



Agenda

Ordinary Meeting of Council
Tuesday, 13 December 2016

To be held in the
Council Chambers
1 Merrijig Drive, Torquay

Commencing at 6.00pm

Council:

Cr Brian McKiterick (Mayor)
Cr David Bell
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
Cr Margot Smith
Cr Heather Wellington

AGENDA FOR THE ORDINARY MEETING OF SURF COAST SHIRE COUNCIL
TO BE HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 13 DECEMBER 2016 COMMENCING AT 6.00PM

PRESENT:

OPENING:

Council acknowledge the traditional owners of the land where we meet today and pay respect to their elders past and present and Council acknowledges the citizens of the Surf Coast Shire.

PLEDGE:

As Councillors we carry out our responsibilities with diligence and integrity and make fair decisions of lasting value for the wellbeing of our community and environment.

APOLOGIES:

CONFIRMATION OF MINUTES:

Recommendation

That Council note the minutes of the Ordinary meeting of Council held on 22 November 2016 as a correct record of the meeting.

LEAVE OF ABSENCE REQUESTS:

CONFLICTS OF INTEREST:

Note to Councillors and Officers

Declaration of Interest

Councillors and Officers please note that in accordance with Section 77A of the Local Government Act 1989, there is an obligation to declare a conflict of interest in a matter that could come before Council.

A conflict of interest can be a direct or indirect interest in a matter.

A person has a direct interest if:

There is a reasonable likelihood that the benefits, obligations, opportunities or circumstances of the person would be directly altered if the matter is decided in a particular way.

A person has an indirect interest if the person has:

- 1. A close association whereby a "family member" of the person has a direct or indirect interest or a "relative" or member of a person's household has a direct interest in a matter;*
- 2. An indirect financial interest in the matter;*
- 3. A conflicting duty;*
- 4. Received an "applicable" gift;*
- 5. Become an interested party in the matter by initiating civil proceedings or becoming a party to civil proceedings in relation to the matter; or*
- 6. A residential amenity affect.*

Disclosure of Interest

A Councillor or Officer must make full disclosure of a conflict of interest by advising the class and nature of the interest immediately before the matter is considered at the meeting. While the matter is being considered or any vote taken, the Councillor or Officer with the conflict of interest must leave the room and notify the Chairperson that he or she is doing so.

PRESENTATIONS:

PUBLIC QUESTION TIME:

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1. OFFICE OF THE CEO

Nil

2. GOVERNANCE & INFRASTRUCTURE

2.1 Project Budget Adjustments and Cash Reserve Transfers December 2016

Author's Title: Coordinator Management Accounting **General Manager:** Anne Howard

Department: Finance

File No: F16/1381

Division: Governance & Infrastructure

Trim No: IC16/1328

Appendix:

1. December 2016 Transfer Report (D16/115478)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To receive and approve the Project Budget Adjustments and Cash Reserve Transfers report for December 2016.

Summary

The Project Budget Adjustments and Cash Reserve Transfers report for December 2016 is attached.

Recommendation

That Council approve the Project Budget Adjustments and Cash Reserve Transfers listed in the December 2016 report:

1. Allocating grant funded project budgets (no cost to Council); and
2. Transferring a net of \$35,000 from the Adopted Strategy Reserve.

2.1 Project Budget Adjustments and Cash Reserve Transfers December 2016

Report

Background

Council receives a monthly Project Budget Adjustments and Cash Reserve Transfers report to authorise transfer of project budgets.

Discussion

The proposed Project Budget Adjustments and Cash Reserve Transfers are outlined in the attachment.

Financial Implications

The proposed Project Budget Adjustments and Cash Reserve Transfers are outlined in the attachment.

Council Plan

Theme 2 Governance
Objective 2.4 Transparency in decision making and access to information
Strategy 2.4.2 Provide relevant and easy to understand financial information to the community.

Policy/Legal Implications

Not applicable.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

Not applicable.

Social Considerations

Not applicable.

Community Engagement

Not applicable.

Environmental Implications

Not applicable.

Communication

Not applicable.

Conclusion

It is recommended that Council approve the Project Budget Adjustments and Cash Reserve Transfers for December 2016.

2.2 Council Policy for Amendment of Waste Fees and Charges

Author's Title: Manager Engineering Services

General Manager: Anne Howard

Department: Engineering Services

File No: F14/155

Division: Governance & Infrastructure

Trim No: IC16/1205

Appendix:

1. Council Policy Waste facilities fees and charges (D16/117405)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To present the Council Policy *Waste management fees and charges variations* for endorsement.

Summary

Recycled materials are generated from processing of waste products delivered to Council waste facilities. The majority of recycled materials produced are used for Council operational purposes; however from time to time excess materials are generated. Similarly there may be a requirement to accept materials such as clean fill for onsite operational requirements or for the disposal of waste from an emergency event. In these circumstances there is an opportunity to set or vary prices to ensure operational requirements or community needs are met.

The proposed policy enables Council to amend waste management fees to manage quantities of materials to meet operational, regulatory and community requirements.

Recommendation

That Council:

1. Endorse the policy: *Waste Management Fees and Charges Variations*.
2. Set a sale price for crushed masonry product of \$14.50/tonne (subject to availability).

2.2 Council policy for amendment of waste fees and charges

Report

Background

Recycled materials are generated from processing of waste products delivered to Council waste facilities. The majority of recycled materials produced are used for Council operational purposes, however from time to time excess materials are generated. Similarly there may be a requirement to accept materials such as clean fill for onsite operational requirements or for the disposal of waste from an emergency event. In these circumstances there is an opportunity to set or vary prices to ensure operational requirements or community needs are met.

Discussion

Council has an obligation to meet its EPA licence and best practice operational requirements. One of these requirements is to ensure waste placed in the landfill is covered with at least 300mm of soil at the end of each day. EPA applies a levy to all waste entering landfill, including clean fill, and it is not desirable to fill the landfill with excessive amounts of dirt. Council balances the flow of clean fill coming into the site by charging fees to ensure operation needs are met but minimising losses due to payment of EPA levies. Due to industry finding alternative disposal locations for clean fill there is occasionally a shortage of clean fill available for daily cover. In these instances there is a need reduce gate fees to attract additional material.

Some waste materials received at Council's waste facilities are processed and reused on site. Masonry items such as concrete, tiles, bricks etc. are crushed and used for maintenance of internal roads. Garden waste is composed and used for weed suppression a reduction in fugitive landfill gas emissions or offered for sale to the general public. On occasions the quantity of recycled material produced is in excess of what is required and usually this can be sold at the sale price set by Council, with the exception of crushed masonry products which do not have a sale price adopted by Council. It is proposed that the market rate of \$14.40/tonne (the current rate the local company Regional Recycle has set for non descript recycled crushed concrete) be adopted. Excess stockpiles of recycled material can result in onsite OH&S issues due to a lack of room for storage and large piles of mulch can pose a fire risk with self-combustion possible.

Often the result of an emergency event such as a wild fire or storm is the generation of large quantities of waste. Making sure the community has access to waste facilities without creating an excessive burden at a time that is often an emotional and stressful time is critical in assisting the community recover.

In these instances there is an opportunity to review waste management fees and charges to ensure quantities are managed to meet operational and community needs as well as reducing site risks.

Financial Implications

In the instance of emergency events, if there is a significant event the State Government will often exempt landfill levies for waste resulting from these events. Council will still however be required to cover any operational costs for managing these waste materials at Council waste disposal sites.

The landfill levy applicable to clean fill disposed to landfill is \$31.09 per tonne. A rebate does apply to some material to allow for it to be used for daily cover however this is dependent on the amount of waste received at the site. For 2016/17 the gate fee at Anglesea Landfill is \$22.00 per tonne. There is a balance required to ensure regulatory requirements are met without receiving too much material and having to pay excessive landfill levy.

Minimal income is received from the sale of recycled materials relative to other operational income at waste facilities; therefore alterations to fees for excess recycled materials are not likely to have a financial impact on Council.

Council Plan

Theme	3 Communities
Objective	3.1 Communities that plan for, and recover from, disasters
Strategy	3.1.1 Dedicate resources to provide effective and efficient planning for management of, and recovery from, disasters.
Theme	2 Governance
Objective	2.4 Transparency in decision making and access to information
Strategy	2.4.3 Ensure decision-making is as transparent as possible.

2.2 Council policy for amendment of waste fees and charges

Policy/Legal Implications

Anglesea Landfill is a licenced facility and hence there is an obligation for council to meet licence and best practice operational requirements. At the end of each day there is a licence requirement to cover waste with at least 300mm of soil. Due to fluctuations in the availability of clean fill there is occasionally a need to vary prices to attract additional fill to meet the sites daily cover requirements.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The policy has been developed to minimise risks to Council by reducing excessive stockpiles of recycled materials and ensuring mechanisms are in place to meet regulatory requirements.

Social Considerations

By offering excess recycled materials to the community there is a benefit to the community by accessing recycled material at reduced prices. By giving preference to community groups and not for profit organisations it will reduce their costs and provide greater benefit to the wider community.

Community Engagement

Council has been approached on occasions by community groups to access recycled materials stockpiled at waste facilities. The proposed Council policy will enable a determination to be conducted to see if there are excess materials that may be made available.

Environmental Implications

By making recycled material available this will reduce the need for virgin material.

The ability to alter gate fees for material such as clean fill will ensure the Anglesea landfill is able to meet its EPA licence and hence environmental best practice obligations.

Communication

A communication strategy will be developed prior to implementing the policy.

Conclusion

On occasions there is a need to amend the waste management gate fees for waste materials received or excess recycled materials produced. The proposed policy enables the General Manager Governance & Infrastructure to amend fees for set periods to manage quantities of materials to meet operational, regulatory and community requirements.

2.3 Grant Application to upgrade a section of Cressy Road, Winchelsea

Author's Title: Manager Engineering Services

General Manager: Anne Howard

Department: Engineering Services

File No: F16/1620

Division: Governance & Infrastructure

Trim No: IC16/1233

Appendix:

1. Letter of support from Southern Grain Storage (d16/112185)
2. Plan of proposed upgrade of Cressy Road (d16/112184)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To seek Council support to submit a grant application to upgrade a section of Cressy Road, Winchelsea under the State Government Local Roads to Market Program.

Summary

The State Government has invited applications for its Local Roads to Market Program. Cressy Road in Winchelsea is considered a good candidate for this program as it is a key route for the local grain industry and has a one lane section of road 2.3km long where an upgrade to 2 lanes would improve truck access and safety along this road. The cost of this upgrade is estimated at \$1,012,000 and the program will provide funding on a \$2:\$1 basis for rural councils so Council would need to contribute \$337,333.

Recommendation

That Council:

1. Note that Cressy Road, Winchelsea, is recognised in the Sealed Road Network Plan as important to the agricultural industry and warrants upgrade if possible;
2. Note that Cressy Rod, Winchelsea is the highest priority local road that meets the criteria for the Local Roads to Market Program;
3. Endorse the application to the Local Roads to Market Program for the upgrade of a section of Cressy Road, Winchelsea, at an estimated total project cost of \$1,012,000;
4. Allocate \$337,333 as Council's contribution to the project if the application is successful, through transfer of this amount from the Gravel Pits Cash Reserve to the Adopted Strategy Cash Reserve;
5. Authorise the Chief Executive Officer to sign funding agreement on behalf of Council should an application be successful; and
6. Return the \$337,777 matching funds to the Gravel Pit Cash Reserve if the application is unsuccessful.

2.3 Grant application to upgrade a section of Cressy Road, Winchelsea

Report

Background

The State Government has invited applications for its Local Roads to Market Program and Cressy Road in Winchelsea is considered a good candidate for this program as it is a key route for the local grain industry and has a one lane section of road 2.3km long where an upgrade to 2 lanes would improve truck access and safety along this road.

Discussion

The applications for the Local Roads to Market program close on 16 December 2016. Council support to this funding application is required to enable officers to make this submission.

The Winchelsea area produces high-yielding cereal, pulse and oilseed crops (refer details in attached letter of support from Southern Grains) and Cressy Road is one of the key routes to the main grain storage terminals at Southern Grain in Winchelsea. Cressy Road has up to 70 truck movements per day in the harvest season, typically from mid-December to early February each year. Support for this important industry through adequate road infrastructure is considered important.

Cressy Road is generally two lanes wide but there a 2.3km section between Mirnee School Rd and Armytage Road that is single lane. This presents an increased hazard to local traffic when trucks are using this road, particularly during harvest. There is also another section of single lane for 3.5km further out toward Wingeel Rd which would also improve access but is considered a lower priority and could be the subject of future funding bid.

Financial Implications

The cost of this upgrade is estimated at \$1,012,000 and the program will provide funding on a \$2:\$1 basis for rural councils so Council would need to contribute \$337,333. Council has previously resolved that unallocated funds in the Gravel Pit cash reserve will be used for upgrade and improvement of the road network. While the intent was primarily focussed on improving gravel roads, this cash reserve is still considered to be an appropriate source of funds for other road network upgrades such as that proposed within this report.

Council Plan

Theme	4 Infrastructure
Objective	4.1 Allocation of infrastructure according to need
Strategy	4.1.1. Perform an infrastructure needs assessment to provide clarity to the community on how a fair distribution of infrastructure will be achieved.

Policy/Legal Implications

The Council's Road Network Plan provides Cressy Rd a score of 16. This score is not as high as some of the other rural roads such as Cape Otway Rd and Forest Rd, which had scores of 28 and 23 respectively. However Council has already been successful in securing grant funding for Cape Otway Rd and Forest Rd through alternative programs, Cressy Road is highest scoring road relating to a grain corridor that meets the criteria under the Local Roads to Market program. Given that the network plan recognises that it is desirable to upgrade Cressy Road. With funding of 2:1 is available for this grant it is considered appropriate to support this upgrade through application for funding.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The risk to local traffic on Cressy Rd is considered significantly increased during harvest season and works to increase the road width to two lanes would address this risk.

Social Considerations

The support to the local agricultural industry and local road users is seen as very important.

Community Engagement

Advice was sought from the local industry through Southern Grain Terminals, refer attached letter.

2.3 Grant application to upgrade a section of Cressy Road, Winchelsea

Environmental Implications

Not applicable.

Communication

If funding is successful the industry would be advised through the Southern Grain Terminal network.

Conclusion

Council should support this grant application to upgrade a section of Cressy Road, Winchelsea under the State Government Local Roads to Market Program given the benefits that will be received.

2.4 Unsealed Road Network Strategy

Author's Title: Manager Engineering Services

Department: Engineering Services

Division: Governance & Infrastructure

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐

Yes

☒

No

Reason: Nil

General Manager: Anne Howard

File No: F13/1004

Trim No: IC16/1156

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐

Yes

☒

No

Reason: Nil

Purpose

To seek an allocation of \$25,000 for the development of an unsealed road network strategy that would guide decision making in relation to the management of Council's gravel road network, approximately 500km length.

Summary

The 545 km of gravel roads within Surf Coast Shire represent almost 50% of the total road length under Council's care & management. These roads can become corrugated and dusty in summer and can be muddy and slippery in winter, making it difficult to maintain acceptable service standards.

The 2016 Community satisfaction survey reconfirmed that unsealed roads are one of Council's poorest rating services.

In recent years there has been an increase in the number of requests for permanent upgrading of gravel roads. Funding for construction and sealing of a gravel road is usually shared between Council and the benefiting property owners utilising the Special Charge Scheme provisions of the Local Government Act. However allocating the Council funding for these works is difficult because there is no assessment criteria in place to consider the merits of a specific project and its relative Capital Works priority.

Development of an unsealed road network strategy for the management of gravel roads would provide a framework for the adoption of appropriate service standards and prioritising of works.

Funding for the strategy could be provided from either the Gravel Pits Reserve Fund or the Accumulated Unallocated Cash Reserve.

Recommendation

That Council supports the allocation of up to \$25,000 from the Gravel Pits Reserve Fund for preparation of an Unsealed Road Network Strategy.

2.4 Unsealed Road Network Strategy

Report

Background

The 2016 community satisfaction survey has communicated that unsealed roads are one of Council's poorest rating services. In recent years there has been an increase in the number of community requests/petitions seeking the permanent upgrading of gravel roads.

In May 2016 Council noted a petition requesting construction and sealing of a section of Gilbert St, Aireys Inlet and resolved that officers "collate information including an assessment of the request against Council's service levels, other similar petitions and road sealing projects" that have been constructed in recent years. The Council's Special Charge Scheme Policy is also due for review and would benefit if there was reference to the criteria and basis for assessing the appropriateness of allocating Council funding to projects which are the subject of a Special Charge Scheme.

Discussion

A recently established in-house Gravel Road Working Group has identified 9 actions that provide opportunities for improvement in the management of gravel roads - including development of a strategy for identifying and prioritising road improvements. Development of an unsealed road management strategy, similar to the recently developed (Sealed) Road Network Management Plan, has been identified as a suitable framework for adoption of appropriate service standards and guiding the allocation of Council funds. In-house resources are currently inadequate to prepare the document. A consultant has provided an indicative cost to undertake the research and provide a strategy. This indicative costing has been used to develop this budget request.

The Gherang Gravel Pits Reserve Fund was established by Council resolution in March 2011 to retain royalties for the rehabilitation of the Council quarries and improve the Council's road network. A September 2016 Council report noted that the \$1.7m received to date was greater than the estimated rehabilitation costs and funds are therefore available for planning and delivery of road improvements.

Financial Implications

No funding has been allocated in the current budget. With Council support funds could be provided from either the:

- Gherang Gravel Pits Reserve (rehabilitation and road improvement) Fund - 2015/16 balance of \$1.7m or
- An allocation from the Accumulated Unallocated Cash Reserve

Council Plan

Theme 4 Infrastructure
Objective 4.1 Allocation of infrastructure according to need
Strategy 4.1.1. Perform an infrastructure needs assessment to provide clarity to the community on how a fair distribution of infrastructure will be achieved.

Theme 4 Infrastructure
Objective 4.1 Allocation of infrastructure according to need
Strategy 4.1.3 Develop an improved approach to service planning that identifies long-term future infrastructure requirements and actions

Policy/Legal Implications

The strategy will provide the framework to guide the review of the Special Charge Scheme Policy and development of a procedure to assess gravel road/street upgrading.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The Shires unsealed road network is over 500 km long and represents a significant part of the transport network. Development of a management strategy will reduce the risk of criticism from the community about the manner of prioritising and allocating funds.

Support implementation of the recently adopted 2016 Road Safety Strategy.

2.4 Unsealed Road Network Strategy

Social Considerations

Funding and development of an Unsealed Road Network Strategy will help in identifying road infrastructure needs and the allocation of Council funds in a clear & transparent manner.

Community Engagement

Council has responded to recent requests for gravel road improvements indicating that officers are currently reassessing the management of the local road network before deciding how best to proceed in regard to future improvements.

Development of an unsealed road strategy would help in this decision making.

Environmental Implications

The strategy itself won't address any environmental issues however any future works will reduce the dust nuisance and silt runoff.

Communication

No external communications are proposed at this stage.

Conclusion

Preparation of an unsealed road management strategy will provide a basis for prioritising future works and will enhance Council decision making.

2.5 Bus Shelter Grant Opportunity

Author's Title: Manager Engineering Services

Department: Engineering Services

Division: Governance & Infrastructure

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐

Yes

☒

No

Reason: Nil

General Manager: Anne Howard

File No: F16/1090

Trim No: IC16/1206

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐

Yes

☒

No

Reason: Nil

Purpose

To inform Council of a direct grant opportunity from Public Transport Victoria for \$150,000 to fund the installation of up to 10 bus shelters within the Shire region and to seek agreement to pursue the grant and allocate funding for the project management of this works.

Summary

Public Transport Victoria has approached Council with an offer of applying for an unadvertised grant opportunity valued at \$150,000 to install up to 10 new bus shelters within the Shire region. The funding can be used for the design and construction of new shelters and any associated concrete slab, footpath and drainage alterations. All works are to be completed by 30 June 2017.

The provision of new bus shelters and the upgrade of existing bus stop locations are consistent with the objective within the Council plan of enhancing transport options.

A requirement of this grant funding is that the new shelters will be added to Council's asset register and maintenance will be the responsibility of Council into the future. This will be an ongoing cost to Council that will need to be absorbed within existing maintenance budgets or else additional budget will be required.

Public Transport Victoria has informed Council that this grant funding cannot be used for the cost recovery of internal project management resources. Therefore, in accepting this grant \$15,000 of Council funding would need to be allocated from Council's Accumulated Unallocated Cash Reserve to cover the project management costs of this project delivery.

Recommendation

That Council:

1. Agree to pursue this grant opportunity and accept the funding of \$150,000 from PTV to install up to 10 bus shelters through the shire.
2. Agree to the grant condition of taking on the asset responsibility of the new shelters.
3. Agree to allocate \$15,000 from Council's Accumulated Unallocated Cash Reserve to finance the project management of this works, with unexpended project management budget to be returned to Council.
4. Authorise the Chief Executive Officer to sign the Public Transport Victoria funding agreement on behalf of Council.

2.5 Bus Shelter Grant Opportunity

Report

Background

Council officers met with Public Transport Victoria in July 2016, who raised the opportunity of applying for a funding opportunity to install up to ten new bus shelters. Further discussions were held with Public Transport Victoria through August and September to confirm the various grant conditions.

The provision of new bus shelters and the upgrade of existing bus stop locations are consistent with the objective within the Council plan of enhancing transport options. It is also in line with the G21 Public Transport Strategy, specifically the goal of increasing utilisation of public transport and the strategic objective of providing improved "access for all".

Discussion

A requirement of the grant funding is that the new shelters will be added to Council's asset register and maintenance and renewal will be the responsibility of Council going forward. Currently, both Public Transport Victoria and Council undertake maintenance activities at bus stops in response to customer complaints. In accepting the grant funding there will be an additional cost to Council of maintaining the new bus shelters throughout the life of the shelters.

Council currently has an allocation within the Road Safety Program of approximately \$15,000 which is used to renew and upgrade bus shelters. Generally, this allocation is used to install up to 2 new shelters at existing bus stop locations each year within the Shire and so the PTV grant will provide an additional 10 shelters this year for Council. To determine where the new shelters should be placed Council will consider requests it has received from the public (there is currently a backlog) and will also consider advice we receive from the bus company on their highest use sites. These requests will then be prioritised according to demand and site specific suitability and programmed for delivery as part of this funding allocation.

Public Transport Victoria has advised that any project management associated with the delivery of this works would be expected to be an in-kind contribution from Council and grant funds could not be used for cost recovery. This is inconsistent with Council's funding model for project management where these costs are directly charged to the relevant project and is not a recurrent or operational activity.

Financial Implications

A \$15,000 contribution from Council is required to cover the project management costs to deliver this works. There is no specific funding source to support this initiative and therefore this will need to be drawn from Council's Accumulated Unallocated Cash Reserve.

The maintenance of the new shelters should be minimal in the next few years but there may be a need to adjust the 2017/18 budgets if the shelter maintenance cannot be absorbed within existing maintenance budgets.

Council Plan

Theme	4 Infrastructure
Objective	4.2 Accessible and well maintained Council facilities
Strategy	4.2.3 Ensure building codes are followed and improve accessibility.

Theme	4 Infrastructure
Objective	4.3 Enhance key rural and coastal roads and transport options
Strategy	4.3.3 Public transport needs assessment with proposed solutions.

Policy/Legal Implications

Alterations of hardstand areas and footpaths may be required to ensure the upgrade to the bus stop locations complies with accessibility guidelines associated with the Disability Discrimination Act 1992.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflict of interest.

2.5 Bus Shelter Grant Opportunity

Risk Assessment

This works would be required to be delivered in the 2016/17 financial year and the project management of this works could be resource intensive but this can be managed through allocating a project management budget.

Experience has shown that residents and businesses directly adjacent to a proposed location for the installation of a new bus shelter can react negatively to the idea due to perceived loss of amenity. There is potential that some residents may object to the proposed works.

Social Considerations

The project is anticipated to have a positive community impact by improving the patron experience for public transport users. Public transport usage has been shown to have positive health outcomes so improving the public transport experience and encourage usage within the shire would have positive social outcomes.

Community Engagement

A communications plan and a community engagement plan would need to be completed upon finalisation of the grant agreement to ensure all adjacent landholders and relevant stakeholders are engaged in the delivery of this works.

Environmental Implications

Any environmental impacts in regards to vegetation or tree removal or trimming will be carried out in consultation with Councils environment and planning department with any impacts kept to a minimum.

Communication

As per above a communications and community engagement plan will need to be developed, however it is envisaged that the local community will be consulted regarding the works via letter and in person via site meetings as required.

Conclusion

Council has been presented with a grant opportunity of \$150,000 from Public Transport Victoria. Installation of the new shelters would improve public transport patron experience and access. There are cost implications to Council in the project management of this works and the ongoing maintenance associated with the new shelters. It is recommended Council pursue this grant opportunity, allocate \$15,000 funding to cover the project management of this works and accept the associated grant conditions.

2.6 Instrument of Appointment and Authorisation - Planning and Environment Act 1987

Author's Title: Manager Governance & Risk

General Manager: Anne Howard

Department: Governance & Risk

File No: F15/1076

Division: Governance & Infrastructure

Trim No: IC16/1276

Appendix:

1. Instrument of Authorisation and Appointment - Planning and Environment Act 1987 (D16/116774)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To present the updated instrument of authorisation and appointment for Council's endorsement, as required under the *Planning & Environment Act 1987*.

Summary

Following Council's subscription to the Maddocks Delegations and Authorisations service, a full review of staff authorisations and appointments has now commenced.

The majority of appointments of authorised officers can be made by the Chief Executive Officer under section 224 of the *Local Government Act 1989*, in reliance of Council's delegation dated 26 July 2016. However the appointment of authorised officers under the Planning and Environment Act 1987 cannot be delegated and must be made by resolution of Council.

Accordingly the proposed instrument of appointment and authorisation containing the names of relevant Planning and Local Laws staff is attached for Council's endorsement.

Recommendation

That Council:

In the exercise of the powers conferred by section 224 of the *Local Government Act 1989* and the legislation referred to in the attached instrument of appointment and authorisation ('the instrument'), resolve that:

1. The members of Council staff referred to in the instrument be appointed and authorised as set out in the instrument.
2. The instrument comes into force immediately upon execution and remains in force until Council determines to vary or revoke it.
3. The instrument be sealed under the Chief Executive Officer's signature in accordance with Local Law No. 2 Council Meeting Procedures and Common Seal.

2.6 Instrument of Appointment and Authorisation - Planning and Environment Act 1987

Report

Background

Following Council's subscription to the Maddocks Delegations and Authorisations service and a review of delegations, a full review of existing authorisations and appointments is now underway.

The majority of appointments can be made by the Chief Executive Officer under section 224 of the *Local Government Act 1989*, in reliance of Council's delegation to the CEO dated 26 July 2016. Section 188(2)(c) of the *Planning and Environment Act 1987* prohibits delegation by Council of the power to appoint authorised officers under that Act. The appointment of authorised officers under that Act must therefore be by way of Council resolution.

Discussion

Planning and Local Laws officers require authorisation to act under the *Planning and Environment Act 1987* to enter sites, gather evidence or serve legal notices etc if required, as appropriate to their level of experience and qualifications.

The attached instrument of authorisation and appointment has been reviewed and updated.

The specific authorisations provided through this instrument include:

1. under section 147(4) of the *Planning and Environment Act 1987* – appointment as an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 232 of the *Local Government Act 1989* authorisation generally to institute proceedings for offences against the Act and/or any regulations.

Appointment of authorised officers is essential for Planning and Local Laws staff to be able to carry out their enforcement duties.

Financial Implications

Not applicable.

Council Plan

Theme 2 Governance
Objective 2.4 Transparency in decision making and access to information
Strategy Nil

Policy/Legal Implications

The appointment of authorised officers under the *Planning and Environment Act 1987* ensures Council is compliant with the legislation and that officers are able to carry out their enforcement roles.

Officer Direct or Indirect Interest

There are no conflicts of interest associated with this report.

Risk Assessment

The appointment of authorised officers under the *Planning and Environment Act 1987* ensures Council is compliant with the legislation and that officers are able to carry out their enforcement roles.

Social Considerations

Not applicable.

Community Engagement

Not applicable.

Environmental Implications

Not applicable.

Communication

The relevant parties will be notified and the Public Register of Authorised Officers updated.

Conclusion

By authorising the relevant officers to act under the *Planning and Environment Act 1987* Council will ensure they have the required authority to carry out their roles within legislated requirements.

3. ENVIRONMENT & DEVELOPMENT

3.1 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

Author's Title: Senior Strategic Planner

General Manager: Phil Rowland (Acting)

Department: Planning & Development

File No: F16/704

Division: Environment & Development

Trim No: IC16/1231

Appendix:

1. Summary of Submissions (D16/121284)
2. Officer Assessment Report 16/0172 (D16/121287)
3. Draft Planning Permit 16/0172 - Post-exhibition changes (D16/121289)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To consider submissions received to Planning Scheme Amendment C116 and Planning Permit Application 16/0172 and to refer the amendment and permit application to an independent panel to be appointed by the Minister for Planning.

Summary

Planning Scheme Amendment C116 and Planning Permit Application 16/0172 have been lodged pursuant to Section 96A of the *Planning and Environment Act 1987* and seek to accommodate an outdoor recreation facility (tree top adventure park) on land at 180 Erskine Falls Road, Lorne.

The amendment and permit application were publicly exhibited from 4 August to 5 September 2016. In total, nine (9) submissions have been received, including six (6) from referral authorities and three (3) from members of the public. The three public submissions object to the proposal and raise issues with the appropriateness of the proposal on land zoned Rural Conservation Zone, impacts on vegetation and wildlife, visual and amenity impacts, bushfire risk and insufficient traffic infrastructure and parking.

Where Council is unable to resolve submissions, Council is required to refer the submissions to an independent panel to be appointed by the Minister for Planning. Council can also resolve to abandon the amendment at this stage.

Recommendation

That Council

1. Receive submissions to Planning Scheme Amendment C116 and Planning Permit Application 16/0172.
2. Having considered all submissions to Amendment C116 and Application 16/0172, request that the Minister for Planning appoint an independent panel under Part 8 of the *Planning and Environment Act 1987*.
3. Refer all submissions to the panel pursuant to Section 23(1)(b) of the *Planning and Environment Act 1987*.

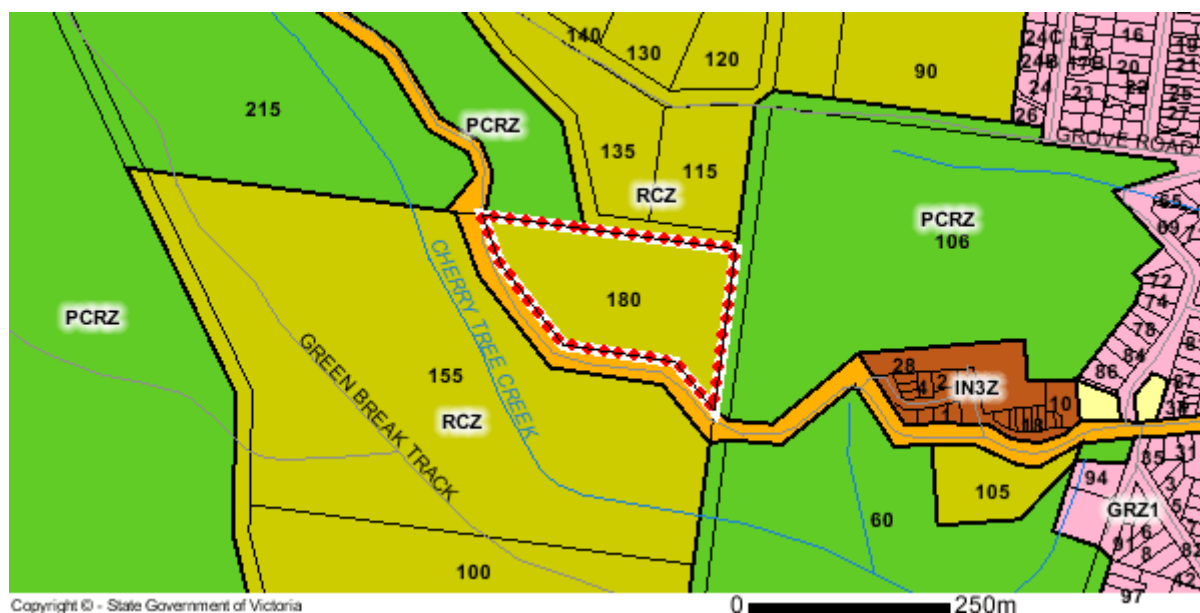
3.1 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

Report

Background

Planning Scheme Amendment C116 (the amendment) and Planning Permit Application 16/0172 (the permit application) were lodged on behalf of Livewire Park Pty Ltd (the proponent) pursuant to Section 96A of the *Planning and Environment Act 1987* (the Act). The proposal seeks to facilitate the use and development of land at 180 Erskine Falls Road, Lorne (the site) for an outdoor recreation facility (tree top adventure park).

The 4 hectare site is located just to the west of the Lorne township and is zoned Rural Conservation Zone (RCZ). The proposed use is prohibited under the zone and the amendment is required to introduce a site specific exemption into the Surf Coast Planning Scheme by listing an incorporated document in the Schedule to Clause 52.03 'Specific Sites and Exclusions' and the Schedule to Clause 81.01 'Incorporated Documents'.



The permit application seeks approval for the use and development of the land for an outdoor recreation facility (tree top adventure park) and the removal of native vegetation.

The amendment and permit application were publicly exhibited from 4 August to 5 September 2016. In total, nine (9) submissions were received, including six (6) from referral authorities and three (3) from members of the public. The three public submissions object to the proposal. A summary of the submissions is provided at Appendix 1. The key issues are discussed below.

Discussion

Objections

Three objecting submissions were received from people who do not appear to live in Lorne but are regular visitors. The concerns raised in the submissions can be summarised as follows:

- An adventure park is inappropriate within the RCZ. RCZ land should be protected from development.
- Approval will set a precedent for other RCZ land to be developed, including Bells Beach area
- Treatment and storage of wastewater
- Insufficient traffic management infrastructure and car parking based on the visitor numbers
- Scale of buildings and structures will cause visual and amenity impacts (noise, music, rubbish)
- Impacts on the natural watercourse, vegetation and wildlife
- Bushfire risk
- Park is only designed for young people and does not accommodate for individuals with disabilities

3.1 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

In summary, the following response is provided to these concerns:

- The proposal is consistent with state and local planning policy and with the purpose of the RCZ in providing for a nature based tourism use in a manner that protects the environment and provides for sustainable land management.
- It is not considered that the proposal will set a precedent for other RCZ land, as each application must be considered on merit. The local planning policy framework strongly discourages tourist development within the Bells Beach area.
- The proposal will not impact on the watercourse (which is not a designated waterway but merely a gully) or significantly affect flora and fauna, with the facility primarily an 'air-based' facility, and buildings built on stilts to minimise the impact on the environment. The facility will utilise a waterless waste system that ensures no impact on the environment.
- All structures within the site have been sensitively designed to integrate with the environment. The buildings are single storey that will sit well below the tree canopy, are raised above the ground to minimise impact on vegetation, are sited well set back from roads and utilise natural colours and materials to blend with the natural environment. It is considered that there will be little visual impact on the surrounding area and further beyond. The large canopy trees will remain the dominant feature of the site.
- It is not expected that there will be any adverse noise impacts on the surrounds, other than voices on site which may include the occasional excited screaming or squealing by people using the ziplines. The facility will operate in daylight hours only and no café is proposed. The site is well separated from surrounding housing. Conditions have been included on the draft planning permit to ensure noise emissions comply with relevant EPA legislation.
- A traffic report has been prepared which has determined the level of on-site car parking required and any improvements to the accessway and site access. The assessment was based on surveys undertaken in March this year and as such is based on current data. A shuttle bus will operate to reduce vehicle use and demand for car parking.
- A Bushfire Management Statement has been prepared for the site, in consultation with the CFA. In high fire periods, the site will be closed and no people will be allowed on site.
- The arborist and biodiversity reports highlight that only 6 trees require removal. The vegetation removal will be offset and new landscaping will be provided within the site.
- The adventure park will be accredited by the company that will build the ropes course (Altus) and adopt the highest safety standards with regular safety checks. The health of the trees will also be monitored annually.
- The proposal caters for all age types and the Ecoline zip line component of the proposal is appropriate for disabled people.

A detailed assessment of the merits of the proposal is provided in the Officer's Report at Appendix 2. The Draft Planning Permit with post-exhibition changes is included at Appendix 3.

DELWP

The submission lodged by DELWP did not object to the amendment but raised concerns about a lack of information to enable proper understanding of the potential impacts on native vegetation and biodiversity. In particular, further information was sought in regards to impacts associated with bushfire management, site access and car parking, the construction and siting of buildings and infrastructure, the level of pruning and impacts on tree protection zones. DELWP also noted that vegetation had been removed in the past five years prior to lodgement of the application.

In response to the DELWP submission and following a meeting between the proponent, DELWP officers and Council officers, the applicant provided further information, including a revised site plan, an addendum to the arboricultural assessment, an updated biodiversity assessment and clarification around the past removal of vegetation. The updated biodiversity assessment includes assessment of the vegetation losses associated with the proposed widening of the accessway; management of defensible space in accordance with the bushfire management statement; and past removal of native vegetation which was the outcome of fire prevention works (mulching of understorey growth) and access track improvements at the direction of Parks Victoria and CFA following the Lorne 2015 Christmas Day fire. As a result, the area of vegetation impacted has increased from 0.146ha to 1.302ha and the required offsets have increased accordingly. The draft planning permit has been amended to reflect this change.

3.1 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

The addendum to the arborist report has documented the findings of further survey and examination of trees close to the buildings and other infrastructure and in the car parking areas. Where incursions greater than 10% of the tree protection zone will occur, additional tree management measures will apply to safeguard the long term health and longevity of the trees. The report reaffirms that six trees will be required to be removed.

The further information was forwarded to DELWP for review. Upon review of the information, DELWP now consent to the issue of a permit and have recommended conditions for inclusion on the planning permit in relation to the erection of protective fencing and the provision of native vegetation offsets.

Financial Implications

As a privately driven amendment, the proponent is required to cover all statutory costs relating to the processing of the amendment and planning permit application, including panel costs.

Council Plan

Theme 5 Development and Growth
Objective 5.4 Transparent and responsive land use and strategic planning
Strategy Nil

Policy/Legal Implications

Ministerial Direction Number 11 and the Surf Coast Planning Scheme provide a range of policy directions that need to be considered when testing the merits of the proposal, including demonstration of how the proposal is consistent with and implements State and local planning policy. These matters have been documented in the Explanatory Report.

In accordance with Section 23 of the *Planning and Environment Act 1987* after considering a submission that requests a change to the amendment Council must:

- Change the amendment in the manner requested; or
- Refer the submission to a panel appointed under Part 8; or
- Abandon the amendment or part of the amendment.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

There are no perceived risks associated with referring the amendment and permit application to a panel.

Social Considerations

The proposal is expected to generate a number of positive social benefits, including direct and indirect employment opportunities, and broadening of Lorne's tourism base beyond the traditional coastal activities during peak summer season. It will enhance the visitor experience by offering an alternative attraction to a high profile visitor destination and encourage more day and overnight visitors outside the peak holiday season. Other social benefits include providing a healthy, outdoor recreation and tourism experience for residents and visitors.

Community Engagement

The amendment and permit application were placed on public exhibition for one month in accordance with the requirements of the *Planning and Environment Act 1987*.

The proponents have consulted with tourism and trader groups, community organisations and neighbouring landowners prior to lodgement of the application and have received letters of support from Lorne Fire Brigade, Lorne Historical Society, Great Ocean Road Regional Tourism, Lorne Business and Tourism Association and three neighbouring property owners.

Environmental Implications

Environmental considerations have formed an integral component of the proposal. The proposal relies on the retention and protection of the environmental values of the site for its existence as a nature based recreation facility. The proposed use and development has been designed to have minimal environmental impacts as follows:

3.1 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

- The platforms and ropes courses will be attached to trees using timber battens and ropes to minimise any damage. There will not be any drilling into trees. A Tree Management Plan has been prepared by a qualified arborist to provide measures for the protection and ongoing maintenance of the trees.
- The two buildings will have a small footprint and will be constructed on stilts to minimise vegetation removal and ground disturbance. A total of six trees will require removal. Offsets will be provided in accordance with the State government biodiversity assessment guidelines.
- The existing track will be used as the main loop accessway. Car parking spaces will be located adjacent to the accessway and in between trees. Measures, such as bollards, barriers, mulching or landscaping, are required to ensure vehicles do not directly damage any trees or compact the soil within the structural root zone of the trees. This is addressed in the aforementioned Tree Management Plan.
- Wastewater will be collected and treated using a waterless composting system that does not result in any effluent disposal.
- The proposal incorporates environmentally sustainable design features, including water tanks and solar panels.
- A shuttle bus service is proposed to reduce private car use.

A bushfire management statement has been prepared which recommends that the site be closed on days of extreme or code red fire danger and the site evacuated in case of an impending emergency, rather than fire proof the site through standard bushfire management measures such as increased BAL construction standards and vegetation clearance within the defendable space. Vehicle access and water supply will be required to meet CFA requirements and relevant conditions have been included on the draft planning permit.

A Cultural Heritage Management Plan has been prepared and approved for the site. No Aboriginal cultural heritage was identified in the activity area.

Communication

Submitters will be notified of Council's resolution and will receive correspondence from Planning Panels Victoria following the appointment of a Panel.

Conclusion

It is considered that the proposed tree top adventure park will result in an outcome that is strongly supported by state and local planning policy and will result in net community benefit by making a positive contribution to the growth and sustainability of the Lorne visitor economy and experience.

The proposal is consistent with planning policies and tourism strategies that encourage nature and adventure based tourism in the Lorne hinterland and broader Otway Ranges/Great Ocean Road Region, whilst providing for the protection of environmental and landscape values and management of bushfire risk.

It is considered that the proposal has sufficient merit to warrant consideration by a panel. It is therefore recommended that Council refer all submissions to an independent panel to be appointed by the Minister for Planning.

3.2 16/0370 - Development Plan for the Commercial 2 Zone, Princes Highway, Winchelsea

Author's Title: Senior Strategic Planner
Department: Planning & Development
Division: Environment & Development

General Manager: Phil Rowland (Acting)
File No: 16/0370
Trim No: IC16/1241

Appendix:

1. Development Plan - Commercial 2 Zone, Winchelsea (D16/121277)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐

Yes

☒

No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐

Yes

☒

No

Reason: Nil

Purpose

To request delegated authority for Council officers to approve the Development Plan for 2931, 2935, 2945, 2955 and 2995 Princes Highway, Winchelsea if there are no objecting submissions received or if all objecting submissions are resolved.

Summary

An application has been received from St Quentin Consulting P/L, on behalf of the landowner of 2955 Princes Highway, Winchelsea, to approve a Development Plan affecting all the land within the Commercial 2 Zone on the Princes Highway in Winchelsea.

The subject land was rezoned from Farming Zone to Business 4 Zone in 2011 with the approval of Surf Coast Planning Scheme Amendment C65. At this time the Development Plan Overlay, and associated Schedule 9, was also applied to the land. The Business 4 Zone subsequently became the Commercial 2 Zone as part of State standard zone changes.

Approval of the Development Plan (DP) will enable prospective developers to apply for planning permits to use and develop the land for commercial uses in accordance with the zone purpose, such as offices, bulky goods retailing, and appropriate manufacturing and industry type uses that have low adverse amenity potential. It is expected that approval of the DP will facilitate development in accordance with the existing Winchelsea Strategy (Clause 21.09) in the Surf Coast Planning Scheme, and reinforced by the more recently adopted Growing Winchelsea plan.

There is no requirement for public exhibition or referral of DPs under the Surf Coast Planning Scheme or the *Planning and Environment Act 1987*. As a matter of transparent governance and decision making however, Surf Coast Shire Council places a notice in the local newspaper and informally refers Development Plans to adjoining landowners and relevant authorities for comment. This provides an opportunity for the public and referral authorities to comment on the DP to help inform Council's decision.

Council placed DP 16/0370 on public exhibition between 4 November and 2 December 2016 and also referred the DP to relevant authorities during this time. At the time of writing this report, one submission has been received from Vic Roads, supporting the DP with a minor modification which has been accepted by the applicant and is now included in the revised DP.

It is understood that at least two developers are waiting on approval of the DP to apply for planning permit applications to develop part of the subject land. It is considered that providing Council officers delegated authority to approve the DP, if there are no objections, will expedite the approvals process and facilitate development in this precinct that Council has been promoting for some years. It is considered that the DP addresses the requirements of the Development Plan Overlay Schedule 9 and will allow for an integrated development of the precinct into the future.

Recommendation

That Council delegate the authority to approve Development Plan 16/0370, affecting Commercial 2 Zoned land on the Princes Highway in Winchelsea, to the Manager Planning and Development if no objections are received or any objecting submissions are resolved.

3.2 16/0370 - Development Plan for the Commercial 2 Zone, Princes Highway, Winchelsea

Report

Background

An application has been received from St Quentin Consulting P/L, on behalf of the landowner of 2955 Princes Highway, Winchelsea, to approve a Development Plan (DP) affecting all the land within the Commercial 2 Zone on the Princes Highway in Winchelsea.

Figure 1: Subject Land



The subject land was rezoned from Farming Zone to Business 4 Zone in 2011 with the approval of Surf Coast Planning Scheme Amendment C65. At this time the Development Plan Overlay, and associated Schedule 9, was also applied to the land to ensure that future development of the precinct occurs in an integrated manner giving particular attention to vehicular access to the site and providing a landscaped buffer to residential land to the south. The Business 4 Zone subsequently became the Commercial 2 Zone as part of State standard zone changes.

The purpose of the Commercial 2 Zone is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies
- To encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services
- To ensure that uses do not affect the safety and amenity of adjacent, more sensitive uses.

For many years now, Council has been working with some of the landowners with land in the Commercial 2 Zone to try and facilitate development of the area. The types of uses envisaged have included a service station, bulky goods retailing, caravan or motor vehicle sales. To date it has been difficult to get an individual landowner to take on preparation of the DP, which must cover all of the land within the Commercial 2 Zone and Development Plan Overlay Schedule 9 (DPO9). Approval of the DP is required before an application can be made for a planning permit to use or development any of the affected land (with some minor exemptions).

3.2 16/0370 - Development Plan for the Commercial 2 Zone, Princes Highway, Winchelsea

Discussion

The primary reason for application of the DPO9 to the subject land was to ensure that the precinct was developed in an integrated way, with particular regard to the provision of a service road to provide lot access along the Princes Highway and to mandate the provision of a 10 metre landscaped buffer area to residential development to the south.

Key features of the DP submitted by the applicant include:

- A service road along the Princes Highway frontage
- A condition that this service road is the “ultimate Princes Highway access arrangement permitted by Vic Roads” with a single point of access and a single point of egress. It allows in the interim however temporary access arrangements subject to the approval of Vic Roads
- A 10 metre landscaped buffer along the length of the southern boundary of the subject land
- Landscape concept plans
- A restriction on subdivision into lots of less than 1,000 sqm unless accompanied by a concurrent planning permit application for a development
- A restriction on subdivision into battle axe style lots unless accompanied by a concurrent planning permit application for a development
- A prohibition on the planting of environmental weeds
- A requirement that planning permits issued for subdivision must include a condition that encourages the reuse of any surplus soil generated by subdivision for landscaping works
- An indicative location for a drainage basin to service land at 2995 Princes Highway
- Drainage and sewerage easements as necessary
- A shared pathway link to connect future residential development to the south to the service road abutting the Princes Highway

A copy of the DP is attached to this report as Appendix 1.

The DP is supported by technical documents including:

- Flora and Fauna Assessment for 2995 Princes Highway, Winchelsea
- Flora and Fauna Assessment for the Winchelsea to Colac Princes Highway Duplication
- Urban Services Analysis
- Photographical Analysis of Views and Vistas
- Economic Assessment of Commercial 2 Zoned Land in Winchelsea.

Council placed DP 16/0370 on public exhibition between 4 November and 2 December 2016. It was also referred to relevant authorities. At the time of writing this report, one submission has been received. The submission is from VicRoads and supports the DP but with conditions. These conditions have been accepted by the applicant and are now included in the revised DP presented as Appendix 1. The conditions relate to the service road and access arrangements.

Council has been advised that the applicant is keen to progress the approval of the DP as there is developer interest in the land (the applicant's parcel being 2955 Princes Highway). Council has also had contact from a developer in regards to a separate parcel of the subject land, and they are awaiting approval of the DP so that they can apply for a planning permit application to develop that part of the subject land. It is considered that providing Council officers delegated authority to approve the DP, if there are no objections, will expedite the approvals process and facilitate development in this precinct that Council has been promoting for some years. It is considered that the DP addresses the requirements of the Development Plan Overlay Schedule 9 and will allow for an integrated development of the precinct into the future.

If there are however, objections to the DP it is understood that these submitters will need to be given the opportunity to be heard by the full Council and thus it is more appropriate in that circumstance for Council to retain the decision making role.

Financial Implications

There are no direct financial impacts on Council in processing the application which occurs via operational budgets.

3.2 16/0370 - Development Plan for the Commercial 2 Zone, Princes Highway, Winchelsea

Council Plan

Theme 5 Development and Growth
Objective 5.2 Encourage sustainable economic development and growth
Strategy 5.2.4 Identify and facilitate opportunities to create employment in Surf Coast Shire's rural hinterland areas with an emphasis on appropriate land use and development.

Policy/Legal Implications

The DP will be assessed against the relevant provisions of the Surf Coast Planning Scheme.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The merits of the proposal will be considered against the relevant provisions of the Surf Coast Planning Scheme and *Planning & Environment Act 1987*. There are no inherent risks in giving Council officers delegated authority to approve the DP if there are no submissions objecting to the proposal, or if objecting submissions are resolved.

Social Considerations

Development of the subject land in accordance with the purposes of the Commercial 2 Zone will create economic benefit for the township of Winchelsea. Jobs will be created both in the construction phase and for ongoing operation of future businesses.

Community Engagement

The *Planning & Environment Act 1987* and Surf Coast Planning Scheme do not include legislated requirements to undertake public notice of applications for the approval of development plans. However, it is Council policy to undertake an exhibition process and invite submissions to inform Council's decision. This has been undertaken. A notice was placed in the Winchelsea Star, direct notice was given to all subject landowners and direct notice was also given to adjacent and nearby landowners.

There is no legal obligation on Council to consider submissions received and submitters do not have any rights under the Act to apply for a review of Council's decision to approve a development plan.

Environmental Implications

The site does not contain any significant vegetation. Landscape concept plans have been provided to ensure future development of the area is aesthetically pleasing when viewed from the Princes Highway and includes an adequate buffer area to residential development to the south.

Communication

Council's determination will be communicated to any submitters, including referral authorities, by mail.

Conclusion

Approval of the DP will enable prospective developers to apply for planning permits to use and develop the land for commercial uses in accordance with the zone purpose. It is expected that approval of the DP will facilitate development in accordance with the existing Winchelsea Strategy (Clause 21.09) in the Surf Coast Planning Scheme, and reinforced by the more recently adopted Growing Winchelsea plan.

3.3 C113 - Adoption of Amendment for 85 Geelong Road, Torquay

Author's Title: Senior Strategic Planner
Department: Planning & Development
Division: Environment & Development

General Manager: Phil Rowland (Acting)
File No: F16/661
Trim No: IC16/1255

Appendix:

1. C113 Panel Report (D16/114555)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐ Yes

☒ No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

Reason: Nil

Purpose

To consider the Panel Report for Surf Coast Planning Scheme Amendment C113, applicable to land at 85 Geelong Road, Torquay, and to adopt Amendment C113 and forward to the Minister for Planning for final approval.

Summary

Planning Scheme Amendment C113 applies to land at 85 Geelong Road, Torquay, located on the corner of the Surf Coast Highway (Geelong Road) and Grossmans Road.

The Amendment proposes to amend Schedule 5 to the Special Use Zone to allow the proponent to apply for a planning permit to use and develop the land for a service station as part of a wider concept plan (with an E-station for charging electric cars). The concept plan also includes a medical centre, aged care facility, child care centre, café and food outlets with speciality shops, a cinema or multi-purpose function centre and a community/outdoor amphitheatre. The proposal does not include a request for a planning permit at this time.

Amendment C113 was placed on public exhibition from 26 May 2016 to 27 June 2016. 16 public submissions were received, eight objecting and eight in support of the Amendment. Opponents of the Amendment expressed concerns with possible traffic, amenity, health and safety impacts attributed to the operation of a service station on the site and contested that the use of the land for a service station is not appropriate for a prominent “gateway” site at the entrance to Torquay.

The Amendment and submissions were referred to an independent planning Panel. The panel hearing was held on Tuesday 18 October 2016 at which four objecting submitters elected to be heard, along with Council and the applicant. The Panel Report (the Report) was received on Wednesday 16 November 2016. The Panel concluded that the Amendment:

- Is strategically justified when assessed against State and local policy.
- Is consistent with the objectives of the *Torquay Jan Juc Retail Strategy 2011* at clause 21.08 and the *Sustainable Futures Plan Torquay Jan Juc 2040*.
- Would not prevent the development of an iconic building on the corner of Grossmans Road.

The Panel did not however support post exhibition changes recommended by Council, which were intended to prohibit access to a service station from Grossmans Road. The Panel argued that this access matter could be addressed at the planning permit stage. It is considered that this is a reasonable approach and therefore it is considered appropriate to adopt the Amendment as exhibited in accordance with the Panel recommendations.

Recommendation

That Council:

1. Receive and note the Panel Report on Amendment C113;
2. Adopt Amendment C113 to the Surf Coast Planning Scheme as exhibited; and
3. Forward Amendment C113 to the Surf Coast Planning Scheme to the Minister for Planning for final approval.

3.3 C113 - Adoption of Amendment for 85 Geelong Road, Torquay

Report

Background

Planning Scheme Amendment C113 applies to land at 85 Geelong Road, Torquay, located on the corner of the Surf Coast Highway (Geelong Road) and Grossmans Road.

The Amendment proposes to amend Schedule 5 to the Special Use Zone (SUZ5) to allow the proponent to apply for a planning permit to use and develop the land for a service station as part of a wider Concept Plan (with an E-station for charging electric cars). The concept plan also includes a medical centre, aged care facility, child care centre, café and food outlets with speciality shops, a cinema or multi-purpose function centre and a community/outdoor amphitheatre. The proposal does not include a request for any planning permits.

A Section 173 Agreement under the *Planning and Environment Act 1987* is registered on the land. It requires the landowner to develop the site generally in accordance with the Concept Plan attached to the Agreement should a planning permit application be made for a service station on the site.

Amendment C113 was placed on public exhibition from 26 May 2016 to 27 June 2016. 16 public submissions were received, eight objecting and eight in support of the Amendment. Opponents of the Amendment expressed concerns with possible traffic, amenity, health and safety impacts attributed to the operation of a service station on the site and contested that the use of the land for a service station is not appropriate for a prominent “gateway” site at the entrance to Torquay.

The Amendment and submissions were referred to an independent planning Panel, which was appointed by the State government on 31 August 2016. Mr Brett Davis was the Panel Chair and sole panel member. The hearing was held on Tuesday 18 October 2016 at which four objecting submitters elected to be heard, along with Council and the applicant.

Discussion

The Panel Report (the Report) for Amendment C113 was received on Wednesday 16 November 2016. The Panel concluded that the Amendment:

- Is strategically justified when assessed against State and local policy
- Is consistent with the objectives of the *Torquay Jan Juc Retail Strategy 2011* at clause 21.08 and the *Sustainable Futures Plan Torquay Jan Juc 2040*
- Would not prevent the development of an iconic building on the corner of Grossmans Road.

The Panel did not however support post exhibition changes recommended by Council, which were intended to prohibit access to a service station from Grossmans Road. The Panel argued that this access matter could be addressed at the planning permit stage. Whilst still concerned with potential traffic impacts of allowing access to a service station on this site from the Grossmans Road frontage, it is considered reasonable to defer assessment of vehicle access to the planning permit stage when detailed plans of proposed development become available and more accurate traffic estimates can be obtained. Council officers therefore consider that it is appropriate to adopt the Amendment as exhibited in accordance with the Panel recommendation.

The Panel did note that “*it is important the service station not be located on the corner of Grossmans Road and Surf Coast Highway*” and that “*Council and the proponent acknowledge this*”. The Report states that the “*SUZ5 does not need to specify the location of the service station as the Concept Plan is clear that the location is to be central to the site along the Surf Coast Highway*” and elsewhere that “*any attempt to amend the Concept Plan would still require Council approval.*”

Other comments of note from the Panel include:

“The Panel agrees with Council that it is clear that there is no obligation on Council to approve all or any of the proposed uses should they fail to present sufficient merit as part of a future planning permit application.”

“The Panel concludes that the site’s ‘gateway’ status has diminished as development has evolved in Torquay. That is not to say it is still not an important site, but the Panel believes it has a different function to what was once envisaged.”

The Panel concludes by recommending the Amendment be adopted by Council as exhibited.

3.3 C113 - Adoption of Amendment for 85 Geelong Road, Torquay

Financial Implications

The proponent has signed a legal agreement to cover all costs associated with processing the planning scheme amendment, including panel costs and Council's project management costs. The requirement to cover all costs is based on the request being privately sought and outside Council's strategic planning work program.

Council Plan

Theme 5 Development and Growth
Objective 5.4 Transparent and responsive land use and strategic planning
Strategy Nil

Policy/Legal Implications

The proposed Amendment would lead to a revision of planning policy for the site, with regard to the potential for a service station to locate on the site.

Officer Direct or Indirect Interest

No officer involved this report has any direct or indirect conflict of interest.

Risk Assessment

There are no identified risks associated with adopting the Amendment.

Social Considerations

The Amendment could lead to a range of social outcomes. It has the potential to facilitate the development of a service station on the land, which would create a number of jobs, both in the construction phase and for ongoing operation, and increase the provision of such facilities in Torquay. There are however, amenity, health and safety considerations that would need to be carefully considered through a future planning permit application.

Other proposed facilities shown on the concept plan are not affected by the Amendment. All of these are currently permit required uses pursuant to the Surf Coast Planning Scheme.

Community Engagement

The Amendment was exhibited in accordance with section 19 of the *Planning and Environment Act 1987*, including:

- Notices to affected landowners and adjacent owner/occupiers
- Notices in the Surf Coast Times and Government Gazette
- Available for viewing on the Department of Environment, Land Water and Planning website and Council's website.

Following exhibition, the Amendment and submissions were referred to an independent Panel appointed by the State government for consideration. All submitters were invited by Planning Panels Victoria to be part of the panel process.

Environmental Implications

The Amendment is not expected to have any adverse environmental effects. The site is largely devoid of vegetation, however environmental implications that might arise from future development of the site would be considered in detail as part of any subsequent planning permit applications.

Communication

The Panel Report has been publicly released by Council officers and letters have been sent to all submitters notifying them of the date for a Council decision. Minutes will appear on Council's website of Council's decision to either adopt the Amendment or abandon the Amendment following the Council meeting.

Conclusion

Pursuant to the *Planning and Environment Act 1987*, Council must consider the Panel Report before deciding whether or not to adopt an amendment.

After considering the Panel Report, Council officers recommend that Council support the Panel's recommendation that Amendment C113 be adopted as exhibited. Following adoption it is also recommended that Council forward the amendment to the Minister for Planning for final approved pursuant to Section 31 of the *Planning and Environment Act 1987*.

3.4 Event Funding Update

Author's Title: Manager Economic Development & Tourism

General Manager: Phil Rowland (Acting)

Department: Economic Development & Tourism

File No: F15/838

Division: Environment & Development

Trim No: IC16/1269

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

☐

Yes

☒

No

☐

Yes

☒

No

Reason: Nil

Reason: Nil

Purpose

To return event grant funding from three events no longer taking place and to recommend financial support for a function for elite women's teams participating in the 2017 Cadel Evans Great Ocean Road Race.

Summary

Three major events funded under the 2016 – 2017 allocation of the Event Grant Program have advised that they can no longer proceed with staging their event. The funds allocated will not be required resulting in a favourable variance of \$11,200 plus GST to the budget.

A separate opportunity has presented to assist in the staging of a function to welcome the elite women's riders and their teams participating in the Cadel Evans Great Ocean Road Race which takes place over 27 – 29 January 2017. An amount of \$6,000 plus GST is recommended to stage a welcome for the teams which are a mixture of international and national teams.

Recommendation

That Council:

1. Note that major events which received funding under the Event Grant Program at the 28 January 2016 Council Meeting, being Aireys Inlet Literary Festival - \$5,000, Sustainable Hook and Vine Festival - \$5,000 and Lorne's Melbourne Food & Wine Festival - \$1,200, are no longer proceeding due to unforeseen circumstances.
2. Note the \$11,200 favourable budget variance expected to be realised at the end of the 2016 – 2017 financial year.
3. Endorse the provision of \$6,000 towards supporting a function to welcome and recognise the Cadel Evans Great Ocean Road Race elite women's teams and a Welcome to Country event, and to be funded out of the accumulated unallocated cash reserve.

3.4 Event Funding Update

Report

Background

The Event Grants Program exists to support a range of events in the Shire. Council awarded the grants for the 2016 – 2017 program at its meeting on 28 January 2016. A total of \$88,700 was awarded.

The Cadel Evans Great Ocean Road Race has been staged in late January with the 2017 event being its third year. The event comprises a people's ride of approximately 4,000 participants, elite women's and elite men's race. The elite women's event has achieved a UCI 1.2 ranking and will be broadcast on Channels of Seven live between 1pm and 3pm on Saturday, 28 January 2017. The Race will also be streamed live on the PLUS 7 Live app.

Discussion

At its meeting on 28 January 2016 Council resolved to fund several events under the Event Grant Program totalling \$88,700, including a pre allocated amount of \$5,000 for the Aireys Inlet Lighthouse Literary Festival, for the 2016 – 2017 financial year.

Since the commencement of the 2016 – 2017 financial year three funded events have advised the Economic Development Unit they will no longer be staging their events due to a range of financial and people resourcing factors. The three events and their funded amounts include:

- Aireys Literary Festival - \$5,000
- Sustainable Hook and Vine - \$5,000
- Lorne's Melbourne Food & Wine Festival - \$1,200

Given the grants were awarded by Council, there is a need for Council to formally acknowledge that \$11,200 in the event grant program budget will not be provided, resulting in a favourable variance for 2016 – 2017 financial year.

A separate opportunity has presented to stage a 'welcome function' for the elite women's teams' as part of the women's UCI 1.2 Cadel Evans Great Ocean Road Race. Participating teams comprise eight UCI Women's Teams, two international teams and four Cycling Australia National Road Series teams.

The opportunity to host a function would recognise the presence of elite level women's riders on the Surf Coast as well and is consistent with Council's gender equality policy.

It is estimated the function would involve 80 – 100 people including the athletes and their management teams. In addition, it is envisaged that local businesses would also be invited to the function. Deakin University is the primary sponsor of the elite women's race and this represents a good synergy due to the recently signed MOU. Details of the function will be finalised upon confirmation of the funds, however a key component will be a Welcome to Country.

The request for \$6,000 to stage a 'welcome function' is a recommended new initiative and would need to be funded from the accumulated unallocated cash reserve. It is also proposed to liaise with local indigenous community to conduct a Welcome to Country event in the week leading up to the race weekend.

Financial Implications

Anticipated event funding totalling \$11,200 is no longer required due to events not taking place. This will result in an under expenditure of this amount in the Event Grant Program budget for 2016 - 2017

Should the \$6,000 funding for the elite women's function be endorsed the allocation would be required to come from the accumulated unallocated cash reserve.

Council Plan

Theme	5 Development and Growth
Objective	5.3 Develop and grow sustainable year round tourism
Strategy	5.3.3 Improve the promotion of all major events and festivals across Surf Coast Shire.

3.4 Event Funding Update

Policy/Legal Implications

There are no legal or policy implications contained within this report.

Officer Direct or Indirect Interest

No officer involved in the writing of this report has a conflict of interest.

Risk Assessment

This report seeks to return funding allocated to events no longer taking place.

Social Considerations

Events form a key part of social connectivity for local residents and visitors. With three events no longer taking place these opportunities will be slightly diminished.

The Elite Women's function will form an important part of recognising the status of the Cadel Evans Great Ocean Road Race and in particular the contribution of elite women riders to cycling.

Community Engagement

No community engagement is required in this report.

Environmental Implications

There are no environmental implications contained in this report.

Communication

Event organisers have advised staff in writing of their intention not to stage their respective events and as a result will not enter into a funding agreement with Surf Coast Shire.

Conclusion

Three events funded under the Event Grant Program have advised staff in writing they no longer intend to stage their respective events in the 2016 – 2017 financial year. Given the funding allocations were made by a Council resolution this request formalises the unused funding in the Event Grant Program.

An opportunity to stage a 'welcome function' for the Elite Women's teams competing in the 2017 Cadel Evans Great Ocean Road Race has presented. It is estimated the cost to stage a function is \$6,000. Given the status of the Cadel Evans Road Race and the opportunity to recognise the worlds' best cycling athletes it is recommended to fund the staging of a welcome function and to support a Welcome To Country event.

4. CULTURE & COMMUNITY

4.1 Advocacy Priorities Update

Author's Title: Manager Community Relations

Department: Community Relations

Division: Culture & Community

Appendix:

General Manager: Chris Pike

File No: F15/1007

Trim No: IC16/1159

1. Detailed Project Information – Advocacy Priorities Quarter 2 2016-17 (D16/114220)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

☐

Yes

☒

No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐

Yes

☒

No

Reason: Nil

Purpose

To affirm Council's advocacy priorities.

Summary

Council advocating on behalf of communities is a core role and needs to be a continuous process. Council continues to have a long term view of advocacy and will use current future advocacy opportunities to pursue benefits for the Surf Coast community.

Council is striving to be 'An innovative and flexible leader, a constructive partner that values the strengths of others'. Partnerships with government and non-government organisations are critical to this goal.

Having clearly defined priorities at all times is a feature of successful advocacy planning. Council recognises that there are many, ongoing advocacy opportunities that we should be ready for such as regional forums, funding rounds and state and federal budgets. To capitalise on these opportunities, Council is updating advocacy priorities on a quarterly basis.

Recommendation

That Council:

1. Confirm the current strategic advocacy priorities (with associated projects detailed in Appendix 1), as:
 - 1.1 Great Ocean Road Visitor Economy
 - 1.2 Towards Environmental Leadership
 - 1.3 Building our Future
 - 1.4 Community and Partner-Led Priorities
 - 1.5 Key Policy Campaigns
2. Consider project candidates for the Federal Government's upcoming Building Better Regions Funding program at the January 2017 Ordinary Meeting.

4.1 Advocacy Priorities Update

Report

Background

Council is reliant on the actions of other levels of government to achieve its objectives which means advocacy is a critically important activity. Likewise, other levels of government are often reliant on partnerships with Council to achieve their objectives. The areas of mutual interest often include infrastructure, services and policy. Funding and policy are often at the heart of these relationships.

Council has a successful track record in attracting support from federal and state governments to deliver infrastructure, provide services and shift policy.

Substantial commitments were made in the lead up to the 2016 Federal Election by both major parties. Surf Coast Shire is situated in the federal seat of Corangamite which has been a marginal seat for the most recent four federal elections. The re-elected Coalition's commitment to projects in Surf Coast Shire totalled \$31.9 million.

There has been further advocacy success since the Federal Election. The state government introduced legislation to permanently ban exploration and development of unconventional gas and the federal government announced \$155,000 in funding to the Winchelsea Township Beautification project.

Discussion

Good advocacy planning with clearly articulated priorities will improve Council's chances of advocacy success. This approach will ensure our key spokespeople are prepared with relevant data and clear messages aimed at the right people.

Affirming advocacy priorities each quarter prepares Council to capitalise on many opportunities, not just the opportunities that exist around elections. These opportunities include frequent funding rounds, State and Federal Budget development, regional delegations to Canberra, Municipal Association of Victoria (MAV) State Council meetings and regular meetings with Ministers and Members of Parliament. This constant advocacy schedule requires important planning and pre-work for major proposals including well developed business cases, project plans and grant applications.

Strong relationships need to exist at many levels including with elected representatives and candidates, advisory and campaign staff and organisations with mutual objectives. Council will continue to identify and build strong relationships with them to gain support for priorities.

It is very important to understand the government and major political party policy context when determining Council's advocacy priorities. The development of Council's advocacy priorities has included research into policy platforms of each of the major parties. Council priorities are more likely to be supported if they achieve the objective of government or parties in opposition.

Council needs a defined set of priorities to maintain focus and clarity when talking to potential partners and stakeholders. Focussing Council's advocacy efforts on defined, key projects and issues does not diminish the importance of other projects and activities. They will remain a high priority progressed through advocacy opportunities including but not limited to; meetings and conversations with politicians and bureaucrats, advocating through the MAV and Australian Local Government Association (ALGA) and active representation at the G21 Regional Alliance.

Establishing the current advocacy priorities has included a review of Council's strategic planning work which is shaped by community input through specific engagement processes. The strategic plans considered included:

- Council Plan
- Health and Wellbeing Plan
- Council policy positions
- Council strategies and masterplans
- Local land use plans and township design frameworks
- Developer contribution plans

4.1 Advocacy Priorities Update

It is important to be clear with potential partners and stakeholders about Surf Coast Shire's priorities. To this end Surf Coast Shire has identified three strategic advocacy priorities:

1. Great Ocean Road Visitor Economy	2. Towards Environmental Leadership	3. Building our Future
We attract millions of visitors each year and the Great Ocean Road is a unique driver of our economy.	We recognise the Surf Coast's assets are built on our natural environment. We will pull our weight to address climate change and help reach the renewable energy target of 25% by 2020	We are growing rapidly and need to deliver facilities and services that make our communities great places to live.

A number of key projects sit within each advocacy priority (more detailed project information is in Appendix 1). Some of these partnership opportunities are ready now for support and others are future partnership opportunities. Each opportunity is important when discussing our priorities with our partners.

These are:

- Great Ocean Road Visitor Economy

<u>Partnership opportunity now</u>	<u>Future partnership opportunity</u>
Shipwreck Coast Master Plan Implementation	Great Ocean Road Gateway Experience
Continued investment in Great Ocean Road renewal	Growing Adventure Tourism – Surf Coast Trails
- Towards Environmental Leadership

<u>Partnership opportunity now</u>	<u>Future partnership opportunity</u>
Energy Efficient Streetlight Conversions	25% by 2020 Taskforce Project
Permanent Town Boundaries (policy)	Hinterland Futures Strategy
- Building our Future

<u>Partnership opportunity now</u>	<u>Future partnership opportunity</u>
North Torquay Soccer Facilities	Regional Indoor Stadium – North Torquay
Torquay Active Transport	Stribling Reserve Redevelopment
Winchelsea Netball Facilities upgrade	Outcomes of City of Greater Geelong's Aquatic Infrastructure Planning
Improved Phone and Internet Coverage	

Council also continues to lend support to community and partner-led initiatives.

- Community and Partner Led Priorities

<u>Partnership opportunity now</u>
Surf Coast Surf Life Saving Clubs – Priority Jan Juc, led by Jan Juc SLSC
Barwon Park Fire Protection - Led by the National Trust
Point Grey Redevelopment Lorne – Led by Great Ocean Road Coastal Committee (GoRCC)
<u>Future partnership opportunity</u>
Surf Coast Surf Life Saving Club upgrades – Anglesea, Lorne and Torquay.

Council also continues to pursue outcomes through policy change:

- Key Policy Campaigns

<u>Policy partnership opportunity now</u>
Retaining Funding for Rural Access through the NDIS
Improved Public Transport
Coastal Agency Coordination
Sustainable Future for Emergency Services
Kindergarten funding for 15 hours access to continue

4.1 Advocacy Priorities Update

Strategic Partnerships

Council also seeks to form constructive partnerships with non-government organisations, wherever possible leveraging their strengths to the benefit of our community. Likewise, a partnership with Council can be strategically important to these organisations and their own goals.

Following Council delegation, the CEO recently formalised a partnership with Deakin University confirming our mutual objectives and how these can be achieved by working together. Areas of collaboration include

- Tourism and the visitor economy (includes opportunities around establishing Torquay as a gateway)
- Renewable energy and energy efficiency
- Evolution of communities and our places
- Health and wellbeing
- Student placements and project-based learning

Building Better Regions Fund

Applications for the Federal funding round, Building Better Regions, are expected to be due in late February 2017. Council will receive a report on potential project(s) for this funding round at the January 2017 Council meeting.

Financial Implications

A successful advocacy program can deliver significant income to Council projects. In the event these advocacy priorities are funded, Council will need to consider how its financial contribution to these projects will impact on its capacity to deliver other capital projects in future budgets.

Consideration will need to be given to equity and the spread of projects across the shire. Council's cash position and the possibility of debt funding larger projects will also need to be considered.

Council Plan

Theme	2 Governance
Objective	2.6 Advocate on behalf of our community
Strategy	2.6.1 Develop an advocacy agenda and priorities and regularly update these

Theme	2 Governance
Objective	2.4 Transparency in decision making and access to information
Strategy	2.4.1 Communicate decisions clearly and in a timely manner.

Policy/Legal Implications

The Local Government Act 1989 articulates that a role of a Council includes; "advocating the interests of the local community to other communities and governments"

A review of government policy continues to inform Council's advocacy program. Council's advocacy activities seek to influence government policy to deliver outcomes which benefit the Surf Coast community.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

Failure to determine clear advocacy priorities for action may limit Council's ability to achieve support for its priorities. A clear and ongoing advocacy plan with defined priorities mitigates against this risk.

Social Considerations

Effective advocacy planning is a key ingredient in Council achieving support for its priorities. This increases the likelihood of Council achieving social benefits for the community.

Community Engagement

Previous community engagement activities have informed the choice of priorities. They are drawn from engagement conducted for the Council Plan, Health and Wellbeing Plan, established master plans, developer contribution plans and other capital works planning exercises.

4.1 Advocacy Priorities Update

Environmental Implications

Council is committed to being an environmental leader and this is evident in the current advocacy priorities. Inclusion of the Converting to Energy Efficient Lights project in the list of priorities is a demonstration of Council's commitment to improving environmental outcomes. Council has established the 25% by 2020 Taskforce which will determine projects that will take Council further Towards Environmental Leadership.

Communication

A communications plan will be developed for each advocacy priority. The adoption of the priorities will trigger the implementation of these plans. Council will actively communicate the advocacy priorities once adopted via local media and Council's communication channels.

Conclusion

The achievement of Council's objectives is reliant on the development of effective partnerships with other stakeholders, including other levels of government.

Council continues to advocate in the interest of the Surf Coast community. The advocacy priorities is informed by community needs and aspirations as well as referencing government policies to increase the likelihood of gaining government support.

Council will continue to take a long term view to its advocacy effort. The focus will continue to be on maintaining government relations, developing business cases for projects and capitalising on key opportunities to achieve benefits for the community.

4.2 Aireys Inlet Masterplan Package (Aireys Inlet School Oval and Anderson Roadknight Reserve)

Author's Title: Open Space Officer

General Manager: Chris Pike

Department: Recreation & Open Space Planning

File No: F15/1419

Division: Culture & Community

Trim No: IC16/1161

Appendix:

1. Aireys School Oval Draft Masterplan November 2016 (D16/115410)
2. Anderson Roadknight Reserve Draft Masterplan November 2016 (D16/115324)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To consider placing the Draft Anderson Roadknight Reserve Masterplan on public exhibition for a period of six weeks from December 2016 to February 2017 and to note that the Aireys Inlet School Oval Masterplan will be released for public exhibition during the same period.

Summary

Anderson Roadknight Reserve and Aireys Inlet Primary School form a key community hub for the Aireys Inlet, Fairhaven and Moggs Creek community. The Aireys Inlet School Oval is located on Crown land managed by the Department of Education and Training and Anderson Roadknight Reserve is located on Council freehold land but it has not been able to access Council capital expenditure (CAPEX) funds as it does not have an endorsed masterplan. The primary use of Anderson Roadknight Reserve is as a 'Civic Space' which is established primarily to provide for family and community activities, gatherings and events. A key action of the recently released Aireys Inlet Structure Plan was to investigate the opportunity for enhancement of the Aireys Inlet Primary School Oval for recreational use. Accordingly, in late 2015, Council and the Aireys Inlet Primary School agreed to develop separate but coherent masterplans to identify future priorities for Anderson Roadknight Reserve and the Aireys Inlet School Oval.

Preliminary site analysis and initial concepts were exhibited for public comment at the Aireys Inlet Community Hall on Saturday 23 July 2016. The response from the community was positive with support for the existing oval to be suitable for junior AFL training and soccer and for minor improvements to both Anderson Roadknight Reserve and Aireys Inlet School Oval. The second phase of community engagement for both the Anderson Roadknight Reserve and Aireys Inlet School Oval is scheduled for the summer school holiday period. It is proposed that the draft masterplans will be on exhibition for a period of six weeks from December 2016 to February 2017 so that permanent residents, part time residents, holiday makers and visitors will have equal opportunity to comment. Comments from the exhibition period will be incorporated into the final masterplans and presented to Council in March/April 2017 to endorse the final Anderson Roadknight Reserve Masterplan and Aireys Inlet School Oval Masterplan.

Recommendation

That Council;

1. Exhibit the Draft Anderson Roadknight Reserve Masterplan for public comment for a period of six weeks from December 2016 to February 2017.
2. Note that the Draft Aireys Inlet School Oval Masterplan will be released for public exhibition at the same time as the Draft Anderson Roadknight Reserve Masterplan.
3. Note that the public consultation for both plans will be coordinated and facilitated by Council officers.
4. Consider the findings from the public exhibition period and proposed final versions of the masterplans at a future meeting of Council.

4.2 Aireys Inlet Masterplan Package (Aireys Inlet School Oval and Anderson Roadknight Reserve)

Report

Background

Anderson Roadknight Reserve and the Aireys Inlet Primary School form a key community hub for the Aireys Inlet, Fairhaven and Moggs Creek community. These parcels of publicly owned land are adjacent, with the school regularly using facilities at Anderson Roadknight Reserve. The Anderson Roadknight Reserve is home to the Aireys Inlet District Tennis Club, and numerous small community user groups. The Aireys Inlet Primary School has recently demerged a 20 year partnership with the Lorne P-12 School.

Anderson Roadknight Reserve has been identified as the second highest priority open space for investment by Council's Open Space Planning Committee. Anderson Roadknight Reserve has required works to improve the hall and reserve for a number of years but has not been able to access Council capital expenditure (CAPEX) funds as it does not have an endorsed masterplan. A key action of the recently released Aireys Inlet Structure Plan was to investigate the opportunity for enhancement of the primary school oval for recreational use. Accordingly, in late 2015, Council and the Aireys Inlet School agreed to develop separate but coherent masterplans to identify future priorities for Anderson Roadknight Reserve and the Aireys Inlet Primary School Oval.

Discussion

Anderson Roadknight Reserve is Council owned freehold land that is managed by a Section 86 Committee of Management comprising of nine community members which include representatives of existing user groups. The reserve includes the Aireys Inlet Community Hall, which is home to various small community user groups and the Aireys Inlet Market, and tennis courts that are home to the Aireys Inlet Tennis Club. Its primary use is identified in Council's recently adopted *Open Space Strategy 2016-2025* as a 'Civic Space'. 'Civic Space' is a new classification of open space and includes open spaces that are predominantly hard surfaces such as civic areas or community hubs, primary commercial centres (main streets) and streetscapes. These open spaces are established primarily to provide for family and community activities, gatherings and events.

Anderson Roadknight Reserve is heavily used by the adjacent Aireys Inlet Primary School and provides the key link from the carpark used by parents to drop off and collect students. The School also uses the community hall and playground area.

Aireys Inlet Primary School is Crown land managed by the Department of Education and Training (DET).

The project was initiated in December 2015 with Council calling for expressions of interest from the community to be a part of the Project Reference Group (PRG). There were no responses to this EOI which resulted in Council appointing the PRG from existing Section 86 Committee members Jacqui Arnott, Keith Bremner, and Meagan Parker (Assistant Principal Aireys Inlet Primary School).

The project commenced in June 2016 with the appointment of Fitzgerald Frisby Landscape Architects (FFLA). Preliminary site analysis and initial concepts were exhibited for public comment at the Aireys Inlet Community Hall on Saturday 23 July 2016. The response from the community was very positive with support for the existing oval at the school to be suitable for junior AFL training and soccer and for minor improvements to both Anderson Roadknight Reserve and Aireys Inlet Primary School oval.

On September 12, 2016 Council officers met with the Section 86 Anderson Roadknight Reserve Committee of Management to discuss the progress and draft concept plans that had been developed from the first community consultation with only minor adjustments requested.

On October 10, 2016 Senior Council representatives met with the Aireys Inlet school campus to discuss progress of the project. Both the Shire and the School were very satisfied with the partnership and progress to date and supported an intention to explore co-funding opportunities to enable the development of an integrated community precinct and to implement priority actions included in both final masterplan documents.

4.2 Aireys Inlet Masterplan Package (Aireys Inlet School Oval and Anderson Roadknight Reserve)

Financial Implications

Council has contributed \$10,000 in cash to the development of the Anderson Roadknight Reserve Masterplan.

Council has contributed \$2,000 toward the development of the Aireys Inlet School Oval Masterplan.

These two projects were combined into one masterplan package to capture financial and project management efficiencies.

Whilst the proposals in the draft masterplans are modest in size and scale they will still require funding contributions from both Council and DET/Aireys Inlet Primary School to implement and will be subject to securing support through annual budget cycles.

Council Plan

Theme 1 Environment

Objective 1.4 Protect public open space and green belts

Strategy 1.4.1 Review Surf Coast Shire Open Space Strategy.

Theme 3 Communities

Objective 3.3 Preservation of peaceful, safe and healthy environments

Strategy 3.3.4 Support a wide-range of community groups to improve community wellbeing

Theme 5 Development and Growth

Objective 5.4 Transparent and responsive land use and strategic planning

Strategy 5.4.4 Work collaboratively with the public and private sectors to increase educational and training opportunities.

Policy/Legal Implications

Two key actions in the recently endorsed Aireys Inlet to Eastern View Structure Plan relate to this project:

2. Not progress the development of an active recreation space in the Painkalac Creek Valley, but investigate the opportunity for enhancement of the primary school oval for recreational use and continue to facilitate the sharing of sports facilities in Lorne, Anglesea, Bellbrae and Torquay.
4. Prepare a masterplan for the Anderson Roadknight Reserve / Community Hall to guide future community and recreational use of the site.

Council's Open Space Strategy 2016-2025 recommended that 'continued maintenance and facility upgrade should be the key open space direction for Council in the Aireys Inlet-Lorne precinct'.

This project is consistent with all of these recommendations.

In 2014, the Aireys Inlet Primary School developed a masterplan for the campus and the enhancement of the school oval along with an additional multipurpose space that could be shared with the community were identified as major works. This aligns to the DET directive around schools building greater links with community.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The following potential risks have been identified:

- Consulting on the Aireys Inlet School Oval Masterplan and the Anderson Roadknight Reserve Masterplan at the same time may raise expectations that Council will contribute to implementing the outcomes of the school oval masterplan. Opportunities to co-fund projects not on Council owned or managed land would be subject to a report and decision of Council through its annual budget cycle

4.2 Aireys Inlet Masterplan Package (Aireys Inlet School Oval and Anderson Roadknight Reserve)

- The reality that the Aireys Inlet School Oval cannot be developed to accommodate junior AFL games due to size constraints, but could still be used for training and Auskick, may generate interest from the local community who are keen to see a second oval developed in the Painkalac Valley. The establishment of a dedicated formal sporting facility to enable the Aireys Inlet community to host local teams in local sporting competitions for Australian Rules Football and cricket has been a contentious issue in the local community for more than 30 years. Community engagement undertaken as part of the Open Space Strategy and Aireys Inlet to Eastern View Structure Plan identified that a majority of respondents were against a formal sporting facility being developed. This project could be seen to reopen this conversation and create further community unrest and division
- Aireys Inlet Primary School has an informal oval that is used by students for school sporting, recreational and play purposes. It has been proposed as an alternative training venue for local sporting teams given that both the Structure Plan and Open Space Strategy do not support the construction of a purpose-built formal sporting reserve. However, the condition of the school oval surface is poor and requires resurfacing and possible realignment, which could present financial challenges for the school and DET
- Aireys Inlet School has recently received Ministerial approval to demerge with Lorne P-12 school. This is effective from Term 1 of the 2017 school year. While the transition is expected to be smooth, there could be some delays in school engagement and approvals relating to the school oval masterplan.

Social Considerations

Analysis undertaken in responding to a 2013 petition from a section of the Aireys Inlet community for a formal oval identified that the Aireys Inlet community currently does not, and is not likely in the future, have an adequate population to support distinct Aireys Inlet sporting clubs to participate in formal local sporting competitions. This is largely due to physical constraints of the township and the low permanent residential population of Aireys Inlet. Recent population projections provided by Council identify that the school student population is projected to slightly increase on current levels to 121 students by 2036. This suggests that it is viable to invest in improvements in the school oval and establish a joint-use agreement to govern ongoing maintenance, agreed access and shared use.

The improvements to Anderson Roadknight Reserve in conjunction with the proposal for the school oval will improve the overall functionality and useability of the precinct.

Improvements to the hall surrounds will improve the safety and accessibility of the site to a greater number of users.

Community Engagement

Council officers met with the Assistant Principal of Lorne-Aireys Inlet P-12 campus in late 2015 to discuss how Council may be able to assist the school in providing a more usable oval surface for students and the broader Aireys Inlet community. Council agreed to assist the school with the development of a masterplan to explore the feasibility of resurfacing and realignment of the existing oval; potential associated infrastructure such as change rooms, multi-purpose space; and enhancement of linkages between the current school masterplan and the Anderson Roadknight Reserve Masterplan. Council allocated \$2,000 in cash and officer resources to this task.

A draft site analysis and preliminary draft concept idea for both Anderson Roadknight Reserve and Aireys Inlet School Oval Masterplan were exhibited at the Aireys Inlet Community Hall on Saturday 23 July 2016, to obtain community input prior to the development of the draft masterplan. Fifteen community members attended. Community engagement identified a high level of satisfaction with the proposed concepts, including a high level of support for a school oval space that could be used to host an Under 11 'Miniroos' pitch and an Under 8's undersize 'Auskick' oval for training.

On September 12, 2016 Council officers met with the S86 Anderson Roadknight Committee of Management to discuss the progress and draft concept plans that had been developed from the first community consultation. Only minor adjustments were requested.

On October 10, 2016 Senior Council representatives met with the Aireys Inlet School campus to discuss progress of the project. Both the Shire and the School were very satisfied with the partnership and progress to date.

4.2 Aireys Inlet Masterplan Package (Aireys Inlet School Oval and Anderson Roadknight Reserve)

The draft masterplans have considered universal access and design principles and will be presented to Council's All Abilities Advisory Committee during the public exhibition period at their January 2017 meeting for further input (date not yet confirmed).

It is now proposed that the draft masterplans will be on exhibition for a period of six weeks from December 2016 to February 2017 so that permanent residents, part time residents, holiday makers and visitors will all have equal opportunity to comment. Comments from the exhibition period will be incorporated into the final masterplans and will be presented to Council in March/April 2017 to endorse the final Anderson Roadknight Masterplan and Aireys Inlet School Oval Masterplan.

Environmental Implications

Anderson Roadknight Reserve has extensive high quality native vegetation to the north of the site. The proposals included in the draft masterplan do not impact on this vegetation.

Stormwater runoff and associated drainage issues at the tennis court are being addressed through the installation of rain gardens.

The usability of Anderson Roadknight Reserve will be enhanced through the proposed installation of shade structures over the existing deck.

The preferred oval and pitch arrangement at the school requires minor earth works and therefore will have minimal negative environmental impact.

Communication

It is proposed the exhibition of the draft masterplans will be communicated as follows:

- Commencement of six week exhibition period prior to Christmas. Recommended date is 19 December 2016.
- Surf Coast Shire website
- Display in Aireys Inlet top shops
- Full A1 set display of each masterplan on site in the Aireys Inlet Hall
- Direct email of drafts to local stakeholder groups (including Angair, AIDA, All Abilities Advisory Committee etc)
- Inclusion in Aireys Inlet Primary School newsletter.
- Drop in Session at one of the January 2017 Aireys Inlet Hall Markets (current possible dates include 1, 8, 15, 22, 29 January 2017)

Conclusion

Anderson Roadknight Reserve and Aireys Inlet Primary School form a key community hub for the Aireys Inlet, Fairhaven and Moggs Creek community. The primary use of the Council owned Anderson Roadknight Reserve is to primarily provide for family and community activities, gatherings and events.

Feedback from the first round of community engagement on the project was very positive with support for the existing oval to be suitable for junior AFL training and soccer and for minor improvements to both Anderson Roadknight Reserve and Aireys Inlet Primary School oval.

Meetings held with the key stakeholders for both sites were undertaken in September and October 2016 resulting in positive responses and very minor changes to the draft proposals. It is now time to seek broader comment from the wider community via a public exhibition period. Comments from the exhibition period will be incorporated into the final masterplans which is planned to be presented to Council in March/April 2017 for endorsement.

4.3 Council Supported Awareness Raising Activities and Events 2017

Author's Title: Manager Community Relations

General Manager: Chris Pike

Department: Community Relations

File No: F15/982

Division: Culture & Community

Trim No: IC16/1158

Appendix:

1. Surf Coast Shire Awareness Raising Event Calendar 2017 (D16/116980)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To consider a calendar of awareness raising activities and events for 2017.

Summary

The proposed schedule of awareness raising events and associated framework have been developed for Council's endorsement on a calendar year basis. This calendar provides clarity and effective resource planning to support the delivery of high quality events across the year.

Priority areas in the Council Plan 2013-2017 and Health and Wellbeing Plan 2013-2017 have informed the selection of causes recommended for support in 2017 and does not diminish in any way the importance of those causes not included in the program. The framework and number of events does however recognise resource limitations and the organisation's capacity to deliver these events.

Council receives several requests each year to support many worthwhile causes and initiatives. Adoption of this calendar helps manage the challenge in determining which causes to support and how to resource and manage these types of activities appropriately.

Recommendation

That Council adopt the 2017 calendar of awareness raising activities and events as outlined in Appendix 1.

4.3 Council Supported Awareness Raising Activities and Events 2017

Report

Background

Council has adopted an annual calendar of events and awareness campaigns in recent years. This is a step forward from several years ago when the management of these events was reactive and at times inadequately resourced.

Council endorsed the 2016 calendar of awareness raising events at the Council meeting in December 2015. Confirming an annual calendar provides several benefits including improved internal coordination of events and promotion activities. The agreed calendar also provided clarity about what causes Council would be involved in and support.

Discussion

The proposed 2017 calendar of events (Appendix 1) has been developed for adoption on a calendar year basis. The proposed initiatives have been selected based on links to the Council Plan and Health and Wellbeing Plan and those that support social causes Council has demonstrated support for previously.

The calendar identifies the events and causes Council supports for 2017. It provides structure for resource planning to deliver quality events and activities across the year. The proposed Activity Framework (Table 1) also identifies the scale of activity and associated costs to clarify how each event will be delivered.

The level of planning and staff resources required have informed the selection of the number of events to be supported with Level 1 events requiring significant input of staff time across multiple business units in their planning and delivery. Level 2 events can be managed at a department level and in consultation and cooperation with other service providers or agencies as required.

Level 3 initiatives require lower levels of resourcing and may not require a significant event. Support for these campaigns may be in the form of promotion through Council communication channels, the media or sales/wearing of merchandise associated with the particular campaign.

The number of events proposed is based on delivering the calendar of events within existing resources. Should the number of events in the calendar increase, consideration would need to be given to either increasing staff resources to support delivery of events or a reduction in other priorities and projects.

Table 1; Activity framework

Level	Activity	Allocated budget
Level 1 Events	<ul style="list-style-type: none">• Event/Activity – Larger scale community gathering e.g.; breakfast, afternoon teas, significant event.• Significant communication campaign• Use of Banyul Warri Fields Billboard• High level of staff and community involvement	\$5000
Level 2 Events	<ul style="list-style-type: none">• Smaller event / Business unit level activity. Could involve other service providers.• Local communication campaign• Promotion through organisations	\$2000
Level 3 Events	<ul style="list-style-type: none">• Small scale event. Lower resource intense.• Local communication campaign• Counter sales of ribbons, pens etc.	\$500

Analysis of the priority areas in the Council Plan and Health and Wellbeing Plan has influenced the recommended event activity in 2017. Consideration has also been given to causes that have been supported in the past.

4.3 Council Supported Awareness Raising Activities and Events 2017

This framework and approach applies only to the awareness raising events and causes. Civic events, citizenship ceremonies, festivals and community events are not included in this calendar and are subject to their own process and management criteria as outlined in Council's events policy.

Financial Implications

The estimated total cost to run the events in the 2017 calendar is \$38,000. Funding for the calendar is within existing operating budgets up until 30 June 2017 and ongoing operating expenses will be confirmed via the 2017/18 budget process. Many events attract external funding often via program funding Council receives. These costs do not include staff time. Additional costs for staff time and event activities will be incurred if there is an increase in the number of events.

Council Plan

Theme	3 Communities
Objective	3.3 Preservation of peaceful, safe and healthy environments
Strategy	Nil

Policy/Legal Implications

One of the roles of Local Government as defined in *The Local Government Act 1989* is fostering community cohesion and encouraging active participation in civic life. This calendar of events and awareness raising campaigns can play a role in fostering cohesion across the Surf Coast Shire community.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The establishment of an event schedule linked to organisation strategic direction and policy clearly articulates Council's rationale for support of chosen causes. It provides a framework for management of requests for support. This mitigates the risk of Council supporting events and causes of lower relevance or over committing resources by adding more events.

Social Considerations

Community members will be encouraged to participate in awareness raising events.

Community Engagement

The proposed event schedule aims to raise awareness of issues that the Surf Coast Community is passionate about. This input has been gained from community engagement done in creating key strategic plans in particular the Council Plan and Health and Wellbeing Plan.

Environmental Implications

All events will comply with Council's plastic wise and event policy.

Communication

Communication plans will be developed for each event and activity and will be promoted through channels such as local media, social media and on Council's website. The Banyul Warri Fields billboard will advertise level one events.

Conclusion

While there are many worthwhile causes that Council may choose to support, it is useful to link the selection of these particular awareness raising causes with Council's strategic plans. The proposed schedule and scale of events is for 2017, and is subject to annual review.

Adopting a calendar of awareness raising initiatives and events provides clarity regarding which campaigns are supported in 2017. This allows for appropriate planning and resource allocation.

5. MINUTES

5.1 Section 86 Committee Minutes

Author's Title: Administration Officer

General Manager: Chris Pike

Department: Governance

File No: F16/285

Division: Governance & Infrastructure

Trim No: IC16/1313

Appendix:

1. Deans Marsh Public Hall & Memorial Park Section 86 Committee Meeting - 23 November 2016 (D16/118048)
2. Modewarre Memorial Hall & Reserve Section 86 Committee Meeting - 16 November 2016 (D16/122189)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

☐ Yes

☒ No

Reason: Nil

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

Reason: Nil

Purpose

To receive and note the minutes of the Section 86 Committee meetings as appended.

Summary

The minutes provided in this report are draft unless otherwise identified. Committees do not re-issue minutes if any corrections are made at the time of adoption, rather note these corrections in the agenda item confirming adoption of the minutes at the following committee meeting.

Any corrections to draft minutes of material significance made by the committees will be provided to Council for noting in a subsequent report.

Recommendation

That Council receive and note the following minutes of the Section 86 Committee meetings:

- Deans Marsh Public Hall & Memorial Park - 23 November 2016
- Modewarre Memorial Hall & Reserve - 16 November 2016

5.2 Advisory Committee Minutes

Author's Title: Administration Officer

General Manager: Anne Howard

Department: Governance

File No: F16/285

Division: Governance & Infrastructure

Trim No: IC16/1320

Appendix:

1. Planning Committee Minutes - 14 November 2016 (D16/121003)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To receive and note the minutes of the Advisory Committee meetings as appended.

Summary

The minutes provided in this report are draft unless otherwise identified. Committees do not re-issue minutes if any corrections are made at the time of adoption, rather note these corrections in the agenda item confirming adoption of the minutes at the following committee meeting.

Any corrections to draft minutes of material significance made by the committees will be provided to Council for noting in a subsequent report.

Recommendation

That Council receive and note the minutes of the following Advisory Committee meetings:

- Planning Committee Minutes - 14 November 2016

6. ASSEMBLIES OF COUNCILLORS

6.1 Assemblies of Councillors

Author's Title: Administration Officer

General Manager: Anne Howard

Department: Governance

File No: F16/289

Division: Governance & Infrastructure

Trim No: IC16/1326

Appendix:

1. G21 Region Alliance - 22 November 2016 (D16/121771)
2. Council Briefing - 15 November 2016 (D16/112387)
3. Council Briefing - 6 December 2016 (D16/122041)
4. Council Meeting Agenda Review - 22 November 2016 (D16/117960)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

☐ Yes

☒ No

☐ Yes

☒ No

Reason: Nil

Reason: Nil

Purpose

To receive and note the Assembly of Councillors records received since the previous Council Meeting.

Summary

The Local Government Act 1989 section 80A(2) states that the Chief Executive Officer must ensure that the written record of an assembly of Councillors is as soon as practicable reported at an Ordinary Meeting of Council and incorporated in the minutes of that Council Meeting.

Recommendation

That Council receive and note the Assembly of Councillors records for the following meetings:

- G21 Region Alliance - 22 November 2016
- Council Briefing - 15 November 2016
- Council Briefing - 6 December 2016
- Council Meeting Agenda Review - 22 November 2016

7. URGENT BUSINESS/PETITIONS/NOTICES OF MOTION

Nil

8. CLOSED SECTION

Recommendation

That Council pursuant to section 89(2)(h) other matters and section 89(2)(d) contractual matters of the Local Government Act 1989, close the meeting to members of the public to resolve on matters pertaining to the following items:

- 8.1 Assemblies of Councillors - Confidential
- 8.2 Information Management - IT Desktop Replacement Program
- 8.3 Award of Contract 16/676 Cartage of Quarry Products and Water Cartage Services
- 8.4 Contract 16/685 - Grenville Oval Stage 4, Access Road & Car Park Construction

Recommendation

That:

- 1. The report pertaining to Confidential item 8.1 remain confidential.
- 2. The report pertaining to Confidential item 8.2 remain confidential.
- 3. The report pertaining to Confidential item 8.3 remain confidential.
- 4. The report pertaining to Confidential item 8.4 remain confidential.
- 5. Council open the meeting to the public at pm.

Close: There being no further items of business the meeting closed at pm.