



Agenda

Ordinary Meeting of Council
Thursday, 28 January 2016

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

Commencing at 6.00pm

Council:

Cr Rose Hodge (Mayor)
Cr David Bell
Cr Libby Coker
Cr Eve Fisher
Cr Clive Goldsworthy
Cr Carol McGregor
Cr Brian McKiterick
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 THURSDAY 28 JANUARY 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 and In Camera Meeting of Council held on 08 December 2015 as 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

1.1 Monthly Council Finance Report December 2015

Author's Title: Coordinator Management Accounting **CEO:** Keith Baillie
Department: Finance **File No:** F15/973
Division: Office of the CEO **Trim No:** IC15/686

Appendix:

1. Monthly Finance Report - December 2015 (D16/5829)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
 of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To receive and note a summary of the operating and capital works budgets as well as the financial position of the Surf Coast Shire Council to the end of December 2015.

Summary

An executive summary, financial analysis, capital works and new initiatives performance summary, financial position analysis and consolidated financial statements are included for the six months ending 31 December 2015. The report also contains an analysis of the significant year-to-date variations that are favourable or unfavourable to Council's 2015/16 budget.

The key financial results are as follows:

Year to date measure	Value (\$m)	Commentary
Operating Result	27.27	\$0.87m favourable to Budget
Capital Works expenditure	5.83	\$0.16m unfavourable to Budget
New Initiatives expenditure	0.83	\$0.44m favourable to Budget
Net Assets & Total Equity	405.83	\$0.87m favourable to Budget
Cash & Cash Equivalents (including financial assets)	33.10	\$0.75m unfavourable to Budget
Working Capital Ratio	484%	30% favourable to Budget

Recommendation

That Council:

1. Note the financial results, variances and explanations for the six months ended 31 December 2015.
2. Approve the project variations/reserve movements >\$5,000 transferring a net of \$42,812 to the accumulated unallocated reserve as listed in Appendix B of the December finance report.

1.1 Monthly Council Finance Report December 2015

Report

Background

The attached financial report for the six months ended 31 December 2015 summarises the revenue and expenditure performance, capital works and new initiatives with an analysis of the overall financial position.

The report also contains an analysis of the significant year-to-date variations that are favourable or unfavourable to budget.

Discussion

Operating Results

The year-to-date operating result for the 2015/16 year shows a net surplus of \$27.3 million, which is \$0.9 million favourable to budget. This variance is mainly due to materials and services favourable to budget of \$0.5 million.

Capital Works

The year-to-date capital works shows a total of \$5.8 million, which is \$0.2 million unfavourable to budget. The variance is mainly due to timing of works completed to date compared to the timing of budgeted expenditure.

New Initiatives

The year-to-date new initiatives show a total of \$0.8 million, which is in line with the budget.

Balance Sheet

The working capital ratio is currently 484%, which is favourable to budget by 30%. The prudential limit required by the Department of Environment, Land, Water and Planning is a minimum working capital of 110%.

The cash and investments (including financial assets) balance at 31 December 2015 is \$33.1 million, which is \$0.8 million unfavourable to budget mainly due to payables being lower than budget.

Net assets and total equity is currently \$405.8 million, which is favourable to budget by \$0.9 million. This variance is due to the net surplus being favourable to budget \$0.9 million.

Borrowings have decreased to \$15.87 million.

No new borrowings have been budgeted for the 2015/16 year.

The detailed Financial Report for December 2015 is attached.

Financial Implications

Year to date budget variations for the six months ended 31 December 2015 have been explained in this report.

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

Section 138(1) of the Local Government Act states that:

“At least every 3 months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to the Council at a Council meeting which is open to the public.”

The Monthly Finance Report both fulfils this requirement, and provides supplementary information which is beneficial in the explanation of Council's financial position.

1.1 Monthly Council Finance Report December 2015

Officer Direct or Indirect Interest

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

Risk Assessment

Council continues to prudently manage financial risk. In the report "Local Government: Results of the 2013-14 Audits", the Victorian Auditor-General's Office reported that "*Surf Coast Shire Council was a medium risk in 2013-14 (low in 2012-13) because of its high indebtedness ratio after recognising additional landfill provisions associated with its Anglesea landfill site*".

Council increased the Anglesea landfill provision in 2013-14 based on estimates of the useful life of the landfill and the cost of rehabilitating the facility after closure to EPA standards. Council has a funding strategy in place to ensure all costs associated with the Landfill will be met.

Social Considerations

Not Applicable

Community Engagement

Not Applicable

Environmental Implications

Not Applicable

Communication

Not Applicable

Conclusion

Council remains in a sound financial position with all variances between the actual and budgeted results explained in this report.

2. GOVERNANCE & INFRASTRUCTURE

2.1 Hopkins Street Construction, Aireys Inlet

Author's Title: Coordinator Special Projects

General Manager: Sunil Bhalla

Department: Engineering Services

File No: F15/1060

Division: Governance & Infrastructure

Trim No: IC15/687

Appendix:

1. Benefit Ratio (D16/454)
2. Plan Extent of Works and Scheme Boundary (D15/117617)
3. Cost Estimate (D16/503)
4. Special Charge Apportionment - Schedule D (D16/504)
5. Proposed Cost Apportionment Plan (D16/1056)
6. Photos of Existing Conditions (D15/117626)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To consider the proposed construction and sealing of Hopkins Street, Aireys Inlet using a Special Charge Scheme to assist with the funding of the project.

Summary

A petition seeking construction and sealing of Hopkins Street, including the installation of effective speed reduction measures, was considered at the August 2015 Council Meeting. Council resolved “to commence investigations into the possible construction and sealing of Hopkins Street, between the Great Ocean Rd and Hartley Street, including the preparation of a Special Charge Scheme to assist with funding of the works” and “to consult with all the affected owners regarding the scope of the works and how best to apportion the Special Charge Scheme costs.”

In November 2015, an information brochure explaining why the project is being considered, the scope of proposed works, who may be affected and what it might cost, was distributed to 37 properties reliant upon Hopkins Street for access, inviting feedback. 26 property owners replied, with 20 being supportive in principle, and 6 opposed. The owners of 11 directly affected properties have not provided feedback.

A second petition from 26 ratepayers/residents in adjacent streets advises of their support to the proposal. At its December Meeting Council referred this petition for consideration as part of the proposed road project and associated Special Charge Scheme assessment.

If the project proceeds, it will be necessary for Council to allocate some funds to the project in recognition of the benefit the wider community would receive. In line with Council policy, a Special Charge Scheme would raise the majority of funds by levying those properties that are considered to receive a “special benefit” from the new works.

Recommendation

That Council:

1. Give notice of its intention to declare a Special Charge Scheme in accordance with Section 163 (1) of the Local Government Act of 1989 as amended, as follows:
 - 1.1 The Special Charge is declared for the purpose of defraying part of the estimated \$102,623 to be incurred by Council in relation to the construction of Hopkins Street, Aireys Inlet. Council considers that the works will be of special benefit to those persons required to pay the Special Charge.
 - 1.2 The Special Charge is declared for a period of four years, commencing upon completion of the works.

2.1 Hopkins Street Construction, Aireys Inlet

- 1.3 The Special Charge is declared for 37 properties described in Column A of Schedule D and shown on the attached plan.
- 1.4 A maximum Benefit Ratio of 0.58 calculated in accordance with Section 163 (2A) of the Act is considered to reflect the special benefits to the properties in the Scheme
- 1.5 The Scheme costs are apportioned on the basis that each property will receive improved access and dust, mud and noise will be reduced. The apportionment of the Special Charge reflects the relative benefits derived from improvement to both property access and amenity.
- 1.6 The Special Charge so declared will be levied by sending a notice to the person who is liable to pay, pursuant to Section 163 (4) and 163 (1C) of the Act.
- 1.7 Having regard to the preceding parts of this resolution but subject to Section 166 (1) of the Act, it is recorded that:
 - 1.7.1 the owners of the properties listed in Column A of Schedule D are estimated to be liable for the respective amounts as set out in Column E of Schedule D; and
 - 1.7.2 Such owners may, subject to any further resolution of Council, pay the Special Charge in the following manner:
 - 1.7.2(a) The Charge shall become due and payable within 1 month of the issue of an invoice requesting payment pursuant to Section 167 (3) of the Act and may be paid in sixteen (16) quarterly instalments from that date.
 - 1.7.2(b) If payments are made by instalments, interest will be charged on the outstanding balance owing to Council. The interest rate charged will be the borrowing rate applicable at the time of declaration plus 1% administrative charge.
 - 1.7.2(c) In accordance with Section 172 of the Act, the rate of interest payable on the Special Charge which has not been paid by the specific date as set out by Council shall be the rate fixed under the Penalty Interest Rate Act.
- 1.8 Prior to making a declaration under Section 163 (1A) of the Act Council will review any submissions made in accordance with Sections 163A, 163B and 223 of the Act, via a Council Hearing.
- 1.9 The formal Scheme declaration will be considered by Council on 22 March 2016 or at a subsequent meeting, following consideration of any submissions. Council will consider whether to make a declaration in the form proposed, in accordance with the provisions of Section 163B of the Act.
- 1.10 Council's Chief Executive Officer is authorised to give Public Notice of the proposed declaration, and to advise each person who will be liable to pay the Special Charge in accordance with Section 163 (1A), 1(B), 1(C) and 163 B (3) of the Local Government Act.

2.1 Hopkins Street Construction, Aireys Inlet

Report

Background

In 2007 Council proposed the construction of roads, drainage and pathways within Aireys Inlet Precinct 1 which included Hopkins Street east of the Great Ocean Road and Hartley Street. Following detailed consultation Council supported the recommendations by a local citizens' jury and resolved only to proceed with drainage works within Precinct.

In July 2015 Council received a petition from 11 Hopkins Street property owners requesting that Council investigate the construction and sealing of Hopkins Street, between the Great Ocean Rd and Hartley Street as a stand-alone project.

At its 25 August 2015 meeting, Council resolved to commence project investigations including part funding through a Special Charge Scheme and to consult with affected owners regarding the scope of the works and how to best apportion the costs.

In November 2015 an information brochure explaining why the project is being considered, the scope of proposed works, who may be affected and what it might cost was distributed to 37 properties. Feedback was invited by 27 November 2015.

Of the 26 property owners who have responded, 20 are supportive in principle, and 6 are unsure or opposed. Comments of those in favour include:

- Concerns about dust nuisance and personal health
- Improved road safety including pedestrians
- Need for improved directional signage

Those who are unsure or opposed have stated that:

- Like existing informal character
- Scope of works should be extended
- Speed of traffic will increase
- Limited benefit to holiday home owners

AIDA also responded acknowledging that there is a dust issue in Hopkins St but expressed concern that simply sealing Hopkins St will not address the issue unless drainage improvements are included in the works.

In November 2015, Council also received a second petition from 26 ratepayers/residents of property in adjacent streets advising of their support to the proposal. At its December Meeting Council referred the petition for consideration as part of the proposed road project and associated Special Charge Scheme assessment.

Discussion

Existing Conditions

The Hopkins Street gravel road pavement, east of the Great Ocean Road provides the principal vehicular and pedestrian access for over 130 residential properties generating traffic volumes which are amongst the highest on an unsealed road within the municipality. The pavement varies in width between 6.5 m and 7.5 m. There is no pathway for non-vehicular traffic.

Stormwater from the adjacent properties runs into open table drains and a substantial underground drainage system constructed in 2008, with the assistance of Special Charge Scheme funding. Some of the driveway culvert crossings have not been constructed to contemporary standards.

The road traffic volume varies significantly according to the season. A January 2006 survey in Hopkins Street, just east of the Great Ocean Road, recorded volumes of 600 vehicles/day and an 85th percentile speed (speed at or below which 85% of the vehicles are travelling) of 45 kmph. These volumes are very high when compared to traffic on most gravel roads in the Shire townships. There is limited opportunity for future property development and therefore the maximum traffic volumes are unlikely to change significantly.

Photos of existing conditions are attached at Appendix 6.

2.1 Hopkins Street Construction, Aireys Inlet

Proposed Works

The June 2015 petition requested the “sealing of Hopkins Street” and suitable traffic calming measures. The feedback from Council’s consultation reaffirms the concern regarding dust nuisance and the need to consider traffic safety measures.

The proposed seal width is 5.5 metre – similar to the recently constructed Pearse Rd.

Although this proposed work is below contemporary residential street standards, it does reflect the residents’ (sometimes passionate) desire for retaining the amenity and informality of the area.

The proposed scope includes several road narrowings to address the concern regarding vehicle speed and the shared pedestrian use. Council Policy acknowledges financial responsibility for road safety.

Special Benefit and Cost Apportionment

The Local Government Act and Council’s Special Charge Scheme Policy provide guidance in relation to the cost sharing between Council and the benefiting property owners. The maximum proportion of a project cost that can be apportioned to benefiting property owners is known as the Benefit Ratio. Ministerial Guidelines provide Councils with advice about how this must be calculated. The Council Policy, which includes amendments since the development of the original Aireys Precinct 1 Scheme, sets out the financial support towards gravel road sealing projects stating that Council will contribute funds “equivalent to the cost of a 100 mm gravel resheet” and pay for “all costs associated with the traffic management works”. The proposed Special Charge Scheme cost of \$59,558 reflects the maximum levy chargeable.

The definition of the Scheme boundary (identifying the properties that are to be included in the Scheme) has presented a challenge because the residents of/visitors to 94 properties beyond the boundary will use the street once sealed. These properties would receive an “access benefit” and therefore could have been included, but it is considered that inclusion of properties beyond the Harley St intersection would complicate any future road extension and apportionment of costs associated with a Special Charge Scheme. The proposed Scheme includes all properties that rely exclusively upon Hopkins Street for access and are classified to receive a “special benefit” above all others. The adoption of the boundary does not affect the amount each property pays but does influence the Benefit Ratio and the amount of Council funding required.

The proposed apportionment of the Scheme costs amongst the benefiting properties is detailed in Appendices 4 & 5 and is based upon both access and amenity criteria. Access benefit is apportioned according to the number of actual/possible residences on each property. Amenity, which reflects environmental improvements like dust reduction, has been apportioned only to those properties that have Hopkins Street frontages. Under the proposed cost apportionment benefiting properties will be charged an average of \$1,610, ranging between \$896 and \$3,582. Under the Policy many of the higher charges will only be paid if, or when, the property is subdivided.

Financial Implications

Estimated Project Cost:	\$102,623
Estimated Special Charge:	\$59,558
Council funding required:	\$43,056

Construction would benefit Council because it would significantly reduce the asset maintenance costs and improve the service delivery standard; however this project is not currently included in the draft Ten Year Capital Works Program. If the Special Charge Scheme proceeds, the Council contribution will be referred for consideration in the future Capital Works Program. Alternatively funds could be allocated from the Gherang Gravel Pits Reserve Fund, established in 2011, to receive royalty payments and to provide for pit rehabilitation and improvements to the road network. Project design and consultation with the affected property owners, will require a significant commitment of officer time, the cost of which would be recouped if the Scheme proceeds.

Council Plan

Theme 2 Governance
Objective 2.5 Enhanced community engagement
Strategy 2.5.2 Provide opportunities for all members of the community to engage with Council on issues that matter to them.

2.1 Hopkins Street Construction, Aireys Inlet

Theme 4 Infrastructure
Objective 4.1 Allocation of infrastructure according to need
Strategy Nil

Theme 4 Infrastructure
Objective 4.3 Enhance key rural and coastal roads and transport options
Strategy Nil

The provision of improved road access is consistent with the Council Plan and its objective to "...meet our community's needs for accessible, well maintained and safe infrastructure." The proposed construction is lower than contemporary standards but is cognisant of the need to construct "Community infrastructure that responds to community demand." It reflects the Council Strategy to identify the ".service needs for each community on a place based approach."

Policy/Legal Implications

Council's Special Charge Scheme Policy, which sets out the strategic framework for the construction of infrastructure, including gravel road construction, requires Council to discontinue a Scheme if more than 40% of the affected owners object to the scheme.

Officer Direct or Indirect Interest

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

Risk Assessment

The construction and sealing of the road will provide a consistent firm surface and be a significant safety improvement for drivers, pedestrians and cyclists.

The proposed road construction is below contemporary standards and makes no provision for separation of pedestrians from the vehicular traffic. However, it is acknowledged that the Aireys Inlet community generally has a very high desire to retain an informal non-urban environment.

Social Considerations

The sealing of the road will improve conditions for abutting residents by removing the dust nuisance in summer and the muddy conditions in winter, as well as the noise generated by an uneven gravel road.

In accordance with the Local Government Act legislation, the terms of the proposed Scheme provides the option for owners to pay in full upon completion of the works, or 16 instalments over 4 years. The latter incurs an interest charge on the outstanding payment.

Community Engagement

Hopkins Street is within Aireys Inlet Precinct 1 where the upgrading of infrastructure has been the subject of extensive community engagement over recent years, including a Citizens' Jury.

Following Council's August 2015 resolution to consult with affected owners regarding the project scope and apportionment of costs, an information brochure was sent to all potentially affected owners. A letter summarising the feedback was circulated in December 2015.

Council officers have offered to discuss the proposal onsite with AIDA representatives.

Environmental Implications

The sealing of Hopkins Street will reduce the extent of dust nuisance to abutting residents and improve the quality of the stormwater runoff reducing the extent of siltation of the table drains and discharge to the ocean. The proposed works can be contained within the existing formation and there will be no impact on the roadside vegetation.

Communication

The affected property owners will be formally notified following Council's resolution and if Council adopts the recommendations submissions will be invited and considered in accordance with Section 223 of the Local Government Act.

2.1 Hopkins Street Construction, Aireys Inlet

Conclusion

The feedback from affected property owners suggests that there is broad acknowledgement of the benefits that would arise from construction of Hopkins Street. The property owners opposed to the road sealing consider that it will adversely affect the amenity of the area. However, the original petition and subsequent feedback indicates that a majority are supportive of the proposed road construction and sealing, and the proposed funding arrangements.

The proposed road works will improve both the access and amenity for property owners within the Special Charge scheme boundary.

The proposed Special Charge Scheme, prepared in accordance with the Local Government Act provisions, is considered to equitably apportion the estimated costs amongst the benefiting properties.

2.2 Offsite Ordinary Council Meeting Schedule 2016

Author's Title: Team Leader Governance

General Manager: Sunil Bhalla

Department: Governance & Risk

File No: F15/400

Division: Governance & Infrastructure

Trim No: IC15/626

Appendix:

1. Amended Schedule - Offsite Council Meetings 2016 (D15/107308)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To adopt an amended schedule for offsite Ordinary Council meetings to be held in 2016.

Summary

Section 83 of the Local Government Act 1989 states that Council may hold two types of meetings, being:

- Ordinary meetings at which general business of the Council may be transacted; and
- Special meetings at which the business specified in the notice calling the meeting may be transacted.

To ensure that the legislative requirements in regard to the conduct of an Ordinary meeting can be met, it is prudent for Council to resolve the date and time of future Ordinary meetings.

At its Special Meeting held on the 27 October 2015 Council resolved on the meeting dates, times and locations for 2016. A change in offsite meeting locations has since been proposed.

Recommendation

That Council:

1. Adopt the amended schedule for offsite Ordinary Council meetings to be held in 2016 as attached in Appendix 1.
2. Cancel the Ordinary Council Meeting on the 25 October 2016 due to its proximity to Council elections on 22 October 2016.

2.2 Offsite Ordinary Council Meeting Schedule 2016

Report

Background

To ensure that the legislative requirements in regard to the conduct of an Ordinary meeting can be met, it is prudent for Council to resolve the date and time of future Ordinary meetings.

Discussion

Section 83 of the Local Government Act 1989 states that Council may hold two types of meetings, being:

- Ordinary meetings at which general business of the Council may be transacted; and
- Special meetings at which the business specified in the notice calling the meeting may be transacted.

Council holds three offsite meetings a year with all other meetings being held in the Council Chambers, Torquay. At its Special meeting held on the 27 October 2015 Council resolved on the meeting dates, times and locations for 2016. A change in offsite meeting locations has since been proposed.

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

Section 89(4) of the Local Government Act 1989 requires that:

- (4) Unless subsection (4A) applies, a Council must at least 7 days before the holding of—
- (a) an ordinary council meeting; or
 - (b) a special council meeting; or
 - (c) a meeting of a special committee comprised solely of Councillors give public notice of the meeting.

Council's Local Law No. 2 – Meeting Procedure and Council Seal, clause 13 Attendance & Notice of meetings (Pursuant to Section 89 of the Act) requires that:

- 13.1 The Chief Executive Officer must give notice to the public of any meeting of the Council by public notice at least seven days prior to the meeting and via Council's website.
- 13.2 The dates, time and place for all Ordinary Council meetings shall be fixed by the Council from time to time.

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

Provides clarity for the community as to when and where Council meetings will be conducted.

Environmental Implications

Not applicable.

Communication

Meeting times and dates will be advertised in the local press and available on Council's website.

Conclusion

It is recommended that Council adopt the amended schedule for offsite Ordinary Council meetings to be held in 2016 as attached in Appendix 1 and cancel the Ordinary Council Meeting on the 25 October 2016 due to its proximity to Council elections on 22 October 2016.

2.3 Sale of Council Land - 3 Deans Marsh-Lorne Road, Deans Marsh

Author's Title: Property & Legal Services Officer

General Manager: Sunil Bhalla

Department: Governance & Risk

File No: F15/1556

Division: Governance & Infrastructure

Trim No: IC15/627

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To sell Council property located at 3 Deans Marsh-Lorne Road, Deans Marsh.

Summary

At its Ordinary meeting on 24 November 2015, Council resolved to declare its intention to sell the Council owned property known as 3 Deans Marsh-Lorne Road, Deans Marsh. Council also resolved to issue a Public Notice on the proposed sale and invite submission from the public.

No submissions have been received, and accordingly it is proposed to proceed with the sale of land.

Recommendation

That Council:

1. Sell Council property located at 3 Deans Marsh-Lorne Road, Deans Marsh by public competitive sale, auction or private treaty.
2. Include a requirement to consolidate the lots located at 3 and 5 Deans Marsh-Lorne Road, Deans Marsh as a condition of sale.
3. Note that the revenue from the sale of this property will go to the unallocated cash reserve.
4. Note that at the time of sale the valuation shall not be more than six months old and should reflect the development potential of the consolidated allotment.

2.3 Sale of Council Land - 3 Deans Marsh-Lorne Road, Deans Marsh

Report

Background

At its 24 November 2015 Ordinary Meeting, Council resolved to:

1. Declare its intention to sell the property located at 3 Deans Marsh-Lorne Road, Deans Marsh.
2. Issue a public notice of intention to sell Council land and invite public submissions in accordance with Section 223 of the Local Government Act.
3. Consider any submissions received from the public submission process.
4. Include a requirement to consolidate the lots located at 3 and 5 Deans Marsh-Lorne Road, Deans Marsh as a condition of sale.
5. Note that at the time of sale the valuation shall not be more than six months old and reflect the development potential of the consolidated allotment.

Discussion

A Public Notice inviting submissions regarding the proposed sale was published in the Surf Coast Times on Thursday 3 December 2015. The submissions closed on Thursday 31 December 2015. No submissions were received by the closing date.

It is proposed that Council proceed with the sale of property located at 3 Deans Marsh-Lorne Road, Deans Marsh.

Locality map



Financial Implications

- The costs associated with selling the property include Valuation of Land, Legal and Land Registry fees totalling approximately \$3,000.00
- The revenue from the sale after costs would be allocated to unallocated cash.

Council Plan

Theme 4 Infrastructure
Objective 4.2 Accessible and well maintained Council facilities
Strategy 4.2.1 Ongoing review of maintenance service levels.

Policy/Legal Implications

- Section 223 Local Government Act 1989
- Sale or Exchange of Council Land Policy
- Local Government Best Practice Guidelines for Sale, Exchange or Transfer of Land.

2.3 Sale of Council Land - 3 Deans Marsh-Lorne Road, Deans Marsh

Officer Direct or Indirect Interest

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

Risk Assessment

If the property is not sold, it will still need to be maintained by Council.

Social Considerations

Selling the property will allow it to be used for a variety of purposes.

Community Engagement

A public notice inviting submissions regarding the proposed sale was published in the Surf Coast Times on Thursday 3 December 2015 and on Council's website on the same day.

Environmental Implications

There are no environmental implications associated with this property.

Communication

As included under the heading of Community Engagement.

Conclusion

The sale of 3 Deans Marsh-Lorne Road, Deans Marsh is considered appropriate in order to allow the property to be utilised into the future. Council has no plans to utilise the land.

2.4 Proposal to Lease Council Land for Commercial Use - 325 Mousley Road Winchelsea

Author's Title: Property & Legal Services Officer

General Manager: Sunil Bhalla

Department: Governance & Risk

File No: F15/1356

Division: Governance & Infrastructure

Trim No: IC15/628

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason:

Purpose

To lease for commercial purposes Council owned land located at 325 Mousley Road, Winchelsea.

Summary

At its Ordinary meeting on 24 November 2015, Council resolved to declare its intention to lease part of 325 Mousley Road, Winchelsea. A Public Notice inviting submission on the proposed lease was issued.

No submissions have been received, and accordingly it is proposed to proceed with the lease of land.

Recommendation

That Council:

1. Authorise the Chief Executive Officer to negotiate and execute a lease agreement for the property located at 325 Mousley Road, Winchelsea under the Retail Leases Act 2003.
2. Note that the rental for the lease agreement will be determined based on the advice received from a qualified Valuer.

2.4 Proposal to Lease Council Land for Commercial Use - 325 Mousley Road Winchelsea

Report

Background

At its 24 November 2015 Ordinary Meeting, Council resolved to:

1. Provide in-principle support to the proposal to lease 325 Mousley Road, Winchelsea for a landscaping business.
2. Advertise its intention to lease inviting public submissions in accordance with Section 223 of the Local Government Act 1989.

Discussion

A Public Notice inviting submissions regarding the proposed lease was published in the Surf Coast Times on Thursday 3 December 2015. Submissions closed on Thursday 31 December 2015. No submissions were received by the closing date.

It is proposed that Council proceed with the lease of part of the property located at 325 Mousley Road, Winchelsea.

Locality map



Financial Implications

The rental for the lease will be determined by a qualified Valuer.

Depending on negotiations, it could also cost Council money to get the site ready for a business.

2.4 Proposal to Lease Council Land for Commercial Use - 325 Mousley Road Winchelsea

Council Plan

Theme 2 Governance
Objective 2.1 Robust risk management framework and processes
Strategy 2.1.2 Stocktake of leases, licences and agreements with a risk focus.

Policy/Legal Implications

Council does not have a policy to Lease and Licence Council owned and managed land.

This proposal was advertised in accordance with Section 190(3)(c) of the Local Government Act 1989.

The terms of the lease will be in accordance with the Retail Leases Act 2003.

The agreement can be executed under the Chief Executive Officer's delegation.

Officer Direct or Indirect Interest

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

Risk Assessment

There is a risk associated with entering into a lease agreement and not being able to terminate it if Council is approached by a purchaser wishing to buy the land.

There is a financial risk associated with the land sitting idle.

Social Considerations

There is potential for the new business to create jobs in Winchelsea.

Community Engagement

A public notice inviting submissions regarding the proposed lease was published in the Surf Coast Times on Thursday 3 December 2015 and on Council's website on the same day.

Environmental Implications

A condition will be placed in the lease agreement to ensure any contamination caused by the tenant is remediated prior to departure.

Communication

As included under the heading of Community Engagement.

Conclusion

Leasing the land is considered appropriate to generate revenue and to generate jobs in Winchelsea from the land rather than it sitting idle.

3. ENVIRONMENT & DEVELOPMENT

3.1 Program Status Report - October to December 2015 Quarter

Author's Title: Manager Program Management Office **General Manager:** Kate Sullivan

Department: Program Management Office **File No:** F15/1295

Division: Environment & Development **Trim No:** IC15/674

Appendix:

1. Program Management Office - Program Status Report (Capital Projects) @ 31 12 15 (D16/1640)
2. Program Management Office - Program Status Report (Operational Projects) @ 31 12 15 (D16/1641)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To receive and note the Program Status Report for the October to December 2015 quarter.

Summary

The Program Status Report provides an overview of the status of each capital and operational project for time, cost and scope. The report highlights changes that have occurred in the program of projects, including a summary of projects budgets that have been revised by Council, and provides a flag for risks to time, cost and scope. This report is provided to Council quarterly.

Recommendation

That Council note the Program Status Report for the October to December 2015 quarter.

3.1 Program Status Report - October to December 2015 Quarter

Report

Background

The Program Management Office (PMO) was established in July 2015 and has responsibility to provide leadership, support and analysis for best practice project management, including standardising and building Surf Coast Shire Council's project management capability and methods.

The Program Status Report is intended to provide a high level analysis on progress of the overall program of projects, provide a point of accountability for project managers to provide accurate status information via their Project Sponsor and to focus attention on risks to delivery based on phase, time, cost and scope.

Discussion

Each project in the Program Status Report has been assessed for risk to time, cost and scope. Status will be reported to Executive Management Team monthly, and to Council quarterly.

The following items are not included in this report as they are part of the Monthly Finance Report.

- year to date budget and actuals relative to monthly phasing (the 'wave' diagram)
- breakdown by master account
- breakdown by special charge and non-special charge
- monthly project variations / reserve movements for approval

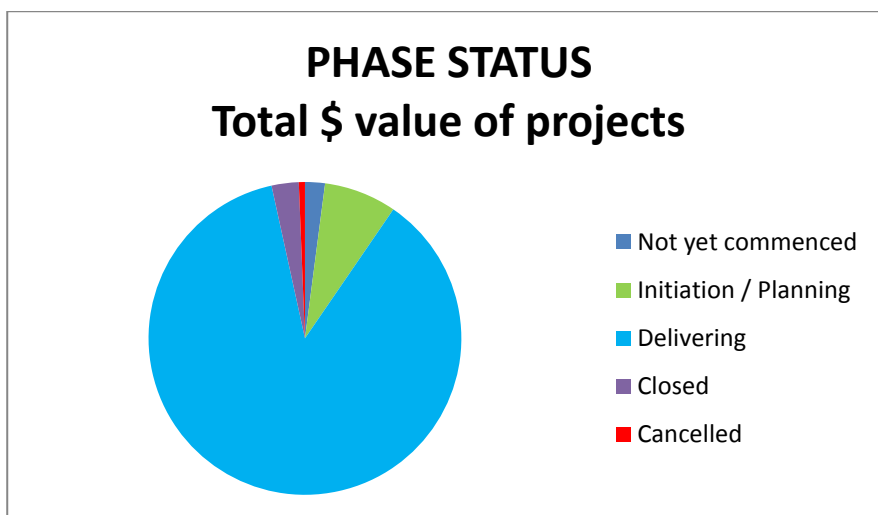
High level indicators for the overall program of projects based on phase, time, scope and cost follow:

Phase Status

Phase status provides an indication of which phase projects have reached in their lifecycle. For multi-year projects this is not based on the current financial year. The phases apply to capital and non-capital projects.

'Initiation / planning' includes preparation and approval of documentation to enable the Project Sponsor to approve the project to proceed to delivery.

'Delivering' includes all of the tasks required to undertake the project and can include stages within the phase for design, consultation, procurement, construction, handover, research, requirements gathering, preparation of briefs, document drafting, public exhibition, adoption etc. depending on the type of project.



Time Status

Time status provides an indication of whether or not a project will be completed within the approved time-frame. This may be within or beyond the financial year, depending on the duration of the project.

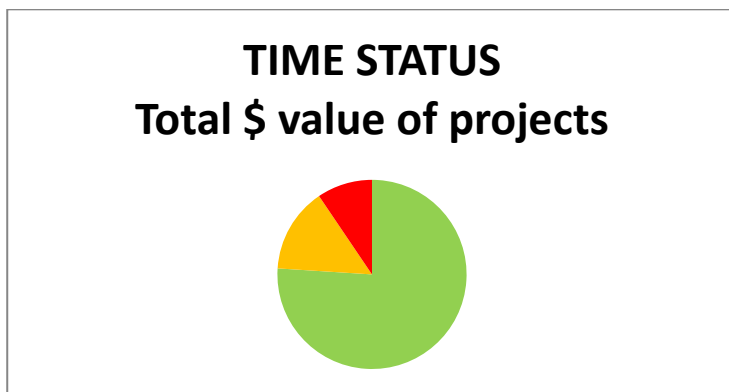
A time issue may be resolved by allocating more resources / budget to speed up the project or by reducing scope to complete the project on time.

3.1 Program Status Report - October to December 2015 Quarter

A change to the time, budget or scope of a project is approved by the Project Sponsor and if required, reported to Council for approval. Following approval a revised baseline will be used to report on status.

There are a number of projects that will not proceed and it is proposed that these funds be returned to reserve. There are a number of projects that have not progressed due to delays in outcome of funding applications and are at risk of not being delivered in this financial year. The January to March 2016 quarter Program Status Report will provide further clarity and confirmation of this.

The report now includes start and finish months to create a baseline for consideration and approval of change to timelines. The time baseline developed as part of the project submission process for 2016/17 will be more robust.



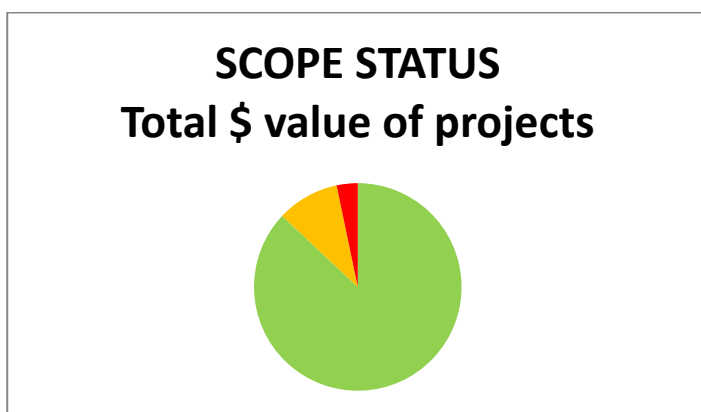
On track to be completed within schedule	Delayed however expected to be completed within schedule	Delayed and NOT expected to be completed within schedule
------------------------------------------	----------------------------------------------------------	----------------------------------------------------------

Scope Status

Scope status provides an indication of whether or not project deliverables, outputs and outcomes are on track to be delivered, consistent with the original intent of the project.

A scope issue may be resolved by allocating more resources / budget to achieve the desired outcomes or by extending time to allow the scope to be delivered if it is taking longer than expected. Alternatively, a change in environment and emerging issues may cause a deliberate re-consideration of scope.

Some projects may not have a well-defined scope and therefore the project is at risk until further planning is undertaken to refine and agree on the scope, to then ensure the level of investment proposed is desirable. A change to the time, budget or scope of a project is approved by the Project Sponsor and if required, reported to Council for approval. Following approval a revised baseline will be used to report on status.



No material change to scope expected	Material change in scope may be required	Material change to scope IS required / Scope yet to be defined
--------------------------------------	------------------------------------------	----------------------------------------------------------------

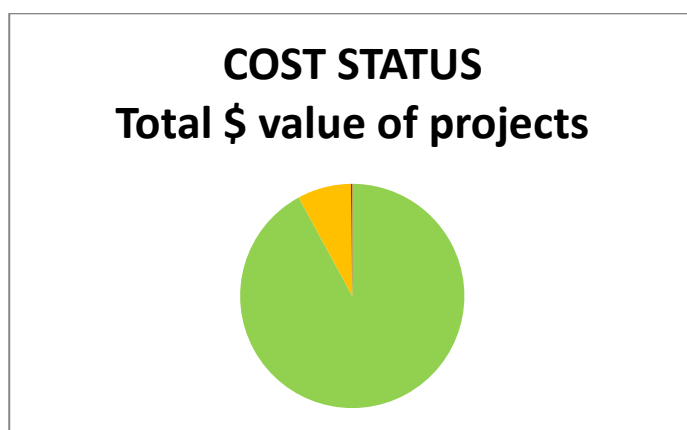
3.1 Program Status Report - October to December 2015 Quarter

Cost Status

Cost status provides an indication of whether or not the project is on track to be delivered within the budget available. A cost issue may be resolved by reducing scope or by extending time to enable an alternative and lower cost method of delivery, or delay in incurring the costs such as staging.

A request to the Chief Executive Officer or Council to alter a budget is only required if it is not possible to change scope or time, and the allocated contingency for the project is not adequate.

A change to the time, budget or scope of a project is approved by the Project Sponsor and, in the case of cost, automatically reported to Council for approval. Following approval, the revised budget baseline will be used to report on status.



Expected to be completed within approved budget	Budget may not be adequate and use of contingency may be required	Budget including contingency will NOT be adequate
-------------------------------------------------	-------------------------------------------------------------------	---------------------------------------------------

Financial Implications

The financial implications of the status of cost for the overall program are considered by Council on a project-by-project request basis via the monthly Finance Report.

A summary of movements from the Original Budget follow:

Capital Projects (118 projects)				\$
	Adopted Budget (published)			18,324,959
CF	Carry Forward Post Budget	Carry Forward		3,101,202
8480	Grass Tree Project (transferred from New Initiatives)	Transfer		3,816
	Sub-total Original Budget			21,429,977
	Budget Movements Approved by Council:-			
9465	Anglesea Transfer Station	Completed	-	43,200
9466	Anglesea Landfill Liner over original cell	Completed	-	3,707
9399	Purchase of Land	New Allocations		850,000
9493	Bob Pettitt Reserve land purchase	Completed		10
9490	Black Spot Project	Completed		1,383
9512	Elkington Road Service Road (\$100k RTR & \$100k Contribution)	Externally Funded		200,000
9487	Modewarre Avenue of Honour project	Completed	-	2,485
9448	Lorne Mens Shed	New Allocations		30,000
9488	Lorne Mens Shed	Externally Funded		138,800
9460	Lorne Swing Bridge Pathway	Externally Funded		29,091

3.1 Program Status Report - October to December 2015 Quarter

9252	Bicycle Lanes Program	Externally Funded	10,000
9248	Pathway Ancillary Program	Externally Funded	10,000
9526	Aireys Inlet Pedestrian Island	Externally Funded	20,000
9535	Cape Otway Road (RTR)	Externally Funded	495,019
9409	Lorne Stribling Reserve	New Allocations	100,000
9477	Surf Coast highway/Beach Rd intersection	Completed	- 10,168
9532	Fitness station at Quay Reserve	Externally Funded	5,000
9506	Anglesea Coogoorah Park Access Road	Completed	- 33,000
9463	Murrell and Gosney Intersection upgrade	New Allocations	8,000
9399	Land Purchase (reduction of new allocation)	New Allocations	- 465,000
9347	West Coast Business Park drainage	Transfer to Adopted Strategy Reserve	- 93,000
9369	Aireys Inlet Painkalac Pathway	Transfer to Adopted Strategy Reserve	- 60,000
9458	Stribling Reserve Terraces	Transfer to Adopted Strategy Reserve	- 105,900
9225	Drainage Renewal Program	New Allocations	14,340
9440	Anglesea Transfer Station Upgrade	Completed	- 8,545
9053	Road Safety Program (Cadel Evans)	New Allocations	14,826
Amended Budget Balance 31.12.15			22,531,441
Sub-total Movement (Capital)			1,101,464

Note: Items above the solid line in this list have been reported via previous Program Status Reports.

New Initiative / Operational Projects (78 Projects)

			\$
Adopted Budget (published)			1,827,515
CF	Carry Forward Post Budget	Carry Forward	1,033,393
8480	Grass Tree Project (transferred to Capex)	Transfer	- 3,816
Sub-total Original Budget			2,857,092
Budget Movements Approved by Council:			
8583	Testing the Water Non-Resident ratepayer comms	New Allocations	8,500
8593	Surfing Visitor Experience		- 10,000
8597	Anglesea Visitor Experience		10,000
8598	Torquay Library - Office Work Station Space	New Allocations	7,600
8365	Bells Beach Rip Curl Pro Contribution	New Allocations	9,395
8573	Torquay North Children's Centre Operational Model	New Allocations	3,000
8482	Roadside Weeds and Pest Program	Externally Funded	2,094
8596	GOR Historical Tourist Guide Books	Externally Funded	8,400
8562	Parking Overlay Torquay	Completed	- 7,397
8031	Torquay Town Centre Parking Strategy & Precinct	New Allocations	40,000
8600	GORRT Regional Visitor Information Revie	New Allocations	10,000
8601	COGG Aquatic Strategy Contribution	New Allocations	5,000
8589	Unconventional Gas Community Consultation	Completed	- 15,000
8582	Environmental Initiatives	New Allocations	20,000
Amended Budget Balance 31.12.15			2,948,684
Sub-total movement (New Initiative / Operational)			91,592

Note: Items above the solid line in this list have been reported via previous Program Status Reports

3.1 Program Status Report - October to December 2015 Quarter

Total Project Program (196 projects)

Total Revised Project Program Budget (total movement of \$1,193,056)	25,480,125
----------------------------------------------------------------------	-------------------

Council Plan

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.

Theme 2 Governance
Objective 2.1 Robust risk management framework and processes
Strategy 2.1.1 Implement the risk management system.

Theme 2 Governance
Objective 2.2 High performing accountable organisation
Strategy 2.2.3 Increase capability in analysing and managing contentious issues.

Policy/Legal Implications

There are no significant policy or legal implications arising from this report.

Officer Direct or Indirect Interest

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

Risk Assessment

Project risk assessments are prepared, monitored and reviewed as part of project initiation and delivery. Any risk associated with the status of time, cost and scope for each project will be managed by the Project Sponsor in conjunction with others participating in governance for the project, and other subject matter experts where relevant.

Social Considerations

Any significant social issues associated with the status of time, cost and scope for each project will be managed by the Project Sponsor in conjunction with others participating in governance for the project, and other subject matter experts where relevant.

Community Engagement

Community communications and engagement plans are prepared, monitored and reviewed as part of project initiation and delivery. Any emerging issues that require communications and engagement due to variations in time, cost and scope for each project will be managed by the Project Sponsor in conjunction with others participating in governance for the project, and other subject matter experts where relevant.

Environmental Implications

There are no significant environmental implications arising from this report.

Communication

Comments or questions from Council or community arising from this report will be communicated to the relevant Project Sponsor or Program Management Office and responded to.

Conclusion

The quarterly Program Status Report provides an overview of the status of each capital and operational project for phase, time, cost and scope. The report includes a summary of projects budgets that have been revised by Council, and provides a flag for risks to time, cost and scope.

3.2 Event Grant Program Funding Recommendations - September 2015 Round

Author's Title: Manager Economic Development & Tourism **General Manager:** Kate Sullivan

Department: Planning & Environment **File No:** F15/838

Division: Environment & Development **Trim No:** IC15/629

Appendix:

1. Recommended Funding Amounts - Major Events - September 2016 Event Grant Program (D15/110179)
2. Recommended Funding Amounts - Community Events - September 2016 Event Grants Program (D15/110200)
3. Event Grant Program Guidelines 2017 - 2018 (D15/110215)

Officer Direct or Indirect Conflict of Interest:

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

Yes

No

Reason: Nil

Status:

Information classified confidential under Section 77 of the Local Government Act:

Yes

No

Reason: Nil

Purpose

To award funding for the September 2015 round of Major and Community Event Grants

Summary

A series of major events are recommended to be funded that will provide a significant economic boost to townships in the off peak season. Complimenting these is a range of community event funding recommendations designed to enhance social interaction and activity.

The Event Grants Program is designed to support a range of events in Surf Coast Shire. The Major category has a focus of supporting events in the off peak season which extends from post Easter to mid-December (there is some flexibility on this if it can be displayed the weekend in peak time is a quiet weekend). Community events can be supported at any time of year.

The budget for the current round (which closed on 12 October 2015) will be allocated in the 2016/ 17 budget. Under the Community event category \$10,000 is recommended for allocation towards 7 events while 15 events under the Major events category are recommended to receive \$83,700. The total amount recommended for funding under both grant categories in this report is \$93,700. The remainder of funds is required for advertising of the program (including the upcoming September round).

Subsequent to a Council resolution on 25th August 2015, awarding \$5,000 to the Lighthouse Literary Festival under the Major Events round, the event organisers have notified Council that the 2016 event has been postponed until 2017. As the event has already submitted a successful application to the Event Grants Program, it is recommended that the allocated \$5,000 be pre-allocated in the 2016/17 budget.

Evaluation panels were formed to determine successful applicants for both categories. Councilors were also involved in the process to discuss proposed successful event applicants.

Due to the competitive nature of the program not all events were supported to their amount requested.

Recommendation

That Council:

1. Approve the recommended funding amounts contained in Appendix 1 for the Major events category of the Event Grants Program and pre-allocate \$83,700 from the 2016/2017 budget.
2. Approve the recommended funding amounts contained in Appendix 2 for the Community events category of the Event Grants Program and pre-allocate \$10,000 from the 2016/2017 budget.
3. Advise all successful and unsuccessful applicants in writing.
4. Endorse changes made to the Event Grants Program Guidelines contained in Appendix 3.

3.2 Event Grant Program Funding Recommendations - September 2015 Round

5. Authorise the release of Event Grants Program for 2017/2018 in September 2016.
6. Return \$5,000 to the unallocated cash reserve from the 2015/16 Event Grant Program budget nominated to the Lighthouse Literary Festival.
7. Pre-allocate \$5,000 to the Lighthouse Literary Festival 2017 in the 2016/17 budget subject to confirmation of the 2017 Festival program and signed Event Grant Agreement with Council.

3.2 Event Grant Program Funding Recommendations - September 2015 Round

Report

Background

The Event Grants Program exists to support a range of events in Surf Coast Shire. The budget allocation for 2016/ 2017 now needs to be determined with input from the submissions received.

The current round opened on 3rd September 2015, closing on 12 October 2015. Given the change to one round per year, the funding round was held open for an extended period of time to ensure interested parties had time to complete an application.

In the lead up to the current funding round a grants information session was held to convey key messages and tips for interested parties. This was the third session held within 12 months. The purpose of the session was to educate and inform people on writing submissions to maximise their effectiveness.

Program Guidelines outline the Event Grants Program for individuals, groups and organisations seeking funding from Council for an event within the Shire. Funding is available for:

- established and new events
- one-off and repetitive events
- Not-for-profit and commercial events.

The Event Grants Program is now released annually in September and considered at the January Council Meeting. Grants are available to not-for-profit and for-profit event organisers. There is strong encouragement for events that are held in the off-peak season from Post Easter to 15 December.

The Event Grants Program provides funding in one the following categories:

- Major Events – highly recognised events that contribute a strong economic return and builds on local participation and community life. Applicants in this category can seek funding from \$5,000 - \$10,000.
- Community Events – smaller scale events that support participation and celebration of local communities that attract mainly a local audience. Applicants under this category could seek funding from up to \$5,000.

Event applications under the Signature events category do not form part of this report and will be dealt with separately.

Grant submissions received were assessed by the following assessment criteria generally listed below.

ASSESSMENT CATEGORY	CATEGORY DESCRIPTION	WEIGHTING	
		Major	Community
Economic Development	Describe how the project stimulates visitation/tourism, involves local businesses and increases economic development opportunities for Surf Coast Shire residents & the extent of marketing and promotion opportunities.	40%	10%
Social	Community benefits provided by the event – short and long term.	20%	35%
Cultural	The events contribution towards the development of arts & culture, networks, programs and/or projects.	20%	35%
Environmental Sustainability	Does the event plan for and contribute to positive environmental sustainable outcomes.	20%	20%

Discussion

Submissions

Submissions for this funding round closed on the 12 October 2015. All submissions received were considered by the evaluation panel for individual assessment.

A total of 16 submissions were received for the Major Event category and included applications for events to be held in Torquay, Anglesea, Winchelsea and Lorne Wards as well as an event with a shire wide focus.

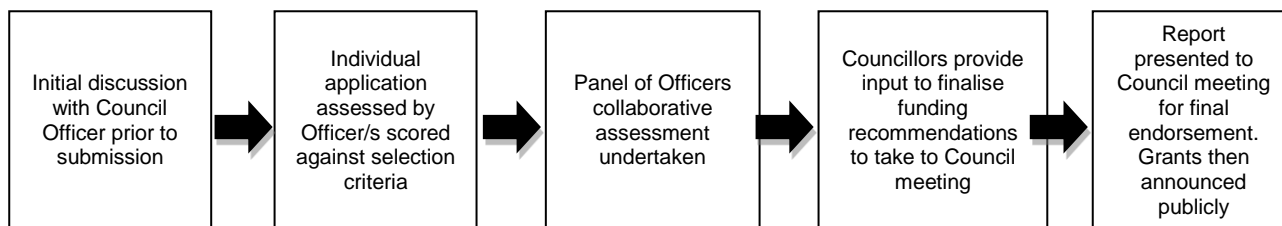
3.2 Event Grant Program Funding Recommendations - September 2015 Round

The nature of submissions received under the Major event grants included, sports (running, cycling, paddle boarding, mixed outdoor) arts and culture, music, and produce events. The total value of funding requested was \$123,200, reflecting the competitive nature of the assessment process. A further 2 applications were received (Bird Rock and Hells Bells). These submissions did not contain any detail or budgets and have been considered incomplete.

A total of 8 submissions seeking \$39,072 were received for the Community Events stream.

Evaluation Process

The process in evaluating submissions is indicated in the flow charts below.



In evaluating submissions the evaluation panel consisted of members of staff with relevant experience in each category. Submissions were rated individually against the key criteria and a score was provided based on the weighting.

A collaborative meeting was then held to discuss individual scores and to come to a consensus on successful grants. Councillors then provided input into the process and the funding recommendations were finalised for consideration at a Council Meeting.

It should be noted that in assessing the funding submissions, not all event applications received a recommendation for the full amount requested. This is due to the program seeking a similar level of budget allocation to 2015/ 16.

As a result of the evaluation process the following events are recommended for funding:

Major Events	Funding Stream	Recommended Funding Amount	Council Budget
Lorne Film 2016	Major	\$4,000	2016/ 2017
Adventurethon Anglesea	Major	\$8,000	2016/ 2017
Drink Arts Food Torquay	Major	\$7,000	2016/ 2017
Victorian Veteran Golfers Assoc Inc. 2016 Victorian State Championship	Major	\$1,000	2016/ 2017
The Surf Coast Event (Geocaching Anglesea)	Major	\$6,000	2016/ 2017
Great Ocean & Otway Classic	Major	\$8,000	2016/ 2017
Surf Coast Century	Major	\$10,000	2016/ 2017
Eat Local Month	Major	\$6,000	2016/ 2017
Sustainable Hook & Vine Festival	Major	\$5,000	2016/ 2017
Lorne's Melbourne Food & Wine Festival	Major	\$1,200	2016/ 2017
By The Meadow	Major	\$3,000	2016/ 2017
Surf Coast Trail Series (Afterglow & Surf Coast Trail Marathon)	Major	\$10,000	2016/ 2017
Love Winter in Aireys	Major	\$3,500	2016/ 2017
Hunt & Gather Festival	Major	\$8,000	2016/ 2017
Kids Adventure Outdoors	Major	\$3,000	2016/ 2017
Maverick Makers & Artisans Festival	Major	\$0	2016/ 2017
Bird Rock	Major	\$0	2016/ 2017
Hells Bells	Major	\$0	2016/ 2017
Major Events	2016/ 2017 Total	\$83,700	

3.2 Event Grant Program Funding Recommendations - September 2015 Round

Community Events	Funding Stream	Recommended Funding Amount	Council Budget
Deans Marsh Community Cottage Winter Solstice Music Festival	Community	\$1,000	2016/ 2017
Deans Marsh Community Festival	Community	\$3,000	2016/ 2017
Danger 1000	Community	\$500	2016/ 2017
Anglesea Rock2Ramp	Community	\$500	2016/ 2017
2016 Trick or Treat Kidz Fest	Community	\$2,000	2016/ 2017
Legends of Swing Dance Weekend	Community	\$1,000	2016/ 2017
Holi Festival of Colours 2017	Community	\$2,000	2016/ 2017
The Night Jar Festival	Community	\$0	2016/ 2017
Total Community Events Funding		\$10,000	

Major events and recommended funding amounts are contained in Attachment 1. Community events and their recommended funding amounts are contained in Attachment 2.

Non Funded Submissions

Grants not recommended to receive any funding include:

- Night Jar Market: Did not fit community market guidelines.
- Maverick Makers & Artisans Festival: This application did not demonstrate a clear focus towards the event, why it required funding and the additional outcomes attained due to receiving funding.
- Bird Rock: This application was incomplete and did not contain a budget or any details.
- Hells Bells: This application was incomplete and did not contain a budget or any details.

Proposed Guideline Changes

The following changes are recommended to the Guidelines.

- Fundraising: Insert clause to exclude funding of events which have a fundraising focus for schools or groups.

Aireys Inlet Lighthouse Literary Festival

Subsequent to a Council resolution on 25th August 2015, awarding \$5,000 to the Lighthouse Literary Festival under the Major Events round, the event organisers have notified Council that the 2016 event has been postponed until 2017. The Festival is planned to run biennially from 2017 onwards on the alternate year to the Lorne Sculpture Biennale and in line with timing for external funding opportunities.

Given the event will not occur in 2016 it is recommended that the allocated \$5,000 for this event be returned to the unallocated cash reserve in 2015/16. As the event has already submitted a successful application to the Event Grants Program, it is recommended that \$5,000 be pre-allocated in the 2016/17 budget for the Lighthouse Literary Festival 2017 subject to confirmation of their 2017 Festival program and signed Event Grant Agreement with Council.

Financial Implications

This report contains a recommended funding amount of \$93,700. Endorsement of the individual event funding allocations through the resolution of this report will constitute a commitment by Council to allocate \$93,700 in the 2016/17 budget.

Of the \$93,700 recommended, \$83,700 has been recommended to Major event grants with \$10,000 allocated to Community event grants.

\$5,000 is recommended to be transferred to the unallocated cash reserve in 2015/16 and pre-allocated in 2016/17 budget to the Lighthouse Literary Festival 2017.

Signature events will be considered under a separate process and are not dealt with in this report.

Council Plan

Theme 5 Development and Growth
 Objective 5.3 Develop and grow sustainable year round tourism
 Strategy 5.3.7 Encourage a range of events to support year round tourism

3.2 Event Grant Program Funding Recommendations - September 2015 Round

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.

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

Each event will be required to prepare its own Event Management Plan which will also identify risks and mitigating actions. Staff in the events unit will work with event holders to ensure all required permits are in place. Events being held on land not under the control of Council are required to display evidence of permits being in place.

All applicants are required to provide evidence of adequate public liability and Certificates of Currency as part of the criteria for funding.

Part of the assessment also included the 'fit' with Council's principles to ensure all events supported did not conflict with key values.

Social Considerations

Social considerations have been considered as part of the assessment process which carried a 20% weighting for Major and 35% for the Minor/ Community. Applicants were asked to identify the social benefits of the event as part of their application.

Community Engagement

The following community engagement was carried out:

- Grants workshop held to educate prospective applicants on how to write a good application.
- Information with application form and guidelines placed on Council's website.
- Email sent to database of current event holders, Tourism Victoria to alert stakeholders to the program.
- Email sent to Torquay, Anglesea, Aireys Inlet, Lorne and Winchelsea Trader groups advising of program.
- Information on program contained in the Tourism newsletter.
- Adverts in the Surf Coast Times to promote the funding round (frequent).
- Notification sent to community groups to inform of the programs open and closing dates.

Environmental Implications

The Event Grants Program seeks to fund events in the off peak season from post Easter to mid-December to encourage a reduction in the intensity of events taking place over the summer period. Environmental sustainability of events contained a 20% weighting in the evaluation criteria.

Communication

Successful applicants will be sent a letter confirming the amount of funding awarded. Unsuccessful applicants will be sent a letter advising their submission did not receive funding. A media release will be issued containing details of successful events.

Conclusion

The Event Grants Program was opened on the 3rd September 2015 with submissions closing on the 12 October, 2015. A total of 24 submissions were received and assessed with 15 submissions recommended to receive funding under the Major Events stream and 7 under the Community stream.

Recommended funding for events under the major category totals \$83,700 and recommended funding under the Community stream totals \$10,000.

3.3 Petition Requesting Council Save the Historic Winchelsea Go Kart Track

Author's Title: Manager Environment & Community Safety

General Manager: Kate Sullivan

Department: Planning & Environment

File No: F14/866

Division: Environment & Development

Trim No: IC16/64

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77 of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To respond to the petition received and noted by Council at the 24 November 2015 Council meeting, requesting that Council save the Winchelsea Go Kart Track.

Summary

Go karting events formally ceased at the Winchelsea Common in early 2013 after contamination consultants identified the go kart licence area was contaminated with lead, antimony and polycyclic aromatic hydrocarbons from the shooting activities of the nearby Winchelsea Gun Club. The Environment Protection Authority (EPA) recommended that the Common be closed to public access while additional investigations into the contamination and public health risks were undertaken.

Further studies by contamination experts were completed during 2013 and 2014 resulting in the land being listed on EPA's Priority Sites Register. Inclusion on the Priority Sites Register means that future clean up and use of the site is subject to EPA legislation and processes.

EPA issued the land owner, the Department of Environment, Land, Water and Planning (DELWP), with a clean up notice in May 2015. Council, as land manager for part of the site since 1960, has been working with DELWP to meet the conditions of the notice. A clean up plan was submitted in late 2015.

Council will continue to work with DELWP on meeting the EPA requirements for the site during 2016. It is still unclear how long this process will take, what the final remediation plans will involve, what the total cost of remediation will be and what parts of the Common could be made safe for future public access. Given these matters are still unresolved it is recommended that future use discussions for the reserve be deferred until a remediation plan is approved by EPA.

Recommendation

That Council:

1. Continue to work with DELWP on planning for the future remediation of the Winchelsea Common.
2. Defer discussion on the future uses of the Winchelsea Common site until a remediation plan is approved by EPA and advise the main petitioner of the deferral of this discussion.
3. Note that the Growing Winchelsea strategy identifies future residential land adjacent to the Winchelsea Common and that the location of a go kart track in this area is not consistent with the strategy.
4. Note that Council officers are working with a Youth Advisory Group in Winchelsea to identify and address the needs of young people in the township.
5. Remain open to proposals from community organisations to establish a go kart track in alternative locations in the Winchelsea area.

3.3 Petition Requesting Council Save the Historic Winchelsea Go Kart Track

Report

Background

A portion of the Winchelsea Common managed by Council was licensed for use as a go kart (or fun kart) track since 1995. The licence was held by the Winchelsea Fun Kart Club Inc.

In late 2012, as part of investigations into the future of the Winchelsea Gun Club's use of the Winchelsea Common, contamination concerns led to the appointment of an independent company to provide public health and environmental management advice. Preliminary investigations found lead shot scattered broadly across the go kart track and the consultants recommended that the operation of the go kart facility cease until further assessments were undertaken and action taken to manage potential health impacts. On 13 February 2013, Council wrote to the secretary of the Winchelsea Funk Kart Club to advise that karting could not be undertaken until further notice.

More detailed investigations were undertaken throughout 2013 and 2014. The go kart track licence area was found to have high levels of lead and polycyclic aromatic hydrocarbons (from the clay targets). Antimony was also found (a component of the shot gun pellets).

In September 2014, the former secretary of the Winchelsea Fun Kart Club advised Council that the Club no longer existed and Council refunded their 2013 annual licence fee payment. The Club advised that it had successfully relocated to Avalon. Consumer Affairs Victoria (CAV) records show that the name of the Club was changed to the Avalon Fun Kart Club on 22 August 2014 and that there is no other Winchelsea Fun Kart Club registered with CAV. In late 2015, the licence agreement between Council and the Winchelsea Fun Kart Club was formally terminated (the licence was to have run until 1 November 2016).

The Winchelsea Common is now listed on EPA's Priority Sites Register. Council will continue to work with DELWP on preparing a clean up plan that meets EPA requirements.

Discussion

Understanding the contamination on site and working through potential remediation options and costs in a manner that meets EPA requirements is time consuming, complicated and costly. It has been three years since the Common was closed to public access and DELWP and Council are still working towards successfully meeting the first clean up notice requirements. It is not yet known how long it will take to have an approved remediation plan, and implementation of an approved plan may need to be staged over time due to the anticipated high costs of the remediation works.

The Winchelsea Common is zoned for Public Conservation and Resource Zone purposes under the Surf Coast Planning Scheme, and the operation of a go kart track is not an as of right use under this zone. The existing use rights for the track have lapsed now that the track has not operated for more than two years. The Growing Winchelsea Strategy identifies the area adjacent to the Winchelsea Common (near the old go kart track) as future residential, as such the location of a new go kart track in this area would not be supported.

A community member involved in the development of the petition has raised concerns about a lack of activities for younger Winchelsea residents of was part of the motivation for a new go karting club. Council's Youth Development Team are currently delivering a range of youth specific programs in Winchelsea, including: "Young Mums programs", a "Youth Advisory Group", "Youth Movie Nights" and have been exploring the feasibility of establishing a Youth Drop in centre for 12-25 year old young people from the area (in partnership with the Bendigo Bank). The Youth Development Team fully supports the community's interest regarding young people living in Winchelsea and encourages any person with a passion in this area to contact Council's Youth Development Team. All initiatives and programs conducted or supported by the Youth Development Team are endorsed by Youth Advisory Groups or delivered following extensive consultation with young people and other key stakeholders.

Financial Implications

Costs associated with remediation of the Winchelsea Common are not yet known as there is no EPA approved remediation plan. The current go kart track area will require remediation prior to a new track being constructed (if a new club is to be established). Therefore there will be both site remediation costs and new track construction costs.

3.3 Petition Requesting Council Save the Historic Winchelsea Go Kart Track

Council Plan

Theme 2 Governance

Objective 2.1 Robust risk management framework and processes

Strategy 2.1.2 Stocktake of leases, licences and agreements with a risk focus.

Theme 4 Infrastructure

Objective 4.1 Allocation of infrastructure according to need

Strategy 4.1.2 Utilisation of community demographics to determine future infrastructure needs.

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

Remediation of the site and decisions regarding future use are subject to the requirements of the Environment Protection Act 1970. Council must work with DELWP in meeting the requirements of this Act.

Officer Direct or Indirect Interest

NA

Risk Assessment

As a listed site on Victoria's Priority Sites Register for contaminated land, the Common is known to have public health risks associated with the contamination. To help manage these risks, the EPA recommended that the Common be fenced to prevent public access and that warning signs be provided (completed). The clean up plan currently being prepared must address the public health risks to the satisfaction of the EPA.

Social Considerations

There is concern with the adequacy of activities for young people in Winchelsea. There is the potential for Council to do further work in this area through its Youth Development Team.

Community Engagement

The petition has been received by Council, there has been no broader engagement in regard to a future go kart club.

Environmental Implications

As previously mentioned, the contamination issues are the main environmental concern on the Common. These will be addressed through the remediation planning which will take into account the significant grassy woodland vegetation found on site. .

Communication

DELWP and Council will continue working on meeting the clean up notice requirements for the Common, and will keep the community of Winchelsea up to date on how this is progressing. To date DELWP and Council have provided information to residents through articles in the local paper and letters to residents. DELWP and Council have an agreed Communications Plan for the land.

Conclusion

Council will continue to work with DELWP on meeting the EPA requirements for the site during 2016. It is still unclear how long this process will take, what the final remediation plans will involve, what the total cost of remediation will be and what parts of the Common could be made safe for future public access. Given these matters are still unresolved it is recommended that future use discussions for the reserve be deferred until a remediation plan is approved by EPA.

Council's Youth Development Team is currently delivering a range of youth specific programs in Winchelsea and fully supports broader community interest local youth recreation issues. It is recommended that the Youth Development Team seek a meeting with representatives of the petition and discuss the delivery of programs for Winchelsea's youth.

3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

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

General Manager: Kate Sullivan
File No: F15/1232
Trim No: IC15/655

Appendix:

1. Subdivision Design Response Plan (D15/76302)
2. Summary of Submissions (D15/101163)

Officer Direct or Indirect Conflict of Interest:

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

Yes

No

Reason: Nil

Status:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Reason: Nil

Purpose

To consider submissions received to Amendment C99 and Planning Permit Application 14/0287 and resolve to refer the submissions to an independent Panel pursuant to Part 8 of the Planning and Environment Act 1987.

Summary

Amendment C99 and Planning Permit Application 14/0287 seek to rezone land at 305 Great Ocean Road, Jan Juc from Farming Zone to Low Density Residential Zone and to subdivide the land into 16 lots.

The amendment and permit application were publicly exhibited from 5 November 2015 to 7 December 2015. A total of nine (9) submissions were received, including four (4) from referral authorities offering no objection (subject to conditions), one from the proponent in support of the application and four (4) submissions objecting to the rezoning and subdivision.

The points raised by objectors relate to the density of the proposed development being inconsistent with the surrounding area, the lack of strategic justification for more housing, impacts on vegetation and landscape values, traffic and access, and broader concerns about the level of development and urban sprawl in Torquay-Jan Juc.

Given the objecting submissions have not been resolved, Council must refer these to a panel to be appointed by the Minister for Planning under Part 8 of the Planning and Environment Act 1987, unless Council resolves to abandon the amendment.

Recommendation

That Council:

1. Receive and note the submissions received to Amendment C99 and Planning Permit Application 14/0287.
2. Request the Minister for Planning to appoint an independent panel pursuant to Part 8 of the Planning and Environment Act 1987.
3. Refer all submissions to the panel under Part 8 of the Planning and Environment Act 1987.

3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

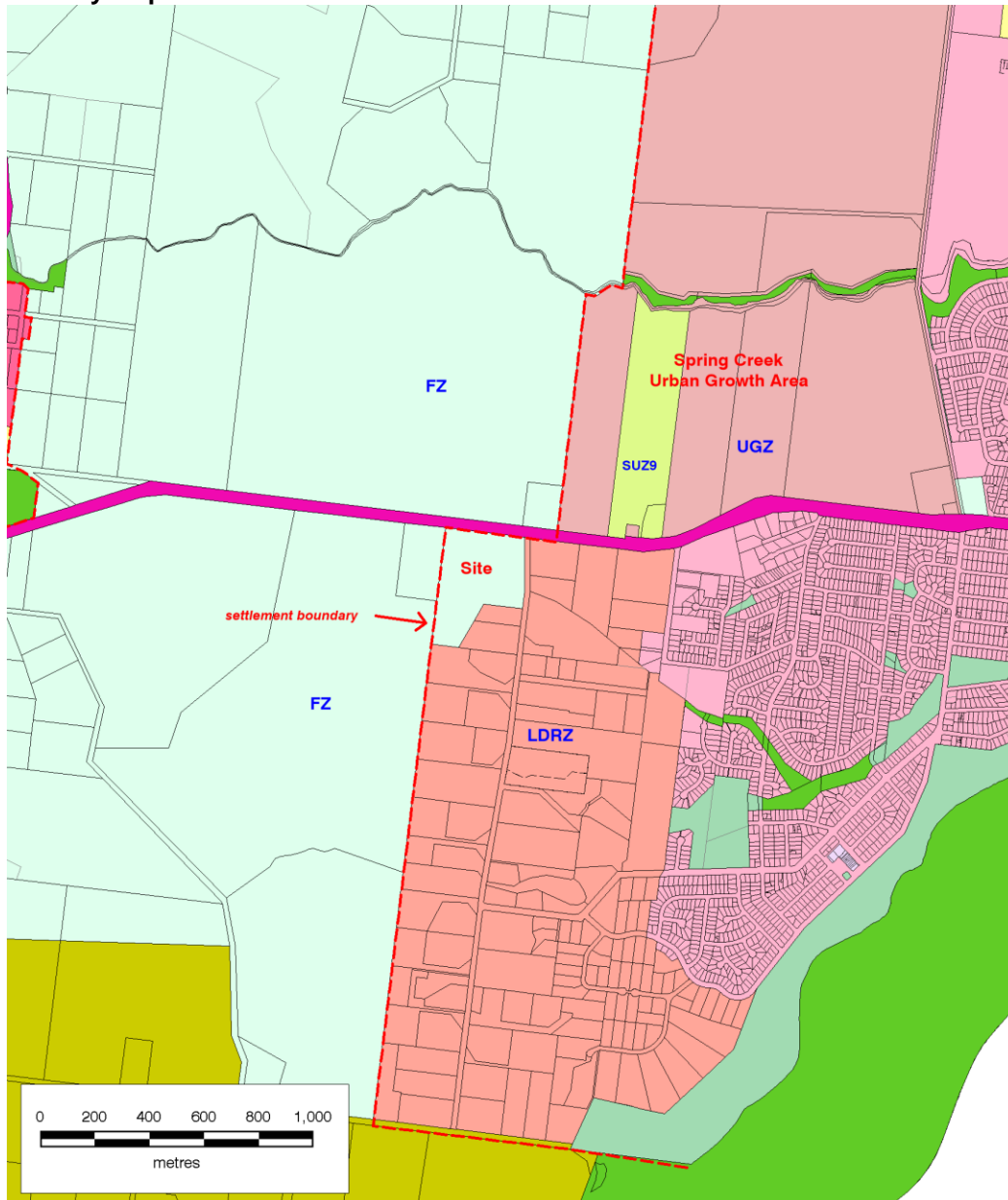
Report

Background

Amendment C99 and Planning Permit Application 14/0287 is a combined planning scheme amendment and permit application made under the provisions of Section 96A of the Planning and Environment Act 1987. The amendment and permit application, requested by St Quentin Consulting Pty Ltd on behalf of Great Ocean Road Projects Pty Ltd, seek to rezone land at 305 Great Ocean Road, Jan Juc from Farming Zone (FZ) to Low Density Residential Zone (LDRZ) to allow for the subdivision of the land into sixteen lots.

The 10.3 hectare site is located on the south-west corner of Great Ocean Road and Bells Boulevard. The subdivision will create lots ranging from 4,000sqm to 5,981sqm in area. Access to the subdivision will be provided via new internal roads with a single access point from Bells Boulevard, apart from the original dwelling which will retain its current access from the Great Ocean Road. New access points from the Great Ocean Road are not supported by VicRoads. Fifteen metre wide landscape buffers will be provided along Great Ocean Road and Bells Boulevard to minimise the visual impact of future development and a 5,094m² conservation reserve is proposed in the south-east corner of the site, which will accommodate an existing dam and a patch of remnant vegetation. The proposed plan of subdivision is included at Appendix 1.

Locality Map



3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

Discussion

The planning scheme amendment and planning permit application were publicly exhibited from 5 November 2015 to 7 December 2015. A total of nine submissions were received, including four from referral authorities offering no objection (subject to conditions), one from the proponent in support of the application and four submissions objecting to the rezoning and subdivision. A summary of the submissions is provided at Appendix 2. The key issues are discussed below.

Issue	Officer response
Strategic justification	
<p>Submitters state that there is no strategic justification for the rezoning and subdivision and no need for further housing in Torquay-Jan Juc having regard to current land supply levels.</p>	<p>The proposal is consistent with Clause 21.08 Torquay-Jan Juc Strategy of the Surf Coast Planning Scheme, which identifies the land as being within the settlement boundary and recommends investigation into the rezoning of the land for low density residential use. The site is shown as “Future Low Density Residential” on the Framework Map at Clause 21.08.</p> <p>It is acknowledged that land supply levels (zoned and unzoned) in Torquay-Jan Juc currently meet the State planning policy requirements of a minimum of 15 year’s supply on a municipal level, with residential growth areas in Torquay North and Torquay West under construction and a precinct structure plan in preparation for the Spring Creek urban growth area. However, the supply of low density residential land is limited. Subdivision of the land into low density residential lots would increase the supply of these highly sought after lifestyle blocks and increase housing choice for residents.</p>
Lot sizes	
<p>Submitters consider the proposed housing density of 4,000sqm lots to be at odds with the neighbourhood character and submit a minimum lot size of 1.5ha should be applied, consistent with what applies to the remainder of Bells Blvd.</p>	<p>The LDRZ requires a minimum lot size of 4,000sqm (0.4ha) in the absence of reticulated sewerage and each lot should be capable of treating and retaining all wastewater.</p> <p>Clause 21.07 Rural Residential Living seeks to restrict lot sizes for rural residential purposes so that land is used more efficiently. It encourages lot sizes in the range of 0.4ha to 1.0ha in the LDRZ, unless:</p> <ul style="list-style-type: none"> • A larger lot is required for the on-site treatment of wastewater, • A larger lot is needed to protect pockets of significant remnant vegetation, or • The land has a high landscape value. <p>The land capability assessment submitted with the application assessed the environmental risks associated with wastewater disposal and concluded that the proposed lots are capable of treating and retaining all wastewater within the curtilage of the land.</p> <p>The proposed subdivision responds to the characteristics, constraints and opportunities of the site. The site is largely cleared grazing land, which is markedly different from the vegetated bush blocks further south along Bells Blvd which have identified environmental values and where a minimum lot size of 1.5ha applies in recognition of these values. Land to the east between Bells Blvd and Strathmore Drive is identified in the planning scheme at Clause 21.07 as an area where higher densities can be entertained, possibly as low as 2,000sqm under the current zoning if sewer is provided.</p>

3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

Issue	Officer response
Landscape amenity and visual impacts	
<p>Submitters fear that development will have a negative impact on coastal vistas, the driver experience along the Great Ocean Road and the gateway to Bells Beach.</p>	<p>Regarding the protection of the landscape and cultural values, the site is not afforded the same protection as land directly within the Bells Beach Surfing Recreation Reserve view shed, which is covered by a Significant Landscape Overlay and backed by strong policy direction in the Municipal Strategic Statement discouraging subdivision and development within the view shed area.</p> <p>The Torquay Jan Juc Structure Plan (2007) did a precursory assessment of the suitability of the subject land for potential rezoning and commented on the landscape values as follows: <i>“The site captures distant views of the ocean, overlooking the Jan Juc settlement, and while this view is pleasant it is not particularly significant or demanding of protection as an entry vista to Jan Juc. Nevertheless, consideration of support for additional development on this site would need to address the landscape outcomes.”</i></p> <p>The visual impact of future development on the site has been assessed in a Visual Impact Assessment report prepared by Hansen Partnership. The assessment concluded that views to and across the site are limited to selected sections along the northern and eastern boundaries where not obscured by roadside vegetation and embankments. To minimise any visual impacts of future development it is proposed to create 15 metre wide landscape buffers along the Great Ocean Road and Bells Blvd. It is intended that these buffers be planted with indigenous vegetation congruous to what exists along the nearby roadsides of Great Ocean Road and Bells Blvd. The vegetated buffer screen is to be 10 metres high, consistent with the prevailing height of nearby native vegetation. The proposed planting is considered an acceptable response to the site and its surrounds. The vegetation buffers, once established, will be visually impermeable to transitory viewers from the Great Ocean Road and Bells Blvd and will ensure future development does not impact on the valued landscape amenity of the area. With the 15 metre wide landscape buffers and 20 metre wide internal road reserve, any future dwelling will be set back in excess of 35 metres from either road.</p>
Vegetation removal, loss of nature and impact on wildlife	
<p>Submitters have raised issues around the removal of native vegetation, the loss of nature and the potential impact of the development on native wildlife by the introduction of dogs, cats and other non-indigenous species.</p>	<p>The proposed subdivision will result in the removal of a small amount of native vegetation (including a remnant patch of 0.059ha and 4 scattered trees), necessitated by the provision of vehicle access to the site from Bells Blvd. Options for the creation of safe vehicle access are severely restricted due to VicRoads not supporting any new direct access points from the Great Ocean Road and issues of sightlines and slope along Bells Blvd. The traffic assessment report submitted with the rezoning request investigated the most appropriate access option and recommended the Bells Blvd access point in the proposed location as the most suitable and safest option.</p> <p>The flora and fauna assessment undertaken to support the application identified that the environmental values of the site are low. In summary, the assessment concluded:</p> <ul style="list-style-type: none"> • The site is mostly highly modified with remnant vegetation

3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

Issue	Officer response
	<p>limited to the south-east portion of the site and road reserves.</p> <ul style="list-style-type: none"> • The habitat is of low value for fauna. • The risk-based pathway for vegetation removal is the low risk-based pathway. <p>It is considered that the subdivision has been designed to minimise vegetation removal and this will be compensated by the required offsets and planting within the nominated landscape buffers. The remaining remnant vegetation will be preserved within the conservation reserve.</p>
Traffic and access	
<p>Submitters have expressed concern about the limited vehicle access to the site and an increase in traffic.</p>	<p>As discussed above, options for the creation of safe vehicle access to the site are severely restricted due to VicRoads not supporting any new direct access points from the Great Ocean Road and issues of sightlines, slope and vegetation along Bells Boulevard. The traffic assessment indicated that the best safe access to the site can be provided from the southern end of the site frontage to Bells Blvd.</p> <p>Bells Blvd and the surrounding road network have sufficient capacity to safely accommodate the anticipated increase in traffic movements as a result of the proposed development (150 vehicle movements per day based on 10 vehicle movements per additional dwelling).</p>
Precedent for further development and general concerns about development in Torquay/Jan Juc	
<p>Submitters fear the proposed rezoning and subdivision will set a precedent for further development along the Great Ocean Road and Bells Blvd and are more broadly concerned about the level of development being experienced in and planned for Torquay-Jan Juc.</p>	<p>The site is located within Torquay-Jan Juc's western settlement boundary. No further growth beyond this boundary is envisioned.</p> <p>The broader growth directions for Torquay-Jan Juc were set with the adoption of the <i>Sustainable Futures Plan Torquay-Jan Juc 2040</i>. This plan seeks to ensure growth occurs in a manner that reflects the community's values, including protecting the natural environment and fostering the unique coastal look and feel of the township.</p> <p>In addition, Clause 21.08 in the planning scheme now refers to the "green break" between Torquay and Bellbrae with no further growth proposed past the current settlement boundary.</p>
Bushfire risk	
<p>Submitters stated that the land is situated in a high risk bushfire zone.</p>	<p>The site is not affected by the Bushfire Management Overlay. Nevertheless, the proponent commissioned the preparation of a Bushfire Development Report to assess and address any bushfire risk. The report concluded that there is no significant bushfire risk and recommends the following specific measures:</p> <ul style="list-style-type: none"> • A 20 metre separation from the proposed landscape buffers (this will be achieved with the proposed service road). • Dwellings constructed to a minimum BAL-12.5 standard (The BAL will be determined by the relevant Building Surveyor). • Road network and water supply to CFA standards. (Standard conditions have been included in the draft planning permit to achieve compliance with these recommendations).

3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

Financial Implications

This is a privately funded amendment request with no cost to Council. The proponent has entered into an agreement with council to cover all statutory costs relating to processing 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 5.4.2 Utilise structure plans and planning processes to encourage a diversity of housing stock across the Shire.

Policy/Legal Implications

Ministerial Direction No. 15 (The Planning Scheme Amendment Process) requires a planning authority to request the appointment of a panel within 40 business days of the closing date for submissions, unless a panel is not required.

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:

- (a) change the amendment in the manner requested; or
- (b) refer the submission to a panel appointed under Part 8; or
- (c) 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 risks to council associated with referring the submissions to an independent panel. Following receipt and consideration of the panel report, Council has the authority to either adopt or abandon the amendment.

Social Considerations

The development will increase the availability of low density residential lots in a desirable location.

Submitters have raised issues around the impact of development on landscape values, and the 'culture' and 'soul' of Torquay. The proposed landscape buffers are intended to enhance the identified valued landscape amenity of the area. The buffers will contribute to the important vegetated character of the area, while screening views to future residential development from Bells Boulevard and the Great Ocean Road.

Community Engagement

The amendment and permit application were placed on public exhibition in accordance with the requirements of the Planning and Environment Act 1987. Notice was given in the following manner:

- Notices were sent to surrounding landowners.
- A notice was placed in the Surf Coast Times and Government Gazette.

The amendment and supporting documents were available for viewing at the Council office, on Council's website and on the website of the Department of Environment, Land, Water and Planning.

Submitters were given an opportunity to address Council's Hearing of Submissions Committee on 19 January 2016. Two submitters presented to the Committee.

Environmental Implications

A land capability assessment was prepared to assess environmental risks associated with wastewater disposal.

The flora and fauna assessment prepared to support the application identifies that the site is mostly highly modified with remnant vegetation limited to the south-east corner of the site and the road reserves. A small amount of native vegetation is proposed to be removed to facilitate road access to the site. Appropriate offsets are nominated and the majority of remnant vegetation will be preserved in a reserve, with further planting to be provided within the nominated landscape buffers.

3.4 Amendment C99 and Planning Permit Application 14/0287 - 305 Great Ocean Road, Jan Juc

A due diligence cultural heritage assessment undertaken for the site shows that the site is not within an area of cultural heritage sensitivity and is unlikely to contain any significant Aboriginal cultural heritage artefacts.

The site is not affected by the Bushfire Management Overlay, however a Bushfire Development Report was prepared to address any bushfire risk.

Communication

Submitters will be personally notified of Council's decision by mail or email. Submitters will also be contacted by Planning Panels Victoria following the appointment of a panel.

Conclusion

It is considered that the proposal is consistent with State and local policy in the Surf Coast Planning Scheme and will result in an acceptable land use and development outcome that has considered and appropriately addressed all relevant matters, such as landscape impacts, vegetation removal, vehicle access, bushfire risk and servicing. The merits of the application should be further tested through a panel process. It is therefore recommended that Council seek the appointment of a panel by the Minister for Planning to consider all submissions.

3.5 Amendment C97 - Implementation of Anglesea Great Ocean Road Study 2013 - Adoption

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

General Manager: Kate Sullivan
File No: F14/1422
Trim No: IC15/586

Appendix:

1. C97 - Panel Report (D15/102744)
2. C97 - Map of 105 Great Ocean Road, Anglesea (D15/108650)
3. C97 - Map of Proposed Special Use Zone Schedule 8 (D15/108655)
4. C97 - Exhibited Amendment Documents (D15/108195)

Officer Direct or Indirect Conflict of Interest:

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

Yes

No

Reason: Nil

Status:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Reason: Nil

Purpose

To consider the report of the independent planning panel (the Panel) for Planning Scheme Amendment C97 and consider adoption of the amendment.

Summary

Amendment C97 seeks to implement the land use recommendations in the *Anglesea Great Ocean Road Study 2013* by developing new zone controls (Special Use Zone Schedule 8) for the tourist development precincts around Diggers Parade and Four Kings, Anglesea.

The Amendment also proposes to amend the Special Use Zone Schedule 5, which currently applies to the Tourism Development Precincts in both at Torquay and Anglesea, by creating separate zone schedules for each township. As such, the Special Use Zone Schedule 5 now applies to Torquay exclusively and a new Schedule 8 applies to Anglesea.

The Amendment was publicly exhibited from 23 April 2015 to 25 May 2015. In total 5 submissions were received, comprising of 4 submissions in support and 1 submission in opposition. In response to the submissions on 28 July 2015 Council resolved to refer all submissions to an independent Panel for consideration. The Panel heard submissions from Council and one submitter at a public hearing conducted on 19 October 2015. The Panel's report was received on 16 November 2015 (refer Appendix 1) and has been made available to the public.

The Panel supports the Amendment and recommends that Surf Coast Planning Scheme Amendment C97 be adopted as exhibited subject to the modification of the *Anglesea Great Ocean Road Study 2013* to include the land at 105 Great Ocean Road within the area to be rezoned to Special Use Zone.

It is recommended that Council support the recommendation of the Panel and adopt Amendment C97 as exhibited.

The exhibited Amendment documents are included at Appendix 4.

Recommendation

That Council:

1. Adopt Amendment C97 to the Surf Coast Planning Scheme as exhibited.
2. Modify the Anglesea Great Ocean Road Study 2013 to include the land at 105 Great Ocean Road in the area to be rezoned to Special Use Zone.
3. Forward the adopted Amendment C97 to the Minister for Planning for approval pursuant to Section 31 of the *Planning and Environment Act 1987*.

3.5 Amendment C97 - Implementation of Anglesea Great Ocean Road Study 2013 - Adoption

Report

Background

Amendment C97 implements the land use recommendations in the *Anglesea Great Ocean Road Study 2013*, by developing new zone controls (Special Use Zone Schedule 8 'Anglesea Tourism Development Precincts') for the tourist development precincts around Diggers Parade and Four Kings, Anglesea. The Amendment also removes the overlays applying to residential areas from the expanded Diggers Parade Precinct.

In addition, the Amendment proposes to amend the Special Use Zone Schedule 5, which currently applies to the Tourism Development Precincts both at Torquay and Anglesea, by separating the zone schedule for each township. As such, the Special Use Zone Schedule 5 now applies to Torquay exclusively and the new Schedule 8 will apply to Anglesea.

The amendment also introduces Design and Development Overlay controls for the Tourism Development Precincts at Diggers Parade and Four Kings and makes references to the *Anglesea Great Ocean Road Study 2013* in the Planning Scheme including the Anglesea Strategy at Clause 21.11 and Schedule 9 to the Design and Development Overlay 'Anglesea Town Centre'.

The Amendment was exhibited from 23 April 2015 to 25 May 2015 and 5 submissions were received, comprising of 4 submissions in support and 1 submission in opposition. The submissions were referred to an independent Planning Panel, which heard from Council and one submitter at a public hearing conducted on 19 October 2015. The Panel's report was received on 16 November 2015 (refer Appendix 1) and has been made available to the public.

Discussion

In essence, there is only one objection to the amendment. The Great Ocean Road Resort consists of two titles as shown in Appendix 2. The primary basis of the objection is that the western portion of 105 Great Ocean Road (Anglesea Great Ocean Road Resort) was not included in the *Anglesea Great Ocean Road Study 2013* and therefore should not be rezoned from General Residential to Special Use Zone 8 as it would cause amenity impacts on the abutting residential sites. The purpose of the Special Use Zone is to encourage tourism related uses including accommodation, tourist attractions and retailing.

The Panel has concurred with Council that the Special Use Zone Schedule 8 is an appropriate outcome to be applied to the western portion of the site. The current General Residential Zone and Neighbourhood Character Overlay are no longer applicable to this site which operates as an integrated tourism resort over both titles including: accommodation, gym, swimming pool, restaurant and trampoline "Jumpz" facility.

The Panel is satisfied that Council's response in the proposed Design and Development Overlay Schedule, with built form controls (ResCode requirements), will ensure that future applications take into consideration the appropriate design response and safeguards against amenity concerns.

The Panel considers that the Amendment is strategically justified. The Great Ocean Road Resort at 105 Great Ocean Road, Anglesea, is a tourism development that is consistent with Council's aspirations and the intent of the Study. The property offers not only tourist accommodation but a number of tourist activities which will increase visitor stays as well as provide activities/services to the local community.

In order to better align the Study with the Amendment, the Panel forms the view that the *Anglesea Great Ocean Road Study 2013*, needs to be amended so that the mapping reflects the outcome of this amendment. The Panel is satisfied that the strategic intent of applying the Special Use Zone Schedule 8 to the whole site at 105 Great Ocean Road is justified, however, a mapping change will clarify it for anyone using the reference document in the future.

In conclusion, the Panel recommends that:

- *Amendment C97 to the Surf Coast Planning Scheme be adopted as exhibited subject to the following change:*
 - *Modify the Anglesea Great Ocean Road Study to include the land at 105 Great Ocean Road within Special Use Zone Schedule 8.*

3.5 Amendment C97 - Implementation of Anglesea Great Ocean Road Study 2013 - Adoption

The Panel's recommendation is supported. Amendment C97 will implement Council's vision for the tourism precincts in Anglesea. The modification of the *Anglesea Great Ocean Road Study 2013*, as recommended by the Panel, will correct a mapping anomaly. It will also provide more accurate background information to assist in understanding the context within which the amendment has been framed.

It is therefore recommended that the amendment be adopted as exhibited subject to the modification of the *Anglesea Great Ocean Road Study 2013* to better align this Study with the proposed Amendment.

Financial Implications

The 2015/16 budget has adequate provision for the processing of this planning scheme amendment including the adoption of the Amendment and modification of the *Anglesea Great Ocean Road Study 2013*. The changes to the Study will cost an additional \$2,500.

Council Plan

Theme 5 Development and Growth
Objective 5.4 Transparent and responsive land use and strategic planning
Strategy 5.4.7 Complete a strategic planning framework for land use planning.

Policy/Legal Implications

The Amendment conforms with the legislative requirements of the *Planning and Environment Act 1987*.

Officer Direct or Indirect Interest

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

Risk Assessment

There are no demonstrated risks associated with adopting the Amendment.

Social Considerations

An anticipated social impact of the proposed amendment is to enhance safety, wellbeing and recreation opportunities for the community of Anglesea.

Community Engagement

Notice was given of the Amendment in accordance with the legislative requirements of the *Planning and Environment Act 1987*. Letters were sent to all owners/occupiers affected by the Amendment and notice of the Amendment was published in local newspaper (Surf Coast Times) and the Government Gazette. The amendment was also available for viewing on Council's website and the Department of Environment, Land Water and Planning website.

Environmental Implications

The Amendment not only addresses environmental effects through urban design and building set back requirements but also ensures landscaping enhances the coastal bush setting of the area.

Communication

Letters have been sent to all submitters advising them of the receipt of the Panel report and alerting them to the Council meeting to be held on 28 January 2016. Submitters will be notified in writing and minutes will appear on Council's website of Council's decision to either adopt the Amendment or abandon the Amendment.

Conclusion

Council officers support the Panel's recommendation that Amendment C97 be adopted as exhibited subject to the modification of the *Anglesea Great Ocean Road Study 2013* to include the land at 105 Great Ocean Road within the Special Use Zone.

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

Having considered the Panel report, it is recommended that Amendment C97 be adopted as exhibited and forwarded to the Minister for Planning for approval following the modification to the *Anglesea Great Ocean Road Study 2013* as recommended.

3.6 Lorne Arts Festival Signature Event Funding Request

Author's Title: Manager Economic Development & Tourism

General Manager: Kate Sullivan

Department: Planning & Environment

File No: F16/336

Division: Environment & Development

Trim No: IC15/689

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77 of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To consider a three year funding proposal for the Lorne Arts Festival.

Summary

Staged since 2011, the Lorne Arts Festival (held in August each year) has become a significant event for the Lorne community and economy, receiving national exposure as an arts destination, galvanising community spirit and generating an estimated \$3.2 million in economic expenditure. Significantly, the exposure and economic boost occurs in a low visitation period for Lorne.

With the five year business plan now completed the Lorne Arts Festival (the festival) is now entering a new phase appointing a festival director (Naomi Daly) and falling under the umbrella of the Lorne Community Arts & Culture Foundation. The new strategic plan will see a stronger integration with the Lorne community as well as enhanced Saturday and Sunday activities to boost length of stay by attendees. As a result attendance is envisaged to increase to almost 5,000 providing an estimated \$4.8million economic boost to Lorne.

To ensure the festival continues to grow as a nationally recognised multi arts event a three year, \$25,000 per year, funding agreement is sought under Surf Coast Shire's Signature Event Program.

Recommendation

That Council:

1. Commit to funding the Lorne Arts Festival for an amount of \$75,000 over a three year period from 2016 – 2018.
2. Allocate \$25,000 funding from the unallocated cash reserve in 2015/2016 towards the August 2016 Lorne Arts Festival.
3. Pre-allocate \$25,000 funding from the 2016/2017 budget for the August 2017 Lorne Arts Festival.
4. Pre-allocate \$25,000 funding from the 2017/2018 budget for the August 2018 Lorne Arts Festival.
5. Note that a funding agreement will be entered into with the Lorne Arts Festival Board of Management outlining the funding commitment of \$75,000 over 3 years and including the pre-release of 2017 and 2018 funding amounts on receipt and assessment of an event acquittal report after each event is held.

3.6 Lorne Arts Festival Signature Event Funding Request

Report

Background

In 2010 business operators in Lorne attended a meeting arranged by the Lorne Business and Tourism Association (LBTA) to discuss strategies to improve business viability in Lorne by extending the trade period into the off peak season.

The LBTA proposed a strategy to build on the “shoulders” of the peak season extending it into the spring and autumn periods. Business operators agreed to a three-year strategy, which included the creation of the Lorne Arts Festival.

A multi-arts festival showcasing established and emerging artists across a range of genres including dance, comedy, cabaret, music, music, theatre, visual arts and spoken word, the festival has experienced continuous growth from 800 attendees in 2011 to 3,800 in 2015.

The five year plan has now been successfully completed with a new strategic plan being finalised to ensure the festivals long term sustainability.

The festivals annual budget is approximately \$288,500 and is governed by a Board of Management. The Board of Management includes a number of experienced and highly qualified people including Susannah Sprague, Andi Lawson-More, Don Tyler, Bob Sinclair, Peter Spring, Chris Tutungi and Garry Allen who will manage governance and sustainability.

The Lorne Arts Festival has previously received funding from Council for the amounts indicated below:

2014 event: \$25,000

2015 event: \$25,000

Discussion

Over its initial five years the festival has grown steadily to become an event of national standing generating significant social, cultural and economic outcomes for Lorne. Utilising over ten venues across Lorne the main festival venue (with a capacity of 350 people) is situated on the Mantra Lorne grass areas. Over 70 performances from artists based locally and around Australia create a weekend of colour, culture and fun.

Having completed its five year business plan the Board of Management is now seeking to create further stability (and subsequent growth) via the completion of a new strategic plan for the next five years.

Complementing the strategic plan the Board of Management has appointed experienced festival director Naomi Daly to help guide the next five years of growth and development.

Central to the future growth of the festival is the strengthening of key Friday night, Saturday afternoon and Sunday activities to encourage greater length of stay and deeper business and community integration.

The new strategic plan will also respond to the changing funding environment with a direction to secure greater sustainability via increased philanthropic funding and ticket sales. Currently, government funding (including Council) accounts for 13% of total revenue. Historic efforts to reduce the reliance on government funding have proven fruitful with a reduction from 27%.

Short Term Goals

In the immediate terms the festival's strategic goals for 2016 are to:

1. Promote the arts to a broad audience of both arts devotees and people dipping their toes into the arts pool for the first time.
2. Encourage collaboration between artists and community by engaging participants in workshops and providing essential interactive arts services to local schools.
3. Improve well-being of regional Victorians by bringing arts to their doorstep to both challenge and ignite passion in the arts.
4. Empower the younger community to participate in the arts, to consider arts career pathways or long term arts participation.
5. Develop effective and measurable sustainability for the region during winter economic downturns by bringing significant economic benefit to the town.

3.6 Lorne Arts Festival Signature Event Funding Request

Three Year Funding Request

To assist in achieving long term sustainability The Lorne Arts Festival has completed an application under the Signature category for the Event Grant Program seeking a three year funding agreement.

The securing of a three year funding agreement with Council under the Signature category will play a critical role in helping leverage other philanthropic funding opportunities as well as create a level certainty and resource efficiency in the lead up to each event. The funding will also assist the festival as it transitions to a greater reliance on increased revenue through ticket sales.

The funding sought totals \$75,000 over three years and is comprised as follows:

2016 event: \$25,000

2017 event: \$25,000

2018 event: \$25,000

In qualifying for Signature event funding the festival needs to display it is an event which achieves national exposure and significant economic benefits for Lorne/ Surf Coast Shire as well as providing major social, cultural and environmental outcomes. These aspects are discussed below.

Economic

The festival is specifically placed in the middle of the low season to extend the shoulder period in Lorne. The success of the festival has created a shift in business mentality to be open and trading for the last week of August. Historically businesses would not open until late September. This is an important flow on benefit for local residents as well as off-peak visitors.

The festival currently attracts 3,800 attendees. Importantly only 20% originate from Lorne (33% from Surf Coast Shire in total) with almost 55% coming from Melbourne and 2% from interstate. A further 10% originate from regional Victoria.

Surveys completed by the business community reveal the estimated economic benefit of the festival to be \$3.2million as a result of the increased expenditure from those outside Surf Coast Shire. Significantly 98% of attendees surveys indicated they would return to Lorne providing additional expenditure benefits beyond the festival weekend.

An analysis of accommodation data reveals accommodation rates increasing by 400% since the festival commenced in 2011 while 60% of retailers indicate visitor expenditure being well above average for that time of year as a direct result of the festival.

Future plans for the festival are to increase overall length of stay from Friday through to Sunday as well as attract a higher proportion of interstate attendees. This is envisaged to boost attendance levels to almost 5,000 people and generate an economic benefit of \$4.2million.

Media for the festival has a reach of 15 million people including exposure in The Age, Herald Sun, Geelong Advertiser and local media. Cultural magazines such as Forte, Beat and the Daily Review also featured the festival as well as national radio stations providing Lorne and Surf Coast Shire with a national exposure. The estimated value of media coverage received is \$1.5million.

Beyond the economic expenditure by visitors some 70 local volunteers, labourers, tradesmen and artists are sourced locally to support the event. With the festival budget being almost \$290,000 the local expenditure creates a further boost for suppliers beyond the typical tourism related businesses.

Social

The festival contains several social outcomes.

The 2016 festival community project will bring youth theatre specialists Polyglot to Lorne. Polyglot Theatre is an internationally renowned creator of interactive experiences for children and their parents, inspiring kids to turn the simplest things into extraordinary creations. Two productions will take place under Polyglot being Paper Planet and Ants. Paper Planet is a tactile, interactive experience for all ages which encourages creativity with paper on a vast scale.

3.6 Lorne Arts Festival Signature Event Funding Request

Ants is Polyglots roving performance by human sized Formicidae engaging children with distinctive physical art that aims to simplify complex human motivations. It is envisaged other key acts will be secured in future years.

A number of free, fun, family focused street performances are scheduled during the Lorne Arts Festival. The 2015 performances attracted some 200 people to each performance. The performers engage with people and create an opportunity to interact in a unique way.

The festival program includes (where possible) local professional artists (in the past- Orchestral Manoeuvres in the Marsh, Iris Walshe-Howling, the Beachniks) to ensure local artists enjoy performance opportunities and gain networking opportunities with other national artists.

The festival provides some 40-50 people with the opportunity to volunteer. Volunteers include students, retirees, local business people, nurses and holiday homeowners. Volunteers enjoy social interaction, a chance to aid their community and enjoy the arts, and free tickets to festival events.

With some 350 people attending the annual Opening Night Cabaret, the evening has become a key note social occasion for all to enjoy.

Cultural

Beyond the provision of a multi arts festival described above, a core objective of the festival is to provide an annual, free community project utilising an arts experience to engage with the community to transform the outlook of the local population of 1,200. These free roving arts performances as well as community-based workshops bring buoyancy, humour and culture to the township.

Financial Implications

The Lorne Arts Festival generates an estimated \$3.2 million in economic expenditure each year with the vast majority of this benefit being received by businesses in and within close proximity to Lorne.

The Lorne Arts Festival is seeking a three year funding agreement of \$25,000 each year. The total request from Council is therefore \$75,000. Should Council agree to the request the following budget implications would exist:

An allocation of \$25,000 from unallocated cash reserves in January 2016.

A pre allocated amount of \$25,000 in the 2016/2017 budget envisaged to be paid in December 2016 for the August 2017 event pending approved acquittal report.

A pre allocated amount of \$25,000 in the 2017/2018 budget envisaged to be paid in December 2017 for the August 2017 event pending approved acquittal report.

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.

Theme 5 Development and Growth

Objective 5.3 Develop and grow sustainable year round tourism

Strategy 5.3.7 Encourage a range of events to support year round tourism

Policy/Legal Implications

The provision of funding will result in a Funding Agreement being developed between Lorne Arts Festival and Surf Coast Shire. The Agreement will contain requirements for Lorne Arts Festival to meet prior to the release of year two and three funding.

Officer Direct or Indirect Interest

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

Risk Assessment

The Lorne arts Festival requires upfront funding to enable it to pay for marketing and other upfront costs. Should the festival go ahead a Clause will be in the Agreement for the return of funding to Council.

3.6 Lorne Arts Festival Signature Event Funding Request

A further clause will also be in place for the provision of an acquittal report prior to future funding allocations being released.

Social Considerations

The Lorne Arts Festival has created deep social connections extending through schools, the broader Lorne community, non-permanent residents and businesses. The festival brings together a range of ages and groups via its multi arts focus encouraging intergenerational connections.

Community Engagement

Several meetings have taken place with the event organisers who have provided evidence of the events eligibility to access the Signature category of the Event Grant Program.

Environmental Implications

The Signature Event Grant program seeks to fund events in the off peak season (between Easter and mid-December) to reduce the intensity of events taking place in the summer period.

Weighting for environmental elements for an event forms 20% of the overall evaluation criteria.

Communication

Staff will communicate the decision of Council to the event organisers both verbally and in writing.

Conclusion

The Lorne Arts Festival generates significant outcomes for the Lorne township on an economic, social and cultural aspect. To assist in future stability and growth of the festival a three year funding request has been made by the Lorne Arts Festival Board of Management totalling \$75,000 (three equal instalments of \$25,000) under the Signature event category of the Event Grant Program. The specific funding requirements are for the 2016, 2017 and 2018 festivals held in August each year.

Several meetings with festival representatives have been held to identify the benefits of the festival (detailed in the report above). As a result of these identified benefits it is recommended the funding request be endorsed by Council.

4. CULTURE & COMMUNITY

4.1 Open Space Strategy 2016 - 2025 Final

Author's Title: Manager Leisure & Wellbeing

General Manager: Chris Pike

Department: Leisure & Wellbeing

File No: F14/1370

Division: Culture & Community

Trim No: IC15/630

Appendix:

1. Open Space Strategy 2016-2025 (D15/116563)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To adopt the Open Space Strategy 2016 – 2025.

Summary

In October 2014 Council commenced a review of its existing Open Space Strategy (2004) with the assistance of joint funding from the Sport and Recreation Victoria Community Facilities Funding Program.

The project consisted of six stages including internal workshops with key staff, public open house sessions in four townships across the Shire and a four week public exhibition of the draft document. Council received twelve submissions during the exhibition period and seven people attended the open house sessions. There have been limited significant changes from the draft Strategy that was presented to Council in September 2015 to this final version.

The Strategy recommends eight guiding principles for the provision and management of open space and a prioritised action plan to systematically move toward desired directions and lead Council decision-making with regard to open space planning and provision for the next ten years.

Strategy implementation progress will be reported to Council annually and an interim review of the document is scheduled at five years (2021).

Recommendation

That Council:

1. Adopt the Open Space Strategy 2016 – 2025.
2. Note that an implementation progress report will be presented to Council annually.

4.1 Open Space Strategy 2016 - 2025 Final

Report

Background

Council commenced a review of its existing Open Space Strategy (2004) in October 2014 with funding support from the Sport and Recreation Victoria Community Facilities Funding Program. The project consisted of six stages all of which are now complete:

- Stage 1 – Project clarification and inception
- Stage 2 – Issues and Opportunities – background analysis
- Stage 3 – Consultation (stage A) including a workshop with Councillors
- Stage 4 – Draft Strategy
- Stage 5 – Consultation (Stage B) including public exhibition of the draft strategy, internal workshops and public open house sessions
- Stage 6 – Final Open Space Strategy Document

Discussion

In September 2015 Council noted the draft Open Space Strategy (2015 -2025) and released for public exhibition for a period of 4 weeks (5 October 2015 – 30 October 2015).

A number of communication and engagement activities were completed to support the public exhibition release including:

- The draft Strategy was made available on Council's website.
- A notification email and link to website was sent to our project stakeholder database list (approximately 200 stakeholders) which includes external agencies, adjacent land managers, key community groups, sporting clubs, organisations including commercial operators and traders.
- Public notice included in the October 2015 Groundswell newsletter which is sent to all ratepayers in the Shire.
- Announced via social media.
- The Strategy was presented for a second time to the All Abilities Advisory Committee (AAAC) at its October 2015 meeting.

Four information and feedback drop in sessions were also held during the exhibition period:

- Winchelsea – Eastern Reserve Clubrooms Tuesday 27 October 2015 6.30pm – 8.00pm
- Torquay – Spring Creek Recreation Reserve Clubrooms Wednesday 28 October 2015 5.30 – 7.00pm
- Lorne – Lorne Senior Citizens Thursday 29 October 2015 9.00am – 10.30 am
- Anglesea – Anglesea Visitor Information Centre Thursday 29 October 2015 5.30 pm – 7.00pm

Council received three queries and nine submissions in relation to the draft document and seven people attended in total across the four drop in sessions (there were no attendees at the Torquay session).

Key Feedback

The general feedback received to the draft Open Space Strategy was positive and supportive. Both internal/external stakeholders and community members provided constructive comments that informed the development of the final version. Not all comments received were relevant for inclusion in the final version, however this feedback has been directed to the relevant Council Departments to respond.

A summary of the key points raised in the submissions include:

- Maintaining and enhancing connectivity between open spaces,
- Establishing new pathways where possible to increased connectivity and at minimum grades so they are suitable for the older demographic or mobility impaired users
- Protecting, enhancing and improving our natural environmental assets
- Matching expenditure of funds with the community's prioritisation of our natural assets
- Advocating the importance of pedestrian access, in particular 'access for all'
- Ensuring the 'bicycle' is not prioritised over the pedestrian, and pedestrian safety is a high priority
- Ensuring there are safe off road cycling routes and options
- Future master planning projects are collaborative processes with the local community
- Consideration of site specific qualities of open spaces exist in any approach to maintenance and design guidelines that a 'one size fits all' might not always work or be the best outcome

4.1 Open Space Strategy 2016 - 2025 Final

- Addressing issues of encroachment on the Shire's open spaces
- Developing a balance and equitable system for commercial and community use of the Shire's open space
- Careful consideration of balancing desire to use and develop our open space for emerging trends, events with the key community value of the natural environment and its 'peaceful' quiet nature
- Regular monitoring and auditing of open space to ensure it is safe, accessible and functioning as it is intended
- Support for a collaborative approach with other key land managers

All Abilities Advisory Committee (AAAC)

The AAAC has been involved in the project since its inception and a member of the Open Space Strategy Project Team has attended AAAC meetings throughout the duration of the project to ensure high quality engagement. A submission was received by the AAAC in response to the public exhibition period and this feedback has been considered in the preparation of the final strategy document.

Key Changes

There were limited significant changes from the draft Strategy document that was presented to Council in September 2015, however the key changes to the final version include:

- Planning Framework
update to include additional relevant CCMA strategic documents
- Emerging Trends
Inclusion of sections about population growth, pedestrian and cyclists, nature play and streetscapes
- Vision
Shared path photo replaced
- Guiding principles
Adjustment to sustainable spaces wording to further emphasise protection of the Shire's natural assets
- Shire Wide Assessment
Additional clarification of the definition of the terms 'core' and 'non-core'
- Demand Gap Assessment and Analysis
Inclusion of graph analysis per precinct of open space by management agency and classification
- Torquay Precinct
Inclusion of an additional paragraph recognising the independent process of the Spring Creek Precinct Structure Plan which will guide open space in this development area
- Winchelsea Precinct
Inclusion of an additional paragraph regarding Winchelsea Common and the current process being undertaken in relation to the Clean-up plan being prepared by the Shire and DELWP as requested by the EPA
- Action Plan
Change in the total number of actions from 37 to 41. Specifically the following actions were added or amended as a result of feedback from the exhibition period:
 - Actions 5,6,7, 14,15,16,30 and 31 have been added
 - Action 22 (formerly 16) has been amended. The duration of the audits and inspection of environmental and heritage assets will be every three years not annually to be in line with action 21.

Future Directions and Action Plan

The Strategy's prioritised action plan provides Council with forty one action items under the following four themes:

1. Policies
2. Management and Operational Processes
3. Partnerships, Funding and Budgets and Recreation
4. Environment and Parks Planning and Delivery.

Each of these action items have been further prioritised as high (1 – 2 yrs.), medium (2 – 5 yrs.) and ongoing (1 - 10yrs). All are to be completed over the life of the Strategy (ten years).

4.1 Open Space Strategy 2016 - 2025 Final

In addition the Strategy highlights future directions which are fundamental to the future provision of open space in the Shire and are considered to hold particular interest for some members of the community. These were also topics that were raised through the public exhibition period of the draft document and summarised below.

Council Resources – Funding Allocation

The draft Strategy explored various funding options currently available for open space development and renewal. These remain in the final document along with recognition that available funds will be subject to review via Councils budget processes in a rate capping environment from mid-2016. Key outcomes and specific actions for Council to note related to resourcing and funding are:

- Ensure resource allocations reflect the maintenance and upgrade requirements necessary to sustain quality open space. Review current divisions of expenditure for open space including funds allocated for playgrounds, pathways and environmental areas (Action 24). Council may consider a re-apportionment of existing funds between recreation facilities (including the playground budget) and nature reserves.
- Council consider establishing a dedicated annual CAPEX and new initiatives budget for open space (Action 25). This should include consideration of an individual budget allocation per annum for precinct planning of our open spaces as well as implementation of existing and future master plan action items.
- Council consider establishing a dedicated budget item for open space related grant funding submissions (Action 26).

Master Planning

The two years has seen Council commence the development of more robust and efficient frameworks and processes to guide the development, implementation and prioritisation of masterplans and their actions. An inventory of the existing 29 masterplans currently endorsed by Council notes a considerable sum of outstanding works not currently budgeted for. The strategy notes that implementation of all of these actions is beyond both Council's and the community's ability to fund in the short to medium or even long term. Key outcomes and specific actions for Council to note related to master planning are:

- Council should look at precinct planning as a priority (Action 33)
- Council should not move to undertake new master planning processes until the short and medium term recommendations from previous plans have been completed or if no longer relevant removed from consideration (Future directions)
- Council should review the total sum of outstanding masterplan actions, re-prioritise valid actions or remove those that no longer meet council and community demand using the guiding principles in the final strategy (Future directions)
- Council should undertake an annual desktop review of existing masterplans with a focus on masterplans that have a high risks, opportunities and complexities. Only one new masterplan and one review should be undertaken per year. These should only be of facilities that are district /precinct level or above (Action 35)
- All masterplans should include significant community consultation, however most importantly they should reflect resource realities and be deliverable (Future directions)

Tenure, Community, Commercial Use and Encroachment

Rate capping is likely to impact on Council's ability to fund services including those within or relating to open space. Although the document recognises that a separate body of work will be undertaken in relation to this which is likely to include a review of fees and charges, the document still identifies some key issues relating to use of open space. Requests for community and commercial use of the Shire's open space have been steadily increasing. Council currently seeks to balance the usage demand with the other values such as preservation of environmental, economic and social values. The Strategy identifies there is a significant policy gap in this area. Encroachments are another issue that has been identified as important by both Council and the community with rectification and prevention seen as a high priority.

Key outcomes and specific actions for Council to note related to tenure and community and commercial use are:

- Any tenure arrangement with community groups should recognise the significant resource outlays undertaken by Council (Future directions)
- Community service obligations should be clearly articulated (Future directions)

4.1 Open Space Strategy 2016 - 2025 Final

- Acknowledge the contribution that not for profit community organisations make towards facility maintenance (Future directions)
- Acknowledge the social benefit and positive contribution to health and wellbeing that many of the not profit organisations make (Future directions)
- Develop a policy for commercial and community use of council owned and crown land open space (Action 1)
- Develop a management procedure that private use and works are not to encroach onto Council managed open space establish a rolling program to remedy existing encroachment (Action 2)
- Develop a fencing policy for the management of open space (Action 2)

Pathways - Connectivity and Access for All

Stakeholder feedback has identified that access, safety and connectivity of our pathways for both pedestrians and cyclists is important to our community. The detail of pathway proposals and standards are already identified in Council's Pathway Strategy (2012), however the following Open Space Strategy actions address this important issue for our community:

- Undertake the Design Functionality Audit of Council-managed open space at least every five years (Action 19)
- Undertake the Design Functionality Inspection of Council-managed open space at least biennially (Action 20)
- Guiding Principles:
 - Quality Planning
 - Accessible and well connected

Key Partnerships

Although the Strategy focusses on Surf Coast Shire owned or managed open space, which is a small percentage of the total open space within the Shire (1.9%), it recognises the amount of total open space (35,000ha) and the agencies who manage this. One of the main aims of the Strategy was to improve partnerships with other land managers and agencies in the Surf Coast Shire. These agencies have been involved throughout the project and provided input at key stages. Partnership outcomes and specific actions for Council to note include:

- Development of formal MOU's, shared design guidelines, policies and consistent approaches regarding management and maintenance levels. Recognising a 'one size fits all approach' may not necessarily be the final outcome as there are variations in resources and revenue between agencies (Actions 3, 9,13, 29 and 31)
- Close working relationships with open space planning and master planning processes (Future directions)
- Close management and monitoring of pressures in our open space networks through events and commercial ventures (Action 3)

Financial Implications

Strategy Development

Council budget (2014/15)	\$30,000
Community Facilities Funding Program (2014/15)	<u>\$30,000</u>
Total	\$60,000

Action Plan

There are forty-one actions recommended within the Strategy to be delivered over the next ten years. Some of these actions will have future financial implications for Council and be subject to consideration via future capital expenditure planning and budget processes, however many actions can be incorporated into current operating budgets and officer work plans.

CAPEX expenditure

An annual dedicated budget sum in CAPEX for the delivery of masterplan actions and new initiatives is recommended in the Strategy. The intention is that the sum is based on the average total annual expenditure to date but that the distribution of funds within the total sum may vary. The renewal budget is already fixed and is not recommended to change as part of this Strategy.

4.1 Open Space Strategy 2016 - 2025 Final

Management procedure for encroachment and associated fencing policy

The introduction of a management procedure and fencing policy is likely to have financial implications for implementation and rectification of existing encroachments. This is not currently budgeted for.

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.

Policy/Legal Implications

The document recommends a total of five new policies, one management procedure and several formal agreements or memorandums of understandings with other land management agencies. It is considered there is capacity for the development of one policy per year with current resourcing.

Officer Direct or Indirect Interest

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

Risk Assessment

A project risk log was developed for the duration of the project. Potential risks which may result from the recommendations, future directions and action plan include:

- Inability to deliver actions within the prescribed time frame due to insufficient resources
- Insufficient budget to achieve outcomes and recommendations
- Community dissatisfaction and organisational reputational risks with proposed policy development outcomes
- Inability to reach agreement or consensus with other key stakeholders and the community on key issues, standards and procedures.

Social Considerations

The Open Space Strategy 2016 – 2025 will provide positive outcomes for our community. The Strategy will guide Council decision making with regard to open space planning and provision for the next 10 years increasing equity and transparency for our community. The development of a policy for commercial and community use of Council-owned and Crown land open space is an immediate priority action that will involve a high level of consultation with the community.

Community Engagement

There were many community and stakeholder engagement opportunities provided in the development of the Strategy. The following engagement activities were completed since Council released the draft Strategy for public exhibition:

- Document was available from the Shire website from the 5 October – 30 October 2015, with submissions accepted via post or email
- Notification of release of the draft Strategy was emailed to all key stakeholders, agencies and community groups on the project data base (approximately 200)
- Notification of release of the draft Strategy was emailed to all respondents who indicated they wished to be kept update during the issues and opportunities paper exhibition period (Feb 2015)
- Notification of release of the draft Strategy was posted on social media
- Notification of release of the draft Strategy was included in the October 2015 issues of Groundswell
- Drop in sessions were held at the following locations:
 - Winchelsea – Eastern Reserve Clubrooms Tuesday 27 October 2015 6.30pm – 8.00pm
 - Torquay – Spring Creek Recreation Reserve Clubrooms Wednesday 28 October 2015 5.30 – 7.00pm
 - Lorne – Lorne Senior Citizens Thursday 29 October 2015 9.00am – 10.30 am
 - Anglesea – Anglesea Visitor Information Centre Thursday 29 October 2015 5.30 pm – 7.00pm

4.1 Open Space Strategy 2016 - 2025 Final

Environmental Implications

Stakeholder and community consultation has clearly indicated in both the issues and opportunities and draft phases of the project that protection, maintenance and enhancement of our natural assets is considered a high priority. The Strategy reflects this value throughout, most significantly in the guiding principles and the action plan. It is considered that the natural environment and natural assets are more adequately represented in this Strategy than the previous document (2004) providing an overall increase in positive environmental outcomes.

Communication

Once the strategy has been endorsed the following communication actions will be actioned:

- The final document will be available from the Shire website
- Notification of endorsement will be emailed to all key stakeholders, agencies and community groups on the project data base (approximately 200)
- Notification of endorsement will be emailed to all respondents who indicated they wished to be kept update during the issues and opportunities paper exhibition period (Feb 2015)
- Notification of endorsement will be posted on social media
- Notification of endorsement will be conveyed through local print media
- Notification of endorsement will be included in the next available Groundswell.

Conclusion

The development of the Surf Coast Shire Open Space Strategy 2016 – 2025 has been undertaken over a fourteen month period. It has been a collaborative process involving Councillors, the executive management team, internal stakeholder groups, external stakeholders and agencies and the broader community. The document provides information and data to enable establishment of justifiable strategic directions for planning, provision, development, preservation and management of a diverse range of public open spaces. It provides recommendations, strategic directions and policy recommendations that address immediate and longer term community needs based on clear evidence of community demand and sustainable management outcomes. It also provides for opportunity for better coordination between Council and other key land managers.

5. MINUTES

5.1 Section 86 Committee Minutes

Author's Title: Administration Officer - Governance & Risk **General Manager:** Sunil Bhalla

Department: Governance & Risk

File No: F16/284

Division: Governance & Infrastructure

Trim No: IC16/41

Appendix:

1. Hearing of Submissions Committee Meeting Minutes - 1 December 2015 (IC15/632)
2. Hearing of Submissions Committee Meeting Minutes - 19 January 2016 (IC16/47)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

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:

- Hearing of Submissions Committee – 1 December 2015
- Hearing of Submissions Committee – 19 January 2016

5.2 Advisory Committee Minutes

Author's Title: Administration Officer - Governance & Risk **General Manager:** Chris Pike

Department: Governance & Risk

File No: F16/285

Division: Governance & Infrastructure

Trim No: IC16/54

Appendix:

1. All Abilities Advisory Committee (AAAC) Meeting Minutes - 8 December 2015 (D15/116245)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

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 All Abilities Advisory Committee (AAAC) held on the 8 December 2015.

6. ASSEMBLIES OF COUNCILLORS

6.1 Assemblies of Councillors

Author's Title: Administration Officer - Governance & Risk **General Manager:** Sunil Bhalla

Department: Governance & Risk

File No: F15/764

Division: Governance & Infrastructure

Trim No: IC15/675

Appendix:

1. Assembly of Councillors - Update of Status of Planning Services - 8 December 2015 (D15/110909)
2. Assembly of Councillors - Council Briefing - 19 January 2016 (D16/1983)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77 of the Local Government Act:

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:

- Update of Status of Planning Services – 8 December 2015
- Council Briefing – 19 January 2016

7. URGENT BUSINESS/PETITIONS/NOTICES OF MOTION

7.1 Petition to object to Food Pop up Vans in the Torquay Precinct

Author's Title: Manager Planning & Development

General Manager: Kate Sullivan

Department: Planning & Development

File No: 15/0420

Division: Environment & Development

Trim No: IC15/682

Appendix:

1. 15/0420 15/0507 - Notification - Petition - 2 Cliff Street Torquay 5 Zeally Bay Road Torquay (D15/114119)

Officer Direct or Indirect Conflict of Interest:

Status:

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

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

To receive and note the petition requesting that Council consider the petition as an objection to the Planning Application 15/0420 2 Cliff Street Torquay and Planning Application 15/0507 5 Zeally Bay Torquay.

The petition consists of 18 signatures.

Recommendation

That Council, in accordance with its Local Law No. 2 – Meeting Procedure:

1. Receive and note the petition requesting that Council consider the petition as an objection to the Planning Applications 15/0420 2 Cliff Street Torquay and 15/0507 5a Zeally Bay Road Torquay.
2. Refer the petition to the General Manager Environment and Development for consideration.
3. Require a report on the petition be presented to the February Ordinary Council Meeting.

8. IN-CAMERA

Recommendation

That Council pursuant to section 89(2)(h) other matters, section 89(2)(d) contractual matters and section 89(2)(a) personnel 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 Award of Contract 15/588 Anglesea Landfill Stage 3 Rehabilitation and Cell 3C Liner Construction

8.3 CEO Employment Matters Committee

Recommendation

That:

1. The resolution and report pertaining to In-Camera items 8.1 and 8.3 remain In Camera.
2. The report pertaining to In-Camera item 8.2 remain In Camera and the resolution be made public.
3. Council open the meeting to the public at pm.

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