



MINUTES OF THE ORDINARY COUNCIL MEETING OF THE HINDMARSH SHIRE COUNCIL HELD AT THE COUNCIL CHAMBER, NHILL ON WEDNESDAY 23 AUGUST 2017, COMMENCING AT 3:00PM

AGENDA

1. Acknowledgement of the Indigenous Community and Opening Prayer

2. Apologies

3. Confirmation of Minutes

4. Declaration of Interests

5. Public Question Time

6. Deputations

7. Activity Reports

8. Correspondence

9. Assembly of Councillors

9.1 Record of Assembly

10. Planning Permit Reports

10.1 Application for planning permit 1544-2016

11. Reports Requiring a Decision

11.1 2016 Flood Recovery Activity Update

11.2 Section 86 Committee – Dimboola Town Committee and Nhill Town Committee Membership

11.3 Nhill Learning Centre – Growing Futures - Hindmarsh

11.4 Riverside Holiday Park, Dimboola – Relocatable Building / Site Office Proposal

11.5 Adoption of Annual Budget 2017/18

- 11.6 Adoption of the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021
- 11.7 Asset Management Plan Part A – Gen. Information & Part E – Pathways

12. Special Committees

- 12.1 Nhill Town Committee
- 12.2 Yurunga Homestead Committee
- 12.3 Wimmera Mallee Pioneer Museum
- 12.4 Dimboola Town Committee
- 12.5 Municipal Emergency Management Planning Committee

13. Late Reports

No report

14. Other Business

No report

15. Confidential Matters

- 15.1 2017/18 Business Assistance Grants Program Round 1
- 15.2 Local Roads to Market Grant Program
- 15.3 Hindmarsh Shire Council Community Action Grants 2017/18

16. Meeting Close

Present: Crs. D. Nelson (Mayor), R. Lowe (Deputy Mayor), D. Colbert, T. Schneider, R. Gersch, R. Ismay

In Attendance:

Greg Wood (Chief Executive Officer), Shane Power (Director Infrastructure Services), Monica Revell (Acting Director Corporate Services), Philip King (Acting Director Community Services), Taegan Salt (Executive Assistant), Shelley Gersch (Acting Executive Assistant), Andre Dalton (Coordinator Planning and Development) 1-10.3, Janelle Reichelt (Finance Coordinator) 11.6.

1. ACKNOWLEDGEMENT OF THE INDIGENOUS COMMUNITY AND OPENING PRAYER

Cr Nelson opened the meeting at 3:00pm by acknowledging the Indigenous Community and offering the opening prayer.

2. APOLOGIES

Nil

3. CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on Wednesday 2 August 2017 in the Council Chamber, Nhill as circulated to Councillors be taken as read and confirmed.

MOVED: CRS T. Schneider/R. Lowe

That the Minutes of the Ordinary Council Meeting held on Wednesday 2 August 2017 in the Council Chamber, Nhill as circulated to Councillors be taken as read and confirmed.

CARRIED

Attachment: 1

4. DECLARATION BY COUNCILLORS OR OFFICERS OF ANY DIRECT OR INDIRECT INTEREST IN ANY ITEM ON THE AGENDA.

- Direct; or
- Indirect interest
 - a) by close association;
 - b) that is an indirect financial interest;
 - c) because of conflicting duties;
 - d) because of receipt of an applicable gift;
 - e) as a consequence of becoming an interested party; or

- f) because of an impact on residential amenity.

Declaration of direct or indirect interest must also be advised by Councillors at the commencement of discussion of the specific item.

Cr. T. Schneider declared an indirect interest by close association to item 11.6 Adoption of the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021.

5. PUBLIC QUESTION TIME

6. DEPUTATIONS

No deputations

MOVED: CRS R. Gersch/D. Colbert

That Council move item 11.6 Adoption of the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021 to after 6 Deputations.

CARRIED

Cr. T. Schneider declared a conflict of interest due to indirect interest by close association to item 11.6 Adoption of the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021

Cr. T Schneider left the room at 3:04pm

7. ACTIVITY REPORTS

COUNCILLOR ACTIVITIES: JULY 2017

Cr NELSON, MAYOR

Attended:

- 01/07/2017 Lions Club of Nhill Change Over Dinner, Nhill
- 02/07/2017 Rotary Club Nhill High Tea, Little Desert Lodge
- 03/07/2017 Dimboola Town Committee, Dimboola
- 04/07/2017 Mayor / CEO meeting, Nhill
- 05/07/2017 GrainCorp Planning permit, Nhill
- 05/07/2017 Nhill Sporting Club inspection, Nhill
- 05/07/2017 Briefing meeting, Nhill
- 05/07/2017 Council meeting, Nhill
- 07/07/2017 Project Hindmarsh 20th Anniversary meeting & Dinner event, Little Desert Lodge
- 08/07/2017 Project Hindmarsh planting site visit, Dimboola
- 08/07/2017 Project Hindmarsh dinner, Little Desert Lodge
- 11/07/2017 Launch of Western Rail advocacy program, Stawell
- 11/07/2017 Wimmera Development Association meeting, Horsham
- 14/07/2017 Nhill Early Years Centre Fundraising committee meeting, Nhill
- 16/07/2017 Human Powered Vehicle race, Dimboola
- 18/07/2017 Meeting with Glenn Carrol- HSCC, Dimboola
- 18/07/2017 Mayor / CEO meeting, Nhill
- 19/07/2017 Graham Blair lunch, Nhill
- 19/07/2017 Briefing meeting, Nhill
- 19/07/2017 Council meeting, Nhill
- 21/07/2017 Mayors Connect - VLGA, Melbourne
- 22/07/2017 Dimboola Lions Club change over dinner, Dimboola
- 24/07/2017 AFL future direction meeting, Horsham
- 25/07/2017 Skate park 'Drop in' session, Rainbow
- 26/07/2017 Vic Roads Country Roads Forum, Nhill
- 27/07/2017 WSMLEEN, Horsham
- 27/07/2017 Skate park 'Drop in' session, Dimboola
- 30/07/2017 Nhill Early Years Centre Open Day, Nhill

Cr LOWE, DEPUTY MAYOR

Attended:

- 01/07/2017 Lions Changeover Dinner, Nhill
- 05/07/2017 Council Inspection, GrainCorp Site, Nhill
- 05/07/2017 Council Inspection, Nhill Sporting Club
- 05/07/2017 Council Briefing, Nhill
- 05/07/2017 Council Meeting, Nhill
- 10/07/2017 Town Committee Meeting, Jeparit
- 11/07/2017 Men's Shed AGM, Nhill
- 11/07/2017 A&P Society Vintage Club AGM, Nhill
- 16/07/2017 Committee of Management Meeting, (DELWP) Jeparit Golf Club
- 19/07/2017 Lunch with S/C Graham Blair
- 19/07/2017 Council Briefing, Nhill

- 19/07/2017 Council Meeting, Nhill
- 21/07/2017 VORRA Community Meeting, Rainbow
- 22/07/2017 VORRA Off road Racer "Show and Ride", Rainbow

Cr GERSCH

Attended:

- 14/07/2017 RCV board meeting
- 17/07/2017 Antwerp hall AGM
- 19/07/2017 Council meeting, Nhill
- 20/07/2017 Meeting lessee Nhill caravan park
- 26/07/2017 VicRoads roadshow, Nhill
- 27/07/2017 MEMP meeting Nhill
- 30/07/2017 Nhill Early Hub open day

Cr COLBERT

Attended:

- 05/07/2017 Council Briefing, Nhill
- 05/07/2017 Council Meeting, Nhill
- 19/07/2017 Lunch with S/C Graham Blair
- 19/07/2017 Council Briefing, Nhill
- 19/07/2017 Council Meeting, Nhill
- 11/07/2017 Men's Shed AGM, Nhill
- 11/07/2017 A&P Society Vintage Club AGM, Nhill
- 17/07/2017 Nhill Town Committee meeting
- 30/07/2017 Nhill Early Years Centre open day

Cr ISMAY

Attended:

- 19/07/2017 Council Briefing, Nhill
- 19/07/2017 Council Meeting, Nhill

Cr SCHNEIDER

Attended:

- 03/07/2017 Dimboola Town Committee
- 05/07/2017 Graincorp planning application, inspection at Belcher Street, Nhill
- 05/07/2017 Inspection of Davis Park facilities, Nhill
- 05/07/2017 Briefing and Council meeting, Nhill
- 16/07/2017 Human Powered Vehicle demonstration/event, Dimboola
- 18/07/2017 Meet Horsham Sports & Community Club representative, Dimboola Recreation Reserve playground
- 18/07/2017 Inspect new cabins, Riverside Holiday Park, Dimboola
- 19/07/2017 Function in recognition of Leading Senior Constable Graham Blair's 30th anniversary as a member of Victoria Police, Nhill
- 19/07/2017 Briefing and Council meeting, Nhill
- 21/07/2017 Mowing, Nursery Road, Dimboola
- 24/07/2017 Dimboola Memorial Secondary College School Council meeting
- 27/07/2017 Wimmera Regional Library Corporation sub-committee meeting, Horsham

SENIOR MANAGEMENT ACTIVITIES: JULY 2017

GREG WOOD, Chief Executive Officer:

Attended:

- 03/07/2017 Planning Application Meeting Ward Councillors
- 04/07/2017 Mayor/CEO Meeting, Nhill
- 05/07/2017 Graincorp planning application, inspection, Nhill
- 05/07/2017 Tour/discussion Davis Park facilities, Nhill
- 05/07/2017 Briefing & Council meeting
- 10/07/2017 Rural Living Campaign Steering Committee Meeting
- 11/07/2017 Men's Shed AGM, Nhill
- 11/07/2017 WDA Meeting, Horsham
- 13/07/2017 Wimmera Regional CEO Meeting
- 14/07/2017 Wimmera Emergency Management Resource Sharing Program
- 16/07/2017 HPV Demonstration (Expo) Race, Dimboola
- 18/07/2017 Mayor/CEO Meeting, Nhill
- 19/07/2017 Graham Blair lunch
- 19/07/2017 Briefing & Council meeting
- 21/07/2017 Tourism meeting Warracknabeal
- 26/07/2017 VicRoads: Country Roads forum, Nhill
- 28/07/2017 Constance on the Edge – Refugee Week Celebrations, Nhill
- 30/07/2017 Nhill Early Years Centre open day

ANNE CHAMPNESS, Director Infrastructure Services:

Attended:

- 03/07/2017 Dimboola Town Committee meeting
- 05/07/2017 Council Briefing and Meeting, Nhill
- 12/07/2017 Department of Education & Training, Licensing Visit, Nhill EYC
- 14/07/2017 Paul Fennell, Wimmera Catchment Management Authority, Nhill
- 16/07/2017 HPV Demonstration (Expo) Race, Dimboola
- 17/07/2017 Nhill Town Committee meeting
- 18/07/2017 Dimboola resident, train park, Dimboola
- 19/07/2017 Council Briefing and Meeting, Nhill
- 20/07/2017 ABC, Nhill Free Press visit NEYC
- 26/07/2017 VicRoads Country Roads Forum, Nhill
- 27/07/2017 Hindmarsh Municipal Emergency Management Planning Committee, Nhill
- 28/07/2017 Constance on the Edge Film Night, Refugee Week Celebrations, Nhill
- 30/07/2017 NEYC Open Day, Nhill

PHIL KING, Acting Director Community Services:

Attended:

- 04/07/2017 Council Briefing and Meeting including inspection of Davis Park
- 06/07/2017 Act@Work Action Group Meeting
- 07/07/2017 Inspection of Dimboola Recreation Reserve for HPV Event
- 11/07/2017 Public launch of the Western Rail Advocacy Program at Stawell
- 15/07/2017 Preparation of Dimboola Recreation Reserve for HPV Event
- 16/07/2017 HPV Event at Dimboola Recreation Reserve

- 19/07/2017 Council Briefing and Meeting
- 25/07/2017 Meeting with Dimboola Football Netball Club re female change rooms project
- 26/07/2017 Meeting with RDV, Ballarat
- 27/07/2017 Meeting with Nhill Settlement Advisory Committee
- 27/07/2017 Meeting with Nhill Learning Centre re proposed future of Nhill Kindergarten
- 28/07/2017 Constance on the Edge at NMCC for Refugee Week

MONICA REVELL, Acting Director Corporate Services:

Attended:

- 05/07/2017 Briefing & Council
 - 14/07/2017 Meeting with Andy Smith re Emergency Management Resource Sharing review
 - 19/07/2017 Meeting with Vision Super
 - 19/07/2017 Meeting with Rainbow Historical Society
 - 19/07/2017 Briefing & Council
 - 26/07/2017 Wimmera Emergency Management Resource Sharing Project (WEMRSP) Steering Group Meeting
 - 27/07/2017 Hindmarsh Shire Municipal Emergency Management Planning Committee (MEMPC) Meeting
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8. CORRESPONDENCE

8.1 GENERAL CORRESPONDENCE

No correspondence

MOVED: CRS R. Lowe/T. Schneider

That Council write to:

- 1) VORRA inviting the committee to attend a briefing to present to Council***
- 2) Dimboola Football Netball Club and Nhill Sporting Club, congratulating the clubs on the successfully run Motor Neurone Disease (MND) event on 19 August 2017.***

CARRIED

9. ASSEMBLY OF COUNCILLORS

Responsible Officer: Chief Executive Officer

Attachment: 2

Introduction:

The attached Assembly of Councillors Record is presented as an attachment to the Council agenda for the information of Councillors and recorded at the Council meeting as required under s80A Local Government Act 1989.

Options:

1. That Council accept the Assembly of Councillors Record as presented.

RECOMMENDATION:

That Council accepts the Assembly of Councillors Record as presented.

MOVED: CRS R. Ismay/R. Lowe

That Council accepts the Assembly of Councillors Record as presented.

CARRIED

Attachment: 2

10. PLANNING PERMITS

10.1 APPLICATION FOR PLANNING PERMIT 1544-2016

Responsible Officer:	Director Infrastructure Services
File:	Planning – Applications
Assessment:	107940
Attachment:	3
Applicant:	Fuelsite Pty Ltd T/A Black Duck Developments
Owner:	A.B Bentley Investments Pty Ltd
Subject Land:	CA 9 Sec 25A, Tsh Nhill Psh Balrootan (Nelson St Nhill)
Proposal:	Use and development of the land for a service station and erection and display of business identification signage.
Zoning & Overlays:	Commercial 1 Zone (C1Z), Environmental Significance Overlay Schedule 6 – Catchments of Wetlands of Conservation Value (ESO6)

Summary:

This application is for Use and Development of Land (including Buildings and Works), for the installation of 3 x 68,000 litre aboveground diesel tanks, and associated signage loading, service and storage areas (Service station) in Nelson Street, Nhill. A “Service station” is defined in the Hindmarsh Planning Scheme as:-

“Land used to sell motor vehicle fuel from bowsers, and lubricants. It may include the:

- a) selling of motor vehicle accessories or parts;*
- b) selling of food, drinks and other convenience goods;*
- c) hiring of trailers;*
- d) servicing or washing of motor vehicles; and*
- e) installing of motor vehicle accessories or parts”.*

While the development fits the definition of a Service Station, it is of a self-service nature, and not creating a kiosk or associated retail/service outlets.

Proposal Details:

Use and development of the land for a service station and erection and display of business identification signage. The proposal in detail involves:

- the installation of 3 x 68,000 litre aboveground bunded diesel tanks, and associated signage loading, service and storage areas;
- the display of business identification signage;
- install tank, fuel bowsers, and OPT (payment facility); and
- the layout includes entry/exit driveway crossovers to Nelson Street; leading to filling points as shown on the submitted plan;

In a covering submission accompanying the application, it is noted:

- The site is storing combustible liquids, in aboveground secondary contained tanks, designed ‘in accordance with relevant codes and standards’.

Planning Assessment:

Permit Requirement:

Use:

A planning permit is required pursuant to Clause 31.04-2 of the Commercial Zone to use the land for a service station. A 'service station' is a Section 2 Use.

Development:

A planning permit is required pursuant to Clause 31.04-4 of the Commercial Zone under the provisions of the Hindmarsh Planning Scheme to construct a building or construct or carry out works.

Signage:

In accordance with Clause 31.04-9 of the Scheme, advertising sign requirements fall within Category 1 – Commercial Areas of the Advertising Signage provisions at Clause 52.05. A planning permit is required to erect and display business identification signs pursuant to Clause 52.05-9 of the Scheme for sites within Category 1 – Commercial Areas, should the sign exceed 8m² in area. A condition on the permit will be applied requiring amended plans be lodged showing signage in accordance with the Scheme requirements, as the plans submitted do not adequately show proposed signage. The application documents submitted state that signage is to be 5.0m 'illuminated' signage.

Planning Scheme Requirements

State Planning Policy Framework

Clause 11 – Settlement
Clause 11.07 – Regional Victoria
Clause 11.15 – Wimmera Southern Mallee
Clause 12 - Environmental and Landscape Values
Clause 13 – Environmental Risks
Clause 17 – Economic Development
Clause 18 - Transport
Clause 19 - Infrastructure

Local Planning Policy Framework

Clause 21 – Municipal Strategic Statement

Zoning Provisions

Clause 34.01 – Commercial 1 Zone

Overlay Provisions

Nil

Particular Provisions

Clause 52.05 – Advertising Signs
Clause 52.06 – Car Parking
Clause 52.07 – Loading and Unloading of Vehicles
Clause 52.10 – Uses with Adverse Amenity Potential
Clause 52.12 – Service Station

General Provisions

Clause 65 – Decision Guidelines

Discussion

The application has been assessed against the State Planning Policy Framework and the Local Planning Policy Framework, and it is considered that the proposed use as a service station and signage is consistent with relevant policies contained within this section of the Hindmarsh Planning Scheme.

Clause 34.01 – Commercial 1 Zone states that before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

General

- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *The interface with adjoining zones, especially the relationship with residential areas.*

Use

- *The effect that existing uses may have on the proposed use.*
- *The drainage of the land.*
- *The availability of and connection to services.*
- *The effect of traffic to be generated on roads.*
- *The interim use of those parts of the land not required for the proposed use.*

Building and works

- *The movement of pedestrians and cyclists, and vehicles providing for supplies, waste removal, emergency services and public transport.*
- *The provision of car parking.*
- *The streetscape, including the conservation of buildings, the design of verandahs, access from the street front, protecting active frontages to pedestrian areas, the treatment of the fronts and backs of buildings and their appurtenances, illumination of buildings or their immediate spaces and the landscaping of land adjoining a road.*
- *The storage of rubbish and materials for recycling.*
- *Defining the responsibility for the maintenance of buildings, landscaping and paved areas.*
- *Consideration of the overlooking and overshadowing as a result of building or works affecting adjoining land in a General Residential Zone, Neighbourhood Residential Zone, Residential Growth Zone or Township Zone.*
- *The availability of and connection to services.*
- *The design of buildings to provide for solar access.*
- *The objectives, standards and decision guidelines of Clause 54 and Clause 55. This does not apply to an apartment development.*
- *For an apartment development, the objectives, standards and decision guidelines of Clause 58.*

Clause 52.12 of the Hindmarsh Planning Scheme provides guidelines for the site layout and design of service stations. The applicant has submitted a traffic and transport assessment, in which it states that:-

“the subject proposal is not proposed to operate as a typical ‘service station’, a review of the site layout against the traffic related requirements at Clause 52.12 is provided in the

ensuing sub-sections. Clause 52.12 states that a permit may be granted to vary these requirements if the responsible authority considers a better design solution will result.

Site Area and Dimensions

The site area and dimension requirements within Clause 52.12 require that the site must be at least 1,080 m² in area, with a frontage of at least 36 m and a depth of at least 30 m.

The site has an overall area of 2,380 m², a frontage of 73 metres and an average depth greater than 30 meters, which satisfies the above requirements. It is further noted that the development does not include on-site car parking and other uses such as a convenience store, air and water bays, and refuse storage, which would necessitate the space outlined in the clause”.

General Provisions – Decision Guidelines

Clause 65.01 of the Hindmarsh Planning Scheme requires that before deciding on an application or approval of a plan, the Responsible Authority must consider, as appropriate:

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

The relevant matters set out in s60 of the Act are:

- (1) Before deciding on an application, the responsible authority must consider—
 - (a) the relevant planning scheme; and
 - (b) the objectives of planning in Victoria; and
 - (c) all objections and other submissions which it has received and which have not been withdrawn; and
 - (d) any decision and comments of a referral authority which it has received; and
 - (e) any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and
 - (f) any significant social effects and economic effects which the responsible authority considers the use or development may have.

It is considered that this proposal will produce acceptable outcomes, having regard to the decision guidelines as listed above.

Notification & Referral of Application:

Pursuant to Sections 52 (1)(a), (b) and (d) of the Planning and Environment Act 1987 (the Act), notice of the application must be given to the community and affected authorities. Pursuant to Section 55 of the Planning and Environment Act 1987 (the Act), the application must be referred to stipulated authorities.

Community:

Pursuant to Section 52 of the Act, Council is required to give notice of this application to any person it considers the grant of the permit may cause material detriment. Notice was given to two (2) adjoining landowners, with no objections received. Notice was also given to the Environmental Protection Authority, who have not responded within the notice period. Council's Infrastructure Department raised initial concern, which can be addressed through the application of appropriate conditions.

Authorities:

Pursuant to Section 55 of the Act, this application was referred to VicRoads, and the Wimmera Catchment Management Authority (WCMA). VicRoads responded with conditions, and the WCMA noted that *"a 1% AEP [Annual Exceedance Probability] is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood, may occur in the future"*.

Strategic, Statutory and Procedural Requirements:

The proposal is consistent with the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

Report to Council:

The Town Planner advises that all obligations of Council (strategic, statutory and procedural) have been addressed and discharged in this planning application.

Processing Times:

The application was received on the 02 November 2016. The report is being presented to the Council meeting of 23 August 2017. The statutory processing time requirements of the Planning and Environment Act 1987 have not been satisfied.

Conflict of Interest:

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Anne Champness, Director Infrastructure Services

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Andre Dalton, Coordinator Planning and Development

In providing this advice as the Author, I have no disclosable interests in this report.

RECOMMENDATION:

That Council approves an application to use and develop land (including buildings and works) for a service station and erection and display of business identification signage, subject to the following conditions:

Amended/Endorsed Plans

1. Before the 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 (received by Council on 02 November 2016) but modified to show:

- a. Plans showing all signage on the land, including the proposed illuminated sign, with the total advertisement area not exceeding 1.5 square metres.***
- b. A landscape plan prepared by a landscape architect or a suitably qualified or experienced person, in accordance with Condition 3.***

2. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

Landscaping

3. Before the development starts, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The landscaping plan must be generally in accordance with plans submitted except that the plan must show:

- a. Details of surface finishes of pathways and driveways;***
- b. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;***
- c. Landscaping and planting within all open areas of the site.***
- d. Provision of suitable screen landscaping along the northern, western and eastern boundaries that is a minimum height of 2 metres at the time of planting.***
- e. Appropriate irrigation system.***
- f. Detail of site and soil preparation including mulching and maintenance.***

All species selected must be to the satisfaction of the Responsible Authority.

4. All landscaping works required to be undertaken by the developer must be completed to the satisfaction of the Responsible Authority prior to the commencement of business.

5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased damaged plants are to be replaced.

Construction Environmental Management Plan

6. ***Prior to works commencing a Construction Environmental Management Plan (CEMP) must be submitted to and approved by the Responsible Authority. When approved this Construction Environmental Management Plan will form part of this permit. This plan must incorporate, but is not limited to, the following information:***
 - a. ***Measures to ensure that no polluted water and/or sediment laden runoff is discharged directly or indirectly into stormwater drains during construction.***
 - b. ***Control of site emissions and noise during construction.***
7. ***All development and works must be carried out in accordance with the Construction Environment Management Plan, to the satisfaction of the Responsible Authority. Any non-compliance identified by the Responsible Authority must be rectified immediately at no cost to Council.***

Amenity

8. ***The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:***
 - a. ***Transport of materials, goods or commodities to 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; or***
 - e. ***In any other way.***
9. ***not prejudicially affect the amenity of the area.***
10. ***Goods, equipment or machinery must not be stored or left exposed in a position that can be seen from the street.***
11. ***Outdoor lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effects on surrounding land.***
12. ***Waste collection, loading, fuel deliveries and general deliveries may only occur between the hours of 7.00am and 8.00pm on any day.***
13. ***All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.***

General

14. ***During the construction phase of the development, the following conditions shall be met:***
 - a. ***Only clean rainwater shall be discharged to the stormwater drainage system;***
 - b. ***Stormwater drainage system protection measures shall be installed as required to ensure that no solid waste, sediment, sand, soil, clay or stones from the premises, enters the stormwater drainage system;***
 - c. ***Vehicle borne materials shall not accumulate on the roads abutting the site;***

- d. All machinery and equipment must be cleaned (if required) on site and not on adjacent footpaths or roads;*
- e. All litter (including items such as cement bags, food packaging and plastic stripping) must be disposed of responsibly.*

Car Parking/Access

- 15. Before the occupation of the development starts, the areas set aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:*
 - a. Constructed;*
 - b. Properly formed to such levels that they can be used in accordance with the plans;*
 - a. Surfaced with an all-weather-seal coat;*
 - b. Drained;*
 - c. Line marked to indicate each car space and all access lanes;*
 - d. Clearly marked to show the direction of traffic along access lanes and driveways; and*
 - e. Maintained to the satisfaction of the Responsible Authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.*
- 16. Protective kerb (of a minimum height of 150 mm) must be provided to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas and to control drainage flows.*
- 17. Vehicular crossings must be constructed to the road to suit the proposed driveways to the satisfaction of the Responsible Authority prior to any works being undertaken on the site. A Road Opening Permit must be obtained from Council's Engineering Department prior to any works commencing on the site.*
- 18. The owner/developer is responsible for determining the location of any road infrastructure or non-road infrastructure in the road reserve (e.g. pits, poles, water mains, gas mains, telecommunications cables etc.) that could be affected by the installation of the new crossovers or related works.*
- 19. Appropriate traffic signage must be installed within the car park to support traffic movement to the satisfaction of the Responsible Authority.*
 - a. Car parking must be provided internally within the site for maintenance vehicles.*
 - b. On street parking associated with the development is prohibited.*
 - c. The driveway between the layback and the property boundary is to be sealed at the owner/developers expense. The first three meters of each driveway within the development is to be sealed also, stopping material being brought out into the road reserve.*

Engineering

- 20. Access to the site and ancillary road works must be constructed in accordance with the requirements of the Responsible Authority.*

21. The entire development site must be connected to the existing underground drainage and sewerage systems to the satisfaction of the Responsible Authority.

22. The crossovers must be located and constructed to the satisfaction of the Responsible Authority in accordance with plans approved by the Responsible Authority.

The plans submitted must show all services within the road reservation including power poles, drainage pits, Telstra pits, trees, road humps, bus stops and any other road infrastructure or asset that may hinder or impact on the operation of the crossover.

23. Stormwater

a. The legal point of discharge will be made into Council's underground stormwater drainage system located in the road reserve of Nelson Street;

b. Engineering calculations and plans for the detention of stormwater onsite must be submitted and approved by Council accounting for a 1 in 20 ARI event and onsite detention minimum of 10 minutes;

c. The legal point of discharge is to be constructed to the satisfaction of Council and ongoing maintenance for the LPD is the responsibility of the owner/developer from the underground stormwater system to the property boundary.

24. The developer is required to treat flows from the site to eliminate contaminants entering the drainage system to the satisfaction of the Responsible Authority.

Rubbish and Litter Collection

25. Prior to the commencement of the use, a Waste Management Plan addressing deliveries/loading and the collection of rubbish must be submitted to the Responsible Authority. When to the satisfaction of, and approved by, the Responsible Authority, the Plan will be endorsed and then form part of the permit. The plan must address, but is not limited to:

a. Provision of rubbish bins within the carpark area.

b. Storage and collection of wastes, including the number of skip bin and how often they will be collected.

Service Station

26. Motor vehicles including motor cars, motor cycles, trailers or caravans must not be offered for sale or hire upon the land.

27. Panel beating, spray painting, mechanical repairs and similar activities must not be carried out on the land.

VicRoads

28. The entry and egress to the site from Nelson Street (Western Highway) are modified to the satisfaction of VicRoads and the responsible authority.

29. *The discharge of any concentrated drainage or sullage into the Western Highway drainage system is not permitted.*
30. *A report by a suitably qualified lighting engineer describing the illuminated site identification sign's level of illumination and the manner in which the lighting output of the sign will be managed to ensure that it does not give a veiling luminance to the driver, of greater than 0.25 cd/m², throughout the driver's approach to the sign.*
31. *The manner in which light spillage from the sign will be controlled.*
32. *All works required to be undertaken by the developer must be completed prior to the commencement of business.*

Signage

33. *The glare, reflection or illumination from the signs must not reflect so as to affect the safety, appearance or efficiency of a road.*
34. *The sign lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land.*
35. *The signs must be constructed and maintained to the satisfaction of the Responsible Authority.*

Time Limit (Signage)

36. *The signage approved by this permit expires 15 years from the date of issue of the permit.*

Time Limit (Development)

38. *The development approved by this permit will expire if one of the following circumstances applies:*
 - a. *The development and use is/are not started within two years of the date of this permit.*
 - b. *The development is not completed within four years of the date of this permit.*

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:

- a. *Within six months afterwards for commencement, or*
- b. *Within twelve months afterwards for completion.*

Notes

1. *This is not a Building Permit. Please consult a Building Surveyor and ensure that a Building Permit is obtained prior to the commencement of works.*
2. *Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.*

- 3. Planning approval is required for some advertising signs. Advertisement includes any word, letter, image, device or representation as well as bunting, streamers, flags, wind vanes or the like. The Responsible Authority should be consulted prior to the erection of any sign or advertisement.**
- 4. A copy of this permit and the endorsed plans must be provided to all builders and contractors who are to work on the site so that they are aware of the conditions to which this approval is subject.**
- 5. A 1% AEP [Annual Exceedance Probability] is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood, may occur in the future.**

SUPPLEMENTARY REPORT - PLANNING APPLICATION 1544-2016

As part of the planning referral process, the Environmental Protection Authority (EPA) were invited to specify conditions appropriate for the proposed land use as part of planning application 1544-2016. At the time of preparing the report to Council, the EPA had not provided a response. The EPA has since provided a response which includes a number of conditions which are now incorporated into the recommendation below.

RECOMMENDATION:

That Council approves an application to use and develop land (including buildings and works) for a service station and erection and display of business identification signage, subject to the following conditions:

Amended/Endorsed Plans:

- 1. Before the 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 (received by Council on 02 November 2016) but modified to show:***
 - a. Plans showing all signage on the land, including the proposed illuminated sign, with the total advertisement area not exceeding 1.5 square metres.***
 - b. A landscape plan prepared by a landscape architect or a suitably qualified or experienced person, in accordance with Condition 3.***
- 2. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.***

Landscaping

- 3. Before the development starts, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The landscaping plan must be generally in accordance with plans submitted except that the plan must show:***

- a. Details of surface finishes of pathways and driveways;*
 - b. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;*
 - c. Landscaping and planting within all open areas of the site.*
 - d. Provision of suitable screen landscaping along the northern, western and eastern boundaries that is a minimum height of 2 metres at the time of planting.*
 - e. Appropriate irrigation system.*
 - f. Detail of site and soil preparation including mulching and maintenance. All species selected must be to the satisfaction of the Responsible Authority.*
- 4. All landscaping works required to be undertaken by the developer must be completed to the satisfaction of the Responsible Authority prior to the commencement of business.*
 - 5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased damaged plants are to be replaced.*

Construction Environmental Management Plan

- 6. Prior to works commencing a Construction Environmental Management Plan (CEMP) must be submitted to and approved by the Responsible Authority. When approved, this Construction Environmental Management Plan will form part of this permit. This plan must incorporate, but is not limited to, the following information:*
 - a. Measures to ensure that no polluted water and/or sediment laden runoff is discharged directly or indirectly into stormwater drains during construction.*
 - b. Control of site emissions and noise during construction.*
- 7. All development and works must be carried out in accordance with the Construction Environment Management Plan, to the satisfaction of the Responsible Authority. Any non-compliance identified by the Responsible Authority must be rectified immediately at no cost to Council.*

Amenity

- 8. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:*
 - a. Transport of materials, goods or commodities to 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; or*
 - e. In any other way.*
- 9. The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.*
- 10. Goods, equipment or machinery must not be stored or left exposed in a*

position that can be seen from the street.

- 11. Outdoor lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effects on surrounding land.**
- 12. Waste collection, loading, fuel deliveries and general deliveries may only occur between the hours of 7.00am and 8.00pm on any day.**
- 13. All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.**

General

- 14. During the construction phase of the development, the following conditions shall be met:**
 - a. Only clean rainwater shall be discharged to the stormwater drainage system;**
 - b. Stormwater drainage system protection measures shall be installed as required to ensure that no solid waste, sediment, sand, soil, clay or stones from the premises, enters the stormwater drainage system;**
 - c. Vehicle borne materials shall not accumulate on the roads abutting the site;**
 - d. All machinery and equipment must be cleaned (if required) on site and not on adjacent footpaths or roads;**
 - e. All litter (including items such as cement bags, food packaging and plastic stripping) must be disposed of responsibly.**

Car Parking/Access

- 15. Before the occupation of the development starts, the areas set aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:**
 - a. Constructed;**
 - b. Properly formed to such levels that they can be used in accordance with the plans;**
 - c. Surfaced with an all-weather-seal coat;**
 - d. Drained;**
 - e. Line marked to indicate each car space and all access lanes;**
 - f. Clearly marked to show the direction of traffic along access lanes and driveways; and**
 - g. Maintained to the satisfaction of the Responsible Authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.**
- 16. Protective kerb (of a minimum height of 150 mm) must be provided to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas and to control drainage flows.**
- 17. Vehicular crossings must be constructed to the road to suit the proposed driveways to the satisfaction of the Responsible Authority prior to any works being undertaken on the site. A Road Opening Permit must be obtained from Council's Engineering Department prior to any works commencing on the site.**
- 18. The owner/developer is responsible for determining the location of any road infrastructure or non-road infrastructure in the road reserve (e.g. pits, poles,**

water mains, gas mains, telecommunications cables etc.) that could be affected by the installation of the new crossovers or related works.

- 19. Appropriate traffic signage must be installed within the car park to support traffic movement to the satisfaction of the Responsible Authority.**
 - a. Car parking must be provided internally within the site for maintenance vehicles.**
 - b. On street parking associated with the development is prohibited.**
 - c. The driveway between the layback and the property boundary is to be sealed at the owner/developers expense. The first three meters of each driveway within the development is to be sealed also, stopping material being brought out into the road reserve.**

Engineering

- 20. Access to the site and ancillary road works must be constructed in accordance with the requirements of the Responsible Authority.**
- 21. The entire development site must be connected to the existing underground drainage and sewerage systems to the satisfaction of the Responsible Authority.**
- 22. The crossovers must be located and constructed to the satisfaction of the Responsible Authority in accordance with plans approved by the Responsible Authority. The plans submitted must show all services within the road reservation including power poles, drainage pits, Telstra pits, trees, road humps, bus stops and any other road infrastructure or asset that may hinder or impact on the operation of the crossover.**
- 23. Stormwater**
 - a. The legal point of discharge will be made into Council's underground stormwater drainage system located in the road reserve of Nelson Street;**
 - b. Engineering calculations and plans for the detention of stormwater onsite must be submitted and approved by Council accounting for a 1 in 20 ARI event and onsite detention minimum of 10 minutes;**
 - c. The legal point of discharge is to be constructed to the satisfaction of Council and ongoing maintenance for the LPD is the responsibility of the owner/developer from the underground stormwater system to the property boundary.**
- 24. The developer is required to treat flows from the site to eliminate contaminants entering the drainage system to the satisfaction of the Responsible Authority.**

Rubbish and Litter Collection

- 25. Prior to the commencement of the use, a Waste Management Plan addressing deliveries/loading and the collection of rubbish must be submitted to the Responsible Authority. When to the satisfaction of, and approved by, the Responsible Authority, the Plan will be endorsed and then form part of the permit. The plan must address, but is not limited to:**
 - a. Provision of rubbish bins within the carpark area.**
 - b. Storage and collection of wastes, including the number of skip bin and how often they will be collected.**

Service Station

- 26. Motor vehicles including motor cars, motor cycles, trailers or caravans must not be offered for sale or hire upon the land.**
- 27. Panel beating, spray painting, mechanical repairs and similar activities must not be carried out on the land.**

VicRoads

- 28. The entry and egress to the site from Nelson Street (Western Highway) are modified to the satisfaction of VicRoads and the responsible authority.**
- 29. The discharge of any concentrated drainage or sullage into the Western Highway drainage system is not permitted.**
- 30. A report by a suitably qualified lighting engineer describing the illuminated site identification sign's level of illumination and the manner in which the lighting output of the sign will be managed to ensure that it does not give a veiling luminance to the driver, of greater than 0.25 cd/m², throughout the driver's approach to the sign.**
- 31. The manner in which light spillage from the sign will be controlled.**
- 32. All works required to be undertaken by the developer must be completed prior to the commencement of business.**

Environment Protection Authority

- 33. 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 1992 or as amended.**
- 34. Stormwater contaminated with waste oil, grease, chemicals or sediments must not be discharged beyond the boundary of the premises and be collected and disposed of off-site by an EPA approved contractor or sent to sewer under a Trade Waste Agreement.**
- 35. Vapour recovery equipment must be installed to ensure vapours are recovered and prevented from escaping to atmosphere and impacting the local community during refilling operations onsite.**
- 36. Leak detection equipment must be installed and maintained.**
- 37. Noise emitted from the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.**

Signage

- 38. The glare, reflection or illumination from the signs must not reflect so as to affect the safety, appearance or efficiency of a road.**
- 39. The sign lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land.**

40. The signs must be constructed and maintained to the satisfaction of the Responsible Authority.

Time Limit (Signage)

41. The signage approved by this permit expires 15 years from the date of issue of the permit.

Time Limit (Development)

42. The development approved by this permit will expire if one of the following circumstances applies:

- a. The development and use is/are not started within two years of the date of this permit.**
- b. The development is not completed within four years of the date of this permit. The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:**
 - i. Within six months afterwards for commencement, or**
 - ii. Within twelve months afterwards for completion.**

Notes:

- 1. This is not a Building Permit. Please consult a Building Surveyor and ensure that a Building Permit is obtained prior to the commencement of works.**
- 2. Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.**
- 3. Planning approval is required for some advertising signs. Advertisement includes any word, letter, image, device or representation as well as bunting, streamers, flags, wind vanes or the like. The Responsible Authority should be consulted prior to the erection of any sign or advertisement.**
- 4. A copy of this permit and the endorsed plans must be provided to all builders and contractors who are to work on the site so that they are aware of the conditions to which this approval is subject.**
- 5. A 1% AEP [Annual Exceedance Probability] is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood, may occur in the future.**

MOVED: CRS R. Gersch/T. Schneider

That Council approves an application to use and develop land (including buildings and works) for a service station and erection and display of business identification signage, subject to the following conditions:

Amended/Endorsed Plans:

- 1. Before the 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 (received by Council on 02 November 2016) but modified to show:

- a. Plans showing all signage on the land, including the proposed illuminated sign, with the total advertisement area not exceeding 1.5 square metres.**
 - b. A landscape plan prepared by a landscape architect or a suitably qualified or experienced person, in accordance with Condition 3.**
- 2. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**

Landscaping

- 3. Before the development starts, a landscape plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The landscaping plan must be generally in accordance with plans submitted except that the plan must show:**
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 - b. A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;**
 - c. Landscaping and planting within all open areas of the site.**
 - d. Provision of suitable screen landscaping along the northern, western and eastern boundaries that is a minimum height of 2 metres at the time of planting.**
 - e. Appropriate irrigation system.**
 - f. Detail of site and soil preparation including mulching and maintenance. All species selected must be to the satisfaction of the Responsible Authority.**
- 4. All landscaping works required to be undertaken by the developer must be completed to the satisfaction of the Responsible Authority prior to the commencement of business.**
- 5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased damaged plants are to be replaced.**

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- 7. All development and works must be carried out in accordance with the Construction Environment Management Plan, to the satisfaction of the**

Responsible Authority. Any non-compliance identified by the Responsible Authority must be rectified immediately at no cost to Council.

Amenity

- 8. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:**
- a. Transport of materials, goods or commodities to 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; or**
 - e. In any other way.**
- 9. The site must be kept in an ordered and tidy state and its appearance must not prejudicially affect the amenity of the area.**
- 10. Goods, equipment or machinery must not be stored or left exposed in a position that can be seen from the street.**
- 11. Outdoor lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effects on surrounding land.**
- 12. Waste collection, loading, fuel deliveries and general deliveries may only occur between the hours of 7.00am and 8.00pm on any day.**
- 13. All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.**

General

- 14. During the construction phase of the development, the following conditions shall be met:**
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 - c. Vehicle borne materials shall not accumulate on the roads abutting the site;**
 - d. All machinery and equipment must be cleaned (if required) on site and not on adjacent footpaths or roads;**
 - e. All litter (including items such as cement bags, food packaging and plastic stripping) must be disposed of responsibly.**

Car Parking/Access

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- a. Constructed;**
 - b. Properly formed to such levels that they can be used in accordance with the plans;**
 - c. Surfaced with an all-weather-seal coat;**

- d. Drained;*
 - e. Line marked to indicate each car space and all access lanes;*
 - f. Clearly marked to show the direction of traffic along access lanes and driveways; and*
 - g. Maintained to the satisfaction of the Responsible Authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.*
- 16. Protective kerb (of a minimum height of 150 mm) must be provided to the satisfaction of the Responsible Authority to prevent damage to fences or landscaped areas and to control drainage flows.*
- 17. Vehicular crossings must be constructed to the road to suit the proposed driveways to the satisfaction of the Responsible Authority prior to any works being undertaken on the site. A Road Opening Permit must be obtained from Council's Engineering Department prior to any works commencing on the site.*
- 18. The owner/developer is responsible for determining the location of any road infrastructure or non-road infrastructure in the road reserve (e.g. pits, poles, water mains, gas mains, telecommunications cables etc.) that could be affected by the installation of the new crossovers or related works.*
- 19. Appropriate traffic signage must be installed within the car park to support traffic movement to the satisfaction of the Responsible Authority.*
- a. Car parking must be provided internally within the site for maintenance vehicles.*
 - b. On street parking associated with the development is prohibited.*
 - c. The driveway between the layback and the property boundary is to be sealed at the owner/developers expense. The first three meters of each driveway within the development is to be sealed also, stopping material being brought out into the road reserve.*

Engineering

- 20. Access to the site and ancillary road works must be constructed in accordance with the requirements of the Responsible Authority.*
- 21. The entire development site must be connected to the existing underground drainage and sewerage systems to the satisfaction of the Responsible Authority.*
- 22. The crossovers must be located and constructed to the satisfaction of the Responsible Authority in accordance with plans approved by the Responsible Authority. The plans submitted must show all services within the road reservation including power poles, drainage pits, Telstra pits, trees, road humps, bus stops and any other road infrastructure or asset that may hinder or impact on the operation of the crossover.*
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onsite detention minimum of 10 minutes;

c. The legal point of discharge is to be constructed to the satisfaction of Council and ongoing maintenance for the LPD is the responsibility of the owner/developer from the underground stormwater system to the property boundary.

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a. Provision of rubbish bins within the carpark area.

b. Storage and collection of wastes, including the number of skip bin and how often they will be collected.

Service Station

26. Motor vehicles including motor cars, motor cycles, trailers or caravans must not be offered for sale or hire upon the land.

27. Panel beating, spray painting, mechanical repairs and similar activities must not be carried out on the land.

VicRoads

28. The entry and egress to the site from Nelson Street (Western Highway) are modified to the satisfaction of VicRoads and the responsible authority.

29. The discharge of any concentrated drainage or sullage into the Western Highway drainage system is not permitted.

30. A report by a suitably qualified lighting engineer describing the illuminated site identification sign's level of illumination and the manner in which the lighting output of the sign will be managed to ensure that it does not give a veiling luminance to the driver, of greater than 0.25 cd/m², throughout the driver's approach to the sign.

31. The manner in which light spillage from the sign will be controlled.

32. All works required to be undertaken by the developer must be completed prior to the commencement of business.

Environment Protection Authority

33. 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 1992 or as amended.

34. Stormwater contaminated with waste oil, grease, chemicals or sediments must not be discharged beyond the boundary of the premises and be collected and

disposed of off-site by an EPA approved contractor or sent to sewer under a Trade Waste Agreement.

35. Vapour recovery equipment must be installed to ensure vapours are recovered and prevented from escaping to atmosphere and impacting the local community during refilling operations onsite.

36. Leak detection equipment must be installed and maintained.

37. Noise emitted from the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.

Signage

38. The glare, reflection or illumination from the signs must not reflect so as to affect the safety, appearance or efficiency of a road.

39. The sign lighting must be designed, baffled and located to the satisfaction of the Responsible Authority to prevent any adverse effect on adjoining land.

40. The signs must be constructed and maintained to the satisfaction of the Responsible Authority.

Time Limit (Signage)

41. The signage approved by this permit expires 15 years from the date of issue of the permit.

Time Limit (Development)

42. The development approved by this permit will expire if one of the following circumstances applies:

a. The development and use is/are not started within two years of the date of this permit.

b. The development is not completed within four years of the date of this permit. The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or:

i. Within six months afterwards for commencement, or

ii. Within twelve months afterwards for completion.

Notes:

1. This is not a Building Permit. Please consult a Building Surveyor and ensure that a Building Permit is obtained prior to the commencement of works.

2. Approval must be obtained from Council's Engineering Department (Phone: 03 5391 4444) for the construction or alteration of any vehicle crossings prior to the commencement of any works on the site.

3. Planning approval is required for some advertising signs. Advertisement includes any word, letter, image, device or representation as well as bunting, streamers, flags, wind vanes or the like. The Responsible Authority should be consulted prior to the erection of any sign or advertisement.

- 4. A copy of this permit and the endorsed plans must be provided to all builders and contractors who are to work on the site so that they are aware of the conditions to which this approval is subject.**
- 5. A 1% AEP [Annual Exceedance Probability] is not the maximum possible flood. There is always a possibility that a flood larger in height and extent, than the 1% AEP flood, may occur in the future.**

CARRIED

Attachment: 3

11. REPORTS REQUIRING A DECISION

11.1 2016 FLOOD RECOVERY ACTIVITY UPDATE

Responsible Officer: Director Infrastructure Services
Attachment: 4 - 7

Introduction:

This report is to provide Council with an update on flood recovery activities.

Discussion:

Due to extensive rainfall in September 2016, a state of natural disaster was declared throughout a large portion of Victoria, including the entire Hindmarsh Shire. Council is therefore eligible to access funds through the *Natural Disaster Relief and Recovery Arrangements (NDRRA)* to reinstate any damaged road and drainage infrastructure. The process requires Council to undertake the works and then seek reimbursement from the federal government, through the state government. This sequence involves a higher risk over other grants where the spending is approved prior to the works being undertaken.

Funds are approved through the Victorian Department of Treasury (DTF), which has an agreement with VicRoads to act as the “assessor”. Council therefore liaises closely with VicRoads prior to undertaking any works to minimise the risk of expenditure that may be deemed ineligible. Council cannot reinstate infrastructure using its own resources and then seek reimbursement as all recovery works must be undertaken by contract.

Late in 2016, a Horsham based consulting firm (Westvic Civil Structural Engineering) was appointed to undertake an initial assessment of Council’s road infrastructure for flood damage. The investigation identified significant flood damage including erosion on Miller Rd previously reported to Council.

Since then, Council has appointed a team to manage the flood recovery works including two engineers and an administration officer, the associated costs of which are recoverable under NDRRA. Detailed assessments have been undertaken and identified a total of 154 locations for reinstatement works. Initial estimates show the expected cost of repair to be in the order of \$2.5m. The attached maps show locations identified.

VicRoads has recently reviewed the locations and provided feedback. A detailed investigation has been completed and can now be included in tender documents.

A small number of the identified roads required urgent repair, and these rectification works have now been completed. Further reinstatement works will be tendered and undertaken over the course of the coming months. It is anticipated that the program will be finalised by July 2018.

Link to Council Plan:

Strategic Objective 2.1 Well maintained physical assets and infrastructure to meet community and organisational needs.

Conflict of Interest:

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, *including the type* of interest.

Officer Responsible – Anne Champness, Director Infrastructure Services

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Alastair Griffiths, Capital Works Manager

In providing this advice as the Author, I have no disclosable interests in this report

Communications Strategy:

No specific communication strategy is proposed for this project.

RECOMMENDATION:

That Council notes the report.

MOVED: CRS R. Lowe/D. Colbert

That Council notes the report as presented.

CARRIED

Attachment: 4-7

11.2 SECTION 86 COMMITTEES – DIMBOOLA TOWN COMMITTEE AND NHILL TOWN COMMITTEE MEMBERSHIP

Responsible Officer: Acting Director Corporate Services
Attachment: 8

Introduction:

The report seeks the appointment of an additional member to the Dimboola Town Committee and a resignation from the Nhill Town Committee as a special committee of Council under Section 86 of the Local Government Act.

Discussion:

Councils may establish special committees with authority to exercise certain Council powers, Section 86 of the Local Government Act 1989 (the Act). Special committees must operate in accordance with the Act and the Hindmarsh Meeting Procedures and Common Seal Local Law (the Local Law). Members of special committees must comply with the limits imposed by Council's instrument of delegation, disclose conflicts of interests and not misuse their positions.

At the Dimboola Town Committee's AGM on 3 October 2016, the following people were nominated to the committee:

- Phil Colquhoun, Chairperson
- Amanda Ingeme
- Kaylene Pietsch
- Jan Ballard
- Ron Donaldson
- Russell Barber
- Cadence Smith
- Debra Nelson
- Bruce Donnelly
- Rhonda Huf
- Jo Donnelly
- Bill Eldridge

At the Dimboola Town Committee meeting on 7 August 2017, Emma Clark was nominated to the committee.

At the Nhill Town Committee's AGM on 17 October 2016, the following people were nominated to the committee:

- Brian McGenniken, Chairperson
- Helen Ross
- Lyn Schoolderman
- Kaye Front
- Dave Borain
- Wendy Robins

Wendy Robins resigned from the Nhill Town Committee on 9 August 2017.

Options:

Council can choose to appoint all, some or none of the nominated committee members.

Link to Council Plan:

- 1.1 An actively engaged community
- 1.2 A range of effective and accessible services to support the health and wellbeing of our community.
- 1.2.8 Establish a training program for S86 committees

Financial Implications:

No financial implications arise.

Risk Management Implications:

No risk management implications arise.

Conflict of Interest:

Under section 80C of the LGA officers providing advice to Council must disclose any interests, including the type of interest.

Author and Officer Responsible: Monica Revell, Acting Director Corporate Services.
In providing this advice as the Author and Officer Responsible, I have no interests to disclose.

Communications Strategy:

Not applicable.

RECOMMENDATION:

That Council exercise the powers conferred by sections 86 and 87 of the Local Government Act 1989 and:

- 1) Appoints Emma Clark as a member of the Dimboola Town Committee.***
- 2) notes the resignation of Wendy Robins from the Nhill Town Committee***

MOVED: CRS D. Colbert/R. Lowe

That Council exercise the powers conferred by sections 86 and 87 of the Local Government Act 1989 and:

- 1) Appoints Emma Clark as a member of the Dimboola Town Committee.***
- 2) notes the resignation of Wendy Robins from the Nhill Town Committee***

CARRIED

Attachment: 8

MOVED: CRS T. Schneider/R. Lowe

That Council writes to Wendy Robins to thank her for her dedication and commitment to the Nhill Town Committee.

CARRIED

11.3 NHILL LEARNING CENTRE – GROWING FUTURES - HINDMARSH

Responsible Officer: Acting Director Community Services

Introduction:

This report seeks support from Council to enter into an agreement with the Nhill Learning Centre to exclusively lease the former Nhill Kindergarten located at 9 Clarence Street, Nhill.

Nhill Learning Centre has recently received a grant from the Adult Community Further Education Board to develop a range of programs based around horticulture, agriculture and floristry. This project will be known as “Growing Futures – Hindmarsh”

Discussion:

Annette Creek, Executive Officer of the Nhill Learning Centre, presented an overview of the project at the 21 June 2017, Council Briefing.

Nhill Learning Centre has viewed several sites in Nhill and believes that the Nhill Kindergarten will provide the perfect location for their project.

It is proposed that the program will initially run 1 – 2 days per week and while Nhill Learning Centre do not intend to make any structural changes to the building, they will construct garden beds in the outdoor area at the rear of the building.

The objective of the “Growing Futures – Hindmarsh” project will be to connect with many different groups of people, e.g. disengaged youth, people with disabilities, local migrant communities etc. to provide them with “hands on” training in the field of horticulture, agriculture and floristry. In addition, the program will offer social connectedness and integration, community participation and a sense of achievement to all participants.

It is hoped that a further outcome of the project is that it will grow to such an extent that local jobs will be created.

The Kindergarten is on Department of Environment, Land, Water and Planning (DELWP) Crown Land and advice received from DELWP is that the reservation status can remain unchanged given that the area is still being used for educational purposes.

The land is currently reserved under Section 4 (1) (p) of the Crown Land Reserves Act 1978.

The reservation statement covers pre-school centre, State schools and other institutions of public instruction and areas and facilities for the study of the natural environment

It is proposed that Council and the Nhill Learning Centre enter into a peppercorn lease agreement of \$100.00 per annum for the use of the former Nhill Kindergarten located at 9 Clarence Street, Nhill for a period of two with an option to extend the lease at the completion of two years on the understanding that the group will be responsible for all operating expenses, e.g. water, power, telephone and internal maintenance etc.

Under this agreement Council would be responsible for major maintenance and external repairs.

Provision of current Public Liability and Professional Indemnity Insurance certificates would be required as part of the lease agreement.

OPTIONS:

Council may or may not choose to enter into a peppercorn lease agreement with Nhill Learning Centre for use of the Nhill Kindergarten site for the reasons as outlined in this

report.

Link to Council Plan:

Strategic Objective 1.1: An actively engaged community

Strategic Objective 1.2: A range of effective and accessible services to support the health and wellbeing of our community

Strategic Objective 2.1: Well-maintained physical assets and infrastructure to meet community and organisational needs

Strategic Objective 3.1: A strong rural economy and thriving towns

Financial Implications:

There are no financial implications for Council as Nhill Learning Centre will be responsible for all outgoing expenses incurred for the operation of the business.

Risk Management Implications:

There are no apparent major risks to Council.

Conflict of Interest:

Under section 80C of the LGA officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible: Phil King, Acting Director Community Services

In providing this advice as the Officer Responsible, I have no interests to disclose.

Author: Phil King, Acting Director Community Services

In providing this advice as the Author I have no interests to disclose

Communications Strategy:

To be established.

RECOMMENDATION:

That Council enters into a peppercorn lease agreement of \$100.00 per annum with Nhill Learning Centre for a period of two years with an option to extend the lease at the completion of the initial two year period. The agreement will be on the understanding that Nhill Learning Centre will be responsible for all operating expenses, e.g. water, power, telephone and internal maintenance etc.

MOVED: CRS D. Colbert/R. Ismay

That Council enters into a peppercorn lease agreement of \$100.00 per annum with Nhill Learning Centre for a period of two years with an option to extend the lease at the completion of the initial two year period. The agreement will be on the understanding that Nhill Learning Centre will be responsible for all operating expenses, e.g. water, power, telephone and internal maintenance etc.

CARRIED

11.4 RIVERSIDE HOLIDAY PARK, DIMBOOLA – RELOCATABLE BUILDING / SITE OFFICE PROPOSAL

Responsible Officer: Acting Director Infrastructure Services

Introduction:

This report seeks Council support to reverse a previous decision by Council to refurbish the original recreation room at the Riverside Holiday Park, Dimboola to establish a stand-alone site office located at the front entrance to the park.

Discussion:

The Riverside Holiday Park Internal Project Control Group has prepared a draft budget for the refurbishment of the building to be functional as a stand-alone site office for the park. A funding proposal for this expenditure was not submitted as part of the 2017/18 budget process.

Riverside Holiday Park – Site Office Refurbishment and Fit Out	
Expenditure Item	Budget \$
Construction of footpath	\$6,000
Water / Sewer connection	\$5,000
Electricity connection	\$4,000
IT / telephone connections - relocation	\$5,000
Car park construction	\$25,000
Supply and installation of new carpet	\$5,000
Painting - interior	\$8,000
Painting - exterior	\$8,000
Supply and install split system air conditioner	\$3,500
Landscaping	\$10,000
All ability access, deck, balustrades etc.	\$35,000
Furniture (desks, chairs etc.)	\$3,000
Safes – (money and key deposits)	\$1,000
Décor, brochure holders, noticeboard etc.	\$3,500
Baseboard installation	\$3,000
Golf cart / buggy (for use in park monitoring etc.)	\$15,000
Fridge / microwave etc.	\$800
TOTAL	\$140,800

It is proposed that the old recreation room, currently situated at the front entrance of the park be sold through a tender or quotation process. Through council's tender / quotation process the proposal would see the building offered for sale by tender / quotation through local media and council's website.

The tender / quotation documentation will require the submission to include a price for the physical removal of the building from the existing footings (six stumps concreted into the ground) Tenders / quotations will be received in writing to Council and assessed using council's tender policy by an internal assessment panel.

The removal of the building will see some recoupment of costs associated with the original relocation of the building. The removal of the building will be the sole responsibility of the awarded tenderer and will require minimal input from council staff from an administration and supervision capacity.

This proposal has been reviewed by the Riverside Holiday Park Internal Project Group that consists of council staff from the infrastructure and community and economic development teams in consultation with park staff.

This proposal has taken Council's limited financial capacity to fully fund new projects and it therefore provides a sustainable, responsible approach to financial management.

Background:

Since the adoption of the Master Plan in 2014, the Riverside Holiday Park has undergone significant refurbishments to the infrastructure services, facilities and operations. To date, approximately \$1.370M has been spent on improving the Riverside Holiday Park since Council took over management in 2013.

This expenditure has been provided by state funding through a wide range of programs, supplemented by minimal contributions made by Council.

Stage 1 of the park refurbishment was completed in December 2015 which has included:

- Upgrade of underground utilities, including electricity, water and sewerage supply
- Upgrade of fire services
- Establishment of internal park roads and footpaths
- Installation of new camp kitchen

Stage 2 of the refurbishment is near completion.

Activities under stage 2 of the park improvements include:

- Installation of new recreation room
- Installation of 5 new cabins

A budget proposal of \$30,000 was submitted in the 2015/16 budget for the relocation of the former relocatable Council office (known as the North Wing) to the Caravan Park to become the recreation room.

As part of this arrangement it was also requested by Council that the existing Caravan Park recreation room be re-located to become a stand-alone site office to be positioned at the front entrance of the park.

A budget allocation of \$45,000 was included in Council's 2016/17 budget for the refurbishment and fit out of the new recreation room.

Following the relocation of both buildings, surplus funds from the initial \$30,000 and the \$45,000 of funds allocated to the fit out of the recreation room have been utilised for unforeseen requirements in order to obtain occupancy of the recreation room.

Park staff and visitors have raised concerns about the relocation of the site office to the front entrance of the park, stating its distance from park sites and facilities create a security risk for both patrons and staff themselves.

The inefficiencies from being removed from visible site of the Park would see increased time in all activities and responsibilities at the park. Simple phone enquiries whilst staff members are attending to other patrons in the park or other activities would see the staff member required to quickly move from the park to the site office to review the online booking system on the computer. This would then require a vehicle for transporting staff from the park to the front entrance location. Cost of a suitable vehicle has been included in the above budget.

Visitors have provided verbal reports to staff that restricting access to the park and a site office that far from park sites would reflect a security issue in the park and/or town. In addition, the site office at the front entrance would deter patrons from making enquiries in person due to age and mobility restrictions of the most popular demographic of visitors, and would then increase the calls made to staff from within the park reducing the efficiency of park staff and reduce the visitor experience.

Visitor feedback has also indicated that a large number of returning visitors to the park do so due to the relaxed, genuine 'caravan park' feel that the Riverside Holiday Park has, compared to large-scale, franchised caravan parks.

Link to Council Plan:

Strategic Objective 2.1: Well-maintained physical assets and infrastructure to meet community and organisational needs.

Strategic Objective 3.1: A strong rural economy and thriving towns

Financial Implications:

Advertising for the tender / quotation will be approximately \$500.00 plus staff time to administer the tender / quotation process.

The financial implication of proceeding with the refurbishment of the building to a stand-alone park site office has been identified at \$140,800 as indicated in the above budget.

Risk Management Implications:

A risk management plan will be completed as part of the tender process to ensure that all risks are mitigated through the tender process and physical removal of the building from the holiday park.

The risks associated with proceeding with the refurbishment of the building include:

- Negative publicity of financial management and budget constraints
- Publicity around additional expenditure at the park
- Negative feedback and visitor experience by park patrons
- Negative feelings and feedback from park staff

Conflict of Interest:

Under section 80C of the LGA officers providing advice to Council must disclose any interests, including the type of interest.

Author and Officer Responsible: Phil King, Acting Director Community Services

In providing this advice as the Author and Officer Responsible, we have no interests to disclose.

Communications Strategy:

If approved, the communications strategy for the sale of the building by tender would follow council's tender process, which would include advertising the tender in local newspapers and through council's website.

RECOMMENDATION:

That Council reverses the original decision to refurbish the former Riverside Holiday Park recreation room and approves the sale and physical removal of the

building by tender / quotation process.

MOVED: CRS D. Colbert/R. Ismay

That Council reverses the original decision to refurbish the former Riverside Holiday Park recreation room and approves the sale and physical removal of the building by tender / quotation process.

CARRIED

11.5 ADOPTION OF ANNUAL BUDGET 2017/18

Responsible Officer: Acting Director Corporate Services

Attachment: 9

Introduction:

The report presents the proposed 2017/18 Annual Budget for further consideration, including a summary of submissions received and recommendation to adopt the Budget.

Discussion:

Council is required under section 127 of the Local Government Act 1989 to prepare and release a draft budget for public comment. Council must ensure that the budget contains:

- (a) financial statements in the form and containing the information required by the regulations;
- (b) a description of the services and initiatives to be funded in the budget;
- (c) a statement as to how the services and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council Plan;
- (d) Major Initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year;
 - (da) for services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131;
 - (db) the prescribed measures relating to those indicators;
- (e) any other information required by the regulations.

The Council must ensure that the budget also contains—

- (a) the information the Council is required to declare under section 158(1);
- (b) if the Council intends to declare a differential rate under section 161, the information listed in section 161(2);
- (c) if the Council intends to declare a differential rate under section 161A, the information listed in section 161(2).

The 2017/18 budget document reflects the requirements of the Local Government Performance Reporting Framework and revised Local Government Planning and Reporting Regulations (LGPRF). The 2017/18 Budget has been developed in consideration of the Institute of Chartered Accountants' Victorian City Council Model Budget 2017/18. It replicated the format of the four Key Result Areas used in the Council Plan, namely:

- Community Liveability;
- Built and Natural Environment;
- Competitive and Innovative Economy; and
- Our People, Our Processes.

At its meeting on 19 July 2017 Council resolved to formally prepare and advertise the draft Budget for 2017/18 pursuant to Section 127 of the Local Government Act 1989 (the Act) and called for written submissions pursuant to sections 129 and 223 of the Local Government Act 1989. An advertisement was placed in the Wimmera Mail Times on Friday 21 July 2017. The preparation of the budget was promoted on Councils Facebook page and website.

Submissions

Written submissions in relation to the 2017/18 budget close on 18 August 2017. Submissions will be provided to Councillors as they are received and discussion will be held during the Council meeting.

The 2017/18 Budget provides for a broad range of services, programs and infrastructure projects and is a reflection of the strategic direction that Council has adopted through the Council Plan. It has been developed through a rigorous process of consultation and review with officers, senior management and Council.

Rates and Charges

The rates and charges calculated for 2017/18 are based on revaluation figures as at 1 January 2016. The Rating Strategy includes differentials for farms and commercial properties (10 percent discount), recreational properties (50 percent discount), and non-farm vacant land (100 percent penalty).

The State Government introduced Rate Capping in 2016/17 which sets out the maximum amount councils may increase rates in a year. For 2017/18 the rates cap has been set at 2%. Council applied to the Essential Services Commission for a special order to increase the average rate cap for the financial year under section 185E of the Local Government Act to raise rates by an additional 2% for 2017/18. Council received notification on 28 July 2017 that the application for the higher cap was successful. For the 2017/18 year it is proposed that general rates and municipal charge increase by 4%, and the kerbside collection charge increase by 2%; raising total rates and charges of \$8.3 million. These rates and charges will go toward maintaining service levels and delivering on capital works programs. General rates and charges represent 47% of Hindmarsh Shire's income.

The following table summarises the rates to be determined for the 2017/18 year. A more detailed analysis of the rates to be raised is contained in the budget document, Appendix B 'Statutory Disclosures'.

Type or class of land		2016/17	2017/18	Change
Residential rates	Cents/\$ CIV	0.56412	0.58634	3.94%
Farm Land	Cents/\$ CIV	0.50771	0.52771	3.94%
Business, Industrial & Commercial Land	Cents/\$ CIV	0.50771	0.52771	3.94%
Recreational and Cultural Land	Cents/\$ CIV	0.28206	0.29317	3.94%
Urban Vacant Land		1.12824	1.17268	3.94%
Municipal charge	\$/ property	\$190	\$197	3.68%
Kerbside collection charge	\$/ property	\$323	\$329	1.86%

Hindmarsh Shire Council is responsible for community infrastructure worth over \$125 million. If this infrastructure is not adequately maintained, replacement costs will be much higher. When assets deteriorate faster than councils can fund their maintenance and renewal they create an infrastructure renewal gap. This is a significant financial

challenge, particularly in an environment where our costs are increasing at a rate greater than our revenue. As a small rural council with limited capacity to raise additional revenue from other sources, increasing general rates is usually the only mechanism available to cover these costs.

Council's previous year's budget and Long Term Financial Plan projected rates increases of 5.5% in 2016/17, 5.0% in 2017/18, and 5.0% in 2018/19, showing its intent to minimise rate increases in the long term. However, the State Government's introduction of rate capping saw a reduction of future increases to CPI, for planning purposes assumed at 2%.

This significant reduction of one of Council's major revenue lines will have an ongoing negative impact on our ability to provide services and activities into the future.

Key Initiatives

The key initiatives for the 2017/18 financial year are outlined below. Further details are included in the relevant sections of the budget document.

Community Infrastructure

- Development of a new Dimboola Community, Civic and Business Hub. Council has obtained funding from the state government's "Living Libraries" to construct the Hub. The project is estimated at \$0.7m.
- Construction of new skate parks at Dimboola and Rainbow, supported by state government funding of \$100,000 for each park.

Tourism Development

- After significant tourism development initiatives in the previous financial years, in 2017/18 Council has allocated \$10,250 towards the purchase of bicycles for the Riverside Holiday Park in Dimboola.
- Council has allocated \$6,500 to support the inaugural Rainbow Desert Enduro in August 2017.

Economic Development:

- This is the second year that Council will be providing the Business Assistance Grants. The Business Assistance Grants aims to support local businesses expanding their operations or new businesses, large and small, to establish in the Shire. It will provide assistance to offset costs associated with expanding or establishing a business in Hindmarsh Shire. \$20,000 has been included in the 2017/18 budget for this project.
- Council has allocated \$50,000 in recurrent and \$100,000 in capital as seed funding for grant opportunities arising from the Economic Development Strategy and \$50,000 in capital as seed funding for opportunities arising from the Precinct Plans and Recreation Strategy.

Empowered Communities

- Council will provide \$7,500 to each of the Shire's four Town Committees. This funding can be used as seed funding for grants that will fund works important to the community in each town. This is the third year Council has provided this funding to the Town Committees which has enabled some fantastic projects in our towns over the years.

- Hindmarsh Youth Council: Council created a Youth Council in 2015 and funding of \$10,000 in the 2017/18 budget will allow this successful initiative to continue.
- Council will provide \$30,000 to its Community Action Grants which will enable community groups to apply for funding for events, minor facility upgrades, small equipment and community assistance.
- small equipment and community assistance.

Infrastructure

- Albacutya Bridge: Nearing 100 years of age, Albacutya Bridge is due for replacement, the cost of which is estimated at \$3,300,000. The project has a three year timeframe and Council commenced a sinking fund to accumulate cash over these three years to cover its contribution to the project. In the 2016/17 budget Council allocated \$500,000 to this fund, a further \$325,000 has been allocated in the 2017/18 budget. Council will continue to seek state and federal government funding towards the project.
- Local Roads: Lorquon East Road: Council has allocated \$727,397 to undertake two further reconstruction projects on the Lorquon East Rd. Council has been progressively working on this road, with reconstruction and widening works, to fulfil its long term goal of a major east west transport link through the centre of the Shire.
- Construction of Sealed Pavements: Council has budgeted for a further two major reconstruction projects - Langford Street, Nhill and Netherby Baker Road, Netherby. These projects carry a total cost of almost \$290,000.
- Two large unsealed road resheet projects, Yanac South Road, Broughton: and Halls Road, Nhill: will total more than \$260,000.
- Sealed Pavement Shoulder Resheet: In 2017/18 Council will be undertaking sealed pavement shoulder resheets on Woorak Ni Ni Lorquon Road, Winiam East Road and Winiam Road.
- Council will be undertaking 13 reseal projects in 2017/18, totalling more than half a million dollars. These projects include Albacutya Road, Kinimakatka Road, MacPherson Street, Netherby Baker Road, Nhill Murrayville Road, Park Street, Rainbow, Tarranyurk East Road, Winiam East Road, Rainbow Nhill Road, Sands Avenue / John Street, Jeparit, Anna Street, Dimboola, Arkona-Katyil Road, and Gray, King & Queen Streets, Rainbow.
- Farmer consultation projects: Council is very pleased to include the unsealed pavement resheet of Hazeldene Road, Jeparit (Rural) as one of the projects advocated for by farmers during our series of farmer consultations.

Council's budget balances the need to maintain our existing infrastructure, particularly our extensive road network, whilst funding new projects that improve the liveability of our Shire and build a strong future.

Changes

At the conclusion of the public notice period some changes were required to be made to the budget document:

- The application to the Building Better Regions Funding was unsuccessful therefore reducing the grant funding for the Dimboola Civic Hub project from income of \$1.4m to \$0.5m. Expenditure has reduced from \$1.6m to \$0.7m.

Options:

Council has worked through an extensive process and provided opportunity for the community to comment as part of developing the Budget 2017/18.

Having prepared the proposed budget and received written submissions from the community Council must now adopt the Budget for 2017/18.

Link to Council Plan:

The Annual Budget provides the funding for Council to undertake its initiatives and activities proposed in the Council Plan's four key result areas. Each program in the Budget contains a statement about how the program will contribute to the initiatives and strategies detailed in the Council Plan 2017-2021.

Financial Implications:

The 2017/18 Budget is consistent with the parameters set out in Council's ten-year financial plan. The underlying operating result and the cash position are positive but reduced in comparison to forecasts in previous long-term plans.

Risk Management Implications:

The preparation of the Budget is a statutory requirement.

Conflict of Interest:

Under section 80C of the LGA officers providing advice to Council must disclose any interests, including the type of interest.

Author and Officer Responsible: Monica Revell, Acting Director Corporate Services

In providing this advice as the Author and Officer Responsible, I have no interests to disclose.

Communications Strategy:

Council must give notice of the adoption of the Budget 2017/18 under section 125 LGA. A public notice will be inserted in the Wimmera Mail Times, Dimboola Banner, Dimboola Courier, Rainbow Jeparit Argus and Nhill Free Press advising of the adoption of the Budget 2017/18.

Copies of the adopted Budget will be placed on Council's website and hard copies will be made available from Hindmarsh Shire Council Customer Service Centres.

A copy of the Budget 2017/18 will be sent to the Minister for Local Government.

RECOMMENDATION:

1. ADOPTION OF THE 2017/18 BUDGET:

- 1.1 That Council pursuant to Sections 127, 129, 130 and 223 of the Local Government Act 1989 ('the Act') and noting written submissions received relating to the 2017/18 Municipal Budget ('the Budget'), now adopts the Budget for the financial year, being for the period 1 July 2017 to 30 June 2018 ('the Financial Year') attached as Appendix xx and annexed to the recommendation and initialed by the Mayor and Chief Executive Officer for identification;**
- 1.2 That the Chief Executive Officer be authorised to give public notice of this decision to adopt the Budget, in accordance with Section 130(2) of the Act;**

- 1.3 *That a copy of the adopted Budget be forwarded to the Minister for Local Government before 31 August 2017, in accordance with Section 130(4) of the Act;*
- 1.4 *That a copy of the adopted Budget is kept available at the Hindmarsh Shire Council offices and customer service centres for public inspection in accordance with Section 130(9) of the Act.*

2. AMOUNT INTENDED TO BE RAISED:

That an amount of \$8,322,293 be declared as the amount which Council intends to raise by general rates by the application of differential rates, the annual service charge (kerbside collection charge) and municipal charge (all described later in this Recommendation), which amount is calculated as follows:

General rates	\$6,712,767
Municipal charge	\$734,810
Kerbside waste / recycling collection charge	\$874,716
total	\$8,322,293

3. GENERAL RATES:

- 3.1 *That a general rate be declared in respect of the Financial Year, being for the period 1 July 2017 to 30 June 2018;*
- 3.2 *That it be further declared pursuant to Sections 158, 158A and 161 of the Act that the general rate be raised by the application of differential rates having regard to the objectives of each differential rate and characteristics of the land which are the criteria for declaring each differential rate as set out in Appendix B of the Budget 2017/18;*
- 3.3 *That it be confirmed that the differential rates for all rateable land within the municipal district be determined by multiplying "Capital Improved Value" of each rateable land by a percentage specified as the percentage of each uniform rate (which percent may be alternatively expressed as cents in the dollar of the Capital Improved Value):*

Type of Rate	Rate in Dollar on Capital Improved Value Cents/\$CIV
Residential Land	0.58634
Farm Land	0.52771
Business, Industrial & Commercial Land	0.52771
Recreational and Cultural Land	0.29317
Urban Vacant Land	1.17268

4. MUNICIPAL CHARGE:

- 4.1 *That pursuant to Section 189 of the Act, a Municipal Charge be declared for the period commencing on 1 July 2017 and ending on 30 June 2018;*
- 4.2 *The municipal charge be declared for the purpose of covering some of the administrative costs of Council;*
- 4.3 *The Municipal Charge is in the sum of \$197.00 for each rateable land within the municipal district in respect of which a municipal charge may be levied.*

5. ANNUAL SERVICE CHARGE (KERBSIDE COLLECTION CHARGE)

- 5.1 That, pursuant to Section 162(1)(b) and Section 221(1)(b) of the Act, an Annual Service Charge be declared for the period commencing on 1 July 2017 and ending on 30 June 2018;**
- 5.2 That the Annual Service Charge is made for the collection and disposal of refuse and that this Charge is referred to as the “Kerbside waste / recycling collection charge”.**
- 5.3 That the Annual Service Charge be in the sum of \$329.00 for each rateable land within the municipal district in respect of which service charges may be levied and where the services listed in 5.2 above are available.**

6. INTEREST ON UNPAID RATES AND CHARGES:

That interest at the rate prescribed by Section 172(2)(a) of the Act be payable in respect of any of the aforesaid rates and charges which are not paid by the dates fixed pursuant to Section 167(2) of the Act by the date specified for their payment.

7. AUTHORISATION TO LEVY AND RECOVER:

That the Chief Executive Officer be authorised to levy and recover the aforesaid rates and charges in accordance with the Act.

8. SUBMISSIONS:

That having considered all submissions received, Council notify in writing, each person who has made a separate submission, of the decision and the reasons for that decision, section 223 of the Act, the reason being that Council believes the budget as adopted achieves the objectives of Council as determined by Section 3C of the Act and the role of Council as determined by Section 3D of the Act.

Attachment: 9

SUPPLEMENTARY REPORT – ADOPTION OF ANNUAL BUDGET 2017/18

Introduction:

This supplementary report seeks Council's support to adopt the Annual Budget 2017/18 with amendments to the recommendations contained in the Council Report 11.5 prepared for the 23 August Council Meeting.

This supplementary report has been written after taking consideration of correspondence received from the public, following the closing of public responses on Friday 18 August 2017.

Discussion:

At the closing of public responses on Friday 18 August 2017, Council received two budget submissions in relation to the 2017/18 Annual Budget.

Nhill Town Committee secretary Helen Ross requests a budget allocation for the Goldsworthy Park Rotunda, BBQ shed and Light poles in the 2016/17 budget be carried forward so works can be undertaken in 2017/18.

Officers will ensure that the under expenditure in the Rotunda maintenance account is carried forward into 2017/18 so works on the Goldsworthy Park Rotunda can be undertaken.

Nhill resident Wendy Robins addresses many areas within the 2017/18 budget.

- Caravan Parks and Camping Grounds – the submission questions the over expenditure in indoor salaries; increasing the marketing budget to 10% of annual turn-over; the purchase of bikes for the Riverside Holiday Park, Dimboola; and tendering our management of the caravan parks within the Shire.
- Tourism / Economic Development – the submission requests council consider focusing more on empowering our communities by acknowledging and assisting businesses and community groups in the unpaid work that they do rather than investing \$650,000 on tourism and economic development which consists of 35% expenditure on indoor salaries.
- Karen Programs – discusses the need for infrastructure and existing jobs to sustain the Karen people and asking if resources could be better spent elsewhere.
- Customer Service Centre – Requests Council reintroduce a policy that mandates a response to all enquiries from constituents.
- Dimboola Library – suggests the money could offset rates increases as the project was not successful with Federal Funding.
- Kiata Windfarm – the submission asks where the approximately \$80,000 in additional rates revenue is in the draft budget.

In response to the submissions made by Nhill resident Wendy Robins Officers have considered the submissions and recommend no amendments to the budget be made based on the following.

- Caravan Parks and Camping Grounds salaries are variable depending on bookings within the parks, therefore may run over or under budget depending on extra staffing requirements during peak periods. The Riverside Holiday Park in Dimboola is seeing increased patronage with the upgrades undertaken. Introducing Bikes will further increase patronage as these are a popular addition to many caravan parks within Australia.
- There are a number of initiatives currently underway in relation to tourism opportunities including the implementation of improved tourism signage, implementation of the interpretative plan at the Wimmera Mallee Pioneer Museum as part its Master Plan and Councils involvement in the recently announced Silo Art Trail.
- Initiatives developed in the Hindmarsh Economic Development Strategy 2015-2020 are continuing to be developed as appropriate funding becomes available.
- The review of the previous Karen Community Plan and establishment of the new 2017-2021 Karen Community Plan is nearing completion and actions will be undertaken to ensure the attraction and retention of the Karen community is an important component of their sustainability in Nhill. Staff employed to work with Migrants and the Karen's in particular are funded and due to expire in April 2018 and October 2018.
- Although Federal Government funding was not received for the Dimboola Library, the project received funding from the Victorian Governments Living Libraries Fund and Councils original contribution is a requirement of the co-funding contribution.
- Expected completion date for the Kiata Windfarm is December 2018. Revenue has been recognised in the Strategic Resources Plan from 2018/19.

Upon further review of Councils proposed Capital works, Council officers are recommending amendments to the Capital Works program.

- Include Nhill Rainbow Road, Lake Hindmarsh and Commercial Lane, Nhill due to safety concerns.

- Remove Netherby Baker Road, Netherby and Nhill Murrayville Road, Yanac and reduce the scope of works along G Schultz's Road, Nhill.
These changes will be cost neutral.

RECOMMENDATION:

1. ADOPTION OF THE 2017/18 BUDGET

1.1 That Council pursuant to Sections 127, 129, 130 and 223 of the Local Government Act 1989 ('the Act') and noting written submissions received relating to the 2017/18 Municipal Budget ('the Budget'), now adopt the Budget for the financial year, being for the period 1 July 2017 to 30 June 2018 ('the Financial Year') attached as attachment 9 and annexed to the recommendation and initialled by the Mayor and Chief Executive Officer for identification with the following amendments;

- a. Amend the Capital Works program for 2017/18 to include Nhill Rainbow Road, Lake Hindmarsh (\$286,000) and Commercial Lane, Nhill (\$38,000); remove Netherby Baker Road, Netherby(\$205,000) and Nhill Murrayville Road, Yanac (\$79,000); and reduce the scope of works for G Schultz's Road, Nhill (\$20,000).**

1.2 That the Chief Executive Officer be authorised to give public notice of this decision to adopt the Budget, in accordance with Section 130(2) of the Act;

1.3 That a copy of the adopted Budget be forwarded to the Minister for Local Government before 31 August 2017, in accordance with Section 130(4) of the Act;

1.4 That a copy of the adopted Budget be kept available at the Hindmarsh Shire Council offices and customer service centres for public inspection in accordance with Section 130(9) of the Act.

2. AMOUNT INTENDED TO BE RAISED

That an amount of \$8,322,293 be declared as the amount which Council intends to raise by general rates by the application of differential rates, the annual service charge (kerbside collection charge) and municipal charge (all described later in this Recommendation), which amount is calculated as follows:

General rates	\$6,712,767
Municipal charge	\$734,810
Kerbside waste / recycling collection charge	\$874,716
Total	\$8,322,293

3. GENERAL RATES

3.1 That a general rate be declared in respect of the Financial Year, being for the period 1 July 2017 to 30 June 2018;

3.2 That it be further declared pursuant to Sections 158, 158A and 161 of the Act that the general rate be raised by the application of differential rates having regard to the objectives of each differential rate and characteristics of the land which are the criteria for declaring each differential rate as set out in Appendix B of the Budget 2017/18;

3.3 That it be confirmed that the differential rates for all rateable land within the municipal district be determined by multiplying "Capital Improved Value" of each rateable land by a percentage specified as the percentage of each

uniform rate (which percent may be alternatively expressed as cents in the dollar of the Capital Improved Value):

Type of Rate	Rate in Dollar on Capital Improved Value Cents/\$CIV
Residential Land	0.58634
Farm Land	0.52771
Business, Industrial & Commercial Land	0.52771
Recreational and Cultural Land	0.29317
Urban Vacant Land	1.17268

4. MUNICIPAL CHARGE

- 4.1 That pursuant to Section 189 of the Act, a Municipal Charge be declared for the period commencing on 1 July 2017 and ending on 30 June 2018;**
- 4.2 The municipal charge be declared for the purpose of covering some of the administrative costs of Council;**
- 4.3 The Municipal Charge be in the sum of \$197.00 for each rateable land within the municipal district in respect of which a municipal charge may be levied.**

5. ANNUAL SERVICE CHARGE (KERBSIDE COLLECTION CHARGE)

- 5.1 That, pursuant to Section 162(1)(b) and Section 221(1)(b) of the Act, an Annual Service Charge be declared for the period commencing on 1 July 2017 and ending on 30 June 2018;**
- 5.2 That the Annual Service Charge be made for the collection and disposal of refuse and that this Charge be referred to as the “Kerbside waste / recycling collection charge”.**
- 5.3 That the Annual Service Charge be in the sum of \$329.00 for each rateable land within the municipal district in respect of which service charges may be levied and where the services listed in 5.2 above are available.**

6. INTEREST ON UNPAID RATES AND CHARGES

That interest at the rate prescribed by Section 172(2)(a) of the Act be payable in respect of any of the aforesaid rates and charges which are not paid by the dates fixed pursuant to Section 167(2) of the Act by the date specified for their payment.

7. AUTHORISATION TO LEVY AND RECOVER

That the Chief Executive Officer be authorised to levy and recover the aforesaid rates and charges in accordance with the Act.

8. SUBMISSIONS

That having considered all submissions received, Council notify in writing, each person who has made a separate submission, of the decision and the reasons for that decision, section 223 of the Act, the reason being that Council believes the budget as adopted achieves the objectives of Council as determined by Section 3C of the Act and the role of Council as determined by Section 3D of the Act.

MOVED: CRS D. Colbert/R. Ismay

1. ADOPTION OF THE 2017/18 BUDGET

- 1.1 That Council pursuant to Sections 127, 129, 130 and 223 of the Local Government Act 1989 ('the Act') and noting written submissions received relating to the 2017/18 Municipal Budget ('the Budget'), now adopt the Budget for the financial year, being for the period 1 July 2017 to 30 June 2018 ('the Financial Year') attached as attachment 9 and annexed to the recommendation and initialled by the Mayor and Chief Executive Officer for identification with the following amendments;**
- b. Amend the Capital Works program for 2017/18 to include Nhill Rainbow Road, Lake Hindmarsh (\$286,000) and Commercial Lane, Nhill (\$38,000); remove Netherby Baker Road, Netherby(\$205,000) and Nhill Murrayville Road, Yanac (\$79,000); and reduce the scope of works for G Schultzs Road, Nhill (\$20,000).**
- 1.2 That the Chief Executive Officer be authorised to give public notice of this decision to adopt the Budget, in accordance with Section 130(2) of the Act;**
- 1.3 That a copy of the adopted Budget be forwarded to the Minister for Local Government before 31 August 2017, in accordance with Section 130(4) of the Act;**
- 1.4 That a copy of the adopted Budget be kept available at the Hindmarsh Shire Council offices and customer service centres for public inspection in accordance with Section 130(9) of the Act.**

2. AMOUNT INTENDED TO BE RAISED

That an amount of \$8,322,293 be declared as the amount which Council intends to raise by general rates by the application of differential rates, the annual service charge (kerbside collection charge) and municipal charge (all described later in this Recommendation), which amount is calculated as follows:

General rates	\$6,712,767
Municipal charge	\$734,810
Kerbside waste / recycling collection charge	\$874,716
Total	\$8,322,293

3. GENERAL RATES

- 3.1 That a general rate be declared in respect of the Financial Year, being for the period 1 July 2017 to 30 June 2018;**
- 3.2 That it be further declared pursuant to Sections 158, 158A and 161 of the Act that the general rate be raised by the application of differential rates having regard to the objectives of each differential rate and characteristics of the land which are the criteria for declaring each differential rate as set out in Appendix B of the Budget 2017/18;**
- 3.3 That it be confirmed that the differential rates for all rateable land within the municipal district be determined by multiplying "Capital Improved Value" of each rateable land by a percentage specified as the percentage of each uniform rate (which percent may be alternatively expressed as cents in the dollar of the Capital Improved Value):**

<i>Type of Rate</i>	<i>Rate in Dollar on Capital Improved Value Cents/\$CIV</i>
<i>Residential Land</i>	<i>0.58634</i>
<i>Farm Land</i>	<i>0.52771</i>
<i>Business, Industrial & Commercial Land</i>	<i>0.52771</i>
<i>Recreational and Cultural Land</i>	<i>0.29317</i>
<i>Urban Vacant Land</i>	<i>1.17268</i>

4. MUNICIPAL CHARGE

- 4.1** *That pursuant to Section 189 of the Act, a Municipal Charge be declared for the period commencing on 1 July 2017 and ending on 30 June 2018;*
- 4.2** *The municipal charge be declared for the purpose of covering some of the administrative costs of Council;*
- 4.3** *The Municipal Charge be in the sum of \$197.00 for each rateable land within the municipal district in respect of which a municipal charge may be levied.*

5. ANNUAL SERVICE CHARGE (KERBSIDE COLLECTION CHARGE)

- 5.1** *That, pursuant to Section 162(1)(b) and Section 221(1)(b) of the Act, an Annual Service Charge be declared for the period commencing on 1 July 2017 and ending on 30 June 2018;*
- 5.2** *That the Annual Service Charge be made for the collection and disposal of refuse and that this Charge be referred to as the “Kerbside waste / recycling collection charge”.*
- 5.3** *That the Annual Service Charge be in the sum of \$329.00 for each rateable land within the municipal district in respect of which service charges may be levied and where the services listed in 5.2 above are available.*

6. INTEREST ON UNPAID RATES AND CHARGES

That interest at the rate prescribed by Section 172(2)(a) of the Act be payable in respect of any of the aforesaid rates and charges which are not paid by the dates fixed pursuant to Section 167(2) of the Act by the date specified for their payment.

7. AUTHORISATION TO LEVY AND RECOVER

That the Chief Executive Officer be authorised to levy and recover the aforesaid rates and charges in accordance with the Act.

8. SUBMISSIONS

That having considered all submissions received, Council notify in writing, each person who has made a separate submission, of the decision and the reasons for that decision, section 223 of the Act, the reason being that Council believes the budget as adopted achieves the objectives of Council as determined by Section 3C of the Act and the role of Council as determined by Section 3D of the Act.

CARRIED

Attachment: 9

11.6 ADOPTION OF THE COUNCIL PLAN, STRATEGIC RESOURCE PLAN, AND HEALTH AND WELLBEING PLAN 2017-2021

Responsible Officer: Acting Director Corporate Services
Attachment: 10

Introduction:

The purpose of this report is to formally adopt the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021.

Discussion:

Section 125 of the Local Government Act 1989 (the Act) requires that

(1) A Council must prepare and approve a Council Plan within the period of 6 months after each general election or by the next 30 June, whichever is later.

(2) A Council Plan must include—

- (a) the strategic objectives of the Council;
- (b) strategies for achieving the objectives for at least the next 4 years;
- (c) strategic indicators for monitoring the achievement of the objectives;
- (d) a Strategic Resource Plan containing the matters specified in section 126;
- (e) any other matters which are prescribed by the regulations.

Section 125 of the Act also provides that at least once each financial year Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Plan. The Act provides that should Council propose to make an adjustment to those aspects outlined in s125 (2)(a)(b) and (c), then public notice of the proposal must be given and submissions invited in accordance with s223.

The Strategic Resource Plan details the resources required to achieve the strategic objectives. It must include in respect of at least the next four financial years, s126—

- (a) financial statements;
- (b) statements describing the required non-financial resources, including human resources;

It must also, “take into account services and initiatives contained in any plan adopted by the Council (so far as the plan relates to the period covered by the Strategic Resource Plan).”

A Council must review the Strategic Resource Plan during the preparation of the Council Plan; and adopt the Strategic Resource Plan no later than 30 June each year. A copy of the current Strategic Resource Plan must be available for inspection by the public at the Council office and any district offices and any other place required by the regulations. In addition, a Council must ensure that the current Strategic Resource Plan is published on the Council's Internet website.

To accommodate the state government's Fair Go Rates System and council applications for a higher rate cap to the Essential Services Commission, the Minister for Local Government has extended the date by which councils must adopt their budgets and council plans to 31 August 2017.

Under the Public Health and Wellbeing Act 2008, Sections, 26 and 27, Local Government must plan for the health and wellbeing of its community. For 2017-2021, Council has chosen to include public health matters in the Council Plan.

Council believes the inclusion of these matters in the Council Plan will help facilitate one of the key objectives of any local government: to improve the quality of life of the people in its community.

At its meeting on 19 July 2017 Council resolved to formally prepare and advertise the draft Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021 pursuant to section 125 of the Local Government Act 1989 (the Act) and called for written submissions. An advertisement was placed in the Wimmera Mail Times on Friday 21 July 2017. The plan was also promoted on Councils Facebook page and website.

Submissions

Written submissions in relation to the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021 close on 18 August 2017. Submissions will be provided to Councillors as they are received and discussion will be held during the Council meeting.

Options:

Council may adopt the Council Plan, Strategic Resource Plan, and Health and Wellbeing Plan 2017-2021 as per the draft advertised or make amendments it considers necessary.

Financial Implications:

The delivery of Council's key policy objectives, articulated in the Plan, is reflected in the funding proposals and revenue projections detailed in the 2017/18 Budget.

The draft 2017/18 Budget has direct links with the Council Plan. Each program in the Budget contains a statement about how the program will contribute to the initiatives and strategies as detailed in the Council Plan.

Risk Management Implications:

Risk management will be considered in the development and implementation of individual initiatives.

Conflict of Interest:

Under section 80C of the LGA officers providing advice to Council must disclose any interests, including the type of interest.

Author and Officer Responsible: Monica Revell, Acting Director Corporate Services

In providing this advice as the Author and Officer Responsible, I have no interests to disclose.

RECOMMENDATION:

That Council:

- 1. Adopts 2017-2021 Council Plan, incorporating the Strategic Resource Plan, and Health and Wellbeing Plan.***
- 2. Having considered all submissions received, Council notifies in writing, each person who has made a separate submission, of the decision and reasons for that decision.***
- 3. Advise the Minister for Local Government that Hindmarsh Shire Council has adopted the Council Plan 2017-2021 incorporating the Strategic Resource Plan, and Health and Wellbeing Plan.***

Attachment: 10

SUPPLEMENTARY REPORT – ADOPTION OF THE COUNCIL PLAN, STRATEGIC RESOURCE PLAN AND HEALTH AND WELLBEING PLAN 2017-2021

Introduction:

This supplementary report seeks Council’s support to adopt the Council Plan, Strategic Resource Plan and Health and Wellbeing Plan 2017-2021 with amendments to the recommendations contained in the Council Report 11.6 prepared for the 23 August Council Meeting.

This supplementary report has been written after taking consideration of correspondence received from the public, following the closing of public responses on Friday 18 August 2017.

Discussion:

At the closing of public responses on Friday 18 August 2017, Council received the following responses requesting Council support in the 2017-2021 Council Plan;

1. 16 x respondents requesting support for the redevelopment of the former Dimboola Hotel site at the corner of Lloyd and Lochiel Streets, Dimboola,
2. 1 x respondent regarding the establishment of smaller land holding for cottage industry and produce production, and
3. 1 x respondent regarding the Health and Wellbeing Plan.

Respondents included:

Name	Business / Resident	Location	Issue
Wayne Hoare	Antipodean Produce	Dimboola	Support for the redevelopment of the former Dimboola Hotel site located at the corner of Lloyd and Lochiel Streets Dimboola
Amy Ward	The Good Paddock	Dimboola	
Cal Myers	Victoria Police	Dimboola	
Mandy Myers	Dimboola Historical Society	Dimboola	
Col Campbell	Dimboola Football Netball Club	Dimboola	
Hannah Young	Dimboola Playgroup	Dimboola	
Ilse Aschenbrenner	Resident	Dimboola	
Jan John	Jan’s Wimmera Whimseys	Dimboola	
Jo & Bruce Donnelly	Residents	Dimboola	
John Hutchins	Harris Mensland	Dimboola	
John Johnson	Dimboola Bladeworks	Dimboola	
Margaret Hunter	Resident	Dimboola	
Mars Drum	Resident	Dimboola	
Mary Clarke	Mason Clarke Preserving Co	Dimboola	
Peter Gooding	Resident	Mosman, NSW	
Sharyn Cook	Resident	Dimboola	
Ilse Aschenbrenner	Resident	Dimboola	Support for establishment of small lot holdings to

			support cottage industry and production of produce
Marianne Hendron	Womens Health Grampians	Ballarat West	Request for inclusion of a commitment to CoRE and the Act@Work Program in the Health and Wellbeing Plan

The following comments are made in consideration of the above responses:

- **Former Dimboola Hotel site**

Consideration for the development of new community services and social infrastructure and economic and tourism opportunities has been provided for in the Dimboola Community Precinct Plan established in July 2016.

Whilst the Dimboola Community Precinct Plan identified the former Dimboola Hotel site as a suitable location for a proposed Library and Civic Hub, circumstances did not permit this to eventuate.

As the Dimboola Community Precinct Plan does not specifically detail other privately or community owned development opportunities, Council will continue to support and advocate for the development of any opportunities or initiatives to increase economic growth, create employment opportunities and to generally increase the community livability and sustainability of Dimboola.

- **Small lot holdings**

Consideration for the development of new economic and tourism opportunities has been provided for in the Dimboola Community Precinct Plan established in July 2016.

Item 5.2.2 of the Dimboola Community Precinct Plan states:

‘Support the development of sympathetic tourism businesses that complement and promote the cultural, environmental, heritage and agricultural features of the community and region’.

“Support sympathetic development and activities such as pop up markets and food stalls that encourage the use of areas, pedestrian traffic and general recreation and leisure use that link the commercial centre to the river frontage, particularly along Wimmera Street’.

Furthermore the above initiatives can be linked to the following strategic objectives as stated in the 2017-2021 Council Plan:

- **Community Liveability**

- **1.1 - An actively engaged community**

1.1.2 - Maintain Community Action Plans for Dimboola, Jeparit, Nhill and Rainbow.
Follow up on Community Action Plans and their working group projects

- **1.2 - A range of effective and accessible services to support the health and wellbeing of our community**

1.2.6 - Develop Dimboola Community, Civic and Business Hub (subject to funding)

- **Built and Natural Environment**

- **2.1- Well-maintained physical assets and infrastructure to meet community and**

organisational needs

2.1.1 - Re-develop and maintain attractive streetscapes, open spaces and public places

- **Health and Wellbeing Plan**

Womens Health Grampians requests that consideration be given to two recommendations:

That membership of the Communities of Respect and Equality (CoRE) and the on-going commitment to the Act@Work program be considered and included in the Health and Wellbeing Plan.

That reference is made to the CoRE Alliance and the Act@Work program in:

- **Community Liveability**

1.2 - A range of effective and accessible services to support the health and wellbeing of our community

1.2.9 - Promote positive, equal and respectful relationships between and among women and men, girls and boys

Council has also received advice from Dr Bruce Bolam, Chief Preventative Health Officer, Department of Health and Human Services that Council's application for exemption from establishing a standalone Health and Wellbeing Plan has been approved.

Recommendation:

The following recommendation has been provided for Council consideration as supplementary to that contained within report 11.6 Adoption of the Council Plan, Strategic Resource Plan and Health and Wellbeing Plan 2017-2021.

The following recommendation remains unchanged to that within report 11.6 with the exception of recommendation 1, that now includes responses from the public following the release of the Council Plan, Strategic Resource Plan and Health and Wellbeing Plan 2017-2021 for public comment.

RECOMMENDATION:

That Council:

- 1. Adopts 2017-2021 Council Plan incorporating the Strategic Resource Plan and Health and Wellbeing Plan and that the recommendation from Women's Health Grampians will be included in the Community Liveability Section 1.2.9 and that Council continues to support and advocate for the development of any opportunities or initiatives to increase economic growth, create employment opportunities and to generally increase the community livability and sustainability of Dimboola.***
- 2. Having considered all submissions received, Council notifies in writing, each person who has made a separate submission, of the decision and reasons for that decision.***
- 3. Advise the Minister for Local Government that Hindmarsh Shire Council has adopted the Council Plan 2017-2021 incorporating the Strategic Resource Plan and Health and Wellbeing Plan.***

MOVED: CRS R. Gersch/D. Colbert

That Council:

- 1. Adopts 2017-2021 Council Plan incorporating the Strategic Resource Plan and Health and Wellbeing Plan and that the recommendation from Women's Health Grampians will be included in the Community Liveability Section 1.2.9 and that Council continues to support and advocate for the development of any opportunities or initiatives to increase economic growth, create employment opportunities and to generally increase the community livability and sustainability of Dimboola.**
- 2. Having considered all submissions received, Council notifies in writing, each person who has made a separate submission, of the decision and reasons for that decision.**
- 3. Advise the Minister for Local Government that Hindmarsh Shire Council has adopted the Council Plan 2017-2021 incorporating the Strategic Resource Plan and Health and Wellbeing Plan.**

CARRIED

Attachment: 10

Cr. T Schneider returned at 3:16pm

11.7 ASSET MANAGEMENT PLAN PART A – GEN. INFORMATION & PART E - PATHWAYS

Responsible Officer: Director Infrastructure Services

Attachment: 11-17

Introduction:

This report presents draft Asset Management Plans (AMPs), in the form of a general plan as well as a pathway specific plan for Council consideration and adoption.

Discussion:

Asset management is about the creation of a structured approach to the acquisition, use and disposal of assets over their entire life cycle so as to maximise their service delivery potential at the lowest life cycle cost while concurrently managing risk exposure resulting from the ownership and operation of the assets.

Council considered and adopted an Asset Management Policy and an Asset Management Strategy at its meetings in May and June 2015. The prime objective of the policy and strategy are to guide the development and review of asset management plans. This report provides the first of a series of Asset Management Plans which will be released over the next year.

Hindmarsh Shire Council has worked with other Wimmera councils and produced a standardised template for Asset Management Plans. This report addresses Part A – General Information (which provides an overview and introduction common to all assets) and Part E – Pathways.

Other AMPs to be produced in the future are:-

Part B – Roads

Part C – Bridges, Weirs & Major Culverts

Part D – Buildings & Structures

Part F – Drainage, and

Part G – Recreation & Open Space

The objective of an Asset Management Plan (AMP) is to outline the financial resources required to manage and maintain the relevant asset network to an appropriate standard (or level of service). Each individual AMP provides an overview of the ongoing management of that asset network and acts as a tool to support the ability of Council to deliver well targeted, responsive and value for money maintenance and operational services for the community as a whole. Individual projects, renewal treatments or interventions which result from the plans will be included in Council's Long Term Financial Plan (LTFP).

The AMP Part E - Pathways is a means of outlining the key elements involved in managing council's footpath assets. It combines management, financial, engineering and technical practices to ensure that the level of service required by user groups is provided at the lowest long term cost to the community within the limits of any fiscal constraints that may be imposed by Council.

The specific purpose of the Pathways AMP is to:

- Demonstrate responsible stewardship by the Council;

- Define and articulate how the infrastructure is and will be managed to achieve the organisation's objectives;
- Provide a basis for customer consultation to determine the appropriate levels of service;
- Manage risk of asset failure;
- Achieve savings by optimising whole of life costs; and
- Support long term financial planning.

Attached is the draft Pathways AMP for Council consideration. The AMP is broken down into the following sections

- **Background** – includes which assets are included in this plan, who is primarily responsible for them, and links to organisational goals and objectives
- **Levels of Service** – identifies community expectations, legislative requirements, current levels of service, and anticipated future demand
- **Risk Management** – looks at hazard identification and risk minimisation
- **Lifecycle Management Plans** – cover whole of life factors including quantity, condition, valuation, maintenance, renewal, new and upgrade, and disposal of pathway assets.
- **Financial Plan** – includes financial statements and projections, funding strategies, and key assumptions made in the financial forecast
- **Asset Management practices and improvements** – place this plan within the context of AM systems, standards and guidelines, and ongoing improvements and monitoring programs.

Options:

Council may approve, approve with alterations or not approve the attached Asset Management Plans; Part A – General Information, and Part E – Pathways for the purpose of community consultation. Community consultation will include advertising, meeting with stakeholder groups, and making documents available at Customer Service Centres and Council's website for feedback for a period of four weeks. Public submissions will then be reviewed and the AMP updated as required and presented to Council for formal adoption.

Financial Implications:

The recommendations contained in this Asset Management Plan will impact on Council's future budgets. The objective of the Pathways AMP is to ensure appropriate footpath assets are provided at the lowest life cycle cost. As such, the long term aim is for Council expenditure to be minimised.

Risk Management Implications:

There is a risk that existing asset management systems and processes may be inadequate to record, control, monitor and report on fixed infrastructure. This initiative to develop and review Asset Management documentation and processes will address this risk.

There is also an ongoing risk that insufficient funds will be available to adequately meet the needs of the community's footpath infrastructure. The Pathways AMP seeks to control this by monitoring and reporting on the adequacy of infrastructure expenditure and informing Council's budget deliberations.

Conflict of Interest:

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Anne Champness, Director Infrastructure Services

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Mike Coppins, Asset Manager

In providing this advice as the Author, I have no disclosable interests in this report.

Communications Strategy:

Communication and community engagement are detailed under “Options” above.

RECOMMENDATIONS:

That Council approves the draft Asset Management Plans Part A – General Information and Part E - Pathways for the purpose of community consultation.”

MOVED: CRS R. Gersch/R. Lowe

That Council approves the draft Asset Management Plans Part A – General Information and Part E - Pathways for the purpose of community consultation.”

CARRIED

Attachment: 11-17

12. SPECIAL COMMITTEES

12.1 NHILL TOWN COMMITTEE

Responsible Officer: Acting Director Corporate Services
Attachment: 18

Introduction:

The Nhill Town Committee held its Meeting on 17 July 2017. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Nhill Town Committee Meeting on 17 July 2017.

MOVED: CRS D. Colbert/R. Lowe

That Council notes the minutes of the Nhill Town Committee Meeting on 17 July 2017.

CARRIED

Attachment: 18

12.2 YURUNGA HOMESTEAD COMMITTEE

Responsible Officer: Acting Director Corporate Services
Attachment: 19

Introduction:

The Yurunga Homestead Committee held its Meeting on 15 July 2017. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Yurunga Homestead Committee Meeting on 15 July 2017.

MOVED: CRS R. Ismay/R. Lowe

That Council notes the minutes of the Yurunga Homestead Committee Meeting on 15 July 2017.

CARRIED

Attachment: 19

12.3 WIMMERA MALLEE PIONEER MUSEUM COMMITTEE

Responsible Officer: Acting Director Corporate Services
Attachment: 20

Introduction:

The Wimmera Mallee Pioneer Museum Committee held its Meeting on 20 July 2017. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Wimmera Mallee Pioneer Museum Committee Meeting on 20 July 2017.

MOVED: CRS R. Ismay/R. Lowe

That Council notes the minutes of the Wimmera Mallee Pioneer Museum Committee Meeting on 20 July 2017.

CARRIED

Attachment: 20

12.4 DIMBOOLA TOWN COMMITTEE

Responsible Officer: Acting Director Corporate Services
Attachment: 21

Introduction:

The Dimboola Town Committee held its Meeting on 7 August 2017. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Dimboola Town Committee Meeting on 7 August 2017.

MOVED: CRS R. Lowe/D. Colbert

That Council notes the minutes of the Dimboola Town Committee Meeting on 7 August 2017.

CARRIED

Attachment: 21

12.5 MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

Responsible Officer: Acting Director Corporate Services

Attachment: 22

Introduction:

The Municipal Emergency Management Planning Committee held its Meeting on 27 July 2017. The purpose of this report is to note the minutes from this meeting. A copy of the minutes is included as an attachment for the information of Council.

RECOMMENDATION:

That Council notes the minutes of the Municipal Emergency Management Planning Committee Meeting on 27 July 2017.

MOVED: CRS R. Gersch/D. Colbert

That Council notes the minutes of the Municipal Emergency Management Planning Committee Meeting on 27 July 2017.

CARRIED

Attachment: 22

13. LATE REPORTS

No report

14. OTHER BUSINESS

15. CONFIDENTIAL REPORTS

In accordance with Section 89 (2) of the *Local Government Act 1989*, Council may close the meeting to the public if items to be discussed are deemed confidential, that is, if the items to be discussed relate to:

- 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.

RECOMMENDATION:

That the meeting be closed in accordance with Section 89 of the Local Government Act 1989, as a) Personnel matters and h) any other matter which the Council or Special Committee considers would prejudice the Council or any person;

- **15.1 2017/18 Business Assistance Grants Program Round 1**
- **15.2 Local Roads to Market Grant Program**
- **15.3 Hindmarsh Shire Council Community Action Grants 2017/18**

MOVED: CRS R. Gersch/R. Lowe

1. That the meeting be closed in accordance with Section 89 of the Local Government Act 1989, as a) Personnel matters and h) any other matter which the Council or Special Committee considers would prejudice the Council or any person;

- **15.1 2017/18 Business Assistance Grants Program Round 1**
- **15.2 Local Roads to Market Grant Program**
- **15.3 Hindmarsh Shire Council Community Action Grants 2017/18**

2. Council break for 5 minutes.

CARRIED

MOVED: CRS R. Lowe/R. Ismay

That Council move out of closed session.

CARRIED

16. MEETING CLOSE

There being no further business, Cr Nelson declared the meeting closed at 5:17pm
