Moorabool are engaged in and the areas in need of financial support from Council.

The Community Grants Program Policy Guidelines state that applicant groups must demonstrate the support of the committee responsible for management of the proposed facility/service. This includes demonstrating that proposed projects are consistent with the service or facilities' Master Plan, Strategic Plan or Business Plan.

The total amount available for this round of Community Development Grants is \$70,000.

Policy Assessment Criteria:

- Project Description and why the applicant wants to do the project – 10%
- What will this project achieve? – 20%
- Why is this project needed in your community? – 20%
- Who will be involved in the project? 15%
- How will you carry out your project? (including risk management) – 15%
- Project budget and explanation of how the group arrived at the costs? 20%

Each criterion is given a score between 0 and 10 and this score is weighted according to the criteria percentage. The maximum possible score for any application is 100.

Application Support

The Community Grants Program Policy specifies that applicant groups are encouraged to meet with a Community Development Officer prior to lodging an application. The majority of applicant groups for the *Winter 2017* round of Community Grants received support and advice from Community Development Officers.

Number of applications and amount requested

In total, 25 applications were received across the three program categories: Community Strengthening (15), Events (4) and Arts (6). A total of \$86,166 was requested with \$70,000 available (\$50,000 for Community Strengthening, \$10,000 for Events, \$10,000 for Arts). The total project value for all submissions was \$278,287.

Category	Applications Received	Amount Requested	Amount Recommended	Amount Available
Community Strengthening	15	\$56,634.00	\$40,034.47	\$50,000
Events	4	\$10,700.00	\$ 7,700.00	\$10,000
Arts	6	\$18,831.15	\$ 8,847.45	\$10,000
Total	25	\$86,165.15	\$56,581.92	\$70,000

Assessment

Assessment of applications was conducted by a panel of officers and ranked according to the extent to which the application addressed Council's policy assessment criteria.

Proposal

Based on the above process and funding criteria, it is proposed that the Council allocate the grants for the *Winter 2017* round of Community Grants as follows:

***Community Strengthening Grants:**

Groups demonstrating Council Policy criteria of, or better than, a score of 70 may be provided with funding if Council so determine.

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Ballan District Health & Care	Activities Courtyard	Refurbishing the internal courtyard in the Memory Support Unit at Ballan District Health & Care (BDHC).	\$5,000.00	\$15,823.00	\$5,000.00	84.25
The Neighbour's Place Inc.- Emergency food and hospitality centre	Building Secure Foundations	Renovation of existing outbuilding (financial support centre)	\$5,000.00	\$10,308.00	\$10,000.00	82.50
Bacchus Marsh Cricket Club	Kitchen Upgrade at Maddingley Park Rooms	Replacement of kitchen appliances	\$5,000.00	\$11,600.00	\$15,000.00	79.56
Ballan Men's Group	Drum Sander for Ballan Community Workshop	Purchase and installation of a drum sander in the Community Workshop	\$2,330.00	\$6,754.00	\$17,330.00	75.75
Gordon Drop In Centre	Gordon Drop in Centre Community Luncheon Program	Community luncheon program	\$4,100.00	\$15,285.00	\$21,430.00	74.81
Bacchus Marsh Public Hall	Bacchus Marsh Public Hall CCTV	Installation of day/night CCTV.	\$2,887.50	\$5,775.00	\$24,317.50	74.63
Ecolinc Science & Technology Innovations Centre	Digging up the Diprotodon	'Digging up the Diprotodon' education program	\$5,000.00	\$35,000.00	\$29,317.50	74.50
Bacchus Marsh Branch of the Country Woman's Association	Setting up Tea Rooms	Purchase of equipment to assist setting up Tea Rooms.	\$5,000.00	\$10,000.65	\$34,317.50	73.94

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Navigators Community Centre	Chairs and Honour Boards	Honour Boards and new chairs	\$2,781.97	\$5,563.93	\$37,099.47	73.58
Ballan Senior Citizens	New Equipment for Ballan Senior Citizens	Purchase of new tables and a commercial dishwasher.	\$2,935.00	\$5,870.00	\$40,034.47	70.31
Ballan & District Adult Riding Club	Raising the Profile and funds of Ballan and District Adult Riding Club	Hosting a dressage competition	\$3,000.00	\$7,011.60	\$43,034.47	67.25
Darley Football Netball Club	Facility Upgrade	Facility masterplan	\$5,000.00	\$10,000.00	\$48,034.47	62.81
Bacchus Marsh College	AvServe's Aviation STEM Program	Aviation Themed STEM Program for year 9 students	\$1,100.00	\$1,400.00	\$49,134.47	61.33
Bacchus Marsh Badminton Inc	Bacchus Marsh Badminton Inc Progression	Posts, & line marking for courts	\$2,500.00	\$5,000.00	\$51,634.47	56.31
Bacchus Marsh U3A	Bacchus Marsh U3A Science and Maths Group	Classes and equipment	\$5,000.00	\$10,000.00	\$56,634.47	47.25
Community Strengthening Grant Totals			\$56,634.47	\$155,391.18		

* For some applicants, funding amounts will be given upon the provision of requested, mandatory documentation

***Events Grants:**

Groups demonstrating Council Policy criteria of, or better than, a score of 70 may be provided with funding if Council so determine.

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Bacchus Marsh RSL	2018 100 year Centenary of the end of WWI Ceremony	March and Dawn Service commemoration	\$3,000.00	\$56,564.24	\$3,000.00	82.50
Coimadai Landcare	Pasture Renewal	Guest speaker and BBQ for pasture renewal	\$1,700.00	\$3,400.00	\$4,700.00	79.56
Bacchus March Football Club	Reconciliation Week: Indigenous AFL Round Event	Partnering with Bacchus Marsh Football Club to host an indigenous round of football.	\$3,000.00	\$7,500.00	\$7,700.00	70.38
Elaine Cricket Club Inc	Trivia and musical night	Trivia night	\$3,000.00	\$6,000.00	\$10,700.00	49.19
Community Event Grant Totals			\$10,700.00	\$73,464.24		

* For some applicants, funding amounts will be given upon the provision of requested, mandatory documentation

***Arts Grants:**

Groups demonstrating Council Policy criteria of, or better than a score of 70 may be provided with funding if Council so determine.

Organisation Name	Project name	Project Description	Community Grant Amount Requested	Total Project Value	Progressive Total	Policy Score
Ballan District Health & Care	Shared Arts Shared Hearts	Linking artists, creators and arts practitioners with aged care residents.	\$3,000.00	\$7,000.00	\$3,000.00	80.38
Ballan & district Community House - Water Colour Group	The Lesley Batchelor Gallery Project	Conversion to dual purpose space	\$2,991.00	\$5,991.00	\$5,991.00	76.94
The Pottery Group	New Equipment for the new Pottery Hub at Gordon	New Equipment for the new Pottery Hub at Gordon	\$2,856.45	\$6,356.45	\$8,847.45	70.63
Indigenous Homework Club	Art Classes for the Indigenous Homework Club	Monthly art class	\$1,983.70	\$4,283.70	\$10,831.15	66.69
Steven Tandy Films	JUNK	15-minute dramatic film on alcohol and drug addiction in regional Victoria	\$3,000.00	\$20,000.00	\$13,831.15	59.75
Thrifty Minx	Ballan Friendship and Activity Group	Providing friendship and craft activities to frail elderly Moorabool Shire residents.	\$5,000.00	\$5,800.00	\$18,831.15	57.75
Community Art Grant Totals			\$18,831.15	\$49,431.15		

* For some applicants, funding amounts will be given upon the provision of requested, mandatory documentation.

Policy Implications

The 2017 - 2021 Council Plan provides as follows:

Strategic Objective 4:	Improving social outcomes
Context 4B:	Community connectedness and capacity
Actions	Community Development and Volunteer Strategies

The proposed allocation of grants under the Community Grants Winter 2017 Program is consistent with the 2017-2021 Council Plan.

Financial Implications

Consistent with the Community Grants Policy and 2017/18 budget allocation, a total of \$70,000 is available for allocation in the *Winter 2017* round:

- \$40,034.47 for Community Strengthening
- \$7,700.00 for Events
- \$8,847.45 for Arts

The total of grants being recommended for allocation in this round is therefore \$56,581.92

A total of \$13,418.08 will be carried over to Round 1 2018 (March 1 to 31).

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk rating	Control/s
Project timelines	Grant recipients exceeding prescribed timelines	Medium	-Terms and conditions agreements required to be signed by grant recipients -Scheduled monitoring of projects
Financial	Grant recipients appropriate expenditure of Council funds	Medium	- Terms and conditions agreements required to be signed by grant recipients -Grant acquittal required upon completion of projects

Community Engagement

Level of Engagement	Stakeholder	Activities	Location	Date	Outcome
Consult	Community Groups	Meetings with applicant groups	Various	August 2017	Applicants groups supported to submit applications

Communications and Consultation Strategy

Applicants for the Winter 2017 round of the Community Grants Program have been advised that they will be notified of the outcomes of their grant applications in December 2017.

Community Development Officers will provide feedback to unsuccessful applicant groups via phone contact. Feedback will include:

- Advice to applicant groups of the relative strengths and areas for improvement in their application
- Options for alternative funding (if applicable)
- Supporting a group to re-lodge their application in the next appropriate round of the Community Grants Program

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

Applications received under the *Winter 2017* round of Community Grants are reflective of the diverse range of activities that community groups are engaged in and the areas in need of financial support from Council. In total, 25 applications were received across the three program categories: Community Strengthening (15), Events (4) and Arts (6).

Recommendation:

1. That the Council Allocates the following grants in the Community Strengthening Grant category.

Organisation Name	Project name	Grant Total
Ballan District Health & Care	Activities Courtyard	\$5,000.00
The Neighbour's Place Inc.-Emergency food and hospitality centre	Building Secure Foundations	\$5,000.00
Bacchus Marsh Cricket Club	Kitchen Upgrade at Maddingley Park Rooms	\$5,000.00
Ballan Men's Group	Drum Sander for Ballan Community Workshop	\$2,330.00
Gordon Drop In Centre	Gordon Drop in Centre Community Luncheon Program	\$4,100.00
Bacchus Marsh Public Hall	Bacchus Marsh Public Hall CCTV	\$2,887.50
Ecolinc Science & Technology Innovations Centre	Digging up the Diprotodon	\$5,000.00
Bacchus Marsh Branch of the Country Woman's Association	Setting up Tea Rooms	\$5,000.00
Navigators Community Centre	Chairs and Honour Boards	\$2,781.97
Ballan Senior Citizens	New Equipment for Ballan Senior Citizens	\$2,935.00

2. That the Council allocates the following grants in the Community Events Grant category

Organisation Name	Project name	Grant Total
Bacchus Marsh RSL	2018 100 year Centenary of the end of WWI Ceremony	\$3,000.00
Coimadai Landcare	Pasture Renewal	\$1,700.00
Bacchus Marsh Football Club	Reconciliation Week: Indigenous AFL Round Event	\$3,000.00

3. That the Council allocates the following grants in the Community Arts Grant category

Organisation Name	Project name	Grant Total
Ballan District Health & Care	Shared Arts Shared Hearts	\$3,000.00
Ballan & District Community House - Water Colour Group	The Lesley Batchelor Gallery Project	\$2,991.00
The Pottery Group	New equipment for the new Pottery Hub at Gordon	\$2,856.45

4. That all applicants be notified in writing of the outcome of their application.
5. That Council Staff provide feedback to unsuccessful groups and provide suggestions for alternative funding (if applicable) or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Grants Program.

Resolution:

Crs. Edwards/Sullivan

1. *That the Council Allocates the following grants in the Community Strengthening Grant category.*

Organisation Name	Project name	Grant Total
<i>Ballan District Health & Care</i>	<i>Activities Courtyard</i>	<i>\$5,000.00</i>
<i>Bacchus Marsh Cricket Club</i>	<i>Kitchen Upgrade at Maddingley Park Rooms</i>	<i>\$5,000.00</i>
<i>Ballan Men's Group</i>	<i>Drum Sander for Ballan Community Workshop</i>	<i>\$2,330.00</i>
<i>Gordon Drop In Centre</i>	<i>Gordon Drop in Centre Community Luncheon Program</i>	<i>\$4,100.00</i>
<i>Bacchus Marsh Public Hall</i>	<i>Bacchus Marsh Public Hall CCTV</i>	<i>\$2,887.50</i>
<i>Ecolinc Science & Technology Innovations Centre</i>	<i>Digging up the Diprotodon</i>	<i>\$5,000.00</i>
<i>Bacchus Marsh Branch of the Country Woman's Association</i>	<i>Setting up Tea Rooms</i>	<i>\$5,000.00</i>
<i>Navigators Community Centre</i>	<i>Chairs and Honour Boards</i>	<i>\$2,781.97</i>
<i>Ballan Senior Citizens</i>	<i>New Equipment for Ballan Senior Citizens</i>	<i>\$2,935.00</i>

2. That the Council allocates the following grants in the Community Events Grant category

Organisation Name	Project name	Grant Total
Bacchus Marsh RSL	2018 100 year Centenary of the end of WWI Ceremony	\$3,000.00
Coimadai Landcare	Pasture Renewal	\$1,700.00
Bacchus Marsh Football Club	Reconciliation Week: Indigenous AFL Round Event	\$3,000.00

3. That the Council allocates the following grants in the Community Arts Grant category

Organisation Name	Project name	Grant Total
Ballan District Health & Care	Shared Arts Shared Hearts	\$3,000.00
Ballan & District Community House - Water Colour Group	The Lesley Batchelor Gallery Project	\$2,991.00
The Pottery Group	New equipment for the new Pottery Hub at Gordon	\$2,856.45

- 4. That all applicants be notified in writing of the outcome of their application.**
- 5. That the Council notes that the Neighbours Place withdrew their application for a grant on the basis of having been successful in securing a grant from another source for the same project.**
- 6. That Council Staff provide feedback to unsuccessful groups and provide suggestions for alternative funding (if applicable) or how the group may choose to improve and re-develop their application for submission to the next appropriate round of the Community Grants Program.**

CARRIED.

Report Authorisation:



Authorised by:

Name: Danny Colgan
Title: General Manager Social & Organisational Development
Date: Tuesday, 28 November 2017.

11.3.3 Moorabool Health and Wellbeing Plan 2017-2021

Introduction

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

Background

The purpose of this report is to present the Council with the Moorabool Health and Wellbeing Plan 2017-2021 for adoption, following the public exhibition period.

The Moorabool Health and Wellbeing Plan 2017-2021 (the "Plan") is a four year plan for enhancing the health and wellbeing of residents in the Shire. The Plan provides a snapshot of the health and wellbeing status of the community and an action plan in partnership with local health providers and community organisations to improve the health and wellbeing of the Moorabool community. Local agencies, health services and organisations have demonstrated a strong commitment to the development and implementation of the Plan.

At the Ordinary Meeting of Council on the November 1 2017, the Council resolved to: endorse the draft Moorabool Health and Wellbeing Plan 2017-2021 for the purposes of public exhibition for a period of four weeks; and receive a further report at the conclusion of the exhibition period for consideration of feedback and finalisation of the Moorabool Health and Wellbeing Plan 2017-2021. The draft Health and Wellbeing Plan as advertised, is contained in Attachment 11.3.3.

During the public exhibition period the following activities were undertaken to seek community feedback on the draft Plan.

- Submissions through the Have Your Say website, the Council's on-line engagement portal;
- Copies were available at Council's Customer Service locations, Lerderderg Library, Ballan Library, Early Years and all rural library sites;
- Members of the Health and Wellbeing Committee were provided with the draft Plan and asked to provide feedback;
- Community groups and Committees of Management were provided with the draft Plan and asked to provide feedback;
- State and Federal Government were provided with the draft Plan and asked to provide any feedback;
- Internal Staff were provided opportunity to comment on the draft Plan;
- The public submission process was also advertised on the Council website, Council's Facebook page and Twitter account as well as Council's website.

- **Public Submissions and feedback received (to date)**

Stakeholder	Feedback Outcome	Summary of Feedback	Comments
Have your Say Moorabool	6 submissions	Submission 1: Please consider more parks, playgrounds, walking tracks in the Darley area, specifically play areas. More walking tracks overall in the Bacchus Marsh area.	One of the actions in the four year action plan is to map walking trails and promote them on the Victoria Walks website http://www.victoriawalks.org.au/ Parks and playgrounds can be included in this mapping process and incorporated into a web format.
		Submission 2: Bacchus Marsh desperately needs an all year round indoor pool.	A project is has just commenced that will review the timing of the proposed Indoor Aquatic Centre. The project will help guide Council’s long term strategic financial plan by providing some decision making parameters. The timeframes will be based around but not limited to; population growth and triggers, community infrastructure planning principles, industry benchmarking, external funding opportunities identified and cost implications.
		Submission 3: Please ensure that strategies intended to benefit cultural diversity, in particular, are developed in meaningful consultation with people from those diverse communities as well as allies (e.g. dominant culture/white) so that there is the greatest 'buy in' possible across the community.	The draft action plan contains an action “Adopt a cultural diversity position statement” and would be developed in consultation with diverse communities .

Stakeholder	Feedback Outcome	Summary of Feedback	Comments
		<p>Submission 4: In terms of the strategy to improve health outcomes for LGBTQI people, it appears that the focus is solely on youth, in terms of partners/stakeholders to be engaged. Council could promote external services that exist to support older/elderly LGBTQI community members. I think Council should also consider how it could engage LGBTQI community members across the age spectrum which along with the gay/straight alliance could benefit not only LGBTQI youth but the adults as well.</p>	<p>The strategy and outcome proposed under LGBTQI and the focus on young people can be expanded to include people across the age spectrum.</p> <p>The focus on young people came as a result of feedback receive during the consultation process for development of the plan.</p>
		<p>Submission 5: In terms of improving language around diversity, a really simple one is ensuring that any Council document requesting information on the gender of the applicant/client etc. includes options other than male/female so that there is at least basic recognition of the existence of transgender or gender non-conforming/non-binary identifying persons in Moorabool.</p>	<p>Whilst the submission is not directly related to the health and wellbeing plan, the proposal will be considered by staff.</p>
		<p>Submission 6: In relation to harm minimisation to youth (and the broader community) around alcohol availability, consider the effectiveness of using the schedule to Clause 52.27 of the Moorabool Planning Scheme to possibly limit the number of packaged liquor outlets in Bacchus Marsh.</p>	<p>This feedback has been forwarded to the statutory planning unit at Council for consideration.</p>

Stakeholder	Feedback Outcome	Summary of Feedback	Comments
Department of Health and Human Services (DHHS)	2 recommendations	Include a paragraph on the Central Highlands agreed catchment priority/outcome for healthier eating and active living.	It is proposed that the paragraph be included on page 14 of the plan, in the 'Moorabool – a healthy community' section
		Reference the Victoria Women's Sexual and Reproductive Health Priorities 2017-2020 to help guide strategies in this priority.	It is proposed that the reference be included on page 9 of the plan, in the 'Policy context' section

Proposal

It is proposed that the Council adopts the Moorabool Health and Wellbeing Plan 2017-2021, following the public exhibition process undertaken over the last four weeks.

Policy Implications

The 2017 – 2021 Council Plan provides as follows:

Strategic Objective 4: Improving social outcomes

Context 4A: Health and wellbeing

Actions: Adopt a revised Health and Wellbeing Plan

The proposed draft *Moorabool Health and Wellbeing Plan 2017-2021* is consistent with the 2017-2021 Council Plan.

Financial Implications

The draft plan 2017-2021 contains an action plan outlining key strategies and actions to be implemented over the next four years. Actions will be implemented through a partnership funding model which may include funding from external agencies, State and Federal Government funding bodies and the Council. Council funding will be subject to approval through the Council's annual budget process.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Health and Wellbeing Plan	Council is required to develop a Health and Wellbeing Plan under the Public Health and Wellbeing Act 2008	Low	Council to develop and adopt a Health and Wellbeing Plan for the Shire.

Communications and Consultation Strategy

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

Plan Development

Level of Engagement	Stakeholder	Activities	Outcome
Consult	Community members	'Have Your Say Moorabool' online community engagement portal	124 surveys completed

Level of Engagement	Stakeholder	Activities	Outcome
Consult	Service providers	'Have Your Say Moorabool' online community engagement portal	27 surveys completed
Consult	Early Years, Youth and Aged Services groups and programs	"Tell us about your health and wellbeing" postcards distributed	90 postcards returned
Consult	Residents	"Tell us about your health and wellbeing" postcards- Libraries, customer service, Family Services agencies, Volunteer event, Indigenous event, Disability services	
Collaborate	Key stakeholders	Establish Health and Wellbeing Advisory Committee	Advisory Committee established and has provided input into development of themes
Consult	Youth	Survey and discussions with individual groups	2 groups provided with opportunity to engage

Public exhibition period

Level of Engagement	Stakeholder	Activities	Outcome
Consult	Community	Submissions through the Have Your Say website	6 submission forms (to date)
Consult	Community	Copies were available at Council's Customer Service locations, Lerdererg Library, Ballan Library, all rural library sites and Early Years.	Residents able to view the Plan
Collaborate	Health and Wellbeing Committee	Provided with a copy and asked to provide feedback.	Feedback was asked to be submitted via the Have Your Say platform
Consult	Community groups and Committees of Management	Provided with the draft Plan and asked to provide feedback	Feedback was asked to be submitted via the Have Your Say platform
Consult	State and Federal Government	Provided with the draft Plan and asked to provide feedback	2 suggestions provided
Consult	Internal Staff	Emailed to all staff	Feedback was asked to be submitted via the Have Your Say platform
Consult	Community	Public submission process advertised on Council's website, Facebook pages and Twitter account.	No feedback to date via these platforms

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 draft plan 2017-2021 will guide future investment and direction in improving the health and wellbeing of the communities of Moorabool for both Council and key community partners. The Plan will be implemented and evaluated by the Council's Health and Wellbeing Committee and the Committee members will be directly involved in implementing the actions in the draft plan.

Resolution:

Crs. Bingham/Keogh

That Council, having advertised the proposed Moorabool Health and Wellbeing Plan 2017-2021, resolves to adopt the Moorabool Health and Wellbeing Plan 2017-2021 including the Health and Wellbeing Action Plan 2017-2021 inclusive of the following amendments:

<i>Page</i>	<i>Plan</i>	<i>Item</i>	<i>Amendment</i>
<i>9</i>	<i>Health and Wellbeing Plan 2017-2021</i>		<i>Include on page 9 in the 'Policy context' section, a reference to the Victoria Women's Sexual and Reproductive Health Priorities 2017-2020 to help guide strategies in this priority.</i>

Page	Plan	Item	Amendment
14	Health and Wellbeing Plan 2017-2021		Include a paragraph on page 14 in the 'Moorabool – a healthy community' section on the Central Highlands agreed catchment priority/outcome for healthier eating and active living.
29	Health and Wellbeing Action Plan 2017-2021	<u>Action:</u> Promote Moorabool Shire tracks and trails on Victoria Walks Website	<u>Action:</u> Promote Moorabool Shire tracks and trails on Victoria Walks website. Use this mapping process to include the location of parks and playgrounds.
36	Health and Wellbeing Action Plan 2017-2021	<u>Action:</u> Investigate interest in the establishment of a gay/straight alliance - EOI development - Progress is made dependent upon consultation results <u>Partners / Stakeholders:</u> MSC - Youth Young People, DET, Schools	<u>Action:</u> Investigate interest in the establishment of a gay/straight alliance - EOI development - Progress is made dependent upon consultation results <u>Partners / Stakeholders:</u> MSC - Youth People of all ages, DET, Schools

CARRIED.

Report Authorisation:

Authorised by:**Name:**

Danny Colgan

Title:

General Manager Social & Organisational Development

Date:

Tuesday, 28 November 2017.

11.4 INFRASTRUCTURE

11.4.1 Petition; Request in Relation to Road Safety Measures; Holts Lane, Darley

Introduction

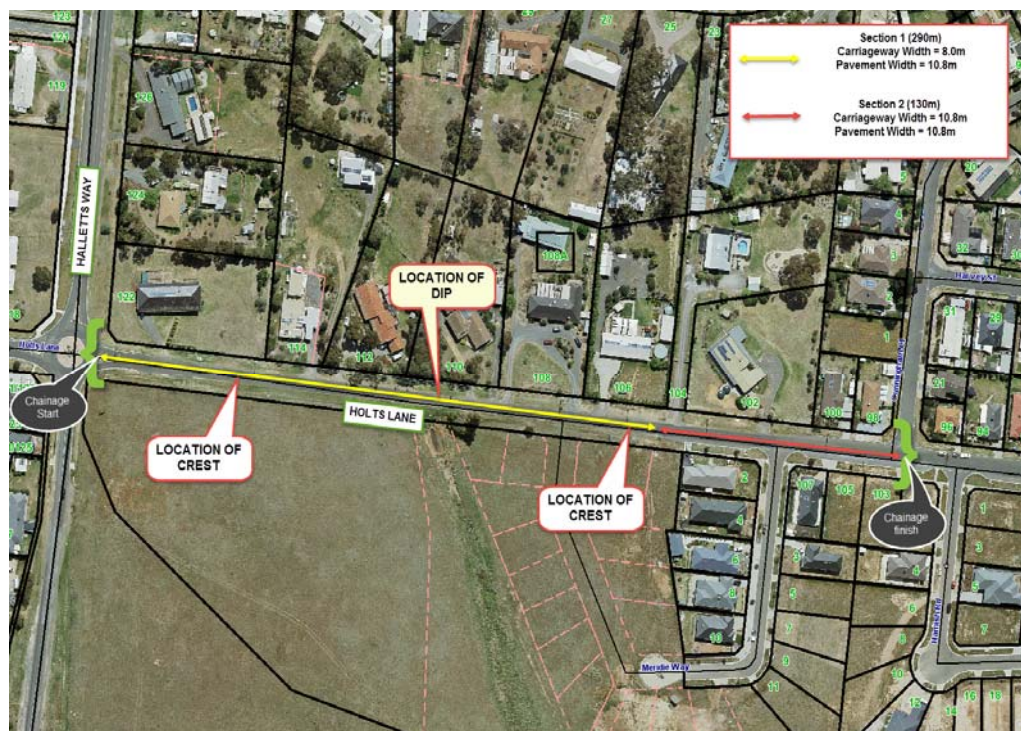
Author: John Miller
General Manager: Phil Jeffrey

Background

At the Ordinary Meeting on Wednesday 6 September 2017, Council formally received a petition containing 11 signatures, requesting a speed reduction from 60km/h to 50km/h travelling east on Holts Lane between Hallett's Way and Cunningham Close along with pavement double line marking and speed humps near the two crest areas of Holts Lane, Darley. At that meeting it was resolved that a further report be presented for Council's consideration.

Proposal

Holts Lane is classified as a Local Access 1 sealed road under Moorabool Shire Council's Road Management Plan. The requested section of Holts Lane is between Hallett's Way and Cunningham Close and is aligned approximately 420m in length and having a seal width of approximately 6.0m with 1.0m shoulders on either side for 290m east of Hallett's Way. This segment of road has a crest and dip as shown in the map below. The remaining 130m of the requested section has seal width of 8.0m with indented parking on one side.



The road is within a 'General Residential Zone' (GRZ) area and the southern side of Holts Lane is abutting the new Clifton Park North subdivision. The road section between Cunningham Close and No. 102 Holts Lane has 8.0m surface width and kerb and channel on south side of Holts Lane.

Travelling east on Holts Lane between Cunningham Close and Gisborne Road the road widens to approximately 12.0m and there are four (4) existing speed humps placed at approximately 200m apart along with associated Linemarking and warning signs.

Traffic Issues

Holts Lane is a two way road that connects Halletts Way with Gisborne Road. Generally, the traffic issues being experienced in Holts Lane are mainly due new residential developments in the area along with access to the Gisborne Road interchange. This has increased the traffic volume, speeding vehicles and possibly careless driving near the blind crest which is a narrow road section (6.0m seal width) with no centre linemarking thus creating safety concerns for the resident's ingress/egress from their properties on Holts Lane.

Traffic Data

The tables below shows the average daily vehicle counts and 85%ile speed (speed at which 85% of vehicles travel at or below) along Holts Lane. A map is included below showing these locations.

Date	22 June 2017
Location 1	200m east of Halletts Way
AADT (Average Annual Daily Traffic)	1050 vehicles/day
Commercial Vehicles Per Day	252 vehicles/day
85%ile speed (speed at which 85% of vehicles travel at or below)	76km/hour
Previous posted speed limit	60km/h
New posted speed limit (24/10/17)	50km/h



Developer Works

As part of the requirements for the Planning Permit issued to 'Clifton Park North' Subdivision on Holts Lane, Bacchus Marsh, the southern side abutting the development of Stage 1 & 2 has seen the following items constructed:

1. Widened asphalt surface between No. 93 & 107 Holts Lane to accommodate parking lane and bus stops.
2. The speed hump adjacent to No 90 Holts Lane has been removed and replaced with elevated raised platform pavement.
3. Barrier kerb and channel
4. Stormwater drainage
5. Street lighting
6. Nature strip
7. 1.5m wide concrete footpath
8. Street trees



Works for stage 3, on the southern side of Holts Lane abutting the development west of Meridie Way to Halletts Way will be constructed similar to the existing developments in Stage 1 & 2. The time frame for development of this stage is unknown as no development proposal has been submitted to Council.

Traffic Calming Devices

Traffic Calming is the term given to measures used to attempt to improve the safety or amenity of roads, by either reducing the volume of traffic or reducing the speed of traffic using that road. Council follows VicRoads standards, Austroads guidelines and internal procedures when considering Traffic Calming Devices.

For speed humps to be effective, the site needs to be well lit, relatively straight and flat with devices spaced at intervals between 80m to 150m apart.

It is also noted that traffic calming devices have the potential to introduce additional issues such as:

- Increase in noise and fumes next to the traffic calming structures due to braking and acceleration
- Can be uncomfortable for vehicle passengers and cyclists
- Reduction of on street parking
- Increased glare at night from car lights
- Increased maintenance costs to Council
- Slower access for emergency and service vehicles

It is important to note that traffic calming devices are not designed to control irresponsible driving behaviour.

Proposal

Following an investigation of the existing conditions and a review of traffic data as outlined above, Council has written to and received approval from VicRoads regarding reduction in speed along Holts Lane between Halletts Way and Cunningham Close from 60km/h to 50km/h.

Control items installed by Council on 24/10/17 are:

- 6 new '50km/h' signs
- 4 'New Limit' signs for 6 months

Below is the representation of the new speed limit implementation.



Further, it is recommended that linemarking be installed on Holts Lane full length between Halletts Way and Gisborne Road to formalise the carriageways and delineate the parking areas. In addition, it is recommended that new crest warning signs be installed east of Halletts Way.

It is considered that the installation of traffic calming devices are not warranted as the section east of Halletts Way due to its steep downhill geometry, sight distance and potential to create a hazard for road users.

Traffic counts on Holts Lane will continue to be monitored accordingly. Officers will also write to Victoria Police, requesting that the speed limit in the area be enforced.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1: Providing Good Governance and Leadership

Context 1A: Our Assets and Infrastructure

Action: Develop an Infrastructure Policy for Traffic Calming

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

Financial Implications

The installation of signs and linemarking along Halletts Way is estimated to cost \$3,500. If the recommendation is endorsed, this cost will be incurred to the operating budget.

Risk & Occupational Health & Safety Issues

There are no Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Communications and Consultation Strategy

The convener of the petition will be formally notified of Council's decision following a resolution.

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 – John Miller

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

Conclusion

At the Ordinary Meeting on Wednesday 6 September 2017, Council formally received a petition requesting Road Safety Measures for Holts Lane, Darley.

Following an investigation of the existing conditions and traffic data as outlined within this report, Officers have implemented a speed reduction to 50km/h. Additionally Officers recommend to install Linemarking (centreline, parking lane and edgeline) between Hallett's Way and Gisborne Road and additional warning signage in the area of the crest and dip.

However, it is considered that the installation of traffic calming devices is not warranted due to road geometry and possible hazard to motorists.

Resolution:

Crs. Edwards/Bingham

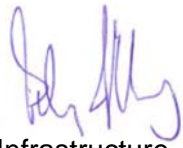
That Council:

1. ***Receives the report in relation to Road Safety Measures - Holts Lane, Darley***
2. ***Notes the changes already implemented as part of the report (speed reduction)***
3. ***Approves the installation of additional linemarking and crest warning signs for Holts Lane, Darley.***
4. ***Notes the concerns of residents as outlined in the petition, however does not support the installation of additional traffic calming devices in Holts Lane, Darley at this time.***

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey 
Title: General Manager Infrastructure
Date: Thursday, 30 November 2017

11.4.2 Grant Funding Opportunity – Building Better Regions Fund (Round 2)

Introduction

Author: Corinne Jacobson
General Manager: Phil Jeffrey

Background

Program Guidelines for the Round 2 of the Building Better Regions Fund (BBRF) have been released by the Australian Government. Under the BBRF, \$481.6M will be invested over four years (2017-2020) into infrastructure and community projects that will focus on creating jobs, driving economic growth and building stronger regional communities into the future.

Grants will be available through two funding streams:

- The Infrastructure Projects Stream will support projects that involve the construction of new infrastructure, or the upgrade or extension of existing infrastructure that deliver economic and social benefits to regional and remote areas.
- The Community Investments Stream will fund community building activities including, but not limited to, new or expanded local events, strategic regional plans, and leadership and capability building activities that deliver economic and social benefits to regional and remote areas.

Local Government and not-for-profit organisations are eligible to submit an application for a grant of between \$20,000 and \$10M, on a dollar for dollar basis. The BBRF focuses on rural, regional and remote communities, with projects in major capital cities not eligible under the guidelines.

Applications for Round 2 of the BBRF opened on 7 November 2017, with both the Infrastructure Projects Stream and the Community Investments Stream closing on 19 December 2017. Successful projects are required to commence within 12 weeks of execution of a funding agreement, and are required to be completed by 31 December 2020. This means that projects would need to be shovel ready prior to application.

Applying for Funding

It is important that applications focus on quantifying community benefits that will result from the project into the future. Projects will be assessed on four merit criteria, those that provide:

- The economic benefit the project will deliver to the region during and beyond the construction phase
- The social benefit the project will deliver to the region during and beyond the construction phase of the project
- The value for money offered by the project
- The project delivery – the capacity, capability and resources to deliver a strong project outcome

As the level of detail in an application is required to be commensurate with the \$ value of the project, the application process and supporting information is considerably onerous. At a minimum, an application would require the following supporting documentation:

- Project Management Plan
- Business Case
- Risk Management Plan
- Cost Benefit Analysis
- Written confirmation of all partner funding (cash or in-kind)
- Asset Maintenance/Management Plan
- Audited Financial Statements
- Letters of support from each project partner organisation

Proposal

Consideration has been given to projects within Moorabool that may attract funding. Council's advocacy document provides for the following projects:

- Parwan Employment Precinct
- Sewerage for Small Towns (Wallace and Bungaree)
- Bacchus Marsh Racecourse Recreation Reserve (BMRRR)

An analysis of the requirements for the funding stream suggests that the Bacchus Marsh Racecourse Recreation Reserve project is currently in a position to put together a competitive application. The Parwan Employment Precinct project is not sufficiently advanced for this round but may be in a position in future rounds. Similarly, the small town sewerage project requires further development and commitment from Central Highlands Water before it could be considered.

If an application for BMRRR is supported, it will require a review of the scope to eliminate any works that will have commenced with an associated review of documentation prepared for the previous BBRF application and the cost benefit analysis. For additional scope items, extra design work will need to be completed if successful and could be a variation to the current design contract for Stage 1.

There have been three previous grant applications for BMRRR through NSRF and BBRF round 1. Although unsuccessful, feedback on the previous application under BBRF revealed the application scored well in all merit criterion.

The BMRRR project has an approved budget allocation of \$4.8M in 2017/2018 and 2018/2019 for the construction of Stage 1A.

Given the above, it is proposed to submit an application for Bacchus Marsh Racecourse Recreation Reserve with a revised scope for Stage 1 and inclusion of some stage 2 components. The scope of the project is outlined below.

The project has been titled the Moorabool Regional Community Sports Hub and will meet the identified immediate active recreation needs of the community of Bacchus Marsh and its surrounds, while also enhancing the activities of existing reserve tenants. A modified Stage 1 of the development would include all elements of the original Stage 1 brief with the exception of early works which

would already have commenced construction prior to confirmation of BBRF funding and cannot be leveraged. Therefore, a revised funding breakdown is proposed as per below;

Current budget allocation	\$4.8M
Minus Early Works that won't be eligible	\$1.2M
Remainder that could be leveraged	\$3.6M
Plus Essence Development Contributions	\$0.24M
Total Leverage Amount	\$3.84M
Revised BBRF application	\$3.84M
Total Project incl BBRF and Early Works	\$8.88M

Based on this scenario, Council could leverage \$3.84M through BBRF. The funding breakdown above does not require any additional funds from Council other than allocating development contributions already received from Essence Estate. A new recommended scope of works based on the above available funds is as follows:

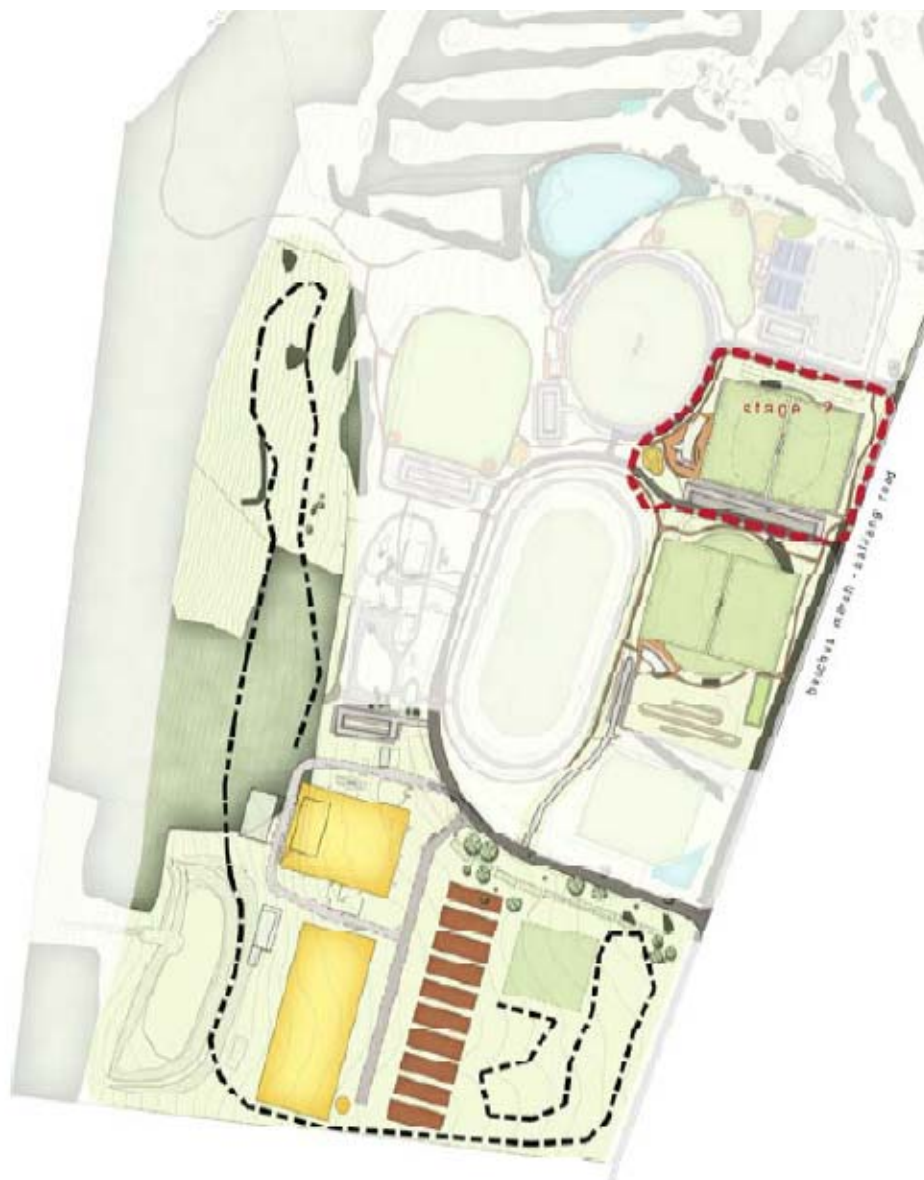
Early Works

- Bulk Earthworks
- Construction BMX Track (bulk earthworks)
- Construction of equestrian Cross Country Course

Remainder of Scope

- Multi-purpose field with 2 soccer pitches and a cricket field
- Sports lighting to multi use field
- Cricket practice nets x 2
- Multipurpose sports pavilion
- Construction of a gravel car park and entry road upgrade
- Paths, perimeter planting and landscaping
- Construction of sand show jumping arena (currently unfunded)
- Construction of camp drafting arena (currently unfunded)
- Pavilion for equestrian use (currently unfunded)
- Construction of a shared path to the site from Griffith St
- Extension and construction of services and utilities to the site
- Irrigation main and pump station from Werribee River
- Construction of stage 2 soccer pitches (currently unfunded)

It should be noted that the stage 2 soccer pitches would not include the proposed pavilion at this stage, which will come later, but a temporary solution could be included in the interim if necessary. Additional design work will be necessary if successful but could be dealt with as a variation to the existing stage 1 design contract. A layout of stage 1 and 2 scope is included below.



Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 1:	Providing Good Governance and Leadership
Context 1A:	Our Assets and Infrastructure
Action:	Recreation and Leisure Strategy; Plan and construct Stage 1 of the BMRRR

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

Financial Implications

The proposal uses funds already allocated to the project and attempts to broaden the scope based on maximising the leverage of dollars. Therefore there is no additional commitment of funds required from Council.

Risk & Occupational Health & Safety Issues

Risk Identifier	Detail of Risk	Risk Rating	Control/s
Financial – Inadequate matching funds to finish project	Agencies not able to match required funding.	Low	Commitment in writing from relevant agencies.

Communications and Consultation Strategy

Extensive consultation has previously occurred as part of the preparation of the Bacchus Marsh Racecourse Recreation Reserve Masterplan and current design preparation for Stage 1. The Chair of the Recreation Reserve Committee of Management will be advised of Council's resolution in relation to the submission of an application.

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 – Corinne Jacobson

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

Conclusion

The Federal Government's Building Better Regions Fund (BBRF) will invest \$481.6M over four years (2017-2020) into infrastructure and community projects that will focus on creating jobs, driving economic growth and building stronger regional communities.

It is recommended that Council authorises officers to progress an application for the Bacchus Marsh Racecourse Reserve – Stage 1B and Stage 2A.

Resolution:

Cr. Edwards/Bingham

That Council:

- 1. Requests officers submit an application to Round 2 of the Building Better Regions Fund (BBRF), for the Moorabool Regional Community Sports Hub.***
- 2. Requests officers prepare supporting documentation required for the BBRF application.***

CARRIED.

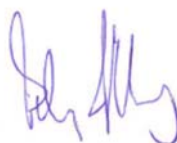
Report Authorisation

Authorised by:

Name: Phil Jeffrey

Title: General Manager Infrastructure

Date: Thursday, 30 November 2017



11.4.3 Draft Investment Policy

Introduction

Author: Steve Ivelja
General Manager: Phil Jeffrey

Background

The purpose of Council's Investment Policy and Procedure is to 'provide for the effective and responsible investment of Council's surplus cash funds to maximise earnings within approved risk parameters and to ensure security of funds within the government legislative framework.'

Council's current Investment Policy was due for review in February 2014. A review of the existing document has been undertaken, with minor edits being made in order to make the policy clearer and more succinct.

The Draft Investment Policy was presented to the Audit & Risk Management Committee on Wednesday 9 August 2017, and subsequently to Council at the Ordinary Meeting on Wednesday 1 November 2017, where the following was resolved:

That:

- 1. Council receives the Draft Investment Policy; and*
- 2. In accordance with Moorabool Shire Council Policy Protocol, Consideration of Items which affect beyond the Current Year, the Investment Policy (IS017) as attached, now lay on the table for further consideration at the next Ordinary Meeting of Council.*

Proposal

It is now recommended that Council adopt the draft Investment Policy as attached to this report.

Policy Implications

The 2017 - 2020 Council Plan provides as follows:

Strategic Objective 1: Providing Good Governance & Leadership

Context 1C: Our Business & Systems

The proposal is consistent with the 2017 – 2020 Council Plan.

Financial Implications

The Investment Policy provides for the effective and responsible investment of Council's surplus cash funds to maximise earnings within approved risk parameters and to ensure security of funds within the government legislative framework.

Risk & Occupational Health & Safety Issues

There are no risk or occupational health and safety implications associated with the adoption of this policy.

Communications and Consultation Strategy

The Investment Policy will be made available to relevant staff and the public via Council's web site.

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 – Steve Ivelja

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

Conclusion

Council's Investment Policy documents current investment practices and ensures they meet the relevant standards and guidelines. A review of the existing policy has been undertaken and it is now proposed that Council adopt the updated Investment Policy as attached.

Resolution:

Crs. Toohey/Edwards


That Council adopts the Investment Policy (IS017/Revision 3).

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey
Title: General Manager Infrastructure
Date: Thursday, 30 November 2017



11.4.4 Council Recycling; Contract and Processes

Introduction

Author: Daniel Smith

General Manager: Phil Jeffery

Background

At the Ordinary Meeting of Council on Wednesday 4 October 2017, Council put forward a Notice of Motion in relation to recycling services within the municipality as detailed below:

That following reports in the media of recycling materials being dumped in landfill, that a report be prepared by officers on our recycling contracts and processes.

CARRIED.

Overview

Moorabool Shire has 16,407 rateable properties of which approximately 12,788 receive a kerbside waste and recyclables collection service. Over half of the tenements receiving a kerbside collection service are located in the township of Bacchus Marsh. There are also street bins throughout the Shire and bins throughout Council's Parks, Reserves and Halls. Currently, there are commercial services in the Ballan Township, in the Bacchus Marsh Township and commercial services in the rural areas.

Refer to the attached Waste Collection Map which displays the coverage of the garbage and recycling service, as indicated by colours.

Moorabool Shire is a member of the Grampians Central West Waste & Resource Recovery Group. The Grampians Central West Waste & Resource Recovery Group Management Plan has been approved by the EPA and as such commits Moorabool Shire to reducing the amount of waste generated in the Shire and what is sent to landfill. Council's contractors are expected to assist Moorabool Shire Council in waste reduction initiatives.

Residents receive the following waste collection and recyclables collection service:

WASTE			RECYCLING		
URBAN	120 litre MGB	Weekly	URBAN	240 litre MGB	Fortnightly
RURAL	240 litre MGB	Fortnightly	RURAL	240 litre MGB	Fortnightly

Moorabool Shire is currently serviced by three Transfer Stations located at Ballan, Mount Egerton and Bacchus Marsh.

Moorabool Waste Management & Resource Recovery Strategy

The Waste Management and Resource Recovery Strategy, adopted by Council in June 2014, is designed as an action document that reviews management options and sets directions for future management of wastes by council over the next 5-10 years. In particular, the strategy considers growth within the Shire and actions that will be taken to improve waste management outcomes.

Recycling Contract

Visy undertakes the recycling service for Moorabool Shire, under contract C18B-2011/2012 – Collection, Removal and Disposal of Waste and Recyclables, which began in 2012 and expires in June 2019. Visy's core business is the collection, sorting, and reprocessing of recyclables.

None of the recycling collected under this contract with Visy can be disposed of at any of the Transfer Stations mentioned above.

Recycling Processes

All kerbside recyclables that Visy collects and/or processes, are sent to a Material Recovery Facility (MRF) to be sorted. This facility is owned and operated by Visy.

At the MRF, Visy employs manual hand sorters and machines that assist in the removal of contamination and separating the six material types into their categories. The categories are Paper, Cardboard, Plastic (PET, HDPE), Steel, Aluminium and Glass. Once these materials have been sorted, they are sent off to different parts of the business for reprocessing.

For example, paper and cardboard are transported to Visy's paper mill in Coolaroo, Victoria for reprocessing into 100% recycled paper reels. These sheets are then used to make the external layer of cardboard boxes which takes place at Visy's box factory in Dandenong, Victoria.

Plastic PET is sent to Visy's facility in Smithfield, New South Wales where it is used to manufacture 100% recycled food grade packaging and recycled drink bottles.

Refer to the Visy supplied diagrams which provide a pictorial process from collection to manufacture for Aluminium, Glass, Paper/Cardboard, Plastic and Steel, and also the Visy Recycling Corporate Video which provides a brief overview of their operations at: <https://www.visy.com.au/recycling/about/>

Service Report and Statistics

Visy provides Council officers with monthly reports containing various data, of which the table below may be of interest for the purposes of this report.

The below chart displays historical data on the amount of recycling collected by Visy in tonnes:

FY Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY13	246.04	218.4	237.06	254.04	245.44	246.92	351.58	262.09	298.43	241.38	296.16	208.68	3106.22
FY14	206.82	210.5	201.4	255.98	252	246.06	314.76	261.58	241.94	265.12	251.21	208.38	2915.75
FY15	164.54	215.74	240.5	288.32	226.04	307.32	288.14	243.96	279.57	237.12	214.64	246.66	2952.55
FY16	244.58	218.96	280.98	279.34	258.48	317.32	235.26	276.76	283.04	235.56	271.28	236.58	3138.14
FY17	225.54	283.56	255.68	237.26	291.48	286.02	339.82	260.64	305.8	238.4	264.2	252.78	3241.18
FY18	250.26	258.72	215.94										724.92

An audit was conducted by Visy on one truck load of recycling on 19 July 2016. Below are the results:

Material	Tonnes	% of Total
Paper	1.92	42.5%
Plastic	0.44	9.7%
Aluminium	0.04	0.9%
Steel	0.18	4.0%
Glass	1.48	32.7%
Waste	0.46	10.2%
Total	4.52	

Budget

The contract value for Visy this financial year is \$586,634.

The contract includes a rebate to Council for recyclables collected and it is budgeted that Council will receive \$146,580 this financial year from Visy for payment of recyclables recovered as part of this service. It's doubtful if this will be offered in future contracts.

Council currently charges \$48 per annum per recycling service from ratepayers, for 12,788 serviced properties.

As part of contract, Council is also allocated \$10,000 per financial year for recycling calendars, advertising etc.

Proposal

Moorabool Shire has 16,407 rateable properties of which approximately 12,788 receive a kerbside waste and recyclables collection service.

Visy undertakes the recycling service for Moorabool Shire, under contract C18B-2011/2012 – Collection, Removal and Disposal of Waste and Recyclables. The contract began in 2012 and is due to expire in June 2019.

Policy Implications

The Council Plan 2017 – 2021 provides as follows:

Strategic Objective 2: Minimising Environmental Impact

Context 2B: Natural Environment

Actions: Waste Management

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

Financial Implications

There are no financial implications associated with this report.

Risk & Occupational Health & Safety Issues

There are no Risk or Occupational Health and Safety issues associated with the recommendation within this report.

Community Engagement Strategy

There is no Community Engagement Strategy associated with the recommendation within this report.

Communications and Consultation Strategy

There is no Communications and Consultation Strategy associated with the recommendation within this 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 – 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

Following a Notice of Motion raised at the Ordinary Meeting of Council on Wednesday 4 October 2017, this report has been prepared that provides an overview of recycling contracts and processes.

Resolution:

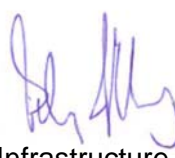
Crs. Keogh/Sullivan

That Council receives the report in relation to recycling contracts and processes.

CARRIED.

Report Authorisation

Authorised by:

Name: Phil Jeffrey 
Title: General Manager Infrastructure
Date: Thursday 30 November 2017

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 18 October 2017 – Draft Service Review and Planning Report – Aged and Disability Services
- Assembly of Councillors – Wednesday 18 October 2017 – Open Space Maintenance Management Plan
- Assembly of Councillors – Wednesday 18 October 2017 – Priority Projects and Advocacy to December 2017
- Assembly of Councillors – Wednesday 1 November 2017 – Presentation by the Grampians Central West Waste and Resource Recovery Group
- Assembly of Councillors – Wednesday 15 November 2017 – Rating Strategy Review

Resolution:**Crs. Toohey/Edwards**

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

- ***Assembly of Councillors – Wednesday 18 October 2017 – Draft Service Review and Planning Report – Aged and Disability Services***
- ***Assembly of Councillors – Wednesday 18 October 2017 – Open Space Maintenance Management Plan***
- ***Assembly of Councillors – Wednesday 18 October 2017 – Priority Projects and Advocacy to December 2017***
- ***Assembly of Councillors – Wednesday 1 November 2017 – Presentation by the Grampians Central West Waste and Resource Recovery Group***
- ***Assembly of Councillors – Wednesday 15 November 2017 – Rating Strategy Review***

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 Reserve	15 November 2017	Cr. Toohey
Development Assessment Committee <i>To download a copy of the minutes, go to the MSC website:</i> https://www.moorabool.vic.gov.au/my-council/council-meetings/council-committees-2017	11 October 2017 8 November 2017	Cr. Dudzik, Cr. Keogh, Cr. Tatchell, Cr. Toohey

Resolution:

Crs. Toohey/Sullivan

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

- ***Greendale Recreation Reserve Committee of Management meeting held on 15 November 2017***
- ***Development Assessment Committee meeting held on 11 October and 8 November 2017***

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
Audit and Risk Committee	08/11/2017	Cr. Dudzik Cr. Tatchell

Resolution:

Crs. Bingham/Edwards

That Council receives the reports of the following Advisory Committees of Council:

- ***Audit and Risk Committee meeting of Wednesday, 8 November 2017.***

CARRIED.

13. NOTICES OF MOTION**13.1 Cr. Bingham: N.O.M. No. 268– Council Funding for an additional electric BBQ in Maddingley Park**

Resolution:

Crs. Bingham/Edwards

That Council:

- 1. *Allocate a maximum of \$7,909 from the East Moorabool Development Work Funds to enable the Maddingley Park COM to purchase a new electric BBQ.***
- 2. *That the Chief Executive Officer be authorised to disburse the allocated funds subject to the following conditions:***
 - a. *Council approval for the installation of the BBQ being provided.***
 - b. *Maddingley Park CoM providing a copy of the BBQ invoice to Council.***
 - c. *Maddingley Park CoM providing minuted approval for expending the BBQ installation costs from their funds.***

CARRIED.

13.2 Cr. Bingham: N.O.M. No. 269– Bald Hill Future Planning**Motion**

That Council Officers prepare a report which includes:

- A scoping document for the project outlining potential uses i.e. scenic lookout, horsing riding trails, walking tracks, picnic areas etc. and opportunities for the site and the potential resultant benefits for Council and the wider community.
- Investigate potential funding streams with Sports and Recreation Victoria, RDV and other funding bodies.

Resolution:

Crs. Bingham/Toohey

That Council Officers prepare a report which includes:

- ***A scoping document for the project outlining potential uses i.e. scenic lookout, horsing riding trails, walking tracks, picnic areas etc. and opportunities for the site and the potential resultant benefits for Council and the wider community.***
- ***Investigate potential funding streams with Sports and Recreation Victoria, RDV and other funding bodies.***
- ***an investigation into any portions of land at Bald Hill that could be sold.***

CARRIED.

14. MAYOR'S REPORT

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

Cr Paul Tatchell – Mayor's Report	
<i>Date: 6 December, 2017</i>	
11 November	<ul style="list-style-type: none"> Ballan RSL Remembrance Day Service, Ballan
15 November	<ul style="list-style-type: none"> Assembly of Councillors – Rating Strategy Review
22 November	<ul style="list-style-type: none"> Blessing of the new Vinnies Bacchus Marsh Shop, Bacchus Marsh Assembly of Councillors – VicRoads Update on Current Projects Assembly of Councillors – Presentation by the Chair of the A&R Committee Assembly of Councillors – Review of the Draft Communications and Marketing Strategy Assembly of Councillors – SFP and Rate Cap Variation
24 November	<ul style="list-style-type: none"> Red Cross Flower Show and Luncheon, Ballan
28 November	<ul style="list-style-type: none"> Australia Day Selection Panel Meeting
4 December	<ul style="list-style-type: none"> Meeting with Mayor and CEO, City of Ballarat
6 December	<ul style="list-style-type: none"> Assembly of Councillors – Presentation by Melbourne Water: Healthy Waterways Strategy 2018+ Assembly of Councillors – Emergency Management & Fire Prevention Assembly of Councillors – Draft Local Laws Review Ordinary Meeting of Council

Resolution:

Cr. Keogh/Bingham

That the Mayor's report be received.

CARRIED.

15. COUNCILLORS' REPORTS

Cr. Keogh	
November/December 2017	
11 November	Attended the Bacchus Marsh Remembrance Day ceremony.
11 November	Attended the Rotary Park skate day
2 December	Attended the Bacchus Marsh Motocross Club race meeting
24 November	Attended the 20th Year Celebration of the Leigh Creek Catchment Group

Cr. Bingham	
November 2017	
17 November	Gave a talk at the Darley Kids Club at the Darley Primary School

Cr. Sullivan	
November 2017	
24 November	Attended the National Timber Councils Association Annual General Meeting

Resolution:

Crs. Bingham/Edwards

That the Councillors' reports be received.

CARRIED.

16. URGENT BUSINESS**16.1 RV Friendly Town – Waste dump point**

Resolution:

Crs. Edwards/Bingham

- 1. *That Council contact the Lions Club and Rotary Club in order to gain an understanding of what it means to be an RV Friendly Town and to discuss the location of a waste dump point in Bacchus Marsh.***
- 2. *That a report be provided to Council on the result of the meetings at a later date.***

CARRIED.

16.2 Municipal Fire Management Plan - Issuing of Fire Permits during fire danger period

Resolution:

Crs. Toohey/Edwards

That Council write to the relevant bodies, including Craig Lapsley, Emergency Management Commissioner and James Merlino MP, Deputy Premier and Minister for Education and Emergency Services, in regards to an amendment urgently needed in the Municipal Fire Management Plan to allow a permit process for residents of Moorabool Shire to facilitate much needed fuel reduction works which have not been able to be carried out due the wet season.

CARRIED.

16.3 Fire Danger Period

Resolution:

Cr. Sullivan/Toohey

- 1. *That Council write to the CFA Chief Officer, Steven Warrington requesting that in future years climatic variations within the shire be taken into consideration when making the proclamation of the fire danger period and also that the proclamation of the fire danger period in Moorabool be based on the previous municipal districts ie; Bacchus Marsh, Ballan, Buninyong and Bungaree districts.***
- 2. *That a copy of the letter be sent to appropriate minister and shadow minister.***

CARRIED.

AJOURNMENT OF MEETING – 6.45PM

Crs. Sullivan/Edwards

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

CARRIED.

RESUMPTION OF MEETING –6.56PM

Crs. Toohey/Sullivan

That the meeting now be resumed.

CARRIED.

17. CLOSED SESSION OF THE MEETING TO THE PUBLIC**17.1 Confidential Report****17.2 Confidential Report****17.3 Confidential Report****Resolution:****Crs. Edwards/Toohey**

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.

Items 17.1, 17.2 and 17.3 are confidential items and therefore not included as part of these Minutes.

18. MEETING CLOSURE

The meeting closed at 7.06pm.

Confirmed.....Mayor.